



# BUSINESS PAPER

## ORDINARY MEETING

Thursday 9 May 2024

1.30PM

Council Chambers

### LATE REPORTS

#### **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**

2 May 2024

### **Councillors**

Dear Members

### **Ordinary Meeting of Council**

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 9 May 2024** in the **Council Chambers** commencing at **1.30PM**.

Your presence is requested.

Yours faithfully



Alex Waldron  
Chief Executive Officer  
**Upper Lachlan Shire Council**

**SUPPLEMENTARY 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.”*

<b>15</b>	<b>LATE REPORTS .....</b>	<b>5</b>
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	15.2 Crookwell Swimming Pool and VIC project update	16

## **LATE REPORTS**

The following items are submitted for consideration -

15.1	Service Review - Parks & Gardens Sports Field Management	6
15.2	Crookwell Swimming Pool and VIC project update	1

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## Chief Executive Officer - 9 May 2024

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**ITEM 15.1**                      **Service Review - Parks & Gardens Sports Field Management**

**FILE REFERENCE**    **I24/135**

**AUTHOR**                      **Director of Environment and Planning**

### **ISSUE**

To review the level of service currently provided by Council's Parks and Gardens Team with respect to the management of sporting fields and determine whether this should be maintained or the responsibility outsourced to the respective user groups.

**RECOMMENDATION**      That -

1. Council's Parks and Gardens team reduce the level of service associated with the maintenance of the sporting fields by ceasing non-essential services including, line marking, turf wicket preparation and maintenance and goal set up and removal.
2. Council work with the relevant sporting organisations to adopt and implement a volunteer process for the implementation of the services incorporating line marking, turf wicket preparation and maintenance and goal set up and removal.

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### **BACKGROUND**

At the 16 November 2023, meeting of Council it was resolved to discontinue the current Special Rate Variation Application process due to community objection. This required staff to review current service levels as a means of providing potential savings / efficiencies and reduce operation costs.

The Parks & Gardens team are responsible for the maintenance of Council's parks, playing fields, gardens and reserves. The services provided vary from town to town, however they predominantly focus on mowing.

With respect to sports fields the services provided are summarised as follows:

- Taralga – mowing (note field is partially located on land not under the care and responsibility of Council);
- Gunning (mowing);
- Dalton (mowing); and
- Crookwell (mowing, line marking, goal erection and removal, wicket preparation, line marking and similar).

Council is not responsible for the management of the sporting field in Taralga and during the 2023/24 season there were no sporting activities at both the Gunning and Dalton fields as no clubs utilised these facilities.

**Chief Executive Officer**

**SERVICE REVIEW - PARKS & GARDENS SPORTS FIELD MANAGEMENT cont'd**

Based on the services provided, the location as to where these are provided and the use, this report will focus on the services associated with the sports fields located in Crookwell and offers an alternate option to increasing fees in order to ensure that the participation of sports within the Upper Lachlan Shire is not negatively affected.

**REPORT**

The Parks & Gardens team is responsible for the management of seven sporting fields located at four sites within Crookwell, these being Todkill, Lin Cooper, Memorial and Clifton Park. The number of sporting fields and sporting groups using these facilities are outlined as follows:

<b>Location</b>	<b>Fields</b>	<b>User Groups</b>
Lin Cooper	Cricket oval (Grange) Soccer field (No 1) Soccer field (No 2)	Cricket Winter soccer Summer soccer School - soccer
Todkill	Cricket oval (No 1) Cricket oval (No2)	Cricket Hockey Touch football (Oz tag) AP&H Society (dog show) School – rugby league trials/athletics carnival/cricket/touch football/soccer.
Clifton Park	Cricket oval	Cricket
Memorial Park	Rugby	Rugby league Rugby union Springvale Cup School (Knockout PSSA League)

Clifton Park has only one-user group with all other facilities having multiple groups using the facilities during the respective sporting seasons.

The approximate usages is outlined in **ANNEXURE A**, noting that the usage has been calculated by estimating the total time that the club has booked the facility and extrapolating that into a 24 hour day (i.e. rugby trains 2 nights/wk. for 2 hr/night over 36 weeks being a total of 144 hours per year or 6 days/yr.)

Whilst, the sporting fields are utilised for a greater number of days per year than the overall combined usage it is considered minimal for the number of sporting fields within Crookwell and against the current level of maintenance. A number of sporting fields sit unused for extended periods, the Memorial is not utilised over the summer and the eastern end of Tod Kill has minimal usage all year round, whilst both contribute to Council's maintenance costs.

The cost to maintain Council's parks, reserves and playing fields for the 2023/24 financial year was \$792,467.00. With the overall cost being divided between Parks and Sporting Grounds at a cost of \$517,807.00 and \$274,660.00 respectively (Refer to **ANNEXURE B**)

Councils are not required under legislation to provide and maintain sporting fields for the community; hence, it is not an essential service. However, based on the benefit that sporting fields provide to the community, Council should continue to maintain this service.

In completing the service review staff were requested to provide details with respect to the tasks undertaken to maintain the sporting fields and the approximate times associated with completing those tasks.

Based on the information provided it is estimated that staff allocate 28 weeks per year to the operation and maintenance of the sporting fields. The services provided in this include:

- mowing sporting fields;
- mowing the site perimeter;
- applying fertiliziler;
- applying herbicides;
- aerating the fields;
- line marking playing fields;
- preparing and maintaining the turf cricket wicket;
- setting up and removing goals;
- emptying waste bins; and
- watering.

The approximate cost and time associated with the delivery of the listed tasks at each sporting field are attached in **ANNEXURE C**



## **Chief Executive Officer**

### **SERVICE REVIEW - PARKS & GARDENS SPORTS FIELD MANAGEMENT cont'd**

The focus of this service review was on the 'nice to do' (lowest priority/none core) components in delivering the services associated with the operation and maintenance of the sporting fields, which based on current delivery incorporates lines marking, preparing the turf wicket and the setting up of goals.

In reviewing the time and associated costs of delivering these services Council should adopt a volunteer approach in the delivery of the following;

- line marking playing fields (excluding school carnivals)(Estimated total cost \$28,680.00 based on 179 hrs/yr. or 5 weeks);
- preparing and maintaining the turf cricket wicket (Estimated cost \$22,782.00 based on 196 hrs/yr. or 5.5 weeks); and
- setting up and removing goals (Estimated cost \$2,360.00 based on 16 hrs/yr. or 0.4 weeks).

By removing these services from Council staff, it would save up to 11 weeks per annum, whilst there is no direct financial savings, efficiencies will be obtained by the reallocation of staff time to the maintenance of other parks and reserves within the Upper Lachlan Shire.

These efficiencies will create a direct saving of at least \$39,875.00 (22/23 FY) by negating the need to hire casual staff to undertake parks and gardens related activities.

Further savings and efficiencies could be obtained within the operations of Parks and Gardens team through the review of the follow services;

- reducing the application of fertilizer and herbicides;
- utilising appropriate plant (mowers);
- completing a open space and management plan for the Shire.

## **POLICY IMPACT**

Nil

## **OPTIONS**

**Option 1:** Not alter the manner in which Council delivers the services associated with sporting fields and increase Fees and Charges to clubs to help cover the costs associated with materials and the use of casual employees during busy periods.

**Option 2:** As per the recommendation that Council reduce the level of service provided by requiring services such as line marking, wicket preparation, goal installation and similar to be undertaken by the respective sporting body.

**Option 3:** Council explore other options associated with the management of the sporting fields that may include not delivering the service, outsourcing the service or providing funds to the sporting bodies the maintain the sporting fields.

## **FINANCIAL IMPACT OF RECOMMENDATIONS**

Efficiencies will be obtained and an overall potential saving approximately \$40,000.00 per annum by not having to engage casual staff.

**RECOMMENDATION** That -

1. Council's Parks and Gardens team reduce the level of service associated with the maintenance of the sporting fields by ceasing non-essential services including, line marking, turf wicket preparation and maintenance and goal set up and removal.
2. Council work with the relevant sporting organisations to adopt and implement a volunteer process for the implementation of the services incorporating line marking, turf wicket preparation and maintenance and goal set up and removal.

**ATTACHMENTS**

1. <a href="#">↓</a>	Annexure A - C - Service Level review - Parks and Gardens	Attachment
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Field	Memorial oval	Lin Cooper	The Grange	Todkill Park	Clifton Park
User Group					
Rugby league (seniors)	12 days	-	-	-	-
Rugby league (juniors)	18 days	-	-	-	-
Rugby union (seniors)	10 days	-	-	-	-
Crookwell soccer (seniors)	-	-	4 days	-	-
Crookwell soccer (juniors)	-	12 days	-	-	-
Crookwell soccer (summer)	-	2 days	-	-	-
Crookwell Oztag	-	-	-	3 days	-
Crookwell Hockey	-	-	-	2 days	-
Crookwell cricket (seniors)	-				-
Crookwell cricket (juniors)	-	-	-	-	19 day
Crookwell High School	-	-	-	1 day – athletics 2 day – cricket 1 day – touch 1 day soccer	-
Crookwell Public School	-	-	-	1 day - athletics 2 half days - League training 3 day – league trials 1 day – cricket 1 day – touch	-
St Mary's Primary	-	--	-	1 day - athletics carnival	-
Laggan Primary	-	-	-	1 day - athletics carnival	-
Springvale Cup	1 day				-
Crookwell AP&H Society	-	1 day – dog show	-	-	-
	41 days	15 days		19 days	10 days

## ANNEXURE A

Field	Memorial oval	Lin Cooper	The Grange	Todkill Park	Clifton Park
User Group					
Rugby league (seniors)	12 days	-	-	-	-
Rugby league (juniors)	18 days	-	-	-	-
Rugby union (seniors)	10 days	-	-	-	-
Crookwell soccer (seniors)	-	-	4 days	-	-
Crookwell soccer (juniors)	-	12 days	-	-	-
Crookwell soccer (summer)	-	2 days	-	-	-
Crookwell Oztag	-	-	-	3 days	-
Crookwell Hockey	-	-	-	2 days	-
Crookwell cricket (seniors)	-				-
Crookwell cricket (juniors)	-	-	-	-	19 day
Crookwell High School	-	-	-	1 day – athletics 2 day – cricket 1 day – touch 1 day soccer	-
Crookwell Public School	-	-	-	1 day - athletics 2 half days - League training 3 day – league trials 1 day – cricket 1 day – touch	-
St Mary's Primary	-	--	-	1 day - athletics carnival	-
Laggan Primary	-	-	-	1 day - athletics carnival	-
Springvale Cup	1 day				-
Crookwell AP&H Society	-	1 day – dog show	-	-	-
	41 days	15 days		19 days	10 days

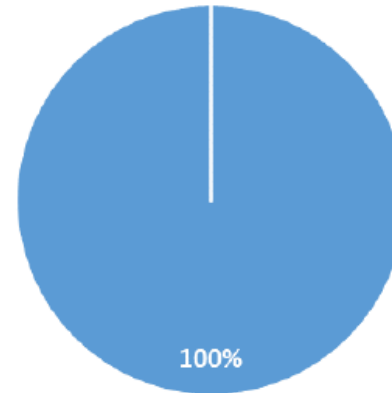
Annexure B

Parks

Activity_	Expenditure Category	Actual	Act/Cat%
Parks & Gardens	B2-1. Ordinary rates levied to ratepayers	12,811	2.47%
Parks & Gardens	B3-1. Employee costs	335,375	64.77%
Parks & Gardens	B3-2. Materials and services	169,622	32.76%
<b>Parks &amp; Gardens Total</b>		<b>517,807</b>	<b>100.00%</b>

- Excludes depreciation expense

General Revenue Subsidy (blue)

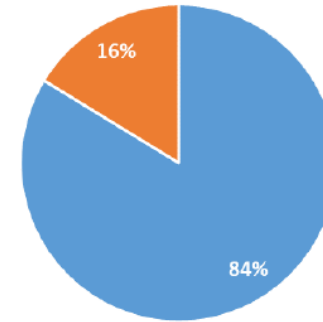


Annexure B

Activity_	Expenditure Category	Actual	Act/Cat%
Sporting Grounds	B2-1. Ordinary rates levied to ratepayers	28,780	10.48%
Sporting Grounds	B3-1. Employee costs	56,382	20.53%
Sporting Grounds	B3-2. Materials and services	189,499	68.99%
<b>Sporting Grounds Total</b>		<b>274,660</b>	<b>100.00%</b>

- Excludes depreciation expense

General Revenue Subsidy (blue)



Annexure B

Field Activity	Grange		Soccer 1		Soccer 2		Todkill		Memorial		Clifton	
	Cost Est	Time Est (hrs/yr.)	Cost Est	Time Est (hrs/yr.)	Cost Est	Time Est (hrs/yr.)	Cost Est	Time Est (hrs/yr.)	Cost Est	Time Est (hrs/yr.)	Cost Est	Time Est (hrs/yr.)
Mowing	\$6,035	52	\$3,017	26	\$3,017	26	\$17,584	156	\$7,492	78	\$6,035	52
Fertilise	\$11,000	15	\$5,500	7.5	\$5,500	7.5	\$11,000	15	\$11,000	15	-	-
Herbicide	\$6,000		\$3,000		\$3,000		\$6,000		\$6,000		-	-
Aerate	\$1,852	7.5	\$850	4	\$850	4	\$1,852	7.5	\$1,852	7.5	-	-
Line marking	\$5,550	32	\$3,807	25	\$3,807	25	\$11,060	67	\$4,506	30	-	-
Line marking (school)	-	-	-	-	-	-	\$4,814	40			-	-
Prepare turf wicket	\$3,861	36	-	-	-	-	-	-	-	-	-	-
Maintain turf wicket	\$18,921	160	-	-	-	-	-	-	-	-	-	-
Set up goals	-		\$1,000	6	\$1,000	6	\$360	4	-	-	-	-

Annexure C

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## Chief Executive Officer - 9 May 2024

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**ITEM 15.2**                      **Crookwell Swimming Pool and VIC project update**

**FILE REFERENCE**    **I24/140**

**AUTHOR**                      **Chief Executive Officer**

### **ISSUE**

To provide an update on the Crookwell Swimming pool and VIC project.

**RECOMMENDATION**      That -

1. Council note the Crookwell Swimming pool and VIC project update as information only.

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### **BACKGROUND**

To provide a summary of the Crookwell Swimming Pool and Visitor Information Centre (VIC) project, formally known as the MAAC (Multipurpose Aquatic and Activities Centre) project.

### **REPORT**

At the Council meeting held 18 April 2024 it was requested that an update on the current status and background of the Multipurpose Aquatic and Activities Centre (MAAC) project be given.

This report is to update and outline the project for both Councillors and the community.

The information contained within this report relates to a project update only and does not delve into the particulars of the current contract or financials associated as this information is commercial in confidence.

The pool complex and VIC construction has faced many challenges and is therefore considered a 'distressed project', despite this, Council has continued to progress with the highly ambitious original vision and design/ scope.

The vision for the entirety of the project remains, to have three pools – an indoor program pool, outdoor and toddler pool – a playground and Visitor Information Centre. Council believe such a facility will positively contribute to wellbeing, sports, and tourism in the Shire.

For background a report was tabled by the previous General Manager at the Ordinary Meeting of Council on 16 July 2020 where Councillors voted unanimously to build a new swim complex and to allocate funding towards this project.



**Chief Executive Officer**

**CROOKWELL SWIMMING POOL AND VIC PROJECT UPDATE cont'd**

The resolution is outlined below

**RESOLVED** by Cr Wheelwright and Cr Searl

1. Resolves to support option two (2) - build a new pool complex at Crookwell
2. Allocate \$1.203.048 grant from federal government for community resilience and recovery towards option two (2) - build a new pool complex at Crookwell.
3. Reallocate the \$40k previously allocated to designing a heated pool towards option two (2) - build a new pool complex at Crookwell.
4. Seek funding from the state and federal government to realise this project.

- CARRIED

**Councillors who voted for:-**

Crs P Culhane, R Cummins, P Kensit, R Opie, D O'Brien, B McCormack, J Searl, J Stafford and J Wheelwright

**Councillors who voted against:-**

Nil

Despite major challenges, Stage 1 and Stage 2 of the project are on track for completion in the third quarter of this year. These stages will include the outdoor 25m pool, the toddler pool, the plant and pump room area and the Visitor Information Centre to lock up stage.

Due to the challenges this project has faced, additional funds are required to bring full plans and project to fruition, and Council will continue to work on securing additional funds to complete the remaining stages.

This includes further applications for grant funding wherever possible. At present Council has three applications submitted in the hope that we are successful in gaining enough money to finish the project as designed.

The largest of the grant applications submitted and pending decision is the Regional Precincts and Partnerships Program application.

Council has applied for the full amount of \$7.1 Million from Regional Precincts and Partnerships Program, this is the amount required to finish the fit-out of the VIC, build the indoor program pool, amenities, track and landscape the site. This includes over \$1 million of contingency, which would only be used if required, it is held separately to the funding awarded.

This takes the estimated cost of the project to \$16.6 million which is significantly more than the original estimate however the project has seen unforeseen challenges since March 2023.

Development and construction of this facility has been difficult and faced many setbacks. These include COVID-19, inclement weather, labour shortages, material shortages, cost escalations, poor contractor performance, liquidation of the construction company, rectification work required for certification and funding shortages to name a few.

**Chief Executive Officer**

**CROOKWELL SWIMMING POOL AND VIC PROJECT UPDATE cont'd**

In March 2023, the original contractor (Lloyd Group), went into administration and then in May 2023 into liquidation, from this point on the project was considered a 'distressed project.'

A key step in terms of moving forward was to find a new contractor with the capability and willingness to take on the risk of an unfinished project.

A new construction company was secured and the site re-activated within 4 months of Lloyd Group going into liquidation.

At its Ordinary Meeting of Council on 30 June 2023 Council resolved to delegate authority to engage in commercial negotiations with FDC for the construction of the Crookwell Pool and VIC.

**RESOLVED** *Clr Reynolds and Cr Searl*

1. Council's Chief Executive Officer be delegated authority to enter into direct commercial negotiations with FDC Construction in relation to the Crookwell Pool and Visitors Information Centre, in the terms as discussed at the extraordinary meeting held 30 June 2023, with the intent to enter a contract utilising Section 55 of Local Government Act 1993 with requirements for tendering referencing Section 55 - (3) (K) – "A contract made in a case of emergency".

- CARRIED

**Councillors who voted for:-** Crs P Kensit, M McDonald, P Culhane, N McDonald, D O'Brien, S Reynolds, J Searl and L Woodbridge

**Councillors who voted against:-** Nil

Following this resolution and negotiations, FDC, who completed the neighbouring Goulburn pool were engaged to complete stages 1 and 2 of the project.

In relation to the governance of this project, as CEO I commissioned an independent Quantity Surveyors report by Wilde and Woollard to determine the project's completion cost, and the costs to rectify the distressed project. This highlighted that the grants secured were not enough to complete the full scope of the original project.

To ensure the governance assurance of this project, Regional NSW with Public Works conducted a full audit (health check) on the project, past management and governance. Further work has been undertaken and extra governance/ steering committee with the funding bodies set up. They have confidence in Council and my ongoing governance and management of the project and funding.

With the funding currently available, as CEO I have continued to work with the project team to separate out different stages, all with the aim of delivering a pool for the community as soon as possible. Unfortunately, the funding available will not stretch to permanent amenities so a plan to erect temporary amenities at the pool for next swim season is in place.

**Chief Executive Officer**

**CROOKWELL SWIMMING POOL AND VIC PROJECT UPDATE cont'd**

On a personal note since taking over this project I have been highly invested in it. When the original construction company collapsed on a Friday, I spent the weekend at the construction site stopping subcontractors from removing Council property and materials. I worked with Councils infrastructure team to secure as many items as possible and store them off site to ensure the project would not lose vital materials causing further delays and costs. I have taken over the management and governance of the project, worked with the project team and grants officer on funding applications and variations in order to deliver this project in full.

It is important to note that Federal and State Government funding bodies do not furnish council with the full monetary value requested and awarded by a grant.

Council must as per each grant funding agreement, submit milestone reports in order to incrementally receive funding.

A final report and acquittal is also required prior to the last instalment. This means that Council does not have the majority of this money sitting in its account, it is in fact mostly sitting in Government coffers awaiting milestone reports as each portion of the projects per the agreement is delivered.

Further, Council provides financial statements, quarterly council reports, annual report and is audited by the Auditor Generals office to ensure each dollar is accounted for.

The table below shows each of the grants Council has been awarded and council contributions

<b>Grant Name</b>	<b>Grant Funding Awarded – (received in increments as milestones met)</b>	<b>Council contributions</b>	<b>Quarantined funding Unavailable</b>	<b>Funding available</b>
LRCI 4	\$1,203,040.00			
BLERF – Visitor Information Centre	\$2,462,947.00			
Multi Sport Community Facility Fund	\$1,188,366.00		\$1,015,406.00	
LRCI 3	\$1,206,096.00	\$1,200,000.00		
LRCI 1 & 2	\$2,216,918.00	\$770,000.00		
Stronger Country Community Fund	\$829,915.00		\$829,915.00	
Council loan budgeted 2023/2024		\$1,000,000.00		
<b>Total</b>	<b>\$9,107,282.00</b>	<b>\$2,970,000.00</b>	<b>-\$1,845,321.00 Unavailable from grant funding</b>	
<b>TOTAL Funding Available</b>				<b>\$10,231,961.00</b>

Of the funding Council has been awarded over \$1.8 million dollars of the initial grant funding has been quarantined as unavailable for use by the funding bodies as it is tied to certain elements of the project that are unachievable at this time. This funding needs to be subtracted from the available money for councils use to complete the project.

**Chief Executive Officer**

**CROOKWELL SWIMMING POOL AND VIC PROJECT UPDATE cont'd**

Therefore, the total amount of funding available to Council for the entirety of the project is \$10.2 million this falls short of the \$16.6 Million required to finish the project hence Council has applied for further funding to complete the project from any and all grant funding opportunities.

These grants are,  
Changing facilities Commonwealth funding \$200,000 Expression of interest only,  
RPPP \$7,155,900  
Office of Responsible Gambling Infrastructure Grant \$243,242.

When added, the total of all grants including those which are submitted but may not be successful, they amount to around \$20 million. However, as described above in detail, this is not reality as at least three of these grants totalling \$7,599,142 have only been submitted and may not be successful.

It should be noted that council would only accept the amount of funding required to finish the project but grant funding is a bit like lotto and you never know if you will be successful so it's important to apply for an many grants as you can.

Works to date include but are not limited to;

- all ground work,
- stormwater,
- hydraulics,
- slabs to buildings poured (VIC, amenities, program/indoor pool, plant room),
- structural steel installed to the VIC and pool plant room,
- Roofing and insulation to VIC and plant room,
- refurbishment of old pool,
- toddlers pool and program pool poured,
- all underground pipework to the pools installed,
- rectification works to structures undertaken,
- all filters and heaters plus associated pool infrastructure installed in plant room,
- first aid room constructed,
- footings and groundwork to tiered seating,
- VIC externally clad,
- entrance paved,
- glazing and louvres to be installed.

Coleman Park playground was delivered separately and officially opened on 24 April 2024.

**POLICY IMPACT**

Nil

**OPTIONS**

Nil

**FINANCIAL IMPACT OF RECOMMENDATIONS**

Nil

***Chief Executive Officer***

**CROOKWELL SWIMMING POOL AND VIC PROJECT UPDATE cont'd**

**RECOMMENDATION**      That -

1. Council note the Crookwell Swimming pool and VIC project update as information only.

**ATTACHMENTS**

Nil