ORDINARY MEETING AGENDA

24 JULY 2019

To commence at 5.30pm, Wednesday, 24 July 2019
Hilltops Council, Young Chambers, 189 Boorowa Street, Young
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MEETING TO COMMENCE WITH ACKNOWLEDGEMENT OF TRADITIONAL OWNERS
May I firstly acknowledge the traditional owners of land we meet on today - I humbly pay my respects to the people of the Wiradjuri nation, their past, future and emerging elders.

1. OPENING OF THE MEETING
   1.1 Housekeeping
       • I note there are a number of people in attendance. If you are asked to evacuate, the emergency procedure is to:
         - Exit via the door leading out of the building directly outside the Council Chambers and proceed to the footpath opposite the Council Chambers and await further instructions.
   1.2 Live Streaming
       • This Council Meeting is being streamed live, recorded and published in accordance with Council’s Live Streaming in Council Meetings Policy.
       • To those present in the gallery today, by attending a public meeting of the Council you are consenting to your image, voice and comments being recorded and published.
       • Anyone who is invited to speak will be recorded and their voice, image and comments will form part of the live stream and recording.
       • The Chair and/or the General Manager have the discretion and authority at any time to direct the termination or interruption of live streaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.
       • Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour and/or comments.
       • Today’s Meeting is being streamed live as well as recorded and published on Council’s website.

1.3 Public Forum – to commence at 5.30pm before commencement of meeting

2. ATTENDANCE
   2.1 Apologies and applications for leave of absence by Councillors
   2.2 Declarations of Conflicts of Interest
3. SYMPATHY EXPRESSIONS

MOTION:

That staff and members of the public be upstanding for a minutes' silence to express our sympathy on the passing of;

Barry Long; Patricia Curtis; Patricia Ryan; Joyce Simpson; Sister Genevieve McRae; Maureen Sam; Ian Clarke-Bruce; Bernice Fathers; James Montgomery; Garry Stevens; Susanne Dunbar Hawker; Jane Robertson; Patricia Stone; Stephen Hitchcock

Moved: Mayor Brian Ingram
4. CONFIRMATION OF MINUTES

Reference: File No. F23.00
Responsible Officer: General Manager

PURPOSE
The purpose of this report is to confirm the Minutes from Hilltops Council Ordinary Meeting held, 26 June 2019.

RECOMMENDATION
That Council:

(a) Confirm the Minutes from the Hilltops Council Ordinary Meeting dated 26 June 2019 as a true and accurate record.

REPORT
SUMMARY/BACKGROUND
Confirm the minutes from the Hilltops Ordinary Council Meeting held in Harden Chambers as a true and accurate record.

ATTACHMENTS:
Attachment 1 - Minutes 26 June 2019

POLICY AND LEGISLATION
➢ Local Government Act

COMMUNITY STRATEGIC PLAN LINKAGE
3.1 Undertake Council activities within a clear framework of legislative compliance, strategic planning, policies, risk management, procedures and service standards.

FINANCIAL IMPLICATIONS
Nil

RISK IMPLICATIONS
Nil

CONSULTATION AND TIMING
Hilltops Council Ordinary Meeting, 26 June 2019
HILLTOPS COUNCIL ORDINARY MEETING MINUTES
26 June 2019, commencing at 5.42 PM
Held in the Hilltops Council, Harden Chamber, 3 East Street, Harden

ATTENDANCE
Mayor Cr Brian Ingram

COUNCILLORS
Gregory Armstrong
Tony Flanery
John Horton
Rita O’Connor
Margaret Roles
Matthew Stadtmiller
Wendy Tuckerman
John Walker
Antony Wallace

STAFF
E Marks  General Manager
D Rowland  Director Sustainable Growth
J Osland   Director Infrastructure

PUBLIC FORUM
- Item - 7.5 - 19/153 – Joint-Use Library And Community Facility
  Sue Gordon; Larry Wordsworth; Kristen Behler; Helena Trantino
- Item - 5.2 - 19/143 – Forsythe Street Development Update
  Letter from John Pattinson read out by Mayor Ingram

APOLOGIES
Councillor Christopher Manchester

19/177 RESOLVED:

That Council:

(a) Accept the apology of Councillor Christopher Manchester

Moved: Mayor Brian Ingram               Unanimous

DECLARATIONS OF INTEREST - CONFLICT OF INTEREST
Nil

3. SYMPATHY EXPRESSIONS

That staff and members of the public be upstanding for a minutes’ silence to express our sympathy on the passing of:

Shirley Rolls; James Charlesworth; Patricia Nott; Moya Tieme; Cecil Hennock; Amy Troth;
Robert Nolan; Margaret Booker; Kathleen Sims; Donald Wheeler; Harley Thompson;
Bronwyn Gruber; William Burgess; Leslie Cameron; Bernard Minogue; Anne Sheridan;
Maxwell Donohoe; Marian Earl; James Calvert; Valda Terry

Moved: Mayor Brian Ingram

_______________________      ____________________
General Manager                                                                                                Mayor
HILLTOPS COUNCIL ORDINARY MEETING MINUTES
26 June 2019, commencing at 5.42 PM
Held in the Hilltops Council, Harden Chamber, 3 East Street, Harden

4. CONFIRMATION OF MINUTES

19/178 RESOLVED:
That Council:

(a) Confirm the Minutes from the Hilltops Council Ordinary Meeting dated 22 May 2019 as a true and accurate record.

Councillors: Tuckerman/Roles Unanimous

5. MAYORAL MINUTE

5.1 - 19/142 – EMERGENCY SERVICES LEVY 2019

19/179 RESOLVED:
That Council:

(a) Object strongly to any increase to the 2019 Emergency Services Levy (ESL) above rate peg noting that no consultation was conducted with the sector in advance of the increase and acknowledging that budgets have already been developed;
(b) Advocate for the value of any increase of the ESL in future years to be added to the rate peg;
(c) Advocate that the ESL be considered as a separate rate collected by Local Government on behalf of NSW Government; and
(d) Advocate for the increase by deferred to 2021

Councillors: Walker/Horton Unanimous

5.2 - 19/143 – FORSYTHE STREET DEVELOPMENT UPDATE

19/180 RESOLVED:
That Council:

(a) Receive a report from the General Manager about the status of this development;
(b) That this be provided to the next Ordinary Meeting of Council; and
(c) That all Council correspondence received and sent out regarding this matter since approval be included in the report.

Councillors: Horton/O’Connor

For: Councillors: Ingram, Armstrong, Flanery Horton, O’Connor, Roles, Tuckerman, Walker, Wallace
Against: Councillor: Stadtmiller

General Manager
Mayor
6. MAYORAL REPORT JUNE 2019

6.1 19/144 - ATTENDANCE CANBERRA REGION JOINT ORGANISATION BOARD MEETING, 24 MAY 2019.

19/181 RESOLVED:

That Council:

(a) Receive and note the minutes of the Canberra Region Joint Organisation board meeting for 24 May 2019.

Councillors: Horton/Flanery Unanimous

6.2 - 19/145 - MEMORANDUM OF UNDERSTANDING (MOU) LANZHOU MUNICIPAL PEOPLES GOVERNMENT 2019

19/182 RESOLVED:

That Council:

(a) Endorse the Memorandum of Understanding (MOU) with the Lanzhou Municipal Peoples Government; and

(b) Acknowledge that this will be jointly signed as part of the delegation visit in July 2019

Councillors: Horton/O’Connor

For: Councillors: Ingram, Armstrong, Flanery, Horton, O’Connor, Roles, Tuckerman, Walker, Wallace

Against: Councillor: Stadtmiller

6.3 - 19/146 - MAYORAL ENGAGEMENTS - JUNE 2019

19/183 RESOLVED:

That Council:

(a) Receive and note the Mayor engagements, June 2019.

ENGAGEMENT DATES
May - June 2019
26 May            Regional Development Australia Southern Inland Dinner
30 May            Joint Use Library Facility Meeting
30 May            Prime News interview
1 June            Boorowa Rotary Club Dinner
3 June            Councillor Workshop for Joint Use Library Facility
3 June            Murrumburrah Harden Rotary Club Changeover Dinner
4 June            Meetings with residents in Boorowa and Harden
4 June            LEP Working Committee meeting
5 June            Meeting with new Officer In Charge, Young Police
5 June            Pitchfest Information evening

____________________     ____________________
General Manager                                                                                                Mayor
HILLTOPS COUNCIL ORDINARY MEETING MINUTES

26 June 2019, commencing at 5.42 PM
Held in the Hilltops Council, Harden Chamber, 3 East Street, Harden

11 June Joint Use Library Facility meeting with Schools Infrastructure NSW
11 June Joint Use Library Facility Steering Committee Meeting
11 June LEP Working Committee Meeting
12 June Rye Park Village Workshop
19 June Visit to Croatia Embassy in Canberra
25 June LEAP graduation at Murramburrah High School
25 June Rotary Club of Young Changeover Dinner
26 June Hilltops Council Ordinary Meeting, Harden Chambers

Councillors: Horton/Roles  Unanimous

6.4 19/147 - COUNCILLOR REPORTS - MEETINGS ATTENDED AND COMMUNITY RECOGNITION

19/184 RESOLVED:

That Council:

(a) Receive and note the Councillor Reports.

Councillor John Horton
15 May Village workshop - Rugby
03 June Councillor's workshop. Library joint venture presentation - Young
04 June LEP workshop - Young
05 June Local Traffic Advisory Committee meeting - Young
2 x Rotary meetings.
26 June Hilltops Council Ordinary Meeting - Harden

Councillor Greg Armstrong
Meetings as minuted
23 May Attended National Volunteers Week “thank you” function on behalf of Council
03 June Councillor Workshop Joint Use Library
04 June LEP Working Committee Workshop
11 June LEP Working Committee Meeting
11 June Joint Use Library Steering Committee Meeting
12 June Attended Rye Park Community Meeting
Constituent Interviews
26 June Hilltops Council Ordinary Meeting - Harden

Councillor Margaret Roles
26 May Regional Development Australia Southern Inland Dinner
Hilltops Hub Meeting
3 June Councillor Workshop Joint Use Library
4 June LEP Working Committee Workshop
11 June LEP Working Committee Meeting
Guide Induction
11 June Joint Use Library Steering Committee Meeting
16-19 June LGA National Conference - Canberra
26 June Hilltops Council Ordinary Meeting - Harden

_______________________  ____________________
General Manager  Mayor
Recognise OC 200 ACU Major Phillip Mitchell and the Young Cadet Unit for being recognised through the armies newspapers for their outstanding contributions to the Community on ANZAC Day and their involvement with the community.

Recognise the late Bernie Minogue. Bernie was a stalwart to the Harden community, he quietly went about moving stock to shows for the Harden High School for many years at no cost, he was one of Hardens quiet achievers.

6.5 - 19/148 - NSW LOCAL ROADS CONGRESS - 3 JUNE 2019 CONGRESS COMMUNIQUÉ

19/185 RESOLVED:

That Council:

(a) Receive and note the report from Councillor Walker on the NSW Local Roads Congress - 3 June 2019; and

(b) Receive a report back on the current traineeship program run by Council and an improvement plan.

Councillors: Walker/Flanery  Unanimous
7. GENERAL MANAGER’S REPORT

7.1 - 19/149 - BREACHES OF S440G LGACT - PUBLIC APOLOGY COUNCILLOR CONDUCT

19/186 RESOLVED:

That Council:

(b) Acknowledge that if an apology should not occur then this lack of action would be referred to the Office of Local Government for further consideration.

Councillors: Horton/Flanery

For: Councillors: Ingram, Armstrong, Flanery, Horton, O’Connor, Roles, Tuckerman, Wallace

Against: Councillors: Stadtmiller, Walker

7.2 - 19/150 - GENERAL MANAGERS ANNUAL LEAVE COVER JULY 2019

19/187 RESOLVED:

(a) Acknowledge the dates of the General Managers leave being the 8 July to 22 July 2019;

(b) Appoint John Osland, Director of Infrastructure Services to the role of Acting General Manager during this period.

(c) Pass on all delegations of the General Manager to the Acting General Manager as appropriate.

Councillors: Roles/Wallace

For: Councillors: Ingram, Armstrong, Flanery, Horton, O’Connor, Roles, Tuckerman, Walker, Wallace

Against: Councillor: Stadtmiller

7.3 - 19/151 - DRAFT CODE OF CONDUCT PROCEDURES

19/188 RESOLVED:

That Council;

(a) Adopt the Draft Hilltops Council Code of Conduct Procedures.

Councillors: O’Connor

For: Councillors: Ingram, Armstrong, Horton, O’Connor, Roles, Tuckerman, Walker, Wallace

Against: Councillors: Flanery/Stadtmiller
7.4 - 19/152 - ADOPTION OF HILLTOPS COUNCIL 2019/2020 OPERATIONAL PLAN, BUDGET, REVENUE POLICY, FEES AND CHARGES

19/189 RESOLVED:

That, following consideration of public submissions on the 2019-2020 Draft Operational Plan, that Council:

1. Adopt the 2019-2020 Operational Plan and associated budget, revenue policy and fees and charges incorporating changes to the Boorowa - Young Farmland rate and Young - Harden Farmland rate suggested in the public submission.

2. In accordance with the Local Government Act 1993, make and levy the following rates for the 2019/2020 financial year calculated on the current land value for rating purposes of all rateable land subject to such rate within the Council area:

<table>
<thead>
<tr>
<th>Rate Category</th>
<th>2019/2020</th>
<th>Base %</th>
<th>Minimum Amount ($)</th>
<th>Ad Valorem Rate (cents in $)</th>
<th>Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Base Amount $</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESIDENTIAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harden/Murrumburah</td>
<td>292.49</td>
<td>48%</td>
<td>1.124550</td>
<td>552,223</td>
<td></td>
</tr>
<tr>
<td>Harden - Other</td>
<td>189.41</td>
<td>48%</td>
<td>0.316555</td>
<td>197,297</td>
<td></td>
</tr>
<tr>
<td>Boorowa</td>
<td>452.00</td>
<td>48%</td>
<td>0.624716</td>
<td>328,514</td>
<td></td>
</tr>
<tr>
<td>Boorowa - Other</td>
<td>452.00</td>
<td>48%</td>
<td>0.316555</td>
<td>197,297</td>
<td></td>
</tr>
<tr>
<td>Young Other</td>
<td>460.00</td>
<td>48%</td>
<td>0.747885</td>
<td>686,313</td>
<td></td>
</tr>
<tr>
<td>Young - Township</td>
<td>460.00</td>
<td>48%</td>
<td>1.061750</td>
<td>3,145,899</td>
<td></td>
</tr>
<tr>
<td>FARMLAND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harden</td>
<td>684.37</td>
<td>26%</td>
<td>0.285775</td>
<td>2,087,328</td>
<td></td>
</tr>
<tr>
<td>Boorowa</td>
<td>452.00</td>
<td>26%</td>
<td>0.747885</td>
<td>1,896,382</td>
<td></td>
</tr>
<tr>
<td>Boorowa - Young</td>
<td>460.00</td>
<td>26%</td>
<td>0.431970</td>
<td>35,808</td>
<td></td>
</tr>
<tr>
<td>Young</td>
<td>460.00</td>
<td>26%</td>
<td>0.431970</td>
<td>2,924,547</td>
<td></td>
</tr>
<tr>
<td>Young - Harden</td>
<td>684.37</td>
<td>26%</td>
<td>0.285775</td>
<td>18,548</td>
<td></td>
</tr>
<tr>
<td>BUSINESS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harden/Murrumburah</td>
<td>506.88</td>
<td>38%</td>
<td>2.383567</td>
<td>149,663</td>
<td></td>
</tr>
<tr>
<td>Harden - Business Other</td>
<td>295.50</td>
<td>38%</td>
<td>0.506909</td>
<td>71,989</td>
<td></td>
</tr>
<tr>
<td>Boorowa</td>
<td>452.00</td>
<td>38%</td>
<td>0.433114</td>
<td>35,517</td>
<td></td>
</tr>
<tr>
<td>Young</td>
<td>460.00</td>
<td>38%</td>
<td>0.892271</td>
<td>44,807</td>
<td></td>
</tr>
<tr>
<td>Young - CBD</td>
<td>460.00</td>
<td>38%</td>
<td>1.455825</td>
<td>744,637</td>
<td></td>
</tr>
<tr>
<td>Young - Non-CBD</td>
<td>460.00</td>
<td>38%</td>
<td>1.310243</td>
<td>230,696</td>
<td></td>
</tr>
<tr>
<td>MINING</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Young</td>
<td>460.00</td>
<td>38%</td>
<td>11.669729</td>
<td>19,838</td>
<td></td>
</tr>
<tr>
<td>Harden</td>
<td>460.00</td>
<td>38%</td>
<td>11.669729</td>
<td>19,838</td>
<td></td>
</tr>
<tr>
<td>Boorowa</td>
<td>460.00</td>
<td>38%</td>
<td>11.669729</td>
<td>19,838</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL $13,544,992
3. In accordance with the provisions of Section 535 and 502 of the Local Government Act 1993, Council hereby resolves to make and raise the following sewer usage charges for the 2019-2020 financial year in accordance with the adopted Revenue Policy:

<table>
<thead>
<tr>
<th>Category</th>
<th>Unit</th>
<th>Charge</th>
<th>Yield</th>
<th># of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Residential Sewerage User Charge</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harden</td>
<td>pa/WC</td>
<td>453.20</td>
<td>67,980</td>
<td>150</td>
</tr>
<tr>
<td>Young (CC)</td>
<td>pa/WC</td>
<td>731.00</td>
<td>247,078</td>
<td>338</td>
</tr>
<tr>
<td>WC’s Hotels Motels Units Flats -</td>
<td>pa/WC</td>
<td>365.00</td>
<td>108,770</td>
<td>298</td>
</tr>
<tr>
<td>Urinals - Schools, Churches and</td>
<td>pa/WC</td>
<td>365.00</td>
<td>8,030</td>
<td>22</td>
</tr>
<tr>
<td>Water Closets - Schools, Churches,</td>
<td>pa/WC</td>
<td>183.00</td>
<td>43,371</td>
<td>237</td>
</tr>
<tr>
<td>Water Closets - Other - Young (EB)</td>
<td>pa/WC</td>
<td>365.00</td>
<td>127,750</td>
<td>350</td>
</tr>
<tr>
<td>Urinals - Other - Young (EC)</td>
<td>pa/WC</td>
<td>365.00</td>
<td>9,855</td>
<td>27</td>
</tr>
</tbody>
</table>

4. In accordance with the provisions of Section 535 and 501 of the Local Government Act 1993, Council hereby resolves to make and levy the following annual sewer access charges for the 2019-2020 financial year in accordance with the adopted Revenue Policy:

<table>
<thead>
<tr>
<th>Category</th>
<th>Unit</th>
<th>Charge</th>
<th>Yield</th>
<th># of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewerage Access Charge (20mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boorowa</td>
<td>pa</td>
<td>750.00</td>
<td>513,000</td>
<td>684</td>
</tr>
<tr>
<td>Young (CA)</td>
<td>pa</td>
<td>731.00</td>
<td>2,322,367</td>
<td>3,177</td>
</tr>
<tr>
<td>Residential - Harden</td>
<td>pa</td>
<td>732.60</td>
<td>624,908</td>
<td>853</td>
</tr>
<tr>
<td>Non-Residential - Harden</td>
<td>pa</td>
<td>279.40</td>
<td>30,013</td>
<td>111</td>
</tr>
<tr>
<td>Non-Residential - Boorowa</td>
<td>pa</td>
<td>750.00</td>
<td>38,250</td>
<td>51</td>
</tr>
<tr>
<td>Community Service Obligations -</td>
<td>pa</td>
<td>139.70</td>
<td>1,397</td>
<td>10</td>
</tr>
<tr>
<td>Sewerage Access Charge (25mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Residential - Harden</td>
<td>pa</td>
<td>429.00</td>
<td>5,577</td>
<td>13</td>
</tr>
<tr>
<td>Community Service Obligations -</td>
<td>pa</td>
<td>214.50</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Sewerage Access Charge (32mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Residential - Harden</td>
<td>pa</td>
<td>702.90</td>
<td>1,406</td>
<td>2</td>
</tr>
<tr>
<td>Community Service Obligations -</td>
<td>pa</td>
<td>352.00</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Sewerage Access Charge (40mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Large Connections - Harden</td>
<td>pa</td>
<td>1,098.9</td>
<td>5,495</td>
<td>5</td>
</tr>
<tr>
<td>Community Service Obligations -</td>
<td>pa</td>
<td>548.90</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Sewerage Access Charge (50mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Large Connections - Harden</td>
<td>pa</td>
<td>1,717.10</td>
<td>15,454</td>
<td>9</td>
</tr>
<tr>
<td>Community Service Obligations -</td>
<td>pa</td>
<td>859.10</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Sewerage Access Charge (65mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Large Connections - Harden</td>
<td>pa</td>
<td>4,396.70</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Community Service Obligations -</td>
<td>pa</td>
<td>2,198.9</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Sewerage Access Charge (100mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Large Connections - Harden</td>
<td>pa</td>
<td>6,867.30</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Community Service Obligations -</td>
<td>pa</td>
<td>3,434.20</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Unconnected Vacant Land</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harden</td>
<td>pa</td>
<td>279.40</td>
<td>17,882</td>
<td>64</td>
</tr>
<tr>
<td>Residential - Young (CB)</td>
<td>pa</td>
<td>548.00</td>
<td>71,240</td>
<td>130</td>
</tr>
<tr>
<td>Non-Residential - Young (CD)</td>
<td>pa</td>
<td>548.00</td>
<td>13,700</td>
<td>25</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>4,274,543</td>
<td>4,274,543</td>
<td></td>
</tr>
</tbody>
</table>
5. In accordance with the provisions of Section 535 and 501 of the Local Government Act 1993, Council hereby resolves to make and levy the following water access charges for the 2019-2020 financial year in accordance with the adopted Revenue Policy:

<table>
<thead>
<tr>
<th>Category</th>
<th>Sub-Category</th>
<th>Charge $</th>
<th>Yield $</th>
<th># of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Access - 20mm</td>
<td>Residential - Harden</td>
<td>426.80</td>
<td>533,927</td>
<td>1,251</td>
</tr>
<tr>
<td></td>
<td>Residential - Young (BE20)</td>
<td>308.00</td>
<td>1,149,456</td>
<td>3,732</td>
</tr>
<tr>
<td></td>
<td>Harden Community Service Obligations</td>
<td>213.40</td>
<td>4,268</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Harden</td>
<td>633.80</td>
<td>44,367</td>
<td>70</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Young (BE20)</td>
<td>308.00</td>
<td>163,240</td>
<td>530</td>
</tr>
<tr>
<td>Residential - Young Strata Connected</td>
<td>Access Charge</td>
<td>308.00</td>
<td>2,156</td>
<td>7</td>
</tr>
<tr>
<td>Water Access - 25mm</td>
<td>Residential - Harden</td>
<td>667.70</td>
<td>28,043</td>
<td>42</td>
</tr>
<tr>
<td></td>
<td>Residential - Young (BE25)</td>
<td>480.00</td>
<td>14,400</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Harden Community Service Obligations</td>
<td>480</td>
<td>960</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Harden</td>
<td>667.60</td>
<td>138,882</td>
<td>208</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Young (BE25)</td>
<td>480.00</td>
<td>29,280</td>
<td>61</td>
</tr>
<tr>
<td>Water Access - 32mm</td>
<td>Residential - Harden</td>
<td>1,094.50</td>
<td>1,095.00</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Residential - Young (BE32)</td>
<td>787.00</td>
<td>3,148</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Harden Community Service Obligations</td>
<td>546.70</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Harden</td>
<td>1,094.50</td>
<td>8,756</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Young (BE32)</td>
<td>787.00</td>
<td>11,805</td>
<td>15</td>
</tr>
<tr>
<td>Water Access - 40mm</td>
<td>Residential - Young (BE40)</td>
<td>1,230.00</td>
<td>3,690</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Harden Community Service Obligations</td>
<td>865.70</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Large Connections - Harden</td>
<td>1,094.50</td>
<td>18,803</td>
<td>11</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Young (BE40)</td>
<td>1,230.00</td>
<td>29,520</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>Non-Residential Young Strata</td>
<td>1,230.00</td>
<td>1,230</td>
<td>1</td>
</tr>
<tr>
<td>Water Access - 50mm</td>
<td>Residential - Harden</td>
<td>2,670.80</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Residential - Young (BE50)</td>
<td>1,922.00</td>
<td>1,922</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Harden Community Service Obligations</td>
<td>1,335.4</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Large Connections - Harden</td>
<td>2,670.80</td>
<td>42,732</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Young (BE50)</td>
<td>1,922.00</td>
<td>53,816</td>
<td>28</td>
</tr>
<tr>
<td>Water Access - 65mm</td>
<td>Harden Community Service Obligations</td>
<td>3,107.00</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Large Connections - Harden</td>
<td>6,835.40</td>
<td>13,671</td>
<td>2</td>
</tr>
<tr>
<td>Water Access - 80mm</td>
<td>Non-Residential - Young (BE80)</td>
<td>4,921.00</td>
<td>14,763</td>
<td>3</td>
</tr>
<tr>
<td>Water Access - 100mm</td>
<td>Harden Community Service Obligations</td>
<td>5,340.50</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Large Connections - Harden</td>
<td>10,678.8</td>
<td>10,679</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Non-Residential - Young (BF100)</td>
<td>7,689.00</td>
<td>62,952</td>
<td>8</td>
</tr>
<tr>
<td>Water Access - Vacant Land/Unconnected</td>
<td>Unconnected - Harden</td>
<td>426.30</td>
<td>52,435</td>
<td>123</td>
</tr>
<tr>
<td></td>
<td>Unconnected - Young (BE)</td>
<td>308.00</td>
<td>36,960</td>
<td>120</td>
</tr>
<tr>
<td></td>
<td>Non-Residential Water - Young</td>
<td>308.00</td>
<td>13,244</td>
<td>43</td>
</tr>
</tbody>
</table>

Residential Units

| Residential Units - Young (BEU) | Access Charge | 308.00 | 41,580 | 135 |

Strata Units

| ____________________________ | ____________________________ |
| General Manager            | Mayor                     |
6. In accordance with the provisions of Section 535 and 502 of the Local Government Act 1993, Council hereby resolves to make and raise the following water user charges for the 2019-2020 financial year in accordance with the adopted Revenue Policy:

<table>
<thead>
<tr>
<th>Category</th>
<th>Sub-Category</th>
<th>Charge $</th>
<th>Yield $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Water Usage</td>
<td>Harden User Charge (&gt;0 kl) - $ per kl</td>
<td>2.56</td>
<td>557,545</td>
</tr>
<tr>
<td></td>
<td>Boorowa User Charge (0-67kl) - $ per kl</td>
<td>2.55</td>
<td>151,053</td>
</tr>
<tr>
<td></td>
<td>Boorowa User Charge (&gt;68kl) - $ per kl</td>
<td>5.10</td>
<td>75,526</td>
</tr>
<tr>
<td></td>
<td>Young User Charge (&gt;0 kl) - $ per kl</td>
<td>3.21</td>
<td>1,862,712</td>
</tr>
<tr>
<td>Non-Residential Water Usage</td>
<td>Harden Charge (&gt; 0 kl) - $ per kl</td>
<td>2.56</td>
<td>863,946</td>
</tr>
<tr>
<td></td>
<td>Boorowa Charge (&gt; 0 kl) - $ per kl</td>
<td>2.55</td>
<td>47,204</td>
</tr>
<tr>
<td></td>
<td>Young User Charge (&gt;0 kl) - $ per kl</td>
<td>3.21</td>
<td>934,938</td>
</tr>
<tr>
<td>Other Water Usage</td>
<td>Young User Charge (&gt;0 kl) - $ per kl</td>
<td>3.21</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Raw water - Boorowa User Charge (&gt;0 kl) - $ per kl</td>
<td>1.16</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Raw water - Harden User Charge (&gt;0 kl) - $ per kl</td>
<td>1.16</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Raw water - Young User Charge (&gt;0 kl) - $ per kl</td>
<td>1.16</td>
<td>0</td>
</tr>
</tbody>
</table>

7. In accordance with the provisions of Section 535, 496A and 510A of the Local Government Act 1993, Council hereby resolves to make and levy the following storm water management charges for the 2019-2020 financial year in accordance with the adopted Revenue Policy:

<table>
<thead>
<tr>
<th>Category</th>
<th># of Services</th>
<th>Charge $</th>
<th>Yield $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storm Water Management Service Charge</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harden Residential</td>
<td>906</td>
<td>25.00</td>
<td>22,650</td>
</tr>
<tr>
<td>Harden Non-residential</td>
<td></td>
<td>25.00</td>
<td></td>
</tr>
<tr>
<td>Young Residential</td>
<td>3596</td>
<td>25.00</td>
<td>$105,800</td>
</tr>
<tr>
<td>Young Non-residential</td>
<td>388</td>
<td>25.00</td>
<td>$9,700</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>$121,475</td>
</tr>
</tbody>
</table>

8. In accordance with the provisions of Section 535, 496 and 501 of the Local Government Act 1993, Council hereby resolves to make and levy the following waste management charges for the 2019-2020 financial year in accordance with the adopted Revenue Policy:

<table>
<thead>
<tr>
<th>Category</th>
<th>Unit</th>
<th>Charge $</th>
<th>Yield $</th>
<th># of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Collection Charge - Urban</td>
<td>Harden/Mumumburah</td>
<td>473</td>
<td>486,717</td>
<td>1,029</td>
</tr>
<tr>
<td></td>
<td>Harden/Mumumburah - upgrade</td>
<td>219.00</td>
<td>438</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Boorowa</td>
<td>283.00</td>
<td>189,893</td>
<td>671</td>
</tr>
<tr>
<td>Boorowa Waste Access Availability Charge</td>
<td>pa</td>
<td>186.00</td>
<td>323,454</td>
<td>1739</td>
</tr>
</tbody>
</table>
9. In accordance with the provisions of Section 608 and 610D of the Local Government Act 1993, Council hereby resolves to charge the following fees for service as set out in the attached 2019-2020 Fees and Charges in accordance with the adopted Revenue Policy.

Councillors: Horton/Armstrong

For: Councillors: Ingram, Armstrong, Flanery, Horton, O’Connor, Roles, Tuckerman, Walker, Wallace

Against: Councillor: Stadtmiller

7.5 - 19/153 - JOINT-USE LIBRARY AND COMMUNITY FACILITY

19/190 RESOLVED:

That Council:

(a) Acknowledge Councils August 2018 resolution to execute the Heads of Agreement between NSW Department of Education and Hilltops Council;
(b) Acknowledge Council capital expenditure of $6,500,000 associated with the joint-use Library and Community Facility;
(c) Endorse the Schematic Building Design and Schematic Landscape Design of the joint-use Library and Community Facility;
(d) Endorse the agreed ongoing operating costs associated with Council’s tenancy in the joint-use Library and Community Facility of $70,000 pa for the first four years and then for subsequent review thereafter; and
(e) Delegate to the General Manager the authority to further negotiate the legal agreements (Project Deed and Lease) between the NSW Department of Education and Council with the intention to bring these documents back to Council in July 2019 for decision.

Councillors: O’Connor/Horton

For: Councillors: Ingram, Armstrong, Flanery, Horton, O’Connor, Roles, Tuckerman, Wallace
Against: Councillors: Stadtmiller, Walker

7.6 - 19/154 - STRONGER COMMUNITIES FUND PROJECT UPDATES

19/191 RESOLVED:
That Council;
(a) Receive and note the progress report on the Stronger Communities Fund projects.

Councillors: Horton/Wallace Unanimous

7.7 - 19/155 - CASH AND INVESTMENT REPORT

19/192 RESOLVED:
That Council:
(a) Receive the Statement of cash and investments as at 31 May 2019; and
(b) That the certification be attached that; Council investments comply fully with section 625 of the Local Government Act, 1993, Local Government (General) Regulation 2005 paragraph 212 and Council’s Investment Policy and Certification by the Responsible Accounting Officer.

Councillors: Wallace/Roles

For: Councillors: Ingram, Flanery, Horton, O’Connor, Roles, Stadtmiller, Tuckerman, Walker, Wallace
Against: Councillors: Armstrong

7.8 - 19/156 - QUARTERLY BUDGET REVIEW

19/193 RESOLVED:
(a) Receive and note the March quarterly budget review; and
(b) The budget recommendations detailed within the March quarterly budget review be adopted.

Councillors: Horton/O’Connor Unanimous
7.9 - 19/157 - DEVELOPMENT APPLICATION STATISTICS FOR MAY 2019

19/194 RESOLVED:

That Council;

(a) Receive and note the status and processing times for development applications, as at 31 May 2019.

Councillors: Walker/Flanery

For: Councillors: Ingram, Armstrong, Flanery, Horton, O’Connor, Roles, Tuckerman, Walker, Wallace

Against: Councillor: Stadtmiller

7.10 - 19/158 - ACQUISITION OF LAND FOR ROAD WIDENING PURPOSES

19/195 RESOLVED:

That Council:

(a) Delegate authority to the General Manager to enter negotiations with owner to acquire section of affected land;

(b) An information report be brought back to Council advising of the final price; and

(c) Delegate authority to the General Manager to execute all necessary documentation associated with the acquisition by private agreement.

Councillors: Horton/Flanery Unanimous

7.11 - 19/159 - RESULT OF PUBLIC CONSULTATION - DRAFT CROWN ROADS POLICY

19/196 RESOLVED:

That Council:

(a) Adopt the Draft Crown Roads Policy.

Councillors: Horton/O’Connor Unanimous

7.12 - 19/160 - RFT 475 of 2019 BLACKGUARD GULLY STAGE 1 DELIVERY

19/197 RESOLVED:

That Council:

(a) Note the status of the Blackguard Gully project;

(b) Rejects the summited non-conforming tender submitted; and

(c) Endorse the recommendation to engage Hilltops Council works staff to provide a quotation for the scope of works in Stage 1 Delivery and undertake the construction.

Councillors: Wallace/Tuckerman

For: Councillors: Ingram, Armstrong, Flanery, Horton, O’Connor, Roles, Tuckerman, Walker, Wallace

Against: Councillor: Stadtmiller
7.13 - 19/161 - HILLTOPS WORKS REPORT
19/198 RESOLVED:
That Council:
(a) Receive and note the information provided on works completed and works planned; and
(b) Weeds Advisory body be set up as a s355 committee of Council.
Councillors: O’Connor/ Horton Unanimous

7.14 - 19/162 - ACTION SUMMARY REPORT
19/199 RESOLVED:
That Council:
a) note the status of Council resolutions from the Action Plan; and
b) endorse the removal of completed items from the Action Plan.
Councillors: Horton/Walker Unanimous

8. CORRESPONDENCE FOR ATTENTION

ACTION
♦ Nil

INFORMATION
19/200 RESOLVED:
That Council:
a) Receive and note the media releases and dates of release from May 2019 to June 2019.
Councillors: Horton/O’Connor Unanimous

9. COUNCIL SECTION 355 COMMITTEE REPORTS - REQUIRING ACTION
9.1 - 19/163 - MINUTES OF HILLTOPS COMMUNITY WELLBEING GROUP (HWAG) SECTION 355 COMMITTEE REQUIRING ADOPTION
19/201 RESOLVED:
That Council:
(a) Reconvene meetings between the Mayor and General Manager with representatives of Murrumbidgee Local Health District (MLHD) Health Services in the Hilltops Local Government Area to discuss issues relevant to both parties.
Councillors: Tuckerman/O’Connor Unanimous
9.2 - 19/164 - REGIONAL TOURISM COMMITTEE SEEKING NOMINATIONS

19/202 RESOLVED:
That Council:

(a) Advertise for nominations of membership to the Regional Tourism Committee.

Councillors: O’Connor/ Horton       Unanimous

9.3 - 19/165 - COUNCIL SECTION 355 COMMITTEE REPORTS - REQUIRING NO ACTION

19/203 RESOLVED:
That Council;

(a) Receive and note the minutes of the committee reports as presented.

Councillors: O’Connor/Wallace       Unanimous

Councillor Stadtmiller left meeting at 7.30pm

9.6 - 19/166 - HILLTOPS COUNCIL LOCAL TRAFFIC ADVISORY COMMITTEE - MINUTES
05/06/2019

19/204 RESOLVED:
That Council:

(a) Endorse the minutes of the from Hilltops Council Local Traffic Advisory Committee - 5 June 2019; and all items recommended be placed on council’s action list for activities to be undertaken; within Council constraints and budget.

Councillors: Walker/Horton        Unanimous

9.3 - COUNCIL SECTION 355 COMMITTEE REPORTS - REQUIRING NO ACTION

19/205 RESOLVED:
That Council;

(a) Receive and note the minutes of the committee reports as presented.

Councillors: Wallace/Flanery       Unanimous

10. NOTICES OF MOTIONS/ RESCISSON
Nil
11. CLOSED COUNCIL

11.1 - 19/167 - EXCLUSION OF THE PRESS AND PUBLIC

19/206 RESOLVED:

That Council;

a) Resolve into Closed Council to consider business identified, together with any late reports tabled at the meeting; and

b) Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above;

c) The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

Councillors:  O’Connor/Wallace  Unanimous

ITEM 1: COMMERCIAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(d) commercial information of a confidential nature that would, if disclosed:

(i) prejudice the commercial position of the person who supplied it.

ITEM 2: COMMERCIAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(d) commercial information of a confidential nature that would, if disclosed:

(i) prejudice the commercial position of the person who supplied it.

ITEM 3: COMMERCIAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(d) commercial information of a confidential nature that would, if disclosed:

(i) prejudice the commercial position of the person who supplied it.

ITEM 4: COMMERCIAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(d) commercial information of a confidential nature that would, if disclosed:

(ii) confer a commercial advantage on a competitor of the Council.

ITEM 5: LEGAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(e) information that would, if disclosed, prejudice the maintenance of law.
11.2 - 19/168 - RFQ 462 OF 2019 ROBERTS PARK AND HARDEN POOL FLOOD LIGHTING UPGRADE

MOTION

That Council:

(a) Accepts the tender of Inland Power Solutions tender for the sum of (excl. GST) $293,542.00;
(b) Delegate the General Manager Authority to execute all necessary documentation;
(c) Delegate the General Manager Authority to negotiate all necessary variations within the limits of the current allocations;
(d) Endorse the continued engagement of Essatto Engineering as Council's Technical Consultant for electrical matters on this project;
(e) Endorse the use of the $190,000 re-allocated from the Plant Replacement Fund to Harden Projects in the 2019/20 budget to the Roberts Park Lighting Project; and
(f) Proceed with the Construction of a new accessible change room as per the original proposals.

Councillors:

AMENDMENT

That Council:

(a) Accepts the tender of Inland Power Solutions tender for the sum of (excl. GST) $293,542.00;
(b) Delegate the General Manager Authority to execute all necessary documentation;
(c) Delegate the General Manager Authority to negotiate all necessary variations within the limits of the current allocations; and
(d) Endorse the continued engagement of Essatto Engineering as Council’s Technical Consultant for electrical matters on this project.

Councillors: Ingram/O’Connor Unanimous

19/207 RESOLVED:

That Council:

(a) Accepts the tender of Inland Power Solutions tender for the sum of (excl. GST) $293,542.00;
(b) Delegate the General Manager Authority to execute all necessary documentation;
(c) Delegate the General Manager Authority to negotiate all necessary variations within the limits of the current allocations; and
(d) Endorse the continued engagement of Essatto Engineering as Council’s Technical Consultant for electrical matters on this project.

Councillors: Ingram/O’Connor Unanimous
11.3 - 19/169 - RF456 OF 2019 BITUMINOUS MATERIALS

19/208 RESOLVED:

That Council:

(a) Endorse the appointment of the following suppliers to form the Hilltops Council Bituminous Materials Panel 2019-2021;
   - Bituminous Products Pty Ltd
   - Fulton Hogan Infrastructure;
(b) Delegate to the General Manager the authority to exercise the one-year extension option; and
(c) Delegate to the General Manager the authority to execute all necessary documentation.

Councillors: Armstrong/Horton  Unanimous

11.4 - 19/170 - RFQ449 OF 2019 SUPPLY OF STABILISATION SERVICES TO HILTOPS 2019-2021

19/209 RESOLVED:

That Council:

1. Endorse the appointment of the following suppliers to form the Hilltops Council Stabilisation Services Panel contract for 2019-2021;
   - Downer EDI Works Pty Ltd
   - Roadworx Surfacing Pty Ltd
   - Stabilfix Pty Ltd
2. Note that this panel will be engaged using the existing LGP contract LGP213-2, to fulfil Council’s requirements over the 2019-2020 and 2020-2021 works programs; and
3. Delegate to the General Manager authority to execute all necessary documentation.

Councillors: O’Connor/Roles  Unanimous

11.5 - 19/171 - SOUTHERN PHONES VALUATION REPORT 2019

19/210 RESOLVED:

That Council:

(a) Receive and note the valuation report of Southern Phones 2019.

Councillors: Walker/Horton  Unanimous
11.6 - 19/172 - BENDICK MURRELL DEVELOPMENT UPDATE

19/211 RESOLVED:
That Council:

(a) Receive and note the report.

Councillors: Horton/O’Connor Unanimous

19/212 RESOLVED:
That Council:

(a) Moved out of Closed Council and resolutions made in Closed Council were read and moved as a block in Open Council.

Councillors: Flanery/Roles Unanimous

NEXT MEETING
The next meeting of Council is an Extraordinary Meeting scheduled to be on Wednesday, 24 July 2019, Young Chambers, commencing at 5.30pm.

TERMINATION
There being no further business the meeting closed 8.40pm.
5. MAYORAL REPORT JULY 2019

5.1 - 19/173 - MAYORAL ENGAGEMENTS - JULY 2019

Reference: File No. F23.00
Responsible Officer: Mayor Brian Ingram

PURPOSE
The purpose of this report is to give an overview of the Activity of the Mayor during June - July 2019.

RECOMMENDATION
That Council:

(a) Receive and note the Mayors engagements, July 2019.

REPORT
SUMMARY/BACKGROUND
Activities of the Mayor during June - July 2019.

ENGAGEMENT DATES

June - July 2019
27 June Video Blog
27 June Sod turning at Harden Hospital
27 June Media interviews regarding Joint Use Library Facility
28 June Travel to Sydney
29 June Travel to China
30 June - 13 July Official visit to China with Lanzhou Municipal Government of the People’s Republic of China
15 July Meeting with Young Showground Trust
16 July Media interviews regarding water
17 July Canberra Region Joint Organisation Extraordinary Meeting via video conference
17 July Wombat Village Workshop
19 July Official opening of the Harden Murrumburrah Visitor Information Centre
23 July 2019 Audit, Risk and Improvement Committee training in Tumut
24 July Hilltops Council Ordinary Meeting, Young Chambers

ATTACHMENTS:
Nil

POLICY AND LEGISLATION
Nil

COMMUNITY STRATEGIC PLAN LINKAGE
This report aligns with Direction 5 – Strong communities through Collaborative Leadership.

FINANCIAL IMPLICATIONS
Nil

RISK IMPLICATIONS
Nil

CONSULTATION AND TIMING
Councillor workshops, meetings and media releases.
ORDINARY MEETING AGENDA
24 July 2019
Held in the Young Chambers, 189 Boorowa Street, Young

5.2 - 19/174 - COUNCILLOR REPORTS - MEETINGS ATTENDED AND COMMUNITY RECOGNITION

Information will be provided from Councillors of meetings attended from last Hilltops Council Ordinary Meeting - 26 June 2019 - the following reports have been received for information.

Reference: File No. F23.00
Responsible Officer: General Manager

RECOMMENDATION:
(a) That the reports be read and noted.

PURPOSE
The purpose of this report is to give an overview of the Activity of Councillors during June - July 2019.

Councillor John Horton
25 June Art's Council Committee Annual General Meeting - Murrumburrah
25 June LEP High school presentation of awards - Harden
26 June Hilltops Council Ordinary Meeting, Harden Chambers
27 June Noxious plants control meeting - Yass
30 June Wombat bush poets recitals meeting - Young
1 July Young Town band meeting with Rodney Clancy -- Kite Festival - Young
2 July Kite Festival committee meeting - Murrumburrah
4 July Public meeting / display re: proposed Library - Young
5 July Library take five presentation - Young
6 July Men's Breakfast - Murrumburrah
9 July LEP Committee meeting - Young
10 July Retirement village musical recital for the residents - Young
11 July Showgrounds new power installations unveiled - Murrumburrah
11 July Bush Poets fund raiser for School visits and presentations - Young
17 July Village workshop - Wombat
19 July Visitors information centre opening - Murrumburrah
July Rotary x 3 meetings.
24 July Hilltops Council Ordinary Meeting, Young Chambers

Councillor Margaret Roles
27 June HRDC meeting
29 June Nagurra Exhibition
10 July NAIDOC
17 July Wombat village workshop
19 July HMVIC Opening
19 July Young Hospital Auxiliary - soup day
23 July Aboriginal Advisory Committee
24 July Hilltops Council Ordinary Meeting, Young Chambers

ATTACHMENTS Nil
POLICY AND LEGISLATION Nil
COMMUNITY STRATEGIC PLAN LINKAGE This report aligns with Direction 5 - Strong communities through Collaborative Leadership.
FINANCIAL IMPLICATIONS Nil
RISK IMPLICATIONS Nil
CONSULTATION AND TIMING Councillor workshops and meetings
5.3 - 19/175 - 2019 AUSTRALIAN LOCAL GOVERNMENT WOMEN’S ASSOCIATION (ALGWA) NATIONAL CONFERENCE - 15 to 17 MAY 2019

Reference:   File No. F23.00
Responsible Officer:  Councillor Margaret Roles

PURPOSE
The purpose of this report is to inform Council of the 2019 Australian Local Government Women’s Association (ALGWA) National Conference, hosted by Blacktown City Council from Wednesday 15 to Friday 17 May 2019.

RECOMMENDATION
That Council:

(a) Receive and note the report from Councillor Roles on the ALGWA Conference 15-17 May 2019.

SUMMARY/BACKGROUND
At the 27 February 2019, Ordinary Council meeting it was resolved to endorse Councillor Roles and Councillor Rita O’Connor to attend the 2019 Australian Local Government Women’s Association (ALGWA) National Conference, hosted by Blacktown City Council on the 15 to 17 May 2019.

The 2019 Australian Local Government Women’s Association (ALGWA) National Conference was hosted by Blacktown City Council from Wednesday 15 to Friday 17 May 2019.

Representing Hilltops Region were Councillor Rita O’Connor and Councillor Margaret Roles.

The conference theme ‘Celebrating 100 Years of Women' focused on the journey of women in local government over the last 100 years. Not only did it highlight the significant roles women play in our local communities but reiterated the importance of ensuring that women play a key role in future planning, both for the local community and for the nation.

The ALGWA conference brought together some of Australia’s most influential women including mayors, councillors, council officers and a list of highly respected key-note speakers including Australia’s Sex Discrimination Commissioner, Kate Jenkins; journalist, presenter and author, Jessica Rowe and respected business woman, Deborah Thomas.

It was interesting to hear the differing experiences of women in the local government workspace. The supportive environment of Mosman council for two young women engineers contrasted with the toxic climate faced by a former female councillor of the City of Melbourne.

As councillors, it is our responsibility to make sure that all who work in our Hilltops local government sector feels respected and believe they will be treated fairly. People who feel psychologically safe are more comfortable taking risk, sharing information and challenging ideas.
This was reinforced in the workshop – dealing with difficult people. The workshop pointed out that we are all ‘difficult’ at times and focused on how we can deal with a range of behavioural styles. We should all aim to model assertive communication which is ‘balanced, honest and appropriate’.

The ALGWA conference presented an opportunity for delegates to be informed, enlivened and supportive of women’s participation and leadership in local government.

The conference is open to all who work in local government and as the mayor of Blacktown, Stephen Bali MP, remarked to me during one session, ‘all councillors should be listening to this’. Perhaps next year, the councillors who suggested that they ‘would like to go’ will indeed put up their hands to be the delegates to next year’s ALGWA conference.

**ATTACHMENTS:**
Nil

**POLICY AND LEGISLATION**
Local Government Act 1993

**STRATEGIC PLAN LINKAGE**
Advocacy – key priorities

**RISK IMPLICATIONS** - Nil

**CONSULTATION AND TIMING**
Hilltops Council Ordinary Meeting 27 February 2019, resolution.
5.4 - 19/176 - 2019 NATIONAL ASSEMBLY FOR LOCAL GOVERNMENT IN CANBERRA - 16 TO 19 JUNE 2019

Reference: File No. F23.00
Responsible Officer: Councillor Margaret Roles

PURPOSE
The purpose of this report is to inform Council of the 2019 National Assembly for Local Government in Canberra – 16 to 19 June 2019.

RECOMMENDATION
That Council:

(a) Receive and note the report from Councillor Roles on the 2019 National Assembly for Local Government in Canberra – 16 to 19 June 2019.

SUMMARY/BACKGROUND
At the 22 May 2019, Ordinary Council meeting it was resolved to endorse Councillor Roles to attend the National Assembly for Local Government in Canberra – 16 to 19 June 2019.

The National Australian Local Government Association (ALGA) hosted the 25th National General Assembly in Canberra 16 to 19 June 2019. The theme of the largest, local government conference in Australia was ‘Future Focused’ with the assembly considering what councils can do today to be ready for the challenges, opportunities and changes that lie ahead.

ALGA President, Mayor David O’Loughlin commented that:
‘Local government is the closest level of government that touches local communities, and the sheer range of motions debated is testament to the many roles local councils play.’

Urgent action on climate change (with all motions being passed), recycling, drought, and preparing for more electric vehicles were among the topics debated at the conference. Other matters included action on homelessness, health services, and gambling.

Australia’s local councils are responsible for so much, but unfortunately their level of funding is not commensurate with these responsibilities. The Honourable, Michael McCormack, highlighted the need for local government to lobby as a body but also for local government areas, such as Hilltops, to bring forward smaller projects and push into the infrastructure department so that names are heard and remembered positively by upper tiers of government.

In his opening address, Mayor O’Loughlin emphasised that a positive, constructive relationship with the local federal member is important for successful lobbying for federal government funding. He was also pragmatic in strongly reminding all LGAs to ‘practice an attitude of gratitude; - acknowledge the federal funding – meet with the local federal member- keep the member up to date on what funding is being used for and build the case for what else can be achieved if local government received a fairer share of commonwealth money.'
In his closing address, the chair reminded all that Local Government can play a major role in infrastructure projects, provided councils are given enough notice to factor the projects and associated funding, into annual budgets.

Councils need to have a list of “shovel ready” projects ready to present to the federal government.

This was reinforced at the meeting with the Minister for Regional Services, Decentralisation and Local Government, Assistant Minister for Trade and Investment, The Hon Mark Coulton MP who agreed that local councils are best placed to identify and explain what bridges, roads, air strips, pools, halls and other infrastructure needs upgrading or replacing, likewise what projects need to be undertaken to manage risks from climate change and natural disasters.

It was interesting to hear political commentator, Karen Middleton, and her analysis of the implications of the Morrison government election - especially as it pertained to regional areas. Worthy of consideration is the gaining influence of the National Party.

With 2019 the International Year for Indigenous Languages, delegates heard from three directors of First Languages Australia who shared the possibilities from unlocking the treasure of Australia’s first languages.

A mayoral panel from three diverse areas - the Diamantina (covering 95,000 square kilometres with 291 residents; 160 on the roll and 95% of rates paid by 6 people), Parkes and Gawler discussed problems relevant to all Local Government (LG) areas: drought, transport networks, communications, water security and equity.

Parkes shared its ‘vision for the future’ as an emerging transport and logistics hub with the development of a special activation precinct - $100m has already been spent on water treatment, recycling and waste management.

Eileen Deemal-Hall Chief Executive Officer, Wujal Aboriginal Shire Council Cape York Queensland had everyone engaged as she told how to build adaptive capacity in order to pivot when there is change and the role that technology can play.

In closing she related a strategy story - the tail protects the head and the body. In the local government narrative, we do not necessarily need to wait for the head to act.

Kurt Fearnley, AO, engaged with the entire assembly as he spoke on the right of the 20% of the population that has a disability to the ‘expectation of normality’. His challenge to all was to ‘fight for what is right’ and for delegates to go home and ‘listen to, build and invest in disabled voices’.

Unfortunately, Coordinator-General for Drought, Major General Stephen Day, was unable to attend the lunch time drought workshop. Concerns were raised that the drought relief model is flawed with mapping not taking into account differentials in drought conditions within a LG area because of lack of data - lack of monitoring systems. Rate relief and the inability for LG areas to carry this was high on the agenda whilst recovery funding and an insurance schemes for drought were also discussed. As more rural populations on the east coast come under water supply stress, water supply security was a priority.
As is waste management, which was the topic of a special workshop. Australians are big waste generators – 560kg/capita/year. In the face of growing stockpiles, and associated challenges, councils must look for solutions and alternatives. One proactive suggestion was to promote a regional circular economy (Lake Macquarie City Council) and for councils to work with JOs to become significant players, supported by state and federal bodies, in recycling systems.

The conference touched on many other important topics that relate to local government on a national level. It is important for Hilltops Region to be represented at peak Local Government events such as The National General Assembly of Local Government 2019.

It is an opportunity for our newly formed LG area to be recognised and to be seen to be actively supporting the important role that local government plays in the life of the Australian community.

It is also an opportunity to network and learn from other delegates - to build on personal understanding and knowledge so as to be able to contribute more fully to the corporate knowledge that will guide the future focus of our Hilltops Region.

Councillor Margaret Roles (Hilltops delegate)

ATTACHMENTS:
Nil

POLICY AND LEGISLATION
Local Government Act 1993

STRATEGIC PLAN LINKAGE
Advocacy - key priorities

RISK IMPLICATIONS - Nil

CONSULTATION AND TIMING
Hilltops Council Ordinary Meeting 22 May 2019, resolution.
6. GENERAL MANAGER’S REPORT

6.1 - 19/177 - AUDIT AND RISK IMPROVEMENT COMMITTEE (ARIC) SITTING FEE REVIEW 2019

Reference: File No. F21.05
Responsible Officer: General Manager

PURPOSE
The purpose of this report is to submit the ARIC recommendation in relation to annual sitting fees.

RECOMMENDATION
That Council:

(a) Acknowledge the ARIC Committee recommendations made at their 18 March 2018 meeting;

(b) Support the 2.5% increase of $375 to the 2019 budget of $15,000 for the Aric committee, noting its linkage to the NSW Local Government Remuneration Tribunal Review of Councillors annual fees; and

(c) Acknowledge that this will take the meeting fee to $1537.50 (Chair) and $1025 (member) per meeting.

SUMMARY
In March 2018, the ARIC committee recommended that the independent member sitting fees be linked (and raised annually) in line with the NSW Local Government Remuneration Tribunal review of Councillor annual fees currently at 2.5%. Council set up its ARIC Committee in February 2017 and set down fees for the term. Council does not have a current resolution in place to support the increase in fees. Current fees are $1500 (Chair) and $1000 (member) per meeting. An additional allowance is made for extra meetings.

Table 1.0. Sitting Fee Comparison

<table>
<thead>
<tr>
<th>Council/Department</th>
<th>Chair per meeting</th>
<th>Member per meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orange</td>
<td>$1,000</td>
<td>$800</td>
</tr>
<tr>
<td>Lachlan</td>
<td></td>
<td>$300 (150 per hour)</td>
</tr>
<tr>
<td>Blayney/Cabonne/Central Tablelands</td>
<td></td>
<td>$400</td>
</tr>
<tr>
<td>Tamworth</td>
<td>$1,366</td>
<td>$1,050</td>
</tr>
<tr>
<td>Cowra</td>
<td>$833</td>
<td>$733</td>
</tr>
<tr>
<td>Forbes</td>
<td></td>
<td>$350</td>
</tr>
<tr>
<td>State Govt Small (&lt;$50 Million)</td>
<td>$12,552 Per annum</td>
<td>$1,255</td>
</tr>
<tr>
<td>State Govt Medium (&lt;$400 Million)</td>
<td>$16,213 Per annum</td>
<td>$1,621</td>
</tr>
<tr>
<td>State Government Large (&gt;=$400 million)</td>
<td>$20,920 Per annum</td>
<td>$2,092</td>
</tr>
<tr>
<td>Hilltops</td>
<td>$1,500</td>
<td>$1,000</td>
</tr>
</tbody>
</table>
Fee comparison
The table above sets out the Hilltops Council sitting fees alongside the NSW Treasury and the NSW Department of Finance, Services and Innovation and surrounding Councils.

By way of comparison, the Tamworth Regional Council LGA has a population at 60,000 some three times the size of the Hilltops Council. Hilltops Council pays above their rate. The State Government rates are generally higher as the scope of the Committees are State-wide rather than just on a Local Government Area basis.

ATTACHMENTS:
Nil

POLICY AND LEGISLATION
- Local Government Act 1993;
- Local Government Amendment (Governance and Planning) Act 2016, Part 4A section 428A

STRATEGIC PLAN LINKAGE
Governance - Key Committees

FINANCIAL IMPLICATIONS
$15375.00. $375 (2.5%) increase in 2019 budget.
2019 budget to be amended by 2.5% upwards from $1500 (Chair) and $1000 (Member) accordingly. Increases in fees would need to be resolved annually and factored into Council budgets.

RISK IMPLICATIONS
Operational risk – budget already set and offer made to members with acceptance in 2017. Rate is a generous rate in relation to comparisons. This resolution if support sets a precedence for each year.

CONSULTATION AND TIMING
ARIC, Tamworth, Department of Local Government
6.2 - 19/178 - **ELECTION SERVICES 2020 COUNCIL ELECTION**

**Reference:** File No. F34.01  
**Responsible Officer:** General Manager

**PURPOSE**

The purpose of this report is to allow Council to make a decision regarding the running of the 2020 Hilltops Council elections.

**RECOMMENDATION**

That Council resolves;

(a) Pursuant to s. 296 (2) and (3) of the Local Government Act 1993 (NSW) (“the Act”), that an election arrangement be entered into by contract for the Electoral Commission to administer all elections of the Council;

(b) Pursuant to s. 296 (2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council; and

(c) Pursuant to s. 296 (2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

**REPORT SUMMARY/BACKGROUND**

**Introduction**

Under section 296AA of the *Local Government Act 1993* (the Act), Councils must make a decision on how their September 2020 ordinary elections are to be administered, either:

- Engage the NSW Electoral Commissioner (NSWEC) to administer the council’s elections, polls and referenda or;
- Council’s elections are to be administered by the general manager of the council.

**Legislation**

Section 55(3)(p) of the Act provides that a Council need not invite tenders before entering into a contract with the Electoral Commissioner for the administration of the Council’s elections, referendums and polls.

**Section 296B   Elections administered by the Electoral Commissioner**

This section applies to an election administered by the Electoral Commissioner.

1) The Electoral Commissioner is to appoint a returning officer and a substitute returning officer for each area. The returning officer is to conduct elections on behalf of, and under the direction of, the Electoral Commissioner. In the absence of the returning officer, the substitute returning officer is to exercise the functions of the returning officer.

2) The returning officer is to appoint one or more electoral officials.

3) An employee of a council for an area cannot be appointed as a returning officer or substitute returning officer for that area. However, an electoral official may be an employee of the council.
ORDINARY MEETING AGENDA

24 July 2019
Held in the Young Chambers, 189 Boorowa Street, Young

4) For the purpose of conducting an election, the returning officer and substitute returning officer for an area are entitled to access to any relevant records of the council for the area.

5) For the purpose of conducting an election, the Electoral Commissioner is to:
   (a) appoint the polling places, and
   (b) determine the fees payable to the returning officer, substitute returning officer and electoral officials, and
   (c) determine any matter not provided for by this Act or the regulations.

6) The Electoral Commissioner, the returning officer and the substitute returning officer must not vote at any election that they are conducting.

Section 297 Delegation of functions by the Electoral Commissioner
The Electoral Commissioner may delegate to a person any of the Electoral Commissioner's functions under this Act, other than this power of delegation.

If the Council resolves to conduct their own elections, Section 296 of the Act places the responsibility for their conduct with the General Manager.

Section 296A of the Act outlines the responsibilities of the General Manager, which include appointing a suitably qualified independent returning officer and a substitute returning officer, (these appointments cannot be the General Manager) for the Council area, appointing polling places and determining fees payable to the returning officer, substitute officer and electoral officers appointed by the returning officer.

The returning officer and substitute cannot be employees of the Council; however electoral officers may be employees of Council.

The General Manager is also responsible for managing the relevant election costs and preparing a report to the Minister for Local Government on the conduct of each election.

ATTACHMENTS:
Nil

POLICY AND LEGISLATION
- Local Government Act
- Local Government Amendment (Elections) Act 2011

COMMUNITY STRATEGIC PLAN LINKAGE
This report aligns with Direction 5 – Strong communities through Collaborative Leadership.

FINANCIAL IMPLICATIONS
Provided for in Long Term Plan 2020/2021

RISK IMPLICATIONS
Nil

CONSULTATION AND TIMING
Office of Local Government - Councils have until 1 October 2019 to resolve to enter into arrangements with the Electoral Commissioner, or an electoral services provider, to administer the 2020 ordinary council elections, and have until 1 January 2020 to enter into these arrangements.
6.3 - 19/179 - CASH AND INVESTMENT REPORT

Reference:   File No. F7.00
Responsible Officer:  Expenditure Accountant

PURPOSE
The purpose of this report is to provide a monthly report detailing all Council investments in accordance with Clause 212 of the Local Government (General) Regulation 2005.

RECOMMENDATION
That Council:

(a) Receive the Statement of cash and investments as at 30 June 2019.

REPORT
SUMMARY/BACKGROUND
A list of Council’s cash and investments as at 30 June 2019, and the source of the cash invested is detailed below.

<table>
<thead>
<tr>
<th>S &amp; P Rating</th>
<th>Date Lodged</th>
<th>Maturity Date</th>
<th>Interest Rate</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bankwest</td>
<td>A-1+</td>
<td>17-Jan-19</td>
<td>18-Jul-19</td>
<td>2.65%</td>
</tr>
<tr>
<td>National Australia Bank</td>
<td>A-1+</td>
<td>06-Feb-19</td>
<td>06-Aug-19</td>
<td>2.75%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>A-2</td>
<td>23-Apr-19</td>
<td>21-Aug-19</td>
<td>2.50%</td>
</tr>
<tr>
<td>National Australia Bank</td>
<td>A-1+</td>
<td>27-Feb-19</td>
<td>26-Aug-19</td>
<td>2.60%</td>
</tr>
<tr>
<td>Commonwealth Bank</td>
<td>A-1+</td>
<td>04-Mar-19</td>
<td>04-Jul-19</td>
<td>2.50%</td>
</tr>
<tr>
<td>Commonwealth Bank</td>
<td>A-1+</td>
<td>26-Mar-19</td>
<td>26-Jul-19</td>
<td>2.39%</td>
</tr>
<tr>
<td>St George Bank</td>
<td>A-1+</td>
<td>19-Apr-19</td>
<td>19-Oct-19</td>
<td>2.60%</td>
</tr>
<tr>
<td>St George Bank</td>
<td>A-1+</td>
<td>21-Jun-19</td>
<td>21-Oct-19</td>
<td>1.85%</td>
</tr>
<tr>
<td>MyState</td>
<td>A2/BBB</td>
<td>06-Jun-19</td>
<td>04-Sept-19</td>
<td>2.20%</td>
</tr>
<tr>
<td>Auswide Bank</td>
<td>A2/BBB</td>
<td>16-Apr-19</td>
<td>24-Jul-19</td>
<td>2.72%</td>
</tr>
<tr>
<td>AMP Bank</td>
<td>A-1</td>
<td>12-Mar-19</td>
<td>26-Jul-19</td>
<td>2.39%</td>
</tr>
<tr>
<td>QBank</td>
<td>A2/BBB</td>
<td>16-Jan-19</td>
<td>16-Jan-20</td>
<td>2.80%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>A-2</td>
<td>16-Apr-19</td>
<td>31-Jul-19</td>
<td>2.50%</td>
</tr>
</tbody>
</table>

| Total Term Deposits | | | | 28,267,927 |
## Bank and Cash Managed Fund

<table>
<thead>
<tr>
<th>Bank Name</th>
<th>Status</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bendigo Bank</td>
<td>Ongoing</td>
<td>390,544</td>
</tr>
<tr>
<td>Commonwealth Bank</td>
<td>Ongoing</td>
<td>1,652,832</td>
</tr>
<tr>
<td>NSW Treasury Corp</td>
<td>Ongoing</td>
<td>8,155</td>
</tr>
<tr>
<td>NAB General Fund</td>
<td>Ongoing</td>
<td>19,534</td>
</tr>
<tr>
<td>Commonwealth Bank</td>
<td>Ongoing</td>
<td>2,197,388</td>
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<tr>
<td>IMB at Call</td>
<td>Ongoing</td>
<td>5,000</td>
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<tr>
<td>NAB At call</td>
<td>Ongoing</td>
<td>7,961</td>
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<tr>
<td>Commonwealth Bank</td>
<td>Ongoing</td>
<td>4,887,469</td>
</tr>
<tr>
<td>Commonwealth on call</td>
<td>Ongoing</td>
<td>198,276</td>
</tr>
<tr>
<td><strong>Total Bank and Cash Management</strong></td>
<td></td>
<td><strong>9,367,159</strong></td>
</tr>
</tbody>
</table>

## Total Cash and Investments

|                           |         | **37,635,087** |

### ATTACHMENTS

Nil

### POLICY AND LEGISLATION

The Investment Policy was adopted by Hilltops Council on the 24 May 2016.

Council investments comply fully with section 625 of the Local Government Act, 1993, Local Government (General) Regulation 2005 paragraph 212 and Council’s Investment Policy.

Certified by Christine Wells, Expenditure Accountant on the 9 July 2019.

### COMMUNITY STRATEGIC PLAN LINKAGE

3.1 Undertake Council activities within a clear framework of legislative compliance, strategic planning, policies, risk management, procedures and service standards

### FINANCIAL IMPLICATIONS

Council’s interest income budget is $1,104,202, income earned to date is $778,570 (70%).
RISK IMPLICATIONS
The table below represent a visual picture of the risk rating of Council's portfolio.

% of funds invested in each category

% of Funds invested with each Institution

- AMP Bank: 18%
- Auswide Bank: 7%
- Commonwealth Bank: 3%
- ME Bank: 9%
- MyState Bank: 7%
- National Australia Bank: 3%
- Qbank: 9%
- Bankwest: 14%
- St George Bank: 30%
6.4 - 19/180 - DEVELOPMENT APPLICATION STATISTICS FOR JUNE 2019

Reference: File No. F154.00
Responsible Officer: Acting Director Sustainable Growth

PURPOSE
The purpose of this report is to provide information on the status of development applications (DAs) as at 30 June 2019.

RECOMMENDATION

(a) That Council receive and note the status and processing times for development applications, as at 30 June 2019.

REPORT
The DA statistics table provided below, outlines the status and processing times of development applications for the months of June 2019.

The figures provided indicated that at the end of the reporting period:
- seventeen (17) applications were approved under delegated authority,
- one (1) application was rejected,
- two (2) applications were withdrawn,
- fifty-three (53) applications were undetermined,
- the net average processing time was 41 days, and
- the median processing time was 26 days.

It should be noted that these figures are a monthly average, and include those applications undetermined, do not include mandated referral times, and are not necessarily a true indication of DA time frames. However, they are a good indication of how staff are progressing.

Complying development certificates (CDCs) are reported for information only, and are not included in the processing figures, as these have a 10 day time frame as prescribed by legislation. At the end of the reporting period:
- one (1) CDC was issued,
- two (2) CDC’s were lodged,
- two (2) CDC’s were outstanding.

ATTACHMENTS:
Attachment 1 - DA status report
Attachment 2 - CDC status report

POLICY AND LEGISLATION
This report is for information only, and there are no policy implications arising from this report.

Council is required to provide development application data to the Department of Planning and Environment by 31st July each year. The data identifies all development applications and modifications determined by Council, and all CDCs and ancillary certificates (such as occupation, construction and subdivision certificates) issued by Council. This data provided for information, helps in compiling the data to send to the Department.
COMMUNITY STRATEGIC PLAN LINKAGE

Wellbeing pillar - Providing ethical, proactive & effective leadership & governance

Objective 3 - Plan and lead with good governance

- Strategy 3.1 - Undertake Council activities within a clear framework of legislative compliance, strategic planning, policies, risk management, procedures and service standards
- Strategy 3.2 - Make decisions in a transparent and accountable manner for the benefit of the community

FINANCIAL IMPLICATIONS

This report is for information only, and there are no financial implications arising from this report.

RISK IMPLICATIONS

This report is for information only, and there are no risk implications arising from this report.

CONSULTATION AND TIMING

No consultation undertaken or required to be undertaken as part of the preparation of this report.
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<th>DA Number</th>
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<th>Applicant</th>
<th>Site address</th>
<th>Works</th>
<th>Status</th>
<th>Clock stopped (days)</th>
<th>External referrals</th>
<th>Date Determined</th>
<th>Processing time (days - including weekends &amp; public holidays)</th>
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<td>2017/DA-00190</td>
<td>6/11/2017</td>
<td>Mr W J Chapman</td>
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<td>2019/DA-00048</td>
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<td>W Proctor</td>
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<td>36 Thomhill Street, Young</td>
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<td>John Byrne</td>
<td>3133 Moppity Road, Young</td>
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<td>10,12 &amp; 16 Cloete Street, Young</td>
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<td>31/05/2019</td>
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<td>E Prater</td>
<td>Sir George Tavern, Riverside Drive, Jugiong</td>
<td>Commercial (Change of use) - bakery</td>
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<td>J Bowring</td>
<td>79 Main Street, Young</td>
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<td>602 Spring Creek Road, Young</td>
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## ORDINARY MEETING AGENDA

**24 July 2019**

Held in the Hilltops Council, Young Chamber, 189 Boorowa Street, Young

<table>
<thead>
<tr>
<th>DA Number</th>
<th>Date lodged</th>
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<th>Works</th>
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<th>External referrals</th>
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<td>Graham &amp; Shirley Meers</td>
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<td>Digital Future Australia</td>
<td>346 Albury Street, Harden</td>
<td>Modification (Commercial - food and drink premises) - internal changes and increase patrons</td>
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<td>Brendon &amp; Barbara Scifleet</td>
<td>148 Rifle Range Road Young</td>
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<td>Nicholas McIsaac</td>
<td>140 William Street, Young</td>
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<td>288 Boorowa Street, Young</td>
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<td>RMS - 11 NRAR - 6</td>
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<td>Domenico Cece</td>
<td>85 Main Street, Young</td>
<td>Commercial - demolition of building, removal and installation of in-ground fuel tanks, carparking</td>
<td>On notification</td>
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<td>Mr W Skelton</td>
<td>6 Hardys Road, Young</td>
<td>Shed - extension</td>
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<td>Gregory Wilkes &amp; Lani Weston</td>
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<td>10 Redhill Road, Young</td>
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<td>T2019-016</td>
<td>27/06/2019</td>
<td>Y Squared Pty Ltd Ltd</td>
<td>1920 Cunningar Road, Barwang</td>
<td>Demolition of shed and new shed</td>
<td>To be processed</td>
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## ATTACHMENT 2 - COMPLYING DEVELOPMENT CERTIFICATES

<table>
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<th>Certificate No.</th>
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<td>Lang’s Pools &amp; Spas</td>
<td>3533 Taylors Flat Road, Reids Flat</td>
<td>Swimming pool - inground, fibreglass</td>
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6.5 - 19/181 – NEWSON PARK, HARDEN, LONE PINE PROJECT PROPOSAL

Reference: File No. F91.00
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report is to recommend to Council the proposal to create a space in Newson Park, Harden for the cultivation of a Lone Pine tree as a commemoration of the Gallipoli landing.

RECOMMENDATION

That Council:

(a) Adopt the recommendation to forward to the September 2019 quarterly budget review for inclusion into the 2019/20 Operational and Delivery Plan, the sum of $56,000 to allow the landscaping and placement of the described Lone Pine tree in Newson Park, at the rear of the current Cenotaph area.

REPORT
SUMMARY/BACKGROUND
The Harden Returned Services League (RSL) sub branch are currently growing a potted Lone Pine, (Aleppo pine (*Pinus halepensis*) sourced from a derivative from Gallipoli) under the direction of Council staff. The tree is to be located behind the Cenotaph in Newson Park to commemorate the 100 year anniversary of the Gallipoli landing.

To do the proposed planting some form of justice and ensuring that the formal park layout is complemented by this proposal, a landscape plan for positioning of the tree/associated pathway landscaping has been developed using the consultants SALA4D, lead consultant of the Murrumburrah Creek precinct and Galong Village master planning projects.

The trees position will act as a backdrop to the current Cenotaph area and complement the park and the current Cenotaph in its arrangement in plain view. The proposed trees location is such that existing concrete pathway will need to be removed, paving constructed to form the planting beds, deployment of tree and supporting plantings.

The plan for the works including the site location (Attachment A) and landscape plan (Attachment B) is in the attachments for Council’s reference.

The works are estimated at $56,000. The bulk of the works are in the paving area under current commercial practice a concrete slab is proposed to be constricted under neat the pavers to ensure minimal settlement. Works are to be completed by Council’s day labour and plant. It is recommended that the project is referred to the September 2019 quarterly budget review for inclusion into the 2019/20 Operational and Delivery Plan.

The tree will complement other such tree plantings in the area, with one being the Lone Pine tree at the southern end of the Murrumburrah Light Horse memorial.
ATTACHMENTS:
Attachment 1 – A - Site Sketch Plan
Attachment 2 – B - Landscape Plan
Attachment 3 – C - RSL letter of endorsement

POLICY AND LEGISLATION
- No direct policy implications identified.
- Local Government Act.

COMMUNITY STRATEGIC PLAN LINKAGE
1.2.3.1 Manage and promote our Heritage.
1.3.5.1 Plan for and provide opportunities to protect and enhance our heritage.
4.2.6.1 Develop plans and maintain assets to mutually agreed levels of service.
4.2.6.2 Effectively develop and administer infrastructure funding and resources.

FINANCIAL IMPLICATIONS
Funding for the project is proposed to come from Council’s revenue funds.

RISK IMPLICATIONS
Risk implications include but limited to:
- Not proceeding with works, or delay causing the project not to open on its advertised date, potentially causing negative impact in the community.

CONSULTATION AND TIMING
The Harden RSL came up with the Lone Pine project idea in 2017, with staff developing the idea along with the assistance of the commissioned landscape architect. The RSL has now endorsed the landscape plan. A copy of that endorsement letter is attached as attachment C.

Timing of the project, if financially successful, is suggested to be completed prior to the Armistice Day commemoration on 11 November 2019.
Important Notice!

This map is not a surveyed site document. Accurate locations can only be determined by a survey on the ground. The information has been sourced from approved Crown land records set for no other purpose. No guarantee is made about the accuracy or currency of the data. Therefore, this information is for internal planning purposes only. Hilltops Council does not guarantee accuracy. Neither the Hilltops Council nor the LPI makes any representations or warranties about the accuracy, reliability, completeness or suitability of the information for any purpose and does not accept any responsibility and all liability, including without limitation, liability in negligence, for any expenses, losses or damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.

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Proposed Lone Pine addition
Site Plan

Map Scale: 1:1202 at A4

Drawn By: mark.crisp
Projection: GDA94 / MGA zone 55
Date: 11/06/2019 10:26 AM
5 June 2019

JACQUI VINCENT OAM JP (NSW116683)
Secretary/Treasurer/Trustee

P: 0429 693095
E: coottamundrasb@rslnsw.org.au

Re. sala4D

Lynda,

The members of the Harden RSL chapter have studied the plan and have viewed the site of the proposed improvements to the area around the Memorial/Monument at Newson Park Harden and are totally in favor of the whole concept.

We would like to congratulate Council Staff members involved in the planning on their professional expertise shown and are looking forward to it’s completion.

Yours

Graham Chalker
Harden RSL
ORDINARY MEETING AGENDA
24 July 2019
Held in the Young Chambers, 189 Boorowa Street, Young

6.6 - 19/182 - MURRUMBURRAH PRECINCT LANDSCAPE MASTER PLAN UPDATE STAGE 1 CREEK WORKS

Reference: File No. F163.07.04
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report is to inform Council on details of what works can be achieved from the current SCF related grant allocation including a breakdown of costing.

RECOMMENDATION
That Council:

a) Notes and adopts the report; and
b) Council make application for future grants as they become available to fund the second stage of the works, being 1B.

REPORT SUMMARY/BACKGROUND
Council resolved at the March 2019 meeting to adopt The Murrumburrah Precinct Plan, and to have reported back to a future meeting what works can be achieved for the current funds available. This report details the proposed works aspect.

The Master Plan works are proposed to be completed in a number of stages as a function of funding primarily. The key first stage is the creek works. These works need to be completed before any further peripheral or adjacent works can be completed due to the level of earthworks and constructed equipment required. Secondary to this is the possible generation of surplus material that could be incorporated into the next stages as a lift from the creek level.

The Stage 1 creek works involves the formation of four landscaped ponds linked by fish passages, associated landscape works with the battering of embankments about these ponds. This stage 1 creek works has been estimated provisionally at $1.45 million.

Councils current funds available for the creek works is in the order of $800,000 from SCF funds. To commence the project build, a proposed sub-staging of this Stage 1 works is proposed to align to this fund availability.

The projects consultant, Sala 4D has formulated a two staged construction process along with draft construction plans for the overall Stage 1. These stages and provisional estimate of cost, referred to stages 1A and 1B are now discussed.

Stage 1 A involves all works required to deliver the creek rehabilitation. This includes:
- the excavation and reshaping of banks and established tree removal;
- removal of redundant stormwater infrastructures (stormwater and gabion drop structures);
- installation of water level lifting/fish passage structures;
- construction of ephemeral creek;
- installation of stormwater pipe extensions;
- installation of beach area, ramp and retaining walls;
- planting to creek banks with grasses and riparian vegetation;
- stabilisation grass cover to all disturbed soil.
- Substage provisional estimate of cost $ 816,130.
The Stage 1B stage provides:
- shared paths and creek crossings;
- the final fish passage through the existing Neill Street causeway;
- lighting to all paths;
- the Youth Zone walls and ground surface;
- seats, seating platforms, garbage bins, signage;
- artwork and entrance sculptures; and,
- periphery presentation planting, tree planting and final lawn areas.
- Substage provisional estimate of cost $574,750.

These provisional costs are subject to finalisation of creek flooding studies being carried out by WMA Water, an independent consultant completing the Murrumburrah Flood Study. The mathematical modelling of the creek is nearing completion. Once this is completed, the shape/model of the proposed creek works are to be issued to gauge if any flooding impacts occur due to the creek works proposed. The modelling will also yield projected creek velocities when in its flood stages. These numbers can then be used to check against the footing sizing and ways the various other elements are anchored about the immediate creek area.

Once further modelling is completed and structural designs review, final costing for the project will be undertaken. If this costing is substantially more than the current provisional costing, Council will be informed via a future report prior to executing the works by tender.

**Further Funding sources**

Staff have made application for a grant to secure part funding for the remaining works in stage 1 via the State Governments Environmental Grants for Restoration and Rehabilitation to a maximum value of $100,000. Successful grants should be announced in late July 2019, with the next round opening also in late July 2019. These Environmental grants are considered long shots in terms of attaining funding with a relatively small pool funding and will only yield a portion of the total required.

To secure the total amount, it is recommended that for the next round of SCCF funding, Council makes an application for the Stage 1B works with a focus on youth and exercise space as part of the application.

A diagrammatic of the whole Stage 1 extents is shown in Attachment 1 page 1.

The stage extents run from the Albury Street Road bridge (shown at the bottom of the stage) to the Neill Street Cul-de-sac (at the top of the stage).

**ATTACHMENTS:**

Attachment 1 - Murrumburrah Master Plan Stage 1 Creek Works

**POLICY AND LEGISLATION**

- No direct council policy implications identified
- Local Government Act.
- Roads Act 1993
- Water Management Act 2000
- Fisheries Management Act 1994

**COMMUNITY STRATEGIC PLAN LINKAGE**

4.2.6.1 Develop plans and maintain assets to mutually agreed levels of service.
4.2.6.1.4 Support Village Progress Associations to continue to maintain village facilities.
3.1.1.2 Create a welcoming environment for visitors to the region.
3.1.1.2.1 Prepare plans for the beautification of entry points including road and rail to the three main townships and village entrances of the Hilltops.
FINANCIAL IMPLICATIONS
There are costs associated with the construction of the whole project. A very preliminary cost estimate is tabled below for Council's information on major items identified in the Master Plan.

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<th>Funding commentary</th>
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<td>Creek works including earthworks, pondage, construction, furniture, and contingency.</td>
<td>$1,450,000</td>
<td>Of the total estimate about 53% is SCF funded, remainder from grants not yet attained or other funding sources to be determined.</td>
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<td>Creek Works pondage construction</td>
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<td>Other grant funds</td>
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<td>Carpark Roberts/Coddington Parks Southem</td>
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<td>Neill Street Cul-de-sac area</td>
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<td>Neill Street Cul-de-sac area</td>
<td>Carpark Northem Auxiliary</td>
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<tr>
<td>8</td>
<td>Bill the Bastard</td>
<td>Statue works</td>
<td>$295,000</td>
<td>To be determined</td>
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</table>

Other components discussed in the plan such as additional tree plantings, pedestrian crossing points about Albury Street and remodelling of the light Horse memorial have not be costed to date.

RISK IMPLICATIONS
Risk implications include but limited to:
- Not securing all project funding, stalling the project/s,
- Additional construction costs identified as a result of the detailed design phase and/or in construction phase.
- Additional costs associated with any unforeseen underground items like telecommunications assets, asbestos, disused underground fuel storage or historically significant items.

CONSULTATION AND TIMING
Consultation has consisted of committee and public information sessions culminating in the document being placed on a 28 day public exhibition period on 26 October 2018 and Council adoption of the Precinct Master plan in March 2019.

The Local Aboriginal Land Council will need to be consulted with respect to the proposed creek works in detail. This is envisaged to be done before works are executed.
Annexure 1  Murrumburrah Precinct Plan Stage 1  Creek Works

Sketch Plan of Stage 1 area.

Create a series of pre-cast concrete fish passages and reshape creek bank to create a chain of ponds. Maintain bed depth so that flow area is increased.

Create a shared zone by reducing internal access road opening width and provide gateway structure.

Accessible path of travel with lighting.

Steps and bicycle wheeling ramp.

Continue linkage along top of bank through elevated boardwalk, with land-owner negotiation.

Low-level crossing over fishy-weir.

Vertical entrance feature, referencing Australian Light Horse.

Youth zone located closest below carpark, close to water to provide sense enclosure, white noise, but good passive surveillance.

Building incorporates entrance structure across shared zone.

Consolidate and formalise parking to increase opportunities for multi-use and passive surveillance.

Relocated amenities building including outdoor kitchen facilities and space mobile drink cart.

Youngest age play zone located closest to carpark and amenities building.

Create a beach to provide access to the waters edge and riverside park experience.

Middle age play space. Separation from main creek by pathway with nature play incorporation near adjacent ephemeral creek.

2.5 metre wide shared concrete path with parkland shade trees and grass areas for relaxation and rest. Park benches, bins and lighting provide further amenity to a destination riverside park.

Demolish gabion structure and low-flow pipes to re-establish ephemeral creek system. Provide armoured out-flow with wide, planted flow zone, rocks for play and bridge.
From Murrumburrah Master Plan - Artists impression looking up stream from proposed low level footway.
Annexure 1  Murrumburrah Precinct Plan Stage 1 Creek Works

From Murrumburrah Master Plan - Artists impression looking downstream from Neill Street causeway.
From the Murrumburrah Master Plan, images of the proposed fish baffle cones.
6.7 - 19/183 - MURRUMBURRAH MASTERPLAN - PLAYGROUND SECTION

Reference: File No. F163.07.04
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report is to inform Council re-positioning of proposed playground construction funded by a SCF grant.

RECOMMENDATION
That Council:

(a) Vary the Murrumburrah Masterplan and build the playground adjacent to stage 1 of creek works.

REPORT
SUMMARY/BACKGROUND

Murrumburrah Precinct Plan Playground
Hilltops Council has allocated a total of $350,000 for planning/design and refurbishment of playgrounds within the Harden area. The establishment of an endorsement masterplan means that this funding was best used to replace the existing playground at Murrumburrah (which was noted by Council's staff as being in average to poor condition) rather than provide refurbishments. Additionally this funding will help realise the vision from the Murrumburrah Precinct as outlined in the endorsed Masterplan.

Location
The endorsed Masterplan shows the playground located over the existing parking area, in Coddington Park as per Figure 1 below. However the funding for the stage 1 works is only sufficient to complete partial creek based works. These works will form the base for subsequent stages, and it is logical to complete the creek stage 1 works first, however with grant funding constraints Council is facing the following situations and options have been identified:

1. Construct the playground as per the Masterplan. Three play zones are identified in the Masterplan.
   - A youth zone between creek and end of current playground,
   - A middle age area proposed to be built over the current Coddington Park Carpark, and
   - A youngest age group area between the middle age and current toilet block.
   - New carparking area to be constructed in Neill Street and over the current playground area. This work will only be realised when subsequent stages are able to be funded.

As stage 1 creek works abut directly against all three zones this creek works staging needs to occur first, so subsequent staged areas in terms of filling and shape can then be developed. Potentially these play zones could be influenced by any surplus fill, that could raise the proposed playground build platform above any slow flowing flood water. Creek works do need to be completed first to allow this to occur.
If all the Master Plan elements in this area were funded, the whole area could be demolished and constructed without issue. This is not the case at present.

The proposed masterplan location of the three play zones are not in the location of the current playground and abut the defined creek works directly. This presents an issue in terms of constructability with grant time/working in with creek works and with restoration/remediation of the current playground area. In others words the playground works cannot be executed at the same time as of the creek works due to the nature of the creek works earthworks. This covers the possibility of either striking unforeseen objectionable material within the park that requires removal OR the option of surplus fill being generated by the creek works that can be placed in these proposed play zones and potentially improve the shape of these zones for access and reducing the risk of stormwater flooding affect.

It is then proposed that the Masterplan playgrounds locations be deviated for the present moment to then allow the creek works and any reshaping of the park, and that the current playground site be utilised to deploy a new inclusive playground for the interim funded by current SCF funds satisfying grant funding execution deadlines for both projects.
ORDINARY MEETING AGENDA
24 July 2019
Held in the Young Chambers, 189 Boorowa Street, Young

Figure 1: Overlay of Masterplan and Satellite Image
**Design**

Jeavons have completed a playground design to replace the existing one, in its existing location. This design has taken into consideration the vision from the endorsed Masterplan and the NSW Government Everyone Can Play Guidelines and are considered industry best practice guidelines for design. The proposed inclusive playground has been included as attachment A.

This proposed design was taken to Bunyip preschool and Murrumburrah Public School as community engagement in June 2019. The following feedback was received:

<table>
<thead>
<tr>
<th>#</th>
<th>Feedback</th>
<th>Design Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>A LARGE/ MAJOR PLAY PIECE</strong>&lt;br&gt;All of the young people that were consulted wanted a large centrepiece/challenging play equipment piece. This was the most wanted piece in a playground.</td>
<td>The Centralised play structure provides a large / major play piece with variety of activities around it. This structure is accessible and has a double width slide.</td>
</tr>
<tr>
<td>2</td>
<td><strong>POPULAR PLAYGROUND INCLUSIONS</strong>&lt;br&gt;The flying fox, in ground trampoline and accessible carousel were the items of choice to accompany a large play piece, chosen from the existing concept plan.</td>
<td>As mentioned, these are included.</td>
</tr>
<tr>
<td>3</td>
<td><strong>NO FENCING.</strong>&lt;br&gt;It is believed that the supervision by parents is better than fencing and it was not a priority. Zoning by landscape design was preferred, for its additional shade benefits also</td>
<td>Acknowledge, however as this playground is accessible and close to a waterway fencing will remain in the design.</td>
</tr>
<tr>
<td>4</td>
<td><strong>SHADE IN SUMMER.</strong>&lt;br&gt;This park is very cold in winter, so deciduous trees or a removable shade sail were preferred for the playground.</td>
<td>This is a difficult balancing act; however tree selection and shade location will be balanced in an attempt to address.</td>
</tr>
<tr>
<td>5</td>
<td><strong>SEATING AND AMENITIES UPGRADES</strong>&lt;br&gt;Seating in and around the playground but keeping the amenities and BBQ areas separate as they are now, was most preferred as it was pointed out that most people that stop at Coddington Park are adults during the day using the amenities or having lunch, not normally using the playground. An upgrade of the amenities and BBQ/seating areas was also requested and advised that this was funded from another source and would be delivered.</td>
<td>The amenities and BBQ upgrade are a separate project and as such will be provided. These will remain separate areas under the final design.</td>
</tr>
<tr>
<td>6</td>
<td><strong>NO SANDPIT</strong>&lt;br&gt;They believe it is dirty and people that are passing through won’t want their children playing in sand which will also be damp the majority of the year due to the naturally cold and damp climate near the waterway.</td>
<td>Sand remains a key element in accessible playgrounds, the sandpit is a raised structure to limit animal activity. Infrastructure comment This will be a high maintenance issue in terms of animal faeces contamination and an area for syringe sharps to aggregate/find/remove. This item will need serious review in any location.</td>
</tr>
<tr>
<td>7</td>
<td><strong>RUBBER SOFTFALL</strong>&lt;br&gt;As much rubber soft fall as the budget allows was requested. Parents complained of how dirty the bark softfall makes their children.</td>
<td>Rubberised soft fall will be optimised however presents an issue for accessibility. This will be balanced in the final design.</td>
</tr>
</tbody>
</table>
ORDINARY MEETING AGENDA

24 July 2019

Held in the Young Chambers, 189 Boorowa Street, Young

<table>
<thead>
<tr>
<th>#</th>
<th>Feedback</th>
<th>Design Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td><strong>NO NATURE PLAY.</strong> The inclusion of nature play elements was not a desire of the children or parents or only included minimally. Given the playgrounds proximity to the arboretum walk and creek it was believed that those nature play elements could be enjoyed in the close by natural environment and not within the playground space.</td>
<td>Acknowledged, however tying the playground back into the natural environment and keeping with the vision for the precinct was key to the design. Additionally, the nature elements are key to providing retreats for users who may become overwhelmed socially.</td>
</tr>
</tbody>
</table>

**ATTACHMENTS:**
Attachment 1 - Proposed Playground Design Ex Jeavons

**POLICY AND LEGISLATION**
- Everyone can Play (NSW Government Best Practice Resource) a Guideline to create inclusive playspaces Feb 2019.
- Local Government Act.
- Various Australian Standards for playgrounds, surfacing and access mobility.

**COMMUNITY STRATEGIC PLAN LINKAGE**
4.2.6.1 Develop plans and maintain assets to mutually agreed levels of service.
4.2.6.1.4 Support Village Progress Associations to continue to maintain village facilities
3.1.1.2 Create a welcoming environment for visitors to the region.
1.1.1.3 Plan for and provide a safe and accessible network of recreation and community facilities

**FINANCIAL IMPLICATIONS**
Current SCF allocation of $350,000.
Current cost to date total $8,942.85.
$8,700 – Landscape architects and $242.85 – Staff costs

**RISK IMPLICATIONS**
Risk implications include but limited to:
- Not securing all project funding, stalling the project/s,
- Additional construction costs identified as a result of the detailed design phase and / or in construction phase.
- Additional costs associated with any unforeseen underground items like telecommunications assets, asbestos, disused underground fuel storage or historically significant items.

**CONSULTATION AND TIMING**
Consultation has consisted of committee and public information sessions culminating in the document being placed on a 28 day public exhibition period on 26 October 2018.

Council adoption of the Precinct Master Plan in March 2019.

Community engagement with both Bunyip Pre School and Murrumburrah Public school students to gather feedback on the concept plans and the local playground users and parents’ preferences in their playgrounds, June 2019.
Murrumburrah Precinct Plan Inclusive Playground

Neill Street, Murrumburrah NSW

Entry gate
Bicycle parking
Existing toilet block
All abilities accessway to main play structure
Accessible Swing Glider
Inclusive Access Play structure, with access ramps, slides, challenging ways up and down, under deck play areas and roof over
Indigenous theme garden bed with log/rock edging and pathways through the planter beds
Rock embankment steps up to main play structure
Accessible musical instrument
Inground trampoline
Rocks for seating or play
Accessible Carousel
Seat with back and arm rest
Existing nest swing with new inclusive access path
Swing with flexible rubber seat and Joey seat
Gathering area with a shelter, BBQ unit, and picnic tables with different seating arrangements.
2m Double Flying Fox with accessible seat
Sand play area with shade over, rock edging and log edging/seat
Accessible sand play tables with different heights and timber decking for ease of maintenance
Existing lawn area for picnics and ball games within the proposed fenced area
Proposed lawn area for picnic and games
Penciline
Bins
Drinking Fountain

Legend
- Building Layout
- Existing trees to be retained and protected
- Proposed trees
- Proposed garden bed
- Existing lawn area
- Proposed open lawn area
- Concrete paving standard grey
- Concrete paving coloured concrete
- Surfacing - Granitic sand surface
- Surfacing - Wetpour synthetic surface (deposited up to AS4422)
- Surfacing - Mulch sand (deposited up to AS4422)
- Sand
- Rock embankment
- Rock edging
- Existing trees to be retained and protected
- Horizontal log steps
- Vertical log steps
- Horizontal log steps
- Vertical log steps
- Structure over
- Gradient indicating up slope
- Proposed level relative to adjacent level

Context Plan

Landscape Concept Plan

Date: 07.06.19
Job No.: CP01
Scale: 1:100@A1 1:200@A3

Client Designed by

[Logos and branding]

NSW GOVERNMENT
Hilltops Council
Variety
Jeavons Landscape Architects
6.8 - 19/184 - HILLTOPS SCF SOLAR PROJECTS - FINAL SCOPE RECOMMENDATIONS

Reference: File No. F93.01.429
Responsible Officer: Director Infrastructure

PURPOSE

The purpose of this report is to provide an update to Council in relation to the final scope recommendations in relation to the construction of Grid Connected photovoltaic systems at various Hilltops Council facilities.

RECOMMENDATION

That Council:

(a) Note the status of the project; and
(b) Endorse the de-scoping the Trinity Centre due to structural concerns with the roof

REPORT

SUMMARY/BACKGROUND

At the March 2019 meeting, Council endorsed the engagement of Australian Solar Designs (ASD) for the Design and Construction of Grid Connect photovoltaic systems at various Hilltops Council facilities to a total value of $287,347 (excl. GST).

ASD have now provided designs for these systems. In line with the recommendation from the March meeting, this report covers the proposed scope changes as a result of design and investigation works.

Approvals

In line with the current energy provider requirements, applications to connect the proposed solar installations have been made for all site. These applications form the basis under which Council can supply power to the grid.

The energy provider has placed export restrictions on four (4) sites across the proposed project. What this means is that for these sites, no more than a set limit can be exported to the grid at any time irrespective of the generating capacity of the panels. Export limitations are imposed by electricity networks due to prescribed limitations with regards to how much power they can handle without affecting power quality or resulting in a transformer blowout.

An example of the export controls is the Harden Administration Centre which has been export restricted to 6kW. The panels are capable of producing 54kW, if the panels are generating a surplus to the energy needs of the building (exporting) this is limited to 6kW.

The physical export limiting is undertaken by smart controller which, when an excess export situation is detected, the controller will limit generation capacity (dissipate additional energy produced to heat, shut down panels or “shunt” to earth). In effect, during times when the panels are producing more power than is used locally (in the building) and is more than the limit (6kW), the power is “wasted”.

The export limitation, whilst mainly providing protection to the network infrastructure (transforms and power quality), also reduces the business case for the solar installation. The amount of power being fed in the grid is capped or limited and therefore the amount of earnings paid as a result of this feed in is also capped or reduced. This may result in longer than forecast payback periods.
The four sites which export limitations imposed are:
- Harden Administration Centre
- Harden Depot
- Harden Trinity Centre
- Young Depot

**Contractor Variations**

**a) Export Controls:**
ASD has provided prices to include export controls at these sites. These are listed in the table below.

<table>
<thead>
<tr>
<th>Recommended Scope Inclusions</th>
<th>Price (Excl GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Export Controls - Harden Administration Centre</td>
<td>$3,639.00</td>
</tr>
<tr>
<td>Export Controls - Harden Depot</td>
<td>$5,199.00</td>
</tr>
<tr>
<td>Export Controls - Trinity Centre Harden (recommended to be descoped from project)</td>
<td>$7,061.80</td>
</tr>
<tr>
<td>Export Controls - Young Depot</td>
<td>$5,049.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$20,948.80</strong></td>
</tr>
</tbody>
</table>

**b) Safety Barrier – Young Sewage Treatment Works Ground Mounted Installation**
A safety barrier is required to be installed around Young Sewerage Treatment Plant ground mounted installation to meet requirements under AS5033:2014.

The provision of a fence was not included as part of Council’s Tender Documents nor in the Tender Submission documents provided by the Contractor. The contractor ASD has offered to install the safety barrier at cost price ($9,600+GST) and pay 30% of the installation costs, reducing the variation cost to $6720+GST.

<table>
<thead>
<tr>
<th>Recommended Scope Inclusion</th>
<th>Price (Excl GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety Barrier – Young STP Site</td>
<td>$6,720.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$6,720.00</strong></td>
</tr>
</tbody>
</table>

**Ancillary Works Funded by the Project**
The following ancillary works have been required to be included in the project scope in order to allow solar to be installed. These works were unknown at the time of scoping and as such have not been allowed for.

**a) Upgrade Young Depot wiring and meters**
Following the tender site inspection, several tenderers noted concerns around the condition of the main switch board at the Young Depot. Shortly after this, a storm damaged meters on the board at the Young depot. Origin Energy was unable and unwilling to replace the meters due to the board's condition. As such a new compliant switch board was required to be installed, prior to the connection of solar. The costs listed in the table below have been attributed to the project.

<table>
<thead>
<tr>
<th>Recommended Scope Inclusions</th>
<th>Cost (Excl GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supply of Switchboard</td>
<td>$17,301.63</td>
</tr>
<tr>
<td>Installation of MSB</td>
<td>$12,573.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$29,874.63</strong></td>
</tr>
</tbody>
</table>
b) **Switchboard upgrade at Boorowa Showgrounds as part of project scope**

As per the Section J certified issued under the Boorowa Amenities Building DA there was required a 15kW solar installation to be included as part of project. This installation was funded from the SCF Solar budget as per original scoping.

Following the install of these panels, the energy provider notified Council that they were unable to connect the panels to the grid due to non-compliant metering at the showgrounds. A review by a suitably qualified consultant highlighted that new metering would need to be installed at the showgrounds and several feeds relocated. The location of the new main switchboard (to house the metering) was complicated by the proximity of gas cylinders.

The anticipated cost for these works is $43,730 (excl. GST). Council have applied for, and are awaiting confirmation, on a grant from Bendigo Bank to the value of $43,730 to supplement funding from the Solar projects.

Due to the complexity of the feed adjustment work required as part of the MSB upgrade, it is recommended this project provides a contingency of $16,270. This will bring the total budget for the MSB upgrade works to $60,000 (excl. GST).

**Recommended Scope Changes:**

- **Descope Harden Trinity Centre Installation**

  It was initially proposed to install panels on the Harden Trinity Centre Library building on the north-facing roofs along the Albury Street frontage.

  The proposed Harden Trinity Centre installation has encountered the following issues:
  
  - The structural Compliance Certificate for the site issued by Omega Project Services is conditional based on the need to reinforce a cross beam in the Library building with additional timber or steel members, which will increase the cost of installation;
  
  - Export control requirements stipulated as part of Essential Energy’s grid connection approval will increase the payback period on the system;
  
  - Savings achieved through the descoping of Harden Trinity Centre can be utilised to cover contractor variations for export control on other sites; and
  
  - The community could object to the installation of solar arrays on a historic building.

  In light of the additional cost associated with the structural works, coupled with the export limitation, the business case for the installation at the Trinity Centre is not as strong. There is potential for the solar to be shifted to the RFS building to overcome the structural issues, however the long-term use/ownership of this building is not known (noting the RFS development). As such, and due to the amount of works required to be undertaken that were not known at the time of scoping, it is recommended to descope the Trinity Centre.

<table>
<thead>
<tr>
<th><strong>Recommended Scope Change</strong></th>
<th><strong>Savings (Excl GST)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Descope installation works at Harden Trinity Centre</td>
<td>$13,373.00</td>
</tr>
<tr>
<td>Export Controls (Variation)</td>
<td>$7,061.80</td>
</tr>
<tr>
<td><strong>Total Saving</strong></td>
<td><strong>$20,434.80</strong></td>
</tr>
</tbody>
</table>
POLICY AND LEGISLATION
Solar arrays will be installed in accordance with the WHS Act 2011 and WHS Regulation 2017.
Reviews of Environmental Effects for the various sites have been carried out in accordance with the State Environmental Planning Policy (Infrastructure) 2007, and the respective Local Environmental Plans for Boorowa, Harden and Young.

COMMUNITY STRATEGIC PLAN LINKAGE
Nurturing our natural environment
3. The Hilltops communities maximise renewable & affordable energy resources
3.1 Improve environmental outcomes of Councils operations
3.2 Work with key partners to investigate and implement ways to reduce the communities' carbon footprint

FINANCIAL IMPLICATIONS
The Hilltops Council SCF Solar Projects budget is shown in the table below. Please note that a negative value is indicated in brackets. In the below table income to the project is accounted for as a negative cost. In the cumulative column, a negative value indicates a project surplus held as contingency.

<table>
<thead>
<tr>
<th>Project Element</th>
<th>Budgeted ($)</th>
<th>Cumulative ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design and Investigation of Solar Arrays</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concept Design</td>
<td>$1,750.00</td>
<td></td>
</tr>
<tr>
<td>For Construction Issue</td>
<td>$1,750.00</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$3,500.00</strong></td>
<td><strong>$3,500.00</strong></td>
</tr>
<tr>
<td>Supply, Install and Commission of Solar Arrays</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Young Administration Building</td>
<td>$76,663.00</td>
<td></td>
</tr>
<tr>
<td>Harden Administration Building</td>
<td>$51,860.00</td>
<td></td>
</tr>
<tr>
<td>Young Depot</td>
<td>$16,462.00</td>
<td></td>
</tr>
<tr>
<td>Harden Depot</td>
<td>$15,476.00</td>
<td></td>
</tr>
<tr>
<td>Harden Trinity Centre (Recommended to descope from project)</td>
<td>$13,373.00</td>
<td></td>
</tr>
<tr>
<td>Boorowa Amenities Building Solar</td>
<td>$16,904.55</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$190,738.55</strong></td>
<td><strong>$194,238.55</strong></td>
</tr>
<tr>
<td>Facility Upgrades</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Young Depot Rewire</td>
<td>$29,874.63</td>
<td></td>
</tr>
<tr>
<td>Boorowa Showground MSB Upgrade</td>
<td>$16,270.00</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$46,144.63</strong></td>
<td><strong>$240,383.18</strong></td>
</tr>
<tr>
<td>Council Costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project / Program Management</td>
<td>$32,899.50</td>
<td></td>
</tr>
<tr>
<td>Technical Support / review</td>
<td>$45,000.00</td>
<td></td>
</tr>
<tr>
<td>Advertising Costs</td>
<td>$2,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$79,899.50</strong></td>
<td><strong>$320,282.68</strong></td>
</tr>
<tr>
<td>Funding</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stronger Communities Fund – Hilltops Solar Projects</td>
<td>($328,995.00)</td>
<td>($8,712.32)</td>
</tr>
<tr>
<td>Approved Variations</td>
<td>$13,886.20</td>
<td>$5,173.88</td>
</tr>
</tbody>
</table>

ATTACHMENTS:
Nil
ORDINARY MEETING AGENDA
24 July 2019
Held in the Young Chambers, 189 Boorowa Street, Young

<table>
<thead>
<tr>
<th>Project Element</th>
<th>Budgeted ($)</th>
<th>Cumulative ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Descoping</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supply and Install - Trinity Centre</td>
<td>$(13,373.00)</td>
<td>$(8,199.12)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>$(8,199.12)</td>
</tr>
</tbody>
</table>

The costings and contingency associated with the Sewerage Treatment Plant is outlined below.

<table>
<thead>
<tr>
<th>Project Element</th>
<th>Budgeted ($)</th>
<th>Cumulative ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supply; Install and Commission of Solar Arrays</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Young Sewerage Treatment Plant</td>
<td>$110,013.00</td>
<td>$110,013.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>$(37,267.00)</td>
</tr>
</tbody>
</table>

**Funding**

<table>
<thead>
<tr>
<th>Project Element</th>
<th>Budgeted ($)</th>
<th>Cumulative ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer and Water Reserves</td>
<td>$(154,000.00)</td>
<td>$(43,987.00)</td>
</tr>
<tr>
<td>Approved Variations</td>
<td>$6,720.00</td>
<td>$(37,267.00)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>$(37,267.00)</td>
</tr>
</tbody>
</table>

**RISK IMPLICATIONS**

Risks identified as part of the project risk management process are listed in the table below:

<table>
<thead>
<tr>
<th>Ref No.</th>
<th>Description of Risk</th>
<th>Impact on Project should the risk eventuate</th>
<th>Risk Category</th>
<th>Likelihood</th>
<th>Consequence</th>
<th>Rating</th>
<th>Rating after Mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lack of project understanding / lack of understanding of Council requirements</td>
<td>Cost increase, project goal not achieved</td>
<td>Financial</td>
<td>Possible</td>
<td>Moderate</td>
<td>H 15</td>
<td>H 15</td>
</tr>
<tr>
<td>2</td>
<td>Latent Conditions</td>
<td>Additional costs and program extension</td>
<td>Financial</td>
<td>Possible</td>
<td>Major</td>
<td>H 18</td>
<td>M 13</td>
</tr>
<tr>
<td>3</td>
<td>Funding not committed / acquitted within grant timeframes</td>
<td>loss of funding, no budget to finalize works</td>
<td>Financial</td>
<td>Possible</td>
<td>Catastrophic</td>
<td>H 22</td>
<td>H 14</td>
</tr>
<tr>
<td>4</td>
<td>Budget over run</td>
<td>Insufficient funding to complete full scope of committed works</td>
<td>Financial</td>
<td>Possible</td>
<td>Major</td>
<td>H 18</td>
<td>M 13</td>
</tr>
<tr>
<td>6</td>
<td>Scope creep</td>
<td>Budget overrun due to additional/unforeseen scope items being added to project</td>
<td>Scope</td>
<td>Possible</td>
<td>Moderate</td>
<td>H 15</td>
<td>M 11</td>
</tr>
<tr>
<td>14</td>
<td>Roofs leak after work complete due to holes made in roofs for mounting systems</td>
<td>Water damage to building assets, potential damage to electrical devices, potential mold issues</td>
<td>Quality</td>
<td>Possible</td>
<td>Major</td>
<td>H 18</td>
<td>M 13</td>
</tr>
</tbody>
</table>
## CONSULTATION AND TIMING

- Affected residents and businesses will be notified 2 weeks prior to works commencing (estimated September-October 2019).
- Internal stakeholders have been consulted in relation to the need to cut power at each site for 1-2 hours just prior to commissioning the system.
6.9 - 19/185 - RFT 451 OF 2019 - CONSTRUCTION OF TENNIS COURTS AT THE BOOROWA SHOWGROUND - CONTRACT AWARD

Reference: File No. F93.01.451 - RFT 451 of 2019
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report is to update Council on the outcomes of the contract negotiations associated with awarding RFT 451 of 2019.

RECOMMENDATION
That Council:

(a) Rescind Resolution 19/137, all points, relating to RFT451 of 2019;
(b) Reject all tenders received for RFT 451 of 2019; and
(c) Adopts the recommendation that Council staff deliver the works with a combination of day labour and subcontractors.

REPORT SUMMARY/BACKGROUND
At the May meeting, Council resolved to award contract 451 of 2019 to Court Craft Australia (resolution 19/137). In line with this resolution, Council staff have commenced the process to enter into a contract.

Following the issue of the contract documentation, Court Craft Australia issued Council with significant variations from the offer made during the tender. These changes total over $130,000. Court Craft Australia have also indicated that they are unable to move forward with contract execution unless these changes are accepted by Council.

As the proposed variations have significant impact on the value for money assessment undertaken during the tender evaluation, Council staff have reviewed this assessment. This review highlighted that the proposed changes do not represent value for money. Additionally, no response received represented value for money to Council.

As a result of the above assessment, it is recommended that all tenders are rejected including the rescission of the May Ordinary meetings determination 19/137 to adopt the current tender.

Due to time constraints and the need to urgently progress the work, it is further recommended that Council manage the completion of the works. The following is the proposed method for delivery:

1. **Site Set Out and Bulk Earthworks.** Council Staff will complete this
2. **Detailed Earthworks and Compaction.** Council Staff will complete this, testing will be sub-contracted out.
3. **Form and Steel Installation.** Council Staff will complete this, reviewed by Project staff and the design consultant
4. **Pour, Finish and Cure.** Due to the tight tolerances for ponding this will be completed by a subcontractor via quotation method of procurement. Materials (i.e. concrete) will be supplied free issue for Council.
5. **Court Finish.** Due to the specialist nature of the court finish application, this will be subcontracted with quotations from specialist suppliers called.
6. **Fencing.** This will be subcontracted to specialist suppliers via quotation, with the potential for Council to free issue materials.
A detailed cost estimate is currently being finalised by Council staff, however it is currently believed that Council will be able to complete the works for a similar price as originally offered by Court Craft Australia. If the project is delivered with budget remaining, Council staff will investigate the ability to deliver some or all of the lighting. These works will likewise be project managed by Council.

To ensure consistency of management, Council staff will be internally segregated when discussing this project. Staff responsible for delivering the works will directly report to the Manager Civil Operations. The response to construction RFI's, ensuring quality is achieved and general management of the works will be the responsibility of the Manager Major Projects. This segregation will occur for the duration of the works, however, will only relate to matters associated with the project (i.e. not a total segregation).

ATTACHMENTS:
Nil

POLICY AND LEGISLATION
 Local Government Act

COMMUNITY STRATEGIC PLAN LINKAGE
Strategy: 1.1.1 Support networks, programs and facilities that promote health and wellbeing, and encourage healthy lifestyles
DP Activity: 1.1.1.3 Plan for and provide a safe and accessible network of recreation and community facilities
OP Actions: 1.1.1.3.3 Build, renew, operate and maintain recreation and community facilities to ensure they are fit for purpose.

Secondary (under the same strategy):
DP Activity: 1.1.1.5 Support and promote opportunities for people to be engaged in an active, vibrant and inclusive lifestyle
OP Actions: 1.1.1.5.3 Work with groups to support and promote opportunities for people to be engaged in active, vibrant and inclusive lifestyles

It also touches on the following OP Actions:
1.1.5.1.7 Support programs that address social inequality
1.4.1.1.2 Work with groups to promote family wellbeing
1.1.1.2.2 Support community and recreation groups to manage and develop their clubs

FINANCIAL IMPLICATIONS
Council has budgeted a total of $350,000 for the construction of new tennis courts at the Boorowa Showgrounds. To date expenditure on design fees, investigations and council costs has been $54,000, leaving $296,000 to deliver the construction phase.

With either of the tenderers some additional costs can be expected for variations as work progresses, for example soft spots in the subgrade that require treatment.

A project contingency of $21,811.43 (8%) has been included to deliver the works described.

Should a larger contingency be required the provisions for lighting can be removed from the scope completely leaving a contingency of $70,431.43 (30%).

RISK IMPLICATIONS
Unforeseen ground conditions (latent conditions) could lead to variations to the contract thereby increasing cost.

CONSULTATION AND TIMING
Council officers have held regular consultation with Boorowa Tennis Club in the development of the approach to ensure their requirements are met.
6.10 - 19/186 - BRIDGES UPDATE

Reference: File No. F12.01.01, F12.01.02, F12.08, F45.09, F12.00239.002, F12.02080.001, F12.00070.002, F12.10241.001

Responsible Officer: Director of Infrastructure

PURPOSE

The purpose of this report is to update Council on the current status of bridges currently programmed for replacement.

RECOMMENDATION

That Council:

(a) Receive and note the report;
(b) Award Focus Bridge Engineering a contract to complete the detailed design to 100% at Burrangong Creek No. 2; and
(c) Delegate to the GM to execute all necessary documentation

REPORT

SUMMARY/BACKGROUND

Hilltops Council has now received executed copies of funding deed agreements for all bridges currently funded. This report provides an update on these bridges.

<table>
<thead>
<tr>
<th>#</th>
<th>Bridge Name</th>
<th>Project Cost</th>
<th>Funding Source 1</th>
<th>Funding Source 2</th>
<th>Council Cont.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Program</td>
<td>Amount</td>
<td>Program</td>
</tr>
<tr>
<td>1</td>
<td>Bundarbo Bridge</td>
<td>$9,445,000</td>
<td>BRP</td>
<td>$4,672,000</td>
<td>HSVP</td>
</tr>
<tr>
<td>2</td>
<td>Burrangong Ck No. 2</td>
<td>$1,147,000</td>
<td>BRP</td>
<td>$573,000</td>
<td>FCR</td>
</tr>
<tr>
<td>3</td>
<td>Wambanumba Bridge</td>
<td>$2,660,000</td>
<td>FCR</td>
<td>$1,233,895</td>
<td>BRP</td>
</tr>
<tr>
<td>4</td>
<td>Spring Creek Bridge</td>
<td>$2,260,000</td>
<td>FCR</td>
<td>$2,260,000</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Cudgell’s Creek Bridge</td>
<td>$2,584,830</td>
<td>FCR</td>
<td>$2,584,830</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Haddons Bridge</td>
<td>$2,460,000</td>
<td>FCR</td>
<td>$2,460,000</td>
<td></td>
</tr>
</tbody>
</table>

*B700,000 not yet confirmed, $1,233,895 is maximum Council contribution

Bundarbo Bridge

The design is progressing with geotechnical investigations and detailed survey complete. Additionally, the REF has been completed and is on public exhibition. The 50% design milestone has been achieved and is being review by Council and the IV reviewer.

The project is on track for design completion by late 2019, the construction will be packaged with the other bridges.

Budget: On track – $9.445M
Schedule: On track – Dec 2021

Burrangong Creek No. 2

The concept design for Burrangong Creek No. 2 will be completed in draft by the end of July 2019. This draft will be reviewed by Council staff. The proposed construction methodology involves three sets of new piers to be installed alongside the existing bridge. A new deck section will be installed atop these piers, this deck section will be alongside but independent of the existing bridge. The wearing surface of the bridge will then be extended to cover both bridge sections. A new compliant guardrail will be constructed on the opposite side of the bridge as the new section.
Whilst this approach is nonstandard, it will ensure value for money for Council. The widened bridge is forecast to have a minimum 50-year life. Due to the specialist nature of the modelling required to ensure the design facilitates positive project outcomes, it is recommended that Focus Bridge Engineering be awarded the detailed design through to 100%. To ensure that the design is adequate, it is recommended that BECA be engaged under the professional services contract as the IV Review.

This aligns with Section 55 of the Local Government Act 1993:

Part 3(i) it states:
“(3) This section does not apply to the following contracts:
(i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders.”

Budget: on track - $1.147M
Schedule: on track – Feb 2020

**Wambanumba Creek Bridge**
A preliminary concept design for the Wambanumba Bridge has been completed by FBE. The detailed design for Wambanumba will be included in the detailed design package mentioned below.

Budget: $2.66M
Schedule: Delayed – discussing with RestartNSW likely Dec 2020

**Spring Creek, Cudgell’s Creek and Haddons Bridge**
Focus Bridge Engineering have completed the preliminary concepts for Cudgels and Haddons Bridge. The preliminary concept for Spring Creek is anticipated to be completed in August 2019, the delay to this design is a result of hydraulic modelling.

The current proposed construction method at Spring Creek has the potential to impact A-Flux, and as such Council need to be informed prior to progressing down this route. Lyall and Associates have been engaged to undertake this work as they previously completed the Young Floodplain Risk Management Study and Plan, meaning they have access to existing models.

Budget: $7.3M
Schedule: On track – Dec 2020

**Procurement of Detailed Design**
In order to gain some economies of scale for Council, it is proposed a design services contract be let to market. This contract will include detailed design for:
- Wambanumba Creek
- Spring Creek
- Cudgell’s Creek
- Haddon’s Bridge

It is anticipated that this design package will be let in late August 2019.

**Construction**
Following completion of detailed design at all bridges, it is currently anticipated that a single construction package will be let to the market. This construction package is anticipated to be let in January 2020, with works anticipated to commence in March 2020.
Final details on the timing and staging of the works will be reported to Council following
the engagement of a construction contractor.

**Diversion**

Diversion are currently in place at Wambanumba and Spring Creek, such that heavy
vehicles aren’t limited by the bridge closures. Council has investigated diversions at
Cudgel’s and Haddons and are currently in the progress of formulating designs for these.

Cudgel’s diversion will require the installation of culverts at the old low-level crossing and
re-forming a section of the old road. A report has been included in this business paper for
the removal of trees associated with this diversion. Pending Council approval of the
removal and trees, and a suitable design, the construction of this diversion is likely to
commence in August 2019.

At Haddons the previous low-level crossing remains in place, however this section of the
road reserve has been sold. As such negotiations are underway with the landowner to re-
use this structure for a short period of time. Pending a structure review of the crossing
confirming its suitability, this will be used as a bypass. Time for this is not yet known as
confirmation of the landowner consent has still not been received.

**ATTACHMENTS:**

Nil

**POLICY AND LEGISLATION**

- Local Government Act 1993
- Tendering Guidelines for NSW Local Government
- Hilltops Council Procurement Policy

**COMMUNITY STRATEGIC PLAN LINKAGE**

Strategy: Strengthening the region’s connecting and maintenance of our assets & infrastructure.

2. High quality-built infrastructure that is safe and efficient

**FINANCIAL IMPLICATIONS**

Any costs associated with this report will be funded from the existing grant funding.

**RISK IMPLICATIONS**

<table>
<thead>
<tr>
<th>Ref No.</th>
<th>Description of Risk</th>
<th>Impact on Project should the risk eventuate</th>
<th>Risk Category</th>
<th>Likelihood</th>
<th>Consequence</th>
<th>Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lack of design data / investigations to inform grant applications</td>
<td>Cost increase, project timeframe increase, reputational loss to council</td>
<td>Financial</td>
<td>Possible</td>
<td>Catastrophic</td>
<td>H 22</td>
</tr>
<tr>
<td>2</td>
<td>Lack of Council resources to complete project</td>
<td>Project timeframe increase, reputational loss to council</td>
<td>Reputation</td>
<td>Possible</td>
<td>Major</td>
<td>H 18</td>
</tr>
<tr>
<td>3</td>
<td>Lack of contractors able to meet construction timeframes due to size of program</td>
<td>Project timeframe increase, cost increase, reputational</td>
<td>Financial</td>
<td>Likely</td>
<td>Catastrophic</td>
<td>E 24</td>
</tr>
</tbody>
</table>

**CONSULTATION AND TIMING**

Consultation with local business and stakeholders effected by the shutting of the bridges to occur
at the appropriate stages of the projects.
6.11 - 19/187 – GALONG ROAD FIXING COUNTRY ROAD/HEAVY VEHICLE SAFETY AND PRODUCTIVITY PROGRAM FUNDED REHABILITATION PROJECT – LAND ACQUISITIONS

Reference: File No. F112.21
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report is to seek Council agreement for the compulsory land acquisition for Road re-alignment on Galong Road as part of the Galong Road upgrade project, co-funded by Fixing Country Roads and Heavy Vehicle Safety and Productivity Program.

RECOMMENDATION
That Council:

(a) That Council authorise the General Manager to engage a registered valuer to report on the appropriate value of the proposed land acquisitions.
(b) That Council authorise the General Manager to commence negotiations with the affected landowners to achieve a negotiated purchase.
(c) Should these negotiations fail then

1. Approves the acquisition of land purposes in
   i. Lot 47 of DP 753617 (1250m²),
   ii. Lot 1 of DP 1106504 (175m²),
   iii. Lot 1072 of DP 1170091 (25m²),
   iv. Lot 2 DP 789917 (330m²),
   v. Lot 6 DP7252 (50m²),
   vi. Lot 4 DP 7252 (50m²),

   under the provisions of the Land Acquisition (Just terms Compensation) Act 1991 for the purposes of the Local Government Act1993 and the masking of the necessary application to the Minister and/or Governor

2. That the Council execute the Acquisition Agreement with the Landowners for the acquisition of the land within the abovementioned lots

3. That Council pay each Landowner compensation in an agreed amount (to be determined) or otherwise in accordance with the Land Acquisition (Just Terms Compensation) Act 1991

4. That Council delegate to the General Manager the authority to execute all necessary documentation on behalf of Council

REPORT
SUMMARY/BACKGROUND
Council has received funding and the associated approvals for the Galong Road Rehabilitation Project from Fixing Country Road and National Heavy Vehicle Safety and Productivity Programs.

The Funding was granted as the current condition of the Road pavement is unable to sustain HML and B Double vehicles. This imposes freight restrictions largely upon moving quarry product from the Quarry to the north client areas of the mine mainly for agricultural lime movement.

These works involve the road widening and in areas realignment to ensure road safety is increased with sealed shoulder recovery room for all road users, culvert installations, extensions and replacements as well as pavement upgrade to meet the current Heavy Vehicle requirements.
Reference is made to Attachment 1 with the following table discussion.

<table>
<thead>
<tr>
<th>Item</th>
<th>Sheet No.</th>
<th>Property Description/Owner</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Lot 47 of DP 753617 (1250m²),</td>
<td>Two reverse curves cannot be accommodated geometrically from a safety viewpoint in current reserve and push back of fencing to maintain safety clearance.</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
<td>Lot 1 of DP 1106504 (175m²),</td>
<td>Current curve required minor inside curve land acquisition to allow proper development of table drain and push back of fencing to maintain safety clearance. Restrictions due to power poles on western side.</td>
</tr>
<tr>
<td>3</td>
<td>2</td>
<td>Lot 1072 of DP 1170091 (25m²),</td>
<td>Current curve required minor inside curve land acquisition to allow proper development of table drain and push back of fencing to maintain safety clearance. Restrictions due to power poles on western side.</td>
</tr>
<tr>
<td>4</td>
<td>3</td>
<td>Lot 2 DP 789917 (330m²),</td>
<td>Current curve required minor inside curve land acquisition to allow proper development of table drain and push back of fencing to maintain safety clearance. Alignment restrictions due to major culvert at CH 6100.</td>
</tr>
<tr>
<td>5</td>
<td>4</td>
<td>Lot 6 DP 7252 (50m²),</td>
<td>Recommended set back of corner fencing to increase oncoming traffic visibility in both directions and push back of fencing to maintain safety clearance and to allow for drainage. Restrictions due to power poles on western side.</td>
</tr>
<tr>
<td>6</td>
<td>4</td>
<td>Lot 4 DP 7252 (50m²),</td>
<td>Recommended set back of corner fencing to increase oncoming traffic visibility in both directions and push back of fencing to maintain safety clearance and to allow for drainage. Restrictions due to power poles on western side.</td>
</tr>
</tbody>
</table>

ATTACHMENTS:
Attachment 1 - Property Acquisitions arrangement plans

POLICY AND LEGISLATION
- Procedures in accordance with Local Government Act, Just Terms Acquisition Act and various Guidelines produced by the Dept of Local Government.

These require Council to first undertake reasonable attempts to achieve a negotiated settlement on the purchase of an easement. This is normally seen to initially make an offer in accordance with a value from a registered valuer. Then undertake some negotiation. It is often seen that anything within 20% of the value is seen to be reasonable and a time period of 2 months for negotiations is reasonable.

Following this Council is able to issue a Proposed Acquisitions Notice (PAN) and statutory provisions are then imposed.
COMMUNITY STRATEGIC PLAN LINKAGE
3.1.2.3 Maximise resources and opportunities to value add to existing industries
4.2.2.1 Develop and upgrade Council local roads networks
4.2.6.2 Effectively develop and administer infrastructure funding and resources
Strengthening the region’s connectivity and maintenance of our assets & infrastructure.

FINANCIAL IMPLICATIONS
Costs associated with acquisition of the land will be recovered from the State and Federal Government funding for this project.

RISK IMPLICATIONS
If the Land acquisitions do not occur then the Safety by design of the Road alignment will be non-conforming and will not meet current Road Design requirements.

CONSULTATION AND TIMING
Consultation will be via the Proposed Acquisitions notice and direct communication with landowners affected. Acquisition works will be carried out and funded as part of the roll out of the Galong Road upgrade project.
<table>
<thead>
<tr>
<th>NO.</th>
<th>DESCRIPTION</th>
<th>Curve</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>PROPERTY ACQUISITION</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>1250m²</td>
<td></td>
</tr>
</tbody>
</table>

**LOT 47 DP753617**

**CURVE RADIUS**

1000m

**DATUM**: A.H.D.

**SURVEYED BY**: AVMAP

**ISSUED**: 4/7/19

**PROPERTY ACQUISITIONS**

**GALONG ROAD UPGRADE**

**REV.**: 00

**SHEET NO.**: 1

**SHEET TITLE**: GALONG ROAD UPGRADE

**DATE**: DRAFT 18/6/19
PROPERTY ACQUISITION
175m²
LOT 1 DP 1106504
LOT 1072 DP 1170091
PROPERTY ACQUISITION
25m²
CURVE RADIUS
440m
LOT 1072 DP 1170091
GALONG ROAD UPGRADE
SHEET TITLE:
DATE: 4/7/19
SURVEYED BY: AVMAP
ISSUED: 4/7/19
REV.: 00
PROPERTY ACQUISITION
330m²
LOT 2 DP789917
CURVE RADIUS
1200m

GALONG ROAD UPGRADE
PROPERTY ACQUISITIONS
DRAFT 18/6/19

REV.
00

ISSUED
4/7/19

SURVEYED BY:
AVMAP

DATUM: A.H.D.
NO. OF SHEET
SHEET TITLE:
GALONG ROAD UPGRADE
PROPERTY ACQUISITIONS
6.12 - 19/188 - CROWN ROAD ACCESS TO BILLABoola OWNERSHIP

Reference: File No. F154.00
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report considers a request for Council to assume ownership of approximately five (5) kilometres of unformed road reserve. That road reserve is directly tied to Development Application 2017/DA-00190 that seeks approval for construction of a road over it to provide access to a land holding known as ‘Billaboola’. The request for Council to assume ownership of the road reserve (and any road constructed on it) is considered by Council staff to be pivotal to a decision on Development Application 2017/DA-00190. This application will be a future report to Council. It should be noted that the construction of this unformed road reserve is only being developed at this stage to provide a formed access to one property.

RECOMMENDATION
That Council:

(a) Does not accept ownership of the proposed road;
(b) In accordance with Policy does not raise objection to the road being sold to the applicant; and
(c) Council advise NSW Department of Industry of its’ decision.

REPORT
SUMMARY/BACKGROUND
Unformed road reserves, known as ‘paper roads’, are a substantial feature of rural land tenure. They are owned by the New South Wales Government (through the NSW Department of Industry – Crown Land and Water Division) they arose from 19th century land planning with a broad view of supporting public access to settlements. As actual land development has not been consistent with this early planning, many such ‘paper’ roads remain across rural areas. A system of permits and licences has been established around paper roads to enable landholders to effectively incorporate them into their broader holdings for a range of limited uses specified in the relevant permit or licence.

Broadly speaking, relevant legislation provides for ongoing legal public access over those paper roads, but no legal right to construct or place any structure on them without the consent of the land owner, the Crown. The Crown will only give consent for physical construction on such paper roads (outside of any licence agreement) where Council agrees to assume ownership of the road reserve in question. Alternatively, a person seeking to construct in a paper road reserve can apply to the Crown to close the road (remove it as a means of public access) and purchase it from the Crown, after which it becomes private land.

The subject paper road runs in a southerly direction off Bribbaree Road and is shown in red in Figure 1 below. Campbells Road lies further to the south. The land is zoned RU1 – Primary Production and development consent is required for the construction of a road in the zone. As indicated, Development Application 2017/DA-00190 has been lodged with Council for the construction of a road in the paper road reserve. The length of road to be constructed is some five (5) kilometres and is intended at this stage to provide access to Lot 211 DP 754603 (as part of the ‘Billaboola’ holding) only and currently not required to provide access to any other land parcels that adjoin this proposed section of road.
However, as a public road, it could provide both legal and physical access to all adjoining land holders in the future should this ever be required. Further, the proposed route is the shortest available and generally the most technically achievable.

Figure 1: ‘Paper’ road for proposed construction (shown in red) to provide access to Lot 211 DP 754603 (part of Billaboola - shown bordered in yellow).

Council was first approached to assume ownership of this road reserve through correspondence (not a development application) in 2017. The approach was made as ‘Billaboola’ currently relies on ‘informal’ tracks off Campbells Road to the east, over which no right of access/carriageway exists, including over Lot 5 DP754603 (part of the adjoining holding to the east outlined in blue in Figure 1). Those informal access arrangements are understood by Council to no longer suit all relevant landowners and an alternative means of access to ‘Billaboola’ is therefore required.

When first raised, the applicant was advised in writing that Council’s preferred approach was not to assume ownership of the road. However, a report was put to Council at its meeting of 24 May 2017 which considered three options:

1. Council assuming ownership of the road, with a development application to be lodged for construction of a road. Adjoining owners would have input through the development application process. Maintenance liability for the road, if approved, would reside with the owners of Lot 211 DP 754603 through a legal agreement to be drawn up with Council; or

2. Council requiring the road to be closed and purchased from the Crown by the applicant (the owner of Lot 211 DP 754603). Adjoining owners would have input both through the road closure process and through the necessary development application to construct the road. Council would carry no risk, cost or maintenance liabilities in this scenario; or

3. Council act as intermediary between the relevant landholders to ‘legalise’ the existing informal access via rights of access/carriageway or compulsory acquisition.
Council resolved to adopt Option 3. An additional element of the resolution was that Council receive a further report at its 28 June 2017 meeting on options for access to Billaboola should negotiations fail. Efforts by Council staff to give effect to that option were not successful. However it does not appear that a further report was considered by Council until recently. The owner of Billaboola has subsequently lodged Development Application 2017/DA-00190 for construction of a road in the road reserve.

At its' meeting of June 2019 Council adopted a policy for the “Transfer of Crown Roads into Council Ownership”. This is discussed further below. The subject application for Council to accept the current crown road providing legal access to the Billaboola property does not meet the requirements of this policy and as such it is recommended that Council follow the recently adopted policy and

a) Not accept the road
b) Advise Crown lands that it raises no objection to the owners of Billaboola purchasing the road as a private access.

ATTACHMENTS:
Nil

POLICY AND LEGISLATION
Council is under no legal or other obligation whatsoever to accept ownership of the road. As discussed earlier and in the report to Council of 24 May 2017, there are a number of legal and feasible options for the applicant to pursue that do not require Council to assume ownership of the road.

Council at its’ Meeting of 26 June adopted a Policy for the “Transfer of Crown Roads to Council Ownership”. This policy identifies that if a Crown Road serves only one property then Council will advise Crown Lands that it does not accept the Road but has no objection to the road being sold to the applicant. This will require the Crown to negotiate with the surrounding landowners.

This proposal asks Council to take on approximately five (5) kilometres of rural road that, in reality, would service only one Lot, given all other adjoining holdings have existing access off already formed roads. However, in the future adjoining lots could also apply for access to this new public road. This is against Council’s adopted policy.

COMMUNITY STRATEGIC PLAN LINKAGE
4.2.4 Work within our constraints to standardise services offered between towns and villages.

FINANCIAL IMPLICATIONS
A decision by Council to reject ownership of the approximately 5 kilometres of road reserve has no financial implications; as has been discussed above.

RISK IMPLICATIONS
Should Council not accept the road then there is no risk to Council. There may be a risk of being implicated in some legal action as the Crown Road currently runs across other property that may be affected. Further, Council will still be required to adjudicate on the outstanding DA 2017/00190 for the construction of a road. However, once ownership is clarified the determination of this DA may be made easier.

CONSULTATION AND TIMING
Following the Council resolution of 24 May 2017, Council contacted the adjoining land owner over whose land access is currently gained to Lot 211 DP754603. As indicated, negotiations for legalising existing access were unsuccessful.
All adjoining landowners were consulted as part of the assessment of the development application. This will be the subject of a future report to Council.

If the applicant for this proposal were to apply to the NSW Crown to close and purchase the road, the Department of Primary Industries would notify adjoining land owners, and Council, of the proposal and seek comments. It is possible that comments in relation to continuing access, would be raised by adjoining land holders. Council’s main concern with these notifications is that some form of legal access (even if unconstructed) remains available to all surrounding land parcels and that no rural lot would become landlocked by the removal of a public access way.

No referrals to other government authorities were required at this time; Council is the owner and appropriate regulatory authority for Bribbaree Road.

It should be noted that an adjoining owner, subsequent to the lodgement and notification of Development Application 2017/DA-00190, lodged an application with the NSW Department of Industry – Lands, to close and purchase this road reserve, along with others in the area. Council advised the Department that it objected to this closure and purchase, until such time as access to “Billaboola” and Development Application 2017/DA-00190 has been determined.
6.13 - 19/189 - PROPOSED NAMING OF NEW ROAD, FROM 52 BENDICK MURRELL ROAD, BENDICK MURRELL

Reference: File No. F73.01  
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report is to consider the naming of a new public road, constructed as part of a recent subdivision.

RECOMMENDATION

That Council:

(a) Refuse the proposal to name the new road Cherry Blossom Close as the name is already in use by an existing commercial business within the Hilltops Local Government area and such use could be construed as having a commercial interest in the existing business; and

(b) Advise the applicant to submit three alternate street names as previously requested in accordance with the guidelines established by the NSW Geographical Names Board - Acceptable Road Names Manual.

REPORT SUMMARY/BACKGROUND
In 2015, approval was granted for the subdivision of Lot 7301 DP 1141638, 52 Bendick Murrell Road Bendick Murrell which included the construction of a public road (see Figure 1). This subdivision is close to be finalised.

Figure 1 - Approved subdivision
In accordance with the requirements of the Roads Act, 1993 and the accompanying Regulations, Council is responsible for naming public roads. Council has traditionally considered any requests from the developer when determining road names.

The owner and developer of the land (Gramadah Pty Ltd), has offered the following name for consideration by Council:

**Preference 1 - Cherry Blossom Close**

This is the nominated choice by the property owner. They have provided the only justification as the cherry capital of NSW.

In terms of the naming of roads and other facilities, the NSW Addressing Manual, issued by the Geographical Names Board of NSW, identifies the principles of road naming, as outlined in Australian Standard AS4819:2011 Rural and Urban Addressing. An assessment of the name proposed above, against this criterion as follows:

<table>
<thead>
<tr>
<th>Principles</th>
<th>Cherry Blossom Close</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ensuring public safety and service delivery</strong></td>
<td></td>
</tr>
<tr>
<td>Road names shall not risk public and operational safety for emergency responses and other public services</td>
<td>Satisfied</td>
</tr>
<tr>
<td><strong>Language</strong></td>
<td></td>
</tr>
<tr>
<td>Road name shall be written in standard Australian English</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Road name should be easy pronounce, spell and write</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Punctuation and apostrophe marks shall not be used</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Road names shall not include a preposition or definite article</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Road names shall not be abbreviated or include abbreviations</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Where numbers are used in road names, they shall be written in full</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Initials shall not be used</td>
<td>Satisfied</td>
</tr>
<tr>
<td><strong>Uniqueness, duplication</strong></td>
<td></td>
</tr>
<tr>
<td>Name duplication shall be avoided within, the same locality, an adjoining locality and a local government area</td>
<td>Satisfied however similar street names do exist within the LGA</td>
</tr>
<tr>
<td><strong>Acceptable road names</strong></td>
<td></td>
</tr>
<tr>
<td>Names of early settlers, war servicemen and women and other persons who have contributed to the heritage of an area</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Local history themes, flora, fauna</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Aboriginal names</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Shall not be offensive, racist, derogatory or demeaning</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Commercial and business names shall not be used</td>
<td>Existing commercial business within Young utilises this name - Cherry Blossom Motel</td>
</tr>
<tr>
<td>Road types shall not be used in the formation of a road name</td>
<td>Satisfied</td>
</tr>
<tr>
<td>The use of given or first names in conjunction with a surname is not acceptable</td>
<td>Not applicable</td>
</tr>
<tr>
<td>The names of people who are still alive shall not be used</td>
<td>Satisfied</td>
</tr>
</tbody>
</table>
The proposed name while generally consistent with the road naming criterion does utilise the name of an existing commercial business within Young, the Cherry Blossom Motel. Clause 6.7.5 Acceptable Road Names – NSW Addressing Manual prescribes that:

Commercial and business names shall not be used, particularly where the name can be construed to be promoting the business. However, business names no longer in use and which promote the heritage of an area are acceptable. Refer to AUM Chapter 7 - Procedure 7.3.4 - Suitability Advice for details on how an exemption can be requested for consideration in these cases.

This is not considered an acceptable criterion by the NSW Geographical Names Board as it may be construed to be promoting a business. Traditionally in the former Young Shire Council area, Council has allowed the Developer to name the new road as it sees fit, provided it satisfies the road naming criterion.

**ATTACHMENTS:**
Nil

**POLICY AND LEGISLATION**
- Roads Act, 1993
- Roads Regulation, 2008

**COMMUNITY STRATEGIC PLAN LINKAGE**
5.3 Plan and lead with good governance

**FINANCIAL IMPACTS**
The approximate costs to Council associated with road naming is:
- $225.00 - notice in local newspaper calling for submissions on the proposed name, and
- $225.00 - notice in local newspaper regarding Council’s decision to proceed with the naming of the road
- $100.00 - notice in NSW Government Gazette.

**RISK IMPLICATIONS**
There is no Council Risk involved at this time

**CONSULTATION AND TIMING**
Consultation will be undertaken in accordance with Part 2, Division 2, Clause 7 of the Roads Regulation, 2008, when a proposed road name has been determined.

This requires public notification in a local newspaper, as well as consultation with the following organisations:
- Geographical Names Board,
- Australia Post,
- Surveyor-General,
- Registrar-General,
- Ambulance Service of NSW,
- NSW Fire Brigade,
- NSW Rural Fire Service,
- NSW Police Force,
- NSW State Emergency,
- NSW Volunteer Rescue Association Incorporated.
6.14 - 19/190 - ACTION SUMMARY REPORT

Reference: File No. F23.00
Responsible Officer: General Manager

PURPOSE
The purpose of this report is to provide a summary of actions undertaken on Council resolutions.

That Council;

a) note the status of Council resolutions from the Action Plan; and
b) endorse the removal of completed items from the Action Plan.

ATTACHMENTS
Attachment 1 – Action Plan
Attachment 2 – Management Questions on Notice
<table>
<thead>
<tr>
<th>Reference</th>
<th>Action</th>
<th>Related Officer</th>
<th>Status</th>
<th>Expected Time Frame</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROPOSED ROAD CLOSURE WHITES RD AND LAND ACQUISITIONS WICKHAM RD</td>
<td>2. Close those sections of the western end of Whites Road as shown on CPC Land Development Consultants Plan No. 18025 ‘A’ to provide land for compensation for the road widening of Wickham Lane; 3. Approves the acquisition of that portion of land shown as ‘Road Widening 980m²’ on CPC Land Development Consultants Plan No. 18025 ‘A’ from lot 14 DP 1083257 for public road under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor 4. Executes an Acquisition Agreement with the Landowner of lot 14 DP1083257 5. Transfers land shown in green as ‘Road Closure Area Approx. 1000m²’ on CPC Land Development Consultants Plan No. 18025 ‘A’ to the owner of lot 14 DP1083257 by way of compensation 6. Approves the acquisition of that portion of land shown as ‘Road Widening 693.9m²’ on CPC Land Development Consultants Plan No. 18025 ‘A’ from lot 681 DP 754611 for public road under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor</td>
<td>DI</td>
<td>Survey plans being finalised for acquisition in the third quarter. The land acquisition has been agreed and the paperwork is at GGM for legal paperwork to be drawn up. Delayed due to Crown Lands Transfer obligations</td>
<td>Dec-19</td>
<td></td>
</tr>
<tr>
<td>23 NOVEMBER 2016</td>
<td>7. Transfers land shown in orange as ‘Road Closure Area Approx. 1000m²’ on CPC Land Development Consultants Plan No. 18025 ‘A’ to the owner of lot 681 DP 754611 by way of compensation. 8. Notes the that the exact areas of land acquired and land provided in compensation will be determined through the areas as shown on the linen plans of subdivision prepared to allow the acquisitions and road closures. 9. Apply the common seal of Council to all necessary documentation.</td>
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</tbody>
</table>


**22 February 2017**

<table>
<thead>
<tr>
<th>17/28</th>
<th>LAND ACQUISITION FOR ROAD WIDENING PURPOSES AT VARIOUS LOCATIONS AS FOLLOWS:</th>
<th>DSG/DI</th>
<th>Options paper has been presented to the July committee meeting to be reviewed and represented to the December 2018 committee meeting; progress is currently being made on finalising urban addressing in Jugiong and Galong and will require results from options paper prior to actioning this item.</th>
<th>Dec-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Lot 935 DP 75461 PARISH OF YOUNG, COUNTY OF MONTEAGLE PATERSONS LANE, YOUNG (Owner, William Blackwood)</td>
<td></td>
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</tr>
<tr>
<td>2. Lot 2 DP 733721 PARISH OF YOUNG, COUNTY OF MONTEAGLE SPRING CREEK ROAD, YOUNG (Owner, Peter Mullany)</td>
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</tr>
<tr>
<td>3. Lot 542 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Charles &amp; Yolanda Mullany)</td>
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<tr>
<td>4. Lot 2 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Geoffrey Edgerton)</td>
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</tr>
<tr>
<td>1) The Seal of the Hilltops Council be applied to the ‘Deed of Agreement’ for each of the 4 property owners formalising the land acquisition for road widening purposes as follows:</td>
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</tr>
<tr>
<td>I. Lot 935 DP 75461 PARISH OF YOUNG, COUNTY OF MONTEAGLE PATERSONS LANE, YOUNG (Owner, William Blackwood) 33.5m² at a total value of $13.06 inc GST and fencing cost of $605 inc GST for a total compensation cost being $613.06 inc GST.</td>
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<tr>
<td>II. Lot 2 DP 733721 PARISH OF YOUNG, COUNTY OF MONTEAGLE SPRING CREEK ROAD, YOUNG (Owner, Peter Mullany) 298.1m² at a total value of $658.80 inc GST, total compensation cost being $658.80 inc GST.</td>
<td></td>
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<tr>
<td>III. Lot 542 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Charles &amp; Yolanda Mullany) 24.4m² at a total value of $20.52 inc GST, total compensation cost being $20.52 inc GST.</td>
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</tr>
<tr>
<td>IV. Lot 2 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Geoffrey Edgerton) 80m² at a total value of $26.37 inc GST and fencing cost of $330 inc GST for a total compensation cost being $356.37 inc GST.</td>
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<tr>
<td>2) The following terms of compensation be applied:</td>
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<tr>
<td>a. Council meeting the cost for the preparation of plan of subdivision;</td>
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<tr>
<td>b. Council meeting all legal costs;</td>
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<tr>
<td>c. Council purchasing the area of land at its pro-rata rateable value; and</td>
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<tr>
<td>d. Council meeting the cost of any fencing required.</td>
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</tr>
</tbody>
</table>

**22 March 2017**

<table>
<thead>
<tr>
<th>17/93</th>
<th>Hilltops Access Committee Meeting Minutes - 12 April 2017</th>
<th>DSG/DI</th>
<th>Options paper has been presented to the July committee meeting to be reviewed and represented to the December 2018 committee meeting; progress is currently being made on finalising urban addressing in Jugiong and Galong and will require results from options paper prior to actioning this item.</th>
<th>Dec-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>That Council endorses; 1. The development of a policy/standard for the application of urban house numbers; 2. Develop a phased implementation plan for the Hilltops Local Government Area; 3. Apply funds previously allocated by the former Young and Harden Councils to engage a contractor to carry out the implementation plan.</td>
<td></td>
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</tbody>
</table>

**28 June 2017**

<table>
<thead>
<tr>
<th>17/164</th>
<th>Local Traffic Committee - 6 June 2017</th>
<th>DSG/DI</th>
<th>Options paper has been presented to the July committee meeting to be reviewed and represented to the December 2018 committee meeting; progress is currently being made on finalising urban addressing in Jugiong and Galong and will require results from options paper prior to actioning this item.</th>
<th>Dec-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 17/12: Weedallion Road 1. Engage a registered surveyor to undertake a boundary identification survey to identify the road reserve property boundaries in relation to the existing fence lines and to include identifying the centreline horizontal alignment of the road and location of trees that are in close proximity of the existing road formation with a view to proposing a realignment of the road formation; 2. Design horizontal and vertical alignment improvements to the reverse curve to maximise the line of sight at this location; 3. Discuss design options with the Weedallion local community representatives and obtain commitment to land donation and fencing required; and 4. Receive a further report on preferred road design and land acquisition arrangements.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>DSG/DI</td>
<td>A road alignment survey plan has been received from CPC Land Development Consultants. Staff to investigate if the existing road alignment can be improved by a cost effective realignment to improve the drivers line of sight. Grant application not successful for this project. Funding to be provided in the 2019/20 financial year.</td>
<td></td>
<td></td>
<td>2019/20 Financial Year</td>
</tr>
<tr>
<td>Date</td>
<td>Description</td>
<td>Details</td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
<td>--------</td>
<td></td>
</tr>
<tr>
<td>26 July 2017</td>
<td>Hilltops Access Committee - 9 August 2017</td>
<td>1. the provision of a bus stop in, or close to, the main street be considered as part of the transport planning process required for the proposed new library.</td>
<td>Dec-19</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. the provision of a bus stop in, or close to, the main street be considered as part of the transport planning process required for the proposed new library.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>27 September 2017</td>
<td>17/232: An audit be undertaken of all Council’s facilities to assess accessibility and provide a programme that includes priority listing and timeframe for the upgrading, where necessary, of facilities.</td>
<td>To be included as part of Buildings Asset Management Plans, linked to 17/290-8</td>
<td>Dec-19</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. The Disability Inclusion Action Plan be updated to reflect the programme identified by the audit.</td>
<td>EDCC</td>
<td></td>
</tr>
<tr>
<td>27 September 2017</td>
<td>17/262 COMMITTEE REPORTS</td>
<td>Gallong Limestone Mine VPA Steering Committee Meeting Minutes - 12 September 2017</td>
<td>DEC-19</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Item 17/08: 1. Council identify a suitable standing area for trucks on Limestone, to avoid travelling through the Gallong village prior to the 7:00am curfew.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25 October 2017</td>
<td>17/290 DONATIONS AND FINANCIAL ASSISTANCE RECOMMENDATIONS</td>
<td>That Council; EDCC as above</td>
<td>Dec-19</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>8. That staff provide a report on access needs across Hilltops to Council with a view to potentially allocating future funds towards access and that further funds are not allocated until the report is provided.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 December 2017</td>
<td>17/373 INTEGRATED WATER CYCLE MANAGEMENT UPDATE AND SAFE &amp; SECURE WATER PROGRAM</td>
<td>2. lodge a grant funding application under the Safe and Secure Water Program requesting 50% funding for the business case phase of the project</td>
<td>Dec-19</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DI The funding application has been submitted to NSW Water Safe and Secure funding to enable the detailed options assessment works to be finalised, confirm the preferred option, finalise the pipeline route, undertake a site survey, geotechnical investigations, determine any easements, prepare a concept design, and prepare a more detailed cost estimate that can be used to inform a Business Case application. Tender documents are being prepared to undertake this next phase of detailed options assessment works once the project funding has been approved. Grant Application has been lodged with Federal Government. Cannot be finalised until next phase of IWCM is complete and also final pipeline route and concept design is complete.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17/377</td>
<td>Hilltops Floodplain Management Committee – 12 December 2017</td>
<td>That Council adopt the recommendations of the Hilltops Floodplain Management Committee Minutes – 12 December 2017: 1. That the General Manager be delegated to commence negotiations with the private land owners for the construction of the basins required for Stage 1A Young Trunk Drainage Upgrade scheme.</td>
<td>Dec-19</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DI Commenced negotiations with 3 land owners who will be impacted by the construction of the basins. Delays with detail design now expected March 2019. Draft report received which will identify potential land acquisition requirements.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Endorse the list of village workshop dates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>18/25</td>
<td>Draft Contamination Policy - That Council defer the Hilltops Draft Contamination Policy for further consideration.</td>
<td>DSG - Awaiting results from Waste Strategy before reporting back to Council</td>
</tr>
</tbody>
</table>

## Delegate the General Manager to facilitate the organisation of each workshop:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>24 April 2018</td>
<td>HARDEN STREETScape IMPROVEMENTS – ARTC – RAIL PARK MUSEUM AND CARPARK</td>
<td>GM - Discussions held with State Rail and ARTC. Ongoing.</td>
</tr>
</tbody>
</table>

## Carry out a full review of the leasing and licence arrangement for Council owned properties:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>25 July 2018</td>
<td>ENVIRONMENTAL INITIATIVES COMMITTEE REQUEST FOR NATIVE TREE POLICY - That Council prepare a policy for the planting of trees including street trees, trees in playgrounds, parks and other public places.</td>
<td>DIS - In progress - Draft Policy once completed will be forwarded to the Policy Review Committee - Draft available for Councillors July 2019</td>
</tr>
</tbody>
</table>

## That a comprehensive Hilltops Local Environmental Plan be prepared that combines and reviews the existing LEPs in force within the local government area:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 August 2018</td>
<td>TREE REMOVALS WITHOUT COUNCIL APPROVAL FOR HILLTOPS COUNCIL CONTROLLED AND MANAGED LAND</td>
<td>DI - Policy to be updated. Draft process prepared and policy being drafted. - Draft available for Councillors July 2019</td>
</tr>
</tbody>
</table>

## That Council; engage external consultants to formulate a Customer Service Policy and metrics and undertake community engagement:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 August 2018</td>
<td>CUSTOMER SERVICES POLICY</td>
<td>EDCC - Report to June 2019 meeting of council - Draft to be forwarded to Policy Review Committee - Draft available for Councillors - July 2019</td>
</tr>
<tr>
<td>Date</td>
<td>Item Description</td>
<td>Status</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------------------------------------------------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>24 October 2018</td>
<td>SPEED LIMIT, MURRINGO ROAD, WESTERN APPROACH TO MURRINGO VILLAGE, MURRINGO.</td>
<td>DI</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Aug-19</td>
</tr>
<tr>
<td>18/316</td>
<td>BURLEY GRIFFIN WAY INTERSECTION UPGRADE</td>
<td>DSG/DI</td>
</tr>
<tr>
<td></td>
<td>That Council:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dec-19</td>
</tr>
<tr>
<td>18/333</td>
<td>BURRANGONG CREEK- INCLUSIVE PLAYGROUND AND AMENITIES. That;</td>
<td>DI</td>
</tr>
<tr>
<td></td>
<td>1. Tresillian Park be selected as the preferred location for the Playground in line with the findings in the Location Analysis; 2. The funding allocated to the Tresillian Park upgrade ($145,000) be combined with the funding allocated to the Playground ($275,000) to provide a single larger play facility compared to two smaller facilities; 3. The funding tagged for the amenities upgrade through SCCF ($150,000) be used to provide a compliant toilet facility at Tresillian Park and also fund a re-fit of the toilets on the corner of Marina and Main Street (Captain Cook Week) and procurement commence for the materials required for this work to be undertaken; and 4. In accordance with s55[3][i] of the NSW Local Government Act 1993, no invite tenders for a proposed project delivery contract for the Inclusive Playground. a. noting the reason for not calling tenders is on the grounds that Council is satisfied that inviting tenders would not achieve a satisfactory result as there would not be other tenderers of a competitive nature due to the capacity, experience and connections Variety and Touched by Olivia have in delivering Inclusive Playgrounds.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Aug-19</td>
</tr>
<tr>
<td>18/343</td>
<td>MOTION: that the provisions of the Council Mowing Contract for Jugiong be reviewed.</td>
<td>DI</td>
</tr>
<tr>
<td></td>
<td>1. Alison Delaney 2. Paula Butt. Paul Leveberg advised that one mow of all verges, cemeteries and other specified areas in the village takes approximately 30 hours. The moving equipment is provided and JAG covers the cost of fuel. The meeting concluded that the 6 or 7 mows per annum provided for in the contract is not consistent with Jugiong’s mowing needs and that the specified maximum annual funding of $6,500 available to a contractor is neither realistic nor reasonable in terms of the mowing services needed. Council is requested to review the provisions of the mowing contract for Jugiong in the light of Jugiong’s mowing needs.</td>
<td>Aug-19</td>
</tr>
<tr>
<td>12 December 2018</td>
<td></td>
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<td>------------------</td>
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</tr>
<tr>
<td>18/409 2017/DA-00190 FOR THE CONSTRUCTION OF AN ACCESS ROAD ALONG AN UNFORMED CROWN ROAD RESERVE running from Bribbaree Road, maimuru, in a generally southerly direction (TO PROVIDE ACCESS TO THE ‘BILLABOOLA’ HOLDING) That Council defer the matter until more advice and more understanding is taken on board.</td>
<td></td>
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</tr>
<tr>
<td>GM See 18/417 Following Council adoption of Policy for Transfer of Crown Roads to Council a further report will be presented to Council regarding this matter.</td>
<td></td>
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<tr>
<td>Aug-19</td>
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<table>
<thead>
<tr>
<th>18/410 ANNUAL REPORT 2017-2018 - That Council;</th>
</tr>
</thead>
<tbody>
<tr>
<td>a)  Endorse the Hilltops Council Annual Report 2017/18 for provision to the Office of Local Government and that it be placed on Councils website; and</td>
</tr>
<tr>
<td>b)  Prior to the Annual Report being referred to the Office of Local Government the Audited Financial statements be attached.</td>
</tr>
<tr>
<td>GM Annual Report completed Financial Statements completed, awaiting Audit Office sign-off</td>
</tr>
<tr>
<td>Aug-19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>18/417 TRANSFER OF A CROWN ROAD RESERVE IN MAIMURU TO COUNCIL AS PUBLIC ROAD.</th>
</tr>
</thead>
<tbody>
<tr>
<td>a)  Prepares a draft policy in relation to the acquisition, ownership and maintenance of unformed Crown road reserves, having regard to factors such as;</td>
</tr>
<tr>
<td>i. The extent of potential ownership demand and the need to ensure legal access is able to be provided to all rural land parcels that have not had their land titles amalgamated;</td>
</tr>
<tr>
<td>ii. The Costs of ownership of those roads, particularly in terms of ongoing maintenance, public risk and Council liability will remain with that property where property access is being provided to 3 or less separately owned properties;</td>
</tr>
<tr>
<td>iii. The policy position of the NSW Government in relation to unformed road reserves be that Council objects to all road closure requests where their separate land parcels remain in existence that could become land locked if these land parcels were to be sold;</td>
</tr>
<tr>
<td>iv. Any minimum standards that should be in place to support acceptance of new rural roads; and</td>
</tr>
<tr>
<td>v. Any benefits that may accrue to Council and/or the wider community from Council’s ownership of such roads.</td>
</tr>
<tr>
<td>DI Draft policy was prepared for March 2019 Council Meeting - and deferred to April 2019 Council Meeting - Policy was reviewed by Policy Review Committee April 2019</td>
</tr>
<tr>
<td>Aug-19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>18/424 AWARD OF CONTRACT FOR RELOCATION OF SEWER FOR THE NEW BOOROWA MOTEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>a)  Conditional on receiving the bond or bank guarantee from the Developer, Council award a contract for construction of the proposed sewer realignment works on the alternative route (along the lane to Padman St), with 300mm diameter sewer main, to Ted Wilson and Sons for a price of $281,505 including GST.</td>
</tr>
<tr>
<td>DI Developer response received - project moving forward</td>
</tr>
<tr>
<td>Dec-19</td>
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</tbody>
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<table>
<thead>
<tr>
<th>27 February 2019</th>
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</thead>
<tbody>
<tr>
<td>19/30 GALONG VILLAGE LANDSCAPE MASTER PLAN</td>
</tr>
<tr>
<td>That Council:</td>
</tr>
<tr>
<td>(a)  Place the Draft Galong Landscape Master Plan on a 28-day public exhibition period for public comment.</td>
</tr>
<tr>
<td>DI On exhibition Report to Council Aug 19</td>
</tr>
<tr>
<td>Aug-19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>19/33 Galong Limestone Mine VPA Steering Committee – 21 January 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>That Council:</td>
</tr>
<tr>
<td>(a)  Endorse the minutes of the VPA Steering Committee – 21 January 2019 and all activities requested be taken from VPA funds held by Hilltops Council:</td>
</tr>
<tr>
<td>i. The entire cost of replacing the existing barb wire boundary fence with a 1.8m colourbond fence be funded from VPA funds; and</td>
</tr>
<tr>
<td>ii. The VPA funds be used to complete the works around the hall area prior to examining other activities and works around Galong that may arise from the Galong Master Plan.</td>
</tr>
<tr>
<td>19/106 DSG Meeting held June 2019, committee requested updated priority status list and financial position. Council to provide these with minutes prior to next meeting. Fence to be replaced by August 2019. Next meeting scheduled for September 2019.</td>
</tr>
<tr>
<td>Aug-19</td>
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<tr>
<td>Date</td>
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<tr>
<td>19/57</td>
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<td>19/61</td>
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<td>19/65</td>
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<tr>
<td>19/68</td>
</tr>
<tr>
<td>19/69</td>
</tr>
<tr>
<td>Speed Limit, Chillingworks Road, YOUNG.</td>
</tr>
</tbody>
</table>
19/81 10.4 - 19/63 – BOOROWA DROUGHT SECURITY SCHEME OWNERSHIP OPTIONS
(a) Endorse Goldenfields complete ownership of the scheme as Council’s preferred option;
(b) Delegate to the General Manager to enter into negotiations with Goldenfields around scheme ownership on the basis of the preferred option;
(c) Delegate to the General Manager to revert to Council’s fall-back position of Reservoir ownership during negotiations if required;
(d) Delegate to the General Manager authority to execute documentation required under the negotiation process and grant application to the National Water Infrastructure Delivery Fund; and
(e) Note the timeframes for a return report to Council on the negotiations process being at the May 2019 meeting.

19/99 7.5 - 19/77 – BOOROWA SILOS SUPERB PARROT PUBLIC ART REQUEST
That Council:
(a) Defer the item to a Council Workshop;
(b) Investigate the details of the current lease;
(c) Investigate access to the site for the painting of a mural;
(d) Where to from here regarding the asset; and
(e) Report from GrainCorp which includes the cost of making the facility brought up to a standard for future use.

19/106 7.12 - 19/84 – GALONG VILLAGE LANDSCAPE MASTERPLAN ADOPTION - That Council:
(b) The Galong Limestone Mine VPA Steering Committee in conjunction with the Galong Progress Association, work through the suggested prioritised projects to provide further direction to Council on the project prioritisation of the Community VPA funds.

19/109 7.15 - 19/87 – ENDORSEMENT OF THE DRAFT CROWN ROADS POLICY FOR PUBLIC EXHIBITION That Council:
(a) Endorse the Draft Transfer of Crown Road Reserves to Council Ownership Policy to be placed on public exhibition for a period of 28 days calling for submissions;
(b) If any submissions are received that propose changes, or if there are substantial post public exhibition changes proposed for any other reasons, a report be submitted to Council for consideration detailing the public exhibition outcomes and with further recommendations regarding adoption; and
(c) If there are no submissions received proposing changes as a result of the public exhibition, or there are no substantial post public exhibition changes proposed for any other reasons, Council adopt the Draft Transfer of Crown Road Reserves to Council

19/110 7.16 - 19/88 – DETERMINATION ON TRANSFER OF CROWN ROAD KNOWN AS ALLOWAY ROAD - That Council:
(a) Procedural motion to defer matter.
19/133 7.4 – 19/105 - ENDORSEMENT OF OPERATIONAL PLAN, BUDGET, REVENUE POLICY, FEES AND CHARGES
That Council:
(a) Change the Draft Budget 2019/2020 to take $195,000 from the plant reserve, being small vehicles under 4 years of age or 100,000km, and transfer $195,000 to the Harden Swimming Pool project for 2019/2020;
(b) Change the Draft Budget 2020/2021 to transfer $195,000 from the Harden Swimming Pool project and transfer $195,000 to the plant replacement reserve;
(c) Change the water usage charges for Harden in the Draft Revenue Policy to cap the increase in Harden water usage charges at 3%;
(d) Council adopt the Draft 2019/2020 Operational Plan and associated Draft Budget, Draft Revenue Policy and Draft Fees and Charges, including the changes in (a) to (c) above for the purposes of placing the documents on public exhibition;
(e) Place the Draft 2019/2020 Operational Plan on public display for a period of 28 days in accordance with the requirements of the Local Government Act 1993 and invite public comment on the documents;
(f) That Council give public notice of the following rates included in the Draft Revenue Policy for the 2019/2020 financial year.

19/134 7.5 - 19/106 – KATEGIC REPORT CUSTOMER SERVICE CONSULTATION
(b) Adopt the recommendations presented within the report as part of Councils 2019.20 delivery plan with a view to exhibiting Councils Customer Service Policy and Charter at its June 2019 meeting; and
(c) Commencing a customer service strategy that incorporates the report recommendations to improve overall customer service as part of the 2019.20 Operational Strategy to be presented in August 2019

19/143 7.14 - 19/115 – QUARTERLY BUDGET REVIEW STATEMENT (QBRS)
(a) Defer the item.

19/150 7.19 - 19/120 – HILLTOPS RURAL AND RESIDENTIAL LANDS STUDY – FINAL REPORT
(a) Endorse for the purposes of public consultation the Hilltops Rural and Residential Lands Study: noting the following preferences:
(b) R1 - Minimum lot size 40 hectares;
(c) The inclusion of additional residential lands in Harden near the Trinity School on Back Demondville Road Harden;
(d) Endorse commencement of the public exhibition of the Study in May 2019 for a minimum of 42 days;
(e) and a proactive engagement strategy commence across the region to support the exhibition period;
(f) Consider submissions received during the public exhibition in the preparation of the following Council documents:
1. Hilltops Local Strategic Planning Statement;
2. Hilltops Local Environmental Plan; and
<table>
<thead>
<tr>
<th>Document Title</th>
<th>Date</th>
<th>Action</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>19/151 7.20 - 19/121 - HILLTOPS FREIGHT AND TRANSPORT STUDY - UPDATED FINAL REPORT</td>
<td>Sep-19</td>
<td>(a) Endorse for the purposes of public consultation the Hilltops Freight and Transport Study; (b) Endorse the commencement of the public exhibition of the study in May 2019 for a minimum of 42 days; (c) and a proactive engagement strategy commence across the region to support the exhibition period; (d) Consider submissions and comments on the Hilltops Freight and Transport Study and a report to Council on recommendations received during the exhibition when: i. finalising the timeframes and priorities of the infrastructure upgrades ii. identifying potential locations for a transport and logistics hub iii. protecting the transport corridors within subsequent planning instruments, including the Local Strategic Planning Statement (LSPS) and Local Environmental Plan (LEP); and (e) Formally discontinue the Young Planning Proposal No 1B for the Heavy Vehicle Bypass Route for Young that was instigated by Resolution 197/11 of the former Young Shire Council on 15 June 2011, as the Hilltops Freight and Transport Study has addressed the matter.</td>
<td>DSG/DI Report to September 2019</td>
</tr>
<tr>
<td>19/154 7.23 - 19/124 – BURRANGONG CREEK PROJECT FUNDING REALLOCATION</td>
<td>Jul-19</td>
<td>(a) Reallocate the available funding of $633,267 from the Burrangong Creek project to the Young Aquatic Centre project pending agreement from the Office of Local Government; (b) Place the draft Burrangong Creek Masterplan on a 28-day public exhibition period, calling for submissions; (c) Agree that if there are substantial changes proposed for any reason, that a report be submitted to Council for consideration detailing the public exhibition outcomes with further recommendations regarding adoption; (d) Agree that if there are no submissions received proposing changes, or there are no changes proposed for any other reason, that Council adopt the draft Masterplan for Burrangong Creek; and (e) Agree to seek funding opportunities for the delivery of the works outlined in the draft Burrangong Creek Masterplan.</td>
<td>Placed on public exhibition to 20 June 2019 - if no submissions received - plan adopted</td>
</tr>
<tr>
<td>19/156 7.25 - 19/126 – NEILL STREET CBD PLANTINGS</td>
<td>Aug-19</td>
<td>(a) Defer the report for further consideration.</td>
<td>Deferred to August 2019 - consultant engaged to review street planting</td>
</tr>
<tr>
<td>19/157 7.26 - 19/127 – JUGIONG PARK ONSITE SEWERAGE MANAGEMENT</td>
<td>Sep-19</td>
<td>(a) Defer the matter</td>
<td>Formal request sent to JAG</td>
</tr>
<tr>
<td>19/169 11.5 - 19/136 – ROBERTS PARK AND HARDEN POOL FLOOD LIGHTING UPGRADE</td>
<td>Jun-19</td>
<td>(a) Defer the item</td>
<td>Report to be presented to Jun 2019 Meeting</td>
</tr>
</tbody>
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103
<table>
<thead>
<tr>
<th>No.</th>
<th>Chart Ref.</th>
<th>Description of the Code of Conduct Investigation – Councillor Conduct</th>
<th>Action</th>
<th>Execution Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>19/174</td>
<td></td>
<td>That Council:</td>
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<tr>
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<td></td>
<td>a) Formally and publicly censure the Subject Person for the breach under section 440G of the Act;</td>
<td>GM</td>
<td>Report to 26 June 2019</td>
</tr>
<tr>
<td></td>
<td></td>
<td>b) Refer the matter to the Office of Local Government for consideration of further action under the misconduct provisions of the Act;</td>
<td></td>
<td>Jul-19 Completed</td>
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<td></td>
<td></td>
<td>c) Request advice from the Office of Local Government as to how to acquit its statutory obligation to provide Councillor Stadtmiller with access to information, including confidential information, necessary for him to acquire his responsibilities as a Councillor, when Councillor Stadtmiller has stated that he will not be “gagged”, indicating a reasonable likelihood that he will not comply with his obligations under those instruments, and particularly as they apply to the use and release of information under the provisions of the Code, the Local Government Act 1993 and the Local Government (Regulations) 2005;</td>
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<td></td>
<td>d) That Councillor Stadtmiller issue a formal apology to Council, Councillors and Council staff in an open session of a Council meeting, for the harm his use of Council information and associated comments caused to Council, Councillors and employees;</td>
<td></td>
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<td>e) That Councillor Stadtmiller undertake counselling by a suitably qualified person of the</td>
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<td></td>
<td></td>
<td>GM</td>
<td>Report to 26 June 2019</td>
<td>Jul-19 Completed</td>
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<tr>
<td></td>
<td></td>
<td>GM</td>
<td>Report to 26 June 2019</td>
<td>Jul-19 Completed</td>
</tr>
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<td></td>
<td></td>
<td>GM</td>
<td>Report to 26 June 2019</td>
<td>Jul-19 Completed</td>
</tr>
<tr>
<td></td>
<td></td>
<td>GM</td>
<td>Report to 26 June 2019</td>
<td>Jul-19 Completed</td>
</tr>
</tbody>
</table>

- (i) His obligation not to use confidential and other Council information for purposes other than those specifically relating to his role as a Councillor. Specifically, the use of that information for political purposes.
- (ii) His obligation to ensure he acquits his functions as a Councillor honestly and with a reasonable degree of diligence and care.
- (iii) How to use social media, and specifically his obligation not to use social media as a platform to impugn or comment adversely on Council, Councillors; employees, other elected representatives or persons; and Council’s policies and decisions.
- (iv) Ensuring Councillor Stadtmiller is fully cognizant that a continuation of this conduct will bring him into conflict with the provisions of the Code, Local Government Act 1993, and other relevant instruments, including but not limited to the ICAC Act 1988.
- (v) Ensuring Councillor Stadtmiller is fully aware of the fact that a continuation of this conduct will result in a situation where he may be denied access to information where there is a reasonable degree of risk that the release of that information will bring the Council into conflict with its legislative responsibilities and obligations.
- (vi) Ensuring Councillor Stadtmiller is fully aware that where he adversely names or provides sufficient information to identify an employee of Council, that conduct may cause conflict with his obligations under the Work Health and Safety Act 2011.
- (vii) Provide Councillor Stadtmiller with tools and strategies to enable him to use the facilities of Council to progress his dissent to Council policies and decisions, including managing appropriately dissent with the actions of Council’s administrative arm.
- (viii) Councillor Stadtmiller undertake specific training to better equip him to acquit his roles and responsibilities as a Councillor. This training is to be determined by the General Manager.
- (ix) That the findings of inappropriate conduct are made public and included in the minutes of this meeting due to the serious nature of these breaches.
- (x) Update all Councillors on their obligations in relation to WHS provisions of the Act especially bullying and harassment provisions.
- (xi) All of the above recommendations should be implemented at the next Council meeting and no later than 45 days from the issue of this report.
- (xii) That Council develop a social media policy and records management policy as soon as practicable.
<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Start Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>19/179 5.1 - 19/142</td>
<td>EMERGENCY SERVICES LEVY 2019</td>
<td></td>
<td>Mayor / GM</td>
</tr>
<tr>
<td>19/180 5.2 - 19/143</td>
<td>FORSYTHE STREET DEVELOPMENT UPDATE</td>
<td></td>
<td>GM</td>
</tr>
<tr>
<td>19/182 6.2 - 19/145</td>
<td>MEMORANDUM OF UNDERSTANDING (MOU) LANZHOU MUNICIPAL PEOPLES GOVERNMENT 2019</td>
<td></td>
<td>Mayor / GM</td>
</tr>
<tr>
<td>19/185 6.5 - 19/148</td>
<td>NSW LOCAL ROADS CONGRESS - 3 JUNE 2019 CONGRESS COMMUNIQUE</td>
<td></td>
<td>DI</td>
</tr>
<tr>
<td>19/186 7.1 - 19/149</td>
<td>BREACHES OF S440G LGACT – PUBLIC APOLOGY COUNCILLOR CONDUCT</td>
<td></td>
<td>GM/DI</td>
</tr>
<tr>
<td>19/187 7.2 - 19/150</td>
<td>GENERAL MANAGERS ANNUAL LEAVE COVER JULY 2019</td>
<td></td>
<td>GM/DI</td>
</tr>
<tr>
<td>19/190 7.5 - 19/153</td>
<td>JOINT-USE LIBRARY AND COMMUNITY FACILITY</td>
<td></td>
<td>GM</td>
</tr>
</tbody>
</table>
19/192 7.7 - 19/155 – CASH AND INVESTMENT REPORT
(b) That the certification be attached that Council investments comply fully with section 625 of the Local Government Act, 1993. Local Government (General) Regulation 2005, paragraph 212 and Council’s Investment Policy and Certification by the Responsible Officer.

19/195 7.10 - 19/158 – ACQUISITION OF LAND FOR ROAD WIDENING PURPOSES
(a) Delegate authority to the General Manager to enter negotiations with owner to acquire section of affected land;
(b) An information report be brought back to Council advising of the final price; and
(c) Delegate authority to the General Manager to execute all necessary documentation associated with the acquisition by private agreement.

19/197 7.12 - 19/160 – BLACKGUARD GULLY STAGE 1 DELIVERY
(a) Note the status of the Blackguard Gully project;
(b) Rejects the submitted non-conforming tender submitted; and
(c) Endorse the recommendation to engage Hilltops Council works staff to provide a quotation for the scope of works in Stage 1 Delivery and undertake the construction.

19/198 7.13 - 19/161 – HILLTOPS WORKS REPORT
(b) Weeds Advisory body be set up as a s355 committee of Council.

19/201 9.1 - 19/163 – MINUTES OF HILLTOPS COMMUNITY WELLBEING GROUP (HWAG) SECTION 355 COMMITTEE REQUIRING ADOPTION
(a) Reconvene meetings between the Mayor and General Manager with representatives of Murrumbidgee Local Health District (MLHD) Health Services in the Hilltops Local Government Area to discuss issues relevant to both parties.

19/204 9.6 - 19/166 – HILLTOPS COUNCIL LOCAL TRAFFIC ADVISORY COMMITTEE – MINUTES 05/06/2019
(a) Endorse the minutes of the from Hilltops Council Local Traffic Advisory Committee – 5 June 2019; and all items recommended be placed on council’s action list for activities to be undertaken; within Council constraints and budget.
(b) Cycling Tourist Route/s Hilltops Council LGA,
That Council approves the following:
1. The ongoing development of the Cycling Tourist Route/s project for the Hilltops Council LGA;
2. Staff and CycleLifeHQ consultant, further investigate the proposed cycling tourist route/s to that of approved B-Double RAV routes, roads of high heavy vehicle movement, locations of clustered vehicle accidents and roads that have increased heavy vehicle movement during harvest periods to reduce conflict.
(b) Special Events 70th National Cherry Festival 2019: – temporary road closures 5 to 8 December 2019
(c) Special Event – Antique Tractor and Engine Exhibition – temporary road closures 7 to 8 December 2019
(d) Special Event – 23rd Boorowa Irish Woofest – temporary road closure – 6 October

106
Special Event – Annual Boorowa Netball and Touch Football Gala Day Carnival – Traffic Management Plan implemented – 25 October 2019

1. That Council approve the implementation of the Traffic Management Plan to manage the flow of traffic to and from the Boorowa Showground for the 54th Boorowa Netball and Touch Football Gala Day on Friday 25th October 2019 from 8:00am to 4:30pm

Bus Zone, Young Services Club – Installation Bus Parking Zone

1. The installation of a Bus Parking with regulatory signage, in Clute Street approximately 16 metres east of the Young Services Club’s front entrance to the premises. The Bus Zone shall be along the southern kerb line for a length of approximately 10 metres to accommodate the vehicle. This will require the provision of a kerb ramp from the footpath level to the road level for pedestrian mobility.

Driver behaviour, Jugiong Village CBD – to remain on table for further consideration

Pedestrian Access, Albury Street, Harden

(i) Not to install a pedestrian (zebra) crossing on Albury Street;
(ii) Staff to investigate lighting arrangement at pedestrian crossing refuge locations on Albury Street; and
(iii) Staff to correspond with Local Member for Cootamundra to advise of Council’s resolution.

Staff to install traffic classifiers on Apps Lane to collect data and report results to LTAC meeting in September 2019.

19/207 11.2 - 19/168 – RFQ 462 OF 2019 ROBERTS PARK AND HARDEN POOL FLOOD LIGHTING UPGRADE

That Council:
(a) Accepts the tender of Inland Power Solutions tender for the sum of (excl. GST) $293,542.00;
(b) Delegate the General Manager Authority to execute all necessary documentation;
(c) Delegate the General Manager Authority to negotiate all necessary variations within the limits of the current allocations; and
(d) Endorse the continue engagement of Essatto Engineering as Council’s Technical Consultant for electrical matters on this project.

19/208 11.3 - 19/169 – RFT456 OF 2019 BITUMINOUS MATERIALS

That Council:
(a) Endorse the appointment of the following suppliers to form the Hilltops Council Bituminous Materials Panel 2019-2021;
   • Bituminous Products Pty Ltd
   • Fulton Hogan Infrastructure;
(b) Delegate to the General Manager the authority to exercise the one-year extension option; and
(c) delegate to the General Manager the authority to execute all necessary documentation.

19/209 11.4 - 19/170 – RFQ449 OF 2019 SUPPLY OF STABILISATION SERVICES TO HILLTOPS 2019-2021

That Council:
1. Endorse the appointment of the following suppliers to form the Hilltops Council Stabilisation Services Panel contract for 2019-2021:
   a) Downer EDI Works Pty Ltd
   b) Roadworx Surfacing Pty Ltd
   c) Stabilite Pty Ltd
2. Note that this panel will be engaged using the existing LGP contract LGP219-2, to fulfill Council’s requirements over the 2019-2020 and 2020-2021 works programs; and
3. Delegate to the General Manager authority to execute all necessary documentation.
<table>
<thead>
<tr>
<th>MEETINGS OF HILLTOPS COUNCIL - MANAGEMENT QUESTIONS ON NOTICE FROM 27 FEBRUARY 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. Cr Flanery would also ask that Private Contractors Work for Council – budget and costings wanted a thorough breakdown – Edwina explained that he could have information but would not be broken down as requested.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MEETINGS OF HILLTOPS COUNCIL - MANAGEMENT QUESTIONS ON NOTICE FROM 27 MARCH 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>17. Item 9.1 19/56. Cr Armstrong - 355 Committees maintaining Council asset Section 371 Act18 TPAR</td>
</tr>
</tbody>
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<thead>
<tr>
<th>MEETINGS OF HILLTOPS COUNCIL - MANAGEMENT QUESTIONS ON NOTICE FROM 22 May 2019</th>
</tr>
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<tbody>
<tr>
<td>24. Cr Flanery/Armstrong: Kategic Report - how will the call centre operate</td>
</tr>
</tbody>
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<thead>
<tr>
<th>MEETINGS OF HILLTOPS COUNCIL - MANAGEMENT QUESTIONS ON NOTICE FROM 26 June 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>27. Cr Armstrong - request reserves to be broken up not consolidated</td>
</tr>
<tr>
<td>28. Cr Armstrong - Cash and Investment - external restrictions not shown in QBR</td>
</tr>
<tr>
<td>29. Cr Armstrong - $2 Shares in Southern Phone share capital not shown</td>
</tr>
<tr>
<td>31. Cr Armstrong - Would like an indication of the percentage of projects completed - Stronger Communities Fund Project Updates</td>
</tr>
<tr>
<td>32. Cr Tuckerman - $8,500 funds raised for - Mens Health Day - not shown in QBR</td>
</tr>
<tr>
<td>33. Cr Wallace - Chinese Tribute Garden - where is this project up to - states: stage one to start in July 2019 but has not come to council - Round 2 Community Grants Fund $800,000 Where is this money?</td>
</tr>
<tr>
<td>34. Cr Wallace - Employee Leave Entitlements - 20% leave liability must be kept - scope for review on monies held as there is more than 20% being held</td>
</tr>
<tr>
<td>35. Cr Wallace - a lot of money has been spent on consultants and contract staff - require a breakdown on money spent - need more detail</td>
</tr>
<tr>
<td>36. Cr Wallace - 355 Committee - Reports and Agendas need to be on Hub for all Councillors to review</td>
</tr>
<tr>
<td>37. Cr Flanery - need more clarity around Section 94 funds held and zero balances in QBR</td>
</tr>
<tr>
<td>38. Cr Flanery - Murrimboola Creek - where is this project up to - require a report in July 2019 - how much money is available, what will it be spent on and what will be left over</td>
</tr>
<tr>
<td>39. Cr Flanery - QBR - request an additional column in report for end of financial year - Opening Balance - Forecast Income</td>
</tr>
</tbody>
</table>
6.15 - 19/191 - HILLTOPS WORKS REPORT

Reference: File No. F162.00
Responsible Officer: Director Infrastructure

PURPOSE
The purpose of this report is to provide information of works completed in the previous month and works planned for next month.

RECOMMENDATION
That Council:

(a) Receive and note the information provided on works completed and works planned.

REPORT
SUMMARY/BACKGROUND

Works Completed: 16 June 2019 - 15 July 2019

<table>
<thead>
<tr>
<th>Maintenance</th>
<th>Western</th>
</tr>
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<tbody>
<tr>
<td>Grading</td>
<td>Watsons Road 2.5km from Belowra Rd to end of road.</td>
</tr>
<tr>
<td></td>
<td>Belowra Road 6km starting 6.5km from MR78 Olympic Hwy North</td>
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<tr>
<td></td>
<td>Ardnaree Road 4km from Tubbul Rd.</td>
</tr>
<tr>
<td></td>
<td>Yanterilla Lane 7.2km from RR241 Milvale Rd to end of road.</td>
</tr>
<tr>
<td></td>
<td>Kurrawyba Lane 3km from Tubbul Rd and 3km from Wests Lane to Bribbaree Rd.</td>
</tr>
<tr>
<td></td>
<td>Kikiamah Lane 4.5km from “Camya” to end of road.</td>
</tr>
<tr>
<td></td>
<td>Old Monteagle Road 3.3km starting 1.6km from MR78 Olympic Hwy North.</td>
</tr>
<tr>
<td></td>
<td>Beaumonts Lane 830m from Scenic Rd.</td>
</tr>
<tr>
<td></td>
<td>Mahers Road 2km from RR241 Murringo Rd.</td>
</tr>
<tr>
<td></td>
<td>Weedallion Road 5km from Tubbul Rd to “Torokina”.</td>
</tr>
<tr>
<td></td>
<td>Shoards Crossing Road 1km from Tubbul Rd.</td>
</tr>
<tr>
<td></td>
<td>Coleman Lane 5km from RR241 Milvale Rd to culvert.</td>
</tr>
<tr>
<td></td>
<td>Murringo Flats Road 4.1km starting 4km from Murringo Gap Rd.</td>
</tr>
<tr>
<td></td>
<td>Highbank Lane 5.2km starting 1km from RR241 Milvale Rd.</td>
</tr>
<tr>
<td></td>
<td>Birchs Lane 5km from RR241 Milvale Rd to Tubbul Rd.</td>
</tr>
<tr>
<td></td>
<td>Rhodes Road 3.7km from MR78 Olympic Hwy South to end of maintained section.</td>
</tr>
<tr>
<td></td>
<td>Moonbucca Road 9.5km from Carumbi SS Rd to boundary.</td>
</tr>
<tr>
<td></td>
<td>Campbellfields Road 7.7km from Cunningar Rd to Murringo Rd.</td>
</tr>
<tr>
<td></td>
<td>Caringa Road 4.5km from Woolpack Rd to end of road.</td>
</tr>
<tr>
<td></td>
<td>Gooroma Road 1.8km from Galong Rd to end of road.</td>
</tr>
</tbody>
</table>

<p>| Eastern     | Clonalton Road 5km from Reids Flat Rd to end of road.                   |
|             | Normanhurst Lane 4.4km from MR56 Lachlan Valley Way to end of road.     |
|             | Eldridge Lane 4.7km from Taylors Flat Rd to end of road.                |
|             | Tarrants Gap Road 10km from Reids Flat Rd to continuing.                |
|             | Battery Crossing Road 3km from Taylors Flat Rd to end of road.          |
|             | Woolpack Road 9.3km from MR56 Lachlan Valley Way to end of road.        |
|             | Caringa Road 4.5km from Woolpack Rd to end of road.                     |
|             | Gooroma Road 1.8km from Galong Rd to end of road.                        |
|             | Murringo Rd.                                                            |</p>
<table>
<thead>
<tr>
<th></th>
<th>Southern</th>
<th>Western</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gravel Resheeting</td>
<td>Benangaroo Road 13.7 km from Hume Hwy to end of road. Kalinga Road 1 km from Benangaroo Rd to end of road. Bogolara Road 7.3 km from Hume Hwy to end of road. Babinda Road 3.0 km from Bogolara Rd to end of road. Nanangroe Road 3.5 km full length. Bobbara Road 3.6 km from Yass boundary to bitumen.</td>
<td>Belowra Road 840m from RR241 Murringo Rd. Parkman Road 100m from RR241 Murringo Rd and 150m in vicinity of Moomba-Sydney natural gas pipeline. Halls Road 60m starting 500m from RR241 Murringo Rd. Allandale Road 150m starting 50m from Chillingworks Rd. Rockdale Road 20m starting 50m from RR241 Murringo Rd. Murringo Flats Road 900m from end of seal. Alderley Lane 100m starting 1km from Murringo Flats Rd and 400m from culvert to cottage.</td>
</tr>
<tr>
<td></td>
<td>Eastern</td>
<td>No resheeting activity.</td>
</tr>
<tr>
<td></td>
<td>Southern</td>
<td>No resheeting activity.</td>
</tr>
<tr>
<td>Sealed Road Repairs</td>
<td>Western</td>
<td>Minor repairs on various roads – ongoing.</td>
</tr>
<tr>
<td></td>
<td>Eastern</td>
<td>Sealed road pothole patching on various roads. Minor sign replacements on various roads. Roadside slashing on Rye Park, Cunningar Road, Murringo Road, Frogmore Road, Darbys Falls Road and Reids Flat Road.</td>
</tr>
<tr>
<td></td>
<td>Southern</td>
<td>MR78 Olympic Highway tree trimming, shoulder repairs, drainage cleaning and minor heavy patching. MR84 Burley Griffin Way tree trimming, shoulder repairs and drainage cleaning. Minor pavement defect hand patching on various roads.</td>
</tr>
<tr>
<td>Construction Projects</td>
<td>Western</td>
<td>Edwards and Nasmyth Streets Lanes sealing and kerb and gutter - complete. Jordan Place footpath construction (98% complete). landra Street/Blackett Avenue intersection upgrade - preliminary works commenced. Preparations for construction of Well Paddock Playground at Murringo. Burrangong Creek beautification works continuing with solar lighting installation from Keith Cullen Oval to Young Bowling Club (60% complete).</td>
</tr>
<tr>
<td></td>
<td>Eastern</td>
<td>Boorowa Waste Transfer Station (30% complete). Tarants Gap Bridge Causeway (50% complete).</td>
</tr>
</tbody>
</table>
**ORDINARY MEETING AGENDA**

24 July 2019

Held in the Young Chambers, 189 Boorowa Street, Young

<table>
<thead>
<tr>
<th>Parks and Gardens</th>
<th>Western</th>
<th>Tree planting to date – total of 750 new tube stock planted alongside Burrangong Creek (Gordon St), McHenrys Bridge approaches (RR239 Henry Lawson Way) and Burrangong Bridge approaches (Bribbaree Rd) – completed. Street tree maintenance and pruning – ongoing. Winter sports competitions – ongoing. Linemarking for Winter sports (estimated completion end of September). Linemarking for school sports and athletics carnivals – ongoing. Maintenance of turf on sporting ovals – ongoing depending on usage. Routine maintenance and mowing of recreational grounds, sporting ovals and reserves – ongoing as needed. Check lights – ongoing. General maintenance of CBD – ongoing.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weeds Control</td>
<td>Western</td>
<td>Spot spraying noxious weeds and suckers in the CBD, town streets, ovals, parks and reserves – ongoing as needed. Redhill Road landfill site, Young Aerodrome, Burrangong Creek, Young Monumental Cemetery, Kooraatha Cemetery and Murringo Cemetery. Roadside shoulder spraying on MR78 Olympic Highway North, RR239 Henry Lawson Way, Tubbul Road, Fishers Lane, Birchs Lane, Yanterilla Road, Murringo Gap Road, Boundary Road, Jerenybang Lane, Scenic Road, Tumbleton Lane, Spring Creek Road and Mines Road. Murringo and Thuddungra areas.</td>
</tr>
<tr>
<td>Eastern</td>
<td>Spot spraying noxious weeds and suckers on various roads.</td>
<td></td>
</tr>
<tr>
<td>Southern</td>
<td>Roadside shoulder spraying on various roads – ongoing.</td>
<td></td>
</tr>
</tbody>
</table>
## Water Supply and Sewerage Works

### Western
- Sewer mains renewal and mapping location of services in Lighting Lane and Lynch, Nasmyth and Zouch Streets - complete
- **Operation and maintenance:**
  - Water meter replacements - 16
  - Water service repairs and leakages - 0
  - Water main breaks - 0
  - New water service connections - 2
  - Sewer chokes - 11
  - Hydrant maintenance throughout town - ongoing
  - Routine building maintenance - ongoing
  - General operation of Sewer Treatment Plant, routine maintenance and inspection of two reservoirs - ongoing
  - Water quality testing and monitoring - ongoing

### Eastern
- **Capital works:**
  - Water and sewer services renewal works
  - Channel refurbishment work
- **Operation and maintenance:**
  - Water meter replacements - 19
  - Water service repairs and leakages - 1
  - Water main breaks - 11
  - New water service connections - 0
  - Sewer chokes - 0
  - New sewer service connections - 0
  - General operation of Water Treatment Plant and Sewer Treatment Plant, routine maintenance and inspection of one reservoir - ongoing
  - Water quality testing and monitoring - ongoing

### Southern
- **Capital works:**
  - Channel refurbishment work
- **Operation and maintenance:**
  - Water meter replacement - 4
  - Water service repairs and leakages - 1
  - Water main breaks - 0
  - New water service connections - 1
  - Sewer chokes - 3
  - General operation of Sewer Treatment Plant, routine maintenance and inspection of seven reservoirs - ongoing
  - Water quality testing and monitoring - ongoing
### ORDINARY MEETING AGENDA

24 July 2019

Held in the Young Chambers, 189 Boorowa Street, Young

**Works Planned: 16 July 2019 - 15 August 2019**

<table>
<thead>
<tr>
<th>Category</th>
<th>Region</th>
<th>Details</th>
</tr>
</thead>
</table>
| **Maintenance**      | **Grading** | - Koorawatha village streets including Cowra Street, Crescent Street and Boorowa Street.  
- Bribbaree village streets including Peels Lane and Longhurts Road. |
|                      | **Western** | - Geegullalong Road, Cains Road, Alloway Road, Meads Lane, Brial Road, Old Wheeo Road and Gentle Destiny Road.  
- Sealed Road Repairs  
- Gravel Resheeting  
- Sealed Road Repairs  
- Gravel Resheeting  |
|                      | **Eastern** | - Hand patching works on various roads.  
- Reactive maintenance on signs and trees.  
- Sealed road pothole patching.  
- Minor sign replacements.  
- Minor pavement defect hand patching on various roads.  
- Weed spraying of road shoulders and spot spraying of noxious weeds.  
- Road shoulder vegetation control (slashing) - weather permitting.  
- Signage repairs and replacements on local and regional roads. |
|                      | **Southern** | - Construction of Well Paddock Playground at Murringo (estimated completion mid-August).  
- Iandra Street/Blackett Avenue intersection upgrade.  
- Dog Off-Leash area at Young Showground to commence before end of July.  
- Boorowa Waste Transfer Station.  
- Tarrants Gap Causeway.  
- Mechanic Institute – capital upgrades to building including painting, flooring and bar area.  
- Derby Street – school footpath link.  
- Derby Street – kerb and guttering public school area.  
- North Street linking concrete cycleway – Stage 2.  
- Wombat Hall disabled toilet. |
|                      | **Construction Projects** | - Linemarking for Winter sports (estimated completion end of September).  
- Ovals and playing fields lighting – light bulbs changed, and towers checked – waiting on parts (estimated completion end of July).  
- New tree and shrub tube stock planting along Burrangong Creek between Campbell and Thornhill Streets (estimated completion end of August).  
- Street tree maintenance and pruning - ongoing.  
- Linemarking for school athletics carnivals – ongoing.  
- Maintenance of turf on sporting ovals – ongoing depending on usage.  
- Routine maintenance and mowing of recreational grounds, sporting ovals and reserves – ongoing as needed.  
- Check lights - ongoing.  
- General maintenance of CBD – ongoing. |
### Eastern
- Cemetery maintenance.
- Village maintenance.
- Marsden Street garden maintenance.
- General park and footpath maintenance.
- Sporting field maintenance – mowing and watering.

### Southern
- General maintenance on Neill Street, Harden Caravan Park and Newson Park – ongoing.
- Irrigation maintenance and repairs on Neill Street – ongoing.
- General maintenance and mowing of Harden Murumburrah Cemetery – ongoing.
- Maintenance of turf on sporting ovals – ongoing depending on usage.
- Linemarking for Union, League and Soccer clubs.
- Park maintenance and mowing – ongoing.

### Weeds Control
- Western
  - Spot spraying noxious weeds and suckers in the CBD, town streets, ovals and parks – ongoing as needed.
  - Roadside shoulder spraying on various main and local roads as needed.

- Eastern
  - Spot spraying noxious weeds and suckers on various roads.

- Southern
  - Roadside shoulder spraying for noxious weeds and suckers on various roads.

### Water Supply and Sewerage Works

#### Western
- Water Capital Works:
  - Cowra Road water main renewal (80% complete) – final Council drawings almost complete
  - Templemore Street water mains works – ongoing

- Operation and maintenance:
  - Hydrant maintenance throughout town – ongoing
  - Water meter replacement program – ongoing
  - General operation and routine building maintenance – ongoing
  - Water quality testing and monitoring – ongoing

#### Eastern
- Operation and maintenance:
  - Water meter replacement program – ongoing
  - General operation and routine building maintenance – ongoing
  - Water quality testing and monitoring – ongoing
  - Desludging of WTP lagoon, repair of expansion joint in the channels at Boorowa STP

#### Southern
- Sewer Capital Works:
  - Water main renewal comer Vernon/Albury Streets plus underboring

- Operation and maintenance:
  - Water meter replacement program – ongoing
  - General operation and routine building maintenance – ongoing
  - Water quality testing and monitoring – ongoing

### All areas
- Synchronised water meter readings to commence 13/08/19.

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**ATTACHMENTS Nil**

**POLICY AND LEGISLATION Nil**

**COMMUNITY STRATEGIC PLAN LINKAGE** 4.2 High Quality built infrastructure that is safe and efficient

**FINANCIAL IMPLICATIONS Nil**

**RISK IMPLICATIONS Nil**

**CONSULTATION AND TIMING Nil**

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7. CORRESPONDENCE FOR ATTENTION

ACTION
♦ Nil

INFORMATION

RECOMMENDATION

That Council;

a) Note Circular 19-14 Recent amendments to the Local Government Act 1993; and
b) Note the media releases and dates of release from April 2019. All Hilltops Council media releases can be found on the Hilltops Council website: https://hilltops.nsw.gov.au/

♦ Circular 19-14 Recent amendments to the Local Government Act 1993

♦ MEDIA RELEASE

- Hilltops Council release 2019/20 Budget - 4 July 2019
- Localised, helping local business grow - 3 July 2019
- Spectacular roof mural for Harden Murrumburrah Visitor Information Centre - 28 June 2019
- First look at new library in Young - 27 June 2019
- Hilltops Council Biller Codes and Customer Reference Numbers to change - 25 June 2019
- Wombat Road maintenance works - 25 June 2019
- Hilltops Freight and Transport Study - 7 June 2019
Recent amendments to the Local Government Act 1993

What’s new or changing
- The Local Government Amendment Act 2019 was assented to on 24 June 2019 and a number of provisions came into effect on 25 June 2019.
- This has amended the Local Government Act 1993, including:
  o enabling the Minister to extend the rates path freeze for an additional 12 months for those councils formed in 2016 that need more time to consult with communities about rating harmonisation; and
  o extending the ‘cut-off date’ for councils to make a decision on the administration of elections in 2020, and to require councils that do not enter into an arrangement with the Electoral Commissioner to engage an electoral services provider to administer elections (See Circular 19-12).
- Further changes have also come into effect, or will come into effect in future by proclamation, as indicated below.

What this will mean for your council
- Councils have until 1 October 2019 to resolve to enter into arrangements with the Electoral Commissioner, or an electoral services provider, to administer the 2020 ordinary council elections, and have until 1 January 2020 to enter into these arrangements (commenced).
- Councils formed in 2016 will be have their rate path freeze extended until 1 July 2021, unless they resolve to apply to the Minister to vary the existing rates path freeze determination and the determination is varied (commenced).
- The tendering threshold, below which councils do not have to undertake a competitive tendering process, has been increased to $250,000. However, the threshold for contracts involving services provided by council employees at the time of entering the contract remains at $150,000 (commenced).
- The Public Interest Disclosures Act 1994 has been amended with the intention of allowing councils to report on their obligations under that Act in their own annual reports under the Local Government Act 1993, rather than by the current requirement to table a special report in Parliament (commenced). Councils should also note that further changes to relevant legislation and regulations will be made to facilitate this.
- Councils can procure the services of pre-qualified disability employment organisations approved under the Public Works and Procurement Act 1912, without having to go to tender (commenced).
Councils should also note that the Minister intends to enable, by a future regulation, councils to access the National Prequalification System for Civil Construction (Roads and Bridges) Contracts after further consultation.

Councils are able to delegate regulatory functions to another council, and to joint organisations of which they are not a member, with approval of that council or joint organisation. Further, joint organisations will be able to sub-delegate regulatory functions to their committees, in addition to their Executive Officer (commences by proclamation).

Regulations are able to be made to exempt councils from the need to publicly notify fees relating to certain defined commercial activities and from the need to determine those fees based on an adopted pricing methodology. This will ensure councils are not placed at unfair disadvantage during commercial negotiations (commences by proclamation).

Regulations are able to be made to prescribe a scheme for mutual recognition of council approvals for regulatory activities issued under section 68 of the Act (commences by proclamation).

Key points
- The Office of Local Government (OLG) has provided a separate Circular to Councils about the new provisions in relation to elections (See Circular 19-12).
- New councils that need it will be able to seek more time to consult with local communities about rating harmonisation. OLG will write to all new councils shortly about what this means for them and next steps.
- OLG will consult further with local government before preparing regulations to support amendments that commence by proclamation. This includes potential regulations about sharing regulatory services, mutual recognition of approvals and exemptions from regulatory requirements for certain commercial activities.

Where to go for further information
- Further information can be found on OLG’s website www.olg.nsw.gov.au.
- A copy of the amendment Act may be found on the NSW Legislation website www.legislation.nsw.gov.au.
- For further information, contact OLG’s Governance Team (elections and procurement) and Policy Team (all other matters) on 02 4428 4100.

Tim Hurst
Deputy Secretary
Local Government, Planning and Policy
8. COUNCIL SECTION 355 COMMITTEE REPORTS - REQUIRING ACTION

8.1 - 19/192 - MINUTES OF HILLTOPS NATIONAL CHERRY FESTIVAL SECTION 355 COMMITTEE REQUIRING ADOPTION

Reference:   File No. F124.00
Responsible Officer:  General Manager

PURPOSE
The purpose of this report is to present Council with recommendations emanating from the minutes of Section 355 Committee minutes presented to Council for adoption.

RECOMMENDATION
That Council:

  (a) Endorse Roger Carmody; Clare Grantham; Brianah Griffin; David Munnerley and Lisa Krebs as National Cherry Festival Committee Members;
  (b) Endorse the removal of Julianne Duffey; Emma Blake, Jade Nolan and John Cini, from the National Cherry Festival Committee; and
  (c) Endorse Brian Davis as Vice President of the National Cherry Festival Committee.

REPORT
SUMMARY/BACKGROUND
Council has received the minutes from the National Cherry Festival Committee, 12 June 2019.

The minutes contain a recommendation for the endorsement of new members to the National Cherry Festival Committee; the removal of members from the committee who have not attended enough meetings and endorse Brian Davis as Vice President.

ATTRACTIONS
Attachment 1 - National Cherry Festival minutes 12 June 2019

POLICY AND LEGISLATION
➢ Local Government Act 1993

COMMUNITY STRATEGIC PLAN LINKAGE
Five Wellbeing Pillars:-
1. Community - Loving where we live
2. Nurturing our natural environment
3. Building a strong and robust regional economy
4. Strengthening the region's connectivity and maintenance of assets and infrastructure
5. Ethical, proactive and effective leadership and governance

FINANCIAL IMPLICATIONS
Nil

RISK IMPLICATIONS
Nil

CONSULTATION AND TIMING
Conducted Committee meetings
ATTENDANCE
Caitlin Sheehan
Roger Carmody
Graham Fathers
Vicki Hamill
Tania Noyes
Rebecca Jones
Brian Davis 6:04pm
James Sheehan 6:07pm
Briannah Griffin  King/Queen Competition Entrant
David Munnerley  King/Queen Competition Entrant
Lisa Krebs  Community
Megan Coddington  Community

STAFF
Melanie Ford  Tourism and Events Manager
Emma Hill  Destination Marketing & Events Officer

APOLOGIES
Maree Lamb
Narelle Dearden
John Cini
Wendy Bauer
Margaret Fathers
Julie Langlands
Bill Kearney
Alison Foreman

Moved: Roger Carmody/Vicki Hamill

CONFIRMATION OF MINUTES - F17.00.02/291075.02

RESOLVED:

That the minutes of the National Cherry Festival meeting held on 1 May 2019 be confirmed as a true and accurate record and endorsed by Hilltops Council.

Moved: Vicki Hamill/Rebecca Jones
BUSINESS ARISING FROM PREVIOUS MINUTES

Items discussed

- **Friday/ Friday Night**
  - Committee wants Boorowa Street closed from 5:00pm for entertainment from 7:00pm-9:00pm.
  - To ask Council to waive fee for businesses to use the footpath.
  - Involve car yards & machinery to fill Town Hall Block.
  - One Stage in middle block. Lee Murray to check with business partners to power stage.
  - Promote Market Day/Weekend (radio, program) - encourage businesses to provide entertainment eg busking.
  - Include Theatre Company – Cherry Costume, Cherry Maids, have music playing through speakers.

- **King/Queen Coronation**
  - Keep on Saturday evening/afternoon. Consider relocating to Anderson Park.
  - Kings/Queens to start & end parade. To allow time for people to get to Anderson Park have live entertainment from 5:30pm followed by Coronation then Celtic Spectacular and Main Act.

- **Main act for the Saturday to follow Celtic Parade**
  - Contact Club, YRSM, Adrian from Art of Espresso to discuss potential options for our main act. We have approached several acts already awaiting to here back regarding cost: Sneaky Sound System, Vanessa Amorosi and Johnny Ruffo.
  - Looking locally for an act due to cost.

- **Massed Bands**
  - Location to be discussed with John Walker and Bands.

- Sub-committee to decide on ticket prices for ball.
- Committee to approach Sam Stolhand from Bush Boutique to make a Cherry Costume.
- Cherry Maids – Contact Theatre Company. YVIC has Cherry Aprons.
- Tania to design invitations for the Ball.

Moved: Rebecca Jones/Vicki Jones
REPORT

NATIONAL CHERRY FESTIVAL TREASURERS REPORT as at 12 June 2019

Reference: F17.00.02/292544.02
Responsible Officer: Destination Marketing & Events Officer

PURPOSE

The purpose of this report is to provide a Treasurers Report to the Committee.

ATTACHMENTS

Attachment - Treasurers Report as at 12 June 2019

RECOMMENDATION

It is recommended that the Treasurers Report be received.

Moved: Brian Davis/Vicki Hamill

NATIONAL CHERRY FESTIVAL COMMITTEE CORRESPONDENCE REPORT

N/A
NATIONAL CHERRY FESTIVAL - 2019 QUEEN/KING COMPETITION ENTRANTS SUB COMMITTEE REPORT

Reference: F17.00.02/292544.02
Responsible Officer: NCF Cherry Queen Coordinators - Alison and Rebecca

PURPOSE

The purpose of this report is to provide a verbal report on the progression of the National Cherry Festival King/Queen Competition Entrants for 2019.

Entrants, Brianah Griffin and David Munnerley introduced themselves to the committee. Entrants welcomed by committee

RECOMMENDATION

It is recommended that the 2019 Queen/King Competition Entrant Coordinator Report be received.

Moved: Brian Davis/Rebecca Jones

NATIONAL CHERRY FESTIVAL - PAST COMPETITION LIST REPORT

Reference: F17.00.02/292544.02
Responsible Officer: Past National Cherry Festival King/Queen, Spring Carnival, Ambassador Coordinator - Tania Noyes

PURPOSE

The purpose of this report is to provide a verbal report and update on the past NCF competition list.

Approximately 97 names of past Kings/Queens, Charity Kings/Queens and entrants.

RECOMMENDATION

It is recommended that the past entrant report be received.

Moved: Roger Carmody/Rebecca Jones
NATIONAL CHERRY FESTIVAL MEETING MINUTES

NATIONAL CHERRY FESTIVAL – 70th JUBILEE BIRTHDAY BALL SUB COMMITTEE
REPORT

Reference: F17.00.02/292544.02
Responsible Officer: NCF Jubilee Ball Sub Committee - James, Caitlin, Vicki, Brian

PURPOSE

The purpose of this report is to provide an update on the Jubilee Birthday Ball to the Committee.
- Sub-committee to find another dessert option as committee members want something other than Cherry Pie.

RECOMMENDATION

It is recommended that the committee:
- Select a band - Young Ones; $1500, 5-piece band, 4-hour max set
- Confirm ticket price - $65
- Decorations - MJF for a maximum budget of $2,000
- Have no slideshow throughout the evening as previously discussed
- All guests to pay for their ticket

Moved: Vicki Hamill/Brian Davis
NATIONAL CHERRY FESTIVAL – CHERRY BLOSSOM LONG LAZY LUNCH SUB COMMITTEE REPORT

Reference: F17.00.02/292544.02
Responsible Officer: Cherry Blossom Long Lazy Lunch Sub Committee

PURPOSE

The purpose of this report is to update the committee on the Cherry Blossom Long Lazy Lunch 2019.

Liquor licence for potential wine tastings to occur prior to buses leaving on the Young Railway Station Platform.

RECOMMENDATION

It is recommended that the committee:
- Select a venue - Allambie; this is a mystery to guests
- Decorations - MJF; to be donated
- Select band - Red Cherry Jazz; 3 hours of performing; $275

Moved: Vicki Hamill/Rebecca Jones

ACTION PLAN as at 12 June 2019 F17.00.02/292544

Moved: Brian Davis/James Sheehan
NATIONAL CHERRY FESTIVAL MEETING MINUTES

WEDNESDAY 12 June 2019

6.00pm at Young Visitor Information Centre Railway Station Lovell Street Young

NATIONAL CHERRY FESTIVAL COMMITTEE CONSTITUTION AND MEMBER UPDATE

Reference: F17.00.02/292544.03
Responsible Officer: Destination Marketing & Events Officer

PURPOSE

To familiarise the National Cherry Festival 355 Committee Constitution and update the NCF members list.

REPORT

The Committee are asked to review the section 355 committee schedule and committee member list for adoption by Hilltops Council.

Caitlin Sheehan
Tania Noyes
Vicki Hamill
Brian Davis
Bill Kearney
Margaret Fathers
Graham Fathers
James Sheehan
Alison Foreman
Rebecca Jones
Roger Carmody – To be endorsed
Clare Grantham - To be endorsed
Brianah Griffin – To be endorsed
David Munnerley – To be endorsed
Lisa Krebs – To be endorsed

Not attended enough meeting to be removed:
Julianne Duffey
Emma Blake
Jade Nolan
John Cini

In order to comply with Hilltops Council 355 Committee Constitution, a vice president was elected. Brian Davis self-nominated and the committee was in favour.

ATTACHMENTS

Attachment 1 – Hilltops Council 355 Committee Constitution
Attachment 2 – National Cherry Festival Schedule

RECOMMENDATION

It is recommended that the committee:

- Endorse the updated National Cherry Festival Schedule
- Hilltops Council endorse Roger Carmody, Clare Grantham, Brianah Griffin, David Munnerley and Lisa Krebs as National Cherry Festival Committee Members
- Hilltops Council endorse removing Julianne Duffey, Emma Blake, Jade Nolan and John Cini as being NCF Committee members
- Endorse vice-president - Brian Davis

Moved: Brian Davis/James Sheehan
GENERAL BUSINESS

- Floriade - requesting for committee members to assist with manning a stall
- Canberra Caravan Camping Outdoor Lifestyle Expo
- Cherry Queen Fundraising
  - Request from entrant to move fundraising date forward to the 21 June due to an event already being organised
  - All the committee was in favour of this in the presence of entrants Brianah and David. Date to be updated in the Competition Guidelines

Next meeting will be held on Wednesday 3 July 2019 at 6:00pm at Young Visitor Information Centre

TERMINATION

There being no further business the meeting closed 7.12pm
8.2 - 19/193 - MINUTES OF HILLTOPS COMMUNITY WELLBEING GROUP (HWAG) SECTION
355 COMMITTEE REQUIRING ACTION

Reference:  File No. F124
Responsible Officer:  General Manager

PURPOSE
The purpose of this report is to present council with recommendations emanating from the
minutes presented to Council for adoption.

RECOMMENDATION

That Council:

(a) Endorse - The Hilltops Community Suicide Prevention Group as a subcommittee of
HWAG and the terms of reference be accepted.
(b) Endorse Kelly Rolfe, Gwen Gunning, Heather O’Hara, Maja Asmus, Peter Beath,
Christopher McGregor, Rebecca Roberson, Melissa Banwell and Faith Rogers to the
HWAG Committee.

REPORT

SUMMARY/BACKGROUND
Council has received the minutes from Hilltops Community Wellbeing Group (HWAG)-
9 July 2019.

The minutes contain the recommendation for the Hilltops Community Suicide Prevention
Group to be adopted as a sub-committee of HWAG.

The minutes also contain the recommendation that the Bonafede nominations of
prospective committee members to HWAG be endorsed:
Kelly Rolfe, Gwen Gunning, Heather O’Hara, Maja Asmus, Peter Beath, Faith Rogers,
Christopher McGregor, Rebecca Roberson and Melissa Banwell

ATTACHMENTS:
Attachment 1 - Hilltops Community Wellbeing Group (HWAG) minutes 9 July 2019
Attachment 2 - Terms of Reference - Suicide Prevention Group

POLICY AND LEGISLATION
➢ Local Government Act 1993

COMMUNITY STRATEGIC PLAN LINKAGE
Five Wellbeing Pillars:
1. Community – Loving where we live
2. Nurturing our natural environment
3. Building a strong and robust regional economy
4. Strengthening the region’s connectivity and maintenance of assets and infrastructure
5. Ethical, proactive and effective leadership and governance

FINANCIAL IMPLICATIONS
Nil

RISK IMPLICATIONS
Nil

CONSULTATION AND TIMING
Conducted Committee meetings
Nomination forms for appointment to committee received
Hilltops Wellness Awareness Group
Meeting Minutes July 9, 2019

**Attendance:** Heather Ritchie, Heather O’Hara, Donna Davis, Naomi Peters, Jeanette Lautier, Gwen Gunning, Kelly Rolfe, Maja Asmus, Rita O’Connor (Chair), Peter Beath, Joanne Garlick, Rebecca Roberson, Chris McGregor.

**Observers:** Community Support Officer Martin Langfield, HR Project Officer - Hannah Bolger, Manager Community Services - Leanne Leihn.

**Apologies:** Jenny Bannister, Brendon Scifleet, Wendy Middleton, Susan Elliott, Kerryn Bishop, Nicole Shipton, Phil Armitage,

**Meeting Open:** 1.05 pm

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>ITEM</th>
<th>COMMENTS</th>
<th>ACTION &amp; RESPONSIBILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>June Minutes</td>
<td>Checked actions, confirmed content</td>
<td>Motion to accept with Junes’ actions to be added to the document - Naomi P</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Seconded - Heather R</td>
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<td></td>
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<td>Action – ML add June actions to action table</td>
</tr>
<tr>
<td>2</td>
<td>Guest Speaker</td>
<td>Joanne Garlick - Spoke re Dementia bus. Grant received to cover costs. 2 days in Hilltops with a 90-minute presentation to be held on Oct 2.</td>
<td>Motion - Seconded - Action – Flyer to be distributed when available via Hilltops Council social media network</td>
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<tr>
<td><strong>Update by ML, CAP still to be completed by Gail from ADF.</strong></td>
<td><strong>CDAT Update</strong></td>
<td>Final funds of $2596 rolled into payment towards mentoring program. Brothers and Sisters. Gail had advised that Brothers and Sisters is undergoing strategy redevelopment and isn't taking any bookings. New mentoring program required. Suggested RAISE as it already operates in Young. Can add participants to that program or another town.</td>
<td><strong>Motion</strong> - That CDAT funds that were earmarked for Brothers and Sisters now be allocated to the Raise program – Heather R  <strong>Seconded</strong> - Jeannette L  <strong>Action</strong> – Gail at ADF to be advised</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td><strong>LDAT Update</strong></td>
<td>Brothers and sisters not taking bookings. New provider, maybe Raise as they operate in Young now? Discuss program. CAP update.  <strong>AS PER ITEM 3 and 4 above</strong> Job PD to be developed, 2 days per week over 10 weeks approximately to Map local services.</td>
<td><strong>Motion</strong> -  <strong>Seconded</strong> -  <strong>Action</strong> – LL and HB to develop PD for position required for LDAT grant program</td>
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<td><strong>5</strong></td>
<td><strong>Life Span Update</strong></td>
<td>Maja to update Engaged actors for TV commercial to push QPR. $1000 prize being offered for RUOK competition being run within regional schools running YAM activities.</td>
<td><strong>Motion</strong> -  <strong>Seconded</strong> -  <strong>Action</strong> – Nil</td>
</tr>
<tr>
<td><strong>7</strong></td>
<td><strong>Service Publicity and promotion</strong></td>
<td>NDIS – Intereach tentative booking to attend September meeting. Questions required to be sent to Intereach the day following our August 13 meeting. Questions needed!</td>
<td><strong>Motion</strong> -  <strong>Seconded</strong> -  <strong>Action</strong> – ML and DD to draft questions for September meeting. ML to forward questions to Intereach in August. Invite NDIS engagement officer to attend meeting. MA to forward known contact to ML</td>
</tr>
<tr>
<td><strong>9</strong></td>
<td><strong>Hilltops Community Suicide</strong></td>
<td>Discussion that group becomes a sub-committee of the HWAG for the purposes of accountability and governance. Terms of reference attached.</td>
<td><strong>Motion</strong> - Heather Ritchie put “The HILLTOPS COMMUNITY SUICIDE PREVENTION GROUP be accepted as a subcommittee of HWAG and the terms of reference be accepted.”</td>
</tr>
<tr>
<td>Prevention Group</td>
<td>355 Committee status</td>
<td>Seconded - Jeannette Lautier Action – Motion to be put to council</td>
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<td>Requirements; Chair, deputy chair, secretary, treasurer. Positions can be grouped e.g. Secretary/Treasurer Will we run AGM on an existing date? Invite more members, currently only 4 official members, rest are associates. Endorse Heather Ritchie, Naomi Peters, Jeanette Lautier and Donna Davis to the Young Healthy Shires Section 355 Committee; and Appoint a Councillor to the Young Healthy Shires Section 355 Committee.</td>
<td>Motion - Seconded - Action – ML to put Nominees to council. Names of nominees will be submitted to the next council meeting on July 24 to be endorsed by council. Suggest September 10 to be AGM with nominations for positions to be submitted to Martin by noon August 7. Nominations be mail or email.</td>
<td></td>
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</tr>
<tr>
<td>355 Committee status</td>
<td>Community directory</td>
<td>Motion - Seconded - Action – Nil</td>
<td></td>
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<td><a href="https://directory.wayahead.org.au/">https://directory.wayahead.org.au/</a> Test the community link. What services are missing? Feedback from everyone?</td>
<td></td>
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<td>11 Community directory</td>
<td>General Business</td>
<td>Motion - Seconded - Action – Nil</td>
<td></td>
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<td>NP – DV march still a work in progress. Nov 18 is date. QPR training for council staff is awaiting champion to undertake 3-hour training session. HB and MA working on training. Young-Boorowa community transport administration staff have undertaken training. Lions Club of Young are handing out QPR postcards at their events.</td>
<td></td>
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**NEXT MEETINGS:**

1pm Tuesday August 13, 2019 at Hilltops Council Chambers – Young
1pm Tuesday September 10, 2019 at Hilltops Council Chambers – Young
1pm Tuesday October 8, 2019 at Hilltops Council Chambers – Young
1pm Tuesday November 12, 2019 at Hilltops Council Chambers – Young
HILLTOPS COMMUNITY SUICIDE PREVENTION GROUP

TERMS OF REFERENCE

Purpose

- To work with volunteer community members to contribute to the reduction of deaths by suicide in the Hilltops LGA.
- To promote the QPR (Question, Persuade, Refer) on-line and face-to-face training program to the community.
- To increase the community’s awareness of what support services are available and how to access them.
- To approach local church groups, service clubs, businesses, sporting clubs and other organisations to offer them information on the QPR program and other well-being programs available.
- To work collaboratively with other organisations and agencies involved in suicide prevention.
- To collect data on the number of people undertaking the QPR programs.
- Promote the activities of the group as an encouragement and awareness of the benefits of the QPR program.

Membership

- Open to any members of the community willing to undertake training as a background and understanding of suicide prevention and agree to participate according to the Terms of Reference.

Structure

- Operate as a sub-committee of the Hilltops Wellbeing Action Group (HWAG).
- Report the activities of the sub-committee to each meeting of the HWAG.
- Meet as a minimum every three months or on a needs basis as required.
- Members to report the progress of their promotional activities via a shared spread sheet.
**Frequency and time**

- A meeting to be held every 3 months or earlier if required on a Thursday 2-3.30pm.

**Venue**

- Meeting Room, St John’s Anglican Church

**Chair**

- Heather Ritchie

**Secretariat**

- Shared among members

Date 2/7/19 Terms of Reference to be reviewed in 12 months
<table>
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<td>13/11/18</td>
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<td>Hilltops Council managers and staff to undertake QPR training – LL to organise</td>
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<td>LL</td>
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<td>ML to advise when CDAT deactivation is confirmed</td>
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<td>14/05/19</td>
<td>19/07</td>
<td>Members to suggest those who could be add to list of those to be invited to attend meetings as a member or guest speaker</td>
<td>All members</td>
<td>To be done</td>
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<td>14/05/19</td>
<td>19/08b</td>
<td>Seek questions we need answered to understand processes. This will be forwarded to Intereach so we receive adequate information.</td>
<td>DD</td>
<td>To be done</td>
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<td>9/06/19</td>
<td>19/11</td>
<td>Attach Wellways presentation to minutes. Send Hilltops Community Suicide Prevention group fact sheet with minutes</td>
<td>ML</td>
<td>Completed</td>
</tr>
<tr>
<td>Date</td>
<td>No</td>
<td>Task</td>
<td>Responsible</td>
<td>Status</td>
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<td>9/06/19</td>
<td>19/12</td>
<td>ML to advise Gail of Mentoring Program selected for funds to be allocated and complete CDAT wind up and parking.</td>
<td>ML</td>
<td>Completed</td>
</tr>
<tr>
<td>9/06/19</td>
<td>19/13</td>
<td>355 Committee constitution containing committee nomination forms to be sent out. ML to email out within minutes</td>
<td>ML</td>
<td>Completed</td>
</tr>
<tr>
<td>9/06/19</td>
<td>19/14</td>
<td>[<a href="https://directory.wayahead.org.au/Test">https://directory.wayahead.org.au/Test</a> the community link. What services are missing?](<a href="https://directory.wayahead.org.au/Test">https://directory.wayahead.org.au/Test</a> the community link. What services are missing?)</td>
<td>All</td>
<td>All members to check link and comment at next meeting.</td>
</tr>
<tr>
<td>11/07/19</td>
<td>19/15</td>
<td>Flyer to be distributed when available via Hilltops Council social media network</td>
<td>JG &amp; Hilltops Comms - Flyer distribution</td>
<td>To be done</td>
</tr>
<tr>
<td>11/07/19</td>
<td>19/16</td>
<td>That CDAT funds that were earmarked for Brothers and Sisters now be allocated to the Raise program</td>
<td>ML Advise Gail at LDF change of funds allocation</td>
<td>In Process</td>
</tr>
<tr>
<td>11/07/19</td>
<td>19/17</td>
<td>LL and HB to develop PD for position required for LDAT grant program</td>
<td>LL &amp; HB to be developed</td>
<td>In process</td>
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<td>ML and DD to draft questions for September meeting. ML to forward questions to Intereach in August. Invite NDIS engagement officer to attend meeting. MA to forward known contact to ML</td>
<td>ML, DD &amp; MA Maja to forward NDIS contact to ML. DD to draft questions. Martin to send to Intereach</td>
<td>In Process</td>
</tr>
<tr>
<td>11/07/19</td>
<td>19/19</td>
<td>The HILLTOPS COMMUNITY SUICIDE PREVENTION GROUP be accepted as a subcommittee of HWAG motion be put to council</td>
<td>ML to put report to council</td>
<td>To be done</td>
</tr>
</tbody>
</table>

**Meeting Closed: 2.40 pm PM**
8.3 - 19/194 - COUNCIL SECTION 355 COMMITTEE REPORTS - REQUIRING NO ACTION

Reference:   File No. F23.09
Responsible Officer:  General Manager

PURPOSE
The purpose of this report is to endorse the minutes of the Section 355 Committee’s as listed.

RECOMMENDATION
That Council;

   a) Receive and note the minutes of the committee reports as presented.

   - Hilltops Wellness Awareness Group Meeting Minutes - 9 June 2019
   - Hilltops Wellbeing Action Group - Meeting Minutes - 9 April 2019
   - Hilltops Wellbeing Action Group - Meeting Minutes - 12 March 2019
   - Hilltops Wellbeing Action Group - Meeting Minutes - 12 February 2019
   - Hilltops Wellbeing Action Group - Meeting Minutes - 11 December 2018
   - National Cherry Festival Committee – 1 May 2019
   - Jugiong Advancement Group – 9 May 2019

ATTACHMENTS
Attachment 1 - Hilltops Wellness Awareness Group Meeting Minutes - 9 June 2019
Attachment 2 - Hilltops Wellbeing Action Group - Meeting Minutes - 9 April 2019
Attachment 3 - Hilltops Wellbeing Action Group - Meeting Minutes - 12 March 2019
Attachment 4 - Hilltops Wellbeing Action Group - Meeting Minutes - 12 February 2019
Attachment 5 - Hilltops Wellbeing Action Group - Meeting Minutes - 11 December 2018
Attachment 6 - National Cherry Festival Committee – Meeting Minutes - 1 May 2019
Attachment 7 – Jugiong Advancement Group – Meeting Minutes – 9 May 2019
Hilltops Wellness Awareness Group

Meeting Held at Hilltops Council, Chambers, 189 Boorowa Street, Young Meeting Minutes June 9, 2019

Attendance: Heather Ritchie, Heather O’Hara, Naomi Peters, Jeanette Lautier, Susan Elliott, Kelly Rolfe, Maja Asmus (Phone in), Joanne Garlick, Zoe Evans (Wellways Guest speaker), Lenard Connolly and Sharon Connolly (MLHD Aboriginal Liaison team guest speakers)

Observers: Community Support Officer Martin Langfield, HR Project Officer - Hannah Bolger,

Apologies: Manager Community Services - Leanne Leihn, Wendy Middleton, Rita O’Connor (Chair), Jenny Bannister, Brendon Scifleet, Peter Beath, Donna Davis, Kerryn bishop, Nicole Shipton, Gwen Gunning, Phil Armitage

Meeting Open: 1.12 pm

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</thead>
<tbody>
<tr>
<td>1</td>
<td>May Minutes</td>
<td>Checked actions, confirmed content</td>
<td>Motion to accept - Naomi Seconded - Jeannette</td>
</tr>
<tr>
<td>2</td>
<td>Guest Speaker</td>
<td>Zoe Evans from Wellways to give us an update on the Response Plan/Chris McGregor new Suicide Prevention Team Leader</td>
<td>After suicide response plan – Zoe Social support not a clinical service Support those left behind as there is an increased risk of attempting. Slide show will be emailed with minutes. Chris was unable to attend due to mandatory training but will be a contact for us with Wellways and will attend HWAG in the future. 19/11</td>
</tr>
<tr>
<td>3</td>
<td>Guest Speaker</td>
<td>Sharon and Lenard Connolly from the MLHD Aboriginal Liaison team</td>
<td>Both based in Tumut. Sharon looks after Young and Cootamundra, 16 towns in all. On road most of week. See people in hospital and at home. Work with</td>
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</table>
families also, for housing health etc. Programs in schools, healthy eating programs, complex care – those with diabetes, health checks etc. Can’t see everyone, not available weekends currently. Follow up health care with all indigenous patients, chronic or not.

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<tbody>
<tr>
<td>0477324127 69470908 Sharon</td>
<td>0429361020 69470909 Len</td>
<td>Ensure indigenous people are comfortable when they go to health services and hospital. May have a Naidoc week morning tea at the hospital.</td>
</tr>
</tbody>
</table>

### Alcohol & Drug Foundation - $10K GRANT

Progress/Update


Acquittal completed and forwarded to Gail who would organise parking of CDAT. Brothers and sisters mentoring program to be the group selected for CDAT money to engage on behalf of the LDAT. Motion on behalf of CDAT. Moved by Heather Ritchie. Seconded by Susan Elliott. ML to advise Gail of Mentoring Program selected for funds to be allocated and complete CDAT wind up and parking. 19/12

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<tbody>
<tr>
<td>5</td>
<td>CDAT Update</td>
<td>See Item 4 above</td>
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<tr>
<td>6</td>
<td>LDAT Update</td>
<td>See Item 4 above</td>
</tr>
<tr>
<td>7</td>
<td>Argyle Housing – Housing report</td>
<td>Will present at our July 9 meeting</td>
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<td>Wendy Banister will attend meeting.</td>
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<td>8</td>
<td>Life Span Update</td>
<td>Maja via phone</td>
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<td>New round of QPR licenses FB post boosted to 50 over the long weekend. QPR add campaign to come shortly for tv, radio and print in Murrumbidgee area. This will lead into RUOK day.</td>
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<td><strong>9</strong></td>
<td><strong>Domestic Violence March</strong></td>
<td>Training for yr 9 students in late term 3 again this year. 2hrs 1 day per week over 3 weeks.</td>
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<td></td>
<td>Naomi to give forward plan.</td>
<td>A Hilltops say no to Domestic Violence march expected to be held in Young on Friday November 22&lt;sup&gt;nd&lt;/sup&gt; November. Traditionally been white ribbon day hand out information and hold a BBQ. Do a march with placards, speakers in park following march. Still early planning stages.</td>
</tr>
<tr>
<td><strong>10</strong></td>
<td><strong>Service Publicity and promotion</strong></td>
<td>Publicise our meeting finding. Eg Wellways and Life Span. QPR poster! Zoe and Maja to do.</td>
</tr>
<tr>
<td><strong>11</strong></td>
<td><strong>Hilltops Community Suicide Prevention Group</strong></td>
<td>Discussion that group becomes a sub-committee of the HWAG for the purposes of accountability and governance. Group has evolved as the community are looking for something at a community level. Attach Hilltops Community Suicide Prevention Group fact sheet to minutes. Add to July meeting agenda to discuss subcommittee of HWAG possibilities. 19/11</td>
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<td><strong>12</strong></td>
<td><strong>355 Committee status</strong></td>
<td>Requirements; Chair, deputy chair, secretary, treasurer. Positions can be grouped e.g. Secretary/Treasurer Will we run AGM on an existing date? Invite more members, currently only 4 official members, rest are associates. Endorse Heather Ritchie, Naomi Peters, Jeanette Lautier and Donna Davis to the Young Healthy Shires Section 355 Committee; and Appoint a Councillor to the Young Healthy Shires Section 355 Committee. Terms and nomination forms to be sent out. ML to email out within minutes. 19/13</td>
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<td>14</td>
<td>General Business</td>
<td>Zoe from Wellways</td>
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**NEXT MEETINGS:**

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- 1pm Tuesday August 13, 2019 at Hilltops Council Chambers – Young
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- 1pm Tuesday December 10, 2019 at Hilltops Council Chambers – Young
### ACTION LIST:

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<td>ML</td>
<td>To be done with confirmation of CDAT deactivation</td>
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<td>14/05/19</td>
<td>19/04</td>
<td>Calendar invites of meetings to be sent to all members for 2nd half of 2019</td>
<td>ML</td>
<td>Done - Moved: HR Second: NP</td>
</tr>
<tr>
<td>14/05/19</td>
<td>19/05</td>
<td>Invite Lifespan representative to be a guest speaker.</td>
<td>HR</td>
<td>Maja will now phone in as per today when not able to physically attend. Continue as agenda item. Completed</td>
</tr>
<tr>
<td>14/05/19</td>
<td>19/06</td>
<td>Resend HWAG terms of reference to all meeting attendees</td>
<td>ML</td>
<td>Done - Moved: HR Second: JL</td>
</tr>
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<td>Date</td>
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<td>Seek relevant person to attend HWAG as a guest speaker from Intereach in the near future</td>
<td>ML</td>
<td>In Progress</td>
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<td>Work toward august meeting!</td>
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<td>14/05/19</td>
<td>19/10</td>
<td>Update action list removing completed items as reflected in below list and discussed</td>
<td>ML</td>
<td>Done - Moved: HR</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Second: SE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/06/19</td>
<td>19/11</td>
<td>Attach Wellways presentation to minutes. Send Hilltops Community Suicide Prevention group fact sheet with minutes</td>
<td>ML</td>
<td>To be done</td>
</tr>
<tr>
<td>11/06/19</td>
<td>19/12</td>
<td>ML to advise Gail of Mentoring Program selected for funds to be allocated and complete CDAT wind up and parking.</td>
<td>ML</td>
<td>To be done</td>
</tr>
<tr>
<td>11/06/19</td>
<td>19/13</td>
<td>355 Committee constitution containing committee nomination forms to be sent out. ML to email out within minutes</td>
<td>ML</td>
<td>ML to email</td>
</tr>
<tr>
<td>11/06/19</td>
<td>19/14</td>
<td><a href="https://directory.wayahead.org.au/">https://directory.wayahead.org.au/</a> Test the community link. What services are missing?</td>
<td>All</td>
<td>All members to check link and comment at next meeting.</td>
</tr>
</tbody>
</table>

**Meeting Closed:** 2.55 PM
Hilltops Wellbeing Action Group Section 355 Committee – Minutes 9 April 2019

ATTENDANCE:

OBSERVERS:
Manager Community Services: Leanne Leihn
Community Support Officer: Martin Langfield

APOLOGIES
Brendon Scifleet, Janette Lautier, Gwen Gunning, Kelly Rolfe, Maja Asmus, Wendy Tuckerman, Susan Elliott,

18/29 – COMMUNITY DRUG ACTION TEAM CDAT Update
Acquittal required by end of May for end of the year. LDAT has been focus. Can apply for a couple of thousand each year grant. Amanda Kelly has left.

ACTION: Nil

18/30 – LDAT Update
10K program grant approved. Resign required as no bank details were given. Possible 40K in the future, community services plan required.

ACTION: LL sign and provide bank details. Confirm time frames, parameters of fund usage

18/34 - GUEST SPEAKER - Wendy Middleton - Argyle Housing
Issues: difference between social (regulated industry, reregister every year. Social on pension and high support needs to qualify 5-10yrs wait list they can get rent assistance but not under state housing), and affordable housing is above 35% of income on rent. All social run by Argyle in Hilltops. 190 homes. No affordable housing in Hilltops (Lep requirements) CSP is included!! Land and housing don’t want to invest in Young. Housing strategy required.
Convince state to release land to Argyle so they can develop. Council has levers for affordable housing. E.g. – Griffith have process happening. Housing affordable strategy. Argyle working with developers to provide.
Regular agenda item
Challenges:

**ACTION:** Add Argyle presentation as a regular agenda item & housing affordability strategy JB/WM

- (18/34)

18/27– Meeting with Reverend Neil Percival

Small group formed, developed an action plan to use Wellways expertise and resources with the aim to make accessing access line etc an easier process. Working towards businesses promoting QPR training and/or give 30 minutes tuitions to businesses. Access line – 24hr developed to give callers the contacts they require. Community intake is business hours, but not sure of service

**ACTION:** HR to research what Community Intake line does so number promotion assistance from council may be sought.

- (18/27)

18/28- MH Services Review Forum

Better collaboration of mental health services identified. It is anticipated that a stepped approach of services providers be implemented.

**ACTION:** Nil

- ()

18/32 - Section 355 Committee Obligations

Rita O’Connor is the new chair with imminent resignation from committee of new Goulburn local member, Wendy Tuckerman, from HWAG. Heather is deputy chair and will fulfil the role in Rita’s absence

**ACTION:** Nil

- ()

18/33 - Community Partners Forum Update

Key challenges raised at form needs to be brainstormed. Braintrust required to attend brainstorming workshop with LL. Volunteers are; Heather Ritchie, Naomi Peters, Wendy Middleton, Jennifer Bannister, Donna Davis, Heather O’Hara, Nicole Schipton.

**ACTION:** Brains trust group to brainstorm Key challenges and present to next meeting

- (18/33)
18/31 – SERVICE Publicity and Promotion

Peter requested information on services eg mental health actions be sent to him. He will gladly promote around the TAFE campus

ACTION:
☐ ()

18/35 – SERVICE Update

ACTION:
☐ ()

18/34 - GUEST SPEAKER - Wendy Middleton - Argyle Housing

ACTION:
☐ ()

18/18 Lifespan Update

ACTION:
☐ ()

18/ General Business

Wellways attended Wombat community meeting and gave information on services they provide and how to access.

ACTION: Nil
☐ ()

NEXT MEETING

1 PM Tuesday 14th May 2019 at Hilltops Council Chambers - Young.
☐ () Send meeting invitation reminder for next meeting. 6/5/19
**ACTION LIST:**

<table>
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<tr>
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<td>18/10 (a)</td>
<td>NB 18/11 used twice. Altered to 10a. No 18/12 used</td>
<td>MA, HR</td>
<td>In Progress When is application due?</td>
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## Hilltops Wellbeing Action Group - Meeting Minutes
12 March 2019

Held in the Hilltops Council Chambers, 189 Boorowa Street, Young

### Attendance:
Heather Ritchie (Chaired the Meeting), Susan Elliott, Ros Hill (LFE – Board), Jenny Bannister, Janette Lautier, Heather O’Hara, Donna Davis.

### Observers:
Manager Community Services: Leanne Leihn

### Apologies
Wendy Tuckerman, Gwen Gunning, Brendon Scifleet, Kelly Rolfe, Peter Beath (TAFE NSW), Lee Furness, Martin Langfield, Nicole Shipton (LFE), Naomi Peters, Seryn Adams (on maternity leave – remove), PCYC representative.

### 18/23 – CDAT Update

**Action:** None required

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<td>(18/23)</td>
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### 18/24 – LDAT Update

Grant successful for funding to develop and implement community action plan

**Action:** Look up grant requirements. Lee advised successful application. Confirmation letter? (LL). Follow up requirements of grant and copy of confirmation letter

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### 18/25 – Service Update

InterReach – new access program – covering the whole region. Doesn’t need a GP referral. (Naomi Peters to follow up contact person).

MPHN advised NDIS have stopped services to get in early. Eligibility has created long delays/ Screening has stopped. No actions

Karalika – LFE has referred a few clients. Conducting family counselling

**Action:** Naomi to follow up who is the relevant contact person.

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18/26 – HWAG Forum

**ACTION:** JL send updates to notes (Gaps, Impact and Opportunity) to LL to email to HWAG members. Email notes for distribution to HWAG members

☐ (18/26)

18/27 – Mental Health Coordination and Collaboration

Reverend Neil Percival contacted council with concerns about the areas high suicide rate. HR and Meagan Boothey (New Wellways Coordinator) will meet Neil at St Johns Church, Young at 10.30am, Thursday March 21.

**ACTION:** Follow up from meeting HR & MB meeting follow up

☐ (18/27)

18/28 - MH Services Review Forum

**ACTION:** Review update – Report HR?

☐ (18/28)

18/13 - ACTION LIST

Send meeting invitation for next meeting.

**ACTION:**

☐ ()

18/17 - COMMUNITY DRUG ACTION TEAM (CDAT)

**ACTION:**

☐ ()

18/18 Lifespan Update

**ACTION:**

☐

18/20 Service Update

**ACTION:**

☐
### 18/21 Service Publicity and Promotion

**ACTION:**

- 

### 18/22 General Business

Mental Health (Coordination and Collaboration):

- MH Services Review Forum: Review how MH is delivered across the region and how the groups respond to community needs. Stepped program (MPHN). Different level of service depending on stage of need. Strategies needed to develop the foundation to underpin good collaboration and coordination between partners. Common referral forms and assessment tools. Role requirement will be to collaborate with partners (staff performance will be held accountable). Interactive map of MH services across the MPHN & MLHD (Mental Health Drug and Alcohol Alliance).
- Front Door funding is being developed. May be an opportunity to employ people to work in the field.

MPHN Allied Health Review: very good attendance. Schools were well represented (lack of services for early intervention and prevention). NDIS have stopped services to get in early, eligibility has created significant delays. Screening has stopped.

MPHN: 3 grants funding levels. Pitch night 2/3 May at Griffith – LHAC forum. EOI closed late March.
Hub: Emergency Housing and short-term accommodation is an issue. Waiting lists (Griffith 5-10-year wait). HWAG would appreciate an update on current status and plans for the future.

Request for the Argyle Housing Wendy Middleton to speak at the next meeting – Jenny to forward & LL

**Business Arising:**
Follow up from Zoe Evans from Wellways Suicide response plan – Agreed that she would make the draft after suicide response plan that Wellways developed. (LL)

**ACTION:**

- ()

### NEXT MEETING

1 PM Tuesday 9th April 2019 at Hilltops Council Chambers - Young.

- (L Leihn) Send meeting invitation for next meeting.
### ACTION LIST:

<table>
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<td>18/06(a)</td>
<td>Update redistribute committee contact list. ML</td>
<td>Council –</td>
<td>Completed</td>
</tr>
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<td>17/10/18</td>
<td>18/06(b)</td>
<td>Invite GM to March Partners forum</td>
<td>Council</td>
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<td>Information was distributed to all staff in January 2019. Follow up to be commenced. In process.</td>
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<td>Include CDAT as a standing item on the HWAG agenda LL</td>
<td>Council</td>
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<td>MA, HR</td>
<td>In Progress When is application due?</td>
</tr>
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<td>Members will contact the following groups to get support:</td>
<td>Council &amp;</td>
<td>In Progress</td>
</tr>
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<td></td>
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<td>Gwen, Argyle House, Accommodation Service, PCYC. Heather O’Hara LFE Toward Recovery.</td>
<td>Committee</td>
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</tr>
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<td>HR</td>
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<td>HR has circulated to LL the press release that can now be used for promoting the QPR. Council has agreed to put out the press releases after Christmas. LF also agreed to have all staff trained on QPR in the New Year.</td>
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<td>Date</td>
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<td>Task Description</td>
<td>Responsible</td>
<td>Status</td>
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</tr>
<tr>
<td>11/12/18</td>
<td>18/19</td>
<td>Compile list get clarification from the group of those to be invited. Book town hall (ML)</td>
<td>Council</td>
<td>Completed</td>
</tr>
<tr>
<td>11/12/18</td>
<td>18/20</td>
<td>Service updates</td>
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<td>Ongoing</td>
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<td>11/12/18</td>
<td>18/21</td>
<td>Services publicity and promotion Inc. in quarterly newsletter (LL) and HWAG meetings</td>
<td>Council &amp; Committee</td>
<td>Ongoing</td>
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<td>Follow up who is the relevant contact person for InterReach Access program</td>
<td>NP</td>
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<td>Report on meeting with Reverend Neil Percival</td>
<td>LL, MB</td>
<td>In Progress</td>
</tr>
<tr>
<td>12/03/19</td>
<td>18/28</td>
<td>Report on MH services review</td>
<td>HR?</td>
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HILLTOPS WELLBEING ACTION GROUP - MEETING MINUTES
12 February 2019
Held in the Hilltops Council Chambers, 189 Boorowa Street, Young

ATTENDANCE:
Heather Ritchie (Chaired the Meeting), Susan Elliott, Ros Hill (LFE – Board), Jenny Bannister, Janette Lautier, Heather O’Hara, Donna Davis.

OBSERVERS:
Manager Community Services: Leanne Leihn

APOLOGIES
Wendy Tuckerman, Gwen Gunning, Brendon Scifleet, Kelly Rolfe, Peter Beath (TAFE NSW), Lee Furness, Martin Langfield, Nicole Shipton (LFE), (Naomi Peters, Seryn Adams (on maternity Leave – remove), PCYC representative).

18/23 – CDAT Update

ACTION: None required
☐ (18/23)

18/24 – LDAT Update

Grant successful for funding to develop and implement community action plan

ACTION: Look up grant requirements. Lee advised successful application. Confirmation letter? (LL). Follow up requirements of grant and copy of confirmation letter
☐ (18/24).

18/25 – SERVICE UPDATE

InterReach – new access program – covering the whole region. Doesn’t need a GP referral. (Naomi Peters to follow up contact person).
MPHN advised NDIS have stopped services to get in early. Eligibility has created long delays/Screening has stopped. No actions
Karralika – LFE has referred a few clients. Conducting family counselling.

ACTION: Naomi to follow up who is the relevant contact person.
☐ (18/25)
18/26 – HWAG Forum

**ACTION:** JL send updates to notes (Gaps, Impact and Opportunity) to LL to email to HWAG members. Email notes for distribution to HWAG members.

☐ (18/26)

18/27 – Mental Health Coordination and Collaboration

Reverend Neil Percival contacted council with concerns about the area’s high suicide rate. HR and Meagan Boothe (New Wellways Coordinator) will meet Neil at St John’s Church, Young at 10.30am, Thursday March 21.

**ACTION:** Follow up from meeting HR & MB meeting follow up

☐ (18/27)

18/ - COMMUNITY DRUG ACTION TEAM (CDAT)

**ACTION:** nil

☐ ()

18/18 Lifespan Update

18/20 Service Update

**ACTION:** nil

☐

18/21 Service Publicity and Promotion

**ACTION:** nil

☐
18/22 General Business

Mental Health (Coordination and Collaboration):
- MH Services Review Forum: Review how MH is delivered across the region and how the groups respond to community needs. Stepped program (MPHN). Different level of service depending on stage of need. Strategies needed to develop the foundation to underpin good collaboration and coordination between partners. Common referral forms and assessment tools, Role requirement will be to collaborate with partners (staff performance will be held accountable). Interactive map of MH services across the MPHN & MLHD (Mental Health Drug and Alcohol Alliance).
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Business Arising:
Follow up from Zoe Evans from Wellways Suicide response plan – Agreed that she would make the draft after suicide response plan that Wellways developed. (LL)

ACTION:

☐ 0

NEXT MEETING

1 PM Tuesday 12th March 2019 at Hilltops Council Chambers - Young.
☐ (L Leihn) Send meeting invitation for next meeting.
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<td>Date</td>
<td>Code</td>
<td>Action</td>
<td>Responsible</td>
<td>Status</td>
</tr>
<tr>
<td>----------</td>
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<td>------------------------------------------------------------------------</td>
<td>-------------</td>
<td>----------</td>
</tr>
<tr>
<td>11/12/18</td>
<td>18/19</td>
<td>Compile list get clarification from the group of those to be invited. Book town hall (ML)</td>
<td>Council</td>
<td>Completed</td>
</tr>
<tr>
<td>11/12/18</td>
<td>18/20</td>
<td>Service updates</td>
<td>Committee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>11/12/18</td>
<td>18/21</td>
<td>Services publicity and promotion Inc. in quarterly newsletter (LL) and HWAG meetings</td>
<td>Council &amp; Committee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>12/03/19</td>
<td>18/24</td>
<td>Follow up requirements of grant for “development of Community action plan” and copy of confirmation letter</td>
<td>LL, LF</td>
<td>In Progress</td>
</tr>
<tr>
<td>12/03/19</td>
<td>18/25</td>
<td>Follow up who is the relevant contact person for InterReach Access program</td>
<td>NP</td>
<td>In Progress</td>
</tr>
<tr>
<td>12/03/19</td>
<td>18/26</td>
<td>JL to send updates to notes (Gaps, Impact and Opportunity) to LL for distribution and include photos, priorities and linkages to DP/OP actions to group</td>
<td>JL, LL</td>
<td>In Progress</td>
</tr>
</tbody>
</table>
HILLTOPS WELLBEING ACTION GROUP - MEETING MINUTES
11 DECEMBER 2018
Held in the Hilltops Council Chambers, 189 Boorowa Street, Young

ATTENDANCE:

OBSERVERS:
Executive Director – Corporate & Community: Lee Furness
Manager Community Services: Leanne Leihn
Community Support Officer: Martin Langfield

APOLOGIES
Jaime Grant, PCYC representative

18/02 - ACTION LIST

Distribute the revised Terms of Reference to the committee members for approval

ACTION:

☐ (18/02) None required

18/03 - ACTION LIST

Consider inviting TAFE (Aboriginal Representatives – Peter Beath or Stuart James) and Flexible Care Services to also join HWAG.

ACTION:

☐ (18/03) Invitation to be made through YLAC. To be completed – LL to coordinate

18/04 (a) - ACTION LIST

Distribute Key priorities from the Delivery Program/Operational Plan for 2018-19.

ACTION: None Required

☐ (18/04 (a))
**HILLTOPS WELLBEING ACTION GROUP - MEETING MINUTES**  
11 DECEMBER 2018  
Held in the Hilltops Council Chambers, 189 Boorowa Street, Young

<table>
<thead>
<tr>
<th><strong>18/04 (b) - ACTION LIST</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepare a draft media release for the committee (Being mindful of being inclusive of the whole Hilltops).</td>
</tr>
</tbody>
</table>

**ACTION:**

- (18/04 (b) Not yet addressed looking for advisor. Come back to that.

<table>
<thead>
<tr>
<th><strong>18/06 (a) - ACTION LIST</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Develop a contact list for the committee members (Email, Phone)</td>
</tr>
</tbody>
</table>

**ACTION:**

- (18/06 (a) To be updated and re-distributed LL

<table>
<thead>
<tr>
<th><strong>18/06 (b) - ACTION LIST</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Invite the following to the next meeting:</td>
</tr>
<tr>
<td>o Dr Edwina Marks (General Manager Hilltops Council)</td>
</tr>
<tr>
<td>o Amanda Kelly (CDAT)</td>
</tr>
<tr>
<td>o Jenna Roberts (Lifespan)</td>
</tr>
<tr>
<td>o Zoe Evans (Wellways)</td>
</tr>
</tbody>
</table>

**ACTION:**

- (LL) Invite GM to March Partners forum

<table>
<thead>
<tr>
<th><strong>18/08 - ACTION LIST</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Life Span and QPR get a press release done to provide the community with information about the program - Seryn Adams.</td>
</tr>
</tbody>
</table>

**ACTION:**

- (ML) Check that it has been distributed with Sarah. No release has been received.
- (LL) Hilltops Council managers and staff to undertake training.
18/09 - ACTION LIST

Include CDAT as a standing item on the HWAG agenda
Action completed. Added as standing agenda item.

ACTION:

☐ (18/09) None required

18/11 (a) - ACTION LIST

Enquire of the Black Dog Institute if the group can get suicide statistics to strengthen our application letter – Seryn Adams
Action completed. Heather has advised that Hilltops is 25% higher than state figure.

ACTION:

☐ (18/11 (a) None required

18/11 (b) - ACTION LIST

Members will contact the following groups to get support:
- Argyle House, Accommodation Service, PCYC. - G Gunning
- LFE Toward Recovery - H O’Hara
- Hilltops Council - L Furness
- Hennessey - H Ritchie
- Community Hub - N Peters

ACTION:

☐ (18/11 (b) Follow up - HR

18/13 - ACTION LIST

Send meeting invitation for next meeting.
Agenda format is good.

ACTION:

☐ (18/13) Invitations to be forwarded. LL
HILLTOPS WELLBEING ACTION GROUP - MEETING MINUTES
11 DECEMBER 2018
Held in the Hilltops Council Chambers, 189 Boorowa Street, Young

18/14 (a)- Guest speaker: Reverend Don Jamieson (Dementia)

Update from Reverend Don Jamieson (Dementia) Ph: 6386 2358
Dementia numbers – 425,416. Will be 1.1million by 2050, higher in woman then men. Is the highest killer. Morning tea” Become a friend” group in Harden. Dementia Friendly Program – Become a friend - How to become a member; attend a meeting watch 3 short videos and register yourself.

The Harden the group is:
Encouraging business to be more accessible. Encourage community groups to still include people with dementia. Inclusiveness and reduce anxiety.

Discussion. Bed numbers in region, shortage in Boorowa. Become empathetic to all disabilities and illnesses in Hilltops. Wanted to bring the memory bus to town but now costs $600. LHAC doesn’t have any funds, Lee suggested financial assistance will be available via council in February. Process to be followed.

ACTION:
☐ (18/14 (a) None Required

18/14 (b)- Guest speaker: Zoe Evans (Wellways)

Update from Zoe Evans Regional Manager (Wellways)

Updated initiatives from past couple of months. Tendered for 2 programs successful. Increase socio…… support for those transferring to lower service needs based in Young and Temora. 4 days per week.

MPHN funding – Support people with long term mental issues but have fallen through NDIS scheme cracks. Need support to connect with the community. Based in Deniliquin and Griffith. Over 65’s age group is highly represented.

Towns selected because of age demographics.

Suicide prevention. Been very busy since Feb, 96 referrals to "Way Back" service, for those who attempted within previous 3 months. Receive 15-20 referrals per month from across the region. Looking to work more closely with veterans. Community awareness and training required. Rural men off the land highly represented.

After Suicide support plans – draft to help communities following death by suicide. Plan available from early Feb hopefully. Created info sheets for community groups for supporting each other after deaths by suicide.
Pulling suite of media messages together to help with correct wording for councils and community groups. Messages available for if a member of a group or Club has taken their life or attempted.

**ACTION:**

- (18/14 (b) None Required

**18/14 (c) - Guest speaker: Faith Rogers (Rural Advisory Mental Health Program)**

**Update from Faith Rogers (Rural Advisory Mental Health Program)**

Funded by ministry of health managed be Newcastle Uni. Murrumbidgee region has 2. Link mental illness or at risk of to the most appropriate service for them. Developed suites of programs and tools for training. Will conduct Wellbeing training and coping with the dry program for farmers.

**Discussion:** No one collates all the service provider locally – HR

Services need clarification on who to send where.

Committee make a priority to service and meet the needs of service providers. HR

ADD: Mental health referral form for further use. Seeking clarification for sharing of Alliance Referral Form.

**ACTION:**

- (18/14(c) Investigate mental health referral form usability. Who can use to refer to who? - Heather Ritchie, Gwen Gunning, Heather O’Hara, Donna Davis

**18/17 - COMMUNITY DRUG ACTION TEAM (CDAT)**

Nil Report

**ACTION:**

- (18/17) None Required
**18/18 Lifespan Update**

Lifespan Update – QPR is progressing well with exciting future plans. The main focus is contacting business to roll out QPR. Youth awareness of Mental health wrapped up for the year (YAM) YHS participated in the YAM program. “Roses in the Oceans” coming from next year for training, probably in March. Ask LHAC to get figures from YDH ED on performance with people presenting with mental health.

**ACTION:**

- (18/18) None required

**18/19 Mini Forum Update**

Mini Forum (February?) Feb 12 instead of HWAG meeting. Email group and ask who we need for mini forum. Save the date. 1-5pm including afternoon tea.

**ACTION:**

- (18/19) Compile list get clarification from the group. Book town hall (Martin)

**18/20 Service Update**

Service update (Requested for consideration as a regular item) For new and updates – different. Community transport and Wellways open all but public holidays.

**ACTION:** None required

- 18/20

**18/21 Service Publicity and Promotion**

Publicity/Promotion (Requested for consideration as a regular item). Wellways – Ask organisations to post support pathways for mental health etc.

**ACTION:**

- (18/21) Quarterly council column reqd. LL
18/22 General Business

MPHN Grants - To be launched on Monday 17th, drought based maybe. Be aware. Community well-being. HR

Update from member organisations

Meeting dates for next 6 months to be distributes and proposed for second 12 months.

Minutes from November moved Heather seconded HR

PCYC unable to attend due to KTS. Argyle still to reply

High school Hub called Care Connect

Council lead on flexible mentoring for at risk young people. Drug and alcohol risk. PCYC, High School and Karolika?? Rehab services. Good connection for future services.

ACTION:

☐ (18/22) None required

NEXT MEETING

1 PM Tuesday 12th February 2019 at Hilltops Council Chambers - Young.

☐ (L Leihm) Send meeting invitation for next meeting.
**ACTION LIST:**

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Item #</th>
<th>Item</th>
<th>Action required</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>17/11/18</td>
<td>18/02</td>
<td>Terms of reference distributed</td>
<td>Council</td>
<td>completed</td>
</tr>
<tr>
<td>17/11/18</td>
<td>18/03</td>
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<td>18/06 (a)</td>
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<td>Council</td>
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</tr>
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<td>18/06 (b)</td>
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<td>Council</td>
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<tr>
<td>17/11/18</td>
<td>18/08</td>
<td>Check that QPR &amp; Lifespan information has been distributed with Sarah. (ML) Hilltops Council managers and staff to undertake training – LL to organise</td>
<td>Council</td>
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<td>18/14(c)</td>
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<td>Council</td>
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</tbody>
</table>
ATTENDANCE
Caitlin Sheehan
James Sheehan
Tania Noyes
Bill Kearney
Margaret Fathers Left at 6:54pm
Graham Fathers Left at 6:54pm
Rebecca Jones
Vicki Hamill
Alison Foreman Left at 6:39pm
Brian Davis

Roger Carmody Community
Lisa Krebs Community
Julie Langlands Community

STAFF
Melanie Ford Tourism and Events Manager
Emma Hill Destination Marketing & Events Officer

APOLOGIES
John Cini

Clare Grantham Community
Droza Community
Narelle Dearden Community

Moved: Tania Noyes/ Bill Kearney

CONFIRMATION OF MINUTES - F17.00.02/291075.02

RESOLVED:

That the minutes of the National Cherry Festival meeting held on 3 April 2019 be confirmed as a true and accurate record and endorsed by Hilltops Council.

Bill Kearney was missed as an apology for meeting held on 3 April 2019.

Moved: James Sheehan/Tania Noyes
BUSINESS ARISING FROM PREVIOUS MINUTES

Items discussed

- **Friday/ Friday Night**
  - Committee wants Boorowa Street Closed from 5pm for entertainment from 7pm-9pm.
  - Ask Council to waive fee for businesses to use the footpath
  - Involve car yards & machinery to fill Town Hall Block
  - One Stage in middle block. Lee Murray to check with business partners to power stage.
  - Promote Market Day/Weekend (radio, program) - encourage businesses to provide entertainment eg busking.
  - Include Theatre Company – Pip the Cherry, Cherry Maids, have music playing through speakers
  - Close Lovell Street on Friday Afternoon through until Saturday night for safety and space for added displays (major sponsors, DNSW etc

- **King/Queen Coronation**
  - Keep on Saturday evening consider relocating to Anderson Park.
  - Kings/Queens to start & end parade, to allow time for people to get to Anderson Park have live entertainment until 5:30pm followed by Coronation then Celtic Spectacular and Main Act.

- **Main act for the Saturday to follow Celtic Parade**
  - Contact Club, YRSM, Adrian from Art of Espresso to discuss potential options for our main act. We have approached several acts already awaiting to here back regarding cost: Sneaky Sound System, Vanessa Amorosi and Johnny Ruffo.

- **Massed Bands**
  - Location to be discussed with John Walker and Bands
REPORT

NATIONAL CHERRY FESTIVAL TREASURERS REPORT as at 1 May 2019

Reference: F17.00.02/292544.02
Responsible Officer: Destination Marketing & Events Officer

PURPOSE

The purpose of this report is to provide a Treasurers Report to the Committee.

ATTACHMENTS

Attachment - Treasurers Report as at 1 May 2019

RECOMMENDATION

It is recommended that the Treasurers Report be received.

Moved: James Sheehan/Brian Davis

NATIONAL CHERRY FESTIVAL COMMITTEE CORRESPONDENCE REPORT

- Feedback email regarding Friday Night entertainment and set up – Alison Foreman
- Media Release - Search for Past National Cherry Festival Kings and Queens (F17.00.02/291385)
- Media Release - National Cherry Festival King & Queen Competition 2019 Entrant (F17.00.02/291975)

RECOMMENDATION

It is recommended that the Committee note the incoming and outgoing correspondence.
NATIONAL CHERRY FESTIVAL – 2019 QUEEN/KING COMPETITION ENTRANTS SUB COMMITTEE REPORT

Reference: F17.00.02/292544.02
Responsible Officer: NCF Cherry Queen Coordinators – Alison and Rebecca

PURPOSE

The purpose of this report is to provide a verbal report on the progression of the National Cherry Festival King/Queen Competition Entrants for 2019.

Encourage entrants from the Hilltops Region including Harden and Boorowa.

RECOMMENDATION

It is recommended that the 2019 Queen/King Competition Entrant Coordinator Report be received.

NATIONAL CHERRY FESTIVAL – PAST COMPETITION LIST REPORT

Reference: F17.00.02/292544.02
Responsible Officer: Past National Cherry Festival King/Queen, Spring Carnival, Ambassador Coordinator - Tania Noyes

PURPOSE

The purpose of this report is to provide a verbal report and update on the past NCF competition list.

Entrants & winners names not found for 1952, 1954, 1956, 1959 and 1960. No evidence of the festival occurring in these years

2004 Queen could have been Amy Robinson – Vicki to get confirmation

RECOMMENDATION

It is recommended that the past entrant report be received.
NATIONAL CHERRY FESTIVAL MEETING MINUTES
F17.00.02/292544.03
WEDNESDAY 1 MAY 2019
6.00pm at Young Visitor Information Centre Railway Station Lovell Street Young

NATIONAL CHERRY FESTIVAL – 70th JUBILEE BIRTHDAY BALL SUB COMMITTEE
REPORT

Reference: F17.00.02/292544.02
Responsible Officer: NC Jubilee Ball Sub Committee - James, Caitlin, Vicki, Brian

PURPOSE

The purpose of this report is to provide an update on the Jubilee Birthday Ball to the Committee.
- Event to become a fundraiser
- Dignitaries not to pay for ticket
- Save the date to be sent to dignitaries

RECOMMENDATION

It is recommended that the committee:
- Endorse a start time for the evening - 6pm for 6:30pm start
- Select a Menu Option - $34.50
- Select a theme for the evening - Black and Gold
- Select the Dress code for the evening - Formal

Moved: Vicki Hamill/Brian Davis

Alison left at 6:39pm

NATIONAL CHERRY FESTIVAL – CHERRY BLOSSOM LONG LAZY LUNCH SUB COMMITTEE REPORT

Reference: F17.00.02/292544.02
Responsible Officer: Cherry Blossom Long Lazy Lunch Sub Committee

PURPOSE

The purpose of this report is to update the committee on the Cherry Blossom Long Lazy Lunch 2019.

RECOMMENDATION

It is recommended that the Cherry Blossom Long Lazy Lunch Sub Committee Report be received.
# National Cherry Festival Meeting Minutes

## Wednesday 1 May 2019

6.00pm at Young Visitor Information Centre Railway Station Lovell Street Young

## Action Plan as at 1 May 2019 F17.00.02/292544

<table>
<thead>
<tr>
<th>Event</th>
<th>Contact</th>
<th>Comment</th>
</tr>
</thead>
</table>
| **Sponsorship** | Staff and committee to follow up | Forms to be sent out in February & May  
- Diamond - $8,000  
- Platinum - $5,000  
- Gold - $3,750  
- Silver - $2,500  
- Bronze - $1,350  
- Supporter - $100 for 3 tickets  
Deadline Friday 31 July 2019  
Supporters draw drawn – Live on Radio  
Currently: $4,500  
In Kind: $3,750  
Supporter Tickets: 22 |
| **DNSW Flagship Event Grant Application** | | Completed and successful $20,000 announced 25 February. Working through the requirements |
| **Cherry Queen Entrants** | | List of dates ie rotary dinner, cheque presentation, weekend activities, photoshoot, blurb for program  
To send important dates to charity organisations as well.  
Call for entrants to ensure we are ready by the start of the 2019/2020 financial year.  
Enabling the entrants to commence fundraising. |
| **Cherry Blossom Long Lazy Lunch** | Sub Committee required – Completed Sunday 22 September 2019  
Catering – Tara Milne  
Pies – Pastures Pleasures – to be contacted  
Tickets – $80 per person  
Location - TBC | |
| **Advertising** | | Being reviewed through a Marketing Plan for 2019 to meet the DNSW Grant requirements |

## Thursday 5 December 2019

<table>
<thead>
<tr>
<th>Event</th>
<th>Contact</th>
<th>Comment</th>
</tr>
</thead>
</table>
| Opening of the 36th Annual National Cherry Festival Competition Art Exhibition | Date TBC  
Young Town Hall | |

## Friday 6 December 2019 – Sponsored by TBC

<table>
<thead>
<tr>
<th>Event</th>
<th>Contact</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acknowledgement to Country</td>
<td></td>
<td>To be arranged</td>
</tr>
<tr>
<td>Rotary Ham Wheel</td>
<td></td>
<td>To be confirmed</td>
</tr>
<tr>
<td>First act</td>
<td>Will Crisp</td>
<td></td>
</tr>
<tr>
<td>Second act</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third act</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| National Cherry Festival Fireworks Display | Fireworks Australia  
Sponsored by TBC | To be let off at 9:00pm no earlier  
Location to be confirmed |
| | Young Services Club | Ticketed event? |
### Saturday 7 December 2019 – Sponsored by TBC

<table>
<thead>
<tr>
<th>First Act:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Second Act:</td>
<td></td>
</tr>
<tr>
<td>Busking competition: 9:30am – 12:30pm</td>
<td>M&amp;M’s Music</td>
</tr>
<tr>
<td>Cherry Orchard Tours</td>
<td></td>
</tr>
<tr>
<td>Dance School:</td>
<td></td>
</tr>
<tr>
<td>Third Act:</td>
<td></td>
</tr>
<tr>
<td>Fourth Act:</td>
<td></td>
</tr>
<tr>
<td>Dance School:</td>
<td></td>
</tr>
<tr>
<td>Fifth Act:</td>
<td></td>
</tr>
<tr>
<td>Sixth Act:</td>
<td></td>
</tr>
<tr>
<td>Cherry Growers Display</td>
<td></td>
</tr>
<tr>
<td>Seventh Act:</td>
<td></td>
</tr>
<tr>
<td>Wilders Bakery Cherry Pie Eating Championship</td>
<td>Wilders Bakery</td>
</tr>
<tr>
<td></td>
<td>Registration at 2:00pm</td>
</tr>
<tr>
<td></td>
<td>Competition to run from 2:30 – 3:30pm</td>
</tr>
<tr>
<td></td>
<td>Junior: $100</td>
</tr>
<tr>
<td></td>
<td>Senior: $250</td>
</tr>
<tr>
<td>Street Parade</td>
<td>Sponsored by TBC</td>
</tr>
<tr>
<td></td>
<td>Route to be reviewed</td>
</tr>
<tr>
<td></td>
<td>Participants &amp; Children’s drop off zone</td>
</tr>
<tr>
<td>Celtic Tattoo Massed Band Spectacular</td>
<td>Sponsored by TBC</td>
</tr>
<tr>
<td></td>
<td>Location to be reviewed</td>
</tr>
<tr>
<td></td>
<td>Carpet for Dancers</td>
</tr>
<tr>
<td></td>
<td>Refreshments – Juice and Water</td>
</tr>
<tr>
<td></td>
<td>Catering</td>
</tr>
<tr>
<td></td>
<td>MC</td>
</tr>
<tr>
<td></td>
<td>Lead Band &amp; Pipe Major &amp; Pipe Drummer</td>
</tr>
<tr>
<td>Eight Act:</td>
<td></td>
</tr>
</tbody>
</table>

### Other Activities on Saturday 7 December 2019 – Sponsored by TBC

<table>
<thead>
<tr>
<th>Activity</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pip the Cherry</td>
<td>To be reviewed</td>
</tr>
<tr>
<td>Young and Region Farmers Markets</td>
<td>8:00am – 2:00pm TBC</td>
</tr>
<tr>
<td>Amusements</td>
<td>John Gilmore</td>
</tr>
<tr>
<td>Car Show</td>
<td>Auto Pro</td>
</tr>
<tr>
<td>Live music and busking</td>
<td></td>
</tr>
<tr>
<td>Lambing Flat Folk Museum</td>
<td></td>
</tr>
<tr>
<td>Burrangong Art Gallery Society of Artists Exhibition</td>
<td></td>
</tr>
<tr>
<td>36th Annual National Cherry Festival Competition Art Exhibition</td>
<td></td>
</tr>
<tr>
<td>Young Rodeo</td>
<td>Paul Blake</td>
</tr>
<tr>
<td></td>
<td>TBC</td>
</tr>
</tbody>
</table>

### Sunday 8 December 2019 – Sponsored by TBC

<table>
<thead>
<tr>
<th>Activity</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donges Supa IGA Big Breakfast</td>
<td>Confirmed</td>
</tr>
<tr>
<td>Radio Producer Macca</td>
<td>Contacted – Awaiting reply</td>
</tr>
<tr>
<td>Bush Poets and Junior Bush Poets</td>
<td>Sponsored by TBC</td>
</tr>
<tr>
<td></td>
<td>TBC</td>
</tr>
<tr>
<td>Handmade Home Grown Produce and Craft Market</td>
<td>TBC</td>
</tr>
<tr>
<td>Hawkesbury Working Kelpies</td>
<td>TBC</td>
</tr>
</tbody>
</table>
NATIONAL CHERRY FESTIVAL MEETING MINUTES

F17.00.02/292544.03

WEDNESDAY 1 MAY 2019

6.00pm at Young Visitor Information Centre Railway Station Lovell Street Young

<table>
<thead>
<tr>
<th>Demonstrations</th>
<th>Cherry Pip Spit Competition</th>
<th>Sponsored by TBC</th>
</tr>
</thead>
</table>

**Other Activities on Sunday 8 December 2019**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lambing Flat Folk Museum</td>
<td>10:00am – 4:00pm</td>
</tr>
<tr>
<td>Carols by the Choir of Young Regional School of Music</td>
<td>3:00pm TBC</td>
</tr>
</tbody>
</table>

**Event Contact**

<table>
<thead>
<tr>
<th>Event</th>
<th>Contact</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services &amp; Administration</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visitor Centre Staff</td>
<td>Volunteers and staff to be arranged</td>
<td></td>
</tr>
<tr>
<td>Program</td>
<td>Draft copy to Graphic Designer – Monday 12 August</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Final copy to Graphic Designer – Monday 26 August</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Final Design ready for printers – Monday 2 September</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Printed copy ready by Friday 14 September 2019 to promote at Floriade, Irish Woolfest and events within the region ie Kite Festival etc</td>
<td></td>
</tr>
<tr>
<td>First Aid</td>
<td>St Johns</td>
<td>Booked</td>
</tr>
<tr>
<td>Local orchards List</td>
<td>Included in Map in NCF Program</td>
<td></td>
</tr>
<tr>
<td>Main Stage</td>
<td>To be confirmed</td>
<td></td>
</tr>
<tr>
<td>PA System – Main Stage</td>
<td>To be confirmed</td>
<td></td>
</tr>
<tr>
<td>Second Stage</td>
<td>To be confirmed</td>
<td></td>
</tr>
<tr>
<td>PA System – Second Stage</td>
<td>To be confirmed</td>
<td></td>
</tr>
<tr>
<td>Portaloos</td>
<td>To be confirmed</td>
<td></td>
</tr>
<tr>
<td>Barriers</td>
<td>Located at Boorowa Depot Cement Barricade to be ordered</td>
<td></td>
</tr>
<tr>
<td>Road Closures</td>
<td>To be discussed</td>
<td></td>
</tr>
<tr>
<td>Assembly of Main Stage</td>
<td>To be determined</td>
<td></td>
</tr>
<tr>
<td>Disabled Parking</td>
<td>To be confirmed</td>
<td></td>
</tr>
<tr>
<td>Bus Parking</td>
<td>To be confirmed – suggestion of Dundas St</td>
<td></td>
</tr>
<tr>
<td>Boorowa Street Banner</td>
<td>To be completed</td>
<td></td>
</tr>
<tr>
<td>Entry Signs</td>
<td>Completed – for review in 2020</td>
<td></td>
</tr>
<tr>
<td>Chairs</td>
<td>To be ordered</td>
<td></td>
</tr>
<tr>
<td>Volunteers Register</td>
<td>All volunteers are required to sign a register</td>
<td></td>
</tr>
<tr>
<td>NCF Facebook</td>
<td>Constantly being updated</td>
<td></td>
</tr>
</tbody>
</table>

2019 Meeting Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday 3 July</td>
<td></td>
</tr>
<tr>
<td>Wednesday 7 August</td>
<td></td>
</tr>
<tr>
<td>Wednesday 4 September – Proposed Tuesday 3 September 2019</td>
<td></td>
</tr>
<tr>
<td>Wednesday 2 October</td>
<td></td>
</tr>
<tr>
<td>Wednesday 6 November</td>
<td></td>
</tr>
<tr>
<td>Wednesday 20 November</td>
<td></td>
</tr>
<tr>
<td>Wednesday 11 December – Debrief</td>
<td></td>
</tr>
</tbody>
</table>

Moved: James Sheehan/Brian Davis
NATIONAL CHERRY FESTIVAL MEETING MINUTES
F17.00.02/292544.03 WEDNESDAY 1 MAY 2019
6.00pm at Young Visitor Information Centre Railway Station Lovell Street Young

NATIONAL CHERRY FESTIVAL COMMITTEE CONSTITUTION AND MEMBER UPDATE
Reference: F17.00.02/292544.03
Responsible Officer: Destination Marketing & Events Officer

PURPOSE
To familiarise the National Cherry Festival 355 Committee Constitution and update the NCF members list.

REPORT
The Committee are asked to review the section 355 committee schedule and committee member list for adoption by Hilltops Council.

Caitlin Sheehan
Tania Noyes
Vicki Hamill
Brian Davis
Bill Keamey
Margaret Fathers
Graham Fathers
James Sheehan
Alison Foreman
Rebecca Jones
Roger Carmody - To be endorsed
Clare Grantham - To be endorsed

Not attended enough meeting to be removed:
Julianne Duffey
Emma Blake
Jade Nolan
John Cini

ATTACHMENTS
Attachment 1 – Hilltops Council 355 Committee Constitution
Attachment 2 – National Cherry Festival Schedule

RECOMMENDATION
It is recommended that:

- The NCF Committee familiarise themselves with the Hilltops Council 355 Committee Constitution.
- Hilltops Council endorse Roger Carmody and Clare Grantham as NCF Committee members
- Hilltops Council endorse removing Julianne Duffey, Emma Blake, Jade Nolan and John Cini as NCF Committee members
- The committee update the schedule and bring to the next meeting

Moved: Tania Noyes/Graham Fathers
GENERAL BUSINESS

- Sub-committee to decide on ticket prices for ball
- Committee to approach Sam Stolhand from Bush Boutique to make a Cherry Costume
- Cherry Maids – Contact Theatre Company. YVIC has Cherry Aprons
- Tania to design invitations for the Ball

Next meeting will be held on Wednesday, 12 June 2019 at 6:00pm at Young Visitor Information Centre

TERMINATION

There being no further business the meeting closed 6:57pm
## Jugiong Advancement Group

**Minutes**

<table>
<thead>
<tr>
<th>Meeting date:</th>
<th>9th May 2019</th>
<th>Chair:</th>
<th>Paul Leseberg</th>
<th>Time: 7.00pm</th>
<th>Venue: Community Hall, Jugiong</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Description</th>
<th>Follow-up Action Agreed</th>
<th>Due Date</th>
<th>Alloc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minutes</td>
<td>To approve the minutes</td>
<td>The minutes were approved by Tony Willsallen and 2nd by Michelle Delaney.</td>
<td>na</td>
<td>na</td>
</tr>
<tr>
<td>Treasurer’s Report</td>
<td>To approve the report</td>
<td>The report was accepted - approved by Tony Willsallen and 2nd by Michelle Delaney</td>
<td>na</td>
<td>na</td>
</tr>
<tr>
<td>Hall Grounds Committee</td>
<td>To discuss and agree scope, responsibilities and membership.</td>
<td>The meeting agreed with the concept, Michelle to propose membership, scope and responsibilities.</td>
<td>MD</td>
<td>13/6</td>
</tr>
<tr>
<td>Correspondence In</td>
<td></td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correspondence Out</td>
<td>Hilltops Council, many items awaiting response.</td>
<td>Secretary to write to General Mge covering OST issues, and raising safety concerns for parking, speed limits and dangerous trees. Recommend both email and formal letter.</td>
<td>Urg</td>
<td>JC</td>
</tr>
<tr>
<td>Action Items</td>
<td>To review action, due date and priority.</td>
<td>As attached</td>
<td>na</td>
<td>na</td>
</tr>
<tr>
<td>AOB</td>
<td></td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Next Meeting</td>
<td>13th June 2019</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Jugiong Advancement Group

#### Action Items

<table>
<thead>
<tr>
<th>No</th>
<th>Item</th>
<th>Description</th>
<th>Follow-up Action Agreed</th>
<th>PN</th>
<th>Due</th>
<th>Alloc</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Events</td>
<td>Golf Club Open Day</td>
<td>AGM to be called by Golf Club President, date to be advised, all welcome to attend.</td>
<td>asap</td>
<td>GC</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Events</td>
<td>Writers Festival</td>
<td>Joy to email reports from Paula Butt and Freda Nicholls</td>
<td>Ost</td>
<td>JC</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Hall Renovations</td>
<td>15 amp power point</td>
<td>See 17.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Hall Renovations</td>
<td>Bathrooms upgrade</td>
<td>Agreed Ladies upgraded to 3 toilets and 3 showers and install gas heater. Mens req minor renovation. Plans to be obtained and quotes to next meeting.</td>
<td>13/06</td>
<td>MD</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Hall Renovations</td>
<td>Lockable Storage</td>
<td>No person call to council to ascertain if Container allowed for storage. Location to be agreed.</td>
<td>13/06</td>
<td>MD</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Hall Renovations</td>
<td>New Kitchen and Cool room</td>
<td>Opening possibly by Steph Cook, still to respond.</td>
<td>Ost</td>
<td>PB</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Jugiong Car Stickers</td>
<td>Consider including a logo to be designed</td>
<td>Agreed to update logo. Report next meeting</td>
<td>13/06</td>
<td>JC</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Park and Grounds</td>
<td>Development App - Primitive Camping Area</td>
<td>Inspected Wombat and met Shelley McRae. Waiting to council to provide contact, 3rd rqst.</td>
<td>Ost</td>
<td>TE</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Park and Grounds</td>
<td>Disabled parking</td>
<td>LF advised letter to be sent to council to be considered by Traffic Mge Committee</td>
<td>Ost</td>
<td>JC</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Park and Grounds</td>
<td>Lighting and power points</td>
<td>Agreed all lighting needs attention, possibly LED’s. Incl light at skate park. Obtain quotes.</td>
<td>13/06</td>
<td>PL</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Park and Grounds</td>
<td>Master Plan</td>
<td>Agreed that Masterplan be completed to address all requirements incl River Bank</td>
<td>13/06</td>
<td>HMK</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Park and Grounds</td>
<td>Noticeboard</td>
<td>Backing board to be installed</td>
<td>13/06</td>
<td>PB</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Park and Grounds</td>
<td>Path from Pool to Fire Station tar sealed.</td>
<td>Council to be asked to undertake.</td>
<td>13/06</td>
<td>PB</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Park and Grounds</td>
<td>Rubbish left at crn Waterworks Street and Riverside Drive</td>
<td>Robert to reposition bins as agreed. If unsatisfactory consider securing. PL has contacted Council and awaiting response.</td>
<td>13/06</td>
<td>PL</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Park and Grounds</td>
<td>Securing and housing mowers</td>
<td>Awaiting reply from GM HTC and GoldenFields</td>
<td>Ost</td>
<td>JC</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Park and Grounds</td>
<td>Skip proposal</td>
<td>PL to discuss with GM HTC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>Park and Grounds</td>
<td>Tennis court</td>
<td>Weeds to be sprayed.</td>
<td>13/06</td>
<td>PL</td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>Park and Grounds</td>
<td>Tennis court</td>
<td>2 court lights not working. Paul arranging electrician. See 17</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Park and Grounds</td>
<td>Tennis court</td>
<td>New surface and shelter</td>
<td>8</td>
<td>AL</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Signage</td>
<td>Business directions sign adjacent to cemetery</td>
<td>Agreed to update sign providing Jugiong's hashtag #Visit Jugiong. To promote all of Jugiong</td>
<td>Ost</td>
<td>OC</td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Speed limits</td>
<td>Existing speed limits are dangerous esp the zone along the catholic cemetery curve</td>
<td>Awaiting reply from letter to RMS cc’d to GM HTC - dangerous traffic, daily infringements and meandering pedestrians. Accident/s are inevitable.</td>
<td>Ost</td>
<td>JC</td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Streetscape</td>
<td>Removal of dangerous trees and stumps (Poplars etal)</td>
<td>Letter to HTC to ensure these trees will be removed as a priority Suckers corner Sheahan St and Riverside Drive have been poisoned</td>
<td>Ost</td>
<td>JC</td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Swimming Pool</td>
<td>Shade at Pool</td>
<td>Quotes for a sail over half the pool to be obtained. Letter to HTC re shade around pool in 2019/20 budget</td>
<td>7</td>
<td>MD</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>Village</td>
<td>Anglican/General Cemetery, flood control.</td>
<td>Alloc in HTC budget, awaiting plans from GM HTC. Water shld be controlled near highway. Funding has been confirmed for the wall - waiting for Joe Leay to commence work</td>
<td>4</td>
<td>OST</td>
<td>PL</td>
</tr>
<tr>
<td>39</td>
<td>Village</td>
<td>Open drain near Sir George</td>
<td>Write to HTC to resolve safety issues, remove screening, replace grate as it is an eyesore and takes up parking space.</td>
<td>13/06</td>
<td>TW</td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>Village</td>
<td>Council to review parking provisions</td>
<td>Awaiting reply from GM HTC</td>
<td>Ost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>41</td>
<td>Village</td>
<td>Traffic Control Risk Management</td>
<td>Awaiting reply from GM HTC</td>
<td>Ost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>42</td>
<td>Village</td>
<td>Two school buses</td>
<td>Awaiting reply from GM HTC</td>
<td>Ost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>Village</td>
<td>Walking Map - next steps</td>
<td>Angela Field to update</td>
<td>Ost</td>
<td>MD</td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>Village</td>
<td>Walking path to link 4DsU to Riverside Drive</td>
<td></td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>Deferred</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Jugiong Advancement Group

#### Action Items

<table>
<thead>
<tr>
<th>No</th>
<th>Item</th>
<th>Description</th>
<th>Follow-up Action Agreed</th>
<th>PN</th>
<th>Due</th>
<th>Alloc</th>
</tr>
</thead>
<tbody>
<tr>
<td>D2</td>
<td>Events</td>
<td>Fireworks</td>
<td>Postponed to October, no action</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D21</td>
<td>Park and Grounds</td>
<td>Outdoor fitness equipment</td>
<td>Include in Master Plan</td>
<td>10</td>
<td>HMK</td>
<td></td>
</tr>
<tr>
<td>D33</td>
<td>Streetscape</td>
<td>Jugiong Masterplan</td>
<td>Deferred</td>
<td></td>
<td></td>
<td>1</td>
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<tr>
<td>D38</td>
<td>Village</td>
<td>Jugiong Lookout</td>
<td>Upgrade</td>
<td></td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>D4</td>
<td>Events</td>
<td>Jugiong Village Festival</td>
<td>Deferred</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z</td>
<td>Closed</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z1</td>
<td>Administration</td>
<td>Assets Register - Plan for completion</td>
<td>Helen and Paul will prepare and update the next meeting, Completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z14</td>
<td>Cmmnty Project</td>
<td>Grant be compiled</td>
<td>Agreed that the process would be fruitless.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z19</td>
<td>Park and Grounds</td>
<td>Mowing Contract</td>
<td>Contact has been let to Albury contractor. Some confusion with tendering process.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z27</td>
<td>Park and Grounds</td>
<td>Tennis court</td>
<td>Two year court maintenance program in place.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z5</td>
<td>Events</td>
<td>Sergeant Parry Day</td>
<td>Deferred indefinitely.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z7</td>
<td>Hall Management</td>
<td>Hiring fee schedule</td>
<td>LF requested that schedule be provided to council for approval.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Z8</td>
<td>Hall Management</td>
<td>Hiring update</td>
<td>Agreed that $20pppd adequate for $1,500 total. $340 for 4 days accepted.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
9. NOTICES OF MOTIONS/RESCISSION
Nil

10. CLOSED COUNCIL

10.1 - 19/195 - EXCLUSION OF THE PRESS AND PUBLIC

STATUTORY PROVISIONS
In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act and should be dealt with in a part of the meeting closed to the media and public.

Set out below is section 10A(2) of the Local Government Act 1993 in relation to matters which can be dealt with in the closed part of a meeting.

The matters and information are the following:

(a) personnel matters concerning individuals (other than Councillors)
(b) the personal hardship of any resident or ratepayer
(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business
(d) commercial information of a confidential nature that would, if disclosed:
   (i) prejudice the commercial position of the person who supplied it,
   or
   (ii) confer a commercial advantage on a competitor of the Council,
   or
   (iii) reveal a trade secret
(e) information that would, if disclosed, prejudice the maintenance of law
(f) matters affecting the security of the Council, Councillors, Council staff or Council property
(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
(h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.
(i) alleged contraventions of any code of conduct requirements applicable under section 440.
ORDINARY MEETING AGENDA

24 July 2019
Held in the Young Chambers, 189 Boorowa Street, Young

RECOMMENDATION

That Council;

a) Resolve into Closed Council to consider business identified, together with any late reports tabled at the meeting; and
b) Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above;
c) The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

ITEM 1: PERSONNEL MATTER
This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(a) personnel matters concerning individuals (other than Councillors)

ITEM 2: COMMERCIAL MATTER
This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(d) commercial information of a confidential nature that would, if disclosed:
   (i) prejudice the commercial position of the person who supplied it.

ITEM 3: COMMERCIAL MATTER
This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(d) commercial information of a confidential nature that would, if disclosed:
   (i) prejudice the commercial position of the person who supplied it.