



BUSINESS PAPER

ORDINARY MEETING

Thursday 17 September 2026
10:00 AM
Council Chambers

COUNCIL'S VISION

To build and maintain sustainable communities while retaining the region's natural beauty.

COUNCIL'S MISSION

To provide services and facilities to enhance the quality of life and economic viability within the Council area.

COUNCIL'S AIMS

To perform services in a cost efficient, effective and friendly manner in order to achieve Council's Mission in meeting the annual objectives and performance targets of the principal activities Council undertakes on behalf of the community.

NOTICE OF MEETING

9 September 2026

Councillors

Dear Members

Ordinary Meeting of Council

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 17 September 2026** in the **Council Chambers** commencing at **10:00 AM**.

Your presence is requested.

Yours faithfully



Alex Waldron
Chief Executive Officer
Upper Lachlan Shire Council

AGENDA

ACKNOWLEDGEMENT OF COUNTRY

“I would like to Acknowledge and pay our respects to the Aboriginal Elders both past and present, as well as emerging leaders, and Acknowledge the traditional custodians of the Land on which we meet today.”

1	NOTICE OF WEBCASTING/AUDIO RECORDING OF MEETING	
2	APOLOGIES AND LEAVE OF ABSENCE	
3	DECLARATIONS OF INTEREST	
4	CITIZENSHIP CEREMONY	
	4.1 Citizenship Ceremony	
5	CONFIRMATION OF MINUTES.....	11
	5.1 Minutes of the Ordinary Meeting of Council of 20 August 2026	12
6	PRESENTATIONS TO COUNCIL/PUBLIC	
	Nil	
7	MAYORAL MINUTES.....	31
	7.1 Mayoral Minute	32
8	CORRESPONDENCE	33
	8.1 Correspondence for the months of August and September	34
9	LATE CORRESPONDENCE	
10	INFORMATION ONLY.....	45
	10.1 Development Statistics Report	46
	10.2 Statewide Community Participation Plan - Commencement 1 September 2026	53
	10.3 Investments for the month of August 2026	88
	10.4 Bank Balance and Reconciliation - August 2026	93
	10.5 Rates and Charges Outstanding for the month of August 2026	94
	10.6 Grants Report	96
	10.7 Action Summary - Council Decisions	100
REPORTS FROM STAFF AND STANDING COMMITTEES		
11	ENVIRONMENT AND PLANNING	109
	11.1 DA 23/2026 - 12 Barry Place CROOKWELL - Dual Occupancy and Strata Subdivision	110
	11.2 DA 36.2026 (PAN-626211) - 600 Felled Timber Road, BROADWAY - Clause 4.6 Variation - Minimum Lot Size	121

11.3 Request for Comment - Response to Submissions Report - Wattle Creek Battery Energy Storage System (SSD-63345458) (State Significant Development)	126
11.4 DRAFT - Developer Contributions Plan 2026	129
11.5 DRAFT - Developer Agreements Policy 2026	136
12 INFRASTRUCTURE DEPARTMENT	141
12.1 Disposal of Excavator	142
12.2 Proposed Transfer of Baxters Lane at Wollogorang	144
13 FINANCE AND ADMINISTRATION	151
13.1 Delegation of Functions – Council Mayor and Deputy Mayor	152
13.2 Delegation – Chief Executive Officer	158
14 CHIEF EXECUTIVE OFFICER	167
14.1 Election of Mayor	168
14.2 Election of Deputy Mayor	171
14.3 Local Government NSW Annual Conference 2026 - Nomination of Voting Delegate	173
14.4 Committees of Council Structure	175
15 LATE REPORTS	
16 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES	193
16.1 Reports from Committees for the months of August and September	194
17 NOTICES OF MOTION.....	219
Nil	
18 QUESTIONS WITH NOTICE	221
Nil	
19 CONFIDENTIAL SESSION	227
19.1 Taralga War Memorial Hall Committee - appointment of community representatives to the Committee of Council	
19.2 Letter of Offer for Voluntary Planning Agreement under Gunning Solar Farm SSD-46668486	
19.3 Award of Vegetation Management RFQ	
19.4 Award of Winning and Crushing Tender	

UPPER LACHLAN SHIRE COUNCIL

LEAVE OF ABSENCE

Chief Executive Officer
Upper Lachlan Shire Council
Spring Street
CROOKWELL NSW 2583

Dear Madam

I wish to apply for leave of absence from the Council Meeting to be held on

Date:

I will be absent for the following reason/s:

.....
.....
.....

Yours faithfully

.....
(Councillor Signature)

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Could your possible conflict of interest lead to private gain or loss at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

CONFLICT OF INTEREST

- A conflict of interest is a clash between private interest and public duty. There are two types of conflict:
 1. Pecuniary – regulated by the *Local Government Act* and Office of Local Government and,
 2. Non-pecuniary – regulated by Codes of Conduct and policy, ICAC, Ombudsman, Department of Local Government (advice only).

THE TEST FOR CONFLICT OF INTEREST

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

IDENTIFYING PROBLEMS

- 1st** Do I have private interest affected by a matter I am officially involved in?
- 2nd** Is my official role one of influence or perceived influence over the matter?
- 3rd** Do my private interest conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

AGENCY ADVICE

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, Officers and Community Committee members by various pieces of legislation, regulation and Codes.

Contact	Phone	Email	Website
Upper Lachlan Shire Council	(02) 4830 1000	council@upperlachlan.nsw.gov.au	www.upperlachlan.nsw.gov.au
ICAC	(02)8281 5999 Toll Free 1800463909	icac@icac.nsw.gov.au	www.icac.nsw.gov.au
Office of Local Government	(02) 4428 4100	olg@olg.nsw.gov.au	www.olg.nsw.gov.au
NSW Ombudsman	(02) 9286 1000 Toll Free 1800451524	nswombo@ombo.nsw.gov.au	www.ombo.nsw.gov.au

UPPER LACHLAN SHIRE COUNCIL

COUNCILLORS DISCLOSURE OF A PECUNIARY INTEREST

PURSUANT TO PART 4 PECUNIARY INTEREST IN THE CODE OF CONDUCT
(THE DISCLOSURE AND MANAGEMENT OF A PECUNIARY INTEREST IS PRESCRIBED UNDER THE
CODE OF CONDUCT FOR LOCAL COUNCILS IN NEW SOUTH WALES)

To the Chief Executive Officer

I, _____

Declare a Conflict of Interest, being a PECUNIARY Interest.

Name of Meeting: Ordinary Meeting of Council

Date of Meeting:

Page Number:

Item Number:

Special disclosure of pecuniary interests by *[full name of councillor]*

in the matter of *[insert name of environmental planning instrument]*

which is to be considered at an Ordinary Meeting of the Council *[name of council or council committee (as the case requires)]*

to be held on the _____ day of _____ 20 .

Pecuniary interest

Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)

Relationship of identified land to councillor
[Tick or cross one box.]

- ☐ The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise).
- ☐ An associated person of the councillor has an interest in the land.
- ☐ An associated company or body of the councillor has an interest in the land.

Matter giving rise to pecuniary interest¹

Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land)²

[Tick or cross one box]

- ☐ The identified land.
- ☐ Land that adjoins or is adjacent to or is in proximity to the identified land.

Current zone/planning control

Proposed change of zone/planning control

Effect of proposed change of zone/planning control on councillor or associated person
(tick box that applies)

☐ Appreciable financial gain

☐ Appreciable financial loss

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

Councillor's Signature:

Date:

UPPER LACHLAN SHIRE COUNCIL

COUNCILLORS DISCLOSURE OF A NON-PECUNIARY INTEREST

PURSUANT TO PART 5 NON PECUNIARY INTEREST IN THE CODE OF CONDUCT
(THE DISCLOSURE AND MANAGEMENT OF A NON PECUNIARY INTEREST IS PRESCRIBED UNDER THE
CODE OF CONDUCT FOR LOCAL COUNCILS IN NEW SOUTH WALES)

To the Chief Executive Officer

I, _____

Declare a Conflict of Interest, being a NON-PECUNIARY Interest.

☐ Significant

☐ Non Significant

COUNCIL MEETINGS

Name of Meeting _____

Date of Meeting _____

Page Number _____ Item Number _____

Subject _____

Reason for Interest _____

As a result of my non-pecuniary interest, my involvement in the meeting will be as follows:

☐ **Option A** – Make a declaration, stay in the Chamber, participate in the debate, and vote.

☐ **Option B** – Make a declaration, stay in the Chamber, participate in the debate, but not vote.

☐ **Option C** – Make a declaration, stay in the Chamber, participate in the debate, but leave the Chamber for the vote.

☐ **Option D** – Make a declaration, stay in the Chamber, not participate in the debate, but vote.

☐ **Option E** – Make a declaration, stay in the Chamber, not participate in the debate and not vote.

☐ **Option F** – Make a declaration, do not participate in the debate, leave the Chamber upon making the declaration, and not return until the matter is resolved.

Signature

Date

5 CONFIRMATION OF MINUTES

The following minutes are submitted for confirmation -

5.1 Minutes of the Ordinary Meeting of Council of 20 August 2026	12
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UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

PRESENT: Mayor P Culhane (Chairperson), Cr R Cameron, Cr V Flanagan, Cr G Harris, Cr A Meggitt, Cr S Peirce, Cr S Reynolds, Cr J Searl, Cr T Yallouris, Ms A Waldron (Chief Executive Officer), Mr A Croke (Director Finance and Administration), Mr S Arkinstall (Director of Environment & Planning), Mr K Mahmud (Director Infrastructure), Mrs M Selmes (Executive Assistant to Director Finance and Administration) and Mrs K McCarthy (Executive Assistant)

THE MAYOR DECLARED THE MEETING OPEN AT 10:02AM

SECTION 1: NOTICE OF WEBCASTING/AUDIO RECORDING OF MEETING

Mayor Culhane read an Acknowledgement of Country and notice of meeting/webcast to the meeting. It was noted that audio may be unable for webcast livestream but a video would be available after the meeting on Councils website.

SECTION 2: APOLOGIES & LEAVE OF ABSENCE

There were no apologies.

SECTION 3: DECLARATIONS OF INTEREST

Cr S Peirce has made a non-pecuniary, non-significant declaration in Item 10.9 Library services as his partner is employed at the Crookwell and Gunning libraries and will make the declaration, stay in the Chamber, participate in the debate and vote.

Chief Executive Officer has made a non-pecuniary, significant declaration in Item 19.1 CEO Performance review as it relates to her performance appraisal, and will make a declaration, not participate in the debate, leave the chamber, and not return until the matter is resolved.

SECTION 4: CITIZENSHIP CEREMONY

Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

SECTION 5: CONFIRMATION OF MINUTES

ITEM 5.1
133/26

RESOLVED by Cr Searl and Cr Flanagan

That the minutes of the Ordinary Council Meeting held on 16 July 2026 be adopted.

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

SECTION 6: PRESENTATIONS TO COUNCIL/PUBLIC

A Presentation on Bannaby BESS project from Ronch Wilner, Head of Development, Australia of BW ESS

SECTION 7: MAYORAL MINUTES

ITEM 7.1
134/26

MAYORAL MINUTE

RESOLVED by Mayor Culhane and Cr Peirce

1. That Council receive and note the activities attended by the Mayor for July and August.

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

ITEM 7.2 MAYORAL MINUTE - COMMUNITY BENEFIT PAYMENTS FOR HUMELINK HOST COUNCILS

135/26 RESOLVED by Mayor Culhane and Cr Cameron

1. Note that in September 2025, Snowy Valleys Council, Upper Lachlan Shire Council, Yass Valley Council, Wagga Wagga City Council and Cootamundra-Gundagai Regional Council resolved to advocate for an annual, indexed community benefit payment of \$10,000 per kilometre of HumeLink transmission infrastructure within each host local government area inline with compensation already granted to adjacent landowners;
2. Note that during the same period, the NSW Government has announced substantial community and legacy funding for communities within declared Renewable Energy Zones, including:
 - a. an initial \$128.4 million for the Central-West Orana Renewable Energy Zone;
 - b. an initial \$60 million for the New England Renewable Energy Zone;
 - c. an initial \$60 million for the South West Renewable Energy Zone; and
 - d. ongoing community and employment benefit funding generated through access fees over periods of up to 33 years;
3. Reaffirm its call for the NSW Government to establish a HumeLink Host Council Community Benefit Program providing:
 - a. an annual payment of \$10,000 for every kilometre of HumeLink transmission infrastructure located within each host local government area;
 - b. payments for a period of 33 years, commencing no later than the date HumeLink becomes operational;
 - c. annual indexation in line with the Consumer Price Index; and
 - d. untied funding that allows each council to invest in locally determined infrastructure, services and community priorities;
4. Request that the Mayor write to the Premier and Minister Sharpe seeking a formal written response or meeting regarding this proposal within 30 days;
5. Seek the renewed support of the Australian Energy Regulator, Canberra Region Joint Organisation, Local Government NSW, relevant State and Federal Members of Parliament, Transgrid and regional industry and community organisations; and
6. Authorise the Mayor to undertake media and community advocacy highlighting the inequity between HumeLink host communities and communities located within declared Renewable Energy Zones.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

Mayor Culhane and Cr Peirce moved a motion -

That Council:

1. Welcomes the Federal Government's recent announcement recognising the very real challenge of financial sustainability impacting the Local Government sector and committing to a meaningful, ongoing, annual increases in the level of Financial Assistance Grants;
2. Welcomes the announcement of the Federation Compact with Local Government that commits to:
 - (a) Ongoing annual increases to Financial Assistance Grants to return them to historic levels;
 - (b) Ensure Roads to Recovery funding can be used to purchase plant and equipment to enable councils to carry out their own road maintenance with their own trained workers, to the extent possible;
 - (c) Support and increase the availability of apprenticeships in local government, as well as other employment programs in a local government context;
 - (d) Deliver new capabilities to improve outcomes in housing, planning, emergency management and aged care; and
 - (e) Ensure the Government publishes an annual summary of funding for Local Government.
3. Write to the Prime Minister and Local Government Minister Catherine King welcoming their commitment to address the crisis in local government financial sustainability and urging them to work with the local government sector to urgently progress the Federation Compact with Local Government.

On being put to the meeting the motion was carried.

136/26

MAYORAL MINUTE – FEDERATION COMPACT

RESOLVED By Mayor Culhane and Cr Peirce

That Council:

1. Welcomes the Federal Government's recent announcement recognising the very real challenge of financial sustainability

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

impacting the Local Government sector and committing to a meaningful, ongoing, annual increases in the level of Financial Assistance Grants;

2. Welcomes the announcement of the Federation Compact with Local Government that commits to:
 - (a) Ongoing annual increases to Financial Assistance Grants to return them to historic levels;
 - (b) Ensure Roads to Recovery funding can be used to purchase plant and equipment to enable councils to carry out their own road maintenance with their own trained workers, to the extent possible;
 - (c) Support and increase the availability of apprenticeships in local government, as well as other employment programs in a local government context;
 - (d) Deliver new capabilities to improve outcomes in housing, planning, emergency management and aged care; and
 - (e) Ensure the Government publishes an annual summary of funding for Local Government.
3. Write to the Prime Minister and Local Government Minister Catherine King welcoming their commitment to address the crisis in local government financial sustainability and urging them to work with the local government sector to urgently progress the Federation Compact with Local Government.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, S Peirce, S Reynolds, J Searl, and T Yallouris

Councillors who voted against:- Nil

Councillors who abstained: - Cr A Meggitt

Cr Simon Peirce left the meeting, the time being 11:04am

Cr Simon Peirce returned to the meeting, the time being 11:06am

Mayor Culhane offered condolences for Jo Agostino, who passed away recently and her contribution to the region in particular small business.

The Mayor also mentioned Garry Kadwell, and congratulated him on his recent national accolade (From the Earth, Produce Award) and contribution to the region.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

Cr Terry Yallouris left the meeting, the time being 11:13am
Cr Gregory Harris left the meeting, the time being 11:15am
Cr Terry Yallouris returned to the meeting, the time being 11:16am
Cr Alexandra Meggitt left the meeting, the time being 11:17am
Cr Gregory Harris returned to the meeting, the time being 11:19am

SECTION 8: CORRESPONDENCE

ITEM 8.1 CORRESPONDENCE FOR THE MONTHS OF JULY AND AUGUST
137/26 RESOLVED by Cr Searl and Cr Flanagan

That Item 8.1 - Correspondence/Information listed below be received:

1. Office of Local Government – Circular 26-10 - End of Year Reporting Requirements.
2. Office of Local Government – Circular 26-11 – Procurement guidance for local government.
3. Office of Local Government – Circular 26-12 - Annual CPI adjustment - Filming Application Fees and Companion Animal Fees for 2026/2027.
4. Office of Local Government – Circular 26-13 - Annual Reporting of Labour Statistics.
5. Office of Local Government – Circular 26-14 - Local Government asset valuation discussion paper.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

SECTION 9: LATE CORRESPONDENCE

Nil

SECTION 10: INFORMATION ONLY

Cr Alexandra Meggitt returned to the meeting, the time being 11:20am

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

ITEM 10.1 DEVELOPMENT STATISTICS REPORT

138/26 RESOLVED by Cr Searl and Cr Reynolds

1. Council receives and notes the report as information.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V
Flanagan, G Harris, A Meggitt, S
Peirce, S Reynolds, J Searl and
T Yallouris

Councillors who voted against:- Nil

ITEM 10.2-10.11 INFORMATION ONLY ITEMS

139/26 RESOLVED by Cr Flanagan and Cr Peirce

1. Council receive and notes Items 10.2-10.11 in the reports as information.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V
Flanagan, G Harris, A Meggitt,
S Reynolds, J Searl and T
Yallouris

Councillors who voted against:- Nil

Cr Simon Peirce left the meeting, the time being 11:46am

REPORTS FROM STAFF AND STANDING COMMITTEES

SECTION 11: ENVIRONMENT AND PLANNING

Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

SECTION 12: INFRASTRUCTURE DEPARTMENT

ITEM 12.1 ROAD BOUNDARY ADJUSTMENT - INTERSECTION HANWORTH & BANNABY ROADS

140/26 RESOLVED by Cr Searl and Cr Flanagan

1. Resolve to proceed with the road closure and road opening process required to realign the road reserve associated with Brayton Road.
2. Resolve to transfer the closed road corridor to the adjoining landowner, at no cost, in recognition that the landowner will dedicate a greater area of land to Council for the creation of the new road reserve.
3. Require all costs associated with surveying, legal documentation, registration, gazettal and any other costs associated with the road closure and road opening process to be borne by the landowner.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

SECTION 13: FINANCE AND ADMINISTRATION

ITEM 13.1 REVIEW OF PAYMENT OF EXPENSES AND PROVISION OF FACILITIES POLICY

141/26 RESOLVED by Cr Searl and Cr Flanagan

1. Council in accordance with Sections 252-254, of the Local Government Act 1993 adopts the Payment of Expenses and Provision of Facilities Policy as publicly exhibited.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

<https://upperlachlan.nsw.gov.au/council/governance/policies/>

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

ITEM 13.2 DISCLOSURE OF INTEREST RETURNS BY COUNCILLORS AND DESIGNATED PERSONS UNDER THE CODE OF CONDUCT

142/26 RESOLVED by Cr Searl and Cr Flanagan

1. Council receives the report on the tabling of the Disclosure of Interests Returns by Councillors and Designated Persons for year ending 30 June 2026 and notes they are made publicly available to view on Council's website.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

[Governance | Upper Lachlan Shire Council](#)

Cr Simon Peirce returned to the meeting, the time being 11:53am

ITEM 13.3 2025/2026 BUDGET REVOTES TO CARRY FORWARD TO INTERNAL RESTRICTED RESERVE

143/26 RESOLVED by Cr Searl and Cr Reynolds

1. Council approves the 2025/2026 transfers to the Council internal restricted reserve fund totalling \$7,740,320 including revote of uncompleted works projects and prepayment of the 2026/2027 Financial Assistance Grants.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

ITEM 13.4 REVIEW OF COUNCIL'S INVESTMENT POLICY

144/26 RESOLVED by Cr Searl and Cr Peirce

1. Council adopts the reviewed Investment Policy.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

<https://upperlachlan.nsw.gov.au/council/governance/policies/>

SECTION 14: CHIEF EXECUTIVE OFFICER

Nil

SECTION 15: LATE REPORTS

Nil

SECTION 16: REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

ITEM 16.1 REPORTS FROM COMMITTEES FOR THE MONTHS OF JULY AND AUGUST

145/26 RESOLVED by Cr Searl and Cr Flanagan

That Items - Minutes of Committee/Information listed below be received:

1. Audit, Risk and Improvement Committee Meeting Minutes – Upper Lachlan Shire Council – 30 June 2026.
2. Collector Oval Committee – General Meeting – 1 July 2026.
- 3.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

SECTION 17: NOTICES OF MOTION

ITEM 17.1 NOTICE OF MOTION - CROOKWELL AQUATIC AND VISITOR INFORMATION CENTRE FUNDING

MOVED by Mayor Culhane and Cr Peirce

1. That Upper Lachlan Shire Council authorise the Mayor and CEO to seek grants to complete the Crookwell Aquatic and Visitor Information Centre or stages thereof incorporating up to \$2.5m in loan funding.
2. That Upper Lachlan Shire Council allocate \$50k from the building reserve to fund amended architectural plans to decouple the amenities block and indoor pool building.

- LOST

Councillors who voted for:- Crs P Culhane, S Peirce and J Searl

Councillors who voted against:- Crs R Cameron, V Flanagan, G Harris, A Meggitt, S Reynolds and T Yallouris

A foreshadowed motion was moved by Cr Cameron and Cr Yallouris that

1. That Upper Lachlan Shire Council authorise the Mayor and CEO to seek grants to complete the Crookwell Aquatic and Visitor Information Centre or stages thereof incorporating up to \$2.5m in loan funding.
2. That Upper Lachlan Shire Council allocate up to \$50k from the building reserve to fund a quantity surveyor to provide updated advice on the costs to final completion and commissioning of the amenities block and the heated pool.

On being put to the meeting the foreshadowed motion was carried therefore becoming the recommendation.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

**FORESHADOWED MOTION - CROOKWELL AQUATIC AND
VISITOR INFORMATION CENTRE FUNDING**

146/26

RESOLVED by Cr Cameron and Cr Yallouris

1. That Upper Lachlan Shire Council authorise the Mayor and CEO to seek grants to complete the Crookwell Aquatic and Visitor Information Centre or stages thereof incorporating up to \$2.5m in loan funding.
2. That Upper Lachlan Shire Council allocate up to \$50k from the building reserve to fund a quantity surveyor to provide updated advice on the costs to final completion and commissioning of the amenities block and the indoor heated pool.

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cameron, V Flanagan, , A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- G Harris

Council took a short break for lunch the time being 12:52pm

Council returned to Chambers and resumed recording the time being 13:31pm

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

**ITEM 17.2 NOTICE OF MOTION - CONSIDERATION OF SENATE INQUIRY
REPORT ON RENEWABLE ENERGY IMPACTS**

147/26 RESOLVED by Cr Meggitt and Cr Reynolds

That Council -

1. Receive and note the final report of the NSW Parliament Inquiry into the Impacts of Renewable Energy Projects on Rural and Regional Communities.
2. Have regard to the findings and recommendations of the NSW Parliament inquiry in the preparation and consider as part of the submission in the SEARS process, where relevant to renewable energy and transmission developments.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, G Harris, A Meggitt, S Peirce, S Reynolds and T Yallouris

Councillors who voted against:- Crs V Flanagan and J Searl

ITEM 17.3 NOTICE OF MOTION - MINUTES FOR DEVELOPER MEETINGS

MOVED by Cr Meggitt and Cr Harris

That Council in regards to the Mayor and Chief Executive Officer; –

1. Reaffirms its commitment to good governance, transparency and informed decision-making in relation to renewable energy and transmission projects within the Upper Lachlan Shire.
2. Notes that a previous Council resolution (142/25) requires meetings held with developers to be advised to councillors and acknowledges that recent notifications have been provided in general terms.
3. Requests that, to support councillors in carrying out their statutory responsibilities, a brief written record be prepared for all meetings held with renewable energy or transmission developers, including:
 - the date and location of the meeting;
 - the names of attendees;
 - a clear statement of the purpose of the meeting;
 - a short summary of matters discussed; and
 - any follow-up actions identified.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

4. Requests that such records be retained as official Council records in accordance with Council's record-keeping obligations.
5. Clarifies that this information is sought to ensure councillors have consistent access to relevant background material and to strengthen Council's governance practices, rather than to revisit or question past actions.
6. Requests that future meeting records be circulated to councillors within 10 business days of the meeting.

- LOST

Councillors who voted for:- Cr A Meggitt

Councillors who voted against:- Crs P Culhane, R Cameron, V Flanagan, S Peirce and J Searl

Abstained:- Crs G Harris, S Reynolds and T Yallouris

148/26

RESOLVED by Cr Culhane and Cr Flanagan that –

1. Council extend the meeting by 30 minutes in line with Council's Code of Meeting Practice in accordance with time limits.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

**ITEM 17.4 NOTICE OF MOTION - INFRASOUND ACOUSTIC REPORT BE
REQUIRED AS PART OF SEARS FOR ALL RENEWABLE ENERGY
PROJECTS**

MOVED by Cr Reynolds and Cr Meggitt

That -

1. Upper Lachlan Shire Council require from all proposed renewable energy projects, as part of their SEARS application, an independent acoustic report for infrasound and low frequency noise, to identify local levels of infrasound and to determine an infrasound baseline, prior to approval.

- LOST

Councillors who voted for:- Crs R Cameron, A Meggitt, S
Reynolds and T Yallouris

Councillors who voted against:- Crs P Culhane, V Flanagan, G
Harris, S Peirce and J Searl

A foreshowed motion was moved by Cr Harris and Cr Culhane

1. That Council notes community concerns regarding infrasound and low frequency noise from renewable energy projects.
2. When invited at the SEARS stage or EIS for renewable energy project Council will request the Department of Planning consider whether an independent infrasound baseline or low frequency noise assessment is warranted and any such assessment be made publicly available.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

ITEM 17.4 **NOTICE OF MOTION - INFRASOUND ACOUSTIC REPORT BE REQUIRED AS PART OF SEARS FOR ALL RENEWABLE ENERGY PROJECTS**

149/26 **RESOLVED** by Cr Reynolds and Cr Meggitt

That -

1. That Council notes community concerns regarding infrasound and low frequency noise from renewable energy projects.
2. When invited at the SEARS stage or EIS for renewable energy project Council will request the Department of Planning consider whether an independent infrasound baseline or low frequency noise assessment is warranted and any such assessment be made publicly available.

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris.

Councillors who voted against:- Nil

Abstained:- Cr S Reynolds

SECTION 18: QUESTIONS WITH NOTICE

ITEM 18.1 QUESTION WITH NOTICE - WATER SECURITY

Refer to the business paper 20 August 2026 Council Meeting for the CEO's comments.

ITEM 18.2 QUESTION WITH NOTICE - WEED EDUCATION

Refer to the business paper 20 August 2026 Council Meeting for the CEO's comments.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

CLOSED COUNCIL ITEMS

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 10A (2) of the Act and should be dealt with in a part of the meeting closed to the public and the media.

Note: Pursuant to Clause 25(1) of the Local Government (Meetings) Regulation, Council invites verbal representation by members of the public about whether the items listed below should not be considered by Council in a Closed Meeting. The items are:

150/26 **RESOLVED** by Cr Searl and Cr Peirce

1. That Council move into closed Council to consider business identified, together with any late reports tabled at the meeting.
2. That pursuant to of the Local Government Act 1993: the press 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)(2a) as outlined above.
3. That the report 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.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

In line with Chief Executive Officer declaration A Waldron and Directors A Croke, S Arkinstall left the meeting at 14:30pm and did not return to the meeting.

Council closed its meeting at 14:30pm and the public, staff and press left the chambers and live streaming ceased.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

151/26

RESOLVED by Cr Culhane and Cr Cameron that –

1. Council extend the meeting by 30 minutes in line with Council's Code of Meeting Practice in accordance with time limits.

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:-

Nil

152/26

RESOLVED by Cr Searl and Cr Flanagan

That Council move out of closed Council and into open Council.

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:-

Nil

Open Council resumed at 14:50pm live streaming returned to the public prior to the meeting closing.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 AUGUST 2026

Resolutions from the Closed Council Meeting

The following resolutions of Council, while the meeting was closed to the public, were read to the meeting by the Mayor.

SECTION 19: CONFIDENTIAL SESSION

153/26 **RESOLVED** by Cr Culhane and Cr Cameron that –

1. Council extend the meeting by 30 minutes in line with Council's Code of Meeting Practice in accordance with time limits.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

ITEM 19.1 CEO PERFORMANCE REVIEW 2025/2026

154/26 **RESOLVED** by Mayor Culhane and Cr Searl

1. Council receive and note the report as information.

- CARRIED

Councillors who voted for:- Crs P Culhane, R Cameron, V Flanagan, G Harris, A Meggitt, S Peirce, S Reynolds, J Searl and T Yallouris

Councillors who voted against:- Nil

THE MEETING CLOSED AT 14:55pm

Minutes confirmed 17 SEPTEMBER 2026

.....
Mayor

7 MAYORAL MINUTES

The following item is submitted for consideration -

7.1	Mayoral Minute	32
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Mayoral Minutes - 17 September 2026

ITEM 7.1 Mayoral Minute

FILE REFERENCE I26/271

August 2026

20 August 2026	Council Meeting – August 2026
26 August 2026	Meeting with CEO Introductory Meeting - Illawarra Academy of Sport (SESA) with CEO Marulan Gas Fired Power Project Community Reference Group(crg) – Marulan 2GN Radio interview
27 August 2026	Country Mayors Association - Dinner with the Prime Minister - Anthony Albanese and CEO – Sydney
28 August 2026	Country Mayors Association meeting on Housing with CEO – Sydney

September 2026

3 September 2026	2GN Radio interview
4 September 2025	Meeting with CEO and Director Environment and Planning
9 September 2026	2GN Radio interview
10 September 2026	R U OK Event with Cr Reynolds and Cr Meggitt NSW Avian Flu Briefing - Webinar Upper Lachlan Shire Council and Steph Cooke Shadow Minister for Water – MS teams meeting with CEO
16 September 2026	2GN Radio interview OLG Webinar: Local Government Grants Commission Methodology Review Consultation with CEO
17 September 2026	Council Meeting – September 2026

8 CORRESPONDENCE

The following item is submitted for consideration -

8.1	Correspondence for the months of August and September	34
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Correspondence - 17 September 2026

ITEM 8.1

Correspondence for the months of August and September

RECOMMENDATION:

1. Office of Local Government - Circular 26-15 Elections for Mayors and elections for chairpersons of Joint Organisations and County Councils September 2026.
2. Office of Local Government - Circular 26-16 – New Privacy Protections under the Electoral funding Act 2018.
3. Office of Local Government – Circular 26-17 - Local Government Performance Ratios Discussion Paper.
4. Office of Local Government – Circular 26-20 – Updated Pensioner Concession Application Forms Council Rate Rebates.

ATTACHMENTS

1. ↓	circular 26-15-elections-for-mayors-and-elections-for-chairpersons-of-joint-organisations-and-county-councils - September 2026	Attachment
2. ↓	circular-to-council-26-16-new-privacy-protections-under-the-electoral-funding-act-2018	Attachment
3. ↓	Circular to council- 26-17- performance-ratios-discussion-paper	Attachment
4. ↓	Office of Local Government - Circular 26-20 Updated Pensioner Concession Application Forms Council Rate Rebates	Attachment

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	Elections for mayors and elections for chairpersons of joint organisations and county councils
Circular Details	Circular No 26-15/ 19 August 2026/ A1013723
Previous Circular	23-09 September 2023 Mayoral Elections
Who should read this	Councillors / General Managers / Executive Officers / Governance staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council / Joint Organisation / County Council to Implement

What's new or changing?

- Under the *Local Government Act 1993* (the Act), mayors elected by councillors and chairpersons of joint organisations and county councils hold office for 2 years.
- Under section 290(1)(b) of the Act, councils that elect their mayors must hold a mid-term mayoral election in September 2026.
- The deputy mayor, (if the council has one), holds their office for the mayoral term or a shorter term specified by resolution. An election for deputy mayor must be held after the deputy mayor's term expires (usually at the same meeting as the mayoral election).
- Joint organisations and county councils must also hold an election for the chairperson at the first meeting after the chairperson's term has ended (see clause 1 of Schedule 7A and clause 1 of Schedule 8 of the *Local Government (General) Regulation 2021* (the Regulation)).

What will this mean for council?

- Elections for the mayor and deputy mayor must be conducted in accordance with Schedule 7 of the Regulation.

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- Elections of chairpersons of joint organisations must be conducted in accordance with Schedule 7A of the Regulation.
- Elections for chairpersons of county councils must be conducted in accordance with Schedule 8 of the Regulation.
- Each of the Schedules prescribe three methods of election:
 - open ballot (eg a show of hands)
 - ordinary ballot, or
 - preferential ballot.
- The Office of Local Government has issued a fact sheet on conducting mayoral elections, which is available [here](#). The guidance in the fact sheet is equally applicable to elections for chairpersons of joint organisations and county councils.

Key points

- Councillors and members of joint organisations and county councils can participate in elections using an open ballot by audio visual link but not where the other two methods of election are used.
- Ordinary and preferential ballots are secret ballots and councillors and members of joint organisations and county councils will need to attend the meeting in person to vote if the election is held using either of these methods.
- The disallowed 2025 Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code) did not permit councillors and members of joint organisations and county councils to attend meetings by audio visual link at which there was to be an election for the mayor or chairperson. This restriction does not apply under the currently applicable 2021 Model Meeting Code.

Where to go for further information

- The Office of Local Government has issued a fact sheet on conducting mayoral elections, which is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

A blue ink signature of Brett Whitworth.

Brett Whitworth PSM
Deputy Secretary, Local Government

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	New privacy protections under the Electoral Funding Act 2018
Circular Details	Circular 26-16/ 19 August 2026/ A1014191
Previous Circular	N/A
Who should read this	General Managers / Council Governance staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

What's new or changing?

- To protect the privacy and security of political participants, section 22 of the *Electoral Funding Act 2018* (EF Act) has been amended to prohibit the NSW Electoral Commission from publishing residential addresses contained in disclosures of reportable political donations if the donor is a current or previous registered candidate or elected member of a local council or the NSW Parliament.
- Historical political donation disclosure records have been removed from the NSW Electoral Commission's website to remove political participants' residential addresses before being republished. Future disclosures will not be published with political participants' residential addresses visible.

What will this mean for council?

- Councils should review the register of current disclosures of political donations maintained under section 328A of the *Local Government Act 1993* (the LG Act) and published on their websites under Schedule 1 of the Government Information (Public Access) Regulation 2018 (GIPA Regulation) to ensure it does not disclose the residential address of any registered candidate or elected member.

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Key points

- General managers of councils are required under section 328A of the LG Act to keep a register of copies of current declarations of disclosures of political donations lodged with the NSW Electoral Commission by or on behalf of councillors of the council concerned (including in their capacity as candidates for election as councillors).
- Registers maintained under section 328A of the LG Act are prescribed as open access information under Schedule 1 of the GIPA Regulation and must be published on councils' websites.
- The Office of Local Government (OLG) has previously advised that councils can comply with the requirement under section 328A of the LG Act and the GIPA Regulation by publishing a link on their website to the NSW Electoral Commission's disclosures publication website (<https://elections.nsw.gov.au/electoral-funding/disclosures/view-disclosures>).
- OLG strongly encourages councils to maintain this practice to ensure they comply with the privacy requirements under section 22 of the EF Act.

Where to go for further information

- The NSW Electoral Commission's disclosure website is available at: <https://elections.nsw.gov.au/electoral-funding/disclosures/view-disclosures>.
- For further information about the new requirements under the EF Act, contact the NSW Electoral Commission via its website at <https://elections.nsw.gov.au/contact-us> or by telephone at 1300 135 736.
- For further information about the requirement to maintain a register under section 328A of the LG Act, please contact OLG's Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

A handwritten signature in blue ink, appearing to read "Brett Whitworth".

Brett Whitworth PSM
Deputy Secretary, Local Government

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	Local Government Performance Ratios Discussion Paper
Circular Details	Circular No 26-17 / 26 August 2026 / A1011845
Who should read this	Councillors / General Managers / Council finance staff
Contact	Performance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Response to OLG

What's new or changing?

- In March 2024, the Hon. Ron Hoenig MP, Minister for Local Government asked the Legislative Council's State Development Committee to undertake a review into the Ability of councils to fund infrastructure and services (the Inquiry).
- In response to the NSW Government's acceptance of Recommendation 17 from the Inquiry, the Office of Local Government (OLG) has undertaken a comprehensive review of the former performance ratio framework.
- OLG, in consultation with the Expert Advisory Panel and a range of stakeholders has developed the *Local Government Performance Ratios Discussion Paper* (the Discussion Paper) which seeks feedback from the sector on the proposed Performance Ratio Framework, including the proposed ratios, benchmarks and reporting approach, prior to finalisation.
- The proposed framework includes a combination of retained, refined and new performance ratios. The Discussion Paper includes targeted discussion questions to seek stakeholder views and test the applicability of the proposed framework across different council contexts.

What will this mean for council?

- Councils are invited to review the Discussion Paper and provide feedback on the proposed Performance Ratio Framework, including the proposed ratios, benchmarks and reporting approach. Feedback received will inform the finalisation of the framework.

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- Councils are also encouraged to review the Appendices to the Performance Ratios Discussion Paper, which provide additional context and supporting information to inform their feedback.
- The proposed framework includes a combination of performance ratios across key areas of operating performance, liquidity, leverage and developer contributions.
- The Discussion Paper seeks feedback on proposed reporting matters, including benchmarking, the use of rolling five-year averages, three-year trends, forward-looking projections and reporting frequency.
- If adopted, the final framework may inform future council performance reporting requirements and the assessment of council financial performance against established benchmarks.
- OLG will consider all submissions received during the four-week consultation period as part of the review process. Feedback will help ensure the final framework is practical, evidence-based and appropriate for councils across NSW.

Key points

- The proposed framework has been developed in response to initial stakeholder engagement and a review of the previous framework, which identified opportunities to improve the relevance, comparability and timeliness of performance reporting.
- The proposed framework introduces six council classification for benchmarking purposes, recognising the diverse operating environments and financial characteristics of NSW councils
- The proposed framework includes a combination of retained, refined and new ratios, as well as updated benchmarking provisions. Proposed changes are outlined in the Discussion Paper and OLG seeks the views of the sector on the proposals.

Where to go for further information

- The Discussion Paper is available on the OLG website under [Financial Sustainability Reforms](#) webpage.
- Feedback is welcome from councils, individual councillors, council staff and key sector stakeholders. Feedback can be provided via:
 - **Online:** Complete the online feedback form on OLG website at [Financial Sustainability Reforms](#), or
 - **By email:** Complete the Word version of the feedback form and email it to olg@olg.nsw.gov.au with the subject 'Performance Ratios Review', or



- **By post:** Complete the Word version of the feedback form and post it to

Performance Ratios Review
Sector Performance
Office of Local Government
Locked Bag 3015
Nowra NSW 2541

- Submissions will be accepted until 5:00 pm on Wednesday 7 October 2026.

A blue ink signature of Brett Whitworth.

Brett Whitworth PSM
Deputy Secretary, Local Government

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	2026 Updated Pensioner Concession Application Forms for Council Rate Rebates
Circular Details	Circular No 26-20 / 4 September 2026 / A980193
Previous Circular	N/A
Who should read this	General Managers / All council staff
Contact	Performance Team / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

What's new or changing?

- Pensioner Concession Application Forms across all three formats have been revised to align with current legislative, privacy and consent requirements, including Services Australia's Centrelink Confirmation eServices (CCeS) procedural guide and Department of Veterans' Affairs (DVA) requirements.
- The Forms are now available on the OLG Portal only (not available on the OLG Website).
- Councils must implement the updated forms within 28 days of release.
- Applications must be filled and completed through the relevant local council only.
- An Instructions for Councils document has been issued to support councils in implementing and using the forms, including key requirements and conditions which must be followed for compliance.

What will this mean for council?

- Councils will need to replace existing forms and implement the updated versions within 28 days from the date the forms are made available on the OLG Portal
- Councils should refer to the Instructions for Councils document available on the OLG Portal to understand the requirements and conditions for using the updated forms.

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Councils will need to update procedures, templates and webforms to align with revised consent, privacy and CCeS requirements as per Instruction for Council document.

Key points

- OLG has updated the Pensioner Concession Application Forms across three formats: hardcopy, electronic and verbal.
 - **Hardcopy:** for printing or provision as a PDF, requiring a wet ink signature.
 - **Electronic:** for council webform supporting for online applications.
 - **Verbal:** for use by council officers to obtain application details and consent verbally.
- These forms are provided as templates. Councils must insert their own details to ensure clear identification of the responsible authority and to obtain informed consent in accordance with legislative and CCeS requirements.
- Councils are responsible for directly administering applications and ensuring consent is obtained and recorded in accordance with the supporting Instructions for Councils document. These forms are for council use only.
- Councils are required to adopt and implement the updated forms within 28 days of release to support transition.
- The revised forms comply with the *Local Government Act 1993*, *Local Government Regulation 2021* and *Privacy and Personal Information Protection Act 1998 (NSW)*.
- The forms reflect current legislative, privacy and consent requirements, supporting compliance with Centrelink Confirmation eServices (CCeS) procedural guide for businesses and DVA's obligations when assessing eligibility.
- Councils must refer to the Instructions for Councils document, particularly in relation to how each form is used to collect information. In implementing the templates, each council must ensure it:
 - has a CCeS agreement in place with Services Australia;
 - complies with Services Australia requirements set out in the CCeS Procedural Guide, including requirements for electronic consent and prescribed consent wording; and
 - rectifies any non-compliant consent wording identified by Services Australia.
- Translation of key sections will support improved accessibility for non-English speaking applicants and ensure equitable access to the application process.



Where to go for further information

- Office of Local Government has further information available at <https://www.olg.nsw.gov.au/public/laws-and-regulations/rates-charges-and-pensioner-concessions>.

A handwritten signature in blue ink, appearing to read "Brett Whitworth".

Brett Whitworth PSM
Deputy Secretary, Local Government

10 INFORMATION ONLY

The following items are submitted for consideration -

10.1	Development Statistics Report	46
10.2	Statewide Community Participation Plan - Commencement 1 September 2026	53
10.3	Investments for the month of August 2026	88
10.4	Bank Balance and Reconciliation - August 2026	93
10.5	Rates and Charges Outstanding for the month of August 2026	94
10.6	Grants Report	96
10.7	Action Summary - Council Decisions	100

Information Only - 17 September 2026

ITEM 10.1 **Development Statistics Report**

FILE REFERENCE **I26/293**

AUTHOR **Manager Planning & Regulatory Services**

ISSUE

This report provides Council with an overview of the development application consents that have occurred in the period of 1 July 2026 – 31 July 2026, and an update on the status of the Planning and Development Control Department.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

A standard monthly report providing Council with a summary of the development control activities that have occurred in the period 1 July 2026 – 31 July 2026.

REPORT

This report provides Council with an overview of the development control activities that have occurred in the period of 1 July 2026 – 31 July 2026, this report contains information detailing Upper Lachlan Shire Councils performance in relation to the NSW Planning Ministers Expectations for Development Application Assessments.

Due to Upper Lachlan Shire Councils performance in the 2025/2026 reporting period, Upper Lachlan Councils Minister Expectations days have been reduced from 105 days to 69 days for the 2026/2027 report period.

Council achieved the 2026/2027 NSW Planning Ministers expectation of 69 days for 71% of applications determined in the month of July 2026. (Note: A monthly delay remains on this data, as it still relies on NSW Planning Portal).

Figure 1. Comparison of Applications Lodged/Assessed/Meeting Expectations (July 2025 - July 2026)

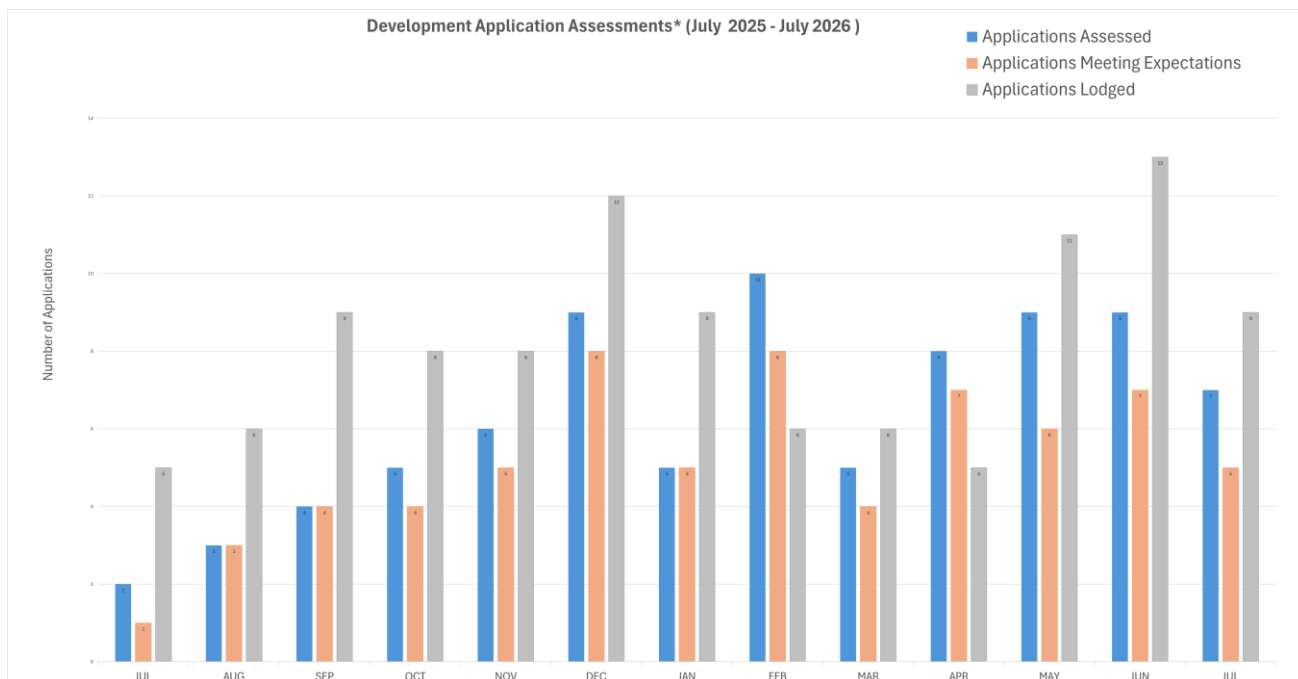


Figure 2. Cumulative Average Assessment Days (July 2025 - July 2026)

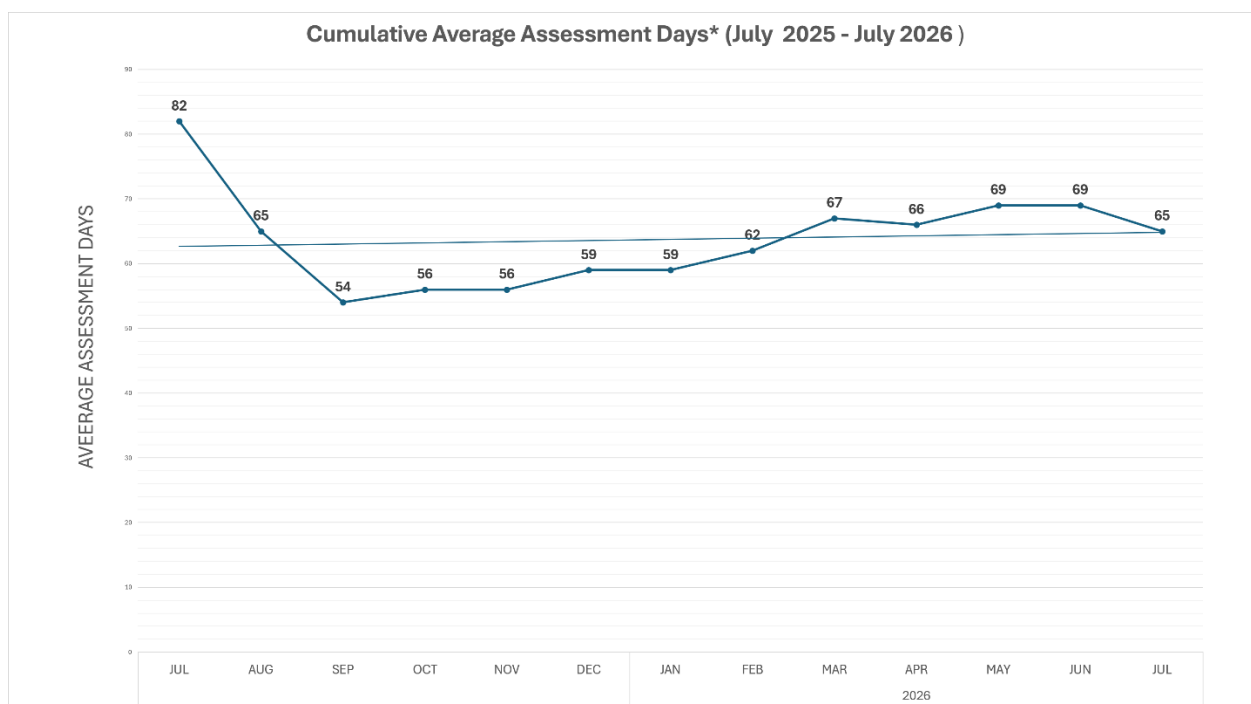


Figure 3. Actual Per Month Average Assessment Days (July 2025 - July 2026).

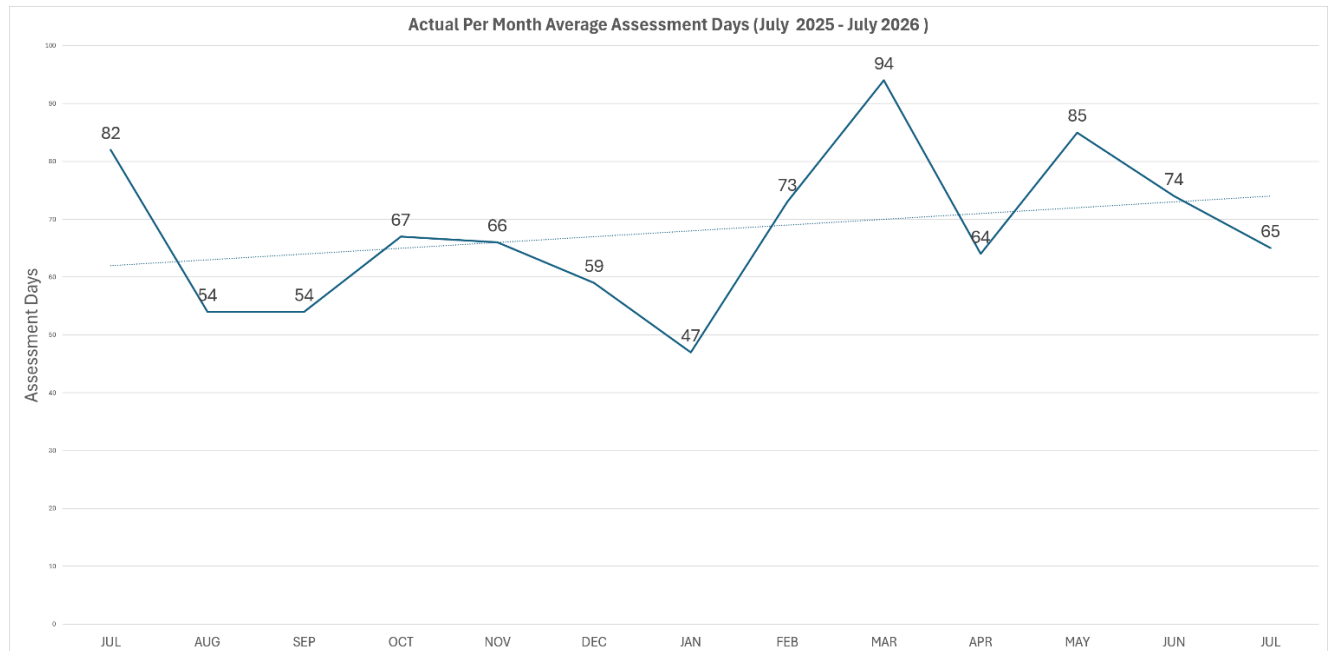
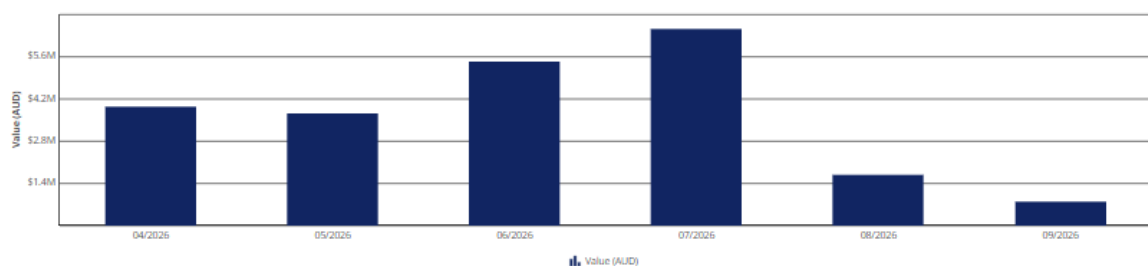


Figure 4. Total Estimated Cost of Development (April 2026 to Present)

~ Total estimated cost of development

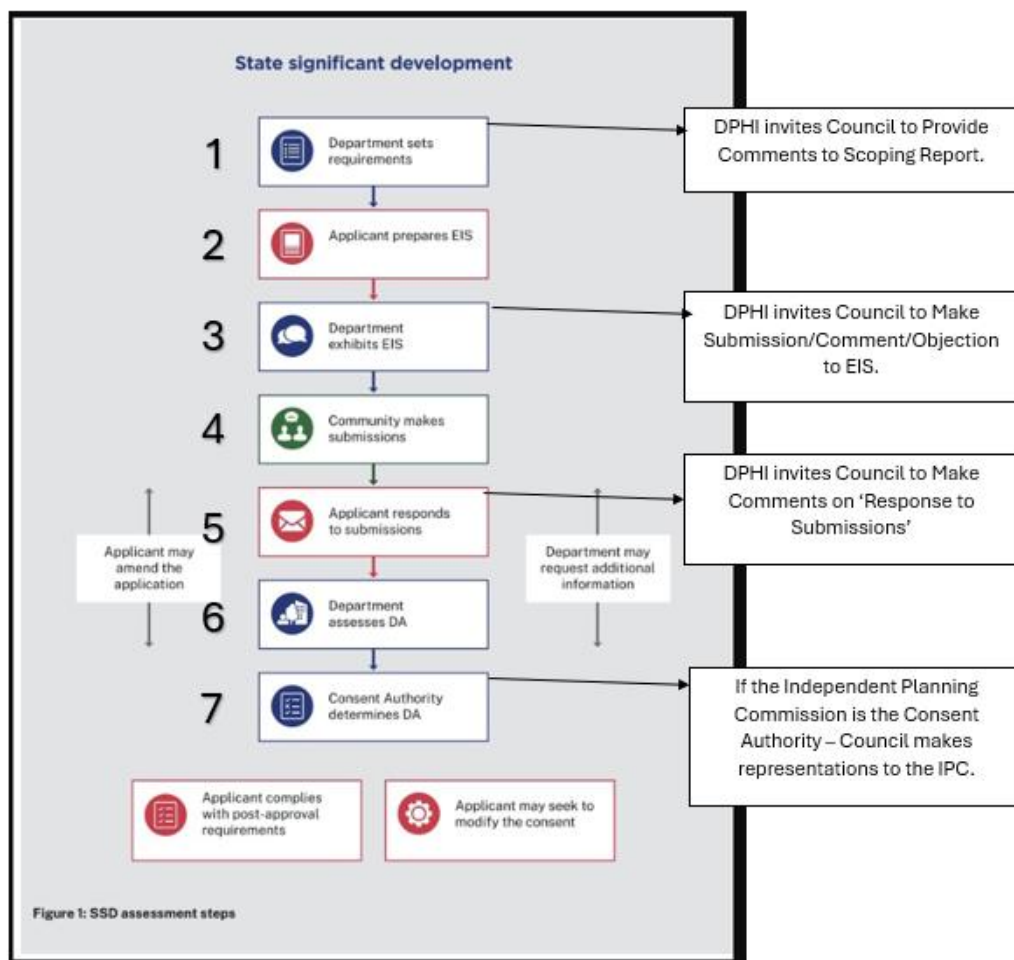


Information Only
DEVELOPMENT STATISTICS REPORT cont'd

Figure 5. State Significant Developments – Under Assessment by NSW DPHI (July 2026)

Project Name	Case ID	Engagement Type	Start Date	ULSC Status	Stage
Marulan Gas-Fire Power Station Project Modification	MPOZ 0176 Mod-4	-	-	SEARS Issued – 14 May 2026	2
Willvale Park Battery Energy Storage System	PAE-99882208	Advice on SEARS	19/11/2025	EIS Advice Provided – 19 February 2026	3
Merino Solar Farm	PAE-102554206	Provide Advice	18/12/2025	DRAFT EIS Response - 19 March 2026	1
Langley Vale Solar Farm	PAE-100680966	Advice on SEARs	28/11/2025	DRAFT SEARS Response - 19 March 2026	2
Modification 3 Quarry Continuation and Stockpile Area Extension	PAE-92072963	Advice on Modification Report	27/08/2025	RTS Provided. – 19 February 2026.	5
Wattle Creek Battery Energy Storage System	PAE-83708956	Advice on RTS	8/05/2025	DRAFT RTS Provided – August 2026	5
Wattle Creek Solar Farm	PAE-83706707	Advice on EIS	8/05/2025	EIS Response Provided - 24 July 2026	5
Bannaby Battery Energy Storage System	PAE-78998968	Advice on SEARs	6/01/2025	Advice on SEARs provided – 13 January 2026.	2
Hanworth Battery Energy Storage System	PAE-78219019	Advice on SEARs	27/11/2024	SEARS Response Provided – 11 February 2026.	2
Swallow Tail Battery Energy Storage System	PAE-78056497	Advice on SEARs	21/11/2024	SEARs Response Provided – 17 December 2024.	2
HumLink	PAE-71046964	Advice on RTS	21/05/2024	Determined.	7
Gunning Solar Farm	PAE-64586467	Advice on EIS	15/11/2023	Determined.	7

Figure 6. State Significant Development – Opportunities for Local Government Input



Information Only
DEVELOPMENT STATISTICS REPORT cont'd

Development Applications

The current level of development application assessment for this period is summarised in the tables below:

Determined Development/Planning Applications

Determined from 1/08/2026 to 31/08/2026

Application Number	Date Submitted	Address	Proposal	Date Determined	Determination
Development Application					
10/2026/82/1	03 Jul 2026	14 Graham Crescent CROOKWELL	Dwelling	31 Aug 2026	Approved by Council
10/2026/97/1		1784 Golspie Road GOLSPIE	Outbuilding	18 Aug 2026	Returned
10/2026/98/1		14 Cowper Street DALTON	Dwelling	24 Aug 2026	Returned
10/2026/99/1		58 Kialla Road CROOKWELL	Dwelling	26 Aug 2026	Returned
10/2026/72/1	25 Jun 2026	939 Pejar Road CROOKWELL	Alterations and Additions	21 Aug 2026	Approved by Delegation
10/2026/75/1	22 Jun 2026	388 Alps Road BIGGA	Dwelling	06 Aug 2026	Approved by Delegation
10/2026/79/1	24 Jun 2026	1121 Rhyanna Parish MUMMELL	Secondary Dwelling	11 Aug 2026	Approved by Delegation
10/2025/69/2		103 Collector Road GUNNING	Modification	31 Aug 2026	Approved by Delegation
10/2020/612		Arthur Street BINDA	Dwelling	20 Aug 2026	Approved by Delegation
10/2026/65/1	29 May 2026	1798 Towrang Road GREENWICH PARK	Secondary Dwelling	17 Aug 2026	Approved by Delegation

Information Only
DEVELOPMENT STATISTICS REPORT cont'd

10/2026/71/1	13 Jun 2026	Pucketts Lane LERIDA	Swimming Pool	28 Aug 2026	Approved by Delegation
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Total Applications: 11

Outstanding Development/Planning Applications

Lodged since 1/01/2010

Application Number	Date Submitted	Address	Proposal	Status	Net Days
Development Application					
10/2020/71/2	05 Aug 2026	Woodhouselee Road WAYO	Outbuilding	Under Assessment	29
10/2026/23/1	05 Mar 2026	12 Barry Place CROOKWELL	Detached Dual Occupancy and Strata Subdivision	Under Assessment	139
10/2026/36/1	10 Apr 2026	600 Felled Timber Road DALTON	Dwelling	Request for Information	91
10/2026/59/1	26 May 2026	11 Carrington Street CROOKWELL	Alterations and Additions to Commercial Building	Under Assessment	98
10/2026/68/1	04 Jun 2026	Wheeo Road GRABBEN GULLEN	2 Lot Subdivision creating one agricultural lot and one with dwelling	Under Assessment	37
10/2026/73/1	11 Jun 2026	778 Sylvia Vale Road BINDA	Three (3) Lot Torrens Title Subdivision	Under Assessment	81
10/2026/76/1	22 Jun 2026	8 Tait Street CROOKWELL	Dual Occupancy and Strata Subdivision	Under Assessment	71

Information Only
DEVELOPMENT STATISTICS REPORT cont'd

10/2026/80/1	29 Jun 2026	1 Chapel Street DALTON	Five (5) Lot Torrens Title Subdivision	Request for Information	36
10/2026/85/1	03 Jul 2026	36 Peelwood Road LAGGAN	Thirty (30) Lot Torrens Title Subdivision	Request for Information	20
10/2026/86/1	30 Jun 2026	4759 Junction Point Road TUENA	Three (3) Lot Torrens Title Subdivision	Under Assessment	63
10/2026/90/1	22 Jul 2026	622 Jerrong Road WIARBOROUGH	Dwelling	Under Assessment	35
10/2026/91/1	28 Jul 2026	60 Macarthur Street TARALGA	Dwelling	Under Assessment	30
10/2026/93/1	05 Aug 2026	39 Redground Road CROOKWELL	Fourteen (14) lot subdivision in 3 stages, including demolition of	Request for Information	
10/2026/95/1	14 Aug 2026	Orchard Street TARALGA	Alterations and Additions to Commercial Building	Under Assessment	18
10/2026/96/1	20 Aug 2026	1808 Peelwood Road LAGGAN	Dwelling	Under Assessment	14
10/2026/101/1	03 Sep 2026	58 Kialla Road CROOKWELL	Dwelling	Under Assessment	1

16 Application/s

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 17 September 2026

ITEM 10.2 **Statewide Community Participation Plan - Commencement
1 September 2026**

FILE REFERENCE **I26/279**

AUTHOR **Development Control Officer**

PURPOSE

To inform Council of the commencement of the NSW Statewide Community Participation Plan on 1 September 2026 and outline its implications for Council's planning functions, public exhibition practices and community engagement.

RECOMMENDATION That -

1. That Council receive and note the information contained in this report regarding the commencement and implications of the NSW Statewide Community Participation Plan from 1 September 2026.

BACKGROUND

The NSW Department of Planning, Housing and Infrastructure finalised the Statewide Community Participation Plan on 27 August 2026 following public exhibition of the draft plan between 8 April and 3 June 2026.

The reform forms part of broader changes to the NSW planning system and is intended to make community participation requirements clearer, more consistent and proportionate to the scale and likely impact of a planning matter.

The Statewide Community Participation Plan applies to State and local planning functions, including strategic planning, development assessment and planning policy. It establishes a statewide framework for community participation and standardises minimum exhibition and consultation requirements across NSW.

REPORT

From 1 September 2026, all NSW planning authorities, including councils and relevant NSW Government agencies, must apply the Statewide Community Participation Plan under the *Environmental Planning and Assessment Act 1979*.

The Plan replaces more than 100 separate community participation plans previously applying across NSW and establishes consistent minimum requirements for notification, public exhibition and community participation. The Plan is intended to provide greater consistency and certainty while ensuring participation requirements are proportionate to the scale and potential impact of planning matters.

Key Changes

- **One statewide framework:** The Statewide Community Participation Plan replaces more than 100 individual community participation plans previously applying across NSW, providing a consistent framework for community participation in planning matters.
- **Standardised exhibition and notification requirements:** Minimum public exhibition and notification requirements are now established at a statewide level, providing greater consistency and certainty about when and for how long planning matters are exhibited.
- **Reduced exhibition for lower-impact development:** The range of lower-impact development types requiring public exhibition has been refined, with certain development types no longer requiring public exhibition where specified criteria are met. Higher-impact development remains subject to community participation requirements.
- **Proportionate participation:** Community participation requirements are more closely aligned with the scale and potential impact of planning matters, with participation focused on matters where community input can have the greatest impact.
- **Local engagement approaches retained:** Council may continue to use locally appropriate methods for community engagement including; website notices, on-site signage and social media.

POLICY IMPACT

Council Implications

- Council's former Community Participation Plan ceases to be the governing document for planning notification and exhibition requirements from 1 September 2026.
- Staff will need to identify the applicable participation requirement for each planning function and document compliance in the relevant assessment or project file.

Community Implications

Community members will have a more consistent statewide framework for understanding when and how they can participate in planning decisions. Some lower-impact development applications may no longer be routinely exhibited or notified, meaning adjoining owners and residents may not receive notice of every application.

Opportunities to comment will continue for matters that meet the Statewide Plan's notification or exhibition criteria.

Transition and Implementation

Transitional arrangements apply to development applications and modification applications lodged but not determined before 1 September 2026, preserving the community participation requirements that applied before commencement.

Savings provisions also protect certain draft regional, or district strategic plans and draft local strategic planning statements exhibited, but not finalised, before the new timeframes commenced.

CONCLUSION

The Statewide Community Participation Plan commenced on 1 September 2026 and now provides the mandatory framework for community participation in planning matters across NSW.

The principal operational task for Council is to align its planning processes and communications with the new statewide requirements including identifying the applicable notification and exhibition requirements for each planning matter and ensuring compliance with the relevant transitional arrangements.

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. That Council receive and note the information contained in this report regarding the commencement and implications of the NSW Statewide Community Participation Plan from 1 September 2026.

ATTACHMENTS

1. ↓	Statewide Community Participation Plan	Attachment
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Department of Planning, Housing and Infrastructure



Community Participation Plan

1 September 2026

dphi.nsw.gov.au





Acknowledgement of Country

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land, and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

Published by NSW Department of Planning, Housing and Infrastructure
dphi.nsw.gov.au

Community Participation Plan
First published: 27 August 2026
Department reference number: IRF26/4657

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Contents

Acknowledgement of Country	ii
Secretary's foreword	3
1 A Statewide Community Participation Plan	4
What is the Community Participation Plan?	4
Consistency and proportionality in community participation	4
Engagement strategies	4
Public participation – getting involved	5
Community participation objectives	6
Notification and Exhibition	7
Submissions	8
Staying up to date	8
2 Participating in planning functions	9
Planning functions	9
State planning framework – setting the rules and regulations	10
Strategic planning – how my region and community will change over time	12
Development assessment – development that may impact where I live and work	16
Other notice requirements	21
Public exhibition timeframes	22
Development types excluded from public exhibition	24
Key points to note about public exhibition	25
Glossary	26
Where can I find out more?	28



Secretary's foreword

A message from Kiersten Fishburn



We know that planning works best when it reflects what communities need and value. Local knowledge plays a vital role in shaping strategic plans and the assessment of development proposals.

The *Planning System Reforms Act 2025* lays the foundation for a modern planning system that is faster, fairer and focused on outcomes. One of its key commitments is creating a single statewide Community Participation Plan for all councils and planning authorities.

This plan brings consistency to consultation timeframes across NSW. It ensures communities have a strong voice in the planning system and sets clear expectations that engagement should match the scale and impact of a proposal or strategic plan.

We also understand that the planning system can seem complicated or daunting. That's why this plan explains the different ways you and your community can get involved at both the local and state level. It also encourages planning authorities to consult widely so decisions reflect your values, priorities and concerns.

Planning should be a partnership with people who know their communities best. That is why planning authorities can continue to develop their own engagement strategies that outline how councils and other planning authorities will work with their communities and ensure local context guides their approach.

Good participation must be accessible to everyone. This approach emphasises the importance of engaging respectfully with Aboriginal communities and people from culturally and linguistically diverse backgrounds. Everyone should be able to navigate a planning system that works for them.

This Community Participation Plan applies to planning authorities and functions subject to community participation requirements under the *Environmental Planning and Assessment Act 1979*. This includes the planning functions of the Minister for Planning and Public Spaces, the Department of Planning, Housing and Infrastructure and its Secretary, as well as all councils and relevant planning authorities across NSW.

I hope you find this plan a practical guide to participate in planning in NSW.

Kiersten Fishburn
Secretary, Department of Planning,
Housing and Infrastructure

A Statewide Community Participation Plan

1

Commencement: This document commences on 1 September 2026.

What is the Community Participation Plan?

The Community Participation Plan (CPP) sets out how and when planning authorities will engage the community and stakeholders in decision-making processes related to planning functions.

This plan is applicable to all planning authorities including the Department of Planning Housing and Infrastructure (the Department), local councils and other State Government Departments and agencies. It is designed to clearly outline how and when the community can participate in planning decisions and processes, and when planning authorities exercise their relevant planning functions.

The plan has been prepared by the Planning Secretary to set out the mandatory community participation requirements in accordance with Division 2.6 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

Consistency and proportionality in community participation

Consistency and proportionality are key to the broader success of community participation. The Community Participation Plan standardises public exhibition timeframes across all planning functions, providing a consistent approach, no matter where you are in NSW.

Planning functions are subject to different levels of community participation that reflect the scale, complexity and potential impacts of the proposal or development. This ensures that exhibition requirements are proportionate to the scale and impact of the proposal.

This includes extended exhibition periods for draft strategic plans, as they establish the long-term vision and

identify future needs for housing, jobs, infrastructure and connected communities. Early community engagement at this stage is critical, as it helps inform decisions about land use and the location of future development.

In contrast, some low-impact local development applications may not require public exhibition, reflecting their limited scale and potential impacts. This helps focus community participation on matters that are most likely to affect the community.

While some development types may not be publicly exhibited, they are still assessed on their merits. The consent authority must consider all relevant planning matters as part of the overall assessment process including issues such as privacy, overshadowing and heritage significance.

Engagement strategies

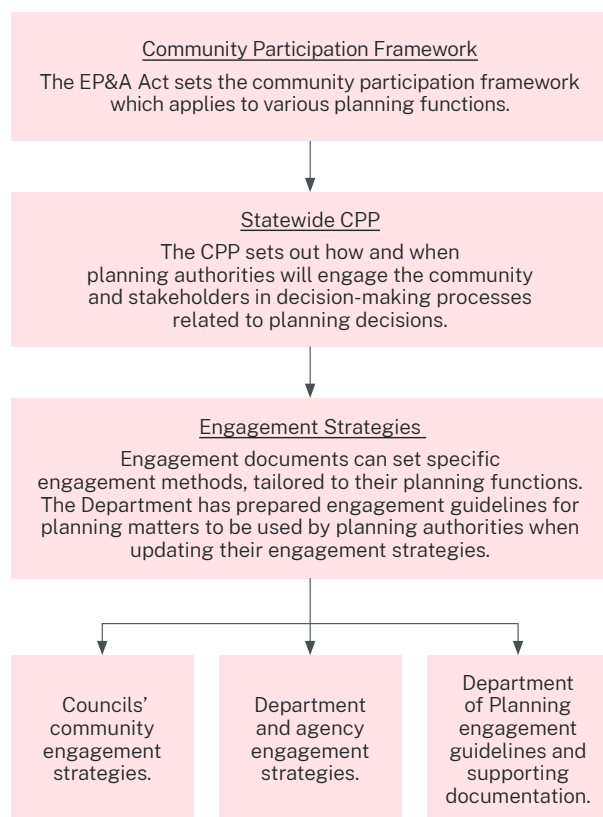
Councils and other planning authorities including the Independent Planning Commission can continue to specify engagement methods in their relevant engagement strategy within the parameters set by this plan. An engagement strategy must not specify timeframes for public exhibition of planning functions. These strategies outline the specific methods and tools that a planning authority will use to engage with communities and stakeholders. Every community is different, and engagement approaches should reflect the characteristics, needs and preferences of the communities they are intended to reach.

Councils and planning authorities are best placed to understand their communities and determine how to effectively engage with groups that may be harder to reach, including young people, people with disability, elderly, socio-economically disadvantaged, those living in rural areas, Aboriginal and Torres Strait Islanders communities and culturally and linguistically diverse people.



Figure 1 shows the hierarchy of community participation legislation and related documents and their relationship to a planning authorities engagement strategy.

Figure 1: Community participation framework in NSW



Public participation – getting involved

Community participation is an essential part of the planning process and a fundamental part of the EP&A Act.

Anyone affected by, or interested in, NSW's planning system including individuals, groups, organisations and government bodies can provide feedback and get involved on planning matters.

Getting involved in the planning process by providing feedback on a proposed development, plan or policy is an important way for the community to have a meaningful say in how their local area changes over time.

Participation plays an important role in improving the design of projects, informing decision-making and building confidence in the planning system so that communities across NSW feel heard and reflected in the spaces that they live and work in.

Effective participation is achieved by:

- Facilitating discussion between stakeholders so they can hear each other's concerns and ideas
- Creating opportunities for upfront discussions that can reduce potential disputes
- Assisting decision makers identify community concerns
- Utilising local knowledge and expertise
- Empowering local communities in the planning process.

Community participation objectives

The principles in section 2.23(2) of the EP&A Act have been considered when developing this CPP, including the community participation objectives. These objectives are included below and are used when engaging with the community and stakeholders on planning matters.



Open and inclusive

Planning authorities will keep the community informed and promote equitable participation. This includes incorporating culturally appropriate practices where relevant and conducting engagement in a safe environment so that all community members can join in.



Easy to access

Planning authorities will advise the community early about how and when they can participate. Information and engagement opportunities will reflect how each community accesses information, using the formats, channels, times and locations that are most likely to reach the people affected.



Relevant

Planning authorities will clearly identify what aspects of the project can be discussed and ensure as many community members as possible can participate. Engagement activities will acknowledge previous community input and be tailored to the context — such as location, application type, assessment stage, and earlier engagement — as well as the scale, nature, and impacts of the proposal.



Timely

Planning authorities will start community participation as early as possible and continue it for an appropriate period, providing regular project updates so people stay informed. The community will be given reasonable time to provide a submission, and authorities will maintain ongoing engagement through local networks.



Proportionate

Planning authorities will concentrate engagement effort on the stages of planning and decision making where community input can have the greatest influence. Where key directions have already been established, engagement will be clear about what has been decided and focus on the matters that remain open to change.



Meaningful

Planning authorities will clearly explain how community submission influence decisions and be upfront about what aspects of a plan the community can shape. Decision makers will engage directly, provide relevant responses, and genuinely consider all input.

Notification and Exhibition

Minimum public exhibition periods

The *Environmental Planning and Assessment Act 1979* sets out minimum community participation requirements for the public exhibition of certain planning matters.

During a public exhibition period all relevant documentation is made publicly available, and the community is invited to make a submission outlining their views on the draft policy, plan or proposal.

When and how you may be notified

If you are directly affected by a proposal, you may receive a notification during public exhibition that provides information on how to view a proposal and how to lodge a submission. Consent authorities may undertake a site visit of the subject site or neighbouring properties to assess impacts as part of their assessment.

Planning authorities will specify how they engage the community on certain types of development in their community engagement strategies. Engagement methods include, but are not limited to the following:

Table 1: Examples of engagement methods for different levels of engagement

Level of engagement	Objective	Method
Make information available	Planning authorities will keep the community informed and promote equitable participation	• a letter • an email • an on-site notice
Invite broader community input	Planning authorities will advise the community early about how and when they can participate	• public exhibition – invite written submissions • documents made available on websites • media releases • mailing lists, Electronic Direct Mail (EDM) • community newsletters and emails • social media posts • updates to subscribers via the NSW Planning Portal
Actively gather community input	Planning authorities will clearly identify what aspects of the project can be discussed and ensure as many community members as possible can participate	• drop in sessions • public meetings • reference groups • focus groups • workshops • surveys • website content or, social media notification
Explore and refine the proposal with affected communities	Planning authorities will clearly explain how community submissions influence decisions and be upfront about what aspects of a plan the community can shape	

Submissions

A consent authority will consider all submissions received during a public exhibition period. In some cases, the number of submissions on a development application determines who the final consent authority is.

Anyone can make a submission. The contents of a submission may be a general response to the project, and not technically detailed. You do not need to be a specialist to have your say.

Late submissions may be considered at the discretion of the consent authority. Submissions must be made in writing and submitted online via the relevant planning authority's website. For the NSW Independent Planning Commission, the panel members will only accept a late submission in exceptional circumstances. It is recommended you contact the relevant consent authority to confirm.

For local development applications, it may be possible to make submissions via the NSW Planning Portal or through other means, such as by post or electronic mail – it is recommended you engage with your council to confirm. For any other consent authorities, it is recommended to contact the consent authority to confirm how submissions can be made.

Where a development is not required to be exhibited, a consent authority is not required to consider submissions as part of its assessment.

Material received outside of a public exhibition period

Feedback can be provided to the consent authority at any stage of an application. This includes planning functions that do not require public exhibition. Where a development application is not publicly exhibited, feedback can still be provided – however it is not considered a formal submission.

Staying up to date

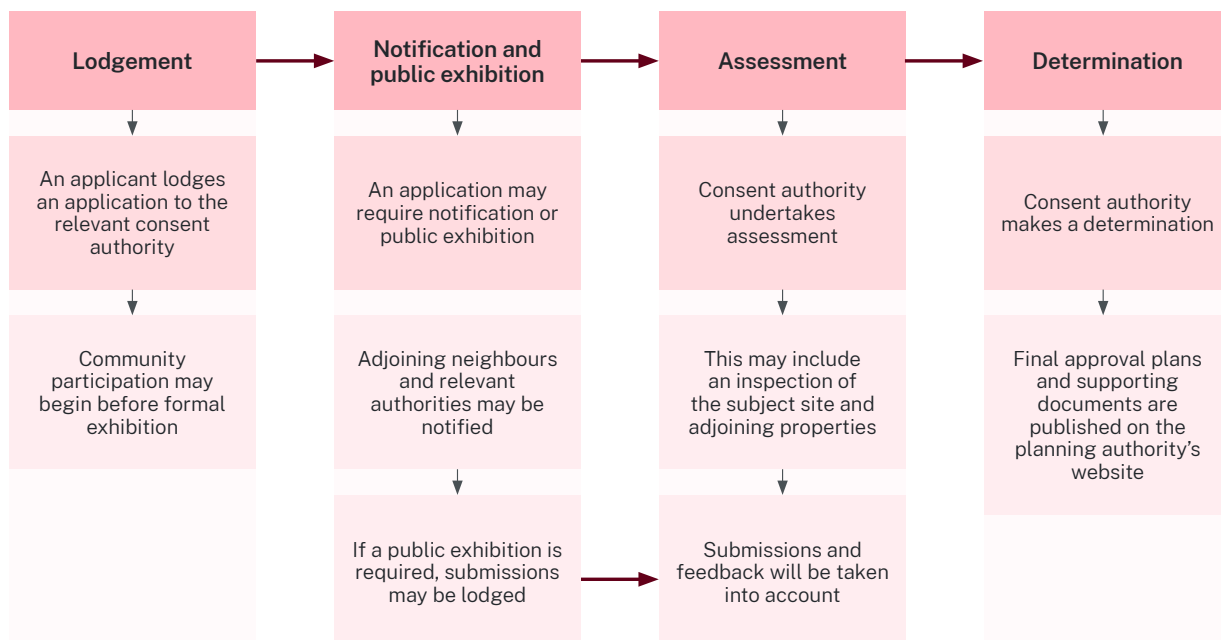
There are many ways to stay updated about development in your local area. You can sign up for alerts on specific projects such as planning proposals, new major projects and State significant development in your local government area.

Throughout this document you will find useful links to trackers and ways to subscribe to projects.

Process for development applications

Figure 2 shows the consultation process of a development application from lodgement to determination and outlines the key stages where participation occurs.

Figure 2: Summary of consultation during development assessment



Participating in planning functions

2

Planning functions

The CPP details exhibition timeframes for the following planning functions:

State Planning Framework – setting the rules and regulations

- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2021
- State Environmental Planning Policies (SEPPs)

Strategic Planning – how my region and community will change overtime

- community participation plan (CPP)
- planning proposals for local environmental plans subject to a gateway determination
- development controls plan (DCPs)
- contribution plans
- regional or district plans
- local strategic planning statements (LSPS)
- activation precinct masterplans and delivery plans (including infrastructure delivery plans)
- structure plans, precinct plans and masterplans for urban renewal areas

Development Assessment – development that may impact where you live and work

- State significant projects
- regionally significant development
- local development
- designated development
- nominated integrated development or threatened species development
- environmental impact statement obtained under Division 5.1
- council-related development applications
- application for modification of development consent
- review of a determination or decision



State planning framework

Setting the rules and regulations

Acts, regulations and policies set the structure for the NSW planning system, providing a regulatory framework for planning decisions, including the assessment of development applications, making planning instruments and strategic planning.

You may be invited to lodge a submission on the following:



EP&A Act

The EP&A Act sets the structure for the NSW planning system. It is the principal legislation regulating land use in NSW and allows plans to be made to guide the process of development and regulate competing land uses.

EP&A Reg

The EP&A Regulation sets out how the procedural matters and requirements of the EP&A Act are carried out, including the provisions planning authorities must follow when assessing development applications.



SEPPs

Environmental planning policies are for State significant or statewide planning matters. They inform how land can be developed, managed and conserved in NSW.

Who is involved:



Department

The Department develops changes as needed and leads engagement



Councils

Councils provide expertise and feedback when an Explanation of Intended Effects is exhibited



Community

Provide feedback when an Explanation of Intended Effects is exhibited



Industry

Peak bodies and advocacy associations provide expertise



Case study

Providing feedback on a housing policy change

Yao saw a government announcement on his news feed that it would soon be easier to build more housing types in places with access to good infrastructure.

The article linked to the Department of Planning, Housing and Infrastructure's website, where he found information on the proposed policy, which included changes to planning controls in the State Environmental Planning Policy (Housing) 2021 (Housing SEPP).

Supportive of the changes, Yao was pleased he could provide feedback, as he lived further from services and jobs.

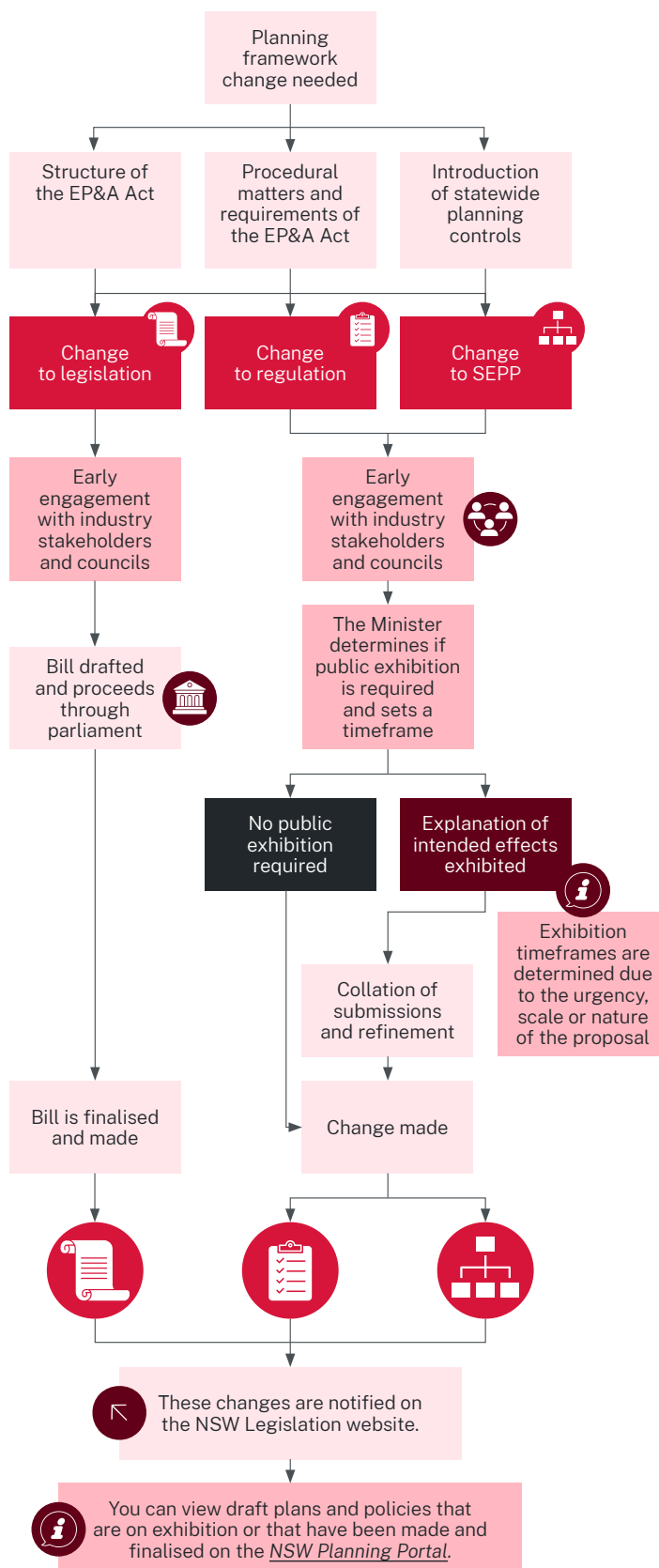
The Department's Explanation of Intended Effects (EIE) document outlined the proposed changes to the Housing SEPP, and where they would apply across NSW.

Although confused by technical planning language, he found infographics, videos and guides written in plain English on the website that helped him understand the proposal.

Yao submitted feedback through a guided form and subscribed to updates.

When the policy was finalised, he read the 'What we heard' document on the website and saw how feedback had informed changes.

Figure 3: Exhibition process – State planning





Strategic planning

How my region and community will change over time

Strategic planning helps guide how places grow, change and are protected. It is the foundation for how governments influence the shape of communities, determine where homes are built, where jobs are located, and how services and infrastructure connect across the State and how the environment is conserved.

Early engagement builds community confidence in the planning system, provides greater transparency about how decisions are made and ensures that potential concerns and priorities are explored proactively.

This aligns with the object of proportionality by encouraging and strengthening early, meaningful community consultation at the strategic planning stage. This ensures the focus of engagement is targeted on identifying issues and priorities that can be addressed prior to development assessment.



You may be invited to lodge a submission on the following:



Draft regional and district strategic plans
Exhibited for a minimum of 60 days

Plans developed to support future community needs in regions and districts across NSW. These include plans for homes, jobs, community infrastructure and a healthy environment.

Updated by NSW government every 5 years

Draft local strategic planning statements (LSPS)
Exhibited for a minimum of 60 days

Plans that detail the vision for land-use in a local area, special character values, and how change will be managed into the future.

Developed by councils and updated every 7 years.



Masterplans for urban renewal areas
Exhibited for a minimum of 42 days

Plans that set a future direction for areas by creating new communities that build on local character and provide updated housing, work, recreation and business opportunities.

A planning authority develops a masterplan for a precinct, in response to strategic direction.

Planning proposals to amend or create a new local environmental plan (LEP)
Exhibited for a minimum of 28 days unless specified in the gateway determination

Planning proposals create and amend LEPs which guide planning decisions for local government areas. They do this through zoning and development controls, which sets how land can be used.

A planning authority or proponent can instigate changes to an LEP.



Draft development control plans (DCP)
Exhibited for a minimum of 28 days

Plans that provide detailed planning and design guidelines to support the planning controls in a LEP.

A council may draft or require a DCP to be prepared.

Draft contributions plans
Exhibited for a minimum of 28 days

These plans enable consent authorities to levy contributions for public amenities and services required to support development.

Did you know: You can view your councils contribution plan on the [NSW Planning Portal](#).

A council prepares a draft contributions plan as needed.



Draft community participation plan (CPP)
Exhibited for a minimum of 28 days

The CPP outlines how and when community participation is undertaken when relevant planning authorities exercise their planning functions.

Did you know: You can view plans on exhibition and under assessment on the [NSW Planning Portal](#).

Established by the State government, the Planning Secretary prepares a draft CPP.

Who is involved:**Department**

The Department prepares regional strategic plans, policies and masterplans, and has a role in assessing planning proposals

**Councils**

Councils prepare strategic plans, contribution plans, masterplans and development control plans. Council also prepare and assess planning proposals

**Community**

The community provides the local perspective on strategic planning during public exhibition

**Industry**

Industry experts provide advice and feedback on proposals

Case study**Lodging a submission on the Sydney Region Plan**

Myriam sees a post pop up on her social media account about a new plan called the Sydney Region Plan.

The post says that the Government is looking for the community to have their say on how Sydney will grow and transform over the next 20 years.

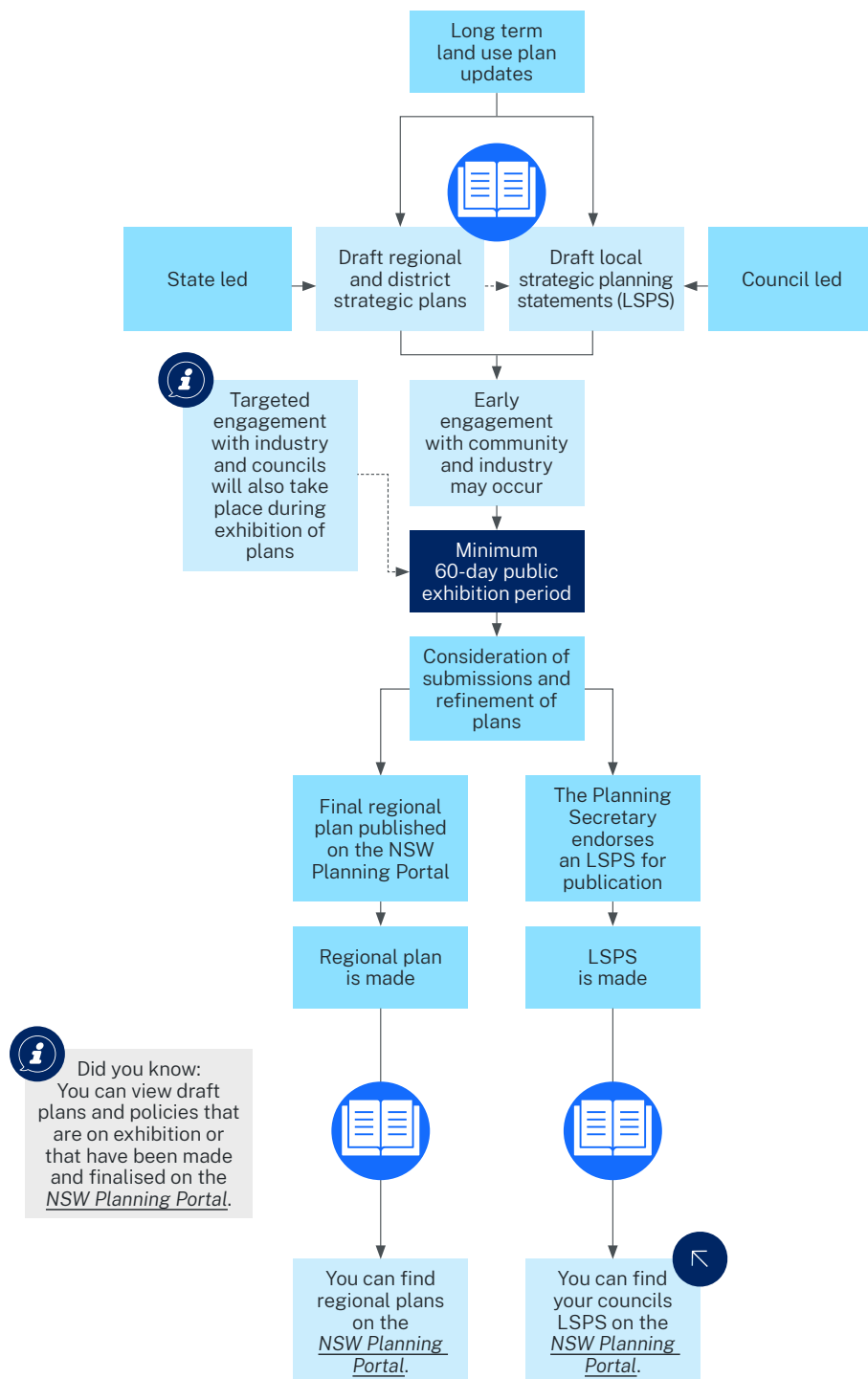
The post has a link to the NSW Planning Portal which has a copy of the draft Sydney Region Plan as well as some simple survey questions to fill out.

Myriam responds to the survey questions and then uses the statewide CPP linked on the NSW Planning Portal, to help her provide a planning focused feedback submission about the draft Sydney Region Plan.

Myriam would like to see more housing near the local train station as she has been renting but wants more opportunities to buy a home in a well connected area.



Figure 4: Exhibition process – Strategic planning



Development assessment

Development that may impact where I live and work

Development assessment functions are undertaken by several planning authorities, including councils, panels, the IPC and State agencies, who make decisions on proposals in accordance with the relevant approval frameworks and planning controls.

Exhibition requirements for development assessment are proportionate to the level of impact a project will produce. During exhibition, the public can see how planning controls translate into buildings and places in their community.

Where a development application requires a more rigorous assessment, and additional consultation requirements set out in legislation or a SEPP, minimum timeframes are generally longer. For example, State significant development applications generally have longer minimum timeframes than local development applications assessed by councils.

You may be invited to lodge a submission on the following:



State significant projects

*Exhibited for a minimum of 28 days
(a minimum period of 14-day applies in specified circumstances)*

Development of a large scale and economic value, environmental sensitivity, or declared significant by the Planning Minister. This includes State significant developments and State significant infrastructure.



Subscribe here to receive email alerts of major projects in your local government area.



For applications that rely on a rezoning exhibited by the Department, the details of the proposed amendments to the relevant planning instrument(s) will be publicly exhibited concurrently with the application.

Regionally significant development

Exhibited for a minimum of 14 days

Certain development applications of large economic value, scale and/or complexity. Regional planning panels are made up of independent experts that decide whether to approve a development.



Did you know: You can view applications on exhibition and under assessment on the NSW Planning Portal.



Local development

Exhibited for a minimum of 14 days

The most common type of development applications in NSW. Projects range from home extensions to medium sized commercial, retail, and industrial developments.



Did you know: You can view exhibited and determined applications using the DA tracker.

Development excluded from notification and public exhibition

No exhibition

Certain development that meets relevant planning controls.

Development types specified in Table 6 will be excluded from exhibition requirements (if they do not include a clause 4.6 variation).



Continued on next page



Council-related development applications

Exhibited for a minimum of 28 days

Councils regularly lodge development applications as an applicant to complete their own projects and achieve outcomes for the community. This includes development such as parks, affordable housing and toilet blocks, as well as commercial proposals.



Where a development application requires a more rigorous assessment, and additional consultation requirements set out in legislation or a SEPP, minimum timeframes are generally longer. For example, state significant development applications have longer minimum timeframes than local development applications assessed by councils.

Development applications with additional considerations

Exhibited for a minimum of 28 days



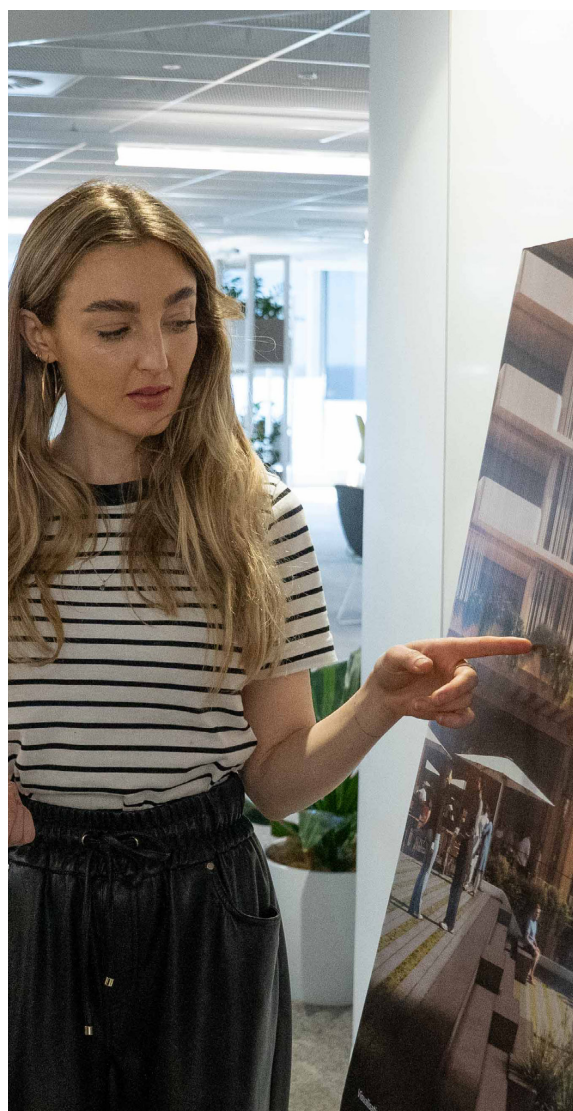
Did you know: You can view exhibited and determined applications using the [DA tracker](#).

Designated development is a category of development that involves a higher level of assessment and scrutiny due to the potential risk it poses to the environment.

Nominated integrated development is development that requires certain approvals (such as a permit or license) from a NSW Government agency before it can be carried out.

Threatened species development is a category of development that affects threatened species and requires a species impact statement.

An Environmental Impact Statement (EIS) is required if an activity will have a significant impact on the environment. The EIS assesses the economic, environmental and social impacts of a project.



Who is involved in development assessment:



Department

The Department assesses and in some cases determines State significant projects



Councils

Council assesses local and regionally significant development applications. Council also provides advice on State significant projects



Community

The community provide valuable feedback on projects during public exhibition



Industry

Industry experts provide advice and feedback on projects



Case study

Learning about a solar farm in my local area

There has been a post on a community social media group that a solar farm is proposed near Anne's local town, with many comments objecting to the idea.

This is the first time she's heard of the project and is curious, so she goes online to check if there are any project documents available for her review.

Anne discovers that the energy company is intending to host webinars next week to introduce locals to their proposal. This is suitable for Anne as she has two young children and is glad she can join in from home.

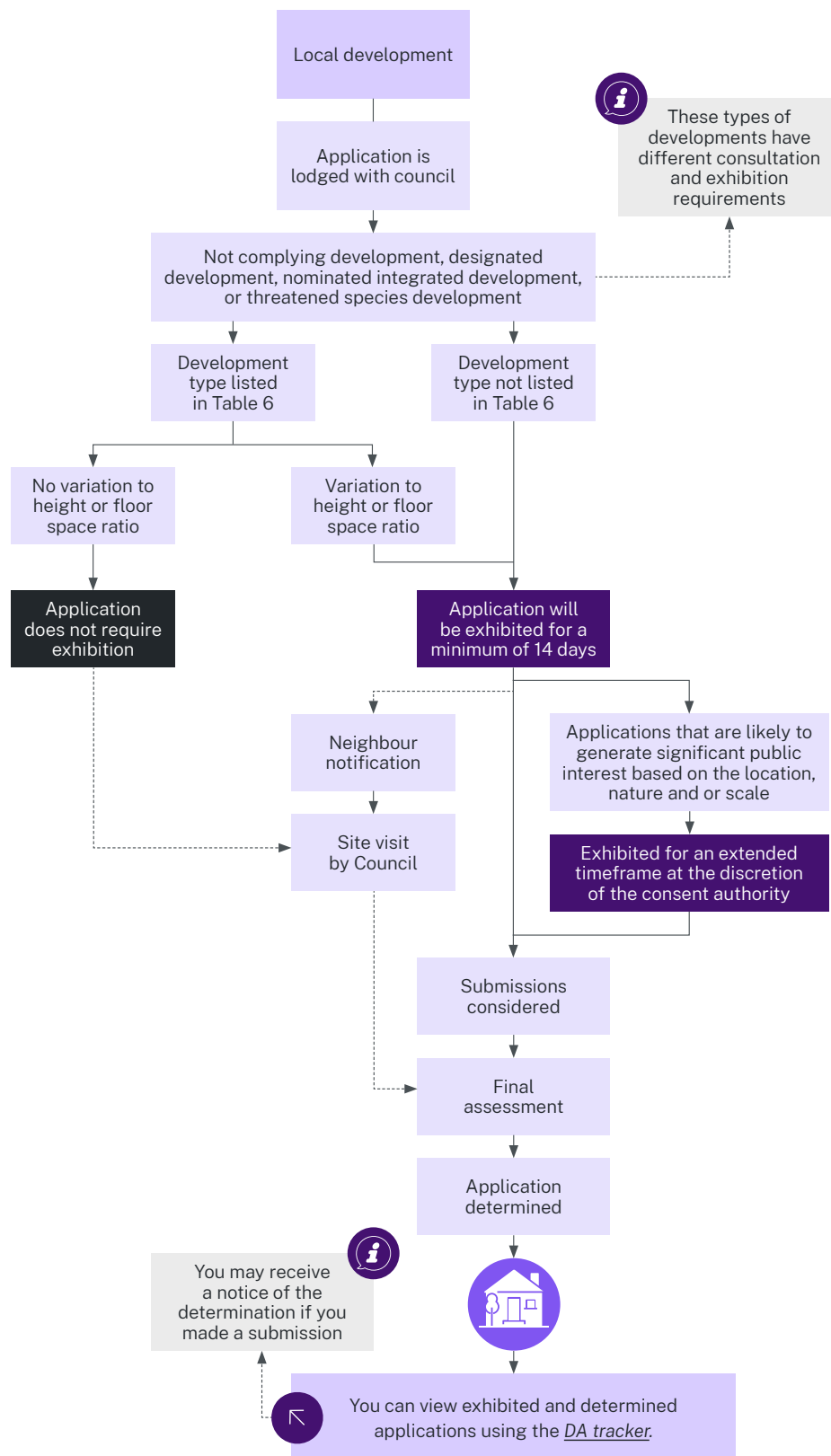
Upon joining the webinar, she discovers that the project is still in early development and a formal application is yet to be lodged.

It is also explained that for larger scale projects, such as renewable energy, the State Government assesses their environmental impact, as they are important to the State.

The community is being engaged as part of preparing the application, and Anne is encouraged to sign up for project updates to find out when the project moves through different stages of the planning process.

Anne will also be able to submit a formal submission when an environmental impact statement is lodged, and the formal exhibition process opens. It is important to be able to do this, as the submissions will be considered by the NSW Government as part of its assessment of the project.

Figure 5: Exhibition process – Local development





Other notice requirements

The following planning functions are subject to different approval pathways under NSW planning legislation and have varying notification requirements, which are not set by the community participation plan.

Some forms of development, such as exempt development, are considered low impact and do not require community notification. Others, such as complying development, voluntary planning agreements and certain development carried out without consent, may involve notification. This depends on statutory requirements or the nature and potential impacts of the proposal.

Table 2: Notice requirements for specific development types

Development type	Description	Notice requirement
Complying development 	Process that combines planning and construction approval for straight forward residential, commercial and industrial development. These provisions are in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008. Complying development applications are not publicly exhibited as they meet specific development standards established for straight forward, low impact projects. Therefore, there is no opportunity to provide feedback.	For certain development types you will be notified before works commence. Council have a requirement to publish certain documents relating to complying development certificates on their website. Notice provisions are stipulated in the EP&A Regulation. Further information can be found in the Guide to complying development
Exempt development 	Very low impact development that can be done without planning or building approval for certain residential, commercial and industrial properties. These provisions are in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.	No applicable notice requirements. Visit the Exempt development web page for fact sheets and further information.
Voluntary planning agreements 	A method of securing contributions to help cover the cost of delivering infrastructure. They are legal agreements between a developer and a planning authority, such as the Minister for Planning and Public Spaces, or local councils.	A proposed agreement, amendment or revocation must be made available for inspection by the public for at least 28 days, as set out in the EP&A Act. Notification of a planning agreement can happen concurrently with the related planning matter.
Development without consent (Review of environmental factors) 	Certain projects undertaken by councils, government departments or State agencies. Before work can start, public authorities are required to assess the environmental impacts of a project.	Notice periods are set out in the relevant environmental planning instruments, and guideline documents.

Public exhibition timeframes

Tables 3, 4, 5 and 6 set out mandatory requirements for public exhibition
Table 6 sets out when certain development types are excluded from public exhibition.

State and local planning framework

Table 3: Public exhibition timeframes for policy and legislation

Planning function	Minimum exhibition timeframe
Draft legislation and regulations (the Department)	Discretionary based on the urgency, scale or nature of the proposal
Policies, guidelines or strategies publicly exhibited for a planning purpose	28 days unless decided otherwise due to the urgency, scale and nature of the proposal

Additionally, the Department may exhibit other proposals consistent with community participation objectives. For these functions, there may also be occasions where a government priority or administrative requirement demands immediate action, and the usual community participation process may be truncated.

Strategic planning

Table 4: Public exhibition timeframes for strategic planning

Planning function	Minimum exhibition timeframe
Draft community participation plan	28 days ¹
Planning proposals for local environmental plans subject to a gateway determination*	28 days or as specified by the gateway determination which may determine, due to the minor nature of the proposal, that no public exhibition is required ²
Draft development control plan	28 days ³
Draft contribution plans	28 days ⁴
Draft local strategic planning statements	60 days
Draft regional or district strategic plans	60 days
Draft activation precinct masterplans and delivery plans (including infrastructure delivery plans)	28 days ⁵
Structure plans, precinct plans and masterplans for urban renewal areas	42 days unless decided otherwise due to the urgency, scale and nature of the proposal

* Exhibition of planning proposals must also be carried out in accordance with the Department's Local Environmental Plan Making Guideline.

¹ EP&A Act, Schedule 1, clause 1.

² EP&A Act, Schedule 1, clause 4.

³ EP&A Act, Schedule 1, clause 5.

⁴ EP&A Act, Schedule 1, clause 6.

⁵ State Environmental Planning Policy (Precincts – Regional) 2021, sections 3.6(6), 3.7(6).

Development assessment

Table 5: Public exhibition timeframes for development applications

Planning function	Minimum exhibition timeframe ⁶
Application for development consent. Exclusions: a) complying development, b) designated development, c) nominated integrated development, d) threatened species development, e) State significant development, and f) targeted assessment g) development listed in Table 6	14 days
Application for consent for the following State significant development: - Housing development carried out by or on behalf of the Aboriginal Housing Office or the Land and Housing Corporation under the <i>Planning Systems SEPP, Schedule 1, section 26</i> - In-fill affordable housing under the <i>Planning Systems SEPP, Schedule 1, section 26A</i> - Build-to-rent housing under the <i>Planning Systems SEPP, Schedule 1, section 27</i> - Seniors housing under the <i>Planning Systems SEPP, Schedule 1, section 28</i> - Development in accelerated TOD precincts under the <i>Planning Systems SEPP, Schedule 2, section 19</i> - Development declared under the <i>EP&A Act, section 4.36(3)</i>. Including on the recommendation of the Housing Delivery Authority	14 days
Application for development consent for targeted assessment development, including any amended application under the pathway	14 days, unless a different period is specified in a State environmental planning policy ⁷
Application for modification of development consent required to be publicly exhibited by the regulations	14 days ⁸
Application for the review of a determination or decision of a consent authority (Division 8.2 review)	The same period as the development application or modification application was originally notified or advertised
Application for development consent for all other State significant development	28 days
Application for development consent for designated development	28 days
Environmental impact statement for State significant infrastructure under Division 5.2	28 days
Application for development consent for nominated integrated development or threatened species development	28 days
Application for development consent for category 1 remediation work under Chapter 4 of SEPP (Resilience and Hazards) 2021	28 days
Environmental impact statement obtained under Division 5.1	28 days
Council-related development applications	28 days
Re-exhibition of any amended application or matter	The period (if any) determined by the person or body responsible for publicly exhibiting the application or matter

⁶ Development applications that are likely to generate significant public interest based on the location, nature and or scale may be exhibited for an extended timeframe at the discretion of the consent authority.

⁷ EP&A Act, Schedule 1, clause 9C.

⁸ Excluding applications to modify a development consent made under section 4.55(2) specified in Table 6.

Development types excluded from public exhibition

Applications for development consent listed in Table 6 (other than applications for complying development certificates, designated development, nominated integrated development, threatened species development or for State significant development), are excluded from public exhibition, where the development:

- Does not require a variation to height of building or floor space ratio, under clause 4.6 of the Standard Instrument LEP (or an equivalent provision of any other environmental planning instrument).

Table 6: Development types excluded from public exhibition

Development types excluded from public exhibition ⁹
• Ancillary development to existing residential accommodation (such as but not limited to pools, sheds, pergolas and carports) • Bed and breakfast accommodation • Change of use (excluding a change of use to a registered club or pub, and excluding any development that adjoins, or is located on, land in a residential zone) • Demolition • Dual occupancy (up to two storeys) • Attached dwelling (up to 5 dwellings) • Dwelling house (up to two storeys) • Multi dwelling housing (up to 5 dwellings) • Secondary dwelling • Exhibition home • Extensive agriculture • Farm building • Home business • Home industry • Home occupation • Industrial retail outlet • Infrastructure facility in the Alpine region¹⁰ • Internal and external alterations and additions (excluding residential accommodation) • Internal and external alterations and additions to existing residential accommodation resulting in no more than two storeys • Kiosk • Repair and maintenance of recreation infrastructure, lifting facility, or snow-making infrastructure in the Alpine region • Roadside stall • Rural worker's dwelling • Signage (excluding where it adjoins or is in a residential zone) • Subdivision of land resulting in no more than 5 new lots • Subdivision of land that is subject to an existing development consent for its current use. • Temporary structure • Tree removal on private land • Applications to modify a development consent made under section 4.55(1) of the EP&A Act • Applications to modify a development consent made under section 4.55(1A) of the EP&A Act • Applications to modify a development consent made under section 4.56(1) of the EP&A Act with minimal environmental impact • Applications to modify a development consent made under section 4.55(2) of the EP&A Act where the development the subject of the consent is specified in this Table

⁹ Where a word or expression used in the Table is defined in the Dictionary to the standard instrument set out in the *Standard Instrument (Local Environmental Plans) Order 2006*, that definition applies to the word or expression as used in the Table.

¹⁰ As defined in Schedule 4A to *State Environmental Planning Policy (Precincts – Regional) 2021*.

Key points to note about public exhibition

- Timeframes are measured in calendar days and include weekends.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition period as outlined in Schedule 1 to the EP&A Act.
- In certain circumstances there may be merit appeal rights for a person who makes a submission to object during the public exhibition of a development application for designated development and some state significant development projects.
- Public authorities are not required to make available for inspection any part of an environmental impact statement where this publication would, in the opinion of the public authority, be contrary to the public interest due to its confidential nature or for other reasons defined in relevant legislation, such as the Government Information (Public Access) Act 2009.
- Sections 287 and 287A of the EP&A Regulation require submissions on State significant projects and other development applications where the Minister for Planning and Public Spaces, Planning Secretary or Independent Planning Commission is the consent authority, to be made through the NSW Planning Portal.
- The safety of community members, other stakeholders and staff must be considered during meetings, phone calls, and as part of any correspondence. Everyone has the right to participate in a respectful environment and are expected to behave in a manner that supports everyone's right to present their point of view.

Glossary

Planning terms and definitions

Alpine region	Means the Alpine Region identified on the <u>State Environmental Planning Policy (Precincts – Regional) 2021, Kosciuszko Alpine Region Land Application Map</u>
Activation precinct	A dedicated area within regional New South Wales which has been identified by the NSW Government to drive regional economic development and declared to be an Activation Precinct in a Schedule made under Chapter 3 of the State Environmental Planning Policy (Precincts – Regional) 2021
Community Participation Plan	The community participation plan prepared and published under Division 2.6 of the EP&A Act
Contribution plans	A plan developed by councils for the purposes of imposing conditions requiring local infrastructure contributions to fund new and upgraded public amenities and/or services required to accommodate development
Council-related development applications	A development application, for which a council is the consent authority, that is – (a) made by or on behalf of the council, or (b) for development on land, other than a public road within the meaning of the <u>Local Government Act 1993</u> – (i) of which the council is an owner, a lessee or a licensee, or (ii) otherwise vested in or under the control of the council Note – Land vested in or under the control of the council includes public land within the meaning of the <u>Local Government Act 1993</u>
Delivery plan	A delivery plan for an activation precinct means a delivery plan for the precinct that is approved by the Planning Secretary under section 3.7 of Chapter 3 of the State Environmental Planning Policy (Precincts – Regional) 2021
Designated development	Designated development refers to high-impact developments (e.g. likely to generate pollution) or those located in or near an environmentally sensitive area
Development control plans (DCP)	A plan providing detailed planning and design guidelines to support LEP planning controls
Environmental impact statement (EIS)	An EIS provides information on the economic, environmental, and social impacts of the project. It helps the community; government agencies and the consent authority make informed submissions or decisions on the project
Gateway determination	A gateway determination is issued following an assessment of the strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition
Local environmental plan (LEP)	An environmental planning instrument developed by a planning proposal authority, generally a council. An LEP sets the planning framework for a Local Government Area

Planning terms and definitions

Nominated integrated development	Integrated development that requires an approval (within the meaning of section 4.45) under – (a) a provision of the <i>Heritage Act 1977</i> specified in section 4.46(1), or (b) a provision of the <i>Water Management Act 2000</i> specified in section 4.46(1), or (c) a provision of the <i>Protection of the Environment Operations Act 1997</i> specified in section 4.46(1)
Regional strategic plan	20-year plans addressing community needs for housing, jobs, infrastructure and a healthy environment for a region
Residential zone	Land in <i>R1 General Residential, R2 Low Density Residential, R3 Medium Density Residential, R4 High Density Residential or R5 Large Lot Residential under a local environmental plan that adopts the standard instrument set out at the end of the Standard Instrument (Local Environmental Plans) Order 2006 (or land in an equivalent land use zone, as that term is defined under clause 5 of State Environmental Planning Policy (Housing) 2021)</i>
State environmental planning policy (SEPP)	An environmental planning instrument developed by the Department, relating to State significant or statewide planning matters
State significant development (SSD)	Development that is declared to be state significant development under section 4.36 of the EP&A Act Developments may be declared to have State significance due to their size, location, economic value or potential impacts, for example new non-government schools and hospitals and energy generating facilities
State significant infrastructure (SSI)	Development that is declared to be state significant infrastructure under section 5.12 of the EP&A Act SSI includes major transport and services developments with significance and impact beyond the local area, for example rail infrastructure, road infrastructure and water storage or treatment facilities
Threatened species development	Development to which section 7.7(2) of the <i>Biodiversity Conservation Act 2016</i> or section 221ZW of the <i>Fisheries Management Act 1994</i> applies
Urban renewal area	- Areas identified as having good access to existing or planned public transport connections, suitable for rejuvenation with new homes and jobs - State significant precincts which are large areas of predominantly State-owned land within Greater Sydney, identified by the NSW Government as areas for growth because of their social, economic or environmental characteristics

Where can I find out more?

Planning function	Link
Acts, Regulations and SEPPs	Draft plans and policies on exhibition and under consideration can be found here: www.planningportal.nsw.gov.au/have-your-say-
Strategic planning	Regional plans can be found here: www.planning.nsw.gov.au/plans-in-nsw/plans-by-region Local Strategic Planning Statements can be found here: www.planningportal.nsw.gov.au/local-strategic-planning-statements Contribution plans can be found here: www.planningportal.nsw.gov.au/infrastructure-contributions Planning Proposals on exhibition can be found here: www.planningportal.nsw.gov.au/ppr
State significant projects	Subscribe to receive email alerts for Major Projects here: www.planningportal.nsw.gov.au/major-projects/services/subscribe-notifications Track applications on exhibited here: www.planningportal.nsw.gov.au/major-projects/projects?status=Exhibition&lga=All&development_type=All&industry_type=All&case_type=All
Regional planning panels	View applications with the Regional Planning Panels here: www.planningportal.nsw.gov.au/planning-panel
Development assessment	View councils' DA trackers here: www.planningportal.nsw.gov.au/map/council-trackers
Complying development	View the guide to complying development here: www.planning.nsw.gov.au/sites/default/files/2023-02/guide-to-complying-development.pdf
Exempt development	Find more information on exempt development here: www.planning.nsw.gov.au/the-planning-system/development-assessment/planning-approval-pathways/exempt-development



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Information Only - 17 September 2026

ITEM 10.3 **Investments for the month of August 2026**

FILE REFERENCE **I26/264**

AUTHOR **Director of Finance and Administration**

ISSUE

Council Investment Portfolio Register as at 31 August 2026.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

The investment portfolio register is provided for the information of Council.

REPORT

Investments to 31 August 2026

Investment Institution	Type	Investment Face Value	Interest Rate	Term Days	Maturity Date	Interest Due
CBA BOS	Call	\$2,080,000	2.85%	30	31-08-26	\$4,872.33
CBA	TD	\$1,500,000	4.01%	364	02-09-26	\$59,985.21
NAB	TD	\$1,000,000	4.15%	365	09-09-26	\$41,500.00
IMB	TD	\$600,000	4.90%	89	09-09-26	\$7,168.77
NAB	TD	\$2,500,000	4.95%	84	16-09-26	\$28,479.45
IMB	TD	\$2,000,000	4.90%	84	16-09-26	\$22,553.42
NAB	TD	\$1,000,000	4.20%	301	16-09-26	\$34,635.62
NAB	TD	\$1,000,000	4.20%	364	23-09-26	\$41,884.93
Bank of Qld	TD	\$1,000,000	4.80%	85	23-09-26	\$11,178.08
Bank of Qld	TD	\$1,000,000	4.60%	56	30-09-26	\$7,057.53
Bendigo Bank	TD	\$1,000,000	4.45%	63	07-10-26	\$7,680.82
Bank of Qld	TD	\$1,600,000	4.85%	98	14-10-26	\$20,835.07
IMB	TD	\$500,000	4.80%	70	21-10-26	\$4,602.74
NAB	TD	\$1,000,000	5.10%	91	28-10-26	\$12,715.07
CBA	TD	\$500,000	4.99%	96	04-11-26	\$6,562.19

Information Only**INVESTMENTS FOR THE MONTH OF AUGUST 2026 cont'd**

Bendigo Bank	TD	\$1,000,000	5.20%	224	11-11-26	\$31,912.33
CBA	TD	\$1,500,000	5.02%	133	18-11-26	\$27,438.08
NAB	TD	\$1,000,000	5.10%	105	25-11-26	\$14,671.23
IMB	TD	\$1,000,000	5.00%	112	02-12-26	\$15,342.47
Bank of Qld	TD	\$1,000,000	4.30%	371	09-12-26	\$43,706.85
Bendigo Bank	TD	\$1,000,000	5.00%	126	16-12-26	\$17,260.27
CBA	TD	\$1,076,000	4.58%	364	06-01-27	\$49,145.78
CBA	TD	\$1,000,000	4.52%	370	13-01-27	\$45,819.18
Bank of Qld	TD	\$500,000	4.50%	364	20-01-27	\$22,438.36
NAB	TD	\$1,000,000	4.70%	364	27-01-27	\$46,871.23
CBA	TD	\$1,100,000	4.72%	362	27-01-27	\$51,493.26
Bendigo Bank	TD	\$1,000,000	4.55%	364	03-02-27	\$45,375.34
Bank of Qld	TD	\$1,100,000	4.75%	371	10-02-27	\$53,108.90
Bendigo Bank	TD	\$1,000,000	4.60%	371	17-02-27	\$46,756.16
Bank of Qld	TD	\$1,000,000	4.80%	371	24-02-27	\$48,789.04
CBA	TD	\$1,000,000	4.75%	378	03-03-27	\$49,191.78
NAB	TD	\$500,000	4.80%	378	10-03-27	\$24,854.79
IMB	TD	\$1,000,000	4.80%	378	17-03-27	\$49,709.59
Bank of Qld	TD	\$1,500,000	4.97%	385	24-03-27	\$78,634.93
CBA	TD	\$500,000	5.15%	224	31-03-27	\$15,802.74
IMB	TD	\$1,000,000	5.20%	231	07-04-27	\$32,909.59
NAB	TD	\$1,000,000	5.25%	238	14-04-27	\$34,232.88
CBA	TD	\$1,000,000	5.16%	238	21-04-27	\$33,646.03
Bendigo Bank	TD	\$1,000,000	5.25%	245	28-04-27	\$35,239.73
		\$42,056,000				\$1,226,061.78

TD: Term Deposit**CBA BOS:** Commonwealth Bank Business Online Saver

Information Only

INVESTMENTS FOR THE MONTH OF AUGUST 2026 cont'd

Council Investment Performance:

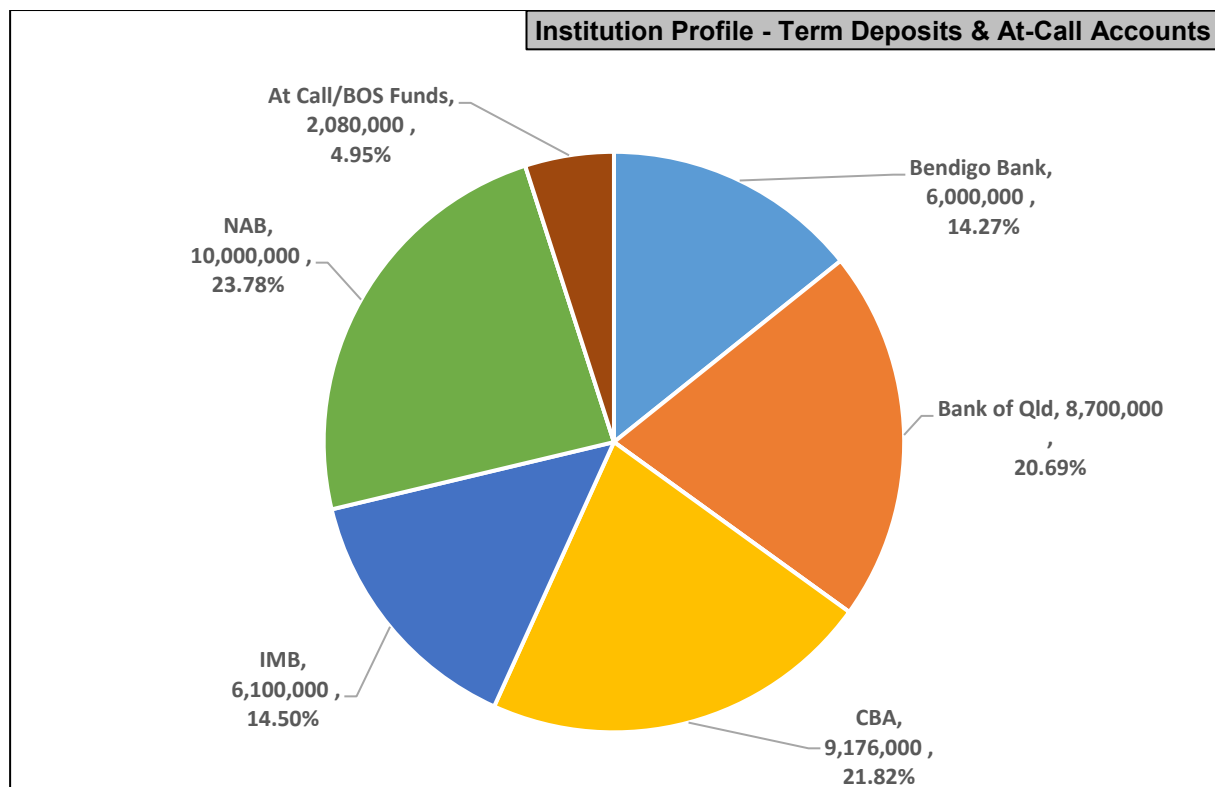
Budget Comparison to 31 August 2026

Interest on Investments Received YTD	\$317,783
Annual budgeted amount for all funds	\$1,390,500
Percentage of Interest Received YTD	22.85%
Percentage of Year Elapsed	16.99%
Average market interest rate (90-day BBSW)	4.55%
Average return on all investments	4.73%

The above investments have been made in accordance with Section 625 of the *Local Government Act 1993*, the Local Government Regulations, the Ministerial Investment Order, and the Council's Investment Policy.

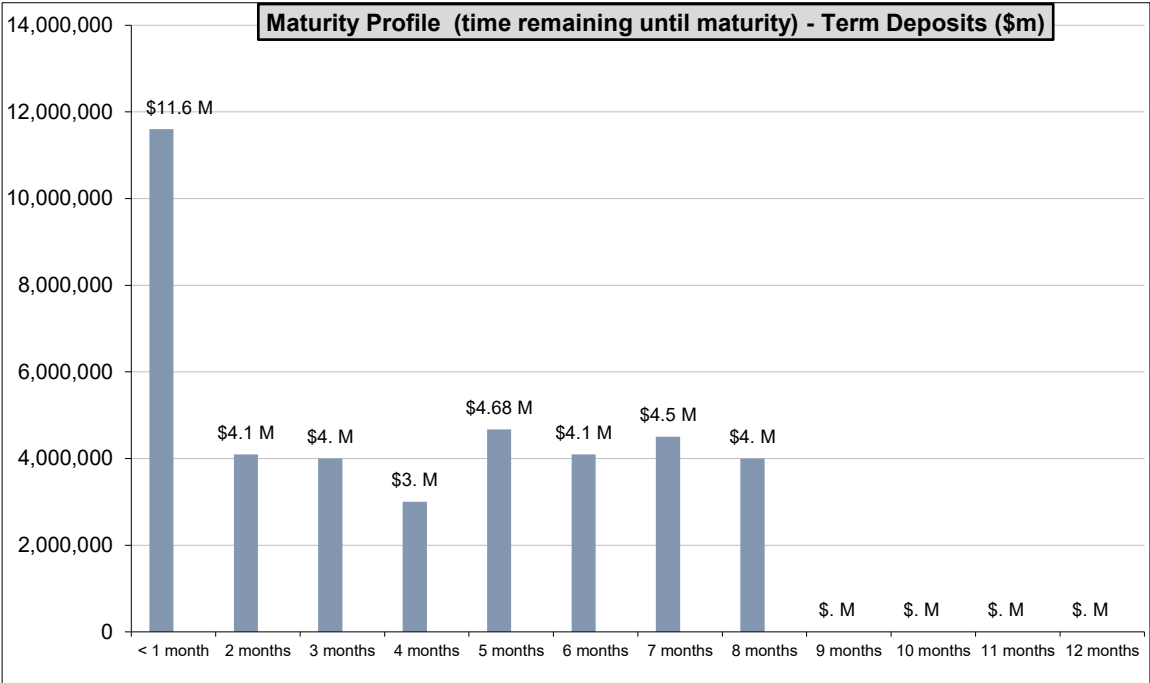
Financial Institution Investments Profile as at 31 August 2026

The following chart shows the current distribution of Council's investment portfolio between the authorised financial institutions used. The current distribution of funds between institutions complies with Council's Investment Policy which states: *"The maximum percentage that may be held with a financial institution is 25% of Council's total investment portfolio at a point in time. Related entities and trading names operating under the same ADI licence or corporate group must be aggregated."*



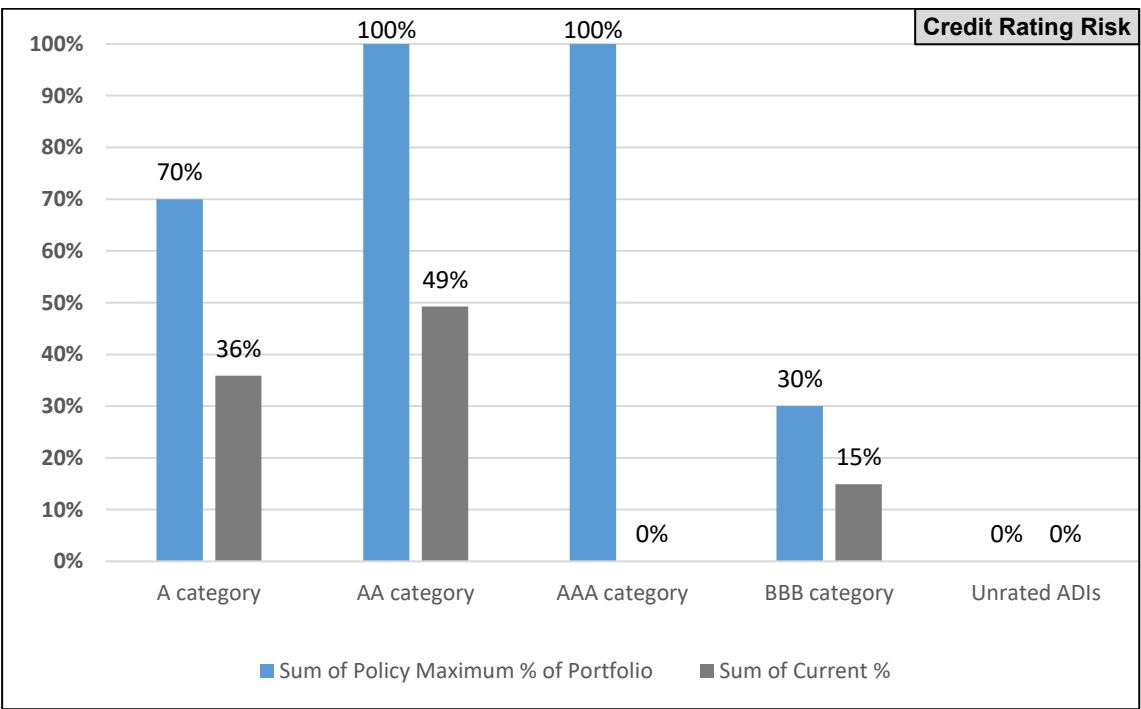
Maturity Profile as at 31 August 2026

The following chart illustrates the maturity profile of investment portfolio showing the amount of time remaining until current term deposits mature. This demonstrates that Council’s investing activities should meet future cash flow requirements.



Credit Rating Risk as at 31 August 2026

The following chart illustrates Council's exposure to credit rating risk by comparing the current investment portfolio allocation against the maximum limits prescribed within the Investment Policy.



Information Only**INVESTMENTS FOR THE MONTH OF AUGUST 2026** cont'd**Summary of Available Cash as at 31 August 2026**

Total Investments: \$42,056,000

Investments By Fund (Includes Restricted and Unrestricted Cash):

Funds	(\$)
General Fund Reserves	\$23,031,160
Water Supply Fund Reserves	\$5,759,708
Sewerage Fund Reserves	\$9,940,872
Domestic Waste Management Fund Reserves	\$3,321,905
Trust Fund Reserves	\$2,355

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 17 September 2026

ITEM 10.4 **Bank Balance and Reconciliation - August 2026**

FILE REFERENCE I26/265

AUTHOR **Director of Finance and Administration**

ISSUE

Statement of Bank Balance and Reconciliation as at 31 August 2026.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

STATEMENT OF BANK BALANCE & RECONCILIATION

	\$
General Ledger Balance brought forward 31 July 2026	190,521.85
Add: Receipts for August 2026	6,199,480.92
	<u>6,390,002.77</u>
Deduct: Payments for August 2026	5,506,216.15
Balance as at 31 August 2026	<u>883,786.62</u>
Balance as per Bank Statement 31 August 2026	1,186,493.15
Add: Outstanding Deposits	8,524.04
	<u>1,195,017.19</u>
Less: Unpresented Cheques/ EFTs	311,230.57
Balance as at 31 August 2026	<u>883,786.62</u>

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 17 September 2026

ITEM 10.5 **Rates and Charges Outstanding for the month of August 2026**

FILE REFERENCE **I26/266**

AUTHOR **Director of Finance and Administration**

ISSUE

Rates and Charges Outstanding Report to 31 August 2026.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

A Summary report of the Rates and Charges outstanding at 31 August 2026 is detailed.

REPORT

There is an attached report titled "Rate Collection 2027 Year" for the 2026/2027 financial year. A comparison of the rates and charges outstanding percentage to previous financial years is highlighted in the below table:

Description	31/08/2026	31/08/2025	31/08/2024
Total % Rates and Charges Outstanding	60.88%	62.23%	63.24%
Total \$ Amount Rates and Charges Outstanding	\$10.94 million	\$10.53 million	\$10.16 million

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. ↓	Rate Collection by Year - September 2026	Attachment
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Rate Collection 2027 Year

Rating Categories	Levy Raised	Rates Received to	Rates Outstanding to	% Rates Outstanding
	2 September 2026	2 September 2026	2 September 2026	2 September 2026
Farmland	6,505,099.37	2,485,881.29	4,019,218.08	61.79%
Residential	1,813,043.89	606,083.68	1,206,960.21	66.57%
Rural Residential	1,015,985.12	393,319.35	622,665.77	61.29%
Business	892,909.37	675,638.42	217,270.95	24.33%
Mining	2,487.40	622.65	1,864.75	74.97%
Water	1,535,696.00	545,138.98	990,557.02	64.50%
Sewerage	2,296,320.98	806,810.53	1,489,510.45	64.87%
Domestic & Comm Waste	2,025,426.75	743,258.17	1,282,168.58	63.30%
Rural Waste	1,082,550.43	433,865.75	648,684.68	59.92%
Storm Water	51,321.16	16,864.55	34,456.61	67.14%
**Arrears	757,034.91	326,015.11	431,019.80	56.94%
Credits		104,617.33	-104,617.33	
Overall Total Rates	17,977,875.38	7,138,115.81	10,839,759.57	60.29%

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Information Only - 17 September 2026

ITEM 10.6 **Grants Report**

FILE REFERENCE I26/286

AUTHOR **Grants and Project Officer**

ISSUE

This quarterly grant report advises Council of grants available, grant applications in progress, submitted or unsuccessful applications and grant projects funded.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

The updated Grants Report Spreadsheet is an attachment to this report for Councillor information as of 2 September 2026.

A list of grants available and ongoing grants listed on Council's website can be accessed by the following link:

<https://www.upperlachlan.nsw.gov.au/community/grants>

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. ↓	Grants Report - September 2026	Attachment
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Grants Report September 2026

Grant Applications in progress											
Grantee	State	Project Dept	Due or Submitted	Project	Area	Council Contrib.	Other Contribution	Amount Requested	Subtotal	Project Cost	Comment/Progress
Club Grants Category 3 Sports and Recreation	NSW	Infrastructure	17-Aug-26	Construction of the amenities and changerooms Crookwell Aquatic Centre	Crookwell	\$ 935,000	\$ 140,000	\$ 300,000	\$ 1,375,000	\$ 1,375,000	Application lodged. Includes \$140,000 changing places grant. Council has also applied for \$900,000 from Active Regional Communities Community Participation Stream
Active Regional Communities Community Participation Stream	NSW	MAAC	1-May-26	Changing Places Facility Crookwell Aquatic, Park and Visitor Information Centre (CAPVIC)	Crookwell	\$ 310,000	\$ 140,000	\$ 900,000	\$ 1,350,000	\$ 1,350,000	Application lodged. Includes \$140,000 changing places grant
NSW Rugby World Cup Legacy Program	NSW	Infrastructure	14-Aug-26	Crookwell Memorial Oval LED Lighting Upgrade	Crookwell	\$47,078	\$ 1,000	\$ 84,782	\$ 132,860	\$ 132,860	Application lodged
Seniors Week	NSW	Community	11-Aug-26	Discover, Connect, Celebrate! Upper Lachlan Seniors Week 2027	Crookwell	\$0	\$ -	\$ 6,760	\$ 6,760	\$ 6,760	Application lodged
NSW Women's Week Grant EO1	NSW	Community	7-Aug-26	Empowerment Self Defense Workshops for Women and Girls	Crookwell, Gunning	\$1,000	\$ -	\$ 10,000	\$ 11,000	\$ 11,000	Application Unsuccessful
NSW Rugby League Infrastructure Investment Fund	NSW	Infrastructure	29-Jul-26	Crookwell Memorial Oval Lights Upgrade	Crookwell	\$65,430	\$ 1,000	\$ 66,430	\$ 132,860	\$ 132,860	Application lodged
Holiday Break Spring and Summer 2027	NSW	Tourism and Economic Development	22-Jul-26	Paint n Mocktails and Fiesta Time Youth events. Buses across the shire to and from events	Crookwell, Collector	\$0	\$ -	\$ 9,800	\$ 9,800	\$ 9,800	Application Successful
Disaster Ready Fund Round 4	Comm	Infrastructure	1-Jul-26	Replace three low-level causeways with upgraded culvert crossings: Tyrl Tyrl Road Laggan; Pejar Road Crookwell and Back Arm Road Middle Arm	Laggan, Crookwell, Middle Arm	\$199,850	\$0	\$798,212	\$998,062	\$998,062	Application lodged
Veolia MT Community Grant - Round 2	NSW	Infrastructure	3-Jun-26	Safe, Dignified Access Crookwell Health Care Centre	Crookwell, Shire Wide	\$77,358	\$ 20,000	\$ 40,000	\$ 137,358	\$ 137,358	Application Successful
Active Regional Communities Local Priorities Stream	NSW	Infrastructure	22-May-26	Disability Access Crookwell Health Care Centre	Crookwell, Shire Wide	\$37,358	\$ -	\$ 100,000	\$ 137,358	\$ 137,358	Application lodged
Safer Local roads and Infrastructure (SLRIP) Program - Tranche 5	NSW	Infrastructure	29-Apr-26	Breadalbane Road Upgrade: comprehensive road widening, pavement improvement, drainage enhancement, and safety upgrades	Breadalbane	\$0	\$ 600,000	\$ 2,400,000	\$ 3,000,000	\$ 3,000,000	Application lodged
				Grabine Road Culvert Upgrades	Bigga	\$0	\$ 552,740	\$ 2,210,960	\$ 2,763,700	\$ 2,763,700	Application lodged
Community Building Partnerships 2026	NSW	Infrastructure	8-May-26	Disability Access Crookwell Health Care Centre	Crookwell, Shire Wide	\$43,081	\$ -	\$ 100,000	\$ 143,081	\$ 143,081	Application Unsuccessful
Regional Event Fund Incubator Event Stream	NSW	Tourism and Economic Development	12-Apr-26	Crookwell Summer Graze, Crookwell Pool and Visitor Information precinct - February 2027	Shire wide	\$ -		\$ 20,000	\$ 20,000	\$ 20,000	Application Unsuccessful
2026/2027 Flood Plain Management	Comm	Infrastructure	15-Apr-26	Consistency review of ULSC Flood Management Study.	Shire wide	\$ 82,859		\$ 165,721	\$ 248,580	\$ 248,580	Application lodged
Telstra Connected Communities Grant	Australia	Tourism and ED	26-Mar-26	Smart Board for workshops and events	Shire wide	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	Application Unsuccessful
Get NSW Active 2026-27	NSW	Infrastructure	12-Dec-25	Queen Street Binda Footpath	Binda	\$ -	\$ -	\$ 321,563	\$ 321,563	\$ 321,563	Application Unsuccessful
				Tait Street Crookwell Footpath	Crookwell	\$ -	\$ -	\$ 364,826	\$ 364,826	\$ 364,826	Application Unsuccessful
				Grovenor Street Gunning Footpath	Gunning	\$ -	\$ -	\$ 298,983	\$ 298,983	\$ 298,983	Application Unsuccessful
Black Spot Program	C	Infrastructure	30-Oct-25	Grabben Gullen Rd Safety Upgrades	Grabben Gullen	\$ -		\$ 858,000	\$ 858,000	\$ 858,000	Application lodged.
	C	Infrastructure	30-Oct-25	Taralga Rd Safety Upgrades	Taralga	\$ -		\$ 1,289,000	\$ 1,289,000	\$ 1,289,000	Application Successful

Grant Projects Funded											
Grantee	Cwealth or State	Project Dept	Due or Submitted	Project	Area	Council Contrib.	Other Contributor	Amount Requested	Subtotal	Project Cost	Comment/Progress
Youth Week Grants	NSW	Tourism and ED	15-Mar-26	Business Workshops for Youth 12-24 years	Shire wide	\$ 2,075	\$ -	\$ 2,925	\$ 5,000	\$ 5,000	Project Complete
2026 Veolia MT Community Grant R1	Local	Tourism and ED	18-Feb-26	Inclusive BBQ and Communal Facilities Crookwell Caravan Park	Crookwell	\$ 25,246	\$ -	\$ 20,000	\$ 45,246	\$ 45,246	Scheduled to commence after installation of cabins
Country Passenger 25/26	NSW	Infrastructure	19-Aug-25	Bannister Lane Bus Stop	Bannister	\$ -		\$ 20,000	\$ 20,000	\$ 20,000	Application Successful. Bus stop structure has been ordered, delivery expected in September. Shelter pad has been constructed
Road Safety Program	NSW	Infrastructure	10-May-25	Warrataw Street Footpath	Crookwell			\$ 140,000	\$ 140,000	\$ 140,000	Design is complete and construction work to commence in September
				Sealing unsealed section Wombeyan Caves Rd	Wombeyan Caves			\$ 1,640,000	\$ 1,640,000	\$ 1,640,000	Design complete. Construction commenced July 2026. Earthworks have started and progressing well
				Orchard Street Taraiga Footpath	Taraiga			\$ 180,000	\$ 180,000	\$ 180,000	Not needed. Covered through remaining funds in previous Road Safety Program funding
				Lin Cooper Crookwell Footpath	Crookwell			\$ 196,000	\$ 196,000	\$ 196,000	Works are in progress and scheduled to be completed in September
Community Energy Upgrade Fund R2	Cwealth	Council	13-Jun-25	Upper Lachlan Energy Upgrade Project	Shire wide	\$ 1,144,180		\$ 1,144,180	\$ 2,288,361	\$ 2,288,361	Design tender closed on 31/07/26, due to lack of submissions Council is preparing a design and construct tender to be advertised via Tenderlink
EV Destination Charging Round 3	NSW	Tourism & Economic Development	28-Mar-25	60W EV Charging Plugs & Parking Bay - Warne St Crookwell Pool	Gunning Crookwell	\$ -		\$ 300,000		\$ 300,000	Waiting on approval from Essential Energy.
Black Spot Program	C	Infrastructure	13-Dec-24	Rugby Road Safety Upgrades (5.3km from Bevendale Rd): widening the road, sealing the unsealed road, installing safety barrier, installing line marking and signage.	Bevendale	0		\$ 2,977,000	\$ 2,977,000	\$ 2,977,000	Construction started in April 2026. Earthworks have been completed, with gravel installation scheduled to commence shortly
Local Government Heritage Grant 2025/2027	NSW	Planning	29-Jan-25	Mixed Heritage: - Heritage Assessments/Advice - Review Heritage DCP. Review of potential LEP listings/HCA- SoHS Assessments as required.	Shire wide	\$ 25,000		\$ 25,000	\$ 50,000	\$ 50,000	Application Successful. Heritage Advisor appointed.
Changing Places Commonwealth Funding	C	MAAC	22-Mar-24	Changing Facilities within the MAAC Amenities Building	Crookwell	\$ 140,000		\$ 140,000	\$ 280,000	\$ 280,000	Grant deadline extended. Waiting on outcome of Active RC-CP grant
Block Grant Transport NSW	NSW	Transport		Road Component (\$1,592k), Traffic Facilities (\$77k) and Supplementary component (\$123k).	Shire wide			\$ 1,792,000	\$ 1,792,000	\$ 1,792,000	Regional Road resealing is ongoing. Routine maintenance with heavy patching works on MR248W (Boorowa Road).
Community Heritage Grants	C	Planning	2-Dec-22	ULSC Oral Aboriginal History Project: Traditional stories and oral histories	Shire wide	\$ -	\$ -	\$ 49,350	\$ 49,350	\$ 49,350	Council met with Pejar LALC and they are amenable to the project. Council is currently working to meet with Onerwal LALC (new board started 1 June) and Cowra LaLC. Propose to run parallel with re-exhibition of draft Housing Strategy and draft DCP

Grant Projects Funded											
Grantee	Cwealth or State	Project Dept	Due or Submitted	Project	Area	Council Contrib.	Other Contributor	Amount Requested	Subtotal	Project Cost	Comment/Progress
Disaster Ready Fund - Round 1 (Commonwealth)	C	Infrast	14-Feb-23	Gunning Flood Mitigation Works (Commonwealth approved \$1,377,631.58 with 2,631.58 allocated to NSW Reconstruction Authority for admin costs)	Gunning	\$ 350,000		\$ 2,400,000	\$ 2,750,000	\$ 2,750,000	The procurement of the design consultant has been completed, and the feasibility study for the levee has been finalised. A variation to the funding agreement has been approved, allowing the available funds to be utilised towards the detailed design of the levee and the Warrataw Street stormwater works. Preliminary cost estimates indicate that construction of the levee will cost approximately \$7 million. As a result, the construction phase will need to be funded through a separate grant program. The detailed design of the levee and the Warrataw Street stormwater works is scheduled for completion by December 2026. Stormwater pits and pipes have been delivered to site, construction works to start in late August
Disaster Ready Fund - Round 1 (NSW Government)	NSW	Infrast		Gunning Flood Mitigation Works (NSW Gov't cash waiver amount \$1,025,000)							
Community Heritage Grants	C	Planning	2-Dec-22	ULSC Oral Aboriginal History Project: Traditional stories and oral histories	Shire wide	\$ -	\$ -	\$ 49,350	\$ 49,350	\$ 49,350	Council met with Pejar LALC and they are amenable to the project. Council is currently working to meet with Onerwal LALC (new board started 1 June) and Cowra LaLC. Propose to run parallel with re-exhibition of draft Housing Strategy and draft DCP
Stronger Country Communities Fund (Round 5)	NSW	MAAC	23-Sep-22	Program 1 Sustainable fit out for Crookwell Multi Aquatic Activity Centre	Crookwell	\$ -	\$ -	\$ 829,915	\$ 829,915	\$ 829,915	Project complete.
Regional Emergency Road Repair Fund (Regional and Local Roads Repair Program)	NSW	Transport		Corrective Maintenance and Rehabilitation Works in the Shire between 1 January 2023 and 29 February 2024	Shire wide			\$ 8,364,154	\$ 8,364,154	\$ 8,364,154	Work plan submitted and approved by TINSW. Project to be completed by June 2027.
Integrated Water Cycle Management		Planning	9-Jun-21	Delivery of an Integrated Water Cycle Management (IWC) Strategy for Upper Lachlan Shire Council.	Shire wide	\$ 116,365		\$ 349,096	\$ 465,461	\$ 465,461	Extension of variation grant to now expire Dec 2026. Groundwater and bore water testing complete, Gunning sewer modelling and 72 hour flow testing completed, and water modelling 90% complete. Variations underway. Sewer modelling has been reviewed by Council with no changes. Asset Condition Draft report to be issued in mid September 2026. Draft IWC to be issued to Council end of October 2026 for review.
Bushfire Local Economic Recovery Fund (BLERF)	NSW	MAAC	28-Jan-21	Visitors Information Centre	Crookwell	\$ 150,000	\$ -	\$ 2,462,947	\$ 2,612,947	\$ 2,612,947	Fit out of VIC complete. Substation installed. Project complete. Electrical trench to connect conduits to power the VIC to be completed by end of September

Information Only - 17 September 2026

ITEM 10.7 **Action Summary - Council Decisions**

FILE REFERENCE **I26/275**

AUTHOR **Chief Executive Officer**

ISSUE

Details are provided of action taken to implement Council Meeting decisions.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Details are provided of action taken with respect to Council decisions.

REPORT

Summary sheet includes the following Council Resolutions:-

Council Meeting: 18 September 2025

165/25	1. That Council undertake a review of Section 355 Committees to ascertain the scope and relevance of each committee's function in regard to exercising the functions of Council, and governance in relation to the Code of Meeting Practice, reporting to Council and any areas for improvement in compliance and operation.	DFA	Section 355 Committee Policy and Code of Practice adopted at 16 July 2026 Council Meeting. Committees will be considered for endorsement at 17 September 2026 Council Meeting.
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Council Meeting: 19 February 2026

26/26	Councils Environment and Planning directorate review the following 4 items and report back to Council on the practical implementation of the following proposed changes, noting quarterly changes as a quarterly report: 1. Expand the current Council provided DA report to include a live, dynamic Infrastructure and Services Capacity Matrix Report. Capacity is a question	DEP	A review to occur and come back to future Council Meeting in line with the quarter.
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	that is asked during every assessment and would certainly be of valuable to us all if we have a live and dynamic version that would highlight all aspects that need to be considered and recorded. 2. That the report quantify current and committed capacity as a percentage (%), identify remaining capacity and trigger points for upgrades, and address any risks. 1. Sewerage and wastewater 2. Water supply 3. Electricity and power 4. Council infrastructure and services, including roads, stormwater, waste, community facilities, and emergency RFS access. 3. That the assessment accounts for cumulative impacts, including approved and pending developments and both major and minor subdivisions. 4. That this information be recognised as vital for Councillors and Council officers when assessing Development Applications, to ensure capacity thresholds and associated risks are identified early in the assessment process.		
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Council Meeting: 16 April 2026

57/26	1. Resolve to subdivide a portion of the road reserve located at the intersection of Hume Street and Grovenor Street, Gunning, to create a separate lot and deposited plan. 2. Retain ownership of the newly created lot following subdivision. 3. Permit the use of the land by the NSW Rural Fire Service for the purpose of constructing and operating a fire station, subject to appropriate agreements being executed between the parties. 4. Classify the newly created lot as Operational Land pursuant to Section 31 (2) of the Local Government Act 1993 (NSW), noting that the land is to	DOI	The requisition raised by NSW Land Registry Services (LRS) has been responded to, and the surveyors are awaiting LRS's assessment of the response. 31 August 2026: Anticipated successful lodgement of the plans with LRS. 30 October 2026 (approx.): Completion of the
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Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

	be used for a specific operational purpose associated with the construction and ongoing operation of a fire station, and that Council will undertake all necessary administration and statutory processes to give effect to this classification.		statutory 60-day gazettal period. 30 November 2026 (approx.): Finalisation of the matter by Council's lawyer.
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Council Meeting: 21 May 2026

72/26	1. Council notes the Upper Lachlan Housing Strategy and Development Control Plan Review of Submissions Report 2026. 2. Council resolves to support the revisions to the Draft Upper Lachlan Housing Strategy and Draft Upper Lachlan Development Control Plan (with the exception of the removal of the preamble at Part D7) for further public exhibition. 3. Council place the Draft Upper Lachlan Housing Strategy, Draft Upper Lachlan Development Control Plan and Upper Lachlan Review of Submission Report 2026 on public exhibition for a minimum period of 56 days. 4. Upon completion of the exhibition period, a further report be provided to Council outlining any submissions received. 5. Accept the Fee Proposal of \$12,500 plus GST from Currajong – Planning, Property & Project Management Services to undertake the associate work for Re-exhibiting the Upper Lachlan Housing Strategy and Development Control Plan. 6. Approve the Allocation and Expenditure of \$12,500 plus GST of funding from Councils Section 7.11 Developer Contribution Plan (Upper Lachlan Development Contributions Plan 2007) – ‘Plan Administration’ reserves to fund the associated works.	DEP	The re-exhibition period of the Draft Upper Lachlan Development Control Plan is complete. All submissions to be forwarded onto consultant for review.
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Council Meeting: 16 July 2026

124/26	1. Endorse the commencement of an Expression of Interest (EOI) process for the commercial lease of the café located within the Crookwell Visitor Information Centre, 208 Goulburn Street, Crookwell, with the EOI to be publicly advertised for a minimum period of 28 days. 2. Receive a further report following the EOI process for Council's consideration of the preferred respondent and proposed lease arrangements.	CEO	Expression of Interest opened on Monday 24 August 2026 and will close Tuesday 22 September 2026.
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Council Meeting: 20 August 2026

135/26	1. Note that in September 2025, Snowy Valleys Council, Upper Lachlan Shire Council, Yass Valley Council, Wagga Wagga City Council and Cootamundra-Gundagai Regional Council resolved to advocate for an annual, indexed community benefit payment of \$10,000 per kilometre of HumeLink transmission infrastructure within each host local government area inline with compensation already granted to adjacent landowners; 2. Note that during the same period, the NSW Government has announced substantial community and legacy funding for communities within declared Renewable Energy Zones, including: a. an initial \$128.4 million for the Central-West Orana Renewable Energy Zone; b. an initial \$60 million for the New England Renewable Energy Zone; c. an initial \$60 million for the South West Renewable Energy Zone; and d. ongoing community and employment benefit funding generated through access fees over periods of up to 33 years;	Mayor	Letter sent to to the Premier and Minister Sharpe on 2 September 2026. Letter sent to CRJO on 1 September 2026 reaffirming Council position.
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	3. Reaffirm its call for the NSW Government to establish a HumeLink Host Council Community Benefit Program providing: a. an annual payment of \$10,000 for every kilometre of HumeLink transmission infrastructure located within each host local government area; b. payments for a period of 33 years, commencing no later than the date HumeLink becomes operational; c. annual indexation in line with the Consumer Price Index; and d. untied funding that allows each council to invest in locally determined infrastructure, services and community priorities; 4. Request that the Mayor write to the Premier and Minister Sharpe seeking a formal written response or meeting regarding this proposal within 30 days; 5. Seek the renewed support of the Australian Energy Regulator, Canberra Region Joint Organisation, Local Government NSW, relevant State and Federal Members of Parliament, Transgrid and regional industry and community organisations; and 6. Authorise the Mayor to undertake media and community advocacy highlighting the inequity between HumeLink host communities and communities located within declared Renewable Energy Zones.		
136/26	1. Welcomes the Federal Government's recent announcement recognising the very real challenge of financial sustainability impacting the Local Government sector and committing to a meaningful, ongoing, annual increases in the level of Financial Assistance Grants; 2. Welcomes the announcement of the Federation Compact with Local Government that commits to:	Mayor	Letter sent to to the Prime Minister and Local Government Minister Catherine King on 2 September 2026.

	(a) Ongoing annual increases to Financial Assistance Grants to return them to historic levels; (b) Ensure Roads to Recovery funding can be used to purchase plant and equipment to enable councils to carry out their own road maintenance with their own trained workers, to the extent possible; (c) Support and increase the availability of apprenticeships in local government, as well as other employment programs in a local government context; (d) Deliver new capabilities to improve outcomes in housing, planning, emergency management and aged care; and (e) Ensure the Government publishes an annual summary of funding for Local Government. 3. Write to the Prime Minister and Local Government Minister Catherine King welcoming their commitment to address the crisis in local government financial sustainability and urging them to work with the local government sector to urgently progress the Federation Compact with Local Government		
140/26	ROAD BOUNDARY ADJUSTMENT - INTERSECTION HANWORTH & BANNABY ROADS 1. Resolve to proceed with the road closure and road opening process required to realign the road reserve associated with Brayton Road. 2. Resolve to transfer the closed road corridor to the adjoining landowner, at no cost, in recognition that the landowner will dedicate a greater area of land to Council for the creation of the new road reserve. 3. Require all costs associated with surveying, legal documentation, registration, gazettal and any other costs associated with the road closure and road opening process to be borne by the landowner.	DOI	Process underway.

Information Only**ACTION SUMMARY - COUNCIL DECISIONS** cont'd

141/26	Council in accordance with Sections 252-254, of the Local Government Act 1993 adopts the Payment of Expenses and Provision of Facilities Policy as publicly exhibited.	DFA	Policy placed on Council website.
142/26	Council receives the report on the tabling of the Disclosure of Interests Returns by Councillors and Designated Persons for year ending 30 June 2026 and notes they are made publicly available to view on Council's website.	DFA	Disclosure of Interest Returns placed on Council's website and in a public register.
143/26	Council approves the 2025/2026 transfers to the Council internal restricted reserve fund totalling \$7,740,320 including revote of uncompleted works projects and prepayment of the 2026/2027 Financial Assistance Grants.	DFA	Reserve transfers processed and included in 2025/2026 Financial Statements.
144/26	Council adopts the reviewed Investment Policy.	DFA	Policy placed on Council website.
146/26	1. That Upper Lachlan Shire Council authorise the Mayor and CEO to seek grants to complete the Crookwell Aquatic and Visitor Information Centre or stages thereof incorporating up to \$2.5m in loan funding. 2. That Upper Lachlan Shire Council allocate up to \$50k from the building reserve to fund a quantity surveyor to provide updated advice on the costs to final completion and commissioning of the amenities block and the indoor heated pool.	DFA	Internal funds transferred, grants to be applied for when becoming available.
147/26	1. Receive and note the final report of the NSW Parliament Inquiry into the Impacts of Renewable Energy Projects on Rural and Regional Communities. 2. Have regard to the findings and recommendations of the NSW Parliament inquiry in the preparation and consider as part of the submission in the SEARS process, where relevant to renewable energy and transmission developments.	DEP	Noted – no further action required. To consider outcome for future SEARS responses where applicable.
149/26	1. That Council notes community concerns regarding infrasound and low frequency noise from renewable energy projects.	DEP	Noted – no further action required. To consider outcome for future

Information Only

ACTION SUMMARY - COUNCIL DECISIONS cont'd

	2. When invited at the SEARS stage or EIS for renewable energy project Council will request the Department of Planning consider whether an independent infrasound baseline or low frequency noise assessment is warranted and any such assessment be made publicly available		SEARs responses where applicable.
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POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

11 ENVIRONMENT AND PLANNING

The following items are submitted for consideration -

11.1	DA 23/2026 - 12 Barry Place CROOKWELL - Dual Occupancy and Strata Subdivision	110
11.2	DA 36.2026 (PAN-626211) - 600 Felled Timber Road, BROADWAY - Clause 4.6 Variation - Minimum Lot Size	121
11.3	Request for Comment - Response to Submissions Report - Wattle Creek Battery Energy Storage System (SSD-63345458) (State Significant Development)	126
11.4	DRAFT - Developer Contributions Plan 2026	129
11.5	DRAFT - Developer Agreements Policy 2026	136

Environment and Planning - 17 September 2026

ITEM	DA 23/2026 - 12 Barry Place CROOKWELL - Dual Occupancy and Strata Subdivision
FILE	I26/276
ZONING	R2 Low Density Residential
DATE OF LODGEMENT	5 March 2026
APPLICANT	Dale Cummins Construction P/L
OWNERS	Jaygay Property Pty Ltd
ESTIMATED VALUE	\$660,000.00 (excl GST)
AUTHOR	Senior Town Planner
DISCLOSURE OF POLITICAL /DONATIONS & GIFTS	Nil declared

SUMMARY REPORT

This matter is reported to Council due to the notification of the development application attracting eight (8) submissions received during the public exhibition/notification period. (one in support and seven with concerns or objections).

THE SITE AND PROPOSED DEVELOPMENT

The subject site is legally described as Lot 7 of DP1012637 and located within an area established early 2000's of Crookwell known as Somerset Park subdivision (Refer to Figure 1: Site Plan). The site is zoned R2 Low Density Residential and is a vacant allotment previously held in the same ownership as 14 Barry Place a 2-storey dwelling, with both lots previously extensively landscaped. The vegetation on Lot 12 becoming overgrown and neglected over recent time.

The site contains a 3m wide sewer easement line traversing the site from the rear to the eastern boundary, following the slope of the land and draining from the east.

Council policy does not allow building over or within a sewer easement. Requests for revised plans to ensure the development was located wholly outside the sewer easement, to address issues raised by the submissions and a preliminary assessment has resulted in a third version of plans being received prior to assessment.

Environment and Planning

DA 23/2026 - 12 BARRY PLACE CROOKWELL - DUAL OCCUPANCY AND STRATA SUBDIVISION cont'd

Development Application No. 23/2026 (PAN—618598) proposes:

- **dual occupancy (detached)** means 2 detached dwellings on one lot of land, but does not include a secondary dwelling.
- **The construction of retaining walls including to the north of unit 1 (near the northern boundary) and to the south of unit 2 (adjoining the sewer easement).**
- **The removal of existing exotic vegetation**
- **Subdivision by way of a two-lot Strata Subdivision following construction of the dwellings**

Unlike a traditional Torrens title subdivision, which divides a single land parcel into two or more independent land parcels, strata subdivision creates a system of shared and individual ownership.

Documents submitted with the development application can be found with the Attachments including:

Attachment 1 – Site Layout and Architectural Design Plans

Attachment 2 – Statement of Environmental Effects

The surrounding area consists of single storey brick dwellings (with the exception of 14 Barry which is 2-storey brick dwelling). Lots on the eastern side of Barry Place are generally well setback with lots ranging in area from 1,128m² to 2,222m² and lots on the western side of Barry Place range from almost 1ha to over 2ha in area.

Figure 1: Site location



SUBMISSIONS SUMMARY

Environment and Planning

DA 23/2026 - 12 BARRY PLACE CROOKWELL - DUAL OCCUPANCY AND STRATA SUBDIVISION cont'd

The application was advertised/notified from 9 March 2026 to 27 March 2026 for a period of 18 days. Eight (8) submissions were received during this period (Refer to **Attachment 3**), which raise concerns relating to a number of matters. Refer to Table 1 Summary of issues and response to issues (below).

The submissions were forwarded to the Applicant with a request for additional information on 8 April 2026, with further requests generally relating to the siting of the development adjacent to the sewer main on 22 April 2026, 2 July 2026 and 31 July 2026. The Applicant provided a response to the submissions on 20 April 2026 (refer to **Attachment 4**) and final revised plans on 14 August 2026 (Refer to **Attachment 1**).

The submissions that were received during this period, raised concerns generally relating to the items in the following table. A summary of the Applicant's response to the submissions received and Council's response is also included in Table 1.

Table 1: Summary of issues and response to issues raised

Issue/Concern	Applicants Response (Summary)	Council Response
Permissibility	<i>While several submissions contend that R2 land is intended solely for single dwellings, the planning framework expressly permits a range of low-density housing types including detached dual occupancies, subject to compliance with relevant development standards and merit-based assessment.</i>	Agreed. Dual Occupancy is permissible in the R2 zone. The proposal is consistent with the objectives of the R2 Low Density Residential zone in that the proposal provides for the housing needs of the community and provides for effective provision of housing for varying needs and community preferences.
Streetscape and Neighbourhood Character	<i>The revised plans adopt a more traditional, cottage style character, including:</i> ○ <i>Reduced visual dominance of building elements</i> ○ <i>Simplified roof forms and proportions consistent with surrounding dwellings.</i>	Issue - Colour – glare in the afternoon sun. While Council's Development Control Plan does not nominate suitable building materials for residential development it is considered that non-reflective light-coloured material such as cladding is not a reason for refusal and although brighter than existing

	○ <i>Softer façade treatments and materials intended to complement the established streetscape.</i>	brick materials, the exterior will be softened by landscaping with unit 1 proposed to be setback greater than 14m and unit 2 approximately 8m. The lighter colours perform better with regards to BASIX assessment and energy efficiency considerations.
Privacy, Light and Open Space	<i>The amended plans do not increase built-form impacts and continue to comply with separation distances, setbacks and private open space requirements.</i>	With regards to privacy and the potential for overlooking both dwellings are proposed to be cut into the landscape reducing the potential for overlooking to existing dwellings, while fencing between the new dwellings will also help to provide privacy between the proposed dwellings. With regards to sunlight, the lot orientation and dwelling layout achieves BASIX requirements and the application was supported with shadow diagrams which generally comply with the requirement for sunlight into living areas particularly during the winter periods (winter solstice). Refer to Architectural plans.
Traffic, Road Width and Parking	<i>The inclusion of separate storage facilities:</i> ○ <i>Reduces the likelihood of garages being used for non-parking purposes.</i>	<u>Traffic</u> Barry Place (north) currently serves approximately 16 allotments, with the proposal making 17 allotments. There appears to be no record of safety concerns on

	○ <i>Supports the ongoing viability of on-site parking in accordance with the DCP requirements.</i> ○ <i>Minimises the potential for overflow parking on the public road network.</i>	Council records and although the current design does not meet Council's current design requirements it is considered satisfactory as a limited local cul-de-sac traffic. The application was referred to Council's Infrastructure for consideration with no issues raised with respect to the road design. It is agreed that construction traffic could pose an impact on the movement of traffic within the area. To overcome the impact to acceptable standard a condition is proposed to prevent vehicular parking within the road verge, prevent pavement damage, require mitigating works to Council's satisfaction and avoid peak traffic periods via a Construction Traffic Management Plan. <u>Road Width</u> It is noted that Barry Place has a 14.5m road reserve consisting of pavement of approximately 4.8m wide (inside kerb to kerb) and there is no additional pavement for on-street parking or footpath. The verges are grassed with established street trees.
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		It is acknowledged that Barry Place is narrow and does not currently conform with Council's minimum carriageway width of 7m (i.e. 3.5m x 2). It is likely that the reduced width was granted due to Barry Place being a cul-de-sac road and serving a low number of allotments - Approximately 13 allotments. It is noted that standard lane widths in NSW range from 3.0m to 3.5m wide depending on the speed limit and volume of traffic. Local residential 2-way streets are typically designed to 5.5 to 6.0m wide with additional parking on 1 or both sides. Noting that the proposed development will only result in one additional dwelling and thus it is considered any potential impact would be deemed acceptable. <u>Parking requirements</u> The development complies with Table 2 – Specific Land Use Car Parking Requirements (RTA) of Council's Development Control Plan – 1 space per dwelling and therefore
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		2 spaces for dual occupancy. The development proposes 1 garaged space for unit 1 with a setback greater than 14m permitting stacked (visitor) parking. Complies The development proposes a double garage for unit 2 and approximate 8m setback, permitting additional visitor (stacked) parking. The development complies with Council's on-site parking requirements and allows for visitor parking noting the lack of on-street parking available in the vicinity of the development. Satisfactory
Emergency and waste vehicle access	There is no evidence of infrastructure capacity constraints what would otherwise preclude approval.	The occupants will be required to present their waste in bins for kerbside collection, which is the current case. In the case of an emergency, traffic protocol is to pull to the side to let an ambulance or police pass. This will remain the case following the development.
Impacts on property values	Impacts on property values are not a relevant planning consideration under Section 4.15 of the Environmental Planning and Assessment Act 1979 and cannot be given	Land and property values are not matters for consideration under Section 4.15 of the <i>Environmental Planning and Assessment Act 1979</i> .

	weight in the determination of the application.	
Ample Housing Supply	State and local planning controls permit dual occupancies in appropriate zones irrespective of local housing supply levels. The availability of alternative development sites does not invalidate an otherwise compliant proposal on the subject land.	Council cannot refuse an application based purely on availability of land as this is a commercial decision for the applicant/developer.
Construction Traffic	<i>construction traffic can be appropriately managed through standard conditions of consent, including the preparation and implementation of a Construction Traffic Management Plan (CTMP) to the satisfaction of Council prior to the commencement of works.</i>	Agree, the impacts can be mitigated to an acceptable standard, subject to the submission of a CTMP and input from the neighbourhood from any non-compliance.
Submission in support	Submissions in supporting the proposal emphasises the importance of adequate setbacks and off-street parking. These matters are satisfactorily addressed by the amended plans and can be reinforced through conditions of consent.	Note their concern with regards to potential legal fees if refused and that sufficient off-street parking is required. Refer to parking response above

POLICY IMPACT

A full assessment of the development application against relevant planning controls is provided at **Attachment 5** including

- Biodiversity Conservation Act 2016
- Environmental Planning & Assessment Act 1979

Environment and Planning

DA 23/2026 - 12 BARRY PLACE CROOKWELL - DUAL OCCUPANCY AND STRATA SUBDIVISION cont'd

- Environmental Planning & Assessment Regulation 2021
- Local Government Act 1993
- Roads Act 1993
- State Environmental Planning Policy (Biodiversity & Conservation) 2021
- State Environmental Planning Policy (Resilience and Hazards) 2021
- State Environmental Planning Policy (Transport and Infrastructure) 2021
- State Environmental Planning Policy (Resources and Energy) 2021
- State Environmental Planning Policy (Sustainable Buildings) 2022

Council Plans and Policies

- Community Participation Plan Policy
- Development Control Plan 2010
- Floodplain Risk Management Study and Plan
- Government Information (Public Access) Policy
- Local Environmental Plan 2010
- Local Strategic Planning Statement
- Pedestrian Access Mobility Plan 2017
- Section 64 Plan Sewer
- Section 64 Plan – Water
- Section 94 Development Contributions Plan

Assessment of the application against the relevant planning framework and consideration of matters by Council's assessment team has not identified any planning issues that cannot be dealt with by conditions of consent.

The proposal promotes the objectives of the zone and with the recommended conditions of consent has not been identified to result in any significant adverse environmental, social, or economic impacts on the locality. Accordingly, the proposal is considered to be in the public interest.

It is the role of Council to objectively weigh and consider the submitted information, as well as any issues raised during public notification/community consultation. This involves balancing the issues identified by all parties.

The main neighbourhood issue to address is the traffic generated as a result of the development on a public road that does not meet Council's current minimum standards (including road width, on-street parking and provision of a footpath). Vehicles passing along Barry Place are required to mount the rollover kerb. Council's Infrastructure Services have not raised an objection with regards to the proposal and provided recommended conditions of consent.

Council has received development plans showing the location of the development, including retaining walls outside the sewer main easement. It will be essential that a survey is obtained to ensure the development is outside the easement prior to commencing and that the cut of the land will require the immediate construction of the retaining wall to ensure the protection of the integrity of the sewer main. Conditions are recommended to capture this and it is identified that should any impact occur to the sewer main, it is the responsibility of the developer to rectify to Council's standard and at no cost to Council. The amended design complies with Council's policy and therefore does not warrant refusal.

The issues raised in the public submissions have generally been addressed by the applicant, or capable of being managed through conditions of consent. The development has been conditioned where reasonable to address many of the items raised in the submissions. Council has assessed the application against the relevant planning requirements and conditions can be applied to mitigate or ameliorate concerns to an acceptable standard. Based on the design and recommended conditions there is no reason that warrants Council refusal and approval is recommended.

Although the development is changing the existing character of the area, the development is considered appropriate to the context and setting of the site. Dual occupancies are permissible in the zone. The strata subdivision will not change the visual impact of the detached dual occupancy within the context of the site. The Land size in total is 1200m². Although the proposed strata lots do not meet the Minimum Lot Size of 800m² per lot, a dual occupancy is permissible on a lot greater than 800m² and strata subdivision does not need to meet the minimum lot size as there is no change in appearance from a dual occupancy.

FINANCIAL IMPACT

Development contributions will be imposed as a condition of consent should the proposal be approved, which will contribute to the additional demands of roads, waste, open space, community facilities, emergency services and the like. There are potential cost implications for Council if refusal is recommended. In the event of refusal, the applicant would have the right to appeal the decision to the Land and Environment Court, which may result in legal costs to Council.

SUMMARY

The development is considered permissible within the zone and generally appropriate to the context and setting of the site. It is agreed that the development is different to the existing scale of development in the area, however this alone is not a reason for refusal.

The proposed development is consistent with the objectives of the General Residential Zone and the controls in the LEP 2010 and the DCP 2010 (dual occupancy and dwelling setbacks) and will contribute to the provision of additional residential land which is in demand throughout the region.

This assessment has concluded that the proposed development provides a suitable and satisfactory planning outcome, subject to the recommended conditions of consent.

This application has been assessed in accordance with the evaluation criteria set out in Section 4.15 of the *Environmental Planning and Assessment Act 1979* and based on the assessment and the considerations outlined above, the proposal is recommended for approval. Draft conditions of consent have been prepared and is provided at **Attachment 6** to this report for consideration.

RECOMMENDATION

It is recommended that DA 23/2026 at 12 Barry Place Crookwell for the construction of dual occupancy (detached) and 2-lot strata subdivision be generally approved in accordance with the draft recommended conditions of consent.

ATTACHMENTS

1. ↗	Architectural Plans Rev 3 - DA 23.2026	Appendix
2. ↗	Statement of Environmental Effects PAN-618598 - DA 23.2026	Appendix
3. ↗	Table Submissions Received - DA 23.2026	Appendix
4. ↗	Applicants Response to Submissions - DA 23.2026	Appendix
5. ↗	Applicants Response to Flood Assessment DA 23.2026	Appendix
6. ↗	4.15 Assessment DA 23.2026	Appendix
7. ↗	Draft Conditions of Consent - DA23.2026	Appendix

Environment and Planning - 17 September 2026

ITEM	DA 36.2026 (PAN-626211) - 600 Felled Timber Road, BROADWAY - Clause 4.6 Variation - Minimum Lot Size
	600 Felled Timber Road, BROADWAY - Clause 4.6 Variation - Minimum Lot Size
FILE	I26/287
ZONING	RU2 – Rural Landscape Zone
DATE OF LODGEMENT	10/04/2026
	Addition information received: 05/06/2026, 22/06/2026, 11/08/2026, 20/08/2026
APPLICANT	Mr W P Burges
OWNERS	Mr W P Burges
ESTIMATED VALUE	\$689,700.00
AUTHOR	Manager Planning & Regulatory Services
AFFILIATIONS & PECUNIARY INTERESTS	No affiliations, interests, donations or gifts were identified by the Applicant.
POLITICAL DONATIONS & GIFTS	

SUMMARY REPORT

This matter is reported to Council as the development application DA36/2026 seeks a variation under clause 4.6 of *Upper Lachlan Local Environmental Plan 2010* to the minimum lot size requirement for the erection of a dwelling house on land zoned RU2 Rural Landscape.

The subject land has a proposed consolidated area of approximately 65.62 hectares, while the applicable minimum lot size is 80 hectares. This represents a shortfall of 14.38 hectares, or an approximate 18% variation.

The proposal involves the construction and placement of a new pre-manufactured dwelling, an outbuilding and associated infrastructure including driveway access, a

Environment and Planning

DA 36.2026 (PAN-626211) - 600 FELLED TIMBER ROAD, BROADWAY - CLAUSE 4.6 VARIATION - MINIMUM LOT SIZE cont'd

causeway crossing over a waterway, on-site sewage management, water supply and stormwater arrangements. The application was notified in accordance with Council's Community Participation Plan from 20 April 2026 to 4 May 2026. No submissions were received.

The application has been assessed against the heads of consideration in section 4.15 of the Environmental Planning and Assessment Act 1979, Upper Lachlan Local Environmental Plan 2010 (LEP 2010), Upper Lachlan Development Control Plan 2010 and relevant State Environmental Planning Policies.

The assessment concludes that the proposed clause 4.6 variation is justified, the site is suitable for the development, and the proposal may be supported subject to conditions.

BACKGROUND

Development Application DA 36/2026 (PAN-626211) relates to land legally described as Lot 92 and Lot 255 in DP 754106, known as 600 Felled Timber Road, Broadway.

The land is located in a rural area historically used for agricultural purposes. The Village of Dalton is located approximately 7 kilometres from the site, with other rural and rural-residential development occurring within the broader locality.

The land is zoned RU2 Rural Landscape. Dwelling houses are permitted with development consent in the zone, subject to the relevant provisions of the LEP, including meeting the minimum lot size requirements for dwellings on certain rural land.

The application also seeks concurrent approvals under section 68 of *the Local Government Act 1993* for on-site sewage management, stormwater and installation of the manufactured dwelling. Approval under section 138 of the *Roads Act 1993* is also required for new vehicular access works.

DISCUSSION – CLAUSE 4.6 VARIATION

The application seeks to vary the minimum lot size development standard applying to dwelling houses in the RU2 - Rural Landscape zone. The subject holding has an area of approximately 65.62 hectares, compared with the development standard of 80 hectares. The variation sought is 14.38 hectares, representing approximately 18% of the development standard.

Under Clause 6.6 (3) (a) – (c) of the *LEP 2010*, the development standard imposed includes the restriction to erect a dwelling house on land in certain rural and conservations zones if the lot does not meet the minimum lot size requirements.

However, Clause 4.6 of the *LEP 2010* provides flexibility in applying development standards where the consent authority is satisfied that compliance is unreasonable or unnecessary in the circumstances, and that sufficient environmental planning grounds justify the contravention. For this proposed development, the variation relates to the numerical minimum lot size only and does not seek to vary the permissibility of the land use or the objectives of the RU2 zone.

Under clause 4.6(3) of the ULSC LEP 2010, development consent is not permitted to be granted for development that contravenes a development standard unless the consent authority is satisfied that: (a) compliance with the development standard is unreasonable or unnecessary in the circumstances, and (b) there are sufficient environmental planning grounds to justify the contravention of the development standard. In addition to clause 4.6, the *Environmental Planning and Assessment Regulation 2021* requires that a development application for development that proposes to contravene a development standard is to be accompanied by a document setting out the grounds on which the applicant seeks to demonstrate the matters in paragraphs (a) and (b) of clause 4.6 of *ULSC LEP 2010*.

The applicant's clause 4.6 request is considered to provide sufficient justification (Attachment 1). The two lots (Lot 92 and Lot 255 in DP 754106) are proposed to be consolidated, no subdivision is proposed, and the majority of the land will remain available for grazing or other rural purposes as outlined by the applicant. The dwelling and outbuilding have been sited to minimise impact on rural land use, rural character, environmental values and adjoining land uses.

The variation is considered relatively modest in the context of the overall holding. At approximately 65.62 hectares, the consolidated property achieves about 82% of the prescribed minimum lot size. The shortfall does not materially alter the planning outcomes intended by the development standard, including avoiding unplanned rural residential development, maintaining rural landscape character and protecting ongoing agricultural use. Council staff used the findings of Commissioner Espionosa in the comparable case of *Sharp v Kiama Municipal Council [2024] NSWLEC 1360*, to support this determination, with this evaluation further detailed in the 4.15 Assessment report (Attachment 2).

LIKELY IMPACT OF THE DEVELOPMENT

The development is not expected to result in significant adverse environmental, social or economic impacts. The proposal does not require native vegetation removal, does not trigger the Biodiversity Offset Scheme, and is capable of being managed through standard environmental and construction conditions.

The land is identified as bushfire prone, and a bushfire assessment has been provided. The current Bushfire Assessment requires adjustments, a request has been made for this information. Where Council approves the 4.6 Variation conditions within the consent will be required to ensure compliance with the relevant bushfire protection requirements.

Water quality and stormwater impacts can be managed through conditions. On-site sewage management is proposed and will be subject to section 68 approval requirements and compliance with the submitted site and soil assessment. Access arrangements, including the driveway and waterway crossing, have been considered through internal and external referrals and are capable of being addressed by conditions.

SUBMISSIONS

The application was notified in accordance with Council's Community Participation Plan between 20 April 2026 and 4 May 2026. No submissions were received. Subject to the recommended conditions, the proposal is not considered contrary to the public interest. The development will provide a lawful dwelling and associated rural infrastructure on a consolidated rural holding without unacceptable impact on the natural or built environment.

The application was externally referred to the APA Group (Gas Pipeline), Department of Primary Industries and Regional Development (DPIRD Fisheries), Department of Climate Change, Energy, the Environment and Water-Water Group (Licence Approval group) and the Department of Planning, Housing and Infrastructure (Crown Lands). Each departments comments or general terms of approval are provided as appendices within the development consent. (Attachment 3).

CONCLUSION

The application has been assessed in accordance with section 4.15 of the *Environmental Planning and Assessment Act 1979* and the relevant statutory and non-statutory planning provisions. The assessment concludes that the clause 4.6 request to vary the minimum lot size standard is acceptable and that strict compliance with the 80-hectare standard is unreasonable and unnecessary in the circumstances of this case based on the merit of the assessment.

Prior to making a final determination, where the 4.6 Variation is approved by Council further information will be required to demonstrate compliance with *Planning for Bush Fire Protection 2019*.

Provided the information provided in relation to the Bushfire Assessment is suitable, the proposed development is considered suitable for the site and in the public interest. The development will not result in unacceptable adverse impacts on the natural or built environment, rural amenity, water quality or adjoining land uses, subject to the recommended conditions of consent.

POLICY IMPACT

The proposal has been assessed against the applicable planning framework. The clause 4.6 variation is considered on its merits and does not abandon the development standard. The proposed dwelling and outbuilding are compatible with the rural character of the locality, and the development can be conditioned to protect environmental values, water quality and rural amenity.

FINANCIAL IMPACT

There are no direct financial implications for Council associated with this report. Applicable section 7.11 contributions are to be imposed as a condition of consent and are payable prior to the issue of a Construction Certificate. Water and sewer headworks charges are not applicable as the land is not serviced by reticulated water or sewer. The road upgrade requirements will be at the applicants/developers cost.

Environment and Planning

DA 36.2026 (PAN-626211) - 600 FELLED TIMBER ROAD, BROADWAY - CLAUSE 4.6 VARIATION - MINIMUM LOT SIZE cont'd

OPTIONS

Council has the following options:

1. Approve 4.6 Variation request: **Recommended;** or
2. Refuse the 4.6 variation request. **Not Recommended.**

RECOMMENDATION

It is recommended that:

1. Council grant approval to the clause 4.6 request to vary the minimum lot size development standard applying to the erection of a dwelling house on land zoned RU2 Rural Landscape under Upper Lachlan Local Environmental Plan 2010, from 80 hectares to approximately 65.62 hectares.

ATTACHMENTS

1. ⇒	Statement of Environmental Effects - DA36/2026 - PAN-626211 (16)	Appendix
2. ⇒	CI 4.6 - Variation Request - Agricultural Use - PAN-626211	Appendix
3. ⇒	DA36.2026 (PAN 626211) - 4.15 Assessment - 600 Felled Timber Rd	Appendix

Environment and Planning - 17 September 2026

ITEM 11.3 **Request for Comment - Response to Submissions Report - Wattle Creek Battery Energy Storage System (SSD-63345458) (State Significant Development)**

FILE REFERENCE **I26/269**

AUTHOR **Manager Planning & Regulatory Services**

ISSUE

The report seeks the endorsement of Council for the submission to the Response to Submission Report for the Wattle Creek Battery Energy Storage System proposal.

RECOMMENDATION That -

1. Council endorses the matters raised within the report to form the basis of a submission to the Response to Submission Report for the proposed Wattle Creek Battery Energy Storage System (SSD-63345458), located on Arthursleigh, approximately 15 kilometres north-west of Marulan within the Upper Lachlan Shire local government area.

BACKGROUND

Spark Renewables proposes to develop the Wattle Creek Battery Energy Storage System on Arthursleigh Farm, approximately 15 kilometres north-east of Marulan, within the Upper Lachlan Shire local government area and near the boundaries of Goulburn Mulwaree and Wingecarribee local government areas. The proposal is being assessed as State Significant Development SSD-63345458.

The Environmental Impact Statement was publicly exhibited from 9 May 2025 to 6 June 2025. Spark Renewables has since lodged a Response to Submissions Report and Amendment Report. The Submissions Report records 93 submissions, comprising 18 government submissions and 75 community submissions. Of the community submissions, 64 objected to the proposal, three provided comment and eight supported the proposal.

Council's previous submission did not object in principle to renewable energy storage infrastructure, but raised matters requiring further consideration, including traffic and transport, biodiversity, Council assessment matters, cumulative regional impacts, housing and accommodation, community benefit sharing and ongoing consultation with Council.

REPORT

The Wattle Creek Submissions Report provides additional information and clarification in response to issues raised by government agencies, councils and the community. It also identifies proposed refinements to the project, including passing bays along

Environment and Planning

REQUEST FOR COMMENT - RESPONSE TO SUBMISSIONS REPORT - WATTLE CREEK BATTERY ENERGY STORAGE SYSTEM (SSD-63345458) (STATE SIGNIFICANT DEVELOPMENT) cont'd

Canyonleigh Road, selection of a single transmission line corridor, emergency access arrangements, design refinements to the BESS layout, increased separation between BESS units and additional management and mitigation measures.

For Upper Lachlan Shire Council, the key issue is not whether the project has addressed every matter raised in technical documentation, but whether any approval would include conditions that are sufficiently robust, enforceable and responsive to impacts that may affect Council's infrastructure, regulatory responsibilities, services and community.

Traffic and transport

The Submissions Report notes that primary access roads are predominantly located within the Goulburn Mulwaree local government area, although a short section of Canyonleigh Road is mapped within the Upper Lachlan local government area. Council Staff have recommended that any consent conditions require consultation with Upper Lachlan Shire Council where haulage, emergency access, detours, road damage, complaints, cumulative traffic impacts or road safety issues may affect Council's local road network or community.

Water supply and catchment protection

The Submissions Report records consultation with Upper Lachlan Shire Council regarding construction and potable water supplies, including Council's advice that carting water from Upper Lachlan Shire would likely be via Goulburn and that closer water supply options may be more efficient. Council has requested that final potable and non-potable water supply arrangements be confirmed before construction and demonstrate that project water demand will not unacceptably affect Council water supplies, landholders, downstream users or the Sydney drinking water catchment.

Accommodation, employment and cumulative regional impacts

The Wattle Creek Submissions Report acknowledges the need for an Accommodation and Employment Strategy to manage workforce accommodation, local employment, procurement and cumulative social and economic impacts.

Council requests that this strategy be prepared in consultation with Upper Lachlan Shire Council and neighbouring councils, and that it includes measures to avoid displacement of local residents, vulnerable groups, visitor accommodation and key local services.

Emergency management, bushfire, flood and hazards

The revised proposal includes additional emergency access and updated hazard and flood documentation. Council requests that emergency management, bushfire, flood and hazard plans be prepared in consultation with relevant emergency services and affected Upper Lachlan Shire Council where incident response, emergency access, community notification or public safety arrangements may affect Upper Lachlan Shire.

Noise and amenity

Council notes the Wattle Creek Submissions Report's reliance on the operational noise assessment concluding that predicted operational noise levels would be below the

Environment and Planning

REQUEST FOR COMMENT - RESPONSE TO SUBMISSIONS REPORT - WATTLE CREEK BATTERY ENERGY STORAGE SYSTEM (SSD-63345458) (STATE SIGNIFICANT DEVELOPMENT) cont'd

most stringent project noise trigger level at non-host receivers. However, Council requests further information regarding the Marshall Day noise assessment, particularly in relation to potential infrasound impacts and the statement that values are indicative and that other sensitive areas may require assessment against relevant criteria.

Biodiversity, waste and decommissioning

Council requests that biodiversity offsetting, waste management, recycling, battery end-of-life management, decommissioning and rehabilitation arrangements be secured through conditions of consent. These conditions should ensure that local waste facilities are not burdened, that battery recycling and resource recovery are prioritised, and that rehabilitation obligations are clear, measurable and enforceable.

Community benefit sharing

The Submissions Report notes that voluntary planning agreement and community benefit discussions with Upper Lachlan Shire Council are continuing. Council requests that discussions continue before construction commences and that any community benefit sharing mechanism reflects the project's location, cumulative regional impacts and the potential effect on Council's community and services.

POLICY IMPACT

Not applicable

OPTIONS

Not applicable

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil impact

RECOMMENDATION That -

1. Council endorses the matters raised within the report to form the basis of a submission to the Response to Submission Report for the proposed Wattle Creek Battery Energy Storage System (SSD-63345458), located on Arthursleigh, approximately 15 kilometres north-west of Marulan within the Upper Lachlan Shire local government area.

ATTACHMENTS

1. ↗	Draft Response to Submissions Report - Wattle Creek BESS	Appendix
2. ↗	Wattle Creek BESS - EIS Main Text	Appendix
3. ↗	Wattle Creek BESS - Submissions Report	Appendix

Environment and Planning - 17 September 2026

ITEM 11.4 **DRAFT - Developer Contributions Plan 2026**

FILE REFERENCE **I26/262**

AUTHOR **Manager Planning & Regulatory Services**

ISSUE

The purpose of the Report is to seek Council endorsement to publicly exhibit the Draft Upper Lachlan Shire Council Developer Contributions Plan 2026. This report provides an overview of key changes proposed in comparing the 2007 Section 94 & 94A Development Contributions Plan and the Draft Upper Lachlan Shire Council Contributions Plan 2026 (The Draft Plan).

RECOMMENDATION That –

1. The Draft Upper Lachlan Shire Council Contributions Plan 2026 be exhibited for a minimum period of 28 calendar days;
2. A report be prepared for Council, addressing any comments received during the exhibition period, and present the Draft Upper Lachlan Shire Council Contributions Plan 2026 for adoption by Council or, in the event that no submissions are received, adopt the Draft Plan as exhibited;
3. Notes that the Draft Upper Lachlan Shire Council Contributions Plan 2026 when adopted repeals the Upper Lachlan Development Contributions Plan 2007 and the Upper Lachlan Section 94A Development Contributions Plan, without affecting contribution conditions imposed under previous plans.
4. Notes that the Draft Upper Lachlan Shire Council Contributions Plan 2026 when adopted will no longer have an Emergency Services component levied under the section 7.11 fund.
5. Notes that the previous funds collected under the Upper Lachlan Development Contributions Plan 2007 Emergency Service component will be allocated and distributed in accordance with the Draft Upper Lachlan Shire Council Contributions Plan 2026 section 7.12 works schedule.

BACKGROUND

Council's current development contributions framework is based on the Upper Lachlan Development Contributions Plan 2007 (2007 Plan) and the Section 94A Development Contributions Plan (2012 Plan), which have provided the basis for collecting contributions toward public amenities and services since shortly after the inception of Upper Lachlan Shire Council.

The 2007 Plan was prepared under the former section 94 framework under the Environmental Planning Assessment Act 1979 and was based on growth, infrastructure costs and statutory settings relevant at that time, including a forecast of approximately 1,400 additional residents between 2007 and 2022 and a works program valued at \$17.789 million.

Environment and Planning

REQUEST FOR COMMENT - RESPONSE TO SUBMISSIONS REPORT - WATTLE CREEK BATTERY ENERGY STORAGE SYSTEM (SSD-63345458) (STATE SIGNIFICANT DEVELOPMENT) cont'd

The DRAFT Upper Lachlan Shire Local Contributions Plan 2026 updates this framework for the current planning context and population forecasting.

It is prepared under sections 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* and the *Environmental Planning and Assessment Regulation 2021*.

REPORT

Local infrastructure contributions, also known as developer contributions, are charged by councils when new development occurs.

They help fund local infrastructure like parks, community facilities, local roads, footpaths, stormwater drainage and traffic management that are delivered by these councils. These plans ensure that the costs of growth are not borne solely by existing residents but are shared by those generating the demand.

The state government sets the policy under which councils collect and administer contributions. This policy includes legislation, ministerial directions and practice notes, which council must adhere to when developing contribution plans through to how the funds must be managed.

The NSW State Government in 2010 issued a direction that applies to councils as consent authorities when they impose conditions of development consent requiring a monetary contribution under the *Environmental Planning and Assessment Act 1979* that a \$20,000 limit apply per dwelling or per residential lot.

There are 3 types of local infrastructure contributions:

- Section 7.11 contributions;
- Section 7.12 contributions; and
- Planning agreements.

The objective of this Council report is to provide a high-level overview of the changes proposed in comparing the 2007 Plan and the Draft 2026 Plan focusing on section 7.11 and section 7.12 contributions.

Comparison between the 2007 Plan and the DRAFT 2026 Plan

The proposed transition from the 2007 Plan framework to the draft plan is significant. The 2007 Plan was developed shortly after the creation of Upper Lachlan Shire Council and drew on earlier strategic planning assumptions, older infrastructure costings and the former section 94 terminology.

The draft plan modernises the framework by replacing the former section 94 and section 94A (last amended 2015) approach with a consolidated plan that uses the current section 7.11 and section 7.12 provisions under *Environmental Planning Assessment Act 1979*.

The draft plan also broadens and clarifies the contributions framework. It introduces updated occupancy rates derived from 2021 Census data, applies updated population

Environment and Planning

REQUEST FOR COMMENT - RESPONSE TO SUBMISSIONS REPORT - WATTLE CREEK BATTERY ENERGY STORAGE SYSTEM (SSD-63345458) (STATE SIGNIFICANT DEVELOPMENT) cont'd

and dwelling projections for the period 2026 to 2046, incorporates a contemporary works schedule, and includes a heavy haulage contribution calculated on a per tonne per kilometre basis.

The draft plan anticipates population growth from 9,030 residents in 2026 to 10,371 residents by 2046, representing an increase of 1,341 residents and approximately 559 additional dwellings. While the proposal includes the increase of development costs for residential development, it significantly improves Council's ability to fund growth-related infrastructure and reduces reliance on the wider ratepayer base.

Table 1 provides an overview of key changes proposed in the 2026 plan to the 2007 plan.

Table 1: Key Changes

Issue	Old plan	New plan
Legislative framework	Prepared under former section 94 and section 94A provisions.	Prepared under current section 7.11 and section 7.12 provisions of the EP&A Act.
Planning horizon	Based on growth assumptions to 2022.	Based on updated projections from 2026 to 2046.
Population assumptions	Forecast growth of approximately 1,400 people between 2007 and 2022.	Forecast growth of 1,341 people and 559 dwellings between 2026 and 2046.
Works program	Summary works schedule of approximately \$17.789 million.	Total proposed infrastructure works of approximately \$89.080 million, with \$11.274 million attributable to section 7.11 contributions.
Contribution types	Separate section 94 and section 94A framework.	Consolidated framework covering section 7.11 contributions, section 7.12 levies and heavy haulage contributions.
Administration	Older indexation, payment and review provisions.	Updated provisions for indexation, payment timing, deferred payments, works-in-kind, material public benefits, land dedication, pooling and accountability.

In addition, the 2007 Plan included a section 7.11 local infrastructure contribution component for Emergency services. This component has been used to provide funding to Emergency services across the shire. The Draft 2026 Plan proposes to remove this as a component given the State-based funding provided to this State based function and the difficulty in providing clear nexus between growth, demand and apportionment for the services. Noting this, Council will look to allocate the previously collected funds under the 2007 Plan and distribute these funds into the Draft 2026 Plan 7.12 fund and then distribute these funds in accordance with the Draft 2026 Plan 7.12 work schedule.

Environment and Planning

REQUEST FOR COMMENT - RESPONSE TO SUBMISSIONS REPORT - WATTLE CREEK BATTERY ENERGY STORAGE SYSTEM (SSD-63345458) (STATE SIGNIFICANT DEVELOPMENT) cont'd

Table 2 provides a comparison between the 2007 Plan contributions amount with the proposed 2026 amounts.

Table 2: Section 7.11 Residential Contribution Rates Comparison

Fee component	2007 Plan – 1 bedroom	2026 Plan – 1 bedroom	Change from 2007 to 2026	2007 Plan – 2 bedroom	2026 Plan – 2 bedroom	Change from 2007 to 2026	2007 Plan – 3 bedroom / lot	2026 Plan – 3 bedroom / lot	Change from 2007 to 2026
Roads	\$6,728	\$7,568	+\$840	\$7,849	\$8,588	+\$739	\$12,334	\$13,167	+\$833
Waste management	\$339	\$2,140	+\$1,801	\$509	\$2,428	+\$1,919	\$678	\$3,723	+\$3,045
Open space and recreation	\$535	\$1,292	+\$757	\$802	\$1,466	+\$664	\$1,069	\$2,248	+\$1179
Community facilities	\$927	\$1,214	+\$287	\$1,390	\$1,377	-\$13	\$1,853	\$2,112	+\$259
Plan administration	\$116	\$183	+\$67	\$174	\$208	+\$34	\$232	\$319	+\$87
Emergency services	\$427	-	- \$427	\$640	-	-\$640	\$853	-	-\$853
Subtotal of comparable shown components	\$9,702	\$12,396	+ %27.8	\$11,364	\$14,067	+%23.8	\$17,019	\$20,000 (cap) (\$21,569)	+%17.2

Commercial/Business Contributions rate Comparison

It is proposed to apply developer contributions for commercial/business/industrial development under the Draft 2026 Plan section 7.12 contribution framework. The Draft 2026 Plan applies a set rate based on a percentage of the overall cost of the development. The Draft 2026 Plan proposes to set a contribution rate in line with the NSW *Environmental Planning and Assessment Regulation 2021*, being;

- Up to \$100,000: Nil
- \$100,001 - \$200,000: 0.5%
- More than \$200,000: 1%

As a review of the changes to Commercial/Business/Industrial contribution the below is a simplified example to demonstrate the proposed shift from a section 94 framework to section 7.12 framework:

Environment and Planning

REQUEST FOR COMMENT - RESPONSE TO SUBMISSIONS REPORT - WATTLE CREEK BATTERY ENERGY STORAGE SYSTEM (SSD-63345458) (STATE SIGNIFICANT DEVELOPMENT) cont'd

- 2007 Plan Costings

For a proposed light industrial factory development with calculated rate of 98.9 road movements/trips at a \$1,137.27 per trip. The Contribution amount under the 2007 Plan is \$112,487.26.

- 2026 Draft Plan Costings

For the same proposed light industrial factory development with an estimated \$800,000 build cost. The Contribution rate would be \$8,000, under the Section 7.12 framework to be 1% of the cost of construction.

For commercial, business and industrial development, the Draft 2026 Plan proposes to move from the former section 94 trip-generation based contribution methodology to a section 7.12 levy calculated as a percentage of the cost of development. This is intended to provide a simpler and more transparent approach for non-residential development where the direct nexus between individual developments and specific local infrastructure demand is more difficult to quantify.

It is considered that a lower contribution rate for commercial/business/industrial development may offer several advantages including but not limited to – increased investment, reduced risk and increased employment opportunities throughout Upper Lachlan Shire Council.

Heavy Haulage Contributions Comparison

The 2007 Plan applied an extractive industry contribution of \$0.05 per tonne per kilometre.

The Draft 2026 Plan increases this to \$0.0643 per tonne per kilometre with a more rigorous engineering and pavement deterioration methodology.

The proposed plan improves cost recovery from extraction industries and better reflects actual road deterioration caused by heavy vehicles.

Conclusion

The proposed Upper Lachlan Developer Contributions Plan 2026 represents a significant modernization of Council's development contributions framework. The Plan increases the value of infrastructure capable of being funded from approximately \$17.8 million to \$89.1 million, introduces contemporary Section 7.11 and Section 7.12 mechanisms, updates contribution methodologies using current demographic data and strengthens the nexus between development and infrastructure provision.

Overall, the Plan provides Council with a substantially improved mechanism to fund growth-related infrastructure while ensuring the cost of development is more appropriately borne by the developments generating demand for that infrastructure.

POLICY IMPACT

The new plan has been prepared having regard to Council's strategic planning framework, including the Upper Lachlan Housing Strategy 2025, the Upper Lachlan Shire Local Strategic Planning Statement 2020 and the South East and Tablelands regional planning context. Any statutory public exhibition and notification requirements should be completed in accordance with the *Environmental Planning and Assessment Act 1979* and *Environmental Planning and Assessment Regulation 2021* before commencement of the plan.

The new plan reduces legal and administrative risk by aligning Council's contributions framework with the current *Environmental Planning and Assessment Act 1979* and *Environmental Planning and Assessment Regulation 2021*. It also improves transparency by clearly identifying the types of development to which contributions apply, how contributions are calculated, when they are payable, how they are indexed, and how funds will be reported and pooled.

Strategic plans as adopted by Council focus on the need for and importance of developer contributions.

- Operational Plan 2026-2027 - CSP Strategic Pillar – Our Environment
'Review and implementation of Section 7.11 and Section 7.12 and Development Contributions Plan.'

The review of the developer contribution plan is in line with this KPI.

- Delivery Program (2026/2027 – 2029/2030) 'Strategy C.8 –
'Encourage positive social and environmental contributions from developers.'

The capital budget within the Delivery Program as adopted by Council relies on developer contributions to enable capital works to proceed.

- AEC report (Special Rate Variation)
Concerns regarding the medium to long-term financial sustainability of the Council resulted in Council engaging AEC to complete a Financial Sustainability Review in 2023.

The review highlighted several key findings and recommendations with one being; 'Council should consider reviewing its developer contributions plans, before undertaking any substantial asset programs to ensure that the current contribution levels are able to support the future development costs.'

The review and development of the Draft Contribution Plan is in line with the findings of the AEC report.

Environment and Planning

REQUEST FOR COMMENT - RESPONSE TO SUBMISSIONS REPORT - WATTLE CREEK BATTERY ENERGY STORAGE SYSTEM (SSD-63345458) (STATE SIGNIFICANT DEVELOPMENT) cont'd

OPTIONS

1. Not exhibit the Draft 2026 Contribution Plan.
2. Exhibit the Draft 2026 Contribution Plan for 28 days. (Recommended)
3. Not exhibit the Draft 2026 Contribution Plan and make changes to the Draft 2026 Contribution Plan. Seek a quote from the current external consultants to undertake the financial modelling changes proposed.

FINANCIAL IMPACT OF RECOMMENDATIONS

The new plan provides Council with an updated basis to collect development contributions toward infrastructure required as a result of growth. It identifies approximately \$89.080 million in proposed infrastructure works across roads, waste management, open space and recreation, community facilities, plan administration and section 7.12 works.

Where Council does not apply the contributions or makes significant reductions there will be a direct impact on Council's ability to manage assets and potentially alternate funding options would need to be considered.

RECOMMENDATION That –

1. The Draft Upper Lachlan Shire Council Contributions Plan 2026 be exhibited for a minimum period of 28 calendar days;
2. A report be prepared for Council, addressing any comments received during the exhibition period, and present the Draft Upper Lachlan Shire Council Contributions Plan 2026 for adoption by Council or, in the event that no submissions are received, adopt the Draft Plan as exhibited;
3. Notes that the Draft Upper Lachlan Shire Council Contributions Plan 2026 when adopted repeals the Upper Lachlan Development Contributions Plan 2007 and the Upper Lachlan Section 94A Development Contributions Plan, without affecting contribution conditions imposed under previous plans.
4. Notes that the Draft Upper Lachlan Shire Council Contributions Plan 2026 when adopted will no longer have an Emergency Services component levied under the section 7.11 fund.
5. Notes that the previous funds collected under the Upper Lachlan Development Contributions Plan 2007 Emergency Service component will be allocated and distributed in accordance with the Draft Upper Lachlan Shire Council Contributions Plan 2026 section 7.12 works schedule.

ATTACHMENTS

1. ➡	DRAFT - Development Contributions Plan 2026 - Policy - Date Adopted 17 September 2026 - Resolution XX-26 - Review 2029	Appendix
2. ➡	DPHI - Practice Note - Local Infrastructure Contributions - 2019	Appendix

Environment and Planning - 17 September 2026

ITEM 11.5 **DRAFT - Developer Agreements Policy 2026**

FILE REFERENCE **I26/263**

AUTHOR **Manager Planning & Regulatory Services**

ISSUE

The Draft Upper Lachlan Shire Council Developer Agreement Policy 2026 sets out to provide clear guidance on any proposed Development Agreements. The Policy defines which Agreement is appropriate in certain circumstances, the information required to support a Development Agreement offer, and the process from initial submission through to execution. It also establishes Council's acceptability test to ensure that agreements deliver legitimate planning outcomes, align with strategic objectives, and protect the public interest and governance arrangements, including the roles of Council staff and elected representatives, to ensure transparency, accountability and probity throughout the process.

RECOMMENDATION That –

1. Council endorses the DRAFT Upper Lachlan Shire Council Developer Agreement Policy 2026 for the purpose of public exhibition.
2. The DRAFT Upper Lachlan Shire Council Developer Agreement Policy 2026 be placed on exhibition for a period of 28 days.
3. A post-exhibition report be presented to Council prior to the adoption of the DRAFT Upper Lachlan Shire Council Developer Agreement Policy 2026.
4. Council commits to establishing an Upper Lachlan Shire Council Renewable Energy Community Benefit Contribution Fund as a means of administering funds received as a result of the State Significant Development projects proposed across the region.
5. A further report be presented to Council in a future meeting outlining the proposed arrangements for the governance, administration, management, allocation and reporting of funds held within the Upper Lachlan Shire Council Renewable Energy Community Benefit Contribution Fund.

BACKGROUND

Planning agreements are a voluntary legal agreement between a planning authority (i.e. Council) and a developer, under which the developer agrees to make contributions towards a public purpose. Contributions may include the dedication of land, a monetary contribution, any other material public benefit or a combination of these and may be in addition to or in lieu of development contributions levied under a Contributions Plan.

The Draft Upper Lachlan Shire Council Developer Agreements Policy 2026 (the Draft Policy) provides a clear and consistent framework for how Upper Lachlan Shire Council proposes to assess, negotiate and execute Developer Agreements, including Works In Kind Agreements (WIKAs) and Voluntary Planning Agreements (VPAs).

Developer Agreements are used to facilitate the delivery of local infrastructure and public benefits. WIKAs are generally used where developers deliver infrastructure identified in a contributions plan, with the value of works offset against required contributions. VPAs are used where development delivers infrastructure, land, monetary contributions or other Material Public Benefits beyond those anticipated in a contributions plan, or where greater flexibility in delivery and timing is required.

For renewable energy development, VPAs are the primary mechanism for delivering community benefits. A VPA can facilitate the provision of Community Benefit Contributions (CBCs), enabling local communities to share in the broader economic benefits of development. CBCs are separate from standard local infrastructure contributions and are generally provided as recurrent contributions over the life of the development, in accordance with the Department of Planning, Housing and Infrastructure's (DPHI) Benefit-Sharing Guideline. (Attachment 1).

Overall, the Policy proposes to ensure that development contributes appropriately to local infrastructure and community outcomes, while providing flexibility to respond to site-specific circumstances and opportunities. In addition, the policy proposes to support a transparent, consistent and outcome-focused approach to negotiating Developer Agreements across the Upper Lachlan Shire.

REPORT

Council engaged consultants GLN to assist in the preparation the Developer Agreements Policy (the Draft Policy) and to ensure that the Draft Policy described the process and governance obligations of both the applicant and Council when applying, negotiating and executing Works in Kind Agreements (WIKAs) and Voluntary Planning Agreements (VPAs).

For the purposes of this Draft Policy, a Developer Agreement is an agreement between Council and a developer and in some cases a landowner, that facilitates the delivery of local infrastructure or public benefits. This may include the carrying out of works on behalf of Council, the payment of monetary contributions or the provision of other public benefits.

The below table outlines the proposed mechanisms and applications for developer agreements.

Table 1 Appropriate use of Developer Agreements

Delivery mechanism	Application
Works in Kind Agreements (WIKAs)	For the delivery of infrastructure works that have been identified in a Contribution Plan applying to the development land, noting that a WIKAs can only facilitate the delivery of infrastructure works identified in a s7.11 plan. The value of works is offset against the applicable s7.11 contribution, and any land required for those works must be dedicated via condition of consent.

Voluntary Planning Agreements (VPA) (urban)	VPAs may include items from a contributions plan but is typically used to facilitate the delivery of infrastructure, land, monetary contributions or other public benefits which may be additional to or in place of those identified in a Contributions Plan.
VPA (renewable)	All State Significant renewable energy developments are required to enter into a VPA to facilitate the delivery of benefits under a Community Benefit Scheme. The provision of community benefits does not preclude a development from including standard VPA contributions, nor does it exempt the development from contributing to local infrastructure under a relevant Contributions Plan, unless otherwise agreed by Council.
No Developer Agreement	Developer works required as conditions of consent do not need to be facilitated via a WKA or a VPA. To be clear, works identified as a development cost with no wider public benefit will be required as a condition of consent and will neither offset any local contributions required to be paid nor count toward community benefit requirements.

In relation to VPA (Renewable), importantly, both the NSW Government Benefit Sharing Guideline and the draft Policy recognise that Council is not the only vehicle in which community benefit can be delivered. The draft Policy reinforces the ability for a developer to directly partner with local community organisations but remains consistent with the Guideline in recommending that Council should administer no less than 85% of the total benefit-sharing value. This is consistent with section 3.3 of DPHI's Benefit Sharing Guidelines.

The financial value of community benefit will vary from project to project, however, the minimum community benefit threshold for ARC is:

- \$850 per megawatt per annum for solar energy development for the life of the development (including future modified or recommissioned projects).
- \$1050 per megawatt per annum for wind energy development for the life of the development (including future modified or recommissioned projects).
- \$850 per megawatt of capacity for energy storage developments (including pumped hydro).

The intention of this is to ensure that opportunities are made available to consolidate funds which would allow the delivery of higher value, long term and strategically aligned community projects or services. The Draft Policy proposes the establishment of a Council-managed Fund (Renewable Energy Community Benefit Contribution Fund) whereby local community benefit projects, programs or infrastructure that respond to identified needs across the Upper Lachlan Shire LGA can be funded.

The objectives of the Renewable Energy Community Benefit Contribution Fund will be to promote benefit sharing strategies associated with the development of state significant and regionally significant renewable energy projects in the Upper Lachlan Shire LGA that:

- Secure off-site benefits for the community so that renewable energy development delivers a future sustainable net community benefit;
- Ensure that the wider community share in the benefits resulting from renewable energy development in the LGA;
- Ensure that the costs and benefits of renewable energy development will be equitably distributed within the community and inter-generationally;
- Ensure that community benefit outcomes are determined through appropriate governance processes which include appropriate community representation.

These funds will be allocated by Council resolution, having regard to Council's strategic priorities, infrastructure needs, community benefit, equity across the LGA, and the cumulative distribution of benefit-sharing funds from renewable energy projects.

POLICY IMPACT

The Draft Policy has been prepared having regard to Council's integrated plans including the Upper Lachlan Shire Operational Plan 2026 - 2027, the Delivery Program 2026 – 2030 and the Upper Lachlan Community Strategic Plan 2042.

Operational Plan 2026-2027 - CSP Strategic Pillar – Our Environment

'Review and implementation of Section 7.11 and Section 7.12 and Development Contributions Plan.'

The development of the Draft Policy is in line with this KPI.

Delivery Program (2026/2027 – 2029/2030) *'Strategy C.8 –*

'Encourage positive social and environmental contributions from developers.'

The capital budget within the Delivery Program as adopted by Council relies on developer contributions to enable capital works to proceed. The implementation of the Policy will assist in ensuring appropriate capital works are able to proceed.

AEC report (Special Rate Variation)

Concerns regarding the medium to long-term financial sustainability of the Council resulted in Council engaging AEC to complete a Financial Sustainability Review in 2023.

The review highlighted a number of key findings and recommendations with one being;

'Council should consider reviewing its developer contributions plans, before undertaking any substantial asset programs to ensure that the current contribution levels are able to support the future development costs.'

The review and development of the Policy is in line with the findings of the AEC report.

Section 1.3 of the *Environmental Planning and Assessment Act 1979* provides the legislative basis for the Contribution Framework. Subdivision 2 of the Act provides the legislative basis for Planning Agreements.

OPTIONS

- Not exhibit the Draft Developer Agreement Policy – 2026;
- Exhibit the Draft Developer Agreement Policy – 2026 for 28 days. (Recommended). Note that Council will have the ability to address the Policy after the exhibition period when presented back to Council for consideration.
- Not exhibit the Draft Developer Agreement Policy – 2026 and make changes to the Draft Developer Agreement Policy – 2026. Seek a quote from the current external consultants to undertake any changes proposed.

FINANCIAL IMPACT OF RECOMMENDATIONS

The adoption and implementation of this policy will assist council in delivering both relevant and applicable infrastructure and community assets through the correct legislative procedures.

The creation of a Renewable Energy Community Benefit Contribution Fund from benefits associated with renewable energy development will ensure the equitable distributed within the community and inter-generationally.

RECOMMENDATION That –

1. Council endorses the DRAFT Upper Lachlan Shire Council Developer Agreement Policy 2026 for the purpose of public exhibition.
2. The DRAFT Upper Lachlan Shire Council Developer Agreement Policy 2026 be placed on exhibition for a period of 28 days.
3. A post-exhibition report be presented to Council prior to the adoption of the DRAFT Upper Lachlan Shire Council Developer Agreement Policy 2026.
4. Council commits to establishing an Upper Lachlan Shire Council Renewable Energy Community Benefit Contribution Fund as a means of administering funds received as a result of the State Significant Development projects proposed across the region.
5. A further report be presented to Council in a future meeting outlining the proposed arrangements for the governance, administration, management, allocation and reporting of funds held within the Upper Lachlan Shire Council Renewable Energy Community Benefit Contribution Fund.

ATTACHMENTS

1. ➡	DRAFT - Developer Agreements Policy - Date Adopted 17 September 2026 - Resolution XX-26 - Review 2029	Appendix
2. ➡	DPHI - Benefit-Sharing Guideline 2024	Appendix
3. ➡	DPHI - Practice Note - Local Infrastructure Contributions - 2019	Appendix

12 INFRASTRUCTURE DEPARTMENT

The following items are submitted for consideration -

12.1	Disposal of Excavator	142
12.2	Proposed Transfer of Baxters Lane at Wollogorang	144

Infrastructure Department - 17 September 2026

ITEM 12.1 **Disposal of Excavator**

FILE REFERENCE **I26/241**

AUTHOR **Coordinator Fleet and Workshop**

ISSUE

This report provides a recommendation to dispose of one 22 tonne excavator.

RECOMMENDATION That -

1. Council approve the disposal of one twenty-two tonne excavator (Council Plant 891).
2. The proceeds from its disposal be transferred into reserves for future use.

BACKGROUND

During the Ordinary Council Meeting held on 17 November 2022, Council resolved to purchase one new excavator and dispose of the existing excavator (Resolution No. 259/22). Council has owned a large 22-tonne excavator since the amalgamation in 2004. Due to recent operational and staffing changes, a large excavator is no longer required to meet Council's ongoing operational needs.

REPORT

Council has owned and operated a large 22-tonne excavator since the amalgamation with Gunning Shire in 2004. The excavator has traditionally been used on major road construction projects and within Council's gravel pits for winning and loading gravel products. However, changes to Council's quarrying operations mean that excavators are no longer the preferred machine for loading gravel or undertaking activities within the gravel pits. As a result, the existing excavator has become significantly underutilised.

Council has also identified an increasing need to engage short-term hire excavators of varying sizes to undertake specialised works. These machines are generally smaller, more agile, often fitted with rubber tracks, and can be supplied with specialised attachments suited to the required task. The use of hired excavators has consistently delivered more efficient and cost-effective outcomes than maintaining ownership of a large excavator that is infrequently utilised.

It is recommended that Council delegates authority to the Chief Executive Officer to determine the most appropriate method of disposal, whether by public auction or direct sale. Council's Fleet and Workshop Coordinator will seek expressions of interest from a number of auction companies and reputable equipment dealers, assess the available options, and provide a recommendation to the Chief Executive Officer for approval to ensure the best value outcome for Council.

Infrastructure Department
DISPOSAL OF EXCAVATOR cont'd

It is noted that Council's excavator operator resigned in February 2026, and the position has remained vacant since that time.

The excavator is estimated to have a market value of approximately \$200,000. It is proposed that the proceeds from its disposal be transferred into reserves for future use.

POLICY IMPACT

The disposal of the excavator will follow Disposal of Council Asset Policy.

OPTIONS

Council can accept or reject the recommendation, with justification.

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council approve the disposal of one twenty-two tonne excavator (Council Plant 891).
2. The proceeds from its disposal be transferred into reserves for future use.

ATTACHMENTS

Nil

Infrastructure Department - 17 September 2026

ITEM 12.2 **Proposed Transfer of Baxters Lane at Wollogorang**

FILE REFERENCE **I26/288**

AUTHOR **Design Engineer**

ISSUE

Council has received a proposal from the NSW Department of Planning, Housing and Infrastructure – Crown Lands to transfer Baxters Lane to Council for future management.

Council is required to consider the proposal and determine whether to support or object to the proposed transfer.

RECOMMENDATION That -

1. Council resolve to object to the proposed transfer of Baxters Lane from Crown Lands to Upper Lachlan Shire Council.
2. Council authorise staff to provide a formal response to the Department outlining the reasons for Council's objection and requesting that Baxters Lane remains a Crown Road.

BACKGROUND

Council has received correspondence from the NSW Department of Planning, Housing and Infrastructure – Crown Lands proposing the transfer of the Crown Road known as Baxters Lane near Collector to Upper Lachlan Shire Council for future management.

Crown Lands has identified Baxters Lane as suitable for transfer to Council under the Administration of Crown Roads Policy. Council is required to provide a response by 5 November 2026, otherwise the Department may proceed on the basis that Council supports the proposed transfer.

Baxters Lane is located approximately 3 km northeast of Collector and is approximately 1.8 km in length. The road currently consists of a narrow gravel road, with a formed width of less than 6 m, and is generally in fair condition. Access to Baxters Lane is provided solely from the Federal Highway, with the road forming a dead end and providing no connection to the wider local road network. There are currently five residences accessed via Baxters Lane.

Baxters Lane is currently a Crown Road administered by Crown Lands. The road is currently managed and maintained by Crown Lands, including responsibility for ongoing maintenance and any required repair works. Council does not currently have formal responsibility for the ongoing management of Baxters Lane.

REPORT

If Council were to accept the transfer of Baxters Lane, Council would assume responsibility for the ongoing management and maintenance of approximately 1.8 km of gravel road. Based on current estimates, routine grading and repair of the road would cost approximately \$8,000 per annum. A significant component of this cost is associated with obtaining the required heavy vehicle permits to transport Council's heavy plant along the Federal Highway to access the road.

The location of Baxters Lane also presents logistical difficulties for Council in undertaking routine and reactive maintenance. As the lane can only be accessed from the Federal Highway, the movement of Council's heavy plant to the site requires the relevant heavy vehicle permits to be obtained prior to undertaking works.

This access arrangement also presents challenges in responding to urgent maintenance requirements. Where significant deterioration or damage occurs, Council may not be able to immediately deploy the required heavy plant, with the permit process potentially taking between 5 and 28 days. This could limit Council's ability to respond promptly to emergency maintenance requests and maintain the road in accordance with the level of service expected of Council's road network.

Retaining Baxters Lane under Crown Lands management would ensure that the ongoing maintenance and management responsibilities remain with the current road authority, avoiding Council assuming an additional road management responsibility.

Baxters Lane is a dead end road and provides access only to the properties located along the lane. The road does not provide a connection to the wider local road network or provide an alternative route between surrounding roads. As a result, the road does not present any identified strategic opportunities or broader network benefits for Council.

POLICY IMPACT

NIL

OPTIONS

Option 1 – Object to the proposed transfer (Recommended)

Council resolves to object to the proposed transfer of Baxters Lane. This would result in Baxters Lane remaining a Crown Road, with responsibility for its ongoing management and maintenance lying with Crown Lands.

Option 2 – Support the proposed transfer

Council resolves to support the transfer of Baxters Lane to Council for future management. This would result in Council assuming responsibility for the ongoing management and maintenance of approximately 1.8 km of gravel road.

FINANCIAL IMPACT OF RECOMMENDATIONS

There are no direct financial costs to Council associated with submitting an objection to the proposed transfer.

If transferred, Council would assume ongoing management and maintenance responsibilities for approximately 1.8 km of gravel road, with routine grading and repair estimated at approximately \$8,000 per annum, in addition to any reactive maintenance costs.

RECOMMENDATION That -

1. Council resolve to object to the proposed transfer of Baxters Lane from Crown Lands to Upper Lachlan Shire Council.
2. Council authorise staff to provide a formal response to the Department outlining the reasons for Council's objection and requesting that Baxters Lane remains a Crown Road.

ATTACHMENTS

1. ↓	NSW Department of Industry Lands - Proposed Transfer of Crown Road to Council - Baxters Lane Wollogorang - PDF	Attachment
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Department of Planning, Housing and Infrastructure

PO Box 2185, DANGAR NSW 2309
Phone: 1300 886 235
goulburn.crownlands@crowland.nsw.gov.au
www.crownland.nsw.gov.au



File Reference: 22/05543
Your Reference:

27 August 2026

Ms Alex Waldron
Chief Executive Officer
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581

Via email: council@upperlachlan.nsw.gov.au

RE: Proposed Transfer of Baxters Lane at Wollongorang

Dear Ms Waldron,

The Department of Planning, Housing and Infrastructure – Crown Lands and Public Spaces (the Department) has identified a Crown road that may be suitable for transfer to Upper Lachlan Shire Council for future management. The subject road being Crown road known as Baxters Lane at Wollongorang shown by red on the attached diagram.

The Department's Administration of Crown Roads – Policy and associated Guideline provides criteria for determining whether a Crown road is suitable for transfer to council. It is the practice of the Department to consult with the affected Council before processing a Crown road transfer, each proposal will be considered on a case-by-case basis.

The Department considers Crown roads suitable for transfer to Council when they meet one or more of the following criteria:

The Department has assessed that this Crown road meets the following criteria in the policy:

- a. The formed Crown road provides road access to urban or rural areas or provides access within country towns, villages, local communities and public areas.
- b. Road works on the Crown road are proposed by someone other than the Department, and these works require development consent under the *Environmental Planning & Assessment Act 1979*.
- c. Development consent has been granted by a Council that requires use of the Crown road to service a traffic generating development.

- d. The Crown road is required to be maintained to a standard specified as a condition of development consent. *(Notably, if standards were not specified, transfer may still be relevant on the basis that road works were not required as the Crown road already conformed to Council's access standards to service the development).*
- e. The Crown road was constructed or is being maintained by a council to facilitate access, as part of its local road network, which may include drainage structures such as a bridge or culverts.
- f. Construction or upgrade of the Crown road is required to meet standards required by a Council.
- g. A Council objects to the closure of the Crown road on the grounds the road is required for public access.

The Department has assessed that the Crown road meets the following of these criteria:

- The formed Crown road provides road access to urban or rural areas or provides access within country towns, villages, local communities and public areas.
- Development consent has been granted by a Council that requires use of the Crown road to service a traffic generating development.

What happens next?

Council is provided a 10 week period to submit a response to the proposal before the Department proceeds to finalising the proposed road transfer.

If Council objects to the proposal a response must be provided prior to 5 November 2026. The submission should include the reasons why and provide all relevant supporting documentation to substantiate why the Crown road is not suitable for transfer to Council for future management.

The Department's policy for the transfer of Crown roads is publicly available in the Administration of Crown Roads Policy and supporting Guideline on the Department's website:

<https://www.crownland.nsw.gov.au/about-crown-lands/rules-policies-and-guidelines>

Responses will be managed as follows:

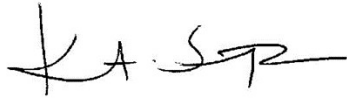
- Council provides an **agreement** within the consultation period - the Crown road will be transferred to Council by order in the Government Gazette under the provisions of s152I of the *Roads Act 1993*.
- If **no response** is received from Council the Department will assume Council supports the proposed road transfer and the Crown road will be transferred to Council by NSW Government Gazette in accordance with section 152I of the *Roads Act 1993*.
- If Council provides an **objection** during the consultation period with supporting documentation to substantiate why the Crown road is not suitable for transfer, the response will be taken into consideration before a determination is made.

Assessment decision:

- If the road is deemed **suitable** for transfer the Crown road will be transferred to Council by order in the Government Gazette under s152I of the *Roads Act 1993*.
- If the road is deemed **unsuitable** for transfer the transfer proposal will be withdrawn and Council will be notified, and the road will remain a Crown road.

Enquiries and information in relation to this matter can be directed to Martin Brown, Group Leader Property Management, on 02 4824 1925 or via email at martin.brown@crownland.nsw.gov.au

Yours faithfully,



Kirsti Sampson
Area Manager South East
Department of Planning, Housing and Infrastructure – Crown Lands and Public Spaces

Appendix 1 – Road proposed for transfer

NSW Department of Planning, Housing and Infrastructure – Crown Lands and Public Spaces | Page 4 of 4

13 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

13.1	Delegation of Functions – Council Mayor and Deputy Mayor	152
13.2	Delegation – Chief Executive Officer	158

Finance and Administration - 17 September 2026

ITEM 13.1 **Delegation of Functions – Council Mayor and Deputy Mayor**

FILE REFERENCE **I26/259**

AUTHOR **Director Finance and Administration**

ISSUE

Providing a review of the Upper Lachlan Shire Council's Delegations of Functions to the Council Mayor and Deputy Mayor for adoption.

RECOMMENDATION That -

1. Council resolves to adopt the reviewed Delegation of Functions to the Mayor and Delegation of Functions to the Deputy Mayor.
2. Council affixes the Common Seal of the Upper Lachlan Shire Council to the delegations to the Mayor and Deputy Mayor.

BACKGROUND

Under Section 377 (1) of the *Local Government Act 1993* a Council may, by resolution, delegate functions of the Council to a person being the duly elected Mayor or Deputy Mayor.

REPORT

At the Ordinary Council Meeting held on 17 October 2024 the positions of Mayor and Deputy Mayor were duly elected and the Delegation of Functions to the Mayor and Delegation of Functions to the Deputy Mayor were adopted at that Council Meeting, under Council Resolution No. 161/24.

The Delegation of Functions to the Mayor and Delegation of Functions to the Deputy Mayor have been reviewed and are reported to be readopted for the duly elected Mayor and Deputy Mayor at this 17 September 2026 Ordinary Council Meeting.



UPPER LACHLAN SHIRE COUNCIL

INSTRUMENT OF DELEGATION OF FUNCTIONS FROM UPPER LACHLAN SHIRE COUNCIL TO THE MAYOR

Pursuant to Section 377(1), of the Local Government Act 1993, and subject to the conditions and limitations contained in Schedule 1 hereof, Upper Lachlan Shire Council (the "Council") hereby delegates to the Mayor of the Council the exercise of powers, authorities, duties and Functions specified with the limitations set out in Schedule 1.

- (i) To lawfully carry out any Function conferred on, and duly imposed on, the Mayor under any Act or regulation.
- (ii) To lawfully carry out any Function that is delegated and it must be exercised consistently with adopted policies of the Council.

The role of the Mayor is:-

- To be the leader of the Council and a leader in the local community;
- To advance community cohesion and promote civic awareness;
- To be the principal member and spokesperson of the governing body; including representing the views of the Council as to its local priorities;
- To exercise, in cases of necessity, the policy-making functions of the governing body of the Council between meetings of the Council;
- To preside at meetings of the Council;
- To ensure that meetings of the Council are conducted efficiently, effectively and accordance with the Local Government Act 1993;
- To ensure the timely development and adoption of the strategic plans, programs and policies of the Council;
- To promote the effective and consistent implementation of the strategic plans, programs and policies of the Council;
- To promote partnerships between the Council and key stakeholders;
- To advise, consult with and provide strategic direction to the Chief Executive Officer in relation to the implementation of the strategic plans and policies of the Council;
- In conjunction with the Chief Executive Officer, to ensure adequate opportunities and mechanisms for engagement between the Council and the local community;
- To carry out the civic and ceremonial functions of the Mayoral office;
- To represent the Council on regional organisations and at inter-governmental forums at Regional, State and Commonwealth level;
- To exercise any other Functions of the Council that the Council determines.

- (iii) To determine applications for leave by the Chief Executive Officer.

Finance and Administration

DELEGATION OF FUNCTIONS – COUNCIL MAYOR AND DEPUTY MAYOR cont'd

- (iv) To respond to media publicity on Council matters, to make media statements and issue press releases in respect of Council's resolutions and decisions and to respond to other media matters as appropriate in accordance with Council policies.
- (v) To present Certificates of Australian Citizenship after applicants have pledged the Oath or Affirmation of Allegiance, as provided by the Australian Citizenship Act 2007.
- (vi) To authorise urgent or emergency works in conjunction with the Chief Executive Officer up to an amount of \$25,000.
- (vii) To authorise, in conjunction with the Chief Executive Officer, the payment of travelling expenses where a function is outside the Upper Lachlan Local Government Area and is considered to be on the business of Council, in accordance with Council's policy for the payment of expenses and provision of facilities to the Mayor and Councillors.
- (viii) Authority to make temporary appointments to the Chief Executive Officer's position, after consultation with the Chief Executive Officer, where the holder is on annual leave, sick leave or other extended leave of absences.
- (ix) To call and schedule Extraordinary Meetings of Council and a Committee of Council Extraordinary Meeting in accordance with the Local Government Act 1993 and Council's Code of Meeting Practice.
- (x) To affix the Common Seal of Council to any necessary document pursuant to or consequent upon any decision of Council and to sign and seal documents, in conjunction with the Chief Executive Officer, covering matters approved by Council where the authority has not been specifically given.
- (xi) To sign outgoing correspondence in relation to the Mayoral office, however, those matters relating to the day-to-day management of Council are matters that remain with the Chief Executive Officer to sign.
- (xii) To prepare a Mayoral Minute each monthly Ordinary Council Meeting.
- (xiii) To lead and carry out, in conjunction with the Deputy Mayor and the Performance Review Committee of Council, a annual performance appraisal of the Chief Executive Officer.
- (xiv) Delegation to expend Council funds on Council business operations up to maximum threshold of \$3,000 per month in accordance with Council's Corporate Credit Card Policy and Operational Plan.

SCHEDULE 1

The incumbent to this position must not exercise any Function delegated herein if the exercise of that function would be inconsistent with or contrary to:-

- (a) The provisions of the Local Government Act 1993 or any other relevant Act;
- (b) Any adopted code, policy, plan and resolution of Council at the time when it is proposed to exercise the function.

These authorities are issued to _____ being the Mayor.

The Common Seal of the Upper Lachlan Shire Council was hereunto affixed this 17th day of September 2026 in pursuance of resolution no. XXX/26 of Upper Lachlan Shire Council.	 Mayor Chief Executive Officer
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UPPER LACHLAN SHIRE COUNCIL

**INSTRUMENT OF DELEGATION OF FUNCTIONS FROM UPPER LACHLAN
SHIRE COUNCIL TO THE DEPUTY MAYOR**

Pursuant to Section 377(1), of the Local Government Act 1993, and subject to the conditions and limitations contained in Schedule 1 hereof, Upper Lachlan Shire Council (the "Council") hereby delegates to the Deputy Mayor of the Council. In the event the Mayor is unable to properly fulfil his/her duties the exercise of powers, duties, authorities and Functions specified with the limitations of those delegations specifically delegated to the Mayor.

SCHEDULE 1

The incumbent to this position must not exercise any Function delegated herein if the exercise of that function would be inconsistent with or contrary to:-

- (a) The provisions of the Local Government Act 1993 or any other relevant Act;
- (b) Any adopted code, policy, plan and resolution of Council at the time when it is proposed to exercise the function.

The incumbent is delegated to present Certificates of Australian Citizenship after applicants have pledged the Oath or Affirmation of Allegiance, as provided by the Australian Citizenship Act 2007.

These authorities are issued to _____ being the Deputy Mayor.

The Common Seal of the Upper Lachlan Shire Council was hereunto affixed this 17th day of September 2026 in pursuance of resolution no. XXX/26 of Upper Lachlan Shire Council.	 Mayor Chief Executive Officer
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POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

As outlined in the delegations.

RECOMMENDATION That -

1. Council resolves to adopt the reviewed Delegation of Functions to the Mayor and Delegation of Functions to the Deputy Mayor.
2. Council affixes the Common Seal of the Upper Lachlan Shire Council to the delegations to the Mayor and Deputy Mayor.

ATTACHMENTS

Nil

Finance and Administration - 17 September 2026

ITEM 13.2 **Delegation – Chief Executive Officer**

FILE REFERENCE **I26/258**

AUTHOR **Director Finance and Administration**

ISSUE

Provides a review of Upper Lachlan Shire Council's delegation to the Chief Executive Officer, Alexandra Waldron.

RECOMMENDATION That -

1. Council resolves to adopt the reviewed Delegation of Functions to the Chief Executive Officer, Alexandra Waldron.
2. The Council Mayor signs the Delegation of Functions to the Chief Executive Officer and affixes the Common Seal of the Upper Lachlan Shire Council to this delegation.

BACKGROUND

Section 377, of the *Local Government Act 1993*, dictates that Council, by Resolution, delegate to the Chief Executive Officer any of the functions of Council under this or any other Act, with the exception of Section 377 (1)(a) to (u) of the *Local Government Act 1993*.

REPORT

Ms Alexandra Waldron is the appointed designated senior staff contract position in the role of Chief Executive Officer (CEO) for the Upper Lachlan Shire Council.

Under Section 378 of the *Local Government Act 1993* the Chief Executive Officer issues sub-delegations to the Departmental Directors, Managers and other staff as required in accordance with their employment. Council holds a Delegations Register for all positions issued with a delegation.



UPPER LACHLAN SHIRE COUNCIL

INSTRUMENT OF DELEGATION

LOCAL GOVERNMENT ACT 1993

DELEGATION OF FUNCTIONS TO CHIEF EXECUTIVE OFFICER

Upper Lachlan Shire Council, pursuant to Section 377, of the *Local Government Act 1993* and a resolution passed at a duly convened meeting of the Council held on 17 September 2026:-

- (a) Revokes all delegations previously granted by the governing body of the Council to the Chief Executive Officer,
- (b) This Instrument of Delegation recognises that certain functions are conferred on the Chief Executive Officer specified in Section 335 of *the Local Government Act 1993*, including the day-to-day management of Council,
- (c) This instrument of Delegation includes the delegation for determination of applications for Development Consent under the *Environmental Planning and Assessment Act 1979* (Development Application Approval) as specified in Schedule 3,
- (d) This instrument of Delegation includes acceptance of tenders following a tender process in accordance with the *Local Government Act 1993* and regulations,
- (e) This instrument of Delegation includes entering into a lease or licence for use of land subject to compliance with *Local Government Act 1993* and regulations,
- (f) Delegates to the Chief Executive Officer, in accordance with this instrument of delegation, the Functions specified or described in Schedule 1 subject to:-
 - (i) The exceptions specified or described in Schedule 2,
 - (ii) The conditions and limitations specified or described in Schedule 3, and
 - (iii) The limitations to delegate in accordance with items specified in Section 377 (1) (a) to (u), of the *Local Government Act 1993*.

.....
Signature

Mayor

Dated:

Definitions

1.1. In this instrument:-

Act means the *Local Government Act 1993*.

Application means an application for an Approval made to the Council.

Approval means approval, consent, licence, permission or any authorisation.

EPA Act means the *Environmental Planning and Assessment Act 1979*.

Function means a function of the Council within the meaning of the Act, and for the avoidance of doubt excludes:-

- (a) The functions of the Chief Executive Officer referred to in Section 335 of the Act,
- (b) The role of the governing body referred to in Section 223 of the Act,
- (c) The role of the Mayor referred to in Section 226 of the Act.

Chief Executive Officer means the person appointed by the Council pursuant to Section 334 of the Act to the position of Chief Executive Officer, and a person appointed by the Council pursuant to Section 336 of the Act to act in the vacant position of Chief Executive Officer.

Minister means the current Minister for Local Government of the New South Wales State Government portfolio that includes governance of Local Government.

Commencement

1.2. The delegations conferred on the Chief Executive Officer by this instrument of delegation commence on 17 September 2026.

ACKNOWLEDGEMENT

I, Alexandra Waldron, acknowledge receipt of, and understand, the terms of this instrument of delegation.

.....
Signature

CHIEF EXECUTIVE OFFICER

Dated:

SCHEDULE 1

FUNCTIONS DELEGATED TO THE CHIEF EXECUTIVE OFFICER

The Chief Executive Officer is delegated authority for all Functions of the Council capable of being lawfully delegated under Section 377, of the *Local Government Act 1993* and to exercise on behalf of the Council the powers, authorities, duties and Functions of the Council.

If a Function is conferred or imposed on an employee of Council under any other legislation, the Function is deemed to be conferred or imposed on the Council and is delegated to the Chief Executive Officer.

Note: This Schedule must be read in conjunction with Schedules 2 and 3.

SCHEDULE 2

FUNCTIONS NOT DELEGATED TO THE CHIEF EXECUTIVE OFFICER

1. Any function under this Act or any other Act that is expressly required to be exercised by resolution of the Council.
2. Adopting or varying a policy, plan, program, practice, strategy or the like adopted or approved by resolution of the Council.
3. Creating a committee of the Council of which all of the members are Councillors.
4. Adopting or varying any of the following adopted or approved by resolution of the Council:
 - 4.1. A Planning Proposal,
 - 4.2. A Development Control Plan,
 - 4.3. A Contributions Plan,
 - 4.4. A Local Approvals Policy,
 - 4.5. A Local Orders Policy.
5. Adopting, varying or supplementing the Council's:
 - 5.1. Code of Conduct,
 - 5.2. Code of Meeting Practice,
 - 5.3. Community Strategic Plan,
 - 5.4. Resourcing Strategy,
 - 5.5. Delivery Program,
 - 5.6. Operational Plan,
 - 5.7. Community Engagement Strategy,
 - 5.8. Annual Report.

Finance and Administration

DELEGATION – CHIEF EXECUTIVE OFFICER cont'd

6. Deciding to decline to accept any tenders after a full assessment of all tenders has been undertaken for the purpose of determining whether any tender should be accepted by the Council.
7. Making an application, written proposal, representation, or submission to the Governor or a Minister or public authority on behalf of the Council, which is not made by reference to policies, plans, programs, practices, strategies or the like adopted or approved by resolution of the Council.
8. Commencing and maintaining proceedings in any court or tribunal against any Minister or public authority.
9. Giving a notice, direction, order or the like to, or taking action to enforce any law against, a Minister or public authority.
10. Deciding to take a poll of electors for the purposes of holding a constitutional referendum.
11. Fixing of annual fees to be paid to the elected Mayor and the Councillors.
12. Determining:-
 - 12.1. The senior staff positions within the organisation structure of the council without consultation with the Council,
 - 12.2. The roles and reporting lines (for other senior staff) of holders of senior staff positions,
 - 12.3. The resources to be allocated towards the employment of staff.
13. Entering into a public-private partnership on behalf of the Council in the absence of a resolution of the Council to do so.
14. Entering into a Joint Organisation of Councils in the absence of a resolution of the Council to do so.
15. Except in accordance with established policies or practices of the Council:-
 - 16.1. Deciding to dedicate land as a public road,
 - 16.2. Deciding whether a public road should be closed,
 - 16.3. Preparing a proposal to fix or vary the levels of a public road or widen or realign a public road.
16. Ordering or consenting to the imposition of covenants or restrictions on the use of land vested in the Council.
17. Adding fluorine to any public water supply under the control of the Council.
18. Entering into or modifying an agreement or arrangement referred to in Sections 12 or 12A of the Library Act 1939.
19. Adopting a program for the inspection of swimming pools under Section 22B of the *Swimming Pools Act 1992*.
20. Adopting an agency information guide under the *Government Information (Public Access) Act 2009*.
21. Making an interim heritage order for a place, building, work, relic, moveable object or precinct in the Council's area under Section 25 of the *Heritage Act 1977*.

22. Agreeing to combine the emergency management arrangements of Council with another council under Section 27 of the *State Emergency and Rescue Management Act 1989*.
23. Appointing or terminating the appointment of the Council's external auditor.

SCHEDULE 3

CONDITIONS AND LIMITATIONS APPLYING TO DELEGATED FUNCTIONS

1. The Functions delegated must be exercised lawfully.
2. The Functions delegated must be exercised consistently with adopted policies of the Council.
3. A Function may not be exercised under delegation if the matter in respect of which the Function would otherwise be exercised under delegation:-
 - 3.1. Is called-up to the governing body in accordance with an adopted policy of the Council, and
 - 3.2. Written notice is given to the Chief Executive Officer of the matter being called-up before the Function delegated is exercised.
4. A function may not be exercised under delegation in relation to a matter if the Chief Executive Officer has a pecuniary or significant non-pecuniary conflict of interests in relation to the matter.
5. A Function may not be exercised under delegation if it involves incurring expenditure on behalf of the Council that is not within a vote of money for expenditure by the Council in an amount exceeding \$250,000.00 to a supplier.
6. A Function may not be exercised under delegation if it involves incurring a cost (other than by means of expenditure) to the Council (including foregoing monies otherwise due to the Council) in an amount exceeding \$250,000.00 or for any reason inconsistent with established policies or practices of the Council.
7. A Function may not be exercised under delegation if it involves approving a variation to any contract sum or contract contingency that exceeds:-
 - 7.1 - 20% of the expenditure amount approved by Council for that contract;
or
 - 7.2 - The threshold in items 5 and 6 in Schedule 3 of this delegation.
8. A Function may not be exercised under delegation if it involves writing-off a debt owing to the Council, which may include rates and charges, in an amount exceeding \$10,000.00 (including GST). An amount of rates or charges can be written off under this section only:-
 - (a) If there is an error in the assessment, or
 - (b) If the amount is not lawfully recoverable, or
 - (c) As a result of a decision of a Court, or
 - (d) If the Chief Executive Officer believes on reasonable grounds that an attempt to recover the amount would not be cost effective.

9. A Function may not be exercised under delegation if it involves deciding to provide goods, services or facilities to any person or group of persons which have not been previously provided by the Council to any person.
 10. A Function may not be exercised under delegation if it involves deciding to vary, suspend or terminate the provision of goods, services or facilities to any person or group of persons except in accordance with a contract between the Council and the person.
 11. A Function may not be exercised under delegation if it involves determining an Application:
 - 11.1. Which the Council has resolved is to be determined by resolution of the Council
 - 11.2. In breach of a development standard applying to the carrying out of development the subject of the Application,
 - 11.3. In respect of which more than 3 submissions by way of objection have been made to the subject-matter of the Application,
 - 11.4. In a manner that is inconsistent with the purpose, objectives or intended outcomes of any policy adopted or approved by resolution of the Council applying to the Application.
 12. A Function may not be exercised under delegation if it involves granting an Approval that is inconsistent with any requirement or standard fixed or specified by or under any law or any adopted policy of the Council.
 13. A Function may not be exercised under delegation if it involves deciding to carry out an activity or granting an Approval in relation to an activity for the purposes of Part 5 of the EPA Act where an environmental impact statement is required in connection with the activity.
 14. A Function may not be exercised under delegation if it involves modifying or revoking an order under the Act or EPA Act given to a person by resolution of the Council.
 15. Except as authorised by resolution of the Council, a Function may not be exercised under delegation if it involves entering into or amending or revoking a voluntary planning agreement or works-in-kind agreement entered into pursuant to a resolution of the Council.
 16. A Function may not be exercised under delegation if it involves modifying or revoking an order given to a person by resolution of the Council.
 17. A Function may not be exercised under delegation if the giving of instructions in legal proceedings is contrary to a resolution of Council except in planning or regulatory appeals where instructions can be given to resolve an appeal.
 18. Recognises that the Chief Executive Officer may be delegated any function which is taken to be conferred or imposed on Council pursuant to Section 381 of the Act.
-

Finance and Administration

DELEGATION – CHIEF EXECUTIVE OFFICER cont'd

The Common Seal of the Upper Lachlan Shire Council was hereunto affixed this 17th day of September 2026 in pursuance of Resolution No. XXX/26 of Upper Lachlan Shire Council dated the 17th day of September 2026.	 Mayor Chief Executive Officer
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POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council resolves to adopt the reviewed Delegation of Functions to the Chief Executive Officer, Alexandra Waldron.
2. The Council Mayor signs the Delegation of Functions to the Chief Executive Officer and affixes the Common Seal of the Upper Lachlan Shire Council to this delegation.

ATTACHMENTS

Nil

14 CHIEF EXECUTIVE OFFICER

The following items are submitted for consideration -

14.1	Election of Mayor	168
14.2	Election of Deputy Mayor	171
14.3	Local Government NSW Annual Conference 2026 - Nomination of Voting Delegate	173
14.4	Committees of Council Structure	175

Chief Executive Officer - 17 September 2026

ITEM 14.1 **Election of Mayor**

FILE REFERENCE **I26/229**

AUTHOR **Chief Executive Officer**

ISSUE

The election for the position of Mayor is to be undertaken in accordance with Schedule 7 of the *Local Government (General) Regulation 2021* and Section 225 and Section 227, of the *Local Government Act 1993*.

RECOMMENDATION That –

1. Council determine the method of election, being either by preferential ballot, by ordinary ballot or by open voting.
2. The Chief Executive Officer declares the successful Councillor elected as Mayor, with that Councillor then to undertake the role of Meeting Chairperson.

BACKGROUND

The election for the position of Mayor is to be undertaken in accordance with Schedule 7 of the *Local Government (General) Regulation 2021* and Section 225 and Section 227, of the *Local Government Act 1993*.

Section 227, of the *Local Government Act 1993*, states - Who elects the mayor?

The mayor of an area is the person elected to the office of mayor by:

- (a) the councillors from among their number, unless there is a decision in force under this Division which provides for the election of the mayor by the electors, or
- (b) the electors, if such a decision is in force.

REPORT

In accordance Section 230, of the *Local Government Act 1993* the Mayor is elected by Councillors and holds the office of Mayor for 2 years.

Council's Operational Plan provides that the Mayor will be paid an annual fee of \$30,390, which is paid in addition to the fee paid to the Mayor as a Councillor which is \$13,930. In addition, a motor vehicle, a laptop and a mobile telephone are also supplied to be utilised in accordance with the position civic duties and all other entitlements are included in Council's Payment of Expenses and Provision of Facilities Policy.

Section 226, of the *Local Government Act 1993*, states - Role of Mayor

The role of the mayor is as follows:-

- a) to be the leader of the council and a leader in the local community,
- b) to advance community cohesion and promote civic awareness,

Chief Executive Officer
ELECTION OF MAYOR cont'd

- c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,
- d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,
- e) to preside at meetings of the council,
- f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,
- g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,
- h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,
- i) to promote partnerships between the council and key stakeholders,
- j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,
- k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,
- l) to carry out the civic and ceremonial functions of the mayoral office,
- m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,
- n) in consultation with the councillors, to lead performance appraisals of the general manager,
- o) to exercise any other functions of the council that the council determines.

Schedule 7 – Election of Mayor by Councillors, of the *Local Government (General) Regulation 2021*, provides details with respect to the election of Mayor by Councillors. Nominations are to be made to the Chief Executive Officer and an election conducted, if necessary.

The Chief Executive Officer is the Returning Officer for the election of Mayor. A Councillor may be nominated without notice for election as Mayor and the nomination is to be made in writing by two or more Councillors, (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

A nomination form has been provided to all Councillors and should be delivered or sent to the Chief Executive Officer up until the time of the election to be held on Thursday, 17 September 2026, at 10:00am.

If only one Councillor is nominated, then that Councillor is elected. If more than one Councillor is nominated, the Council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.

Clause 3 of Schedule 7 of the *Local Government (General) Regulation 2021* also makes it clear that “ballot” has its normal meaning of secret ballot.

The following recommendation has been prepared on the basis that more than one Councillor is nominated for the position of Mayor.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That –

1. Council determine the method of election, being either by preferential ballot, by ordinary ballot or by open voting.
2. The Chief Executive Officer declares the successful Councillor elected as Mayor, with that Councillor then to undertake the role of Meeting Chairperson.

ATTACHMENTS

Nil

Chief Executive Officer - 17 September 2026

ITEM 14.2 **Election of Deputy Mayor**

FILE REFERENCE **I26/228**

AUTHOR **Chief Executive Officer**

ISSUE

The election for the position of Deputy Mayor may be undertaken in accordance with Schedule 7 of the *Local Government (General) Regulation 2021* and Section 231 and Section 394, of the *Local Government Act 1993*.

RECOMMENDATION That –

1. Council determine the method of election of Deputy Mayor, being either by preferential ballot, by ordinary ballot or by open voting.
2. The Mayor declares the successful Councillor elected as Deputy Mayor.

BACKGROUND

The election for the position of Deputy Mayor may be undertaken in accordance with Schedule 7 of the *Local Government (General) Regulation 2021* and Section 231 and Section 394, of the *Local Government Act 1993*.

Section 231 Deputy Mayor

(1) The councillors may elect a person from among their number to be the deputy mayor.

(2) The person may be elected for the mayoral term or a shorter term.

(3) The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.

(4) The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.

REPORT

A nomination form has been provided to all Councillors and should be delivered or sent to the Chief Executive Officer up until the time of the election to be held on Thursday 17 September 2026 at 10:00am.

If only one Councillor is nominated, then that Councillor is elected Deputy Mayor.

If more than one Councillor is nominated, the Council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.

Clause 3 of Schedule 7 of the *Local Government (General) Regulation 2021* also makes it clear that “ballot” has its normal meaning of secret ballot.

The following recommendation has been prepared on the basis that more than one Councillor is nominated for the position of Deputy Mayor.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That –

1. Council determine the method of election of Deputy Mayor, being either by preferential ballot, by ordinary ballot or by open voting.
2. The Mayor declares the successful Councillor elected as Deputy Mayor.

ATTACHMENTS

Nil

Chief Executive Officer - 17 September 2026

ITEM 14.3 **Local Government NSW Annual Conference 2026 - Nomination of Voting Delegate**

FILE REFERENCE **I26/231**

AUTHOR **Chief Executive Officer**

ISSUE

Detailing the procedure for Council to nominate a voting delegate at the Annual Conference of Local Government NSW.

RECOMMENDATION That -

1. The Mayor and Chief Executive Officer be delegated to attend and represent Council, at the Annual Conference of Local Government NSW, on 22-24 November 2026.
2. The Mayor is nominated as the Council's voting delegate at the Annual Conference of Local Government NSW. The Chief Executive Officer is the nominated Council's observer.
3. In the event the Mayor cannot attend the Annual Conference of Local Government NSW, the Deputy Mayor is delegated to take the Mayor's place as the voting delegate of Council.

BACKGROUND

This report is advising Council's representation and the program for, the Annual Conference of Local Government NSW (LGNSW). The LGNSW Annual Conference is being held at Wollongong on 22 – 24 November 2026.

Local Government NSW is the peak body representing NSW local council members and associate members, including county councils and joint organisations.

LGNSW role is to support, promote, advocate for, and represent the local government sector so members are in the best position to serve NSW communities.

REPORT

LGNSW is seeking the names of each Council's nominated voting delegate for the LGNSW Annual Conference where the local government sector will debate and vote on council-submitted motions that help set the LGNSW advocacy priorities for 2026/2027.

LGNSW require notification of the name(s) of nominated voting delegates. Nominations of voting delegates received after the closing date/time cannot be accepted.

Voting delegates must be either an elected member of a council, county council, the Lord Howe Island Board, Norfolk Island Regional Council or Related Local

Chief Executive Officer

LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2026 – NOMINATION OF VOTING DELEGATE cont'd

Government Body or an Administrator appointed in accordance with the *Local Government Act 1993*.

Upper Lachlan Shire Council is entitled to nominate one (1) voting delegate. In accordance with Council's exiting practice, the Mayor is delegated to attend the conference as the Council's representatives (with the Mayor registered as the voting delegate) and the Chief Executive Officer (CEO) as the Council's observer.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Total annual conference attendance fees per person are \$2,700.00 (Accommodation, conference registration fee, dinners and travel expenses). The expenses for the Mayor and Chief Executive Officer attending the LGNSW Annual Conference are annually included in the Council's Operational Plan.

RECOMMENDATION That -

1. The Mayor and Chief Executive Officer be delegated to attend and represent Council, at the Annual Conference of Local Government NSW, on 22-24 November 2026.
2. The Mayor is nominated as the Council's voting delegate at the Annual Conference of Local Government NSW. The Chief Executive Officer is the nominated Council's observer.
3. In the event the Mayor cannot attend the Annual Conference of Local Government NSW, the Deputy Mayor is delegated to take the Mayor's place as the voting delegate of Council.

ATTACHMENTS

Nil

Chief Executive Officer - 17 September 2026

ITEM 14.4 Committees of Council Structure

FILE REFERENCE I26/237

AUTHOR Chief Executive Officer

ISSUE

Providing details regarding a review of the current Committees of Council memberships and representations/delegations.

RECOMMENDATION That –

1. Council determines and approves Schedule A and Schedule B for the Committee of Council structures, committee memberships and appointment of Councillors and staff delegates to committees in accordance with Section 355, of the *Local Government Act 1993*.
2. Council determines to dissolve the Gunning Arts Festival Committee and, Sport and Recreation Committee as Section 355 Committees of Council.

BACKGROUND

Providing details regarding a review of the existing Committee Structures, the current Committee memberships and representations/delegations.

REPORT

Council may exercise its functions in accordance with Section 355, of the *Local Government Act 1993*, by appointing a Committee of Council by the Council's powers of delegation in accordance with Section 377, of the *Local Government Act 1993*.

Council is required to appoint delegates to Council Committees and other community organisations. Some of the Council appointments to the organisations are for the term of the Council, whilst others are reviewed on an annual basis. The committee structure and membership requires appointments of Council delegates to the Committees of Council and resolve the same.

Council appoints the below-mentioned Committees in accordance with Section 355, of the *Local Government Act 1993*. Attached to this report are Schedules A, B and C. These schedules have been prepared to include the existing Meeting Format, Committee Structure, the appointment of Committee membership and delegations.

There is no requirement for a Council delegate on the Upper Lachlan Local Emergency Management Committee (LEMC). The advice from the REMO is the LEMC is not a Committee of Council and did not require a Councillor representative.

Review of Section 355 Committees

In accordance with Council Resolution No. 165/25 from the Ordinary Council Meeting held on 18 September 2025. The resolution required, *“That Council undertake a review of Section 355 Committees to ascertain the scope and relevance of each committee’s function in regard to exercising the functions of Council, and governance in relation to the Code of Meeting Practice, reporting to Council and any areas for improvement in compliance and operation.”*

In accordance with Section 355 (b) of Local Government Act 1993, a Council may exercise functions by a Committee of the Council. The Local Government (General) Regulation 2021 does not prescribe a separate governance framework specifically for committees established under Section 355 of the Local Government Act 1993.

Accordingly, while the detailed operation of Section 355 committees is generally determined by the Council through delegations, committee charters, and Council’s adopted Code of Practice for Section 355 Committees, those arrangements must be consistent with the requirements of the Act and Regulation.

The review has considered whether Council’s current Section 355 committee arrangements appropriately reflect these legislative and regulatory requirements through clear delegations, committee charters, meeting minutes/agendas, reporting obligations and best practice governance and finance compliance procedures.

A workshop was held to provide information to Councillors on 18 June 2026. Council staff has undertaken a review of the compliance of Section 355 Committees of Council in regard to the Code of Practice by each specific committee, governance around frequency of committee meetings, provision of committee minutes to Council, review of committee charters, financial compliance check for committees with financial delegations as at 2024/2025.

To assist and support committee volunteers in understanding their committee requirements and responsibilities, *Council has reviewed and adopted the reviewed Code of Practice for Section 355 Committees and reviewed Council Section 355 Committee Policy at the Ordinary Council Meeting on 16 July 2026 with Council Resolution No’s 122/26 and 123/26.* These Council guidelines provide the local governance framework and outline expectations for committee members.

The above resolutions align with the Council’s implementation of a governance framework and providing support for continued functionality of committees. Council wrote to all committees on 23 July 2026 requesting the Code of Practice and Section 355 Committee Policy be tabled and adopted by each committee by 1 September 2026. Council also provided a Charter template to be tabled at their meeting. Separate to this Council have also provided a template for both Minutes and Agenda to use this template going forward for future committee meetings.

In addition, to the above meeting requirements, the Committee office bearers were to confirm in writing they have read, understand and accept the Policy and Code of Practice, terms and conditions.

A compliance summary is attached, and this has informed the management recommendation to dissolve committees and assist staff to engage with all other committees to improve compliance with reporting obligations.

SCHEDULE A - COMMITTEES, STAFF AND COUNCILLOR MEMBERSHIP

Council Mayor is Ex-Officio Chairperson of Section 355 Committee Meetings.

Audit, Risk and Improvement Committee (ARIC)

Functions of the Committee:

The Audit, Risk and Improvement Committee will act as an advisory Committee to provide independent assurance to Council. The primary role of the Committee is to assist Council in the effective operation of its responsibilities by monitoring, reviewing and providing advice about Council's governance processes, compliance, risk management and control frameworks, internal audit, external audit, fraud and corruption control, and external accountability obligations and overall financial and operational performance. The Committee will work with Council's external auditor and internal auditor to facilitate achieving the organisational goals and efficient work practices.

Councillor Member Non-Voting Representation: Cllr Rob Cameron (4 year term)

Independent Committee Representation: Canberra Region Joint Organisation accredited committee members – Stephen Coates (Chair), Diana Hamono, Rachel Harris and Bryce McNair.

Staff Representation (non-voting): Chief Executive Officer, Director of Finance and Administration, Chief Financial Officer, Manager Governance and Manager IT (other Managers as requested).

Meets: Quarterly

Performance Review Committee – Chief Executive Officer (CEO)

Functions of the Committee:

- To assess the performance of the Chief Executive Officer against the objectives and performance measures established in the Performance Agreement.
- Council to comply with the Office of Local Government 2022 Guidelines for the Appointment and Oversight of Chief Executive Officer directing that the whole process of performance management be delegated to a Performance Review Panel, including decisions about performance, any actions that should be taken, and the determination of the new Performance Agreement.
- Whilst the Council can undertake the performance management of its Chief Executive Officer, it delegates this task to the Performance Review Panel as this provides a superior forum for constructive discussion and feedback.
- It is Council practice to enable Councillors not on the Performance Review Panel to provide feedback to the Mayor in the week prior to each performance review.
- The result of the Performance Review will be reported to a closed meeting of Council. As per the direction by the Office of Local Government Guidelines for the Appointment and Oversight of Chief Executive Officer, the report in the closed meeting of Council is not to be an opportunity to debate the results, or re-enact the performance management of the Chief Executive Officer.

Council Delegates: The Mayor, Deputy Mayor, Cllr J Searl (Chief Executive Officer's nominated Councillor Representative) and Cllr T Yallouris

Meets: Annually

Local Transport Forum (Previously Local Traffic Committee)

Functions of the Committee:

Primarily an advisory body to support council's function as roads authority for unclassified roads in the Upper Lachlan Shire Council area.

Note: Where Council decides to act contrary to the Local Transport Forum advice, written notification must be provided to the Roads and Maritime Service and to the NSW Police Force with no further action taken within 14 days from the date of written notification.

Council Delegate: Clr J Searl, alternative Clr S Peirce

Minute Secretary: Infrastructure Executive Assistant

Other Representation: Transport NSW representative (1 Vote), NSW Police Representative (1 Vote) and Local Members Representatives (1 Vote).

Other Staff Involved: Director Infrastructure, Manager Assets, and Traffic and Road Safety Officer.

Meets: Quarterly

SECTION 355 COMMITTEES

Access Committee

Functions of the Committee:

Provide input to Council on Council owned and controlled assets/facilities access issues and to assist with the ongoing development of the Disability Inclusion Action Plan.

Council Delegate: Clr G Harris, Clr J Searl and Clr V Flanagan

Minute Secretary: Infrastructure Executive Assistant

Staff Representation: Director Infrastructure, Manager Assets, Traffic and Road Safety Officer and Director Environment and Planning (where required).

Meets: Quarterly

Biala Wind Farm Community Enhancement Fund Committee

Functions of the Committee:

To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor

Staff Representation: Chief Executive Officer and Director Environment and Planning (as alternate representative).

Community Representation: Scott Keyworth and Paul Hewitt

Wind Farm Representation: Ms Erin Fletcher (BJCE) (Biala Wind Farm representative)

Meets: Annually

Bigga Memorial Hall Committee

Functions of the Committee:

The care, control and management of the Bigga Memorial Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.

Council Delegate: Clr S Reynolds alternative Clr G Harris

Staff Representation: Director Infrastructure (as required).

Meets: Quarterly or as required by Upper Lachlan Shire Council Section 355 Committee Policy.

Binda Hall Committee

Functions of the Committee:

The care control and management of the Binda Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.

Council Delegate: Clr A Meggitt alternative Clr G Harris

Staff Representation: Director Infrastructure (as required).

Meets: Quarterly or as required by Upper Lachlan Shire Council Section 355 Committee Policy.

Breadalbane Community Hall Committee

Functions of the Committee:

The care, control, management and organisation of the Breadalbane Community Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Clr J Searl alternative Clr S Peirce

Staff Representation: Director Infrastructure (as required).

Meets: As required by Upper Lachlan Shire Council Section 355 Committee Policy.

Collector Oval Committee

Functions of the Committee:

The care, control, management and organisation of the Collector Oval in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Mayor and Cllr J Searl alternative Cllr S Peirce

Staff Representation: Director Environment and Planning (as required).

Meets: As required by Upper Lachlan Shire Council Section 355 Committee Policy.

Collector Wind Farm Community Enhancement Fund Committee

Functions of the Committee:

To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor

Staff Representation: Chief Executive Officer and Director Environment and Planning (as alternate representative).

Community Representation: James McKay and Jacqueline Menyhart

Wind Farm Representation: Melinda Loew, RATCH-Australia Corporation Pty Ltd

Meets: Annually

Crookwell and District Art Gallery Committee

Functions of the Committee:

The care, control, management and organisation of the Crookwell and District Art Gallery in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Cllr V Flanagan alternative Cllr T Yallouris

Meets: Fourth Thursday of each month.

Crookwell and District Historical Society

Functions of the Committee:

The care control and management of the history of the Crookwell portion of the area in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.

Council Delegate: Cllr V Flanagan, alternative Cllr G Harris

Meets: Second Thursday of each month

Crookwell II & III Wind Farms Community Enhancement Fund Committee

Functions of the Committee:

To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegates: Mayor

Staff Representation: Chief Executive Officer and Director Environment and Planning (as alternate representative).

Community Representation: Katrina Nixon and Paul Seary

Wind Farm Representation: Kirsty Levings, Global Power Generation Australia

Meets: Annually

Crookwell Memorial Hall Committee

Functions of the Committee:

The care, control and management of the Crookwell Memorial Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Plan of Management, Council policies and within the funds voted by Council annually.

Council Delegate: Cllr T Yallouris alternative Cllr V Flanagan

Staff Representation: - Manager Library Services

Meets: Every two months (Bi-monthly)

Cullerin Wind Farm Community Enhancement Fund Committee

Functions of the Committee:

To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegates: Mayor

Staff Representation: Chief Executive Officer and Director Environment and Planning (as alternate representative).

Community Representation: Michael Coley and Matthew Streat

Landowner Representation: Rachael Foley

Wind Farm Representation: Elsbeth Pickerin, EDL Energy

Meets: Annually

Gullen Range Wind Farm Community Enhancement Fund Committee

Functions of the Committee:

Chief Executive Officer

COMMITTEES OF COUNCIL STRUCTURE cont'd

To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor

Staff Representation: Chief Executive Officer and Director Environment and Planning (as alternate representative).

Community Representation: Margaret McPherson and Christine McLean

Goulburn Mulwaree Representation: Cllr Liz McKeon (Goulburn Mulwaree Council)

Wind Farm Representation: Ms Erin Fletcher, BJCE

Meets: Annually

Gunning Arts Festival Committee

Functions of the Committee:

The care, control, management and organisation of the Gunning Arts Festival in accordance with the requirements of the Local Government Act 1993 and Regulations, Committee Charter, Council policies and within funds that may be voted by Council from time to time.

Council Delegate: Cllr S Peirce

Meets: As required by Upper Lachlan Shire Council Section 355 Committee Policy.

Gunning Shire Hall and Showground Precinct Advisory Committee

Functions of the Committee:

To provide advice with respect to the care, control, management and organisation of the Gunning Shire Hall and Showground Precinct in accordance with the requirements of the Local Government Act 1993 and Regulations, Committee Charter, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Cllr S Peirce

Staff Representation: Director Infrastructure and Director Environment and Planning (as required).

Meets: As required by Upper Lachlan Shire Council Section 355 Committee Policy.

Rye Park Wind Farm Community Enhancement Fund Committee

Functions of the Committee:

To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor

Staff Representation: Chief Executive Officer and Director Environment and Planning (as alternate representative).

Community Representation: Rodney Barnes and Daryl Johnson

Wind Farm Representation: Federica Frew (Company Representative - Rye Park Wind Farm representative).

Meets: Annually

Sport and Recreation Committee

Functions of the Committee:

To advise Council on matters involving the use, maintenance and improvement of Sporting Fields and Recreational Facilities throughout the Upper Lachlan Shire LGA.

Council Delegates: Cllr A Meggitt and Cllr T Yallouris (alternative Cllr P Culhane)

Staff Representation: Director Environment and Planning and Coordinator Parks and Biosecurity.

Meets: Quarterly or as required.

Stonequarry Cemetery Committee

Functions of the Committee:

The care control and management of the Stonequarry Cemetery in accordance with the requirements of the Local Government Act 1993 and Regulations, Committee Charter, Council policies and within the funds voted by Council.

Council Delegate: Cllr G Harris

Meets: As required as per Upper Lachlan Shire Council Section 355 Committee Policy.

Taralga Wind Farm Community Enhancement Fund Committee

Functions of the Committee:

To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor

Staff Representation: Chief Executive Officer and Director Environment and Planning (as alternate representative).

Community Representation: Craig Croker and Brian Corby

Wind Farm Representation: Jackie Stojanoski, PacificBlue

Meets: Annually

Taralga War Memorial Hall Committee

Functions of the Committee:

The care, control and management of the Taralga War Memorial Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Committee Charter, Council policies and within the funds voted by Council from time to time.

Council Delegate: Clr to be appointed alternative Clr to be appointed

Meets: Quarterly

Tourism and Economic Development Advisory Committee

Functions of the Committee:

Identify economic development projects, opportunities and actions, develop and promote partnerships and business networks in the local area and assist with the commissioning of an Economic Development Strategy. Advise Council on the development of strategies relating to tourism, help build stronger local community awareness of the importance and value of the visitor community partner with Council to promote the benefits of tourism and events and provide ideas that will help grow the visitor economy in accordance with the requirements of the Local Government Act 1993 and Regulations, Committee Charter, Council policies and within the funds voted by Council.

Council Delegate: Clr R Cameron, Clr S Reynolds and Clr G Harris

Community Representation: Russ Plummer, Peter Cottrell and Dianna Nixon.

Meets: Quarterly

Tuena Hall and Recreation Area Committee

Functions of the Committee:

The care control and management of the Tuena Hall and Recreation Area in accordance with the requirements of the Local Government Act 1993 and Regulations, Committee Charter, Council policies and within the funds voted by Council.

Council Delegate: Clr A Meggitt

Meets: Quarterly

Upper Lachlan Australia Day Committee

Functions of the Committee:

The Australia Day Committee will be responsible for the co-ordination of the official Australia Day celebrations across the Upper Lachlan Shire. Subject to the Australia Day Guidelines the Committee's responsibilities in respect of this event are as follows:-

- a) The Committee will: organise the Ambassador, provide recommendations to Council on the annual Australia Day Citizen and Young Citizen of the Year Awards, Event of the Year Awards, Sportsperson of the Year Award and Young Sportsperson of the Year Award, and Agricultural Person of the Year and Young Agricultural Person of the Year.

Chief Executive Officer

COMMITTEES OF COUNCIL STRUCTURE cont'd

- b) The Council will: be responsible for any administrative assistance (Executive Assistant) to the Committee and be responsible for expenditure of funding as per the Operational Plan for the current year.

Council Delegates: Mayor, Cllr J Searl, Cllr G Harris, Cllr T Yallouris and Cllr S Reynolds

Staff Representation: Director Finance and Administration (Voting) and Executive Assistant to the Chief Executive Officer (Non-Voting).

Community Representation: Noelene Cosgrove, Michael Coley, John Shaw, Cheryl John, Dianne Layden, Elizabeth Newcombe, Katherine Johnson, Carmel Hills and Norm Fountain.

Meets: Annually

SCHEDULE C - COUNCIL DELEGATES / REPRESENTATIONS (OTHER THAN COUNCIL COMMITTEES)

Biala Wind Farm Community Consultative Committee

Council Delegate: Cllr R Cameron

Meets: As required

Canberra Region Joint Organisation (CRJO)

Objective:

To advocate on agreed regional positions and priorities for Canberra Region whilst providing a forum for regional cooperation and resource sharing and nurturing investment and infrastructure development.

Membership: Bega Valley Shire Council, Eurobodalla Shire Council, Goulburn Mulwaree Council, Hilltops Council, Queanbeyan-Palerang Regional Council, Snowy Monaro Regional Council, Snowy Valleys Council, Upper Lachlan Shire Council, Wingecarribee Shire Council, Yass Valley Council with associate members being the ACT Government and Wagga Wagga City Council.

Council Delegate: Mayor

Staff Representation: Chief Executive Officer

Meets: Quarterly

Collector Community Association

Council Delegate: Cllr J Searl alternative Cllr S Peirce

Meets: Monthly

Collector Wind Farm Community Consultative Committee

Council Delegate: Mayor

Chief Executive Officer
COMMITTEES OF COUNCIL STRUCTURE cont'd

Meets: As required

Country University Centre Committee

Council Delegate: Clr S Reynolds and Clr G Harris

Meets: Monthly

Crookwell II and III Wind Farm Community Consultative Committee

Council Delegate: Clr S Reynolds alternative Clr V Flanagan

Meets: As required

Gullen Range Wind Farm Community Consultative Committee

Council Delegate: Clr S Reynolds

Meets: As required

Gunning District Community and Health Service Inc. Management Committee

Council Delegate: Clr J Searl

Meets: Monthly

Gunning & District Historical Society

Council Delegate: Clr J Searl

Meets: Fourth Thursday of each month

Gunning Landcare

Council Delegate: Mayor and Clr S Peirce (alternative Clr J Searl)

Meets: As required

Gunning Wind Farm Community Enhancement Program Advisory Group

Council Delegate: Clr S Peirce

Staff Representation: Chief Executive Officer.

Meets: As required

Kiamma Creek Landcare Group

Council Delegate: Clr S Reynolds

Meets: Quarterly

Local Government NSW (LGNSW)

Objective:

To promote the interests of NSW local government councils at a divisional level. LGNSW is the peak body representing local government council members and associate members, including county councils and joint organisations. LGNSW role is to support, promote, advocate for, and represent the local government sector so members are in the best position to serve communities

Membership: All Councils in NSW.

Council Delegate: Mayor, alternate is Deputy Mayor

Staff Representation: Chief Executive Officer

Meets: Annually and as required

Rye Park Wind Farm Community Consultative Committee

Council Delegate: Mayor

Meets: As required

South East Australian Transport Strategy Inc. (SEATS)

Objective: To stimulate and facilitate investment in transport and infrastructure in south eastern NSW, eastern Victoria and the ACT.

Council Delegate: Mayor

Staff Representation: Director Infrastructure

Meets: Quarterly

Southern Tablelands Bush Fire Management Committee

Council Delegate: Clr R Cameron alternative Clr S Peirce

Meets: Quarterly

Staff Representation: Director Infrastructure

Note: This Committee is a statutory Committee appointed under the Rural Fires Act.

Southern Tablelands Regional Arts (STARTS) Sub-committee

Council Delegates: Clr V Flanagan

Meets: Quarterly

Southern Tablelands (Rural Fire Services) Zone Liaison Committee

Council Delegate: Clr R Cameron alternative Clr S Peirce

Staff Representation: Director Infrastructure

Meets: Quarterly

Taralga and District Historical Society

Functions of the Committee:

The care, control and management of the history of the Taralga and surrounding villages.

Council Delegate: Clr G Harris

Meets: As required

Upper Lachlan Joint Regional Planning Panel

Function:

To determine state significant, designated development applications and other development applications as prescribed.

Council Delegate: Mayor and Clr S Reynolds

Staff Delegate: Director Environment and Planning

Meets: As required

Upper Lachlan Landcare Group

Council Delegate: Clr S Reynolds

Meets: Quarterly

Village and Town Progress Associations

These are not managed by Council and require an invitation from the Progress Association / committee should they wish for a Councillor delegate to attend.

Bigga Progress Association

Council Delegates: Clr P Culhane

Meets: on invitation from Association / Committee

Binda Progress Association

Council Delegates: Clr A Meggitt

Meets: on invitation from Association / Committee

Crookwell Progress Association

Council Delegates: \ Clr S Reynolds

Meets: on invitation from Association / Committee

Dalton Community and District Association

Council Delegates: Clr J Searl

Meets: on invitation from Association / Committee

Golspie Progress Association

Council Delegates: Clr G Harris

Meets: on invitation from Association / Committee

Grabben Gullen Community Progress Association Inc.

Council Delegates: Clr J Searl

Meets: on invitation from Association / Committee

Gunning District Association

Council Delegates: Clr S Peirce

Meets: on invitation from Association / Committee

Laggan & District Progress Association

Council Delegates: Clr S Reynolds

Meets: on invitation from Association / Committee

Middle Arm Progress Association

Council Delegates: Clr V Flanagan

Meets: on invitation from Association / Committee

Chief Executive Officer
COMMITTEES OF COUNCIL STRUCTURE cont'd

Roslyn Progress Association

Council Delegates: Clr V Flanagan

Meets: on invitation from Association / Committee

Taralga & District Progress Association

Council Delegates: Clr G Harris

Meets: on invitation from Association / Committee

Tuena Progress Association

Council Delegates: Clr A Meggitt

Meets: on invitation from Association / Committee

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That –

1. Council determines and approves Schedule A and Schedule B for the Committee of Council structures, committee memberships and appointment of Councillors and staff delegates to committees in accordance with Section 355, of the *Local Government Act 1993*.
2. Council determines to dissolve the Gunning Arts Festival Committee and, Sport and Recreation Committee as Section 355 Committees of Council.

ATTACHMENTS

1. ↓	s355 Committees Register - 09 September 2026.pdf	Attachment
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355 Committees – Summary of Financial & Statutory Reporting Status												
Committee Name	Meeting Frequency	Financial Delegation	Latest AGM Held	Office Bearers	Councils Delegate	Staff Representation	Functions of the Committee	Compliance Check 2024-25	Equity 2024-25	Acknowledgement of Policy & Code of Practice by Office Bearers	Last Meeting Date	Dates of Meetings Held 2025/2026
Access Committee	Quarterly	No	N/A	Community Reps: Marlene Lannan Mr D George Ms S Chan	Clr G Harris Clr J Searl Clr V Flanagan	Director Infrastructure Manager Assets Traffic Safety Officer Director E & P	Provide input to Council on Council owned and controlled assets/facilities access issues and to assist with the ongoing development of the Disability Inclusion Action Plan	N/A	N/A	Acknowledgement received stating documents will be tabled at the next meeting (TBC)	27/05/2026	3/12/2025 27/08/2025 28/05/2025
Bigga Memorial Hall S355 Committee	As required	Yes	6/11/2025	President - TBC Secretary - TBC Treasurer - TBC	Clr S Reynolds Clr G Harris	Director Infrastructure	The care, control and management of the Bigga Memorial Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.	Completed	\$ 3,628.40	Acknowledgement received stating documents will be tabled at the next meeting in October 2026 (TBC)	7/08/2025	11/06/2025
Binda Hall S355 Committee	Quarterly	Yes	14/04/2025	Chairperson - Kristie Skelly Vice Chair - Kathy Robertson Secretary - Lucy McDonald Treasurer - Debbie White	Clr A Meggitt Clr G Harris - Alt	Director Infrastructure	The care control and management of the Binda Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council	Completed	\$ 12,477.18	No response or acknowledgement received	10/02/2026	29/12/2025 09/11/2025 14/10/2025 09/09/2025
Breadalbane Community Hall S355 Committee	As required	Yes	11/09/2025	Chairperson - Matthew Street Deputy Chair - Rachel Roberts Secretary - Sally Hoskins Treasurer - Christine McLean	Clr J Searl Clr S Peirce - Alt	Director Infrastructure	The care, control, management and organisation of the Breadalbane Community Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within any funds that may be voted by Council from time to time.	Completed	\$ 3,691.85	Acknowledgement received stating documents will be tabled at the next meeting on 20/09/2026	12/04/2026	12/04/2026 15/02/2026 24/08/2025
Collector Oval S355 Committee	As required	Yes	12/10/2025	Chairperson - Keith Fincham Secretary - Holly Fincham Treasurer - Charlie Reardon	Clr J Searl Clr S Peirce - Alt	Director E & P as required	The care, control, management and organisation of the Collector Oval in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within any funds that may be voted by Council from time to time.	Completed	\$ 8,952.79	Acknowledgement received stating documents have been adopted.	1/07/2026	4/02/2026 10/12/2025 15/10/2025 06/08/2025
Crookwell & District Art Gallery s355 Committee	4th Thursday of each month	Yes	12/11/2025	Chairperson - Susan Recsei Secretary - Darian Cameron Treasurer - TBC Publicity - Karen Harwood	Clr V Flanagan Clr T Yallouris	N/A	The care, control, management and organisation of the Crookwell & District Art Gallery in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within any funds that may be voted by Council from time to time.	Completed	\$ 29,187.68	Acknowledgement received stating documents have been adopted.	20/08/2026	11/12/2025 23/10/2025 25/09/2025
Crookwell & District Historical Society s355 Committee	2nd Thursday of each month	Yes	13/08/2026	President - Ray Croker Vice President - Ian Laverty Secretary - Jeanette Painter Treasurer - Glen Millar	Clr V Flanagan Clr G Harris - Alt	N/A	The care control and management of the history of the Crookwell portion of the area in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.	Completed	\$ 16,877.71	Acknowledgement received stating documents have been adopted.	13/08/2026	12/02/2026 11/12/2025 09/10/2025 14/08/2025
Crookwell Memorial Hall s355 Committee	Every 2nd month, bi-monthly	Yes	23/09/2025	President - Robert Bill Secretary - Margaret Wheelwright Treasurer - Wal Smart	Clr V Flanagan Clr P Culhane - Alt	Manager Library Services	The care, control and management of the Crookwell Memorial Hall in accordance with the requirements of the Local Government Act 1993 and Regulations, Plan of Management, Council policies and within the funds voted by Council annually.	Completed	\$ 15,732.94	No response or acknowledgement received	23/09/2025	23/09/2025 21/06/2025
Gunning Art Festival S355 Committee	As required	Yes	24/11/2022	Contact - Michelle Storey Office Bearers - TBC	Clr S Peirce	Director Infrastructure Director E & P	The care, control, management and organisation of the Gunning Arts Festival in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within funds that may be voted by Council from time to time.	Completed	\$ 1,435.26	No response or acknowledgement received	No meetings	No meetings held

Committee Name	Meeting Frequency	Financial Delegation	Latest AGM Held	Office Bearers	Councils Delegate	Staff Representation	Functions of the Committee	Compliance Check 2024-25	Equity 2024-25	Acknowledgement of Policy & Code of Practice by Office Bearers	Last Meeting Date	Dates of Meetings Held 2025/2026
Gunning Shire Hall & Showground Precinct Advisory s355 Committee	As required	No	13/10/2025	Chair - Kelly Dowling Deputy Chair - Sue Hope Secretary - Michael Coley	Clr S Peirce	Director Infrastructure Director E & P	To provide advice with respect to the care, control, management and organisation of the Gunning Shire Hall and Showground Precinct in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within any funds that may be voted by Council from time to time.			Acknowledgement received stating documents will be accepted via email before the next meeting.	2/03/2026	2/03/2026 & 13/10/2025 01/12/2025
Sport & Recreation s355 Committee	Quarterly	No	N/A	Nil	Cr Yallouris Clr P Culhane - Alt	Coordinator Parks & Biosecurity	To advise Council on matters involving the use, maintenance and improvement of Sporting Fields and Recreational Facilities throughout the Upper Lachlan Shire LGA.			No response or acknowledgement received	4/06/2024	4/06/2024
Stonequarry Cemetery S355 Committee	As required	Yes	15/4/2025	President - Brian Moloney Secretary - Jenny Haigh Treasurer - Tim Dowsley	Clr G Harris		The care control and management of the Stonequarry Cemetery in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.	Completed	\$ 2,100.92	Acknowledgement received stating documents have been adopted.	15/08/2026	24/06/2026 15/04/2025
Tourism & Economic Development Advisory S355 Committee	Quarterly	No	30/7/2025	Community Reps: Russ Plummer Josh Proudman Doug McIntyre Peter Fulton TBC TBC	Clr R Cameron Clr S Reynolds Clr G Harris		Identify economic development projects, opportunities and actions, develop and promote partnerships and business networks in the local area and assist with the commissioning of an Economic Development Strategy. Advise Council on the development of strategies relating to tourism, help build stronger local community awareness of the importance and value of the visitor community partner with Council to promote the benefits of tourism and events and provide ideas that will help grow the visitor economy in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.			Acknowledgement received stating documents will be accepted at the next meeting due on 16/10/2026	22/01/2026	22/01/2026 30/07/2025
Tuena Hall & Recreation Area S355 Committee	Quarterly	Yes	2/05/2025	Chairperson - Robyn Hall Secretary - Gabrielle Saville Treasurer - Gabrielle Saville Vice Chair - Rae Ford	Clr A Meggitt		The care control and management of the Tuena Hall and Recreation Area in accordance with the requirements of the Local Government Act 1993 and Regulations, Council policies and within the funds voted by Council.	Completed	\$ 69,669.35	Acknowledgement received stating documents have been adopted.	12/08/2026	05/07/2026 4/03/2026 06/08/2025 05/02/2025
The Upper Lachlan Australia Day Committee	Annually	No	N/A	Chairperson: Clr Paul Culhane Community Reps: Ms C John Ms DI Layden Mr Norm Fountain Ms Noelene Cosgrove Mr Michael Coley Mr John Shaw Ms C Hills Ms K Johnson	Clr J Searl Clr G Harris Clr T Yallouris Clr S Reynolds	Director Finance and Administration	Functions of the Committee: The Australia Day Committee will be responsible for the co-ordination of the official Australia Day celebrations across the Upper Lachlan Shire subject to the Australia Day Council Guidelines the Committee's responsibilities in respect of this event are as follows:- i. The Committee provide recommendations to Council on the annual Australia Day Awards and the Sports person of the Year Awards and be responsible for the expenditure as per Operational Plan allocation. ii. The Council will organise the Ambassador, be responsible for any administrative assistance to the Committee and be responsible for funding as per the Operational Plan each year.			Acknowledgement received stating documents have been adopted.	24/11/2025	28/08/2026 24/11/2025

Note: Financial compliance reports for 2025/2026 financial year are currently being prepared.

16 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

The following item is submitted for consideration -

- | | | |
|------|--|-----|
| 16.1 | Reports from Committees for the months of August and September | 194 |
|------|--|-----|

ITEM 16.1**Reports from Committees for the months of
August and September****ECOMMENDATION:**

That Items - Minutes of Committee/Information listed below be received:

1. Economic Development s355 Advisory Committee – Minutes from meeting held 16 July 2026.
2. Tuena Hall and Recreation Area Committee Minutes – 12 August 2026.
3. Crookwell and District Historical Society – Annual General Meeting Minutes – 13 August 2026.
4. Stonequarry Cemetery 355 Committee – AGM Minutes – 15 August 2026
5. Stonequarry Cemetery 355 Committee – Minutes of General Meeting –15 August 2026
6. Crookwell and District Art Gallery – Minutes Section 355 Committee – 20 August 2026
7. Australia Day Section 355 Committee – Out of session minutes – 28 August 2026

ATTACHMENTS

1. ↓	Economic Development S355 Advisory Committee -Minutes - Meeting - 16 July 2026	Attachment
2. ↓	Tuena Hall and Recreation Area Committee Minutes - 12 August 2026	Attachment
3. ↓	Crookwell and District Historical Society - Annual General Meeting Minutes - 13 August 2026	Attachment
4. ↓	Stonequarry Cemetery 355 Committee - AGM Minutes - 15 August 2026	Attachment
5. ↓	Stonequarry Cemetery 355 Committee - Minutes of General Meeting - 15 August 2026	Attachment
6. ↓	Crookwell and District Art Gallery - Minutes Section 355 Committee - 20 August 2026	Attachment
7. ↓	Australia Day Section 355 Committee - Minutes - Out of Session - 28 August 2026	Attachment

MINUTES TOURISM AND ECONOMIC DEVELOPMENT S355 ADVISORY COMMITTEE
Meeting 8
16 July 2026

MINUTES

ORDER OF BUSINESS

- 1 ATTENDEES**
Councillor G Harris (Chair), Councillor R Cameron, Councillor S Reynolds, D McIntyre, D Nixon (Teams), R Plummer (Teams), and K Bowerman (minute taker)

Meeting Opened 3.10pm
- 2 APOLOGIES**
Formal apology received by Mr Peter Cottrell
Mr P Fulton, and J Proudman were absent from the meeting.
- 3 DECLARATIONS OF INTEREST**
Nil
- 4 CONFIRMATION OF MINUTES**
Minutes from meeting held 16 April 2026 were accepted by the committee
Moved: Cllr R Cameron
Seconded: Cllr S Reynolds
- 5 CORRESPONDENCE**
An email was sent to committee member J Proudman to ascertain if he would like to continue being a member of the 355 Advisory Committee, no response was received.

The Committee requested that a follow up phone call to Mr J Proudman and Mr P Fulton be made and that if the members are resigning from there position that an Expression of Interest for new members be circulated via the usual process.
Moved: S Reynolds
Seconded: D McIntyre
- 6 AGENDA ITEMS**
 - 6.1 Touring Groups update from committee -
Cllr S Reynolds will be making further contact with touring groups in spring, Tourism team have one bus tour booked in August and will continue to promote. Mr R Plummer suggested the Tourism team put out an expression of interest to local tourism businesses that might like to have their business listed as a possible bus tour destination.
 - 6.2 EV charges
D Nixon suggested the possibility of being EV charger friendly, further updates were given by Tourism Coordinator K Bowerman on EV grants applied for successfully and unsuccessfully. The committee would like to see more EV charges become available in our region.
 - 6.3 Funding opportunities / grants

D Nixon suggested applying for the Practicing Community Grant with a purpose of doing some community programs and activities with a performing arts focus, the committee agreed this would be a good opportunity.

7 GENERAL BUSINESS

- 7.1 Visitor Information Centre Update – Information Only
K Bowerman gave an update on the status of the Information Centre.
- 7.2 D McIntyre suggested the committee look at Councils Housing Strategy that is currently on public exhibition.
- 7.3 D Nixon discussed P.A.I.D. – Performing Arts Industry Development, an initiative aiming to help bring the professional performing arts sector into the development conversations and how we better work across borders as this is a real problem within this industry, D Nixon will keep the committee up to date with the developments.
- 7.4 Councillor Harris requested that the committee increase meeting frequency to every two months, Councillor Harris will meet with the Chief Executive Officer to discuss.

Meeting closed 4:30pm

Next meeting date 3.00pm – 15 October 2026 – Crookwell Council Chambers

MINUTES

Tuena Hall & Recreation Area
Section 355 COMMITTEE
12th August 2026
2.00pm
Tuena Community Hall

www.upperlachlan.nsw.gov.au | 02 4830 1000 | council@upperlachlan.nsw.gov.au



TUENA HALL & Recreation Area S355 Committee – 12th August 2026

MINUTES

PRESENT: H. James, B Hall, V Lonergan, A Lahey, C Parkinson, K Parkinson, R Cartwright, J Cowey, John Simpson, R Simpson, B Blankenzee, R Ford (2nd Chairperson).
R Hall (Chairperson) G. Saville (Secretary Treasurer)

ITEM 1. THE CHAIREPERSON DECLARED THE MEETING OPEN AT 2.00pm

ITEM 2. APOLOGIES & LEAVE OF ABSENCE

Apologies were received by B Stevens, J Payne, C Gilbert & J Lonergan.

Moved by G Saville & R Ford that the apologies be received and a leave of absence granted.

ITEM 3: DECLARATIONS OF INTEREST

Nil

ITEM 4: CONFIRMATION OF MINUTES

RESOLVED by J Cowey and R. Ford

1. That the minutes of the Tuena Hall & Recreation Area Section 355 Committee Meeting held on 8th July 2026 be adopted.

CARRIED

Committee who voted for:- Unanimous

Committee who voted against:- Nil

ITEM 5: BUSINESS ARISING FROM PREVIOUS MINUTES

RESOLVED by G Saville & R Cartwright

The committee discussed the below items

1. Breaches of Campers of Park Regulations have been resolved.
2. Nothing has been received from Council regarding our request for information regard any risk assessment or policy regard EV.s

CARRIED

Committee who voted for:- Unanimous

Committee who voted against:- Nil

ITEM 6**CORRESPONDENCE**

RESOLVED by H James & R Hall

The Committee accepted the below correspondence and actions

1. Governance Documents from ULSC
2. New Agreements from Origin Energy
3. Incoming & Out going email with ULSC regarding Plumbing
4. Emails regarding Community Hall Grant

6.1 Governance Documents – Adoption

Motion 1 – Adoption of Revised Section 355 Committee Policy (Res 123/26)

That the Tuena Hall & Recreation Area Committee adopts the revised Section 355 Committee Policy (Res 123/26) issued by Council on 16 July 2026.

Unanimously Carried

Motion 2 – Adoption of Revised Section 355 Committee Code of Practice (Res 122/26)

That the Committee adopts the revised Section 355 Committee Code of Practice (Res 122/26).

Unanimously Carried

Motion 3 – Adoption of Committee Charter Template

That the Committee adopts the Committee Charter template and authorises the Secretary to complete the Tuena Hall Charter for submission to Council.

Unanimously Carried

Office Bearer Acceptance Forms

Committee noted that all office bearers are required to sign written acceptance of the Policy and Code. Forms were distributed and signatures will be collected and forwarded to Council.

CARRIED-

Committee who voted for:- unanimous

Committee who voted against:- Nil

6.2 New Agreements with Origin Energy

Pricing Agreements

The Treasurer advised that new pricing agreements have been negotiated with Origin Energy for both gas and electricity.

Electricity Costs and Future Review

Electricity remains the Committee's largest operating cost. Once the accounting system is fully functional, the Committee will complete a full assessment of electricity costs and related income across the serviced areas.

Following this review, the Committee will consider possible cost-reduction options, including solar power.

6.3 Plumbing Issue

Toilet Blockage and Design Concern

The Committee noted that the toilets continue to block and that the issue appears to be related to a design fault.

The matter remains unresolved and will require further follow-up to identify an appropriate remedy.

An assessment is attached for the Council's consideration.

6.4 Community Hall Grant **Grant Application**

The Committee will apply for the Community Hall Grant when it becomes available, with the aim of supporting refurbishment works at the Hall.

Assistance with the application is being provided by the ULSC grants officer.

ITEM 7

REPORTS FROM COMMITTEE TREASURER'S REPORT

RESOLVED by A Lahey & B Hall

The Committee accepted the below reports

1. Treasurers Report (attached)

CARRIED

Committee who voted for:- unanimous

Committee who voted against:- Nil

ITEM 8**GENERAL BUSINESS****1. Earthworks Proposal**

The Secretary/Treasurer sought permission to engage Parsons Earthmoving to undertake maintenance works in the recreation area.

The proposed works include cleaning spoon drains and culverts on the roads, adding drainage to better manage water runoff, and beginning work to fill the old sluice wash area, which has become hazardous due to debris and snakes. PERMISSION GRANTED \$1500 allocated

2. Shipping Container Proposal**Proposed Use and Location**

The Secretary/Treasurer proposed that the Committee consider purchasing a 20 ft shipping container for use as a utility shed. The container would store maintenance equipment, including mowers and tools, and would be located near the shower block.

This equipment is currently stored in either the shed attached to the General Store or at the RFS building.

Solar and Power Considerations

If the proposal is approved, a roof could be added to the container following a solar assessment. This assessment would also consider the roof of the shower block, nearby power poles and switchboards, and the areas with the highest electricity use.

Next Steps

The matter was discussed only. Pricing will be obtained, and a decision will be made at the next meeting.

ITEM 9**QUESTIONS FOR NEXT MEETING****1. Tree Removal Update****Council Follow-Up**

An update is to be obtained from Council regarding the removal of trees within the permanent van sites.

Recent bad weather has caused branches to fall onto homes, highlighting the need for further advice and action.

2. EV Policy Follow-Up**Council Response Required**

Council is to be asked again to provide its policy or guidance regarding electric vehicles.

3. Creek Crossing Assessment**Council Assessment Request**

Council is to be asked to assess the creek crossing at the recreation area, including any required maintenance repairs and possible long-term management options.

The crossing floods during wet weather, leaving residents stranded and highlighting the need for further review.

THE MEETING CLOSED AT 3.10PM
Next meeting to be held 11th November 2026

Minutes to be confirmed at next meeting

Minutes prepared by Secretary, sent with the approval of Chairperson.

ATTACHMENTS

1. TUENA HALL CHARTER
2. SIGNED GOVERNANCE DOCUMENT OF OFFICE BEARERS
3. DOCUMENT RELATING TO PROBABLE CAUSE OF TOILET ISSUE
4. TREASURER'S REPORT
5. ISSUES THAT REQUIRE ACTION BY COUNCIL

No Conflict of Interest

Minutes of the Historical Society A G M

13th August 2026

Held in the Library

Meeting opened at 2.05

Present: Ray Croker, Marion Brace, Ann Turner, Christine Marks,
Ian Laverty, Phillis Laverty, Jeanette Painter

Apologies: Edith Medway, Julie Croker, Joy Collins

Phillis moved we accept the apologies, seconded Ann

Minutes of the 2025 A.G.M. were circulated and moved by Ray
seconded Marion.

No business arising.

All positions were declared vacant,

Phillis Laverty took the chair for the election.

President: Ray Croker nominated by Marion seconded Jeanette.

Vice President: Ian Laverty nominated by Jeanette seconded
Glen.

Secretary /Office Manager: Jeanette Painter nominated by Ann
seconded Marion.

Treasurer: Glen Millar nominated by Marion seconded Ian Laverty.

Office Assistant: Ann Turner nominated by Christine seconded
Jeanette.

Researcher: Marion Brace nominated by Jeanette seconded Joy
Collins.

Cataloguer/ Proofreader: Christine Marks nominated by Jeanette seconded Joy Collins

Archivist: Joy Collins nominated by Christine Seconded Jeanette.

Secretary read her report.

President gave a verbal report.

Treasurer's report: Term deposit \$14,444.00. Interest was \$506.00 totaling \$14,950.00. This amount has been reinvested until August 2027.

Working account balance \$1,963.58

Glen moved report be accepted, seconded by Ian

General business

Due to the increase in printing and postage of our newsletters, it was decided to ask our members who receive a paper copy for an additional charge to cover postage. Moved Glen seconded Ann \$15.00 postage and handling be charged. This is to commence at the start of the next financial year.

Membership is to remain the same.

It was also discussed that we think about depositing some of our Term Deposit in a Gold Saver account, as this money would receive compound interest.

A copy of the new code of practice for 355 committees were read and formally adopted by the historical society members.

Meeting closed at 2.50p.m.

**ANNUAL GENERAL MEETING (AGM) MINUTES OF STONE QUARRY CEMETERY SECTION
355 COMMITTEE****1. Meeting Details**

Date: 15/08/2026

Venue: Taralga Historical Society Hall

Opened At: 2:00 by Brian Moloney

2. Attendance & Apologies

Present: Brian Moloney, Tim Dowsley, Margaret and Bruce McGreggor, Darrel Fleming, Jenny and Peter Haigh and Greg Harris

Apologies: Graham Lambert, Annette and Mick Chalker

3. Business Arising from Previous AGM Minutes

Nil business arising.

4. Presentation of Annual Reports

Chairperson's Annual Report:

- Presented by: Brian Moloney

- Summary: Application for Wind Farm Grants for \$5,00 were submitted for tree removal at the cemetery. Grant Marmont was thanked for removal of trees at cost of \$5,500. Bruce and Margaret McGreggor were thanked for work in keeping the cemetery hedge in good order and in assisting with the tree removal. It was noted that Council generally keeps the area in a good state.

5. Treasurer's Annual Financial Report:

- Presented by: Tim Dowsley

- Financial Year Ending 30/06/2025 - Opening Balance: \$2449.73, Total Income: \$1.19, Total Expenditure: \$350.00, Closing Balance: \$2100.92

- Financial Year Ending 30/06/2026 - Opening Balance: \$2100.92, Total Income: \$5,02.17, Total Expenditure: \$4,999.50, Closing Balance: \$2103.59

Moved by: Peter Haigh

Seconded by: Margaret McGreggor

RESOLVED: That the Treasurer's Annual Financial Report and statement of accounts be accepted.

6. Election of Committee Executive and Members

The outgoing Chairperson declared all positions vacant and handed the Chair to Greg Harris, Council Representative, to conduct the elections.

Greg thanked the previous Executive for all their work in running the Committee, he also gave a brief update on progress regarding the Baxter burial and stated that he is still investigating the issue.

The following positions were appointed for the ensuing year:

- Chairperson: Brian Moloney

- Secretary: Jenny Haigh

- Treasurer: Tim Dowsley

- Committee Members: Margaret and Bruce McGreggor, Peter Haigh, Darrel Fleming and Graham Lambert

The newly elected Chairperson Brian Moloney then resumed the Chair.

7. Urgent General AGM Business

Nil urgent business raised.

Meeting Closed At: 2:20 PM

Signed as a true record:

Chairperson: _____ Date: _____

MINUTES OF STONE QUARRY CEMETERY SECTION 355 COMMITTEE GENERAL MEETING

Meeting Details

Date: 15/08/2026

Venue: Taralga Historical Society Hall

Opened At: 2:20 PM by Brian Moloney

1. Attendance

Present: Brian Moloney, Tim Dowsley, Margaret and Bruce McGregor, Darryl Fleming, Jenny and Peter Haigh and Greg Harris

Apologies: Graham Lambert, Annette and Mick Chalker

Special welcome extended to Greg Harris, Council Representative, for his attendance.

2. Declarations of Interest

Nil declarations made.

3. Confirmation of Previous Minutes

Moved by: Margaret McGregor

Seconded by: Bruce McGregor

RESOLVED: That the minutes of the meeting held on 15/04/2026 be accepted as a true and accurate record.

4. Business Arising from Previous Minutes

- Bushland clean up of the northern section of the cemetery: still awaiting follow up plan from Steven Horn. Some weeds have again taken over the area.
- Toilet repair: door can now be locked. Getting water to the tank has not yet been resolved. Council has left a 20 litre tank of water inside the toilet for use. The key to the toilet is hanging in the tree. Council has a spare copy of key. Funeral Director has a key. Bruce McGregor has volunteered to get 2 extra keys cut.
- Baxter burial issue: Brian outlined what has happened so far. Permit for burial of Baxter:
 - undertaker's information: Presbyterian Section, Lot 80, Row 9
 - Council's information: Anglican Section, Lot 80, Row 9

5. Correspondence

Inward Correspondence: Nil presented

Outward Correspondence: Nil presented

6. Reports

Financial Report:

- Current Bank Balance: \$2103.59 as of 15/08/2026
- Accounts for Payment: Nil presented

Moved by: Peter Haigh

Seconded by: Margaret McGregor

RESOLVED: That the Treasurer's report be accepted.

Treasurer expressed thanks to Brian for his assistance in getting all the work completed.

General Reports:

- Nil Presented

7. General Business

- Working Be: required to clean up the area around the tree that was removed. To be held on Wednesday 9th September at 11:00 AM. Volunteers requested to bring rakes and wheelbarrows if possible. Jenny to put up a notice of event on Facebook.
- Facebook: Jenny to create a Facebook page for the Stone Quarry Cemetery.

8. Recommendations to Upper Lachlan Shire Council

Nil requests

9. Next Meeting

The next meeting will be held on 7th November 2026 at approx. 3:15 at Taralga Historical Society Hall.

Meeting Closed At: 2:52 PM

Signed as a true record:

Chairperson: _____ Date: _____

Crookwell & District Art Gallery S355 Committee – Thursday 20 August 2026

MINUTES

PRESENT: S Recsei (Chairperson), D Cameron (Secretary), K Harwood (Hall Representative), L Webster (Events Coordinator), V Flanagan (Council Representative). General members attending: C Lloyd, G Yallouris, L- A Grobicka, K Thornley, J Readhead, M Carr, V Mendl, B Carter, N Johnston.

SPEAKER OR PRESENTER: Nil

THE CHAIREPERSON DECLARED THE MEETING OPEN AT 4.34pm

APOLOGIES & LEAVE OF ABSENCE

Apologies were received by P MacLaren, P Starr, R & A Cummins
Moved by K Harwood and L Webster that the apologies be received
and a leave of absence granted.

ITEM 3: DECLARATIONS OF INTEREST

Nil

ITEM 4: CONFIRMATION OF MINUTES

RESOLVED by L Webster and N Johnston

1. That the minutes of the Crookwell & District Art Gallery Section 355 Committee Meeting held on 27 November 2025 be adopted.

- CARRIED

Committee who voted for:- All

Committee who voted against:- Nil

ITEM 5 BUSINESS ARISING FROM PREVIOUS MINUTES (OUTSTANDING ACTIONS OR ITEMS FROM PREVIOUS MEETINGS)

RESOLVED by L Webster and K Harwood

The committee discussed the below items

1. Nil – all actions from previous meeting complete

- CARRIED

Committee who voted for:- All

Committee who voted against:- Nil

ITEM 6 CORRESPONDENCE

RESOLVED by L-A Grobicka and L Webster

The Committee accepted the correspondence and actions as included in the Agenda

- CARRIED

Committee who voted for:- All

Committee who voted against:- Nil

**ITEM 7 REPORTS FROM COMMITTEE
TREASURER'S REPORT
7.2 OTHER REPORTS FROM OFFICE BEARERS**

RESOLVED by D Cameron and B Carter

The Committee accepted the below reports

1. Treasurers report as included in the meeting agenda

- CARRIED OR LOST

Committee who voted for:- All

Committee who voted against:- Nil

ITEM 8 GENERAL BUSINESS (ITEMS FOR GENERAL DISCUSSION)

S335 Committee papers for endorsement by Committee members. Secretary to seek written endorsement from Committee members to forward to Council.

ITEM 9 QUESTIONS FOR NEXT MEETING

It was agreed that the following questions would be addressed at the next AGM meeting where decisions would be made by the incoming Committee

1. Treasurer position to be filled (if possible prior to next meeting)
2. Length of investment of Term Deposit at CBA
3. Entry fees for artists for exhibitions
4. Proposal to have a permanent street sign directing visitors to the gallery
5. Introductory packs for members/new members
6. Program for 2027

THE MEETING CLOSED AT 5.33pm

Minutes to be confirmed at next meeting

.....
Chairperson

ATTACHMENTS

Chair provided reconciliation reports for previous exhibitions

cdag EXHIBITION OVERVIEW FORM**Exhibition Name:** Incognito 30 x 30**Dates of Exhibition:** 13 – 16 March 2026**Opening Night attendance:** 63**Weekend Attendance Total:**

Saturday 28 Sunday: 23. Monday: 6. Sunday: 6

Number of Artworks submitted: 64**Exhibiting artists:** 26**Artist entry fees:** \$520**Door entry fees total:** \$665**Total sales:** \$5480.00**Commission 25%:** \$1370 plus \$90 (K Cole donation) **Total: \$ 1460.00****Number of artworks sold:** 25**Number of artworks acquired:** 2**Top Shot Printing:** \$ 335

Invitation printing \$ 105

Vinyl \$125

Advertising ULG: \$135**Catering:** \$ 305**Acquisitions:** \$333.00

Incoming - Door Entry, Artwork entry, Commission	Outgoing – Printing Advert catering	Balance
\$2,645.00	\$1,188.00	\$1,457.00

cdag EXHIBITION OVERVIEW FORM**Exhibition Name:** Tribute : 2 artists 2 lives**Dates of Exhibition:** 22 - 24 May 2026**Opening Night attendance:** 56**Weekend Attendance Total:**

Saturday 31 Sunday: 21.

Number of Artworks submitted: 12**Exhibiting artists:** 2**Artist entry fees:** \$0**Door entry fees total:** \$680**Total sales:** \$0**Total commission 25%:** \$0**Number of artworks sold:** 0**Number of artworks acquired:** 0**Top Shot Printing:** \$ 335

Invitation printing

Labels and Statements

Vinyl

Advertising ULG: \$135**Catering:** \$ 76

Incoming - Door Entry	Outgoing Printing Advert, Catering	– Balance
\$680.00	\$546.00	\$134.00

MINUTES

Australia Day Section 355 COMMITTEE

Out of session – August 2026



Australia Day S355 Committee – August 2026

OUT OF SESSION MINUTES

COMMITTEE: Mayor P Culhane, Cr T Yallouris, Cr S Reynolds, Cr G Harris, Cr J Searl, Ms C John, Ms D Layden OAM, Mr J Shaw OAM, Mrs N Cosgrove, Mr M Coley, and Mr A Croke (Director of Finance and Administration).

APOLOGIES or NO FEEDBACK RECIEVED

Ms C Hills, Mr N Fountain and Mrs K Johnson

SECRETARY Mrs K McCarthy (Executive Assistant to CEO and Mayor)

An out of session meeting was held for the Australia Day committee as no quorum was present. The Committee received a formal agenda on Thursday 6 August 2026 and were requested to consider items below by Tuesday 18 August 2026.

APOLOGIES or NO FEEDBACK RECIEVED

Ms C Hills, Cr S Reynolds, Mr N Fountain and Mrs K Johnson

ITEM 3: DECLARATIONS OF INTEREST

Nil

ITEM 4: CONFIRMATION OF MINUTES

RESOLVED

1. That the minutes of the Australia Day Section 355 Committee Meeting held on 24 November 2026 be adopted.

- CARRIED

Committee who voted for:-

Mayor P Culhane, Cr T Yallouris, Cr G Harris, Cr S Reynolds, Cr J Searl, C John, D Layden, J Shaw, N Cosgrove, M Coley, and A Croke.

Committee who voted against:- Nil

Apologies or no feedback received

Ms C Hills, Cr S Reynolds, Mr N Fountain and Mrs K Johnson

ITEM 5**BUSINESS ARISING FROM PREVIOUS MINUTES (OUTSTANDING ACTIONS OR ITEMS FROM PREVIOUS MEETINGS)****5.1 Review of additional category be added to the awards – Agricultural award**

1. The Committee adopt to include Agricultural Person of the Year and Young Agricultural Person of the Year Category.
2. The committee adopt the proposed nomination questions and Assessment criteria to include as part of the nomination form.

Assessment Criteria

Nominees will be assessed on:

- Contribution to the agricultural industry.
- Leadership and innovation.
- Community involvement and service.
- Positive impact on the Upper Lachlan Shire community.
- Demonstrated integrity, resilience and commitment to agriculture

- CARRIED

Committee who voted for:-

Mayor P Culhane, Cr T Yallouris, Cr G Harris, Cr S Reynolds, Cr J Searl, C John, D Layden, J Shaw, N Cosgrove, M Coley, and A Croke.

Committee who voted against:- Nil

Apologies or no feedback received

Ms C Hills, Mr N Fountain and Mrs K Johnson

ITEM 6.1 CORRESPONDENCE

Emails were noted through the secretary from Committee members during the out of session.

The below was submitted by D Layden

Re Agricultural award to be added:

I would like to see some guidelines that the nominee would be required to meet.

Would it be:

a high profile farmer

a farmer whose wife/husband has died and she/he and the family continue to operate the farm

a farmer who farms in an environmentally friendly way

a farmer whose business attracts tourism/interest to the Upper Lachlan Shire?

The below feedback was submitted from other members

1. *Outstanding contribution to agriculture in the local community, including through innovation, sustainability, productivity or community leadership.*
2. *The above could be classified as discriminatory. Any further considerations or notable characteristics would be discussed by the Committee when it comes time for it to decide on the nominations submitted to it. I believe that the nominations should be encouraged to be as broad and inclusive as possible.*
3. *Consideration if they have received an Australian or Regional wide Agricultural industry Award (i.e. Royal Sydney Easter Show Awards or Canberra Show)*

RESOLVED

That the guidelines be added as part of the agricultural award category:

- *a high-profile farmer or if they have received an Australian or Regional wide Agricultural industry Award (i.e. Royal Sydney Easter Show Awards or Canberra Show)*
- *a farmer whose wife/husband has died and she/he and the family continue to operate the farm*
- *a farmer who farms in an environmentally friendly way*
- *a farmer whose business attracts tourism/interest to the Upper Lachlan Shire?*

-CARRIED

Committee who voted for:-

Mayor P Culhane, Cr T Yallouris, Cr G Harris, Cr J Searl, D Layden, J Shaw, M Coley, and A Croke.

Committee who voted against:- C John, Cr S Reynolds

No Feedback provided C Hills, N Cosgrove, N Fountain and K Johnson

ITEM 7.1 ADOPTION OF AUSTRALIA DAY SECTION 355 COMMITTEE CHARTER**RESOLVED**

1. The Committee have read, understood and accept the Australia Day Section 355 committee charter.

- CARRIED

Committee who voted for:- Mayor P Culhane, Cr T Yallouris, Cr G Harris, Cr S Reynolds, Cr J Searl, C John, D Layden, J Shaw, N Cosgrove, M Coley, and A Croke.

Committee who voted against:- Nil

Apologies or no feedback received

Ms C Hills, Mr N Fountain and Mrs K Johnson

ITEM 7.2 ADOPTION OF SECTION 355 CODE OF PRACTICE – AND SECTION 355 COMMITTEE POLICY**RESOLVED**

1. The Australia Day Section 355 Committee members have read, understand and accept the terms of the tabled documents of the Code of Practice for Section 355 Committees and the Section 355 Committee Policy.

- CARRIED

Committee who voted for:- Mayor P Culhane, Cr T Yallouris, Cr G Harris, Cr S Reynolds, Cr J Searl, C John, D Layden, J Shaw, N Cosgrove, M Coley, and A Croke.

Committee who voted against:- Nil

Apologies or no feedback received

Ms C Hills, Mr N Fountain and Mrs K Johnson

ITEM 8 GENERAL BUSINESS (ITEMS FOR GENERAL DISCUSSION)***Discussion item: D Layden***

1. Nominations should be received by the closing date.
2. In the case of no nominations being received for a particular award, then that category should not be filled when the Australia Day committee meets to consider the nominations in November. There would be no award in that category.
3. The Event of the Year last year seemed to be based on the amount of money raised by the committee. I believe that this should be one of the less important considerations as many groups organise events that benefit the community but might not necessarily raise a large amount of money.

The committee noted the above submission, this may be considered further at the November 2026 meeting.

**ITEM 9
QUESTIONS FOR NEXT MEETING****Committee to consider at November meeting that -**

1. The Event of the Year last year seemed to be based on the amount of money raised by the committee. I believe that this should be one of the less important considerations as many groups organise events that benefit the community but might not necessarily raise a large amount of money.

Acknowledgments were made by 28 August 2026

Minutes to be confirmed at next meeting in November following closure of nominations.

.....
Chairperson

17 NOTICES OF MOTION

There were no items submitted for this section at the time the Agenda was compiled.

18 QUESTIONS WITH NOTICE

There were no items submitted for this section at the time the Agenda was compiled.

Chief Executive Officer's Statement

Confidentiality

Councillors and staff are reminded of their obligations in respect to the need for confidentiality and not disclose or otherwise misuse the information which is about to be discussed, failure to do so could result in a reference to the Pecuniary Interest and Disciplinary Tribunal and/or result in a prosecution in accordance with Sec. 664 of the Act for which the maximum penalty is \$5,500.

CONFIDENTIAL SESSION

Section 10A(2) of the Local Government Act, 1993 provides that Council may, by resolution, close to the public so much of its meeting as comprises the receipt or discussion of matters as listed in that section, or for any matter that arises during the course of business during the meeting that should be treated as confidential in accordance with Section 10(2) of the Act.

Council's Agenda for this meeting contains reports that meet the criteria specified in Section 10A(2) of the Act. To consider these reports in confidential session, Council can adopt the following recommendation:

RECOMMENDATION

That, in accordance with Section 10A(2) of the Local Government Act, 1993, the Public and the Press be excluded from the meeting to enable Council to determine Items 19.1, 19.2, 19.3 and 19.4 in confidential session for the reasons indicated:

Item 19.1 Taralga War Memorial Hall Committee - appointment of community representatives to the Committee of Council

This report is considered to be confidential in accordance with Section 10A(2a) of the Local Government Act, 1993, as it relates to personnel matters concerning particular individuals.

Item 19.2 Letter of Offer for Voluntary Planning Agreement under Gunning Solar Farm SSD-46668486

This report is considered to be confidential in accordance with Section 10A(2d(i)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Item 19.3 Award of Vegetation Management RFQ

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

This report is considered to be confidential in accordance with Section 10A(2d(i)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

This report is considered to be confidential in accordance with Section 10A(2d(ii)) of the Local Government Act, 1993, as it relates to

commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council.

Item 19.4 Award of Winning and Crushing Tender

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

This report is considered to be confidential in accordance with Section 10A(2d(i)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

This report is considered to be confidential in accordance with Section 10A(2d(ii)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council.

19 CONFIDENTIAL SESSION

The following items are submitted for consideration -

- 19.1 Taralga War Memorial Hall Committee - appointment of
 community representatives to the Committee of Council
- 19.2 Letter of Offer for Voluntary Planning Agreement under
 Gunning Solar Farm SSD-46668486
- 19.3 Award of Vegetation Management RFQ
- 19.4 Award of Winning and Crushing Tender