



BUSINESS PAPER

ORDINARY MEETING

Thursday 19 February 2026
10:00AM
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 February 2026

Councillors

Dear Members

Ordinary Meeting of Council

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 19 February 2026** in the **Council Chambers** commencing at **10:00am**.

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.”

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

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 18 December 2025..... 12

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 18 DECEMBER 2025

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), Ms A Stons (Communications Officer) Mrs M Selmes (Executive Assistant to Director Finance and Administration) and Mrs K McCarthy (Executive Assistant)

THE MAYOR DECLARED THE MEETING OPEN AT 1:32pm

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 a public forum had occurred between 12:45pm – 1:00pm regarding Item 11.2 Planning Proposal - Lot 24 DP 1119250 - 4273 Goulburn Road, Crookwell prior to the ordinary meeting, this forum webcast has been made available online.

Mayor Culhane also welcomed the public gallery.

SECTION 2: APOLOGIES & LEAVE OF ABSENCE

There were no apologies.

SECTION 3: DECLARATIONS OF INTEREST

Cr R Cameron declared a significant non-pecuniary interest in Item 16.1 Reports from Committees as his wife is the secretary of the Crookwell District Art Gallery Section 355 committee, and will make a declaration, stay in the chamber, not participate in the debate and not vote on this item.

Cr Flanagan declared a non-significant non-pecuniary interest in Item 11.2 Planning Proposal - Lot 24 DP 1119250 - 4273 Goulburn Road, Crookwell as she has previously worked with the planning consultant (proponent), and will make a declaration, stay in the chamber, participate in the debate and vote on this item.

SECTION 4: CITIZENSHIP CEREMONY

Nil

UPPER LACHLAN SHIRE COUNCIL
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A minutes silence was observed for the passing of many notable community members of the Upper Lachlan Shire and to acknowledge the victims of the Bondi Beach events on Sunday 14 December.

SECTION 5: CONFIRMATION OF MINUTES

ITEM 5.1 **RESOLVED** by Cr Searl and Cr Reynolds
219/25

That the minutes of the Ordinary Council Meeting held on 20 November 2025 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

ITEM 5.2 **RESOLVED** by Cr Searl and Cr Flanagan
220/25

That the minutes of the Ordinary Council Meeting held on 8 December 2025 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

Nil

Mayor Culhane noted the Australia Day nomination morning tea earlier today.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 18 DECEMBER 2025

SECTION 7: MAYORAL MINUTES

ITEM 7.1
221/25

MAYORAL MINUTE

RESOLVED by Mayor Culhane and Cr Peirce that –

1. That Council receive and note the activities attended by the Mayor for November and December.

- 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 made mention of Council's success as runner up of the AR Bluett Award.

222/25

RESOLVED by Mayor Culhane and Cr Peirce that –

1. That Council move Item 11.2 Planning Proposal - Lot 24 DP 1119250 - 4273 Goulburn Road, Crookwell forward in Council order of business.

- 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
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ITEM 11.2 PLANNING PROPOSAL - LOT 24 DP 1119250 - 4273 GOULBURN ROAD, CROOKWELL

MOVED by Cr Reynolds and Cr Searl that –

1. Council submit the planning proposal for a gateway determination to amend the *Upper Lachlan Local Environmental Plan 2010* by rezoning Lot 24 DP 1119250 from RU1 Primary Production with a minimum lot size of 40Ha to;
 - a. R2 Low Density Residential with a minimum lot size of 800m²,
 - b. R5 Large Lot Residential with a minimum lot size of 2000m² and
 - c. C3 Environmental Management with a minimum lot size of 100ha.
2. Council request the Department to authorise Council to exercise delegation of plan making functions in accordance with the *Environmental Planning and Assessment Act 1979*.
3. Council delegate authority to the Chief Executive Officer to undertake any required changes.
4. Council notify the community and government agencies of the proposed changes to the Local Environmental Plan through the appropriate processes at the time.

- LOST

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

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

UPPER LACHLAN SHIRE COUNCIL
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SECTION 8: CORRESPONDENCE

ITEM 8.1 CORRESPONDENCE FOR THE MONTHS OF NOVEMBER AND DECEMBER

223/25 **RESOLVED** by Cr Reynolds and Cr Searl

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

1. NSW Government - Assets, premises and funding of the NSW Rural Fire Service.
2. Office of Local Government – Circular 25-23 – Local Government General Regulation Review.

- 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 9: LATE CORRESPONDENCE

Nil

SECTION 10: INFORMATION ONLY

ITEM 10.1 DEVELOPMENT STATISTICS REPORT

224/25 **RESOLVED** by Cr Searl and Cr Flanagan

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

UPPER LACHLAN SHIRE COUNCIL
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ON 18 DECEMBER 2025

ITEM 10.2-10.9 INFORMATION ONLY REPORTS

225/25 **RESOLVED** by Cr Searl and Cr Cameron

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

REPORTS FROM STAFF AND STANDING COMMITTEES

SECTION 11: ENVIRONMENT AND PLANNING

ITEM 11.1 DA 69/2025 (PAN-551293) - CONCEPT RESIDENTIAL SUBDIVISION (WHOLE SITE) SEEKING APPROVAL STAGE 1 - 32 LOTS & 1 DRAINAGE RESERVE CONTAINING THE DETENTION BASIN SUPPORTED WITH A LETTER OF OFFER FOR A PLANNING AGREEMENT

226/25 **RESOLVED** by Cr Reynolds and Cr Searl

It is recommended that:

1. DA 69/2025 (PAN-559213) for Stage 1 of a 32 lot residential subdivision and ancillary works be approved generally subject to the conditions contained in the Draft Conditions of Consent;
2. Council delegate to the CEO the authority to negotiate the Voluntary Planning Agreement with the developer and applicant;
3. A draft VPA be prepared and a report be presented to Council to request public exhibition;
4. A further report come to Council should any submissions be received raising lawful concerns with the VPA;
5. Council's CEO and the developer endorse the VPA before any construction works commence.

- 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:- Cr A Meggitt

UPPER LACHLAN SHIRE COUNCIL
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ON 18 DECEMBER 2025

ITEM 11.2 **PLANNING PROPOSAL - LOT 24 DP 1119250 - 4273 GOULBURN ROAD, CROOKWELL**
This matter was addressed earlier in the meeting.

SECTION 12: INFRASTRUCTURE DEPARTMENT

Nil

SECTION 13: FINANCE AND ADMINISTRATION

ITEM 13.1 **REVIEW OF PERFORMANCE AND MISCONDUCT POLICY**
227/25 **RESOLVED** by Cr Reynolds and Cr Harris

1. Council adopts the reviewed Performance and Misconduct Policy.

- CARRIED

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

Councillors who voted against:- Cr V Flanagan

ITEM 13.2 **ADOPTION OF CODE OF MEETING PRACTICE**
228/25 **RESOLVED** by Cr Searl and Cr Flanagan

1. Council in accordance with Section 362(1)(a) and (2), of the *Local Government Act 1993*, adopts the Code of Meeting Practice as publicly exhibited, with inclusion of mandatory provisions and non-mandatory best practice provisions after the public exhibition consultation period.

- 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
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ON 18 DECEMBER 2025

ITEM 13.3 AUDIT RISK AND IMPROVEMENT COMMITTEE – TERMS OF REFERENCE

229/25 RESOLVED by Cr Cameron and Cr Searl

1. Council adopts the reviewed Audit, Risk and Improvement Committee Terms of Reference and delegates the signing of the document to Council's Chief Executive Officer.

- 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 13.4 FINANCIAL SUSTAINABILITY, EFFICIENCY AND SERVICES REVIEW OUTCOME

230/25 RESOLVED by Cr Searl and Cr Reynolds

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

UPPER LACHLAN SHIRE COUNCIL
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SECTION 14: CHIEF EXECUTIVE OFFICER

Nil

SECTION 15: LATE REPORTS

Nil

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

Cr Simon Peirce left the meeting, the time being 15:38pm

ITEM 16.1 REPORTS FROM COMMITTEES FOR THE MONTHS OF NOVEMBER AND DECEMBER

231/25

RESOLVED by Cr Searl and Cr Reynolds

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

1. Crookwell and District Art Gallery – Section 355 Committee Minutes of the meeting held on 23 October 2025.
2. Breadalbane Community Hall – Section 355 Committee Minutes of Annual General Meeting held on 9 November 2025.
3. Access Committee – Section 355 Committee Minutes from meeting held on 3 December 2025.
4. Local Traffic Forum – Minutes from forum held on 4 December 2025.

- CARRIED

Councillors who voted for:-

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

Councillors who voted against:- Nil

232/25

RESOLVED by Cr Reynolds and Cr Searl that -

1. That Council write to Breadalbane Community Hall Section 355 committee formally accepting the new office bearers –Chairman Matthew Streat, Deputy Chairman Rachel Robarts, Secretary Sally Hoskins, Treasurer Chrissie McLean and other nominated committee members.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
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ON 18 DECEMBER 2025

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

Councillors who voted against:- Nil

Cr Simon Peirce returned to the meeting, the time being 15:41pm

SECTION 17: NOTICES OF MOTION

Nil

SECTION 18: QUESTIONS WITH NOTICE

Nil

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:*

233/25 **RESOLVED** by Cr Searl and Cr Flanagan

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) (a) and (g) 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

UPPER LACHLAN SHIRE COUNCIL
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ON 18 DECEMBER 2025

Council closed its meeting at 15:43pm and the public, staff and press left the chambers and live streaming ceased.

Council took a short break resuming Closed Council at 15:51pm

234/25 **RESOLVED** by Cr Peirce and Cr Reynolds

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 16:13pm live streaming returned to the public prior to the meeting closing.

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.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
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ON 18 DECEMBER 2025

SECTION 19: CONFIDENTIAL SESSION

ITEM 19.1 PERFORMANCE REVIEW - AUDIT RISK AND IMPROVEMENT COMMITTEE - INDEPENDENT COMMITTEE MEMBERS

235/25 **RESOLVED** by Cr Cameron and Cr Flanagan

1. Council appoints the Audit, Risk and Improvement Committee Chair, Stephen Coates, for a further four year term, as both an independent member and Chair of the Committee.
2. Council appoints the Audit, Risk and Improvement Committee independent committee members, Rachel Harris and Bryce McNair. Rachel Harris is appointed for a further three year term and Bryce McNair is appointed for a further two year term.

- 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 19.2 LEGAL PROCEEDINGS REPORT

236/25 **RESOLVED** by Cr Flanagan and Cr Yallouris

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

UPPER LACHLAN SHIRE COUNCIL
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AUSTRALIA DAY - 2026

237/25

RESOLVED by Cr Cameron and Cr Searl

1. Council noted the Australia Day nominations and accepted minutes of the Australia Day committee for 2026 awards.

- 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 16:14pm

Minutes confirmed 19 FEBRUARY 2026

.....
Mayor

5.2 Minutes of the Extraordinary Meeting of Council of 2 February 2026.....26

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
EXTRAORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 2 FEBRUARY 2026

PRESENT: Mayor P Culhane (Chairperson), Cr V Flanagan, Cr G Harris, Cr A Meggitt, Cr S Peirce, Cr S Reynolds, Cr J Searl, Mr A Croke, (Acting Chief Executive Officer), Mr S Arkinstall (Director of Environment & Planning), Mr K Mahmud (Director Infrastructure) and Mrs K McCarthy (Executive Assistant)

THE MAYOR DECLARED THE MEETING OPEN AT 10:04am

Mayor Culhane read an acknowledgment of Country and notice of meeting/webcast to the meeting.

Mayor Culhane welcomed a public gallery.

SECTION 1: APOLOGIES & LEAVE OF ABSENCE

Apologies were received by Ms A Waldron (CEO) Cr R Cameron and Cr T Yallouris.

1/26 **RESOLVED** by Cr Searl and Cr Flanagan

1. That the apologies of Ms A Waldron, Cr R Cameron and Cr T Yallouris be received and a leave of absence granted.

- CARRIED

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

Councillors who voted against:- Nil

SECTION 2: CITIZENSHIP CEREMONY

Nil

SECTION 3 DECLARATIONS OF INTEREST

Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
EXTRAORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 2 FEBRUARY 2026

SECTION 4: ENVIRONMENT AND PLANNING

Cr Flanagan and Cr Harris moved a motion that Council move to suspended orders to committee of the whole for Item 4.1 AGL Dalton Gas Fired power station to allow for open discussion to occur.

On being put to the meeting the motion was carried.

2/26 **RESOLVED** by Cr Flanagan and Cr Harris

1. That Council move to suspended orders to committee of the whole for Item 4.1 AGL Dalton Gas Fired power station to allow for open discussion to occur.

- CARRIED

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

Councillors who voted against:- Nil

3/26 **RESOLVED** by Cr Peirce and Cr Flanagan

1. That Council move out of committee of the whole for Item 4.1 AGL Dalton Gas Fired power station.

- CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
EXTRAORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 2 FEBRUARY 2026

ITEM 4.1 **AGL DALTON GAS FIRED POWER STATION**
4/26 **RESOLVED** by Cr Searl and Cr Harris

1. Council write to AGL requesting compliance with the NSW Department of Planning and Housing and Infrastructure Secretary's Environmental Assessment Requirements.
2. AGL engage meaningfully with the local community and to address the Dalton community's request for an open and transparent consultation via a public meeting in relation to the proposed Gas Fired Power Station in the Dalton area.
3. A public meeting be held in Dalton at a time which allows for the participation of community residents.

- CARRIED

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

Councillors who voted against:- Crs P Culhane, A Meggitt and S Reynolds

A foreshadowed motion was proposed by Mayor Paul Culhane that

1. ULSC put to AGL that as an alternative to a conventional public meeting that they schedule either an online webinar or a in-person public meeting which will allow pre-prepared or ad hoc typed questions to be submitted to AGL for a response from AGL on the spot or if that is not practical taken on notice for a response
2. Following the webinar ULSC schedule a public meeting at Dalton inviting any interested or concerned residents to express their concerns directly to their elected representatives(i.e Councillors)

As the original motion was carried the Foreshadowed Motion lapsed and cannot be debated.

THE MEETING CLOSED AT 11:05am

Minutes confirmed 19 FEBRUARY 2026

.....
Mayor

7 MAYORAL MINUTES

The following item is submitted for consideration -

7.1	Mayoral Minute	30
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Mayoral Minutes - 19 February 2026

ITEM 7.1 **Mayoral Minute**

FILE REFERENCE **I26/14**

January 2026

9 January 2026	Meeting with Cr Yallouris, Cr Cameron and Cr Searl – CEO performance panel to set 2026 CEO KPI's
19 January 2026	ABC news Interview
26 January 2026	Australia Day (Event and Citizenship ceremony) – Crookwell

February 2026

2 February 2026	Extraordinary Council Meeting - AGL for a proposed Gas Fired Power Station in Dalton
3 February 2026	Dr Velu's retirement event
6-7 February 2026	Tumbatrek 2026 – CRJO
8 February 2026	Crookwell Show
11 February 2026	Radio Interview
14 February 2026	Gunning Show
18 February 2026	Radio Interview Acting CEO and Mayor Catch up
19 February 2026	Council Meeting

8 CORRESPONDENCE

The following item is submitted for consideration -

8.1	Correspondence for the months of January and February	32
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Correspondence - 19 February 2026

ITEM 8.1

Correspondence for the months of January and February

RECOMMENDATION:

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

1. Office of Local Government – Circular 26-01 - Release of Quarterly Budget Review Statement Data Return Templates.
2. Office of Local Government - Council Circular 26-02 - 2025 Model Meeting Code – Supplementary Guidance and updated FAQs.
3. AGL Energy Limited - Correspondence regarding Gas Fired Power Station at Dalton - 30 January 2026.

ATTACHMENTS

1.↓	Office of Local Government - 26-01 Release of Quarterly Budget Review Statement Data Return	Attachment
2.↓	Office of Local Government - Council Circular 26-02 - 2025 Model Meeting Code –Supplementary guidance and updated FAQs	Attachment
3.↓	AGL Energy Limited - Correspondence regarding Gas Fired Station at Power Dalton - 30 January 2026	Attachment

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	Release of Quarterly Budget Review Statement Data Return Templates
Circular Details	Circular 26-01/ 21 January 2026 / A993190
Who should read this	Councillors / General Managers / Council finance staff
Contact	Council Performance Team - 02 4428 4100 - olg@olg.nsw.gov.au
Action required	Information

What's new or changing?

- The Office of Local Government (OLG) released the Quarterly Budget Review Statement Guidelines for Local Government (the Guidelines) in August 2025, with mandatory reporting to commence for the first quarter ending 30 September 2025. The second quarter ends 28 February 2026 and the return for Quarter 2 has now been released.
- The 2025-26 Quarter 2 QBRS Data Return (QDR) is available on the Council Portal.

What will this mean for council?

- The QBRS reporting requirements outlined in the Guidelines are mandatory. This includes use of standardised QBRS reporting templates to be presented to councillors, the community and to the OLG.
- The Q2 QDR has unlocked cells to only allow councils to fill in the correct cells for the Quarter.
- Both documents should be returned by 28 February 2026 to the following email addresses:
 - Q2 QBRS Data Return (QDR) (in excel format) - qbrs@olg.nsw.gov.au
 - Q2 QBRS Report - finance@olg.nsw.gov.au
- The QBRS Report is required to be tabled at a council meeting prior to submitting to OLG and must include the Responsible Accounting Officer's statement.

T 02 4428 4100 TTY 02 4428 4209, E olg@olg.nsw.gov.au
Locked Bag 3015 NOWRA NSW 2541
www.olg.nsw.gov.au



Key points

- Councils are required to report the Q2 QBRS under the new Guidelines by no later than 28 February 2026.
- The Q2 QBRS report and QDR are to be sent electronically to OLG by 28 February 2026.
- The Q2 QBRS Data return is available on the Council Portal [here](#).
- Should council require an extension to lodge their Q2 QBRS return and report, the request should be forwarded, with reasons for extension request, prior to 28 February 2026 to finance@olg.nsw.gov.au.

Where to go for further information

- The suite of QBRS Guideline documents are available on the [OLG website](#).
- The Q2 QBRS Data return is available on the Council Portal [here](#)

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

Brett Whitworth
Deputy Secretary, Local Government

Department of Planning, Housing and Infrastructure
 Office of Local Government



Circular to Councils

Subject/title	2025 Model Meeting Code –Supplementary guidance and updated FAQs
Circular Details	Circular No 26-02 / 22 January 2026 / Doc ID A980783
Previous Circular	<u>Council Circular 25-20 2025 Model Meeting Code</u>
Who should read this	Mayors/ Councillors / General Managers / Joint Organisation Executive Officers/ 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?

- Supplementary guidance materials have been published on the Office of Local Government’s (OLG) website to support the implementation of the 2025 Model Code of Meeting Practice for Local Councils in NSW (2025 Model Meeting Code).
- The supplementary guidance materials include:
 - Guidelines on the closure of council and committee meetings to the public (Closed Meetings Guidelines)
 - Livestreaming council and committee meetings and public forums: A Guide (Livestreaming Guidelines)
 - Model public forum rules (Public Forum Rules)
- The Frequently Asked Questions (FAQs) previously published with [Council Circular 25-20 2025 Model Meeting Code](#) have also been updated to reflect common questions and issues raised by the sector following the prescription of the 2025 Model Meeting Code.

What will this mean for council?

- The Closed Meeting Guidelines have been issued under 10B(5) of the *Local Government Act 1993* (the Act). This provides that, in deciding whether part of a meeting is to be

T 02 4428 4100 TTY 02 4428 4209, E olg@olg.nsw.gov.au
 Locked Bag 3015 NOWRA NSW 2541
www.olg.nsw.gov.au



closed to the public, the council or committee concerned must have regard to any relevant guidelines issued by the 'Departmental Chief Executive' of OLG.

- The Livestreaming Guidelines is an updated version of the webcasting guidelines that were issued when councils were first required to webcast their meetings. As with the webcasting guidelines, these have been issued under section 23A of the Act meaning councils must take them into consideration when livestreaming their meetings and publishing recordings of them on their websites.
- The Model Public Forum Rules are based on the non-mandatory best practice public forum rules which were previously included in the Model Meeting Code but have now been omitted. Councils may adopt the best practice public forum rules as a standalone policy document or include them in their adopted code of meeting practice.

Key points

- The supplementary guidance materials have been designed to assist councils to understand and correctly apply the mandatory provisions of the 2025 Model Meeting Code and provide best practice guidance in areas that are no longer regulated under the Model Meeting Code.

Where to go for further information

- The supplementary guidance materials and updated FAQs are available on the [Model Code of Meeting Practice for Local Councils in NSW](#) webpage on OLG's website at www.olg.nsw.gov.au.
- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

A handwritten signature in blue ink that reads 'Brett Whitworth'.

Brett Whitworth
Deputy Secretary, Office of Local Government



AGL Energy Limited
T 02 9921 2999 Level 24, 200 George St
F 02 9921 2552 Sydney NSW 2000
agl.com.au Locked Bag 1837
ABN: 74 115 061 375 St Leonards NSW 2065

Mayor Paul Culhane
Upper Lachlan Shire Council

Sent via Email to: Paul.culhane@upperlachlan.nsw.gov.au

CC: Deputy Mayor Rob Cameron OAM, Councillor Vivienne Flanagan, Councillor Gregory Harris, Councillor Alexandra Meggitt, Councillor Simon Peirce, Councillor Susan Reynolds, Councillor John Searl JP, Councillor Terry Yallouris, Alex Waldron

30 January 2026

Mayor Culhane

AGL is aware that an Extraordinary Meeting of Upper Lachlan Shire Council will be held on 2 February 2026 to consider three councillor's motion that requests AGL comply with NSW Department of Planning's Secretary's Environments Assessment Requirements (SEARs) to engage meaningfully with the local community. We also note the request for consultation via a public meeting.

Firstly, it's important to note that AGL has not requested SEARs for a potential Dalton Power Station. We have been clear that we will engage meaningfully with the Dalton community before a decision to request SEARs would be made.

Secondly, AGL is in the early stages of investigation of the potential project and is seeking to engage with the community, including on the day of the above-mentioned council meeting. At this early stage of consultation, our focus has been engaging directly with your council, neighbours and community around our land.

Additionally, AGL has sought feedback from the community through a community notice sent directly via mail, public notices in publications including the Upper Lachlan Shire Gazette and local Lions Community Newsletters. We have initiated a community survey where residents can request a meeting with AGL or share feedback directly, anonymously if preferred.

Lastly, AGL is committed to considering all methods of engagement and participation as consultation progresses and agrees with your recommendation of a public meeting in Dalton in the future stages of engagement. No single method of engagement will suit every member of the community and it's important that people are given the opportunity to participate in different ways.

AGL looks forward to engaging further with Upper Lachlan Shire Council and community.

Kind regards,

John McCormack
General Manager, Stakeholder Engagement

10 INFORMATION ONLY

The following items are submitted for consideration -

10.1	Development Statistics Report	40
10.2	Water, Waste and Sewer Quarterly Report	49
10.3	Works In Progress - Construction & Maintenance	54
10.4	Investments for the month of January 2026	61
10.5	Bank Balance and Reconciliation - January 2026	66
10.6	Rates and Charges Outstanding for the month of January 2026	67
10.7	Library Services 2nd Quarter Report 2025/2026	69
10.8	Action Summary - Council Decisions	75

Information Only - 19 February 2026

ITEM 10.1 **Development Statistics Report**

FILE REFERENCE **I26/20**

AUTHOR **Acting Director Environment and Planning**

ISSUE

This report provides Council with an overview of the development application consents that have occurred in the period of 1 December 2025 – 31 January 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 December 2025 – 31 January 2026.

REPORT

This report provides Council with an overview of the development control activities that have occurred in the period of 1 December 2025 – 31 January 2026. This report contains information detailing Upper Lachlan Shire Councils performance in relation to the NSW Planning Ministers Expectations for Development Application Assessments.

As identified in Figure 1, Council achieved the NSW Planning Ministers expectation of 105 days for 89% of applications determined in the month of December 2025. (Note: A monthly delay remains on this data, as it still relies on NSW Planning Portal).

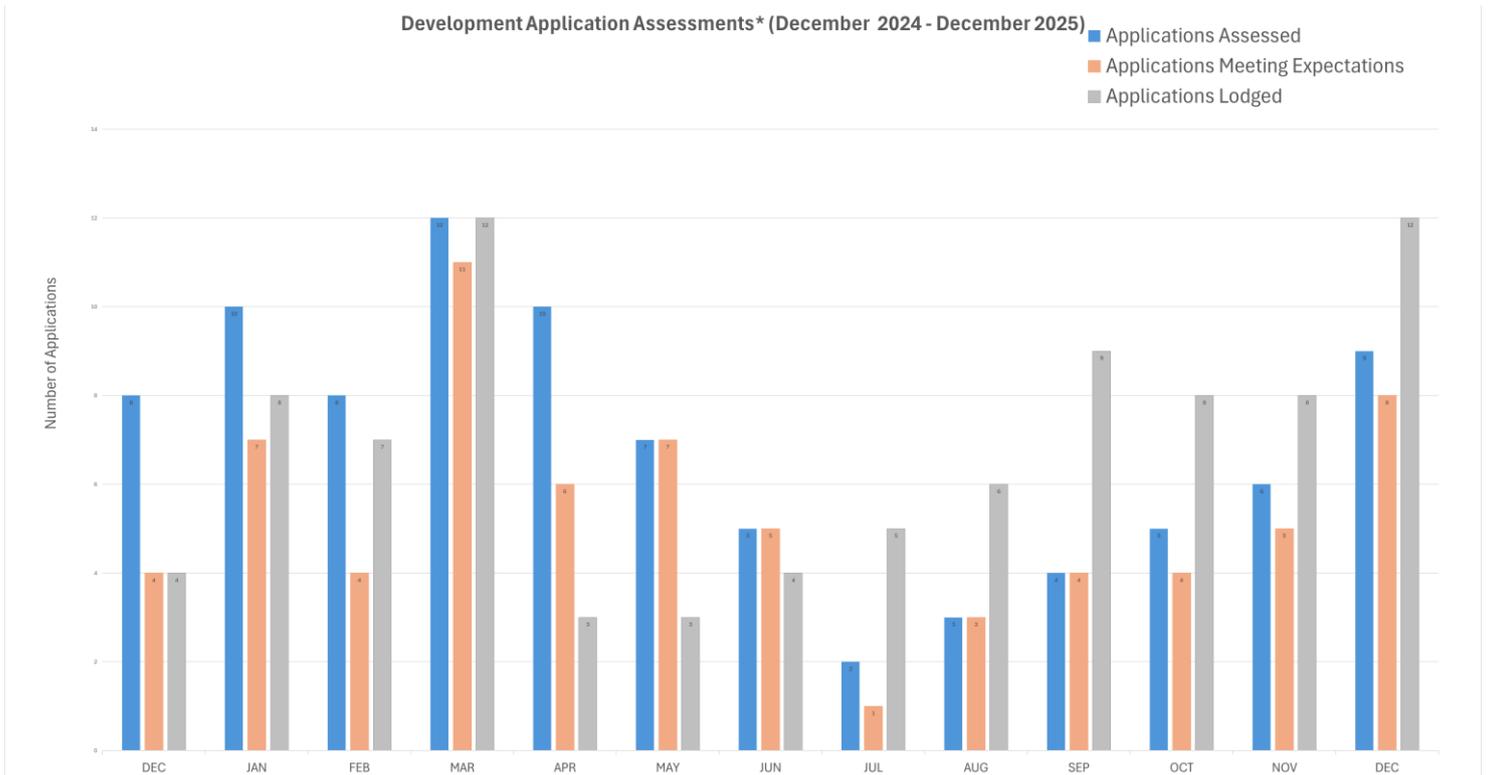
As shown in Figure 2, average assessment days continue to trend downwards from the 2024/2025 reporting period.

Figure 3 provides Councillors with an understanding of actual average assessment days for the application assessed within that month.

Figure 5 is a proposed new table and provides Councillors with a list of Current State Significant Development Under Assessment by the Department of Planning, Housing and Infrastructure and Council is identified as potential Stakeholder. Figure 6, provides Councillors with a guide as to which of the stages each proposal is currently sitting at for Assessment.

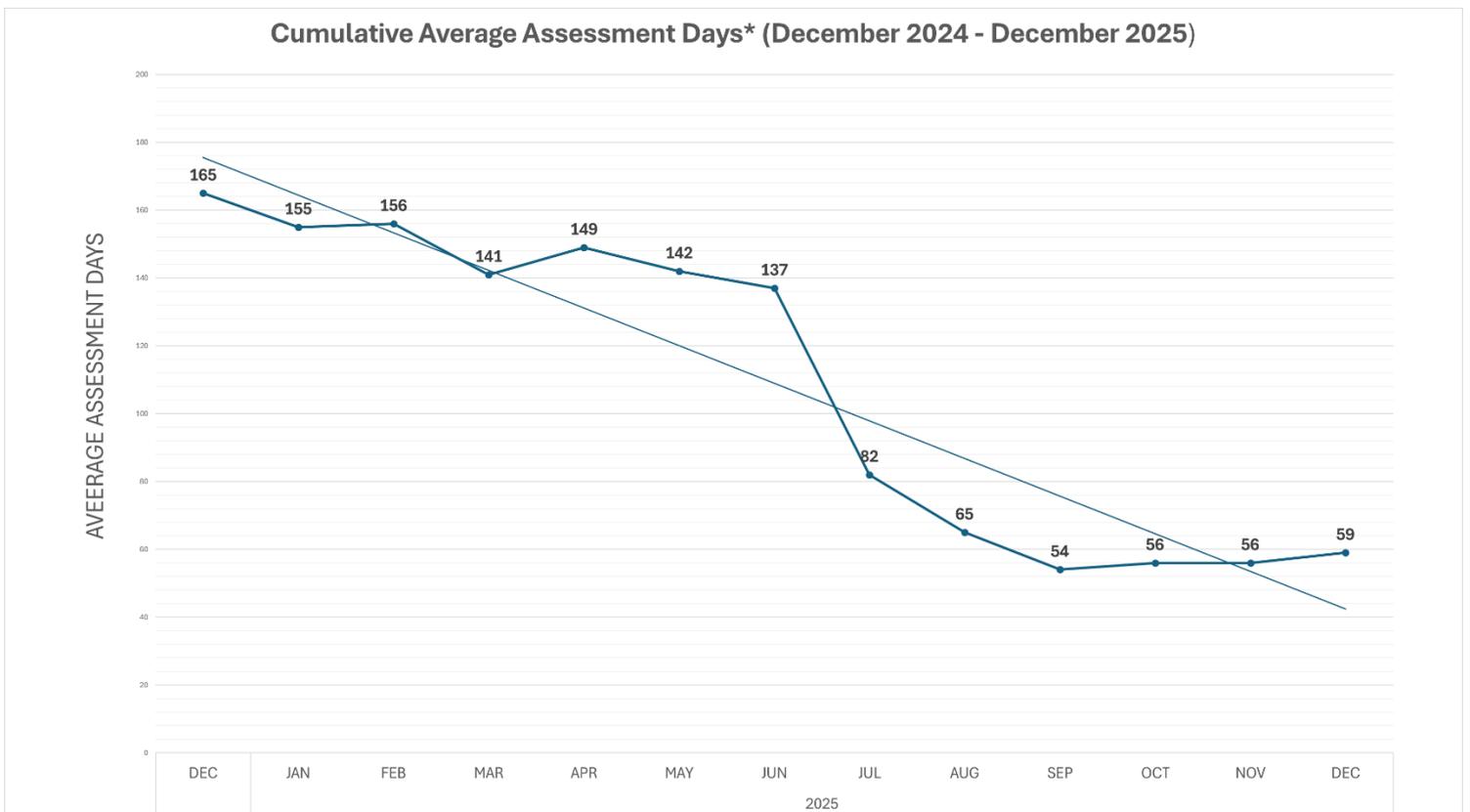
Information Only
DEVELOPMENT STATISTICS REPORT cont'd

Figure 1. Comparison of Applications Lodged/Assessed/Meeting Expectations (December 2024 to December 2025).



* As of 1 July 2025, the NSW Planning Minister no longer recognises Modifications and Reviews as applications lodged, this decision is now reflected in reporting numbers.

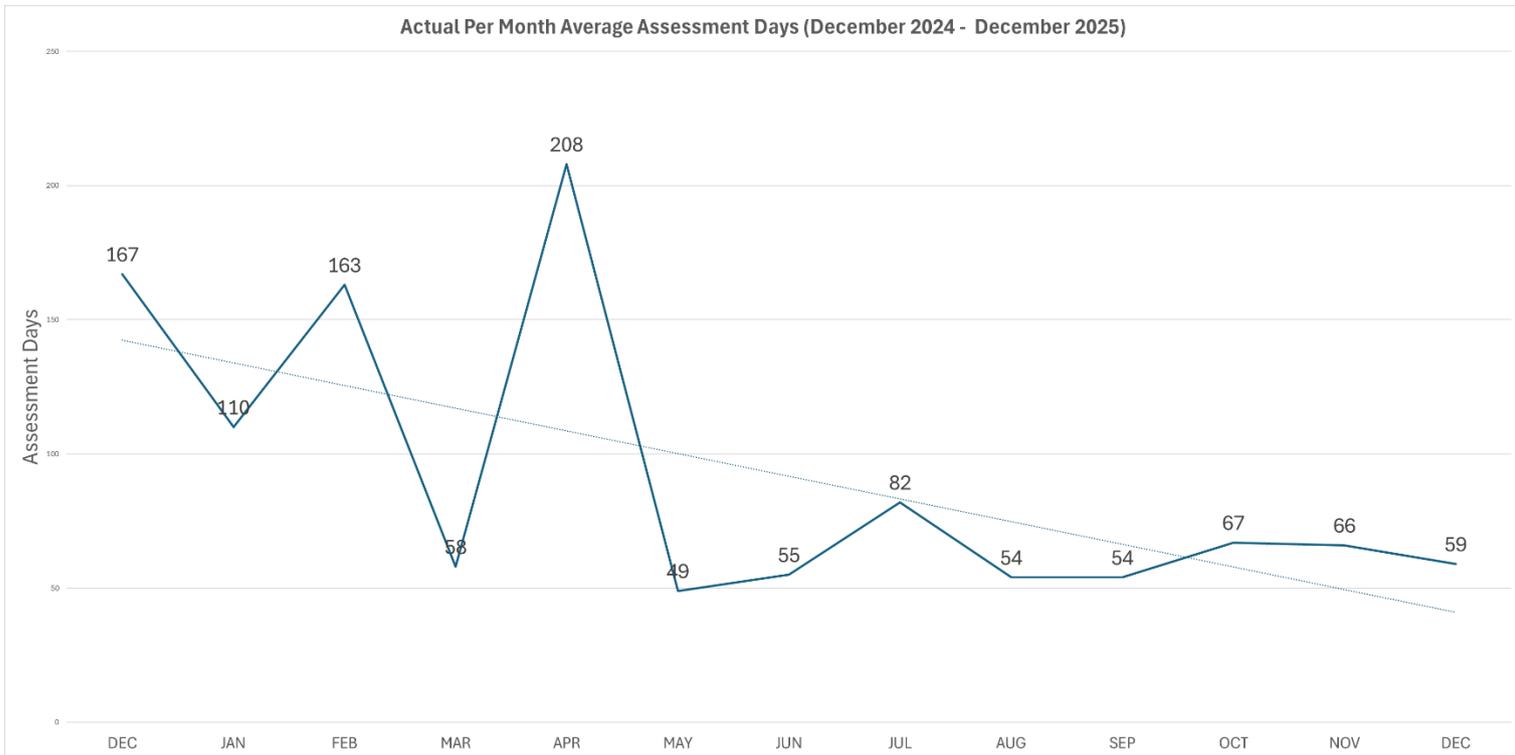
Figure 2. Cumulative Average Assessment Days (December 2024 to December 2025).



* As of 1 July 2025, the NSW Planning Minister no longer recognises Modifications and Reviews as applications lodged, this decision is now reflected in reporting numbers.

Information Only
DEVELOPMENT STATISTICS REPORT cont'd

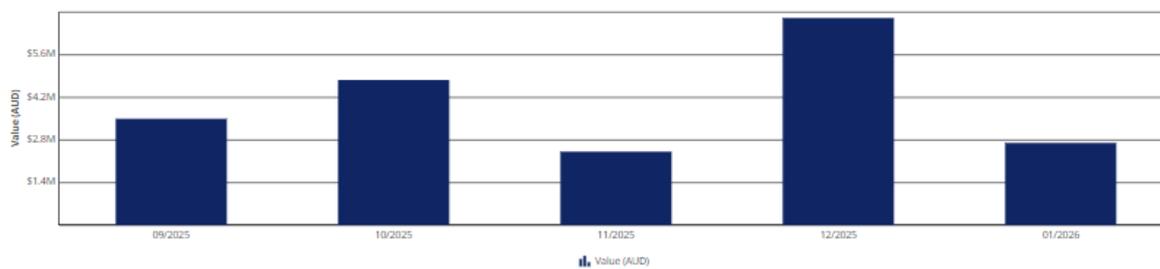
Figure 3. Actual Per Month Average Assessment Days (December 2024 to December 2025*).



* As of 1 July 2025, the NSW Planning Minister no longer recognises Modifications and Reviews as applications lodged, this decision is now reflected in reporting numbers.

Figure 4. Total Estimated Cost of Development (September 2025 to Present)

∨ **Total estimated cost of development**

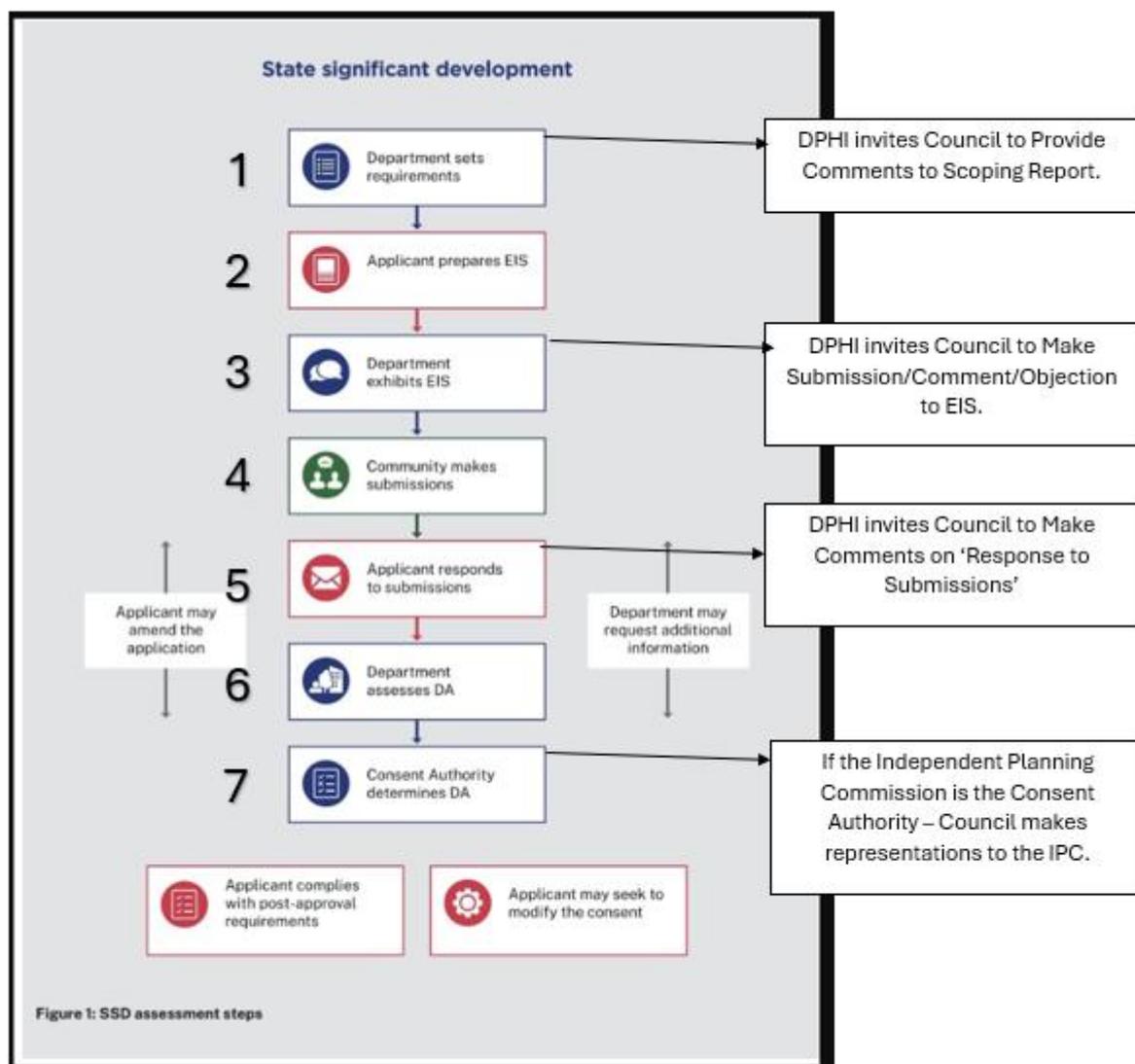


Information Only
DEVELOPMENT STATISTICS REPORT cont'd

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

Project Name	Case ID	Engagement Type	Start Date	ULSC Status	Stage
Merino Solar Farm	PAE-102554206	Provide Advice	18/12/2025	Staff Drafting EIS Response – 19 March 2025	1
Langley Vale Solar Farm	PAE-100680966	Advice on SEARs	28/11/2025	Staff Drafting SEARS Response – 19 March 2025	2
Modification 3 Quarry Continuation and Stockpile Area Extension	PAE-92072963	Advice on Modification Report	27/08/2025	Draft RTS Provided. – 19 February 2026.	5
Wattle Creek Battery Energy Storage System	PAE-83708956	Advice on EIS	8/05/2025	EIS Response Provided - 24 July 2025	5
Wattle Creek Solar Farm	PAE-83706707	Advice on EIS	8/05/2025	EIS Response Provided - 24 July 2025	5
Bannaby Battery Energy Storage System	PAE-78998968	Advice on SEARs	6/01/2025	Advice on SEARs provided – 13 January 2025.	2
Hanworth Battery Energy Storage System	PAE-78219019	Advice on SEARs	27/11/2024	SEARS Response Provided – 11 February 2025.	2
Swallow Tail Battery Energy Storage System	PAE-78056497	Advice on SEARs	21/11/2024	SEARS Response Provided – 17 December 2024.	2
HumeLink	PAE-71046964	Advice on RTS	21/05/2024	Determined.	7
Gunning Solar Farm	PAE-64586467	Advice on EIS	15/11/2023	Determined. (VPA Offer)	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:

Outstanding Development/Planning Applications

Lodged since 1/01/2010

Application Number	Submitted	Address	Proposal	Status	Net Days
--------------------	-----------	---------	----------	--------	----------

Development Application

10/2019/90/3	07 Oct 2025	93 Kangaloolah Road BINDA	Dwelling	Request for Information	112
10/2025/68/1	22 Aug 2025	2603 Cullerin Road GUNNING	Twenty-Three (23) lot Subdivision (Torrens Title)	Request for Information	66
10/2025/81/1	30 Sep 2025	Guineacor North Road WOMBEGAN CAVES	Dwelling	Request for Information	104
10/2025/91/1	15 Oct 2025	14 Peelwood Road LAGGAN	Change of use	Under Assessment	102
10/2025/105/1	04 Nov 2025	262 Goulburn Street CROOKWELL	Thirteen (13) lot Torrens title Residential subdivision	Request for Information	41
10/2025/116/1	07 Dec 2025	578 Kialla Road CROOKWELL	Dwelling	Under Assessment	56
10/2025/118/1	05 Dec 2025	3 Clements Street CROOKWELL	Alterations and Additions	Under Assessment	56
10/2025/119/1	05 Dec 2025	3 Leonard Place CROOKWELL	Proposed Dual Occupancy	Under Assessment	58
10/2025/121/1	10 Dec 2025	3 Marsden Street CROOKWELL	Dwelling	Request for Information	41
10/2025/122/1	17 Dec 2025	11 Macarthur Street TARALGA	Change of Use - Group Home	Under Assessment	49

Information Only
DEVELOPMENT STATISTICS REPORT cont'd

10/2025/123/1	03 Dec 2025	1178 Reids Flat Road BIGGA	Dwelling	Under Assessment	63
10/2025/124/1	12 Dec 2025	39-41 Goulburn Street CROOKWELL	Change of Use	Request for Information	3
10/2025/125/1	15 Dec 2025	682 Dalton Road GUNNING	Alterations and Additions	Under Assessment	31
10/2025/127/1	17 Dec 2025	1 Martyn Street TARALGA	Dwelling	Under Assessment	48
10/2025/129/1	19 Dec 2025	24B Carrington Street CROOKWELL	Two (2) Lot Torrens Title Subdivision	Under Assessment	28
10/2025/133/1	17 Dec 2025	52 Dalton Road GUNNING	Dwelling	Under Assessment	30
10/2025/134/1	08 Jan 2026	2042 Redground Road BINDA	nbn™ propose to install a new fixed wireless facility	Request for Information	21
10/2025/137/1	08 Jan 2026	18 Chisholm Street TARALGA	Two (2) Lot Torrens Title Subdivision	Under Assessment	22
10/2026/4/1	21 Jan 2026	2090 Taralga Road LAGGAN	Dwelling	Under Assessment	5
10/2026/5/1	27 Jan 2026	60 Kialla Road CROOKWELL	Dwelling	Under Assessment	1
10/2026/6/1	28 Jan 2026	72 Grovenor Street GUNNING	Outbuilding	Under Assessment	1
10/2026/9/1	28 Jan 2026	9 Graham Crescent CROOKWELL	Outbuilding	Under Assessment	2

Total Applications: 22

Information Only
DEVELOPMENT STATISTICS REPORT cont'd

Determined Development/Planning Applications

Determined from 1/12/2025 to 31/01/2026

Application Number	Date Submitted	Address	Proposal	Date Determined	Determination
Development Application					
10/2023/286/1	25 Jan 2024	McDonald Street CROOKWELL	Proposed subdivision to create 50 residential lots and a drainage	13 Jan 2026	Withdrawn
10/2025/69/1	19 Aug 2025	103 Collector Road GUNNING	Concept Development (Torrens Title 99 lots for residential use, 4 allotments for stormwater onsite detention, 1 allotment for environmental protection and 1 allotment for dedication to Council for future cemetery expansion). Stage 1 (32 - Torrens Title Lots and 2 - Open spaces).	18 Dec 2025	Approved by Council
10/2025/109/1	13 Nov 2025	73 Brooklands Street CROOKWELL	Boundary Adjustment	11 Dec 2025	Approved by Delegation
10/2025/128/1		120 Greenwich Meadows Road GREENWICH PARK	Change of Use - Dwelling	18 Dec 2025	Returned
10/2025/130/1		2090 Taralga Road LAGGAN	Dwelling	18 Dec 2025	Returned
10/2025/131/1		1 Prior Street LAKE CARGELLIGO	Alterations and Additions	08 Dec 2025	Withdrawn
10/2025/132/1		1905 Fullerton Road FULLERTON	Dwelling	18 Dec 2025	Returned
10/2025/138/1		72 Grovenor Street GUNNING	Outbuilding	13 Jan 2026	Returned
10/2025/139/1		Arthur Street BINDA	Outbuilding	13 Jan 2026	Returned

Information Only
DEVELOPMENT STATISTICS REPORT cont'd

10/2025/140/1		1905 Fullerton Road FULLERTON	Dwelling	13 Jan 2026	Returned
10/2026/2/1		29 Nicholson Circuit CROOKWELL	Outbuilding	22 Jan 2026	Returned
10/2026/3/1		188 Old Macquarie Road BIG HILL	Change of Use - Outbuilding	22 Jan 2026	Returned
10/2025/87/1	29 Sep 2025	34A Collector Road GUNNING	Dwelling	19 Dec 2025	Approved by Delegation
10/2025/79/1	23 Oct 2025	Laggan Road LAGGAN	Dwelling	09 Dec 2025	Approved by Delegation
10/2025/101/1	07 Nov 2025	19 Nicholson Circuit CROOKWELL	Dwelling	12 Dec 2025	Approved by Delegation
10/2025/103/1	04 Nov 2025	35 Martyn Street TARALGA	Dwelling	18 Dec 2025	Approved by Delegation
10/2025/107/1	10 Nov 2025	194 St Stephens Road WAYO	Alterations and Additions	18 Dec 2025	Approved by Delegation
10/2025/117/1	27 Nov 2025	1703 Collector Road LERIDA	Pool	29 Jan 2026	Approved by Delegation
10/2025/99/1	29 Oct 2025	63B Cooper Street TARALGA	Outbuilding	11 Dec 2025	Approved by Delegation
10/2025/111/1	05 Nov 2025	67 Biala Street GUNNING	Two (2) lot Torrens Title Subdivision	11 Dec 2025	Withdrawn
10/2025/120/1	18 Dec 2025	17 Graham Crescent CROOKWELL	Dwelling	22 Jan 2026	Approved by Delegation
10/2024/19/2	20 Nov 2025	2810 Woodhouselee Road LAGGAN	Change of Use - Dwelling	16 Dec 2025	Approved by Delegation

Information Only
DEVELOPMENT STATISTICS REPORT cont'd

10/2025/57/1	11 Jul 2025	1905 Fullerton Road FULLERTON	Dwelling	08 Dec 2025	Refused by Delegation
10/2025/82/1	29 Sep 2025	1067 Wheeo Road GRABEN GULLEN	Dwelling	03 Dec 2025	Approved by Delegation
10/2025/110/1	17 Nov 2025	Fish River Road NARRAWA	Two (2) lot Torrens Title Subdivision	13 Jan 2026	Approved by Delegation
10/2025/126/1		11 Carrington Street CROOKWELL	Demolition	07 Jan 2026	Returned
10/2025/135/1	07 Jan 2026	1632 Breadalbane Road BREADALBANE	Demolition	16 Jan 2026	Approved by Delegation
10/2026/1/1		1A Walsh Street TARALGA	Temporary Event	13 Jan 2026	Returned

Total Applications: 28

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 19 February 2026

ITEM 10.2 **Water, Waste and Sewer Quarterly Report**

FILE REFERENCE **I25/370**

AUTHOR **Manager Water, Waste and Sewer**

ISSUE

This quarterly report advises Council of Water, Waste and Sewer activities.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Quarterly report on Water Sewer and Waste activities from September 2025 to January 2026.

REPORT

Water and Sewer

Potable water production has increased in the summer period due to hot weather and supply to project works. Water treatment plants are meeting the requirements of the consumption; however the storage dams and water sources are starting to show a drop in levels, which is being monitored by Water and Sewer Staff.

Sewer flows have reduced due to the low rainfall with less infiltration recorded. Effluent quality and license limits continue to be monitored during the change of seasons and plants adjusted.

Crookwell STP has had some extensive repairs in the December/January period and is back running at full capacity. There has been one notifiable incident in January 2026 that was reported to the EPA with a wastewater result testing above a licence limit. This matter has been rectified and plant has normalised.

Council completed inspections of all Sewer Pumping Stations across the Shire with these being cleaned and condition assessed. Sewer Main condition assessments were also completed in the period for Taralga, Gunning and Crookwell with plans for rehabilitation of deteriorated lines in the new financial year. A small percentage of these mains had deposits of fats, with identified properties being contacted by Water and Sewer staff to discuss.

Information Only**WATER, WASTE AND SEWER QUARTERLY REPORT cont'd**

Water and Sewer Infrastructure Works				
Town	Crookwell	Gunning	Taralga	Dalton
Water main breaks	6	0	0	1
Water main flushing	4	2	0	2
Water meter repairs	13	11	9	2
Water meter replacements/new installs	29	9	10	1
Stop valve/Hydrant inspections/repairs	300	250	0	0
After hours call outs	12	1	2	0
Sewer chokes	8	1	0	N/A
Sewer access chamber inspections	12	8	6	N/A
Access chamber lid/conversion slab replacement	2	1	2	
Bore inspections/maintenance/repairs	4			

Water and Sewer staff have been replacing historically unreliable and old water mains in Crookwell with similar repairs and replacements in Gunning, Dalton and Taralga. There have been some incidents from contractors resulting in unplanned repair works during the last five months. Council have pursued damages for these repairs.

Water mains were replaced across Roberston Lane in Crookwell. This is an area that had more than 10 repairs in the last twenty years and is now renewed.

Waste

Waste volumes spiked in December with higher-than-expected volumes disposed of red lid bins exceeded the normal figures based on events and suspected additional services during the period. This is being monitored by staff.

Waste Transfer stations have been continuing with the hazard reduction program with weed spraying, mowing, driveway maintenance and cleaning in preparation to reduce the risk of fire.

Crookwell Waste Transfer Station has had intermediate capping depth tests completed by staff and areas identified for additional cover being completed.

Crookwell Waste Transfer Station had a break in in early January 2026 resulting in the theft of the stored disposed batteries. Police are investigating the matter, and the damage to the entry gates has been repaired.

Household chemical collection program was a success in November 2025 with volumes exceeding what was forecasted. Water, Sewer and Waste staff are

Information Only

WATER, WASTE AND SEWER QUARTERLY REPORT cont'd

investigating options for the disposal of gas bottles that have been illegally dumped as this was a contributing factor to the exceedance of the program.

Pools

The Council pools at Crookwell and Gunning have been popular during the back end of December 2025 and January 2026 period after a slow start in November. Figures below on Pool attendance for each month:-

POOL ATTENDANCE		
	CROOKWELL	GUNNING
NOVEMBER	1,038	464
DECEMBER	1,329	688
JANUARY	3,152	2,096
TOTAL	5,519	3,248

There have been eight Swim and Survive programs for the Schools, one School Party and two Swimming Carnivals booked for February 2026. In addition, there have been 92 season passes sold YTD.

Swimvac was delivered in January 2026 in Gunning and Crookwell with both programs fully booked delivered by Royal Lifesaving.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. ↓	WS&W February 2026 Report Figures	Attachment
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Information Only

WATER, WASTE AND SEWER QUARTERLY REPORT cont'd

Water Treatment

Township	SEPTEMBER 2025			OCTOBER 2025			NOVEMBER 2025			DECEMBER 2025			JANUARY 2026		
	Average Dam Level (%)	Average Daily Consumption (kl)	Total Production (kl)	Average Dam Level (%)	Average Daily Consumption (kl)	Total Production (kl)	Average Dam Level (%)	Average Daily Consumption (kl)	Total Production (kl)	Average Dam Level (%)	Average Daily Consumption (kl)	Total Production (kl)	Average Dam Level (%)	Average Daily Consumption (kl)	Total Production (kl)
Crookwell	100	723.7	21712	100	768.9	23836	100	837.2	25116	100	1143.5	35449	95	1327.9	41166
Gunning	99	188.1	5642.03	99	219.5	6803.8	99	249.8	6745.03	97	322.2	9988	95	332.5	10308
Taralga	29	93.6	2808.2	28	97.5	3021.1	30	129.9	3896	29	141.7	4392.4	30	139.2	4315

Sewer Treatment

Township	SEPTEMBER 2025			OCTOBER 2025			NOVEMBER 2025			DECEMBER 2025			JANUARY 2026		
	Total Effluent Treated (kl)	Average Daily Flows (kl)	Rainfall (mm)	Total Effluent Treated (kl)	Average Daily Flows (kl)	Rainfall (mm)	Total Effluent Treated (kl)	Average Daily Flows (kl)	Rainfall (mm)	Total Effluent Treated (kl)	Average Daily Flows (kl)	Rainfall (mm)	Total Effluent Treated (kl)	Average Daily Flows (kl)	Rainfall (mm)
Crookwell	74911	2497.0	91.5	34957	1127.6	74	25406	846.9	72.5	21102	680.7	62.5	16545	533.7	27
Gunning	4893	163.1	55	3895	125.6	68	4023	129.8	48	3764	121.4	62	3515	113.4	16
Taralga	9972	332.4	108.6	7027	226.7	39.2	5566	185.5	80.3	4092	132	32.5	4117	132.8	63.7

Information Only

WATER, WASTE AND SEWER QUARTERLY REPORT cont'd

WASTE COLLECTIONS AND TRANSFER STATIONS															
	SEP 2025			OCT 2025			NOV 2025			DEC 2025			JAN 2026		
	Loads	Tonnes		Loads	Tonnes		Loads	Tonnes		Loads	Tonnes		Loads	Tonnes	
Waste disposal at Woodlawn (Veolia)	26	302.54		23	257.22		24	280.04		30	338.16		24	276.34	
KERB SIDE COLLECTIONS	BIN COUNT	%	TONNES												
(Red Lid) Waste bins collected	9242	95.08	66.39	8099	83.32	66.22	8685	89.35	57.2	9780	100.62	78.5	9311	95.79	67.66
(Yellow Lid) Recycle bins collected	3639	74.88	32.56	4466	91.89	40.41	3693	75.99	34.06	4437	91.30	39.3	3664	75.39	32.34
(Green Lid) Garden organics bins collected	2335	48.05	54.79	2104	43.29	40.85	2264	46.58	56.8	2375	48.87	37.82	2059	42.37	38.92
Missed bins	1			3			0			2			2		
Bins too heavy for collection	3			11			11			3			2		
WASTE TRANSFER STATIONS	NO. VISITS	VOLUME													
Crookwell	604	38.77		597	45.19		686	38.55		704	52.14		748	57.9	
Taralga	442	13.58		610	19.9		600	11.97		667	19.55		497	19.79	
Gunning	207	20.2		238	18.1		290	16.93		277	25.25		302	21.12	
Bigga	155	10.74		159	7		187	6.94		197	6.06		177	6.19	
Collector	50	6		55	5.21		67	3.54		79	4.73		74	5.79	
Tuena	Unknown	6.52		Unknown	4.39		Unknown	3.69		Unknown	3.52		Unknown	4.31	
TOTAL	1458	95.81		1659	99.79		1830	81.62		1924	111.25		1798	115.1	

Information Only - 19 February 2026

ITEM 10.3 **Works In Progress - Construction & Maintenance**

FILE REFERENCE **I25/386**

AUTHOR **Manager of Infrastructure Delivery**

ISSUE

This report provides Council with details regarding major construction and maintenance works in progress or recently completed.

RECOMMENDATION That –

1. Council receive and note the report as information.

REPORT

Capital Works Projects:

Wombeyan Caves Road MR258 Guardrail (Safer Roads Program - Towards Zero)

Works will include tree pruning, road widening and guardrail installation on the windy sealed section of Wombeyan Caves Road towards the Caves themselves. Road widening and guardrail work have been completed. Road resealing to be complete by end of January 2026.

Pedestrian Lighting to raised Pedestrian Crossings (Safer Roads Program - School Zone Infrastructure)

This project will include the installation of pedestrian lighting at the newly installed raised pedestrian crossings at Crookwell - two being installed at this location, Collector and Taralga. Installation of lighting has been completed. Variation has been lodged to install footpaths and kerb around the schools and approved. Crookwell and Gunning footpaths have been completed, and crews are currently working on Taralga footpaths. All work is scheduled to be completed by March 2026.

Design and Construction of Gunning Levee

The feasibility report and preliminary cost estimate for the construction of the levee is complete with the cost significantly higher than the grant amount. Council has requested a variation to utilise the available grant funding to undertake the detailed design of the levee, construction of Warrataw Street stormwater works and the raising of one dwelling house, variation has been approved mid-August and design works are in progress and completion in December 2026. Raising the dwelling will not progress due to the age of the structure and structural components.

Information Only

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

Marks Street Bigga Pavement Rehabilitation

Works were completed in October 2025 for rehabilitation and sealing of approximately 650 metres of Marks Street in Bigga up to the cemetery.

Warrataw Street Gunning Pavement Rehabilitation

Works were completed late September 2025 involving upgrade of the unsealed section of Warrataw Street Gunning from Cullavin to Lerida Street. Works included minor drainage improvement and installation of box culverts along with pavement rehabilitation and bitumen sealing.

Woodhouselee Road Pavement Rehabilitation (Roads to Recovery)

A continuation of pavement rehabilitation/upgrade from Laggan is planned for Woodhouselee Road. Works will involve clearing, drainage improvements, earthworks and bitumen sealing. Works are scheduled to start in late February 2026.

Redground Road Pavement Rehabilitation (Roads to Recovery)

Pavement Rehabilitation is planned on Redground Road from the intersection of Redground Heights Road to Diamond Road. Design work has started and a REF has been completed. The work will involve major clearing and grubbing, drainage works, pavement rehabilitation and bitumen seal. Works are scheduled to start in March 2026.

King Road Crookwell Kerb & Gutter and Stormwater

Construction is currently underway for kerb and gutter improvements on King Road, Crookwell. The entire project is funded over 2 years and commences from Laggan Road to Crown Street, with the first section being from Laggan Road to the first access of the high school this financial year. Works involve subsurface stormwater upgrades, kerb & gutter, retaining wall construction and pedestrian fencing.

Orchard Street Taralga Stormwater

Stormwater improvements have begun in Orchard Street Taralga to address previous investigations of collapsed, aged and ineffective infrastructure. Works have been completed to replace subsurface stormwater pipes, pits and kerb and gutter along Orchard and Church Streets in November 2025. Further work is planned for March-April 2026 to repair a section of kerb and road shoulder in front of the Taralga RFS shed.

Kerb and Gutter Renewal Program

Kerb and gutter renewal are undertaken largely reactively and driven by staff inspections and risk ratings. Works will be delivered intermittently through the year.

Information Only

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

Tablelands Way MR256

Council has received grant funding from the NSW State Government to upgrade four sections of Tablelands Way (also known as Taralga Road) north of Taralga. These sections have been numbered in order of priority. Stage 1 (the highest priority) was the replacement of an underperforming culvert/causeway arrangement over Burra Burra Creek with a single span bridge – works are now complete. Stages 2-4 are road upgrades with several curve realignments, widening and furnishing. Stage 4 has been removed from the scope due to Stage 1 budget overruns.

Majority of Stage 2 works are complete; guardrail installation is currently in progress. Line marking and signage to follow. Stage 3 works are planned for April 2026.

Maintenance Works:

Regional Emergency Road Repair Fund (RERRF) and Local Roads Pothole Repair Program (RLRRP)

Council received funding in 2023/2024 of \$4,881,781 under the Regional Emergency Road Repair Fund (RERRF). Council has previously received funding through the Fixing Local Roads Pothole Repair Program and Regional and Local Roads Repair Program (RLRRP). This brings the total received through these programs to \$9,020,038. This critical funding injection will assist with completion of road repairs; priority corrective maintenance works and repair of potholes on our local and regional road network that are not covered under the Disaster Declaration funding.

Some of the highest priority projects such as heavy patching on Regional Roads have been completed with an indicative program of works approved by the funding body and in place. An extension of time to complete the works has been granted to all recipients of these grants, with all works now to be completed by 31 October 2027.

Gravel Resheeting

Council's gravel resheeting program for the 2025/2026 financial year comprises of funding from Section 7.11 Contributions, Regional Emergency Roads Repair Fund and Roads to Recovery grant. Works on Sapphire Road, Ladevale Road, Grabine Road and Golspie Road have been completed. Further funding has been set aside for reactive resheeting and will be scheduled throughout the year.

Maintenance Grading

Council has over 1,200 kilometres of unsealed maintained road network, maintenance grading is essential for the ongoing maintenance of this network. Council has three maintenance grading crews and uses a contractor as required. Maintenance grading is largely reactive and priorities are constantly shuffling, driven by changing weather patterns, CRM's, staff inspections and Road Management Policy for frequency of grading.

Information Only

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

North Maintenance Grading -

Recently Completed Grading

Grabine Road
Golspie Road
Hillcrest Road
Chapmans Lane
Mt Rae Road
Snipe Flat

Upcoming Grading

Rhyanna Road
Pejar Road
Gorhams Road
Third Creek Road
Dawsons Creek
Kennedy Road
Anderson Road

South Maintenance Grading -

Recently Completed Grading

Bulley's Crossing Road
Rugby Road
Rye Park Road (MR241)
Coolalie Road

Upcoming Grading

Sheldrick's Lane
Ladevale Road
Collector Road

Natural Disaster Restoration Works:

Council has approval for \$12.43 million in funding from Transport for NSW for three Natural Disasters that were encountered within the Shire in past years. These funds have been allocated for designated projects associated with impacted roads. These works align with Council's submissions for each declared event and cannot be diverted for other purposes.

Council's teams will undertake a substantial portion of the required work over the next six months. Additionally, where required contractors will be engaged for assistance through the Council's Minor Works Panel to ensure the completion of these projects.

This comprehensive program encompasses several thousand individual pieces of work. Works are now approximately 80% complete.

RMCC Contract Binda Road (State Road MR54):

Routine maintenance budget (RMAP) for the year is \$853,892.50. This covers all routine maintenance associated with MR54, funding a four man works crew on the road and other associated staff and resources for the contract.

In addition to RMAP, works orders are being delivered by Council for Transport for NSW as part of the RMCC contract, this financial year these works include as follows:

- The Binda Road Rehabilitation has been completed with guardrail and line marking finalised early December 2025. Total approximately \$2,200,000
- Culvert grouting of a damaged stormwater line near Alison Hone Reserve was completed in October 2025 at a cost of \$69,000.
- Guardrail replacement at a fatality site south of Pejar Dam. \$56,000
- Installation of vehicle activated sign at Tuena Creek was completed October 2025 at a cost of \$56,000

Information Only

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

- Installation of vehicle activated sign at Tuena Creek was completed in July 2025 at a cost of \$36,000.
- Heavy patching – Council will be completing three work orders across the network
 - o reseal areas mostly North of Crookwell \$263,000
 - o from Rylstone Rd to Abercrombie River \$639,000
 - o south of Tuena Creek at the Abercrombie \$327,000
- Bitumen resealing of 10 segments. This includes 2 segments South of Crookwell and 8 North of Crookwell reaching as far north as the Abercrombie River. The bitumen sealing and line marking of these areas of MR54 total an approximate length of 12km (work proposal in draft of approximately \$900,000).
- Design of road widening and rehabilitation from and including Boorowa Road intersection to 1km South of Crookwell River bridge, \$100,000
 - o Boorowa Road intersection concept designs are now with Transport for NSW for assessment on 5 options.
 - o Design of culvert extension in the northern end of these works \$20,000. Geotechnical investigation is now complete with council awaiting the completion of the structural design.
- Planning and design are almost complete from Transport for NSW on remediation of the landslide area on the southern approach to Abercrombie River. Works by Council are forecast to start in March – April 2026.

BUILDING ASSETS

Crookwell Administration Buildings – Exterior Painting

The Council administration buildings require exterior repainting. Revised quotations are currently being sourced, with works scheduled to commence in early 2026.

Crookwell Banfield House - Boiler replacement

Quotations are being obtained for the replacement of the second LPG boiler unit, which failed during routine servicing. Supply and installation are expected to be completed by March/April 2026.

Crookwell Library- Electrical Point of Attachment (POA) upgrade

The library's electrical POA currently passes through the Memorial Hall's DP/LOT, which is non-compliant. Electricians have advised that no future electrical repairs will be undertaken until this issue is rectified. Quotations have been received, and planning is underway to schedule the necessary work.

Information Only

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

Crookwell Library - Solar and Batteries (Energy Masterplan)

Council's application for the Public Libraries Infrastructure Grant (PLIG) was unsuccessful. Alternative funding opportunities are being explored to progress this initiative.

Crookwell Memorial Hall - Install access to roof space

The ceiling cavity of the Crookwell Memorial Hall requires safe access for servicing of air-conditioning units and cabling. Quotations have been requested for the design and construction for roof access.

Crookwell Senior Citizens Centre - Exterior Painting

Exterior painting works have commenced and are expected to be completed in early 2026.

Gunning Administration Building - Structural Investigation

The Gunning Administration Building is exhibiting structural movement due to unstable footings. The primary causes are insufficient footing design at the time of construction and fluctuations in ground moisture levels. Council has received two quotations. Additional funding will be required to complete the full scope of repair and improvement work anticipate works commence in late February 2026.

Gunning Court House - Toilet Block Plumbing

The public toilets at the Gunning Court House experience recurrent sewer blockages. Preliminary camera inspections identified misaligned earthenware pipes that were not replaced during the 2004 construction. Further investigations have been undertaken and repair works have been completed in January 2026.

Gunning Library - Footing remediation and structural repairs

The Gunning Library has experienced structural movement caused by inadequate footing design and soil expansion and contraction due to variable moisture levels

Remedial works completed to date include roof replacement to the front section, repair of leaking plumbing, tree removal, and improved surface drainage. In early November 2025, epoxy resin injection was undertaken to raise sunken footings, followed by installation of helical tie bars to stabilise cracks. Further stormwater, internal patching, and painting works are scheduled for early 2026.

Taralga Memorial Hall - Electrical Meter Board Upgrade

The Taralga Memorial Hall meter board is the next priority within Council's ongoing switchboard upgrade program. The existing asbestos-containing board includes outdated switchgear. Quotations are being sourced, with works anticipated for early to mid-2026.

Information Only

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

Tuena Recreation Reserve - Christmas 2023 Hail Damage

The hailstorm on 25 December 2023 caused roof damage to the Tuena Hall, public toilet block, and shower block at the Tuena Recreation Reserve. The computer room sustained interior water damage due to broken laser-lite roofing. Immediate make-safe work was undertaken, including removal of damaged carpet. Council has received Statewide Mutual approval to proceed with permanent repairs, and all works have been completed in December 2025.

Asbestos register & management plan- Update

Council's Asbestos Register and Asbestos Management Plan are due for the five-year statutory review. The revised documents will be completed prior to July 2026.

RECOMMENDATION That –

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 19 February 2026

ITEM 10.4 **Investments for the month of January 2026**

FILE REFERENCE **I26/25**

AUTHOR **Director of Finance and Administration**

ISSUE

Council Investment Portfolio Register as at 31 January 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 January 2026

Investment Institution	Type	Investment Face Value	Interest Rate	Term Days	Maturity Date	Interest Due
CBA BOS	Call	\$450,000	2.58%	30	31-01-26	\$954.25
IMB	TD	\$1,000,000	4.15%	189	04-02-26	\$21,489.04
NAB	TD	\$1,000,000	4.15%	189	11-02-26	\$21,489.04
Bank of Qld	TD	\$1,000,000	4.11%	196	18-02-26	\$22,070.14
NAB	TD	\$1,000,000	4.20%	210	25-02-26	\$24,164.38
IMB	TD	\$1,000,000	4.10%	203	04-03-26	\$22,802.74
Bank of Qld	TD	\$1,000,000	4.05%	183	04-03-26	\$20,305.48
NAB	TD	\$1,000,000	4.06%	204	11-03-26	\$22,691.51
CBA	TD	\$1,000,000	4.05%	210	18-03-26	\$23,301.37
Bank of Qld	TD	\$1,000,000	4.05%	217	25-03-26	\$24,078.08
CBA	TD	\$1,000,000	4.05%	224	01-04-26	\$24,854.79
NAB	TD	\$1,100,000	4.05%	231	08-04-26	\$28,194.66
Bank of Qld	TD	\$1,000,000	4.05%	237	15-04-26	\$26,297.26
IMB	TD	\$1,000,000	4.00%	239	22-04-26	\$26,191.78
Bank of Qld	TD	\$1,000,000	4.03%	245	29-04-26	\$27,050.68

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

NAB	TD	\$1,000,000	4.00%	252	06-05-26	\$27,616.44
Bendigo Bank	TD	\$1,000,000	3.98%	252	13-05-26	\$27,478.36
Bendigo Bank	TD	\$1,000,000	4.00%	252	20-05-26	\$27,616.44
CBA	TD	\$1,000,000	3.90%	252	27-05-26	\$26,926.03
NAB	TD	\$1,000,000	4.02%	253	03-06-26	\$27,864.66
Bank of Qld	TD	\$500,000	4.00%	245	10-06-26	\$13,424.66
IMB	TD	\$500,000	4.13%	238	17-06-26	\$13,464.93
CBA	TD	\$1,000,000	4.05%	231	24-06-26	\$25,631.51
IMB	TD	\$1,000,000	4.25%	230	30-06-26	\$26,780.82
Bendigo Bank	TD	\$500,000	4.23%	231	08-07-26	\$13,385.34
Bendigo Bank	TD	\$500,000	4.25%	231	15-07-26	\$13,448.63
Bank of Qld	TD	\$500,000	4.45%	189	22-07-26	\$11,521.23
CBA	TD	\$1,000,000	4.15%	273	29-07-26	\$31,039.73
Bendigo Bank	TD	\$1,000,000	4.10%	364	19-08-26	\$40,887.67
CBA	TD	\$1,500,000	4.01%	364	02-09-26	\$59,985.21
Bendigo Bank	TD	\$1,000,000	4.15%	365	09-09-26	\$41,500.00
Bendigo Bank	TD	\$1,000,000	4.20%	301	16-09-26	\$34,635.62
Bendigo Bank	TD	\$1,000,000	4.20%	364	23-09-26	\$41,884.93
IMB	TD	\$1,000,000	4.30%	371	09-12-26	\$43,706.85
CBA	TD	\$1,076,000	4.58%	364	06-01-27	\$49,145.78
NAB	TD	\$1,000,000	4.52%	370	13-01-27	\$45,819.18
CBA	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
NAB	TD	\$1,100,000	4.72%	362	27-01-27	\$51,493.26
		\$36,226,000				\$1,100,502.06

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

Information Only

INVESTMENTS FOR THE MONTH OF JANUARY 2026 cont'd

Council Investment Performance:

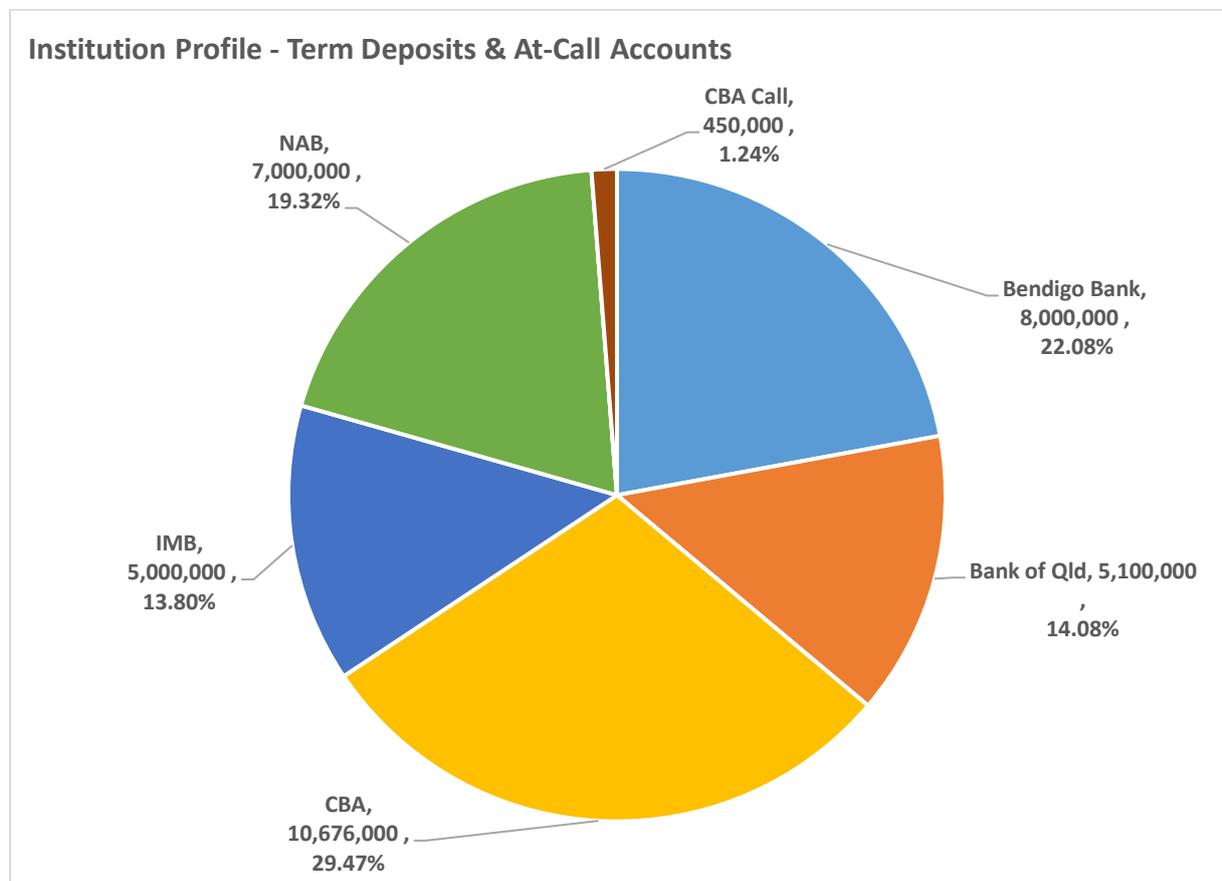
Budget Comparison to 31 January 2026

Interest on Investments Received YTD	\$838,453
Annual budgeted amount for all funds	\$1,350,000
Percentage of Interest Received YTD	62.63%
Percentage of Year Elapsed	58.90%
Average market interest rate (90-day BBSW)	3.93%
Average return on all investments	4.13%

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 January 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 in term deposits with any one financial institution is 25% of the portfolio, and the maximum to be held in at-call accounts be no more than 15%.*”

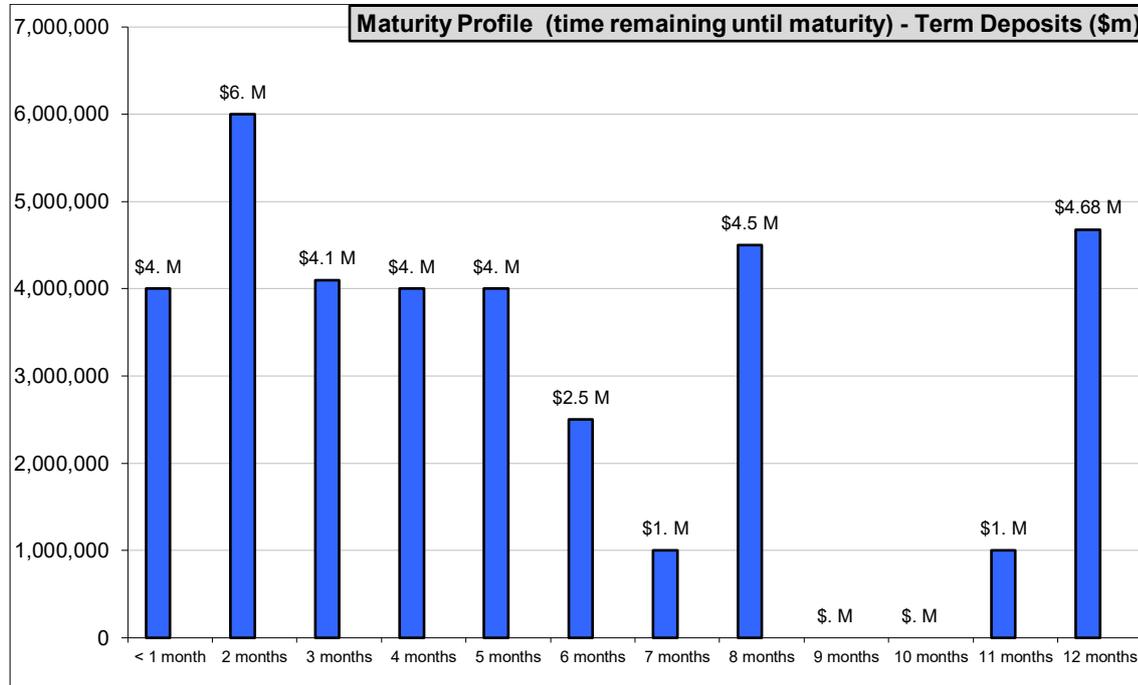


Information Only

INVESTMENTS FOR THE MONTH OF JANUARY 2026 cont'd

Investments - Maturity Profile as at 31 January 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.



Summary of Available Cash at 31 January 2026

Total Investments: \$ 36,226,000.00

Investments By Fund (Includes Restricted and Unrestricted Cash):

Funds	(\$)
General Fund Reserves	20,137,228
Water Supply Fund Reserves	4,881,562
Sewerage Fund Reserves	8,643,801
Domestic Waste Management Fund Reserves	2,561,054
Trust Fund Reserves	2,355

Information Only

INVESTMENTS FOR THE MONTH OF JANUARY 2026 cont'd

POLICY IMPACT

Investments are in accordance with Council's Investment Policy and Strategy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 19 February 2026

ITEM 10.5 **Bank Balance and Reconciliation - January 2026**

FILE REFERENCE I26/4

AUTHOR **Director of Finance and Administration**

ISSUE

Statement of Bank Balance and Reconciliation as at 31 January 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 December 2025	807,035.34
Add: Receipts for January 2026	<u>7,546,566.73</u>
	8,353,602.07
Deduct: Payments for January 2026	<u>8,159,641.12</u>
Balance as at 31 January 2026	<u>193,960.95</u>
Balance as per Bank Statement 31 January 2026	784,021.64
Add: Outstanding Deposits	<u>1,892.3</u>
	785,913.94
Less: Unpresented Cheques/ EFTs	<u>591,952.99</u>
Balance as at 31 January 2026	<u>193,960.95</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 - 19 February 2026

ITEM 10.6 **Rates and Charges Outstanding for the month of January 2026**

FILE REFERENCE I26/2

AUTHOR **Director of Finance and Administration**

ISSUE

Rates and Charges Outstanding Report to 31 January 2026.

RECOMMENDATION That -

- 1. Council receive and note the report as information.

BACKGROUND

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

REPORT

There is an attached report titled “Rate Collection 2026 Year” for the 2025/2026 financial year. A comparison of the rates and charges outstanding percentage to previous financial years is highlighted in the below table:

Description	31/01/2026	31/01/2025	31/01/2024
Total % Rates and Charges Outstanding	34.76%	35.54%	35.63%
Total \$ Amount Rates and Charges Outstanding	\$5.88 million	\$5.71 million	\$5.30 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 2026 Year - February 2026	Attachment
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Rate Collection 2026 Year

Rating Categories	Levy Raised to date	Rates Received to 3 February 2026	Rates Outstanding to 3 February 2026	% Rates Outstanding 3 February 2026
Farmland	6,201,731.17	3,988,518.10	2,213,213.07	35.69%
Residential	1,726,255.65	1,068,633.51	657,622.14	38.10%
Rural Residential	962,309.21	642,590.55	319,718.66	33.22%
Business	754,525.69	611,045.26	143,480.43	19.02%
Mining	2,372.10	1,186.49	1,185.61	49.98%
Water	1,423,574.87	893,550.83	530,024.04	37.23%
Sewerage	2,161,400.47	1,360,037.37	801,363.10	37.08%
Domestic & Comm Waste	1,870,527.04	1,201,302.92	669,224.12	35.78%
Rural Waste	1,001,763.82	663,177.45	338,586.37	33.80%
Storm Water	51,010.34	31,612.77	19,397.57	38.03%
**Arrears	772,899.67	582,314.30	190,585.37	24.66%
Credits		149,619.57	-149,619.57	
Overall Total Rates	16,928,370.03	11,193,589.12	5,734,780.91	33.88%

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Information Only - 19 February 2026

ITEM 10.7 **Library Services 2nd Quarter Report 2025/2026**

FILE REFERENCE **I25/367**

AUTHOR **Library Manager**

ISSUE

This report provides a summary of the activities in the Upper Lachlan Shire Council libraries for the 2nd Quarter 2025/2026 as at 31 December 2025.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

LIBRARY USAGE:

	Crookwell	Gunning
Loans*	2,158	1,178
New Members	28	9
Internet Sessions	613	155
Wi-Fi Hours	933	388
Visitors	4,014	3,612
Hours open per week	31.5	19

*Quarterly loans do not include e-book, e-audio or e-magazines which are calculated annually.

OVERVIEW:

This quarter our Libraries engaged with students across the Shire, connected with groups such as Landcare, Living Connected, and the Department of Health, Disability and Ageing to run activities, and celebrated important events for our community.

New public access PCs were installed at both branches, and all public PCs upgraded to the latest software versions.

Gunning Library's footing remediation work was completed, which should address subsidence and related cracking to the building.

Feedback

- Library staff received positive feedback from the public this quarter, including:
 - *"We are so lucky to have these services in town, so grateful for the library"*
 - *"The collection is looking so fresh, I really enjoy the new books has so many books I haven't read"*

Information Only

LIBRARY SERVICES 2ND QUARTER REPORT 2025/2026 cont'd

- *"Storytime was so fun today, the kids really enjoyed the craft and the home-made biscuits by Lesley"*
- *"Bianca, thank you for always listening to me, you may be the only person I see that day when I come in and visit"*
- *"The library is very handy and very good"*
- *"D&D is the best thing about the Library!"*
- *"It's lovely to hear people singing with kids at storytime – much more personal than pre-recorded music"*
- *"Kim's doing such a good job with Read & Rhyme"*
- *"Thank you so much for running this (Halloween activity), it was great!"*
- *"Truly a lovely library for such a nice town"*
- *"The grass out the front finally looks nice"*
- *"Not sure what I would do if it wasn't for you girls at the library, thank you for always helping me"*
- *"The displays are looking great, it always makes me want to take a couple of books"*
- *"Thanks to my wonderful library girls, wishing you all a happy Xmas"*
- *"Thank you so much for your help. We'd never get this kind of help in the city where I'm from"*
- *"Thank you for your enthusiasm, creativity and patience throughout the year for Rhyme Time. It is something the kids look forward to each week"*
- *"Thank you for your kindness, help, helpfulness & patience for all things literary"*

EVENTS AND PROMOTION:

Online:

- The monthly Library email newsletter has continued this quarter, being sent to more than 1,500 people each month.
- The Library's Facebook page was used to engage and inform members, with 213 posts on the page and local groups reaching more than 34,000 people on topics such as Library services and resources, new arrivals, events and activities, community engagement and outreach, and service interruptions.
- The Library continued to post to our Instagram page, with 49 posts made during the quarter reaching more than 1,000 people.
- The Library webpage displayed Recent Fiction, and New eBooks to Borrow from Home, as well as special displays on upcoming events and school holiday activities.

Crookwell and Gunning Libraries:

- The weekly Gunning Library Crafternoon had 40 people attending during the quarter to take part in a structured program of craft activities, including papercraft, knitting, crochet, and watercolour painting.
- Crookwell Library hosted the monthly Scrabble and Chat program, supported by the Friends of the Library. 23 people took part in this activity.
- Crookwell Library hosted a volunteer from Living Connected for a session on Understanding Artificial Intelligence. Six people took part in this activity.
- Crookwell Library hosted the two visits from a new Digital Mentor, with seven participants. This will now be a regular activity starting from February 2026.

Information Only

LIBRARY SERVICES 2ND QUARTER REPORT 2025/2026 cont'd

- Upper Lachlan Landcare hosted a workshop on Permaculture at Crookwell Library, with four people attending this in-depth session.
- Crookwell Library hosted a talk with the Federal Department of Health, Disability, and Ageing on the Aged Care system and support at home. Five people attended this session.
- Both Libraries hosted sessions to create Christmas craft:
 - Needle felted baubles for adults at Crookwell, with three participants
 - Hand decorated bird ornaments at Gunning, with two participants
- Both libraries displayed new Library items in 'new book' displays throughout the Library, including on face-out shelving. Gunning Library also had special displays on Halloween, Yellow, Blue, and Christmas.
- Promotional articles and columns were published in the Upper Lachlan Gazette, Upper Lachlan Library Service Facebook page, Council Website, Council's Facebook page, the Library email newsletter, and local school newsletters.

CHILDREN AND YOUNG PEOPLE:

- In this quarter 70 people attended Read and Rhyme at Gunning Library, with 82 people attending at Crookwell Library.
- Both Libraries hosted special storytimes this quarter, including Sensory Storytime, Spring Safe Storytime with Council lifeguards, Halloween and Christmas Storytimes. At Gunning Library this quarter 50 people attended, with 69 people taking part at Crookwell Library.
- In this quarter 49 people attended the weekly Lego Club at Gunning Library, with 79 people attending Lego Club at Crookwell Library.
- Crookwell Library ran weekly Dungeons and Dragons sessions for teens and young adults with a total of 98 participants across the quarter.
- A new activity for older children and young teens started at Gunning this quarter. This is a tabletop gaming group, coordinated by a local volunteer teacher. 40 children took part in the first sessions.
- The school holidays concluded in October, with both Libraries hosting a Spring Craft activity. Seven children took part at Crookwell, with three at Gunning
- For Halloween, Crookwell Library hosted an activity for children to make a ghost friend in a jar. 11 children took part, with more than 40 further young people enjoying 'trick or treat' visits to both Libraries.
- Upper Lachlan Landcare hosted a young people's workshop on Permaculture at Crookwell Library, with two children taking part.
- Both Libraries hosted sessions to create Christmas craft:
 - Making a snowglobe for kids at Crookwell, with nine participants
 - Painting a plaster Christmas tree at Gunning, with four participants
- The following schools either visited the Library or had a visit from Library staff to read a book on what you can find inside a bird's nest and make a clay seed ball:
 - Bigga Public School
 - Binda Public School
 - Breadalbane Public School
 - Collector Public School
 - Crookwell Public School
 - Dalton Public School
 - Laggan Public School
 - St Mary's Primary School
 - Taralga Public School

Information Only

LIBRARY SERVICES 2ND QUARTER REPORT 2025/2026 cont'd

SDN Preschool brought students each fortnight to visit the Library and read a book and complete a craft activity. Crookwell Public School also brought older classes to explore literacy in a new environment and take home Summer Reading Club packs. A total of 370 children engaged with the Library as part of outreach visits this quarter.

COLLECTIONS, RESOURCES AND FACILITIES:

Collections

- A thorough weeding project across all collections in both branches commenced, to ensure the collection remains up to date and relevant.
- New items were purchased based on patron suggestions, and to replace or obtain additional copies of popular titles.
- Copies of the Westword book of collected writing produced by Crookwell High School were obtained for inclusion in the Library collection

Resources

- Volunteers completed 62.25 hours of work in the Crookwell Library. This quarter volunteers assisted with shelving, stock rotation, creating children's craft examples, preparing for Summer Reading Club, and the reservation pick list.
- Crookwell Library hosted a tertiary work placement student during November and December.
- The quarterly staff meeting was held on 20 November.
- Staff completed training in Social Media restrictions explained for educators, Enterprise Risk Management workshop, SWITCH conference, and Spydus R3 New Features.

In this quarter the Library Manager:

- Attended Meetings
 - Attended an online meeting with HiTech regarding the Deep Freeze roll out.
 - Attended the monthly manager's meetings.
 - Attended monthly Senior Management and Exec meetings.
 - Attended the Crookwell Neighbourhood Centre AGM.
 - Attended the Crookwell Memorial Hall Committee meeting.

Managed Library Finances, Administration and Reporting

- Managed Library budgets, including revotes and the fees and charges hierarchy.
- Took up the role of Secretary for the SE Zone. Provided minutes, meeting dates, and information for SE Zone motions.
- Managed promotions and maintenance for the Christmas shutdown period in the Library.
- Submitted the annual subsidy and local priority grant return to the NSW State Library.
- Obtained the Library's performance report against the new Library Standards and began to assess methods of improvement, including obtaining feedback from staff.
- Managed operational matters with Goulburn Mulwaree Library.
- Managed maintenance around Library buildings.
- Obtained printed copies of Council materials requested by patrons, including the new Housing Strategy.
- Looked into costs for quiet pods to minimise disruption for patrons needing a near silent environment.

Information Only

LIBRARY SERVICES 2ND QUARTER REPORT 2025/2026 cont'd

- Organised Programs and Outreach, and Promotions
 - Provided promotional images and event descriptions to the Council Communications Officer, Visitor Information Centre, local schools, vacation care centres, and throughout Library promotional locations.
 - Arranged events including an additional Aged Care information session at Crookwell Library based on community requests, visits from older school students, and a nature journaling workshop.
 - Arranged for prize hampers for the January and February new member drive to be produced.

Managed Library Systems and Technology

- Assisted borrowers with access to eBook apps, including membership and device suitability.
- Followed up and addressed various Spydus issues.
- Adjusted the newly updated Public PCs to display resources in the most effective way for our visitors.

Managed WHS

- Organised for the annual first aid kit checks at both Libraries.
- Coordinated the quarantine of potentially asbestos-contaminated sand.

Facilities

- Crookwell Library is eligible for an Internet upgrade to FTTP at a slightly reduced cost. NSW.net has approval to go ahead with the upgrade.
- The planned fibre internet upgrade at Gunning Library was cancelled, due to unexpected excess costs. Starlink satellite internet has now been requested instead.
- A variety of IT issues were identified, with the majority resolved by IT. Some issues remain, which continue to be investigated.
- The Public PCs at both branches were updated to Windows 11 with the new Deep Freeze software installed.
- Remediation works were carried out on the footings at Gunning Library. This work is expected to resolve the subsidence issues. Some additional work around patching and painting of significant internal cracking, as well as repair of pipes will be completed in the new year.
- Work has begun at Crookwell Library to allow the electricity POA to be moved to the correct location.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

Information Only

LIBRARY SERVICES 2ND QUARTER REPORT 2025/2026 cont'd

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 19 February 2026

ITEM 10.8 **Action Summary - Council Decisions**

FILE REFERENCE I26/11

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: 15 August 2024

130/24	1. Council resolve to investigate the closure of Road Reserve bounded by Wilton Lane, Grosvenor Street and the rail corridor at Gunning. 2. Council authorises the Chief Executive Officer to sign all necessary documents for closure of the Road Reserve bounded by Wilton Lane, Grosvenor Street and the rail corridor at Gunning should this be feasible.	DOI	Survey Completed. Linen Plan has been prepared. Road status enquiry being undertaken. Council solicitors have provided Council with a timeline update for this process which is likely to extend until the end of financial year 2025/2026.
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Council Meeting: 18 September 2025

155/25	<p>Planning Proposal - Lot 1 DP 1022597 and Lots 168, 169, 193, 194 and 195 DP 752042 - 43 Harley Road, Crookwell</p> <ol style="list-style-type: none">1. Council endorse the planning proposal to amend the Upper Lachlan Local Environmental Plan 2010:<ol style="list-style-type: none">a) Partially amend land use zoning of Lot 1 DP1022597 and Lots 168, 169, 193, 194, & 195 DP 752042 – 43 Harley Road, Crookwell from R5 Large Lot Residential to R2 Low Density Residential, rezone SP2 Rail Infrastructure Facility zone to R5 Large Lot Residentialb) Partially amend the minimum lot size of Lot 1 DP1022597 and Lots 168, 169, 193, 194, & 195 DP 752042 – 43 Harley Road, Crookwell from 2ha to 1000m2.2. Forward the planning proposal to the NSW Department of Planning, Housing and Infrastructure (DPHI) requesting a Gateway determination.3. Request delegation of Plan Making Authority, for this planning proposal.4. Undertake agency consultation and public exhibition according to the requirements of the Gateway determination.5. Should no objections be received, undertake the necessary actions to finalise the making of the Upper Lachlan Environmental Plan 2010.	DEP	Referred to Department of Planning, Housing and Infrastructure for Gateway Determination.
165/25	<ol style="list-style-type: none">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	A report will be tabled to a future Council Meeting in 2026.

Council Meeting: 16 October 2025

<p>174/25</p>	<p>1. Council undertakes public consultation, in accordance with section 644A of the Local Government Act 1993 and the Ministerial Guidelines on Alcohol Free Zones 2009, in relation to:</p> <p><i>The proposed re-establishment of the Alcohol-Free Zones in Crookwell (Zone 1: Goulburn Street between Laggan Road and East Street; Zone 2: Denison Street between Roberts Street and Colyer Street; Zone 3: Spring Street (Including parking spaces) between Cowper Street and Marsden Street; Zone 4: Roberts Street between Denison and Robertson Street; Zone 5: Goulburn Lane between Roberts Street and Colyer Street; Zone 6: Robertson Street between Laggan Road and Park Street.) for the period of 1 December 2025 to 30 November 2029. (outlined in the figures below of this report).</i></p>	<p>DEP</p>	<p>On public exhibition until 3 December 2025, to come back to future Council Meeting in 2026.</p>
	<p>Draft Upper Lachlan Development Control Plan.</p> <p>1. Council note the draft Upper Lachlan Development Control Plan.</p> <p>2. Council amend the Draft Development Control Plan part D.7.1 to Insert the below addition within the <i>Terms and Definitions</i></p> <p><i>“ Electricity generation works including making, generating, storage or transmission”</i></p> <p><i>Insert the below addition within Objectives</i></p> <p><i>To ensure that electricity generating works are appropriately located so as not to create adverse impacts on rural lands as concerns the “scenic quality and landscape character” including watercourses, wetland and riparian areas, biodiversity, sensitivity receivers, public roads and the like.</i></p> <p>Standards</p> <p><i>The addition of the below standards:</i></p> <p><i>F. Development involving windfarms not only comply with separation guidelines between turbines but also justify any</i></p>	<p>DEP</p>	<p>Currently the Draft Upper Lachlan Development Control Plan is on public exhibition, to come back to a future Council Meeting in 2026.</p>

Information Only

ACTION SUMMARY - COUNCIL DECISIONS cont'd

	<p><i>increase in the proliferation and cumulative impact of wind turbines within the local government area of Upper Lachlan Shire.</i></p> <p><i>G. Developments must demonstrate broad community benefit by way of adequate financial contribution both through direct financial compensation to the Upper Lachlan Shire Council as well to its ratepayers inclusive but not limited to host land owners, over the full term of the development operation. This compensation to be a combination of the guidelines set out by Planning NSW and a voluntary planning agreement.</i></p> <p>3. The Draft Upper Lachlan Development Control Plan be placed on public exhibition in accordance with the requirements of the Upper Lachlan Community Participation Plan 2020 from 27 October 2025 to 21 November 2025.</p> <p>4. A further report be prepared for Council presenting the findings of public exhibition and recommendations for finalisation of the draft Upper Lachlan Development Control Plan.</p>		
180/25	<p>Draft Upper Lachlan Housing Strategy.</p> <p>1. Council notes the draft Upper Lachlan Housing Strategy.</p> <p>2. The Draft Upper Lachlan Housing Strategy be placed on public exhibition in accordance with the requirements of the Upper Lachlan Community Participation Plan 2020 from 27 October 2025 to 21 November 2025.</p> <p>3. A further report be prepared for Council presenting the findings of public exhibition and recommendations for finalisation of the Upper Lachlan Housing Strategy.</p>	DEP	Currently Draft Upper Lachlan Housing Strategy is on Public Exhibition, to come back to a future Council Meeting in 2026.
204/25	<p>Council extends the community consultation period associated with the Upper Lachlan Housing Strategy and Development Control Plan for a minimum of 28 days.</p>		
191/25	<p>Notice of motion - Disclosure of material facts in council planning certificates</p>	DEP	Department of Planning unable to provide legal

Information Only

ACTION SUMMARY - COUNCIL DECISIONS cont'd

	<ol style="list-style-type: none"> 1. Seek formal advice from the NSW Department of Planning, Housing and Infrastructure, the Office of Local Government regarding Council's statutory obligations to disclose "material facts" in Section 10.7 Planning Certificates issued under the <i>Environmental Planning and Assessment Act 1979</i>. 2. Request that such advice address the following: <ol style="list-style-type: none"> a) In light of NSW Fair Trading's ruling that real estate agents and vendors are obliged to disclose material facts to prospective purchasers, whether a comparable obligation exists for councils when issuing Section 10.7 Certificates; b) The point at which a proposed development or infrastructure project, not yet finally approved, becomes a matter requiring disclosure by Council; and c) The potential legal, financial, and reputational risks to Council should relevant material facts not be disclosed. 3. Receive a report to Council outlining the advice obtained, with recommendations as to whether Council should adopt additional internal protocols, procedures, or disclosure practices to ensure compliance and safeguard Council's statutory responsibilities 		<p>advice on this matter, referred Council to the <i>Environmental Planning and Assessment Act 1979</i>.</p> <p>Council are seeking independent advice and will report to a future Council Meeting.</p>
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Council Meeting: 20 November 2025

202/25	<ol style="list-style-type: none"> 1. Council allocate \$60,000.00 from the Section 7.11 Developer Contributions Reserve – Garbage Disposal to enable the development of a waste management strategy. 	DEP	EOI being developed to enable quotes to be obtained in line with Council's Procurement Procedure.
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Information Only

ACTION SUMMARY - COUNCIL DECISIONS cont'd

213/25	<ol style="list-style-type: none">1. That Council supports, in principle the exploration of the New South Wales Government developing a road transport link between the north-eastern part of the Upper Lachlan Shire and the Hume Motorway;2. notes the development of such a road link would be a long term, strategic project beyond the resources of the Upper Lachlan Shire Council to bring to fruition and would necessarily involve several other local governments, the state government, and many private and community stakeholders, and3. Approves the Section 355 Tourism and Economic Development advisory committee of Council further exploring the development of such a road link, including seeking Council's representatives to present to the members of the CRJO and other relevant joint organisations, as well as relevant industry bodies and to advise Council in due course."	CEO	Ongoing – Mayor to present the concept at a future CRJO meeting.
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Council Meeting: 18 December 2025

226/25	<p>DA 69/2025 (Pan-551293) - Concept Residential Subdivision (Whole Site) Seeking Approval Stage 1 - 32 Lots & 1 drainage reserve containing the detention basin supported with a letter of offer for a planning agreement</p> <ol style="list-style-type: none">1. DA 69/2025 (PAN-559213) for Stage 1 of a 32 lot residential subdivision and ancillary works be approved generally subject to the conditions contained in the Draft Conditions of Consent;2. Council delegate to the CEO the authority to negotiate the Voluntary Planning Agreement with the developer and applicant;	DEP	DA Finalised and issued.
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Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

	<ol style="list-style-type: none">3. A draft VPA be prepared and a report be presented to Council to request public exhibition;4. A further report come to Council should any submissions be received raising lawful concerns with the VPA;5. Council's CEO and the developer endorse the VPA before any construction works commence		
227/25	<ol style="list-style-type: none">1. Council adopts the reviewed Performance and Misconduct Policy	CEO	Policy updated on Councils website on 19 December 2025.
228/25	<ol style="list-style-type: none">1. Council in accordance with Section 362(1)(a) and (2), of the <i>Local Government Act 1993</i>, adopts the Code of Meeting Practice as publicly exhibited, with inclusion of mandatory provisions and non-mandatory best practice provisions after the public exhibition consultation period.	CEO	Policy updated on Councils website on 19 December 2025.
229/25	<ol style="list-style-type: none">1. Council adopts the reviewed Audit, Risk and Improvement Committee Terms of Reference and delegates the signing of the document to Council's Chief Executive Officer.	CEO	Signed documents returned to CRJO on 19 December 2025.
232/25	<ol style="list-style-type: none">1. That Council write to Breadalbane Community Hall Section 355 committee formally accepting the new office bearers –Chairman Matthew Streat, Deputy Chairman Rachel Robarts, Secretary Sally Hoskins, Treasurer Chrissie McLean and other nominated committee members.	CEO	Letter sent to committee on 18 December 2025.
236/25	<ol style="list-style-type: none">1. Council appoints the Audit, Risk and Improvement Committee Chair, Stephen Coates, for a further four year term, as both an independent member and Chair of the Committee.2. Council appoints the Audit, Risk and Improvement Committee independent committee members, Rachel Harris and Bryce McNair. Rachel Harris is appointed for a further three year term and Bryce McNair is appointed for a further two year term.	DFA/CEO	CRJO notified of Council's resolution on 19 December 2025 and committee appointments confirmed.

Information Only

ACTION SUMMARY - COUNCIL DECISIONS cont'd

Extraordinary Council Meeting: 2 February 2026

4/26	<ol style="list-style-type: none">1. Council write to AGL requesting compliance with the NSW Department of Planning and Housing and Infrastructure Secretary's Environmental Assessment Requirements.2. AGL engage meaningfully with the local community and to address the Dalton community's request for an open and transparent consultation via a public meeting in relation to the proposed Gas Fired Power Station in the Dalton area.3. A public meeting be held in Dalton at a time which allows for the participation of community residents.	Mayor	<p>Discussions held with AGL in-person and by email has occurred.</p> <p>Letter sent to AGL on 11 February 2026 outlining Council's Resolution.</p>
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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 91/2025 (PAN-577217) - 14 Peelwood Road LAGGAN - Clause 4.6 Variation - Minimum Lot Size	84
11.2	Response to Submission - Modification 3 Quarry Continuation and Stockpile Area Extension - Barina Quarry, Collector (State Significant Development)	93
11.3	Response to Request for Comment - Environmental Impact Statement – Willavale Park Battery Energy Storage System (BESS) (State Significant Development)	99

Environment and Planning - 19 February 2026

ITEM	DA 91/2025 (PAN-577217) - 14 Peelwood Road LAGGAN - Clause 4.6 Variation - Minimum Lot Size
	14 Peelwood Road, LAGGAN – Conversion of Former Church Building to Dwelling
FILE	I25/7
ZONING	RU5: Village & Local Heritage Item (Former St Andrew’s Catholic Church)
DATE OF LODGEMENT	15/10/2025 Additional information received 20/11/2025 & 06/01/2026
APPLICANT	Mr Ronald Scott Waller
OWNERS	Mr Ronald Scott Waller
ESTIMATED VALUE	\$128,000
AUTHOR	Senior Town Planner – Dianne James
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 due to:

- a variation proposed under clause 4.6 of *Upper Lachlan Local Environmental Plan 2010* (LEP 2010) to the minimum lot size required for a dwelling on land zoned RU5 Village under LEP 2010; and
- five (5) community submissions being received.

DA 91/2025 proposes a variation to the development standards set by Clause 6.10 (3) of *Upper Lachlan Shire Local Environmental Plan 2010* (LEP 2010), namely the minimum lot size specified for that lot by the Lot Size Map. The Lot Size Map illustrates a minimum of 4,000m² per lot.

Environment and Planning

DA 91/2025 (PAN 577217 – 14 PEELWOOD ROAD LAGGAN – CLAUSE 4.6 VARIATION – MINIMUM LOT SIZE cont'd

14 Peelwood Road Laggan is a Local Heritage item recognised in Schedule 5 to the LEP 2010. The existing building is formerly known as St Andrew's Catholic Church and the applicant proposes a change of use from the former church to a dwelling house.

Laggan is not connected to reticulated water or sewer and therefore evidence is required that these essential services can be provided on-site prior to determining whether to approve the s4.6 variation.

The existing parcel has an area of 944m². Under LEP 2010 an area of 4,000m² is required for a dwelling house. This equates to a 77% departure from the development standard and as the variation is greater than 10% the application must be considered and determined by the Council. **(Refer to Attachment 1 – NSW Planning & Environment, *Guide to Varying Development Standards 2023*.)**

BACKGROUND

Development Application No. 91/2025 (PAN-577217) seeks development consent for the change of use of the existing structure being a former church known as St Andrew's Catholic Church to a three (3) bedroom dwelling house with on-site parking, pergola and deck to the north (of approximately 65m²), internal alterations (additional bedroom and bathroom with a mezzanine lounge room) and the installation of an aerated wastewater treatment system (AWTS) and associated 50m² effluent disposal area at 14 Peelwood Road, Laggan. The plans also include the removal of the existing footpath and a minor confessionary wall to allow conversion into a second bathroom. **(Refer to Attachment 2 - Site Plans and Statement of Heritage Impact).**

The Application was notified in accordance with Council's Community Participation Plan to adjoining properties from 15 October 2025 to 02 November 2025. Five (5) submissions were received **(Refer to Attachment 3)**. The submissions were forwarded to the Applicant to address together with additional information sought by Council on 10 November 2025 and 11 December 2025. The Applicant submitted a response to the submissions on 20 November 2025 and a supplementary response on 06 January 2026. **(Refer to Attachment 4 for the Applicants Response).**

The issues requiring additional information were generally related to the submissions with such being summarised in **Table 1**.

The application has been assessed against the heads of consideration listed in Section 4.15 of the *Environmental Planning and Assessment Act 1979*, including *Upper Lachlan Local Environmental Plan 2010* and *Upper Lachlan Development Control Plan 2010* and relevant standards and policies and is recommended for approval subject to conditions.

Discussion – 4.6 Variation

All development within the Upper Lachlan Shire is controlled by Council's *Local Environmental Plan 2010* (LEP 2010). The LEP 2010 outlines, amongst other things, what can be built, for what purpose a building or land may be used and includes a variety of controls or "development standards", designed to ensure that developments fit the character of the local area, mitigate negative environmental impacts, and promote social benefits. However, sometimes a proposed development is able to

Environment and Planning

DA 91/2025 (PAN 577217 – 14 PEELWOOD ROAD LAGGAN – CLAUSE 4.6 VARIATION – MINIMUM LOT SIZE cont'd

achieve the objectives of the LEP but does not comply with specific development standards contained in the LEP. In these instances, a “clause/section 4.6 variation” is able to be considered, which allows a consent authority (usually the local Council) to relax the development standard in that particular circumstance. A section 4.6 variation request must be in writing and address clause 4.6 of the LEP.

When requesting a Section 4.6 variation, the objectives of the development standard as well as the extent to which the standard is being breached must be considered. Clause 4.6(2) of the LEP 2010 provides that development consent may be granted for development even though the development would contravene a development standard imposed by the LEP 2010, or any other environmental planning instrument.

Under clause 4.6(3) of the 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.*

The Applicant’s **written 4.6 request and BASIX Certificate (Refer to Attachment 5)** has adequately addressed the matters required to be demonstrated by subclause (3) as discussed below.

The numerical extent of variation is 3,056m² or 77% to the development standards.

Of particular importance is Council’s minimal lot size for dwellings on land zoned RU5 and as a result the application fails to comply in regard to the Minimum Lot Size or site area. While the submissions raise concern as to whether the approval of the variation will create a precedent, it is considered that the clause is useful to allow adaptive reuse of a (heritage) building that has no current or viable use.

The submitters suggest the building may be more suitable for commercial use such as homewares store, art gallery or the like, the land use table to the RU5 zone is flexible and also allows different commercial uses. The 4.6 application describes the non-compliances and outlines the development will help retain a locally listed heritage item, the key consideration as to whether Council should support the request is whether the proposed on-site effluent management system is sufficient. The Application has been supported by a geotechnical report prepared by a suitable qualified and experienced consultant and as a result worthy of Council’s support. The Applicant’s Wastewater Management Report is included in **Attachment 6**.

The application was advertised/notified for a period of 18 days. Five objection/s were received during this period, which raised concerns generally relating to the items in the following table (Table 1).

Table 1: Summary of issues and response to submissions

Issue raised in submission	Planning Response
The application may create a precedent	<p><i>The Applicants Response:</i> Applicant noted Council has previously resolved to vary clause 4.6 to allow residential development to “retired” church buildings on less than 4,000m² lots within a RU5 zoning that have heritage significance. The approval of the section 4.6 variation does not set a precedence. This matter is dealt with in section 4.6 (5) of Table 2. (Attachment 4).</p> <p><i>Council Response:</i> Clause 4.6 variations have been in place since the gazettal of the LEP in 2010 and prior to the LEP 2010 under a State Policy that permitted variations (SEPP 1). The evidence shows that the variation has been used sparingly as required within the LGA.</p> <p>Where a variation is greater than 10% Council staff are required to report the application to their Elected Council for determination. This requirement provides additional oversight and transparency when assessing applications to vary development standards. Furthermore, periodic audits are carried out by NSW Planning to ensure councils are complying with the process and reporting requirements.</p>
Insufficient on-site parking	<p>The development was amended to include access and on-site parking.</p> <ul style="list-style-type: none"> - 1 Parking space is required and 1 proposed
Insufficient water supply	<p><i>Council Response:</i> The development proposes a 46,000 litre rainwater tank.</p> <p>The BASIX Certificate as well as Council’s DCP requires a 46,000l rainwater tank. It is not unusual for rainwater tanks to be topped up by supplementary water supply during dry periods.’</p> <p>The development meets the requirements for water supply.</p>
<p>Impact on the potential; health and amenity of the neighbours.</p> <p>Potential for pollution from wastewater treatment – insufficient area for wastewater treatment – concerned minimal setback to the neighbour may impact adjacent vegetable garden, footings</p>	<p><i>Council Response:</i> Whilst it is acknowledged that the land is undersized, the application was supported by a Waste Water Management Report (WWAR) prepared by Franklin Consulting. The application was forwarded to Council’s Senior Health and Building Surveyor with no significant concerns being raised.</p> <p>The WWAR plans identify the proposed trench to be located a minimum setback of 3m from the boundary. The revised plans show the treatment relocated to the front of the lot away from neighbours.</p>

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DA 91/2025 (PAN 577217 – 14 PEELWOOD ROAD LAGGAN – CLAUSE 4.6 VARIATION – MINIMUM LOT SIZE cont'd

	<p>With regards to concerns raised about adjoining vegetable gardens and structures it appears the neighbour was concerned that runoff or spray irrigation may impact the consumption of vegetables and herbs.</p> <p>The proposed system is a secondary treatment with subsurface irrigation downgradient of the neighbour's property and therefore no concern was raised during the internal referral response. Furthermore, the system will require quarterly inspections and reporting to Council which will ensure the system is suitably managed and maintained.</p>
AirBNB	<p><i>Council Response:</i> The development application is proposed for a change of use from a former church building to a dwelling house. Conditions are proposed to control future use.</p> <p>The development has been assessed against the relevant controls that apply for dwellings. Any use of the dwelling for AirBNB will require compliance with the relevant standards.</p>
Decline in property values in surrounding area	<p><i>Council Response:</i> Land and property values are generally not matters for consideration under Section 4.15 of the <i>Environmental Planning and Assessment Act 1979</i>.</p>
Internal construction activities appear to have commenced	<p><i>Council Response:</i> Council inspected the property on 15/01/2026 and advised that it appears that no recent works had been carried out at the church and no action required to be taken.</p> <p>Note that this is also not a consideration under s4.15 of the EP&A Act, 1979.</p>
The claim that the building will fall into disrepair if not approved	<p><i>Council Response:</i> Council agrees that the claim that the building will fall into disrepair if not approved is not sufficient grounds to approve the application.</p> <p>It is however noted that Clause 5.10 of LEP 2010 does allow Council to consider alternate uses not permitted in the land use zone to encourage adaptive reuse of heritage buildings. While dwellings are a permissible land use, the variation to the minimum lot size is recommended to be supported because it has been assessed that it is unreasonable to require the land size because the application has sufficiently justified that the development can be suitably serviced by the proposed on-site effluent and wastewater system.</p>
Impact on adjoining trees	<p><i>Council Response:</i> It is agreed that development is located close to an existing street tree and a tree on an adjoining property. With the inclusion of conditions to protect the street tree and careful work adjoining the</p>

Environment and Planning

DA 91/2025 (PAN 577217 – 14 PEELWOOD ROAD LAGGAN – CLAUSE 4.6 VARIATION – MINIMUM LOT SIZE cont'd

	neighbours' tree to an acceptable standard, it is assessed that the impact will be minimised.
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The issues above or objections received alone do not warrant the refusal of the application.

Public Interest

The objectives of the RU5 Village zone are assessed in the 4.15 assessment.

The objectives of clause 6.10 will be satisfied despite the minimum lot size variation.

The proposed change of use and alterations and additions to existing building, is deemed acceptable to the heritage item and in public interest as it is consistent with the objectives of Clause 6.10 and Zone RU5 under LEP 2010.

Planning Assessment

The DA has been assessed under s4.15 of the *Environmental Planning and Assessment Act 1979*. (Refer to **Attachment 7**).

The wastewater treatment proposal with additional recommendations from Council will achieve a suitable on-site treatment within a reduced site area. It is proposed to include additional requirements concerning limiting bedroom numbers (and therefore occupancy), the use as a dwelling, any future expansion of the site and an annual inspection to further protect the amenity and environment are included in the draft conditions of consent. Having considered the relevant planning framework, submissions and matters raised by internal Council departments, there are no issues of concern that cannot be dealt with by conditions of consent. Therefore, it is considered that the matters of concern can be adequately addressed by the **draft conditions of consent (Attachment 8)**.

Internal Consultations

The application was referred to Council's Infrastructure Services and Environment and Planning - Building Team. No issues were identified as a result of the referrals and recommended conditions of consent where relevant have been provided by these teams. These conditions form part of the recommended Development Consent.

External Consultation – Community Submissions

Nil.

POLICY IMPACT

Refer to 4.15 assessment for full policy assessment. Each 4.6 variation needs to be considered on the merits of the case.

It is considered that the application, despite not meeting the 4000m² site area, satisfies that the wastewater treatment can achieve compliance with the necessary health standards.

The application supports an existing building located in the centre of Laggan, which contributes to the streetscape and historical story of the development of Laggan.

Environment and Planning

DA 91/2025 (PAN 577217 – 14 PEELWOOD ROAD LAGGAN – CLAUSE 4.6 VARIATION – MINIMUM LOT SIZE cont'd

The Section 4.6 variation submitted and as revised with the application generally achieves those outcomes and the procedures outlined in the Department's circulars; and the principals established by the Courts.

The main basis for justification provided in the submission is that the proposed dwelling house meets all other objectives of the LEP 2010, notwithstanding the technical non-compliance with minimum lot size. It is also contended that the proposal is considered to be an orderly and economic use of the land as the building is existing, contributes to the character of the streetscape, as an important local listed heritage item and currently in reasonable condition and as supported with a wastewater assessment report capable of being serviced.

It is considered that in this instance Section 4.6 should be approved and therefore used to permit flexibility in applying the development standards (minimum lot size) when the variation will achieve a positive planning outcome (retention of an existing contributory building).

It should be noted that the development standard (minimum lot size/site area) is not abandoned and this application does not set a precedent because the argument presented relies on meeting the objectives of the zone and the standard while protecting the environment public health and public interest.

Conditions are proposed to address community concerns including wastewater treatment, water supply and tree protection and the proposed variation will not cause unreasonable adverse impacts to surrounding properties.

The Council has the following options in relation to this report:

1. Approve the application subject to conditions; **Recommended**; or
2. Approve the application subject to revised conditions; **Not Recommended**
3. Defer the application for further information or redesign; **Not Recommended**; or
4. Refuse the application. **Not Recommended.**

Pursuant to the *Environmental Planning and Assessment Act 1979*, a decision of the Council may be subject to a section 8.2 review or an appeal to the Court against the determination under section 8.7 of the Act.

The outcome of this application will be notified to objectors.

FINANCIAL IMPACT

There are no financial implications for Council associated with this report. Development contributions will be imposed as a condition of consent should the proposal be approved to contribute to the additional demands of waste, open space and roads.

There are potential cost implications for Council in the event of a refusal of the application. Such costs could be associated with defending an appeal in the Land and Environment Court of NSW.

SUMMARY

It is noted that despite being technically non-compliant with the minimum lot size for a dwelling under clause 6.10, the proposed development has been assessed as is consistent with LEP 2010 including:

- ·the applicant has identified sufficient area for on-site wastewater treatment;
- ·the development ensures the on-going and continued use of a heritage item;
- ·the development contributes to the streetscape of the village of Laggan;
- ·the development has been amended to include onsite parking space of 1; and
- ·despite the objections, the development subject to the draft conditions of consent will not adversely impact on adjacent properties

Accordingly, under the merits of this application, there is no benefit in maintaining the lot size development standard under clause 6.10. It is noted that Council has considered and previously approved a similar application under the minimum lot size for a change of use from a former church to a dwelling house with alterations and additions in the village of Bigga.

The accompanying SEE demonstrates that the proposed site able to accommodate development that is consistent with the relevant requirements of LEP 2010 and Council's development control plan (DCP). The lot will properly accommodate the existing building with minor alterations and additions for the purpose of a dwelling house together with its associated open space, access and parking, all to a high standard of amenity and in accordance with Council' DCP.

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 development is considered appropriate to the context and setting of the site. The proposed development is consistent with the objectives of the General Residential Zone and the controls in the *LEP 2010* and the *DCP 2010* 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.

This application has been thoroughly assessed in accordance with the evaluation criteria set out in Section 4.15 of the *Environmental Planning and Assessment Act.1979* Based on the assessment and the considerations outlined above, the proposal is recommended for approval. A draft determination has been prepared and is provided at **Attachment 8** to this report for consideration.

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DA 91/2025 (PAN 577217 – 14 PEELWOOD ROAD LAGGAN – CLAUSE 4.6 VARIATION – MINIMUM LOT SIZE cont'd

RECOMMENDATION

It is recommended that

1. Council grant approval to the 4.6 request to vary the minimum allotment size requirement of Section 6.10 of the Upper Lachlan Local Environmental Plan 2010 from 4,000m² to 944.6m²;
2. The Department of Planning Housing and Industry be notified of the Council approval of the 4.6 variation under the Upper Lachlan Shire Local Environmental Plan 2010; and
3. The application be approved generally subject to the attached conditions.

ATTACHMENTS

1. ↔	Attachment 1a - Guide To Varying Development Standards - Clause 4.6 - 2023	Appendix
2. ↔	Attachment 1b - EPAA-regulation-assumed-concurrence-notice 2018	Appendix
3. ↔	Attachment 2a - Site Plans	Appendix
4. ↔	Attachment 2b - SOHI	Appendix
5. ↔	Attachment 3 - Community Submissions to DA 91.2025	Appendix
6. ↔	Attachment 4 - Applicants Response to Submissions	Appendix
7. ↔	Attachment 5 - Applicants written 4.6 request and BASIX	Appendix
8. ↔	Attachment 6 - Wastewater Management Report	Appendix
9. ↔	Attachment 7 - 4.15 Assessment Final - 14 Peelwood Road LAGGAN	Appendix
10. ↔	Attachment 8 - Draft Conditions of Consent	Appendix

Environment and Planning - 19 February 2026

ITEM 11.2 **Response to Submission - Modification 3 Quarry Continuation and Stockpile Area Extension - Barina Quarry, Collector (State Significant Development)**

FILE REFERENCE I26/21

AUTHOR **Manager Planning & Regulatory Services**

ISSUE

On 28 October 2025 Upper Lachlan Shire Council made a supplementary submission to DA1-01-2000-Mod-3 Barina Quarry in accordance with Upper Lachlan Shire Council Resolution 177/25.

This report details the response from the Proponent (Barina Quarry) to Councils Submission. This report also includes the subsequent draft submission made in relation to the Response to the Submission made by the Proponent in December 2025.

RECOMMENDATION That -

1. The report be received and noted.
2. Council endorses the Submission made by Council staff (Attachment 1) to the Department of Planning, Housing and Infrastructure (DPHI) in relation to the Response to Submissions dated December 2025 prepared by Barina Quarry.

BACKGROUND

On 28 October 2025 Upper Lachlan Shire Council made a supplementary submission to the NSW Department of Planning, Housing and Infrastructure (DPHI) in relation to DA1-01-2000-Mod-3 Barina Quarry in accordance with Upper Lachlan Shire Council (ULSC) Resolution Number 177/25. (Attachment 2).

The NSW Department of Planning, Housing and Infrastructure (DPHI) then provided ULSC Submission to the Proponent for the Barina Quarry.

In response to ULSC Submission, Barina Quarry provided a response to each submission which are contained in Attachments 2 – 6 of this report.

The following report provides an overview of the responses by the Proponent in relation ULSC submissions.

ULSC Submission 1:

In accordance with Council resolution 177/25: Upper Lachlan Shire Council draws your attention to the supplementary submission made by Queanbeyan Palerang Regional Council (QPRC) on 9 October 2025 by the General Manager Rebecca Ryan. Upper Lachlan Shire Council supports the above-mentioned submission and requests that in accordance with the July 2024 Guidelines to State Significant Development, the

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RESPONSE TO SUBMISSION - MODIFICATION 3 QUARRY CONTINUATION AND STOCKPILE AREA EXTENSION - BARINA QUARRY, COLLECTOR (STATE SIGNIFICANT DEVELOPMENT) cont'd

Department considers the merits of the modification considering both the economic, social and ecologically sustainability of the Proposed Modification. Council acknowledges the concerns of the residents in the community of Currawang and Collector and requests that the objections made by the Community be duly considered in the assessment of the modification. Upper Lachlan Shire Council supports the request for a public forum to be held in relation to this Proposed Modification.

Proponents Response to Submission 1:

In considering Council's comment, the Applicant reiterates that the concerns of the community have been heard and the Applicant's approach to managing these outlined in public forums, to individual community members and in the Modification Report. In summary:

- On the busiest day, the total number of daily truck movements will be capped at 134 per day. This represents an average of 12 truck movements per hour between 7am and 6pm.*
- On most days, the number of truck movements would be less (within an average of 60-70 per day).*
- The intersections have been assessed as part of a TIA and confirmed as suitable for the type and volume of traffic proposed.*
- The Applicant has committed to upgrading, and reconstructing where required, Collector Road which has not been maintained by ULSC and is in poor condition.*
- The Applicant will prepare and implement a Traffic Management Plan which will identify all commitments with respect to transport operations. Specific controls for early morning and foggy conditions will be included.*
- The Applicant will implement and enforce a Driver Code of Conduct.*

ULSC Submission 2:

The Modification Report states that there are to be no changes to the existing site access, However, Figure 14 of Austroads Guide to Road Design Part 4: Intersection and Crossings, requires the access to be upgraded to a bitumen seal. Council officers recommend that this requirement be included as a condition of consent.

Proponents Response 2:

It is noted that QPRC/ULSC are likely referring to Figure 7.14 of Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections in the submission. Photo 4-1 to Photo 4-6 (refer to Section 4.1.2.2), illustrate the intersection of the site access road and Collector Road retains a bitumen seal.

As noted in the Traffic Impact Assessment (TIA) supporting the Modification Report (an updated version of which is provided as Appendix 3), the current form of the site access conforms to the standard design of Figure 7.4 of Austroads Guide to Road Design Part 4: Intersections and Crossings: General. The TIA conducted an analysis of the suitability of the existing access and determined that the existing treatment is adequate for the Proposed Modification and does not warrant upgrade to a treatment conforming to Figure 7.14 of Austroads Guide to Road Design Part 4A: Unsignalised

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RESPONSE TO SUBMISSION - MODIFICATION 3 QUARRY CONTINUATION AND STOCKPILE AREA EXTENSION - BARINA QUARRY, COLLECTOR (STATE SIGNIFICANT DEVELOPMENT) cont'd

and Signalised Intersections. The above notwithstanding, the Applicant commits to further upgrades to the site access, including but not limited to:

- *Widening of the bitumen seal on the southern (Tarago bound) side of the road to meet the specification of Figure 7.4 of Austroads Guide to Road Design Part 4: Intersections and Crossings: General (or as otherwise agreed with Council)*
- *reapplication of a bitumen seal between Collector Road and the Site Access gate (in conformance with Figure 7.4 of Austroads Guide to Road Design Part 4: Intersections and Crossings: General), and*
- *line marking in accordance with Austroads Guide to Road Design.*

ULSC Submission 3:

It is not clear in the Modification Report what the total disturbance area will be. There is conflicting disturbance areas observed on page 15, noted as a “minor” increase on page 36 and quantified in terms of additional disturbance on page 45. Additional detail is required to determine the actual change to disturbed area. In addition, as the proposed truck movements and extraction rates are not intended to increase under the modification, additional information is required to clarify the need for increasing the disturbed area to the extent proposed.

Proponent Response Submission 3:

Response Minor discrepancies to the calculation of new disturbance associated with the Proposed Modification are acknowledged and reflect the iterative approach to site design aimed at avoiding and reducing disturbance to the environment.

The BDAR (OzArk, 2025) provides the most accurate analysis of additional disturbance which provides for a maximum increase in disturbance associated with the Proposed Modification of 4.94 ha allocated to:

- *South Stockpile Area: 3.68 ha*
- *North Stockpile extension: 0.61 ha*
- *Internal roads and Quarry Workshop Area: 0.65 ha.*

The approved disturbance footprint of DA 1-01-2000 is not included in the conditions of consent or the EIS accompanying the application, however, interpretation of the figures presented in the EIS (as presented on Figure 1.2 of the Modification Report) confirms the existing approved disturbance area as approximately 20 ha. The Proposed Modification would therefore result in an increase in the maximum disturbance footprint of < 25%. The requirement for additional stockpiling areas, the main driver behind the increase in disturbance area, is independent of extraction and production rate.

The need for additional stockpiling areas is reflective of the increased diversity in products to be produced and sold, including but not limited to:

- *concrete aggregates*
- *road base of various specifications*
- *quartzite aggregates for exposed concrete (decorative) applications*

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RESPONSE TO SUBMISSION - MODIFICATION 3 QUARRY CONTINUATION AND STOCKPILE AREA EXTENSION - BARINA QUARRY, COLLECTOR (STATE SIGNIFICANT DEVELOPMENT) cont'd

- *decorative quartzite aggregates (for landscaping)*
- *washed sand for concrete manufacture*
- *high silica thermo-resistive sand for renewable energy applications, and*
- *high grade silica materials for smelting and/or industrial applications.*

ULSC Submission 4:

Preliminary discussions have been undertaken in relation to the proposed Voluntary Planning Agreement (VPA) with Council (ULSC) and QPRC.

A Voluntary Planning Agreement has been Offered to Council. This Offer will be put to the Councillors on 16 October 2025 to then be placed on Public Exhibition. Following the Exhibition period and Council Resolution, Council Staff will provide an update on the status of the VPA offer.

Despite this, a formal arrangement is required to ensure ULSC has input into appropriate road design, construction and maintenance regime.

To address the above concern, a condition of consent is recommended requiring a formal mechanism to be established or proponent to upgrade or fund the upgrade of Collector Road within the ULSC LGA to a standard, satisfactory to Council, and to require contributions to road maintenance through compliance with Council's relevant extractive industries contributions plan. Council officers note that requiring an upgrade of Collector Road to a standard suitable for the proposed operations should not be to the exclusion of contributions levied under the relevant extractive industries contribution plan.

Proponent Response to Submission 4:

The Applicant has been proactive throughout the process with respect to consultation with ULSC (and QPRC). The Applicant engaged with ULSC early in the process to discuss assessment requirements of Council (21 and 31 October and 20 and 27 November 2024), as well as the requirements and preferred mechanism for establishing a Voluntary Planning Agreement (VPA) to provide for the upgrade and maintenance of Collector Road.

With respect to the establishment of a VPA, following consultation with QPRC it was identified that the preferred approach would be for a VPA to be established between the Applicant and ULSC (with a separate deed or other arrangement between QPRC and ULSC completed to ensure the requirements of QPRC with respect to road design, construction and maintenance were met).

During this early consultation, QPRC confirmed they would liaise with ULSC with respect requirements for the QPRC section of road. The Applicant proceeded to draft a VPA for consideration by ULSC with the understanding consultation between ULSC and QPRC would be ongoing Prior to the drafting of a VPA for consideration by ULSC, the terms of the agreement were discussed with both QPRC and ULSC.

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RESPONSE TO SUBMISSION - MODIFICATION 3 QUARRY CONTINUATION AND STOCKPILE AREA EXTENSION - BARINA QUARRY, COLLECTOR (STATE SIGNIFICANT DEVELOPMENT) cont'd

Ultimately, the Applicant made the commitment to fund the upgrade and contribute to the future maintenance of Collector Road between the Quarry and the Federal Highway subject to the following considerations.

- 1. The Applicant would be able to use Collector Road on a restricted basis whilst the road upgrade was complete.*
- 2. The Quarry would be the source of road construction materials, as an in-kind contribution, subject to meeting the required road construction specifications.*
- 3. Any surplus VENM and ENM would be transferred to the Quarry, in accordance with the modified development consent, for application to land.*
- 4. The payment of the ongoing contribution will be offset by the costs incurred to upgrade the road.*

Various queries were made to personnel of QPRC and ULSC through March, April and May 2025 with respect to negotiations between the two Councils. On 16 June 2025, a draft VPA was supplied to ULSC with the expectation that QPRC and ULSC would review and confirm or propose amendment to this rate based on application of Council's contribution plans. This expectation was supported by correspondence from both Councils confirming they were in discussion over the VPA.

This is considered the best outcome for the Council's as the arrangement is between the Applicant and Councils directly, without the encumbrance of DPHI and a condition of development consent. However, in light of delays to establishment of a VPA, and in agreement with Councils recommendation, the Applicant is comfortable for a condition of consent to be added/amended to reflect the following (in the absence of a VPA being obtained).

- 1. The Applicant will provide for the upgrade of Collector Road, in accordance with Austroads Guide to Road Design Part 3: Geometric Design and to the satisfaction of both Council's.*
- 2. The upgrade works are to commence within 6 months of modification of DA 1-01-2000.*
- 3. The works are to be completed 24 months of commencement (unless delays outside of the control of the Applicant occur).*
- 4. Whilst road upgrade works are ongoing, the Applicant may undertake restricted haulage operations, being 70 truck movements per day and 10 truck movements per hour.*
- 5. Following road upgrade, the Applicant will make an ongoing contribution of \$0.1076/t/km as per the ULSC Contributions Plan (with annual review and variation in accordance with the ULSC Contributions Plan).*
- 6. The payment of the ongoing contribution will be offset by costs to upgrade the road.*

In the opinion of IEM, the offer to complete the road upgrade is considered a very reasonable one given there has been minimal contribution made by Council to road

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RESPONSE TO SUBMISSION - MODIFICATION 3 QUARRY CONTINUATION AND STOCKPILE AREA EXTENSION - BARINA QUARRY, COLLECTOR (STATE SIGNIFICANT DEVELOPMENT) cont'd

maintenance over the last 17 years. The restricted use of the road during upgrade and offsetting of contribution costs are considered very reasonable terms in this context.

Conclusion

Council staff note the information provided by the Proponent, and don't provide additional objections to matters already raised. However, based on the concerns raised by the community in relation to the need for a Public Forum and the need for a VPA to be a condition within the SSD consent, Council Staff have drafted the attached RTS Submission (Attachment 1) to ensure these matters are further considered by the DPHI.

QPRC staff provided USLC staff a copy of their Submission to DPHI, and this is in Attachment 7.

RECOMMENDATION That -

1. The report be received and noted.
2. Council endorses the Submission made by Council staff (Attachment 1) to the Department of Planning, Housing and Infrastructure (DHPI) in relation to the Response to Submissions dated December 2025 prepared by Barina Quarry.

ATTACHMENTS

1. ↔	Attachment 1 - Draft Submission - RTS - Barina Quarry	Appendix
2. ↔	Attachment 2 - Preliminary Submission on DA1-01-2000-Mod-3 Barina Quarry 2692 Collector	Appendix
3. ↔	Attachment 3 - RTS - Submissions Report - Barina Quarry	Appendix
4. ↔	Attachment 4 - RTS - Appendices 1 - 5 - Public Submissions Analysis - Barina Quarry	Appendix
5. ↔	Attachment 5 - RTS - Appendices 6 - 7 - Noise and Vibration - Barina Quarry	Appendix
6. ↔	Attachment 6- RTS Appendices 8 - 10 - Soil and Water Assessments - Barina Quarry	Appendix
7. ↔	Attachment 7 - QPRC - Comments on Response to Submissions Report on DA1-01-2000-Mod-3 - Barina Quarry	Appendix

Environment and Planning - 19 February 2026

ITEM 11.3 **Response to Request for Comment - Environmental Impact Statement – Willavale Park Battery Energy Storage System (BESS) (State Significant Development)**

FILE REFERENCE **I26/22**

AUTHOR **Acting Director of Environment and Planning**

ISSUE

The report seeks the endorsement of Council for the submission to the Environmental Impact Statement for the Willavale Battery Energy Storage System.

RECOMMENDATION That -

1. The report be received and noted as information.
2. Council endorses the matters raised within the report to form the basis of a submission to the Environmental Impact Statement for the proposed Willavale Battery Energy Storage System located at 20541 Hume Highway, Wollongorang by proponent X-Elio Willavale Park Pty Ltd.
3. Upper Lachlan Shire Council support the submission made by Goulburn Mulwaree Council to the Department of Planning, Housing and Infrastructure to call upon them to consider a more thorough approach to considering the cumulative impact of State Significant Development across the Southern Tablelands. Additionally, Council seeks additional resources from the NSW Government to enable a more comprehensive and strategic approach to the consideration of the overall impact State Significant Development projects are having on the local community and its infrastructure.

BACKGROUND

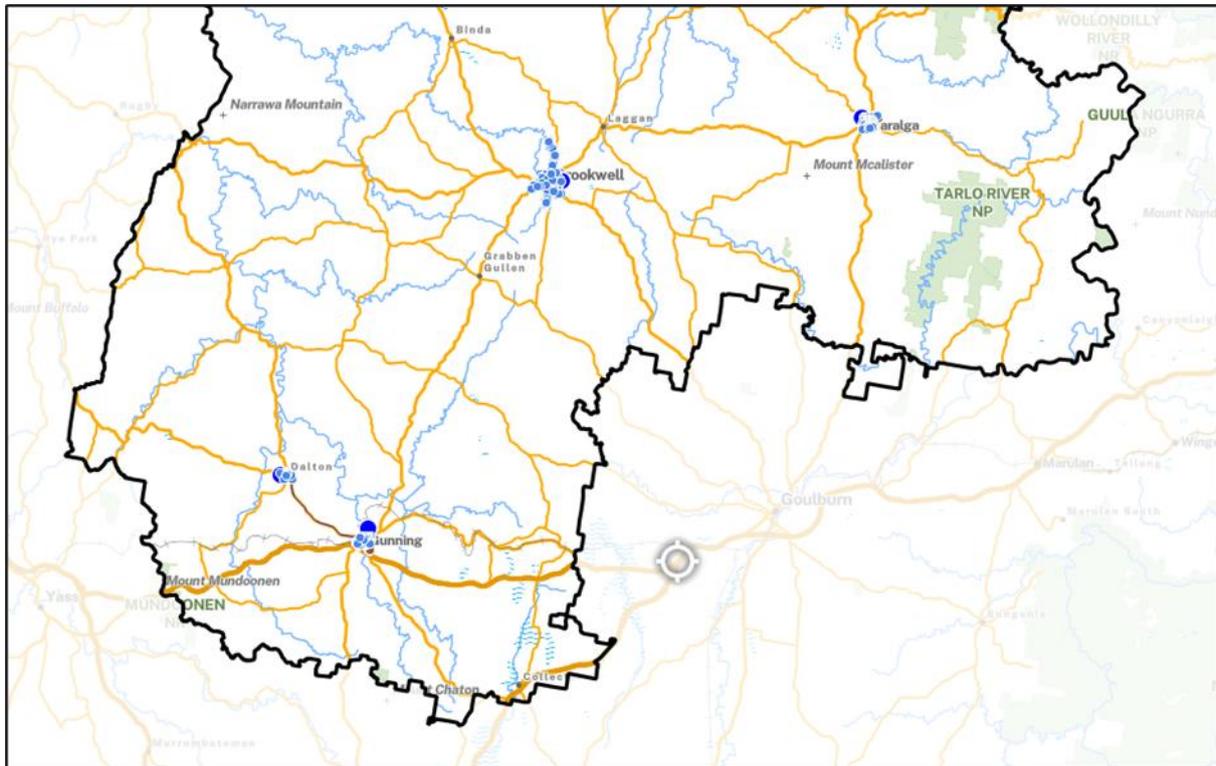
The Willavale Park Battery Energy Storage System (BESS) project is a State Significant Development (SSD) located at 20541 Hume Highway, Wollongorang within the Goulburn Mulwaree Local Government Area. Given the proximity of the proposal to Upper Lachlan Shire Council (ULSC), ULSC is afforded the opportunity to make a submission in relation to the Environmental Impact Statement (EIS). Council Staff have drafted a response to the EIS (Attachment 1) and submitted the draft noting the document required endorsement by Council at the February Council Meeting.

The proposal is lodged by X-Elio Willavale Park Pty Ltd. The NSW Department of Planning, Housing and Infrastructure (DPHI) are the determining authority for the proposal. Council's role is that of an interested stakeholder given its proximity to Upper Lachlan Shire Councils Local Government Area border.

Upper Lachlan Shire Council staff have reviewed the EIS and Goulburn Mulwaree Council submission in relation this EIS and have identified the following items for the consideration of DPHI in its assessment of the project.

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RESPONSE TO REQUEST FOR COMMENT - ENVIRONMENTAL IMPACT STATEMENT – WILLVALE PARK BATTERY ENERGY STORAGE SYSTEM (BESS) (STATE SIGNIFICANT DEVELOPMENT) cont'd

Figure 1 - Project Location in relation to ULSC Border



Note: As depicted in Figure 1 the proposal is within the Goulburn Mulwaree LGA approximately 10km east of Upper Lachlan Shire Council border.

The project aims to deliver a large-scale battery energy storage system with a capacity of 300 MW / 1200 MWh, supporting the NSW Government's renewable energy and grid reliability objectives.

The site's strategic location along the Hume Highway provides proximity to existing transmission infrastructure, making it suitable for energy storage development.

The proposal consists of:-

- Construction, operation, and eventual decommissioning of a Battery Energy Storage System (BESS).
- Capacity: 300 MW / 1200 MWh.
- Associated infrastructure includes electrical equipment, grid connection facilities, access roads, and ancillary buildings.

The purpose of the proposal is to store renewable energy and provide grid stability, supporting NSW's transition to a low carbon energy system. The project includes the commissioning, operational phases and decommissioning at the end of its life.

The application and Environmental Impact Statement (EIS) was on public exhibition upon the NSW Planning Portal from 20 November 2025 to 17 December 2025, allowing stakeholders and the community to provide submissions.

A copy of the EIS Executive Summary has been attached. (Attachment 2).

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RESPONSE TO REQUEST FOR COMMENT - ENVIRONMENTAL IMPACT STATEMENT – WILLVALE PARK BATTERY ENERGY STORAGE SYSTEM (BESS) (STATE SIGNIFICANT DEVELOPMENT) cont'd

A complete plan set and all associated documents can be found on the Planning Portal's project page, located here:

<https://www.planningportal.nsw.gov.au/major-projects/projects/willavale-park-battery-energy-storage-system>

KEY MATTERS FOR CONSIDERATION

Visual Impact

Council is concerned regarding the visual impact of the proposed development upon the surrounding rural landscape. The EIS assesses the visual impact of the proposed BESS on the surrounding rural landscape and nearby viewpoints. The site is in a rural setting characterised by open paddocks, scattered vegetation, and transport corridors. Visual sensitivity is moderate due to low population density and limited public viewpoints.

The key viewpoints are intermittent views of infrastructure from passing vehicles on the Hume Highway and higher visibility from Wollongong Road due to proximity and limited screening vegetation. Nearby rural properties will experience a low to moderate impact depending on distance and vegetation cover. Project elements affecting visual impact include the battery containers and associated infrastructure, perimeter fencing, security lighting, internal access roads and ancillary buildings.

Recommendation:

That the applicant considers additional buffer plantings to minimise the visual impacts of the development.

That the applicant addresses any potential concerns from nearby residents regarding visual intrusion.

A Landscape and Visual Mitigation plan be prepared in consultation with Council prior to commencement of the project including a commitment to maintain screening vegetation thorough the operation life of the project.

Biodiversity Impacts

The Biodiversity Development Assessment Report (BDAR) has been certified by a BAM-accredited assessor. The BDAR appropriately describes the proposed development, outlines the requirement for biodiversity assessment, and includes finalised Biodiversity Offset Scheme (BOS) credit reports. The assessment was undertaken using the Small Area Assessment Module of the Biodiversity Assessment Method (BAM), with adequate justification provided for its use. Supporting documentation includes site maps, diagrams, and identification of IBRA regions, Sub-IBRA units, and Mitchell Landscapes, consistent with BAM requirements.

Following a detailed review of the BDAR, Upper Lachlan Shire Council staff agree with the concerns raised by GMC Staff in relation to survey timing, data accuracy, and proposed mitigation measures.

Environment and Planning

RESPONSE TO REQUEST FOR COMMENT - ENVIRONMENTAL IMPACT STATEMENT – WILLAVALE PARK BATTERY ENERGY STORAGE SYSTEM (BESS) (STATE SIGNIFICANT DEVELOPMENT) cont'd

These issues have implications for the validity of the BAM data, Plant Community Type (PCT) determination, and biodiversity impact assessment.

Recommendation:

- *Conduct supplementary vegetation surveys during mid-spring (September/November) to accurately capture species richness and abundance. Update BAM data sheets and VIS calculations accordingly.*
- *Revise PCT classification to reflect actual species composition and update photographic documentation to accurately represent plot context.*
- *Schedule targeted fauna surveys during spring (September–December). Implement proper microbat survey protocols using acoustic monitoring.*
- *Expand assessment to include additional threatened microbat species. Repeat frog surveys during BAM-required seasonal periods. Develop and implement a natural area restoration plan for parts of the site to:*
 - *Enhance habitat for native flora and fauna.*
 - *Improve landscape connectivity. Provide screening vegetation for visual, noise, and dust mitigation.*
 - *Deliver long-term biodiversity gains beyond compliance requirements.*

In conclusion, Council strongly recommends that the proponent address these deficiencies through revised surveys, updated PCT determination, improved fauna assessment, and inclusion of a comprehensive restoration strategy.

Accommodation

Upper Lachlan Shire Council is concerned regarding the housing of construction workers, and the impact of such demand upon the availability of housing in the locality, particularly considering the current low rental vacancies. The use of commercial accommodation will increase the likelihood of booking conflicts beyond major events and seasonal tourism peaks. The Southern Tableland Region has a strong overnight and visitor economy that will be impacted by the ever-growing accumulation of SSD projects with temporary workforce requirements.

Council notes the proponents' willingness to explore opportunities to collaborate with surrounding SSD projects on shared or collocated accommodation options and refer the proponent to HumeLink's SIMP which incorporated a Dedicated Accommodation Coordinator – to manage social impacts under the dispersed accommodation model (<https://www.transgrid.com.au/media/emdcrlel/humelinkeast-noise-and-vibration-management-plan.pdf> page 9). The Dedicated Accommodation Coordinator role is envisaged to include dynamic scheduling of bookings, liaison with local governments and monitoring of availability during major events/holiday periods. This would also capture the demand for overnight and visitor accommodation bookings and ensure that

Environment and Planning

RESPONSE TO REQUEST FOR COMMENT - ENVIRONMENTAL IMPACT STATEMENT – WILLVALE PARK BATTERY ENERGY STORAGE SYSTEM (BESS) (STATE SIGNIFICANT DEVELOPMENT) cont'd

there is minimal impact on this market. Collaboration with this role by all SSD projects in the region is recommended.

Recommendation:

The applicant explores further opportunities in relation to workforce accommodation and provides an updated Workforce Accommodation Plan that has been developed in consultation with impacted Local Government Areas.

Water

Council advises that it has limited capacity to supply potable and non-potable water. Council is unable to guarantee the supply of water required and the cumulative impact of water usage required to facilitate all the SSD within the LGA and neighbouring LGA's.

Recommendation:

The applicant is to provide information in relation to the proposed water usage and timely requirements so that a complete and thorough understanding of the impact on any impacted LGA water sources.

Waste

The EIS for the proposal outlines waste management measures across the construction, operational, and decommissioning phases. Council raises concern regarding the waste impacts associated with this project and the significant cumulative waste impact of renewable energy developments in the LGA.

Recommendation:

Prior to commencing construction, a Waste Management Plan detailing specific estimated waste volumes by type, recycling and reuse targets, licensed disposal facilities and transport routes is required to be prepared.

Cumulative Impact

Council is concerned about the number and scale of State Significant Development (SSD) projects occurring across the Local Government Area (LGA) and surrounding regions. The impacts of these developments extend beyond individual project footprints and have the potential to result in long-term consequences for land use, regional and local infrastructure, the environment, and community amenity. At present, consideration of cumulative impacts is occurring on an ad-hoc basis, without coordinated oversight or clearly defined objectives.

There are currently more than 20 active SSD projects across the landscape, either operational or at various stages of the planning process. As a rural regional Council, the ongoing requirement to review Secretary's Environmental Assessment Requirements (SEARs), Environmental Impact Statements (EISs), Responses to Submissions, and Modification Reports is placing significant pressure on Council's

Environment and Planning

RESPONSE TO REQUEST FOR COMMENT - ENVIRONMENTAL IMPACT STATEMENT – WILLVALE PARK BATTERY ENERGY STORAGE SYSTEM (BESS) (STATE SIGNIFICANT DEVELOPMENT) cont'd

limited resources. This is occurring alongside Council's obligation to meet the Minister's Expectations Order 2024 for local development matters.

Given the scale of landscape transformation associated with SSD projects alone, it is timely for Council to advocate more strongly for assistance from the NSW Government.

This is particularly important given that the majority of the benefits generated by these projects are realised outside the LGA. Support could include the provision of financial resources to enable the employment of additional specialist staff, or the commissioning of a strategic, region-wide study to assess the cumulative and on-the-ground impacts of SSDs. Similar approaches are already being implemented in regions designated as Renewable Energy Zones.

Voluntary Planning Agreement

ULSC notes that there is reference to Community Benefits sharing with Upper Lachlan Shire Council within the Social Impact Assessment.

Council welcomes the opportunity to meaningfully discuss potential VPA arrangements.

Any agreement would be subject to the Voluntary Planning Agreement framework, which would include a public consultation process and the endorsement of Council.

Recommendation:

Should the Department grant consent to this project, Council requests that a condition of consent be imposed requiring that the applicant enter into an agreement with Council in line with the Benefit Sharing Guideline as a minimum.

POLICY IMPACT

Nil

OPTIONS

1. Council endorses the draft submissions for both projects EIS's. (Recommended).
2. Council proposes amendments to the draft submissions.
3. Council chooses not to make a submission in relation to the EIS's for both projects. (Not Recommended)

FINANCIAL IMPACT OF RECOMMENDATIONS

Council should at a minimum make a submission requiring any consents for the proposals be tied to the need for a letter of offer be made and accepted for developer contributions. This is to ensure Council and the community receive contributions and this be bound within the proposal development consent.

Environment and Planning

RESPONSE TO REQUEST FOR COMMENT - ENVIRONMENTAL IMPACT STATEMENT – WILLAVALE PARK BATTERY ENERGY STORAGE SYSTEM (BESS) (STATE SIGNIFICANT DEVELOPMENT) cont'd

RECOMMENDATION That -

1. The report be received and noted as information.
2. Council endorses the matters raised within the report to form the basis of a submission to the Environmental Impact Statement for the proposed Willavale Battery Energy Storage System located at 20541 Hume Highway, Wollogorang by proponent X-Elio Willavale Park Pty Ltd.
3. Upper Lachlan Shire Council support the submission made by Goulburn Mulwaree Council to the Department of Planning, Housing and Infrastructure to call upon them to consider a more thorough approach to considering the cumulative impact of State Significant Development across the Southern Tablelands. Additionally, Council seeks additional resources from the NSW Government to enable a more comprehensive and strategic approach to the consideration of the overall impact State Significant Development projects are having on the local community and its infrastructure.

ATTACHMENTS

1. ⇒	Response to EIS - Willavale Battery Energy Storage System	Appendix
2. ⇒	EIS - Willavale BESS	Appendix
3. ⇒	Goulburn Mulwaree Council Report	Appendix

12 INFRASTRUCTURE DEPARTMENT

The following item is submitted for consideration -

12.1	Review of Asset Management Policy	108
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Infrastructure - 19 February 2026

ITEM 12.1 **Review of Asset Management Policy**

FILE REFERENCE **I25/353**

AUTHOR **Director of Infrastructure**

ISSUE

A review of Council’s Asset Management Policy has been completed.

RECOMMENDATION That -

1. Council adopts the reviewed Asset Management Policy.

BACKGROUND

Nil

REPORT

This report details a review of Council’s Asset Management Policy. The policy is attached with amendments advised on cover page.

POLICY IMPACT

This is a review of an existing Council policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the reviewed Asset Management Policy.

ATTACHMENTS

1. ↓	DRAFT - Review of Asset Management Policy - Adopted 19 February 2026 - XX-26 - Review 2029	Attachment
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Upper Lachlan Shire Council

Policy Update Cover

Date: 19 February 2026	Policy Title: Asset Management Policy
This cover sheet provides a summary of the proposed amendments to the attached Policy. Council initially adopted this policy in October 2009. The policy was last updated on 17 June 2021	
Sponsor: Director Infrastructure	Action required: Approval by Council
Reason for review/update: Council regularly review and update policies to ensure that they are current, fit-for-purpose and relevant to Council's operations. The attached policy has been reviewed and updated in line with this practice and the sponsor is now seeking your approval to implement this policy.	
Summary of the changes: The following amendments have been made to this Policy: <ul style="list-style-type: none"> • Removed all references to General Manager and replace them with Chief Executive Officer to describe the head of local government agencies in NSW. • Removed references to amended legislation or non-related legislation to this policy and modernised definitions and references to align with ISO 55001, IIMM, AIFMM. • Simplified the policy by replacing detailed operational procedures with a concise, strategic, ISO-aligned approach. • Revised the policy to include sustainability, climate resilience, and long-term environmental considerations. • Updated governance expectations by emphasising transparency, data quality, performance monitoring, and whole-of-life planning. • Removed detailed role and responsibility descriptions for Council, management, and coordinators and replaced with general outline on staff responsibilities for risk management. • Introduced new performance indicators such as sustainability ratios, renewal funding ratio, and asset condition metrics. • Amended and omitted technical requirements from the policy such as inspection regimes, depreciation methodologies, and capital works prioritisation rules, as these will be included in asset management strategies and plans. 	
Consultation(s): Nil	
Internally cleared by	
Position: Chief Executive Officer	Position: Director Infrastructure

ULSC Asset Management Policy
Adopted: 19 February 2026

POLICY:-	
Policy Title:	Asset Management Policy
File Reference:	F10/618-03
Date Policy was adopted by Council initially:	15 October 2009
Resolution Number:	418/09
Other Review Dates:	21 March 2013, 17 June 2021
Resolution Number:	31/13 and 88/21
Current Policy adopted by Council:	19 February 2026
Resolution Number:	XXX/26
Next Policy Review Date:	2029

PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed;	N/A
Procedure/guideline reference number:	N/A

RESPONSIBILITY:-	
Draft Policy developed by:	Director of Infrastructure
Committee/s (if any) consulted in the development of this Policy:	N/A
Responsibility for implementation:	Chief Executive Officer
Responsibility for review of Policy:	Director of Infrastructure

ULSC Asset Management Policy
Adopted: 19 February 2026

OBJECTIVE

This policy outlines Upper Lachlan Shire Council's approach to managing infrastructure assets sustainably, ensuring it supports the community's current needs and future growth, in alignment with the Upper Lachlan Community Strategic Plan.

Council is committed to:

- Delivering safe, reliable, and fit-for-purpose infrastructure that supports current service needs and future community growth through responsible, long-term investment and planning.
- Adapt asset management practices to meet evolving community expectations, while integrating environmental sustainability, climate resilience, and risk management into all decision-making.
- Ensure compliance with all relevant legislative, regulatory, and policy requirements, maintaining strong governance and alignment with recognised standards such as ISO 55001.
- Promote transparency, accountability, and continuous improvement by using evidence-based planning, performance monitoring, and strategic asset lifecycle management.

SCOPE

This policy applies to all infrastructure assets under the care and control of Upper Lachlan Shire Council, excluding office furniture, IT equipment and other non-infrastructure items. It covers the full asset lifecycle and applies to all Councillors, staff, contractors and consultants involved in planning, managing or delivering Council services.

This policy establishes Council's overarching framework and principles for asset management. The implementation of this policy will be supported by the Asset Management Strategy and associated Asset Management Plans, which provide the detailed processes, standards and actions required to give effect to this policy.

PRINCIPLES

- Deliver agreed service levels by balancing cost, risk, and performance for long-term sustainability.
- Align asset management with Council's planning, governance, and financial frameworks.
- Manage assets using a whole-of-life approach to optimise value and service delivery.
- Integrate sustainability and risk management into all asset decisions.
- Maintain accurate asset data to support informed planning and operations.
- Ensure clear governance, roles, and staff capability in asset management.
- Follow transparent, accountable practices aligned with ISO 55001 standards.
- Promote continuous improvement through regular reviews of asset management performance.

V3.19.02.26

ULSC Asset Management Policy
Adopted: 19 February 2026

POLICY STATEMENT

Council is committed to the sustainable and effective management of infrastructure assets to support the delivery of essential community services now and into the future. These assets represent a significant investment and are critical to economic activity, community wellbeing, and environmental sustainability.

Council owns and maintains a wide range of asset classes, including property, buildings, plant and equipment, roads, bridges, footpaths, drainage, recreation facilities, waste management facilities, parks and reserves, aerodrome, car parks, caravan parks, and water and sewerage infrastructure. These assets are fundamental to the region's social and economic infrastructure.

Through this policy, Council adopts a lifecycle approach to asset management, ensuring assets are planned, maintained, renewed, and, where appropriate, disposed of in a manner that is cost-effective, risk-aware, and aligned with community needs. Asset decisions are integrated with the Community Strategic Plan and Long-Term Financial Plan to ensure service delivery is both affordable and sustainable.

The policy promotes transparency, accountability, and continuous improvement in asset planning and performance. It supports informed decision-making based on reliable data, risk management, and clear service level objectives.

Effective asset management enables Council to meet legislative responsibilities, respond to changing community expectations, and ensure that public infrastructure continues to deliver value over the long term.

DEFINITIONS (Ref: ISO 5500X, IIMM, AIFMM)

Asset – A physical or non-physical entity that has value to the council, contributing directly or indirectly to service delivery and community outcomes.

Asset Life Cycle – All phases in the life of an asset, from planning, design, acquisition, operation, maintenance, renewal, and disposal.

Asset Management – The coordinated activities of an organization to realise value from assets, balancing cost, risk, and performance over the asset lifecycle.

Asset Management System - A framework of processes and resources enabling the council to achieve its asset management objectives consistently and sustainably.

Asset Management Information System (AMIS) – A system that captures, manages, and analyses asset data to support informed, strategic asset management decisions across the asset lifecycle.

V3.19.02.26

ULSC Asset Management Policy
Adopted: 19 February 2026

Asset Management Strategy – A high-level plan that outlines how the council will implement asset management practices to achieve its objectives, balancing cost, risk, performance, and sustainability over the asset lifecycle.

Asset Management Plan – A detailed plan that outlines how a specific group of assets will be managed to deliver defined service levels in a sustainable, cost-effective way over the asset lifecycle. It includes demand forecasts, lifecycle activities, risks, and financial requirements.

Infrastructure Asset – A long-life physical asset that supports the delivery of essential public services, including transport, stormwater, water supply, sewerage, buildings, open space, and other community infrastructure.

Level of Service – The defined quality, function, and performance standard at which an asset or service is planned and delivered to the community. It reflects customer expectations, statutory requirements, and the Council's strategic objectives.

Useful Life of an Asset – The estimated period over which an asset is expected to provide service to the community before it becomes uneconomical to maintain, requiring renewal or disposal.

PERFORMANCE INDICATOR

Council will measure this policy's effectiveness using key indicators such as the asset sustainability ratio, condition ratings, and renewal funding ratio. Performance will also be tracked through completion of planned works, backlog reduction, improved data accuracy, and regular reviews to ensure alignment with asset management and financial plans, including Council's Long Term Financial Plan.

RESPONSIBILITIES

Council aims to create a positive risk management culture where risk management is integrated into all everyday activities and managing risks is an integral part of asset maintenance and management activities, good management practice and decision-making at Council.

It is the responsibility of every staff member and business area to observe and implement this policy in relation to asset management delivery and servicing of assets by implementing Council standard operating procedures.

V3.19.02.26

ULSC Asset Management Policy
Adopted: 19 February 2026

REFERENCES

Local Government Act 1993
Local Government (General) Regulation 2021
Roads Act 1993
Civil Liability Act 2002
Work Health and Safety Act 2011
Work Health and Safety Regulation 2017
Integrated Planning & Reporting (IP&R) Guidelines
Council Infrastructure Plan
Council Procurement Policy
Council Long Term Financial Plan
Council Risk Management Policy
Australian Accounting Standards
Local Government Code of Accounting Practice and Financial Reporting
International Infrastructure Management Manual (IIMM)
Australian Infrastructure Financial Management Manual (AIFMM)
ISO 5500X: Asset Management Standards
ISO 31000:2018 Risk Management Guidelines

VARIATION

Council reserves the right to vary or revoke this policy.

V3.19.02.26

13 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

13.1	Delivery Program bi-annual review 2025/2026	116
13.2	Quarterly Budget Review Statements - 2nd Quarter 2025/2026	132

Finance and Administration - 19 February 2026

ITEM 13.1 **Delivery Program bi-annual review 2025/2026**

FILE REFERENCE **I25/368**

AUTHOR **Director of Finance and Administration**

ISSUE

Delivery Program – Principal Activities and Program Actions Report for first six months of 2025/2026.

RECOMMENDATION That -

1. Council adopt the Delivery Program Actions Report review for the six month period ended 31 December 2025.

BACKGROUND

The Delivery Program is a four-year plan, accompanied by a complete four-year budget program of works that details what Council will do to implement their Community Strategic Plan 2042.

The Delivery Program is reviewed and updated annually by Council, incorporating community submissions to the program and to ensure the program evolves and remains aligned to Council priorities.

REPORT

Upper Lachlan Shire Council has implemented the Office of Local Government, Integrated Planning and Reporting (IP&R) legislation. Section 404 (5), of the *Local Government Act 1993*, states “The General Manager must ensure that progress reports are provided to the Council, with respect to the Principal Activities detailed in the Delivery Program, at least every 6 months.”

Attached to this report is a progress review report on Council’s Delivery Program activities in accordance with the IP&R guidelines for the period of July to December 2025.

POLICY IMPACT

Nil

OPTIONS

Nil

Finance and Administration

DELIVERY PROGRAM BI-ANNUAL REVIEW cont'd

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopt the Delivery Program Actions Report review for the six month period ended 31 December 2025.

ATTACHMENTS

1. ↓	Delivery Program 31 December 2025-2026 Report	Attachment
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The Delivery Program Actions are integrated with the Community Strategic Plan 2042 (CSP) Strategies and referenced to a Community Aspiration. Each six months the Chief Executive Officer is to provide a progress report with respect to the Delivery Program Actions.

CSP STRATEGIC PILLAR NO.1 – OUR COMMUNITY

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
1.1 - Support the retention of medical and health care facilities in the towns.	Medical practitioners are provided support to facilitate health care service provision.	Chief Executive Officer	Strategy A.1 - Improve access to health and community services that support physical health and mental wellbeing. 5. People attaining health and wellbeing.	Achieved – community buildings leased to facilitate health care services and in-kind contributions provided to service provider.
1.2 - Support provision of ageing population services and aged accommodation.	Liaise with government agencies and associated community groups in advocating for adequate aged care services and accommodation.	Director of Environment and Planning	Strategy A.7 - Plan for and address community safety and public health. 2. Community liaison to preserve and enhance community facilities.	Achieved - Community has access to health and community services. There has been minimal advocating with respect to this delivery action.
1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Implementation of actions identified in the Social and Community Plan, Disability Inclusion Plan (DIAP), Cultural Plan and Ageing Strategy.	Director of Environment and Planning	Strategy A.1 - Improve access to health and community services that support physical health and mental wellbeing. Strategy A.6 - Foster a strong sense of belonging through targeted community development initiatives. 6. Resilient and adaptable communities.	Not achieved - review of Council's Social and Community Plan, Cultural Plan and Ageing Strategy not commenced. Achieved – DIAP developed and being implemented.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
1.4 - Protect significant heritage sites to preserve the diverse history of the Shire.	Heritage sites receiving funding over three year program.	Director of Environment and Planning	Strategy A.4 - Events celebrate the identity of our towns, produce, heritage and culture. 1. A built environment enhancing the lifestyle of a diverse community.	Achieved – heritage grant program is funded annually.
1.5 - Social inclusion for all disparate communities.	Provision of recreational opportunities and upgrade to existing public recreational facilities within the Shire towns.	Director of Environment and Planning	Strategy A.2 - Our sports, recreation, community and service groups are supported. Strategy A.8 - Enhance community inclusion by identifying and eliminating participation barriers. 6. Resilient and adaptable communities.	Achieved – works implemented based around adopted budget and resourcing constraints.
1.6 - Manage and upgrade Council's public buildings and community centres.	Preparation and review of Council buildings and strategy on future arrangements.	Director of Infrastructure	Strategy D.3 - Our local character is maintained through the protection and preservation of historic buildings. Strategy E.5 - Manage assets in a proactive way across their lifespan within resources limitations. 2. Community liaison to preserve and enhance community facilities.	Not achieved - Plans of Management yet to be completed. Buildings strategy has not been developed.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
1.7 - Encourage recreational, cultural and leisure activities while maintaining public safety standards.	Provide funding for existing library and swimming pool facilities. Also, manage animal control and sporting grounds activities.	All three Council Department Directors	Strategy A.2 - Our sports, recreation, community and service groups are supported. Strategy A.5 - Encourage creative expression through arts and culture. 2. Community liaison to preserve and enhance community facilities.	Achieved – Council supports sporting groups and funds swimming pool and library activities annually.

CSP STRATEGIC PILLAR NO.2 – OUR ENVIRONMENT

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
2.1 - Address environmental degradation issues, i.e. noxious weeds control.		Review of Biosecurity Management Strategy.	Director of Environment and Planning	Strategy C.1 - Protect and enhance the existing natural environment, including flora and fauna native to the region. Strategy C.2 - Implement effective integrated weed and pest animal management. 3. A healthy natural environment.	Achieved – funding obtained for the Weeds Action Plan, with the Government funding being reduced further, which will have impacts on the service delivery and budget.
2.2 - Promote environmentally sustainable developments (ESD).		Review, update and implementation of Upper Lachlan Local Environmental Plan (LEP) and Development Control Plan (DCP).	Director of Environment and Planning	Strategy C.6 - Maintain a balance between growth, development, environmental protection agriculture through sensible planning. Strategy C.7 - Consider community feedback, local character and identity, economic factors and social impact in planning decisions. Strategy C.8 - Encourage positive social and environmental contributions from developers. 4. A prosperous economy with the balanced use of our land.	Working Towards – DCP review commenced and ongoing. The document is currently on public exhibition (closes 20 February 2026).
2.3 - Promote use of green and renewable energy.		Council promote alternate energy initiatives. Review Climate Change Adaption Strategy and development of Resilience Framework.	Director of Environment and Planning	Strategy C.4 - Investigate and implement approaches to reduce our carbon footprint. Strategy C.5 - Lead climate mitigation and adaptation. 3. A healthy natural environment.	Not achieved – Environmental Sustainability Strategy not commenced based on funding and resourcing. Grant funding received to install solar at several Council facilities.

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
2.4 - Support land care initiatives to restore and beautify natural resources.		Continued partnership working to protect our environment by enhancing land and waterways to sustain natural ecosystems.	Director of Environment and Planning	Strategy C.3 - Protect and rehabilitate waterways and catchments. 2. Community liaison to preserve and enhance community facilities.	Working Towards – Limited works being undertaken in this space based on funding.
2.5 - Improve water supply and sewerage facilities to towns.		Implement town water supply and sewerage improvement programs and include within Long Term Financial Plan (LTFP).	Director of Environment and Planning	Strategy D.9 - Provide high quality reliable water supply to communities. Strategy D.10 - Provide safe and efficient sewerage services to communities. 2. A healthy natural environment.	Working Towards – Integrated Water Cycle Management Plan (IWCM) development is ongoing. NSW Public Works completing the IWCM.
2.6 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.		Council provide a strategy for future waste service provision. Implement improvement works to Crookwell landfill/waste centre and the village waste transfer stations to ensure compliance with EPA guidelines.	Director of Environment and Planning	Strategy D.11 - Our recycling and waste management practices are accessible and efficient. 7. Responsible and efficient use of resources.	Working Towards – Waste strategy specification developed to enable RFQ to be obtained. Closure plan for the Crookwell Landfill completed in draft and to be forwarded onto the EPA for comment.

CSP STRATEGIC PILLAR NO. 3 – OUR ECONOMY

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
3.1 – Prioritise financial viability of Council.		Long-term Financial Planning (LTFP) model implemented.	Director of Finance and Administration	Strategy E.3 - Manage resources in a responsible manner that supports the ongoing viability of Council. 7. Responsible and efficient use of resources.	Working Towards - LTFP was adopted on 19 June 2025. A Financial Sustainability Review completed by AEC Group with recommendations implemented and reported to December 2025 Council Meeting.
3.2 – Prudent financial management.		Achieve Financial performance benchmarks.	Director of Finance and Administration	Strategy E.4 - Seek out and pursue income generating opportunities for Council. 8. Transparent and accountable governance.	Working Towards – 4 benchmarks achieved with an unqualified audit report issued by Audit Office on Council Financial Statements for 2024/2025.
3.3 - Encourage sustainable population growth and provision of associated infrastructure.		1. Implementation of Southern Tablelands Regional Economic Development Strategy (REDS).	Chief Executive Officer	Strategy B.1 - Promote the region as an ideal location for businesses and industry. Strategy E.6 - Our community is empowered to access engagement opportunities and provide input into the future direction of the region. 4. A prosperous economy with the balanced use of our land.	Working Towards – Council continues to align with the REDS for sustainable economic growth across the region. Council is in the final stages of developing a draft Upper Lachlan Economic Development Strategy tailored to local needs and opportunities. Council has maintained active engagement with local business,

				neighbouring LGAs and regional partners to ensure a coordinated approach to investment readiness and destination development. Council 355 Economic Development Committee has been formed.
Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
3.4 - Assist facilitation of employment opportunities.	Council employ younger demographic as apprenticeships/ traineeships/ cadetships and seek grant funding for this purpose.	Chief Executive Officer and Director of Finance and Administration	Strategy B.6 - Support our young people to access surrounding education, training and employment pathways. Strategy B.7 - Enhance economic conditions to create new jobs and support the attraction of skilled employees 7. Responsible and efficient use of resources.	Achieved – Grant Report is provided to Council. Successful in grant funding to facilitate work placements and apprenticeship positions at Council.
3.5 - Promote tourism opportunities.	Marketing and promotion is timely, professional, informative and responsive to user needs. Capitalise on Canberra Region brand opportunities.	Chief Executive Officer	Strategy B.4 - Develop our tourism experiences and offering to harness marketing and attraction opportunities. 2. Community liaison to preserve and enhance community facilities.	Achieved – marketing and promotion activities completed. Council has strengthened its digital and print presence through the delivery of the updated and refreshed in house tourism publications, regular social media content aligned with seasonal campaigns. Representation at regional tourism meetings and collaboration with

				neighbouring LGAs. Council have fostered partnerships with local business, community groups, and regional tourism organisations to support destination development and attraction initiatives.
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CSP STRATEGIC PILLAR NO. 4 – OUR INFRASTRUCTURE

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.1 - Improve local road and regional road transport networks.		Manage road assets to ensure public safety. Road Hierarchy reviewed and reported to Council. Pavement rehabilitation on regional roads.	Director of Infrastructure	Strategy D.1 - Plan for, maintain and improve road corridor networks. Strategy D.2 - Enhance our public, community and active transport links to make moving around our Shire easy. 7. Responsible and efficient use of resources.	Working Towards – capital works and maintenance road works undertaken. Council Infrastructure Plan adopted on 19 June 2025. Road hierarchy review to be completed as part of asset classes re-valuation.
4.2 - Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.		Asset Management Plans and Asset Strategies by each Asset Class are developed and recommendations implemented.	Director of Infrastructure	Strategy D.6 - Our community facilities are well-managed, accessible and fosters healthy and connected living. Strategy E.5 - Manage assets in a proactive way across their lifespan within resources limitations. 2. Community liaison to preserve and enhance community facilities.	Working Towards – whilst asset data is required to be collated, along with condition rating to update the asset register and develop forward year works plans.
4.3 - Bitumen sealing all urban streets in towns.		Prepare 4 year road capital works program budget and review works priorities annually.	Director of Infrastructure	Strategy D.1 - Plan for, maintain and improve road corridor networks. 1. A built environment enhancing the lifestyle of a diverse community.	Achieved - four year capital road works program budget and works were developed and included in Delivery Program adopted by Council on 19 June 2025.

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.4 - Lobby for improved mobile telephone and broadband services.		Advocate Federal Government agencies to ensure regional and rural areas are included in the roll out of technological initiatives.	Chief Executive Officer	Strategy D.12 - Reduce mobile telephone blackspot areas. Strategy D.13 - Deliver better mobile phone coverage and faster and more reliable internet services. 1. A built environment enhancing the lifestyle of a diverse community.	Working Towards – A new tower was approved for Curraweela. Lobbying for a tower at Snowy Mount has been unsuccessful to date. NBN fibre to premise has been rolled out in Crookwell.
4.5 - Develop new and upgrade existing footpaths and cycleway networks.		Implement the Pedestrian Access and Mobility Plan (PAMP) to create links to community services in conjunction with NSW Government Stronger Country Communities Fund program.	Director of Infrastructure	Strategy D.8 - Provide and maintain inclusive sports and recreation facilities for active lifestyles. 1. A built environment enhancing the lifestyle of a diverse community.	Working Towards – previous grant projects at Crookwell and Gunning have been completed. Further grant applications have been successful with funding for two more projects aligning with delivery of PAMP. Projects to be completed in 2026.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.6 - Upgrade stormwater and kerb and guttering in towns.	Stormwater Management Plans created and recommendations progressively implemented in a 4 year capital works budget.	Director of Infrastructure	<p>Strategy D.1 - Plan for, maintain and improve road corridor networks.</p> <p>Strategy E.5 - Manage assets in a proactive way across their lifespan within resources limitations.</p> <p>2. A healthy natural environment.</p>	Working Towards – Flood studies for Collector, Crookwell, Gunning and Taralga have been completed. Potential upgrades identified but will require more funding than currently available. Funding received to undertake design and construction for a levee in Gunning, however due to high estimated construction costs a variation to the grant has been applied to only undertake the design of the levee and some minor construction work involving raising a house and stormwater works on Warrataw Street.
4.7 – Maintain and upgrade bridges on local and regional roads.	Implementation of bridge maintenance programs. Replace ageing bridges with funding to be sourced from external funding bodies.	Director of Infrastructure	<p>Strategy D.1 - Plan for, maintain and improve road corridor networks.</p> <p>Strategy E.5 - Manage assets in a proactive way across their lifespan within resources limitations.</p> <p>7. Responsible and efficient use of resources.</p>	Working Towards - construction has been completed on Julong Road 2 bridge and on the Tablelands Way MR256 Oberon Road at Curraweela Creek bridge.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.8 - Transport link priority projects to State Parks including the Wombeyan Caves Road, Tablelands Way and Grabine Road reconstruction and upgrade to facilitate economic benefits to the region.	Pursue grant funding opportunities that deliver on the pursuit of regional economic growth benefits. Deliver grant projects and improve road infrastructure assets with potential to stimulate the local economy and grow businesses.	Director of Infrastructure	<p>Strategy D.2 - Enhance our public, community and active transport links to make moving around our Shire easy.</p> <p>Strategy B.4 - Develop our tourism experiences and offering to harness marketing and attraction opportunities.</p> <p>4. A prosperous economy with the balanced use of our land.</p>	Working Towards – Council has installed guard rails on Wombeyan Caves Road. Construction works have been completed on seal extension component of Grabine Road. Grant funding for Tablelands Way safety improvements is secured, and works are advanced towards completion. Grant funding for sealing the last unsealed section on Wombeyan Caves Road has been secured, design works are in progress.

CSP STRATEGIC PILLAR NO.5 – OUR CIVIC LEADERSHIP

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
5.1 - Participate in resource sharing initiatives.		Report projects to Council every year. Achieve annualised \$ savings through participation in Canberra Region Joint Organisation (CRJO) projects.	Chief Executive Officer and Director of Finance and Administration	Strategy E.2 - Council actively participates in regional bodies to identify innovations and opportunities for our region. Strategy E.1 - Council practices and processes are well-governed, efficient, and meet legislative requirements. 7. Responsible and efficient use of resources.	Achieved - participation in CRJO; internal audit services, ARIC committee and NSW Resilience Blueprint project. Central West JO contracts; Copyright Licencing and Bulk Fuel and electricity purchase contracts.
5.2 - Promote community engagement and involvement in decision making processes.		Regular community meetings and Committees of Council outcomes achieved. Community Survey undertaken every four years.	Chief Executive Officer and Director of Finance and Administration	Strategy E.6 - Our community is empowered to access engagement opportunities and provide input into the future direction of the region. Strategy E.7 - Residents have access to timely, relevant and accurate information on matters that affect them. 6. Resilient and adaptable communities.	Achieved – 4 community outreach meetings were held in October 2025 in towns/villages and Public Forums held in Crookwell. Achieved – Projectura on behalf of CRJO prepared a Community Engagement Report for Council after a round of community engagement in February and March 2024 with Have Your Say on-line and hard copy surveys completed as part of reviewing the Council Community Strategic Plan 2042.

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
5.3 - Leadership and commitment to integrated planning and reporting (IP&R).		Council's IP&R documents clearly articulate the Council's direction across all strategy platforms and performance management efficiency is evident to the community.	Chief Executive Officer and Director of Finance and Administration	<p>Strategy E.1 - Council practices and processes are well-governed, efficient, and meet legislative requirements.</p> <p>Strategy E.2 - Council actively participates in regional bodies to identify innovations and opportunities for our region.</p> <p>Strategy E.3 - Manage resources in a responsible manner that supports the ongoing viability of Council.</p> <p>8. Transparent and accountable governance.</p>	<p>Achieved – 2025/2026 IP&R strategic plans were reviewed in 2025 and adopted by Council on 19 June 2025.</p> <p>Financial Sustainability, Efficiency and Service Reviews Outcomes report by management was provided to staff, community and December 2025 Council Meeting.</p>

Finance and Administration - 19 February 2026

ITEM 13.2 **Quarterly Budget Review Statements - 2nd Quarter 2025/2026**

FILE REFERENCE **I25/369**

AUTHOR **Director of Finance and Administration**

ISSUE

A Financial Summary and Key Performance Indicators report for the 2nd Quarter Budget Review in 2025/2026 is provided for Council endorsement.

RECOMMENDATION That -

1. Council endorses the 2nd Quarter Budget Review Statements for 2025/2026 including revotes of income and expenditure to the Operational Plan; and
2. Council endorses the Operational Plan Performance Summary Report.

BACKGROUND

This report details the financial summary and Key Performance Indicators for the 2nd Quarter Budget Review in 2025/2026. The Office of Local Government (OLG) has revised the mandatory reporting of Quarterly Budget Review Statement Guidelines for fund-specific reporting as well as consolidated fund reporting. There is now a quarter report for Developer Contributions. The mandatory reporting commenced the 1st Quarter 2025/2026.

REPORT

The Quarterly Budget Review Statements are prepared for Upper Lachlan Shire Council in accordance with the Office of Local Government guidelines. The quarterly budget review statements should be read in conjunction with the Operational Plan performance summary report.

The Income and Expenses Budget Review Statement provide an overview of Council's operations for the 2nd Quarter of the 2025/2026 financial year. The following is a financial summary of the data as at 31 December 2025:-

1. Council has raised 60% of the operating budgeted income.
2. Council has expended 55% of the operating budgeted expenditure, (Note: this % includes actual expenditure and creditor commitments).
3. Capital grants and contributions income received is 27% of the revised budgeted capital income.
4. Council has expended 40% of the revised budgeted capital expenditure (Note: this percentage includes actual capital expenditure and creditor commitments) on asset acquisitions and renewals.

Budget Revotes

Finance and Administration

QUARTERLY BUDGET REVIEW STATEMENTS – 2ND QUARTER 2025/2026 cont'd

On 19 June 2025, Council's Operational Plan resolved an original operating budget deficit, before capital grants and contributions, totalling \$2.922 million.

Since Council adopted the original budget, there are operational budget net revotes improvement in operational result projection for the 1st Quarter totalling \$34,000. After the 1st quarter revotes, the revised net operating budget shows a deficit result forecast totalling \$2.888 million, before capital grants and contributions.

In the second quarter, further operational budget revotes have resulted in a net deterioration of \$193,000 in the operating result. As a result, the revised net operating budget now forecasts a deficit of \$3.081 million, before capital grants and contributions.

The operational and capital budget revotes of income and expenditure and transfer from reserves movements for the 2nd Quarter are all detailed in the attached Material Variations and Revotes Budget Review Statement.

Operational Budget Analysis

Council's operational budget analysis (actuals to projected budget) is outlined in the Income and Expenses Budget Review Statements for each fund, as well as at the consolidated fund level.

Note: Consolidated fund operational expenditure, excluding creditor commitments, is 49% of the revised budget at the end of the 2nd quarter.

Capital Budget Analysis

The Capital Budget Review Statement, for all funds, including accounts payable commitments is 40% complete year to date.

Note: Consolidated fund capital expenditure, excluding creditor commitments, is 24% of the revised capital budget at the end of the 2nd quarter.

Revisions to the adopted capital budget in the 2nd quarter include \$1 million for the completion of the Crookwell Caravan Park cabins, funded by capital grants; \$40,000 for structural works at the Gunning Administration Building, funded by the Building Reserve; \$30,000 for works relating to the Gunning Courthouse building, funded by the Building Reserve; and \$21,000 for the purchase of a line marker and \$50,000 for an additional leaseback vehicle for the Tourism and Economic Development Coordinator, both funded by the Plant Reserve.

The General Fund revised capital expenditure program is 47% complete year to date. Major projects that are substantially complete at the end of the second quarter include Warrataw Street (Cullivan Street to Lerida Street) and the Wombeyan Caves Road Guard Rail Installation.

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QUARTERLY BUDGET REVIEW STATEMENTS – 2ND QUARTER 2025/2026 cont'd

Cash flow

Council's projected short-term liquidity position remains satisfactory, with total cash and investments held at 31 December 2025 amounting to \$36.487 million.

By comparison, total cash and investments held at 30 September 2025 (1st quarter) totalled \$39.709 million, while the cash and investments balance at 30 June 2025 was \$36.728 million.

The Cash and Investments Budget Review Statement detail the unrestricted cash, internal allocation reserve restrictions and external restricted reserves both in total and in movements to 31 December 2025.

At the reporting date, Council had \$1.9 million in reimbursements outstanding from Transport for NSW relating to payment claims for State Road MR54 work orders and RMAP works. Payment in full for these claims was subsequently received in January and February 2026, post-reporting date.

However, as at the reporting date of 31 December 2025, this contract expenditure was recognised as an accounts receivable to Council and had adversely impacted Council's short-term cash position in the 2nd Quarter, consequently reducing the unrestricted cash due to the delayed timing of receiving the funds.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

This quarter operational budget and capital income and expenditure budget revotes are in the attached reports that includes transfers from internal and external restricted reserves.

There is a QBRS Financial Overview summary page as a final page attachment providing summary detail of Net Operational Result by individual funds and also summary of Borrowings, Liquidity, Capital and Developer Contributions for the information of Council.

RECOMMENDATION That -

1. Council endorses the 2nd Quarter Budget Review Statements for 2025/2026 including revotes of income and expenditure to the Operational Plan; and
2. Council endorses the Operational Plan Performance Summary Report.

ATTACHMENTS

1. ↓	Quarterly Budget Review attachments	Attachment
2. ↓	Operational Plan KPI - 2nd Quarter 2025-2026	Attachment



UPPER LACHLAN SHIRE COUNCIL

Quarterly Budget Review Statement Budget review for the quarter ended 31 December 2025

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2021.

It is my opinion that the Quarterly Budget Review Statement for Upper Lachlan Shire Council for the quarter ended 31 December 2025 indicates that Upper Lachlan Shire Council's projected financial position at 30 June 2026 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____

Date: 05/02/2026

Ashan Hewage
Chief Financial Officer

QBRS FINANCIAL OVERVIEW								
Upper Lachlan Shire Council								
Budget review for the quarter ended 31 December 2025								
DESCRIPTION	Previous Year	Current Year Original	Revised	Recommended changes	Projected	VARIANCE	ACTUAL	
	Actual	Budget	Budget	for council resolution	Year End (PYE)	ORIGINAL budget v PYE	YTD	
	2024/25 \$000's	2025/26 \$000's	\$000's	\$000's	Result 2025/26 \$000's	2025/26 \$000's	2025/26 \$000's	
Net Operating Result before grants and contributions provided for capital purposes	General Fund	-9,519	-3,268	-3,234	-169	-3,403	-135	1,396
	Water Fund	-460	-145	-145	-24	-169	-24	447
	Sewer Fund	603	491	491		491		1,096
	Consolidated	-9,372	-2,922	-2,888	-193	-3,081	-159	2,939
	Consolidated	11,775	8,821	12,427	807	13,234	4,412	9,755
Operating Result from continuing operations (with capital grants and contributions) excluding depreciation, amortisation and impairment of non financial assets								
Borrowings	Total borrowings	5,818	5,256			5,256		5,539
Liquidity	External restrictions	24,857	21,951	21,182	-360	20,822	-1,129	28,267
	Internal Allocations	10,347	10,772	10,889	-176	10,713	-58	8,040
	Unallocated	1,524	1,525	1,525		1,525		180
	Total Cash, Cash Equivalents and Investments	36,727	34,247	33,595	-536	33,059	-1,187	36,487
Capital	Capital Funding	17,707	12,080	16,559	1,141	17,700	5,619	7,026
	Capital Expenditure	17,707	12,080	16,559	1,141	17,700	5,619	7,026
	Net Capital							
	Opening Balance	Total Cash Contributions Received	Total Interest Earned	Total Expended	Total Internal Borrowings (to)/from	Held as Restricted Asset	Cumulative balance of internal borrowings (to)/from	
	As at 1 July 2025	As at this Q	As at this Q	As at this Q	As at this Q	As at this Q	As at this Q	
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	
Developer Contribution	Total Developer Contributions	6,826	258	146	16		7,214	

Income and Expenses Budget Review Statement										
Upper Lachlan Shire Council										
Budget review for the quarter ended 31 December 2025										
Consolidated Fund										
								Actual YTD%	50%	
								Pay YTD%	48%	
(Actual YTD figures include creditor commitments)										
Description	Previous Year	Current Year Original	Approved Changes	Revised	Recommended changes	Projected Year End (PYE)	VARIANCE	ACTUAL YTD	Actual to Projected Budget	
	Actual	Budget	Review	Budget	for council resolution	Result	ORIGINAL budget v PYE	2025/26	2025/26	
	2024/25 \$000's	2025/26 \$000's	Q 1 \$000's	\$000's	Q 2 \$000's	2025/26 \$000's	2025/26 \$000's	2025/26 \$000's	2025/26 %	
INCOME										
Rates and Annual Charges	14,594	15,356		15,356		15,356		15,372	100%	
User Charges and Fees	9,869	6,946	(135)	6,811		6,811	(135)	3,183	47%	
Other Revenue	755	537		537	45	582	45	253	43%	
Grants and Contributions - Operating	11,875	16,349	(21)	16,328	150	16,478	129	7,113	43%	
Grants and Contributions - Capital	10,938	1,184	3,571	4,755	1,000	5,755	4,571	1,536	27%	
Interest and Investment Income	1,597	1,378		1,378		1,378		329	24%	
Net gain from disposal of assets					156	156	156	156	100%	
Total Income from continuing operations	49,628	41,751	3,415	45,166	1,351	46,516	4,766	27,943	60%	
EXPENSES										
Employee benefits and on-costs	13,967	14,563	(216)	14,347	(135)	14,212	(351)	6,800	48%	
Materials & Services	21,339	16,522	26	16,548	655	17,203	681	10,853	63%	
Borrowing Costs	407	223		223		223		75	34%	
Other Expenses	1,092	854		854	24	878	24	459	52%	
Net Loss from Disposal of Assets	1,048	767		767		767				
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	37,853	32,929	(190)	32,739	544	33,283	354	18,188	55%	
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	11,775	8,821	3,605	12,427	807	13,234	4,412	9,755		
Depreciation, amortisation and impairment of non financial assets*	10,209	10,560		10,560		10,560		5,280	50%	
Operating result from continuing Operations	1,566	(1,739)	3,605	1,867	807	2,674	4,412	4,475		
Net Operating Result before grants and contributions provided for capital purposes	(9,372)	(2,922)	34	(2,888)	(193)	(3,081)	(159)	2,939		
								Actual Expense:	16,255	89%
								Committed Expense:	1,933	11%
								Total Expense:	18,188	100%

*Depreciation expense (Actual YTD) is an estimate and has not been processed for year-to-date.

Income and Expenses Budget Review Statement										
Upper Lachlan Shire Council										
Budget review for the quarter ended 31 December 2025										
Water Fund										
								Actual YTD%	50%	
								Pay YTD%	48%	
(Actual YTD figures include creditor commitments)										
Description	Previous Year	Current Year	Approved Changes	Revised	Recommended	Projected	VARIANCE	ACTUAL	Actual to Projected	
	Actual	Original	Review	Budget	changes	Year End (PYE)	ORIGINAL budget v PYE	YTD	Budget	
	2024/25	2025/26	Q 1		for council	Result		2025/26	2025/26	
	\$000's	\$000's	\$000's	\$000's	resolution	2025/26	2025/26	\$000's	%	
					Q 2	\$000's	\$000's	\$000's		
INCOME										
Access Charges	1,341	1,383		1,383		1,383		1,387	100%	
User Charges	1,185	1,328		1,328		1,328		710	53%	
Fees	92									
Grants & Contributions - Operating	123									
Interest and Investment Income	222	182		182		182		3	2%	
Net gain from disposal of assets		11		11		11				
Total Income from continuing operations	2,963	2,904		2,904		2,904		2,100	72%	
EXPENSES										
Employee benefits and on-costs	776	949		949		949		371	39%	
Materials & Services	1,723	1,148		1,148		1,148		812	71%	
Borrowing Costs	22	22		22		22		2	11%	
Water purchase charges										
Other Expenses	13	7		7	24	31	24	6	19%	
Net Loss from Disposal of Assets										
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	2,533	2,126		2,126	24	2,150	24	1,191	55%	
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	430	778		778	(24)	754	(24)	909		
Depreciation, amortisation and impairment of non financial assets*	889	923		923		923		462	50%	
Surplus / (Deficit) from continuing operations before capital amounts	(460)	(145)		(145)	(24)	(169)	(24)	447		
Grants and Contributions - Capital	68	67		67		67		20	30%	
Surplus / (Deficit) from continuing operations after capital amounts	(392)	(79)		(79)	(24)	(103)	(24)	467		
								Actual Expense:	1,000	84%
								Committed Expense:	191	16%
								Total Expense:	1,191	100%

*Depreciation expense (Actual YTD) is an estimate and has not been processed for year-to-date.

Income and Expenses Budget Review Statement									
Upper Lachlan Shire Council									
Budget review for the quarter ended 31 December 2025									
Sewer Fund									
								Actual YTD%	50%
								Pay YTD%	48%
Description	Previous Year	Current Year Original	Approved Changes	Revised	Recommended changes	Projected Year End (PYE)	VARIANCE	ACTUAL YTD	Actual to Projected Budget
	Actual 2024/25 \$000's	Budget 2025/26 \$000's	Review Q 1 \$000's	Budget \$000's	for council resolution Q 2 \$000's	Result 2025/26 \$000's	ORIGINAL budget v PYE 2025/26 \$000's	2025/26 \$000's	2025/26 %
INCOME									
Access charges	1,681	1,755		1,755		1,755		1,769	101%
User charges	400	336		336		336		339	101%
Liquid trade-waste charges									
Fees									
Grants and contributions - Operating									
Interest and Investment Income	393	327		327		327		4	1%
Net gain from disposal of assets									
Total Income from continuing operations	2,474	2,417		2,417		2,417		2,112	87%
EXPENSES									
Employee benefits and on-costs	605	648		648		648		308	48%
Materials & Services	670	669		669		669		405	61%
Borrowing Costs	5	5		5		5		1	11%
Other Expenses									
Net Loss from Disposal of Assets									
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	1,280	1,322		1,322		1,322		714	54%
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	1,194	1,095		1,095		1,095		1,398	
Depreciation, amortisation and impairment of non financial assets*	591	604		604		604		302	50%
Surplus / (Deficit) from continuing operations before capital amounts	603	491		491		491		1,096	
Grants and Contributions - Capital	72	44		44		44		21	48%
Surplus / (Deficit) from continuing operations after capital amounts	675	535		535		535		1,117	
								Actual Expense:	703 98%
								Committed Expense:	11 2%
								Total Expense:	714 100%

*Depreciation expense (Actual YTD) is an estimate and has not been processed for year-to-date.

Capital Budget Review Statement									
Upper Lachlan Shire Council									
Budget review for the quarter ended 31 December 2025									
Capital Expenditure - Acquisition/Renewal of Assets (* includes commitments)									
Description	Previous Year	Current Year Original	Approved Changes	Revised	Recommended changes	Projected Year End (PYE)	VARIANCE	ACTUAL YTD	Actual to Projected Budget
	Actual	Budget	Review	Budget	for council resolution	Result	ORIGINAL budget v PYE	YTD	Projected Budget
	2024/25 \$000's	2025/26 \$000's	Q 1 \$000's	\$000's	Q 2 \$000's	2025/26 \$000's	2025/26 \$000's	2025/26 \$000's	2025/26 %
CAPITAL FUNDING									
Rates & other untied funding	3,526	3,846	50	3,896	50	3,946	100	2,607	66%
Capital Grants & Contributions	10,499	426	3,571	3,997	1,000	4,997	4,571	3,349	67%
Operating Grants & Contributions	2,011	2,807		2,807		2,807		462	16%
Reserves - External Restrictions	745	4,102		4,102		4,102		514	13%
Reserves - Internally Allocated	452	305	672	977	91	1,068	763	94	9%
New Loans									
Proceeds from sale of assets	474	595		595		595			
Unexpended Grants			185	185		185	185		
Total Capital Funding	17,707	12,080	4,478	16,559	1,141	17,700	5,619	7,026	40%
CAPITAL EXPENDITURE									
WIP	3,952								
New Assets	7,437	3,013	3,537	6,549	1,021	7,570	4,558	3,929	52%
Asset Renewal	5,691	8,451	942	9,393	120	9,513	1,062	2,818	30%
Principal repayments	626	617		617		617		279	45%
Total Capital Expenditure	17,707	12,080	4,478	16,559	1,141	17,700	5,619	7,026	40%
Net Capital Funding - Surplus /(Deficit)									
							Actual Expense:	4,226	60%
							Committed Expense:	2,800	40%
							Total Expense:	7,026	100%

Cash and Investments Budget Review Statement								
Upper Lachlan Shire Council								
Budget review for the quarter ended 31 December 2025								
Description	Previous Year	Current Year Original	Approved Changes	Revised	Recommended changes	Projected Year End (PYE)	Reserve transfers YTD	ACTUAL YTD
	Actual 2024/25 \$000's	Budget 2025/26 \$000's	Review Q 1 \$000's	Budget \$000's	for council resolution Q 2 \$000's	Result 2025/26 \$000's	Actual 2025/26 \$000's	2025/26 \$000's
Total Cash, Cash Equivalents & Investments	36,728	34,247	(652)	33,595	(536)	33,059	4,772	36,487
EXTERNALLY RESTRICTED								
Water Fund	3,582	3,611		3,611		3,611	541	4,153
Sewer Fund	7,179	5,779		5,779		5,779	1,953	7,732
Developer contributions - General	5,178	5,622	(4)	5,618		5,618	(128)	5,490
Developer contributions - Water	746	813		813		813	(30)	782
<i>Developer contributions - Sewer</i>	902	946		946		946	(4)	942
Specific purpose unexpended grants	4,141	2,629	(765)	1,864	(360)	1,504	4,215	5,720
Domestic waste management	2,252	1,722		1,722		1,722	1,006	2,728
Stormwater management	382	333		333		333	99	433
Wind farms community fund	310	310		310		310	(23)	287
Trust fund	185	185		185		185		
Total Externally Restricted	24,857	21,951	(769)	21,182	(360)	20,822	7,445	28,267
Cash, cash equivalents & investments not subject to external restrictions	11,871	12,296	118	12,414	(176)	12,238	(2,673)	8,220
INTERNAL ALLOCATIONS								
Employee entitlements	1,877	1,877		1,877		1,877		1,877
<i>Plant and vehicle replacement</i>	881	881		881	(21)	860	(498)	361
<i>Carry over works</i>	1,005	1,005	(164)	841	(85)	756	161	917
<i>Deposits, retentions and bonds</i>	307	307		307		307	(119)	188
<i>Buildings and infrastructure improvements</i>	1,697	1,697		1,697	(70)	1,627	595	2,222
<i>Council houses capital works</i>	63	63		63		63		63
<i>Financial Assistance Grant prepayment</i>	3,488	3,488		3,488		3,488	(2,616)	872
<i>Gravel pit restoration</i>	344	344		344		344	1	345
<i>Information technology and equipment</i>	293	198		198		198	85	283
<i>Library cooperative</i>	58	58		58		58		58
<i>Sale of scrap metal</i>	334	334	334	668		668		334
Asset renewal reserve		520	(52)	468		468	52	520
Total Internally Allocated	10,347	10,772	118	10,889	(176)	10,713	(2,673)	8,040
Unallocated	1,524	1,525		1,525		1,525	(1,345)	180

Developer Contributions Summary							
Upper Lachlan Shire Council							
Budget review for the quarter ended							
31 December 2025							
Purpose	Opening Balance	Developer Contributions Received		Interest Earned	Amounts Expended	Amounts Expended	Held as Restricted Asset
		Cash	Non-Cash Other				
	As at 1 July 2025	Q2	Q2	Q2	Q1	Q2	As at this Q
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Drainage							
Roads	3,584	150		77		12	3,799
Traffic facilities							
Parking							
Open space	210	15		5			230
Community facilities	736	27		16			778
Garbage disposal	168	10		4			181
Bushfire	329	12		7	4		345
Administration	151	3		3			158
Total S7.11 Under plans	5,178	217		111	4	12	5,490
S7.11 Not under plans							
S7.12 Levies							
S7.4 Planning agreements							
S64 Contributions	1,648	41		35			1,724
Other							
Total Developer Contributions	6,826	258		146	4	12	7,214



UPPER LACHLAN SHIRE COUNCIL

Material Variations and Revotes Budget Review Statement - 2025/2026
 Budget review for the quarter ended 31 December 2025

Budget Capital Income and Expenditure - 2nd Quarter Revotes				
ty GL #	Job Description	Revised Budget 2025/2026	Recommended changes	Projected Year End (PYE)
Capital Expenditure				
.4102.002	Crookwell Caravan Park Cabins (Grant funded)		1,000,000	1,000,000
.4103.002	Gunning Administration Structural investigation & repairs (Building reserve)	30,000	40,000	70,000
.4210.004	Plant Acquisition - Tourism and Economic Development Coordinator Vehicle	308,000	50,000	358,000
.4210.004	Plant Acquisition - New Line Marker (Plant reserve)	1,041,500	21,000	1,062,500
.4103.002	Gunning Court House - Toilet Block (Buildings reserve)		30,000	30,000
Total - Capital Expenditure		1,379,500	1,141,000	2,520,500
Capital Funding				
Transfer from Reserves				
.4250.999	Plant Acquisition - New Line Marker (Plant reserve)	-1,041,500	-21,000	-1,062,500
.4250.999	Gunning Court House - Toilet Block (Buildings reserve)		-30,000	-30,000
.4250.999	Gunning Administration Structural investigation & repairs (Building reserve)		-40,000	
Capital Grants				
.1750.412	Crookwell Caravan Park Cabins (Grant funded)		-1,000,000	-1,000,000
Revenue Funded				
		-308,000	-50,000	-358,000
Total - Capital Funding		-1,349,500	-1,141,000	-2,450,500
Net Capital Funding - Surplus / (Deficit)		30,000		70,000

Budget Operating Income and Expenditure - 2nd Quarter Revotes				
ty GL #	Job Description	Revised Budget 2025/2026	Recommended changes	Projected Year End (PYE)
Operating items				
.4123.339	Proceeds from sale of Old Post Office Taralga, net of settlement and transaction costs (Transfer to reserves)		-525,425	-525,425
.4123.339	Cost of Old Post Office Sold		369,676	369,676
.1750.412	Crookwell Caravan Park Cabins (Grant funded)		-1,000,000	-1,000,000
.1600.947	Creative Capacity in Gunning (Create NSW)		-149,557	-149,557
.2000.001	Human Resources - salaries	178,783	-94,406	84,377
.2050.009	Human Resources - salary oncosts	76,877	-40,594	36,283
.2420.002	Human Resources - manager contract employment		135,000	135,000
.8284.002	Regional and Local Roads Repair Program (RERRF) - unexpended grants	1,284,266	360,000	1,644,266
.2310.003	Crookwell Aerodrome Maintenance (grass slashing, minor repairs & signage)		6,500	6,500
.2901.002	Crookwell Aerodrome Quarterly Inspections	2,060	-560	1,500
.2820.002	Crookwell Aerodrome Insurance		2,000	2,000
.2814.002	Financial Services Consultancies - Tax Webinar Subscription	80,000	3,875	83,875
.2899.004	Domestic Waste Management - Plant expense		10,000	10,000
.1100.172	Plant Income		-10,000	-10,000
.2869.002	Crookwell Library - Photocopying	1,300	1,200	2,500
.2342.002	STLC Library Management Annual Fees - GMC - eResources		3,000	3,000
.2300.002	Breadalbane Hall Maintenance	1,030	3,284	4,314
.2816.002	Crookwell Dam Levy		11,000	11,000
.2816.002	Taralga Dam Levy		13,000	13,000
.2827.002	Tuena Hall - Storm Event Damage		47,460	47,460
.1800.471	Insurance Claim Income	-3,090	-45,460	-48,550
.2420.002	Town Planning - Various Masterplans (Funded by internal reserve)		50,000	50,000
.2420.002	Housing Strategy (Funded by internal reserve)	25,000	43,000	68,000
Total - Operating result from continuing Operations		1,646,226	-807,007	839,219
Net Operating Result before grants and contributions provided for capital purposes		-2,888,117	-192,993	-3,081,110
Grants and Contributions - Capital		4,754,800	1,000,000	5,754,800
Operating result from continuing Operations		1,866,683	807,007	2,673,690

UPPER LACHLAN SHIRE COUNCIL



OPERATIONAL PLAN – KPI SUMMARY **2025/2026**

31 December 2025

**CSP STRATEGIC PILLAR – OUR COMMUNITY:
PRINCIPAL ACTIVITY - HEALTH SERVICES, MEDICAL CENTRES, AGED, DISABLED AND COMMUNITY SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Liaise with health care service providers within the Shire.	Facilitate leases for buildings.	1.1 - Support the retention of medical and health care facilities in the towns.	Achieved - Council owned buildings leased to health care service providers.
Support the NSW Government sponsored National Disability Insurance Scheme (NDIS).	Council review the Disability Inclusion Action Plan.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Achieved – review completed and implementation of actions commenced.
Maintain a web based community directory.	Review annually.	1.6 - Social inclusion for all disparate communities.	Working Towards – community directory data being sourced and updated.

**CSP STRATEGIC PILLAR – OUR COMMUNITY:
PRINCIPAL ACTIVITY - PUBLIC HALLS, CULTURAL SERVICES, COMMUNITY CENTRES AND MUSEUMS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Review and implement Social and Community Plan for Council.	Report on actions each year in the Annual Report.	1.2 - Support provision of ageing population services and aged accommodation.	Not achieved.
Review and Implement Cultural Plan for Council.	Report on actions each year in the Annual Report.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds. 1.5 - Protect all significant heritage sites to preserve the diverse history of the Shire.	Not achieved. Working Towards – new grants applied for and draft heritage inventory being finalised.

KPI	Performance Measure	Delivery Program Actions	Performance Status
Maintenance and management of Council public facilities.	Review Plans of Management every five years.	1.7 - Manage and upgrade Council's public buildings and community centres.	Working Towards – Review of service levels for public amenities, open spaces, council land and playgrounds completed with reports being finalised. Not achieved - Plans of Management remain to be developed.

**CSP STRATEGIC PILLAR – OUR COMMUNITY:
PRINCIPAL ACTIVITY - ANIMAL CONTROL**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Registration of companion animals.	Monthly report to Office of Local Government.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Maintain an Impounding Register.	Statistics reported in Annual Report.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Management of companion animal compliance including the provision of ranger services.	Respond to dog attacks within 24 hours. Respond to roaming dog requests within a business day. Respond to barking dog requests within two business days.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – response times are dependent on available resources.

**CSP STRATEGIC PILLAR – OUR COMMUNITY:
PRINCIPAL ACTIVITY - SWIMMING POOLS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Provide supervision for safety of patrons.	Meet Practice Note – staff / patron ratio.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Water quality testing.	Ensure daily water testing schedule during operating season is complete.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Swimming pool patronage numbers and financial report.	Report annually to Council.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Working towards – report to be provided at end of swimming season.

**CSP STRATEGIC PILLAR – OUR COMMUNITY:
PRINCIPAL ACTIVITY - SPORTING GROUNDS, PARKS AND GARDENS AND PUBLIC SPACES**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Sports field maintenance and Playing Fields Committee meetings.	Report to Council annually.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Prepare Plans of Management for land where Council is the trustee.	Categorise land and prepare Plans of Management.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Working Towards – staff developing plans of management for community land. Initial Draft completed for Collector Oval and with Committee for feedback.
Towns and villages mowing and maintenance program and fire risk minimisation. Improve maintenance of public parks facilities.	Implement a service review for open space maintenance.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Working Towards - A Parks and Gardens Operational and Maintenance Program is being developed to guide town maintenance activities.
Complete annual inspection of all playgrounds.	Inspection of play equipment completed and action plan developed and implemented.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Working Towards – appropriate training for staff being arranged Independent auditor engaged for annual inspection.

**CSP STRATEGIC PILLAR – OUR COMMUNITY:
PRINCIPAL ACTIVITY - PUBLIC LIBRARIES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Quarterly Reports for library services to Council.	Report to Council by deadline.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Working Towards - Quarterly Reports for both branch libraries are prepared within a month of the end of the quarter. Second quarter library report to be provided to February meeting.
Complete NSW State Library Return of Local Priority Grant Report and Statement of Library Operations.	Completed by State Library deadline.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - Library Return submitted to NSW State Library by 10 October 2025.
Increase Library membership in proportion to Shire population.	Run two membership drives throughout the year. Increase membership by 5%.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Working Towards - membership drives are planned for January and February 2026 and May 2026.
Improve community awareness of the benefits of Library membership and programs for children aged 0 to 5 years.	Provide three Child and Family Health Services in the Shire with baby Library packs.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Achieved - Library staff have prepared baby Library packs and distributed these to a total of five sites. Staff will continue to follow-up to replenish packs at each site as planned.

**CSP STRATEGIC PILLAR – OUR COMMUNITY:
PRINCIPAL ACTIVITY - EMERGENCY SERVICES AND FIRE PROTECTION**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Maintain Section 7.11 Development Contributions Plan Register for each individual Bushfire Brigade.	Annual audit of Section 7.11 Register - Bushfire.	1.7 - Manage and upgrade Council's public buildings and community centres.	Working Towards – Section 7.11 Development Contributions Register reconciled and external audit completed to 30 June 2025. The Register is reconciled each month and reported each quarter to Council.
Complete review of EMPLAN and creation of Consequence Management Guides.	Report to Council every two years.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – EMPLAN and Consequence Management Guides reviewed and endorsed at regional level in August 2023 and are reviewed and updated every 3 years with State Government agency input.
Council participate in CRJO South East NSW Resilience Framework project.	Report to Council on actions achieved.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – report to be provided to a future 2026 Council Meeting.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare LEP amendments and submit to Department of Planning and Environment.	LEP Amendments utilising gateway approval.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved – as required.
Review and monitor Local Environmental Plan, Development Control Plan and Local Strategic Planning Statement.	Undertake Strategic Planning Reviews.	2.2 - Promote environmentally sustainable developments (ESD).	Working Towards – development of Housing Strategy and review of DCP ongoing.
Review and implementation of Section 7.11 and Section 7.12 Development Contributions Plan.	Complete review of the contributions plans and policy.	2.4 - Pursue Section 7.12 Development Contributions payments for all State Significant - Designated Developments.	Working Towards – consultant engaged, and process ongoing.
Committees of Council operate to facilitate the Community Enhancement Fund (CEF) in conjunction with wind farm development company and community representation.	CEF funds distributed annually. Committees resourced to benefit target communities.	2.4 - Pursue Section 7.12 Development Contributions payments for all State Significant - Designated Developments.	Achieved.
Completion and issue of Section 10.7 Planning Certificates.	Complete within 10 days.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved.
Completion of heritage listings LEP review, continue heritage advisory service and continue annual heritage grants program.	Finalise heritage study and amend LEP / DCP to incorporate additional heritage listings. Award new contract to engage Heritage Advisor.	2.2 - Promote environmentally sustainable developments (ESD).	Working Towards – draft heritage report completed. Placed on hold until new Heritage Advisor engaged. Applications for Heritage Adviser closed, with interviews to be held.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - BUILDING CONTROL AND COMPLIANCE**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Construction Certificate (CC) assessment and determination	Determine 80% of CC's within 40 days.	2.2 - Promote environmentally sustainable developments (ESD).	Not achieved – applications not determined within 40 days based on resourcing restrictions.
Development Application (DA) assessment and determination.	Determine 80% of DA's within 40 days.	2.2 - Promote environmentally sustainable developments (ESD).	Not achieved – applications not determined within 40 days based on resourcing and conflicting responsibilities. Staff DA approval times at 100% meeting the Governments expectations.
Review planning charges for transition to cost recovery.	Review undertaken.	2.2 - Promote environmentally sustainable developments (ESD).	Working Towards – commenced as part of 2025/2026 Fees and Charges adoption.
Review delivery of pre-lodgement advice, education services and materials.	Review undertaken.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - ENVIRONMENTAL SYSTEMS AND PROTECTION**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Investigate and report environmental complaints in accordance with legislation.	Deal with complaints in accordance with Customer Service Charter.	2.1 - Address environmental degradation issues; i.e. noxious weeds control.	Achieved.
Drive sustainability in Council's business. Activate whole of Council commitment to sustainability and reduce greenhouse gases from Council's operations.	Deliver energy actions. Continue to implement energy reduction options across Council facilities and services.	2.2 - Promote environmentally sustainable developments (ESD).	Not achieved – Note that Council is working with CRJO in this space on an ongoing basis. Council obtained funding for installation of solar at a number of Council facilities.
Participate in the Hilltops and Upper Lachlan Shire Councils drought resilience program in conjunction with NSW Reconstruction Authority.	Drought Resilience Plan implemented.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - FOOD CONTROL AND INSPECTIONS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Conduct food premise inspections of retailers and service providers.	Annual inspection of all food premises.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Swimming Pool register and inspection program.	Ensure Swimming Pool Register is maintained.	1.8 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - BIOSECURITY (NOXIOUS WEEDS) INSPECTION AND CONTROL**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Provide reports to Council on Biosecurity private property inspections.	Inspection statistics reported to Council quarterly.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Achieved.
Suppression of priority weeds on road reserves.	Roads to be surveyed annually and control work conducted.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Achieved – roadside spraying works completed.
Complete annual weeds education program.	Weed information sessions held at Crookwell, Gunning and Taralga.	2.5 - Support land care initiatives to restore and beautify natural resources.	Working Towards – not applicable for this quarter.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - WASTE CENTRES AND LANDFILLS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement strategy for the Crookwell Waste Centre, including remediation and restoration.	Consultant to supply options for EPA and Council to complete works.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working towards – brief for RFQ being finalised.
Ensure best practice pricing based on cost recovery principles for all waste services and promotion of waste recycling.	Review and report to Council annually.	2.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Achieved – services provided and DWMS charge reviewed annually and considered through the adoption of the Operational Plan.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - DOMESTIC WASTE MANAGEMENT (DWM)**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
DWM service charge includes a disposal cost as a costed entity as part of the annual DWM reasonable cost calculation.	Review DWM services and charges annually.	2.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Achieved.
Average number of garbage bin service collections (putrescible, recycling and green) missed per month and number of complaints received.	Less than 2% of weekly pickups.	2.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Achieved.
Develop tender documentation for capping of Crookwell Landfill.	Finalise the Crookwell Landfill Closure Plan.	2.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Working towards - Ongoing works continue at Crookwell waste facility for remediation with cap design being completed. Draft design completed and required amendments to meet EPA requirements.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - WATER SUPPLY SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Carry out weekly water quality standard testing.	Complying water quality test samples.	2.6 - Improve water supply and sewer facilities to towns.	Achieved.
Review Integrated Water Cycle Management (IWCM) Strategy for the town water supplies.	Final IWCM strategy completed.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – Council & NSW Public Works have completed the review of and preparation of the IWCM. Variation works started and aim to complete by mid-2026.
Maintain Section 64 Development Contributions Plan Register.	Audited annually and review of Contributions Plan.	2.6 - Improve water supply and sewer facilities to towns.	Not achieved – supporting strategies / documentation required to be completed prior to being able to complete review.
Surplus Water Fund operating result.	Within 10% of budget.	2.6 - Improve water supply and sewer facilities to towns.	Not achieved - water supply fund had an operational deficit in past 4 financial years.

**CSP STRATEGIC PILLAR – OUR ENVIRONMENT:
PRINCIPAL ACTIVITY - SEWER SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Number of sewer chokes per month per five kilometres of mains.	Less than 5 per month.	2.6 - Improve water supply and sewer facilities to towns.	Working Towards.
Implement Trade Waste Policy.	Staff provided training in Trade Waste to enable implementation of Policy.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – Trade Waste Policy adopted. Staff trained to review implementation.
Surplus Sewer Fund operating result.	Within 10% of budget.	2.6 - Improve water supply and sewer facilities to towns.	Achieved – Sewer fund had an Operating Surplus in past 4 financial years.
Maintain Section 64 Development Contributions Plan Register.	Audited annually and Contributions Plan reviewed.	2.6 - Improve water supply and sewer facilities to towns.	Achieved.
Sewer Treatment Plants comply with EPA conditions.	Satisfactory report from NSW EPA.	2.6 - Improve water supply and sewer facilities to towns.	Working Towards – minor issues being addressed with EPA.

**CSP STRATEGIC PILLAR – OUR ECONOMY:
PRINCIPAL ACTIVITY - FINANCIAL SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Council's Investment Policy and Investment Strategy.	Review biennially.	3.2 - Prudent financial management.	Achieved – Council's investments have been managed in accordance with the Investment Policy and achieved above BBSW return on investment.
Maintain Employee Leave Entitlements (ELE) internal restricted cash reserves to fund leave as it becomes payable.	Cash reserve maintained.	3.1 - Ensure financial viability of Council.	Achieved – Council ELE internal cash reserve is 40% of total ELE expense based on employee age profile and accumulated leave entitlements accrued as at 30 June 2025.
Implementation of Council's Internal Audit Plan and report actions to Audit, Risk and Improvement Committee.	Complete 2 internal audits annually.	3.2 - Prudent financial management.	Working Towards – ARIC Committee met in September & December 2025. Internal Audit Charter endorsed by Council in September 2025. Internal audit supplier Crowe selected by CRJO commences in February 2026.
Progressively complete Asset Fair Valuation for all asset classes.	Audited annually.	3.1 - Ensure financial viability of Council.	Working Towards - Infrastructure asset classes will be revalued at fair value by 30 June 2026. Valuation specialist Australis has been engaged to supply the valuations.
Improve Long Term Financial Plan (LTFP) modelling.	10 year plan reviewed annually.	3.1 - Ensure financial viability of Council.	Achieved – Council adopted Long Term Financial Plan for the period 2025-2034 on 19 June 2025. LTFP was reviewed as part of the AEC Financial Sustainability Report commissioned by Council.
Accurate and timely Council budget reporting and review.	Quarterly Reports.	3.2 - Prudent financial management.	Achieved – provision of Quarterly Budget Review Statements and KPIs report to Council each quarter is completed within 2 months of end of the quarter.

CSP STRATEGIC PILLAR – OUR ECONOMY: PRINCIPAL ACTIVITY - ADMINISTRATION AND CORPORATE SUPPORT			
KPI	Performance Measure	Delivery Program Actions	Performance Status
Manage Council's Accounts Payable and Purchasing systems.	70% of tax invoices are paid within credit terms.	3.1 - Ensure financial viability of Council.	Achieved – 77.50% of tax invoices were paid by Council in accordance with credit terms in the second quarter. There were 1,329 tax invoices processed in the first quarter and 1,213 tax invoices processed in the second quarter.
Manage Council's Accounts Receivable system.	80% payment recovered within sixty days.	3.1 - Ensure financial viability of Council.	Working Towards – 78.46% of sundry debtor invoices were recovered within 60 days of tax invoice date in the second quarter. There were 196 tax invoices processed in the first quarter and 130 tax invoices processed in the second quarter.
Council electronic document records management system (EDM) complies with State Records requirements. Training of users of records management system.	HP Content Manager (EDM) system upgrade.	3.1 - Ensure financial viability of Council.	Working Towards - Records Management Assessment Tool (RMAT) is to be completed in March 2026. The upgrade to EDM and staff training is pending.
Participate in Canberra Region Joint Organisation (CRJO) advocacy and resource sharing projects.	CRJO report annually to Council.	3.2 - Prudent financial management.	Achieved – Council staff continues to participate in governance, resilience, Regional CSP, internal audit, GMAG, procurement working group in CRJO.
Six monthly Stores Stocktakes with a proportion and value of inventory errors being minimised.	Audit of stores stock.	3.2 - Prudent financial management.	Working Towards – the two depot stores stocktakes are completed six monthly. The stores stocktakes was undertaken in the second quarter.

**CSP STRATEGIC PILLAR – OUR ECONOMY:
PRINCIPAL ACTIVITY - GENERAL PURPOSE REVENUE AND RATES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Proportion of rates accounts outstanding at year end.	Less than 5% outstanding.	3.2 - Prudent financial management.	Achieved – 5.07% rates and charges outstanding percentage as at 30 June 2025. Outstanding Rates reports provided each month to the Ordinary Council Meeting.
Completion of statutory certificates i.e. Section 603 Certificates.	95% completion rate within 5 days.	3.2 - Prudent financial management.	Achieved – 100% of Section 603 certificates were processed within the deadline in the second quarter. There were 110 Section 603 Certificates issued in first quarter and 108 Certificates issued in the second quarter.
Completion and audit of Schedule - Permissible Rates Income Calculation.	Annual Completion by due date free of error.	3.2 - Prudent financial management.	Achieved – Permissible Rates Income audit completed for general rates levied for the year ended 30 June 2026.
Process land revaluations and monthly supplementary land valuations from the Valuer Generals Office.	Monthly reconciliation and signoff by management.	3.2 - Prudent financial management.	Achieved – all reconciliations signed and authorised in the first and second quarters.
Levy Rates and Annual Charges and user charges in accordance with Local Government Act.	Annual income meets budget forecast.	3.2 - Prudent financial management.	Achieved - rates and annual charges income levied is in accordance with the budget projections, rates notices distributed on time.

**CSP STRATEGIC PILLAR – OUR ECONOMY:
PRINCIPAL ACTIVITY - INFORMATION TECHNOLOGY**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Council's Information Technology Strategic Plan, Disaster Recovery Plan and Business Continuity Plan to be reviewed and updated.	Implement actions within specified timeframes.	3.1 - Ensure financial viability of Council.	Not achieved – IT Strategic Plan, DRP & BCP need reviewing and testing.
Implement Council PC (computers) replacement program on a four year rotational basis.	Annually install 100% of PC's scheduled.	3.1 - Ensure financial viability of Council.	Achieved.
Implementation of information technology capital works, i.e. new servers, software, databases and telecommunication upgrades.	Complete projects each year within budget estimate.	3.1 - Ensure financial viability of Council.	Achieved – in line with adopted budget.

**CSP STRATEGIC PILLAR – OUR ECONOMY:
PRINCIPAL ACTIVITY - WORKFORCE (HUMAN RESOURCES AND WORK HEALTH AND SAFETY)**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Deliver learning and development program.	ELMO training modules delivery for all staff.	3.4 - Assist facilitation of employment opportunities.	Working Towards – Elmo has gone live for all new and existing employees covering Induction, Cybersecurity and Public Interest Disclosure training. Additional training modules will continue to be released in the coming months.
Conduct annual performance reviews for all employees.	Completed by 30 June each year.	3.4 - Assist facilitation of employment opportunities.	Achieved – the 2024/2025 employee performance reviews have been completed. Any wage increases have been processed. Future training needs are being tracked from completed appraisals.
Review and implement the human resources four year strategy in Council's Workforce Plan.	Review Annually.	3.4 - Assist facilitation of employment opportunities.	Achieved – Council adopted the Workforce Plan on 19 June 2025. Review to be completed in February 2026.
Improve WHS leadership, accountability and awareness.	<ul style="list-style-type: none"> - Include WHS on agenda for all team meetings. - Supervisors at all levels are trained in risk management. - Supervisors at all levels are trained in their roles and responsibilities. 	3.4 - Assist facilitation of employment opportunities.	Working Towards – Team meetings across the business are not consistently including WHS agenda items – remains to be addressed. WHS for Managers ELMO module has been assigned. Team Leaders have received roles and responsibilities training.
All new employees to attend a Corporate Induction.	<ul style="list-style-type: none"> - Corporate induction completed within two weeks of commencing. - Site WHS induction completed within two 	3.4 - Assist facilitation of employment opportunities.	Working Towards – ELMO WHS for Managers module has been rolled out. WHS module for other employees is yet to be released. All new employees receive corporate induction within two weeks of commencement. Site

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
	weeks of commencing.		inductions being undertaken.
High risk work is managed.	<ul style="list-style-type: none"> - SWMS for High Risk work are: - Developed, reviewed regularly - Staff are inducted. - Safe Work Instructions are: Developed - Reviewed regularly - Staff are inducted. - Safe Operating Procedures are: Developed - Reviewed regularly - Staff are inducted. 	3.4 - Assist facilitation of employment opportunities.	<p>Working Towards – 7 SWMS have been developed and staff inducted. Others yet to be completed/reviewed.</p> <p>Working Towards – Task documentation gap analysis is being undertaken. Safe Work Instructions are to be reviewed and staff inducted.</p> <p>Working Towards - Task documentation gap analysis is being undertaken which includes plant/equipment. Safe Operating Procedures are to be reviewed and staff inducted.</p>
Hazard identification and risk controls implemented.	<ul style="list-style-type: none"> - All WHS hazards, incidents and near misses are reported, investigated and correction actions implemented. - Toolbox talks are carried out by all operational teams each day/change in task. - Routine inspections are carried out: Quarterly inspections – Executive Officers; Monthly inspections – Managers and Supervisors; Routine inspections – 	3.4 - Assist facilitation of employment opportunities.	<p>Achieved - corrective actions from reported hazards and incidents are followed up, control measures implemented and incidents finalised. Informal and formal investigations undertaken.</p> <p>Working Towards – toolbox talks are regularly undertaken, some inconsistencies remain to be rectified.</p> <p>Working Towards – Routine inspections are not being routinely undertaken across all business units and requires rectifying.</p>

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Improve workers WHS knowledge and capabilities.	<p>Health and Safety Leader.</p> <ul style="list-style-type: none"> - Ensure workers are trained and competent in the use of equipment, plant and machinery as applied to their role. - Workers are inducted in all relevant safe working procedures. - All workers receive WHS training. 	3.4 - Assist facilitation of employment opportunities.	<p>Achieved – workers are being trained and assessed for competency in the use of the relevant plant and equipment utilised in their role.</p> <p>Working Towards – Workers are receiving inductions into safe working procedures routinely.</p> <p>Working Towards – All new starters undertake an induction with Health & Safety Leader upon commencement. WHS Compliance training being undertaken.</p>

**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY - ROADS, BRIDGES, FOOTPATHS, CYCLEWAYS AND KERB AND GUTTERING**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement Roads Hierarchy Classification in strategic planning of forward road programs.	Review Road Hierarchy annually.	4.3 – Bitumen sealing all urban streets in towns.	Working Towards – Roads Hierarchy has been developed through IMG asset data capture however has not been reviewed and finalised. Cooper Street Taralga sealed in 2024/2025 Financial Year and Marks Street Bigga sealed October 2025.
Completion of annual capital works expenditure program in accordance with budget allocation.	Complete 80% of works program annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10-year period.	Working Towards – Delivery of annual capital works program is underway.
Call and evaluate tenders for civil works, contract plant and labour hire, and capital works projects.	To review tenders every two years.	4.1 - Improve local road and regional road transport networks.	Working Towards –Civil Works and Truck and Plant Hire tenders are current. Winning and Crushing tender is being prepared. Bitumen Sealing RFQ's have been completed under Local Government Procurement Vendor Panel.
Gravel resheeting programme submitted to and adopted by Council in June each year.	Resheet every road in a 30 year cycle.	4.1 - Improve local road and regional road transport networks.	Working Towards – Gravel re-sheeting program continues. To achieve 30 year cycle Gravel Resheeting annual budget needs to be increased.

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare Asset Management Plans for Roads.	Complete by 31 December 2025.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – commenced condition assessments and valuations for all transport assets. A ten-year capital and renewal work program will be developed once the condition and valuation data is received, followed by the development of the Asset Management Plan by 30 June 2026.
Road pavement construction program.	Complete within budget allocation and finalisation report completed.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – Delivery of annual capital works program is underway.
Complete the Tablelands Way MR256 road reconstruction and infrastructure improvement project.	Complete within budget allocation and project deadline.	4.9 - Transport link priority projects to State Parks including the Wombeyan Caves Road, Tablelands Way and Grabine Road reconstruction and upgrade to facilitate economic benefits to the region.	Working Towards – Works are well advanced; the bridge structure and road approach works are completed at Curraweela Creek. The Tablelands Way Stage 2 Road works are complete except for the guardrails and line marking scheduled to be completed by February 2026. Stage 3 Road works are scheduled to start April 2026.
Review footpath replacement program.	Complete within budget allocation.	4.6 - Develop new and upgrade existing footpaths and cycleway networks.	Working Towards – footpath maintenance and replacement to be completed as per budget. Currently in the process of conducting condition assessments and valuations for all transport assets. A ten-year capital and renewal work program will be developed once the condition and valuation data have been received, followed by the development of the Asset Management Plan.

**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY - STORMWATER AND DRAINAGE**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Stormwater Levy for all towns to assist in funding capital works improvements in the Shire towns.	Maintain an external restricted cash reserve.	4.7 - Upgrade stormwater and kerb and guttering in towns.	Achieved – The external restricted cash reserve is being maintained.
Implement Floodplain Risk Management Plan actions.	Implement activities identified in Plan, subject to budget allocation.	4.7 - Upgrade stormwater and kerb and guttering in towns.	Achieved - Improvements in flood emergency response planning. Increase public awareness of the risks of flooding in the Upper Lachlan community. Implementation of a location-based severe weather warning and broadcasting system in Crookwell, Taralga, Collector and Gunning, as well as the installation and operation of a land-based flood-warning system for the village of Gunning has been completed.

**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY - QUARRIES AND GRAVEL PITS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare annual stocktake of gravel pits stock held and movements. Review quantity of gravel stock held for each gravel pit/quarry.	Complete by June each year. Audit annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – the gravel stocktakes for 2025/2026 will be completed in June 2026.
Review gravel royalty payment pricing model and internal charge rate and procedures.	Review and update gravel royalty payment annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year	Achieved – internal gravel charge was reviewed and adopted in the 2025/2026 Operational Plan. Royalties have been updated at same time as gravel pit agreements.

Erect signage as warning of potential hazard at quarries where Council have Quarry Management agreements.	Signage installed.	period. 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – Signs erected. Quarry Management Plans have been developed and adopted by Council. Emergency management systems have been developed for Quarries.
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**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY - PUBLIC CONVENIENCES AND AMENITIES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Maintain public buildings and toilet facilities according to health requirements.	Weekly maintenance schedule undertaken.	4.4 - Develop town and CBD beautification programs.	Working Towards – maintenance schedule is in place, currently being completed by contractor and internal staff.

**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY - PUBLIC CEMETERIES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare Plans of Management for all Council controlled cemeteries.	Review every five years.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved - the crown land identification process is not finalised and Plans of Management are required to be developed.
Undertake cemetery maintenance activities according to the adopted works schedule.	Within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – maintenance activities have been delayed and annual program is behind schedule in completion due to limited staff resources in the November-December 2025 period.

**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY – HOUSING AND BUILDING MAINTENANCE**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Regular inspection of Council buildings to inform building maintenance management program.	Annual inspection program.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – Inspections are being carried out when onsite for reactive repair works and any issues identified are being logged and prioritised. Annual inspection program still to be developed.
Annual maintenance and repair program derived from inspections.	Repairs completed within 60 days of notification.	1.7 - Manage and upgrade Council's public buildings and community centres.	Working Towards - Repairs and maintenance works are typically completed within 60 days. Proactive maintenance program still to be developed.

**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY - ENGINEERING AND WORKS SUPERVISION**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Provide or arrange engineering design of projects in the Operational Plan.	Complete at least 80%.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards – All projects requiring design in 2025/2026 program have been identified. Designs will be completed to align with planned delivery times.
Implementation and review of Asset Management Plan for all asset classes.	Assets reporting in accordance with OLG requirements.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – Asset management plan to be developed in 2025/2026. Asset inspections are ongoing.
Coordinate the Local Traffic Committee Meetings.	Facilitate and attend all Local Traffic Committee Meetings.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – Local Traffic Committee Meetings are held quarterly and are facilitated and attended by Council staff at each meeting.

**CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE:
PRINCIPAL ACTIVITY - PLANT AND EQUIPMENT OPERATIONS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare a plant and equipment 10 year forward plan.	Review and update annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – Plant and Motor Vehicle Replacement Schedule have been prepared and reviewed annually.
Annual Plant Replacement schedule.	Replacement cost is within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Working Towards - Plant replacements are proceeding in accordance with Plant Replacement Schedule in the Operational Plan.
Achieve plant hire surplus each year.	Review annually adopted plant hire rates.	4.1 - Improve local road and regional road transport networks.	Achieved – Plant hire rates were reviewed and changes implemented.
Management of Council employee motor vehicle leaseback program.	Review annually.	4.1 - Improve local road and regional road transport networks.	Achieved – Leaseback program and agreement reviewed regularly. The new leaseback fee was implemented in July 2024.

**CSP STRATEGIC PILLAR – OUR CIVIC LEADERSHIP:
PRINCIPAL ACTIVITY – GOVERNANCE**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement organisation structure in accordance with Local Government Act requirements.	Reviewed regularly and after local government election.	5.3 – Leadership and commitment to integrated planning and reporting.	Achieved – A new organisation structure was implemented by the CEO in September 2024. Council made no changes to structure at 18 September 2025 Council Meeting.
Council policy development and review.	Continual policy review and upgrade each year.	5.2 - Promote community engagement and involvement in decision making processes.	Working Towards – policies are reviewed each month. 11 policies were reviewed/approved by Council in the first and second quarter.
Council Meeting Business Paper creation and distribution.	Released one week prior to meeting date.	5.2 - Promote community engagement and involvement in decision making processes.	Achieved – completed, meeting business papers are released one week prior to the meeting date.
Complete Council Annual Report.	Completed and sent to OLG by deadline each year.	5.2 - Promote community engagement and involvement in decision making processes.	Achieved – completed and sent to OLG by 31 October 2025.
Compliance with Office of Local Government Circulars and compliance with legislative and statutory amendments.	Circulars to be reviewed monthly.	5.3 – Leadership and commitment to integrated planning and reporting.	Achieved – circulars complied with and reported to Council as required by the Office of Local Government.
Councillor training program.	Support and deliver professional development training.	5.3 – Leadership and commitment to integrated planning and reporting.	Working Towards – Councillors inducted at the start of term followed by a professional development program. Councillors received training in October and November 2024 from LGNSW, OLG webinars available and attendance arranged in 2026.
Embed Risk Management Framework into all business	Review and update Enterprise Risk Register	5.3 – Leadership and commitment to integrated	Working Towards – An Enterprise Risk Management (ERM) Framework

KPI	Performance Measure	Delivery Program Actions	Performance Status
units of Council	that aligns with Council Risk Appetite.	planning and reporting	has been adopted and ERM is now a standing agenda item in Directorate meetings. An Enterprise Risk Register has been developed and is currently being updated to reflect the evolving risk environment. In conjunction with management training sessions.

**CSP STRATEGIC PILLAR – OUR CIVIC LEADERSHIP:
PRINCIPAL ACTIVITY - TOURISM PROMOTION AND BUSINESS**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Implement Upper Lachlan Destination Plan.	Review performance annually.	3.5 - Promote tourism opportunities.	Working Towards - implementation of the Destination Plan progressing strongly, with the Upper Lachlan region gaining greater visibility as a key part of the Southern Tablelands visitor offering. Marketing and promotional efforts have expanded, with consistent social media activity, increased cross-promotion through regional channels, and strengthened partnerships with the five Southern Tablelands Shires, Destination Southern and Destination NSW. A shared regional map featuring the five shires has been developed promoting regional connectivity. Ongoing support for tourism operators continues to encourage quality visitor experiences and local business growth.
Presentation of tourism function statistics and report to Council quarterly.	Increase in ATDW listings by 5% per Year, report on Visitor Centre visitation, report on caravan park visitation.	3.5 - Promote tourism opportunities.	Achieved – a report to Council is now being received on a quarterly basis including visitation and caravan park bookings. Australian Tourism and Data Warehouse (ATDW) listings have been significantly increased.
Build Industry and Economic Development in the Shire.	Meet with community groups yearly, meet with new and established businesses, engage	3.5 - Promote tourism opportunities.	Working Towards - Engagement with local businesses and community groups continues to strengthen, identifying opportunities for growth and collaboration across the Shire. Active participation in the CRJO Economic

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
	with CRJO economic development committee, create industry newsletter.		Development Committee provides valuable regional insight and alignment. The industry newsletter has been successfully established and distributed, sharing updates, funding opportunities, and success stories to support and connect local industries.
Prepare and distribute tourism publications; i.e. Destination Guide and guided walks. Distribute a monthly What's On promoting local events	Prepare and distribute a minimum of two new tourism publications per year. Monthly What's On.	3.5 - Promote tourism opportunities.	Achieved – new Destination Guide has been distributed to all Visitor Information Centres in NSW and ACT, local attractions and accommodation sites. Achieved – A business industry newsletter is going out on a three-monthly basis. Achieved - The What's On is being distributed monthly, as well as promotion of community events. Working towards - new brochures for local walks, attractions and experiences are being updated and created on a regular basis.

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Implement the Tablelands Destination Development Plan (TDDP) in conjunction with the Tablelands Councils, Destination Southern NSW and Destination NSW.	Review actions each quarter.	3.5 - Promote tourism opportunities.	Working Towards – 85% of the TDDP have been completed the NSW Visitor Economy Strategy 2035 has now been updated this will enable the TDDP to be refreshed. A sound collaboration between the five shires is being achieved with a strong joint presence on social media and with Destination NSW. The Southern Tablelands Brand continues to be promoted. The Southern Tablelands continue to advocate the benefits of growing the economy to local government, industry and communities.
Business activity of the State Road MR54 RMCC contract and work orders to retain Transport for NSW accreditation.	Generate profit in accordance with contract limits.	3.2 - Prudent financial management.	Working Towards - RMCC work is being completed in accordance with contract and profit is generated. State Road MR54 work orders continued in accordance with Transport for NSW requirements however several payment claims remain outstanding for payment in the first two quarters.

**CSP STRATEGIC PILLAR – OUR CIVIC LEADERSHIP:
PRINCIPAL ACTIVITY - CARAVAN PARKS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement Crookwell caravan park user charges.	Cost neutral facility.	3.5 - Promote tourism opportunities.	Achieved – In 2024/2025 profit return achieved from caravan park operations. The Fees and Charges were adopted by Council in June 2025 for 2025/2026 financial year with market comparison and fee increases to match comparable facilities undertaken.
Tourism business unit manage day to day operations of Crookwell Caravan Park, implement and oversee improvements to caravan park facilities.	Continue to promote facility and seek external grant funding.	3.5 - Promote tourism opportunities.	Achieved – Strong patronage continues at Crookwell Caravan Park, supported by completed site improvements, enhanced marketing and security upgrades. Ongoing promotion and planned new cabin accommodation will support future growth and increased visitation.

14 CHIEF EXECUTIVE OFFICER

There were no items submitted for this section at the time the Agenda was compiled.

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 December and
January | 184 |
|------|---|-----|

ITEM 16.1**Reports from Committees for the months of
December and January****RECOMMENDATION:**

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

1. Gunning Shire Hall & Showground Advisory Committee - Minutes from meeting held 1 December 2025.
2. Collector Oval Committee - AGM Minutes from meeting held 10 December 2025.
3. Crookwell District Art Gallery – AGM Minutes from meeting held 11 December 2025.
4. Crookwell Historical Society - Minutes from meeting held 11 December 2025.
5. Binda Community Progress Association and Binda Memorial Hall Meeting - Minutes from meeting held 29 December 2025.
6. Economic Development Section 355 Advisory Committee - Minutes from meeting held 22 January 2026.

ATTACHMENTS

1. ↓	Gunning Shire Hall & Showground Advisory Committee - Minutes from meeting held 1 December 2025	Attachment
2. ↓	Collector Oval Committee Annual General Meeting AGM - Minutes - 10 December 2025	Attachment
3. ↓	Crookwell District Art Gallery - Minutes from 11 December 2025	Attachment
4. ↓	Crookwell Historical Society Minutes of 11 December meeting 2025	Attachment
5. ↓	Binda Community Progress Association and Binda Memorial Hall Meeting - Minutes from meeting held 29 December 2025	Attachment
6. ↓	Economic Development S355 Advisory Committee - Minutes from Meeting held 22 January 2026.	Attachment

Gunning Shire Hall and Showground Advisory Committee (s.355)

Ordinary Meeting

1 December 4.30pm

ULSC Council Chamber, Gunning

Minutes

1. Welcome and apologies

Present: Sue Hope, Michael Coley (Secretary), Melinda Murray, Melissa Primmer, John Storey, Doug Robertson, Councillor Simon Peirce, Sami Southwell, Karen Chapple, Belinda Cosgrove, Kazi Mahmud (Council Representative)

Apologies: Kelly Dowling, Kathy Johnson

2. Minutes of the meeting on 13 October 2025

Minutes for 13 October confirmed (Doug/John - carried)

3. Matters arising from the minutes

- Bush Block progress:
 - Installation of 3 indigenous interpretative signs

- Mobile phone coverage:
 - Sami to contact Justin Albury to see if council have given permission for the tower to be placed on new amenities block

- Move of the Boer War memorial to the memorial area:
 - Doug reported that the RSL was working with Council's Grants Officer Renee Brownbill on grants for the improvement of the memorial area.

- Amenities block:
 - Simon lodged our concerns regarding the amenity block being locked to the public all of the time and not kept clean. All amenity blocks across the shire are now on a roster system for the parks and gardens employees to clean twice a week.

- Eastern side toilet:
 - Belinda has got together with Sue/Melinda/Peter to work out a plan to get this amenity block back into commission for use. Camp Draft/ Pony Club are happy to work with the council to come to some agreement. Simon suggested a sporting facilities grant that is now available worth \$50k - \$300k. Simon & Kazi also suggested writing a letter to the CEO Alex Waldron, stating that if the council supplied toilet paper, paper towel and cleaning products that Camp Draft/Pony Club would be happy to keep them cleaned

every time they are used for their events. These toilets will be kept locked unless there is an event on.

- Power on Eastern side of showground:
 - At recent events there has been no power to the announcer's block or anything on the eastern side of the showground. Kazi to look into this.

- Construction of new road:
 - Council didn't need to notify the 355 showground committee. Peter has spoken to the council and they have rectified and amended the road and entrance to the cattle ramp making it suitable for stock trucks.

- Caravan on event days:
 - Sue would like to see the council consider that on event days ie: Show day or camp drafting events, that it is a WH & S issue to have campers and caravaners in the showground in areas where stock trucks and horse floats are coming and going into the showground. Show ground should be closed to camping and caravans when these events are on.

Also need more signage for designated caravan parking areas.

- Improvements to P & C shed:
 - Melinda is looking at applying for grants to get new stainless steel benches and a sink. Upper Lachlan Foundation next grant available February 2026.
 - Sue is also looking at applying for a grant for more grand stand seating for the camp draft area.

- Hire fees for showground and Hall:
 - How often does the hall get checked after each use? A local community group used it on the weekend and was disgusted by how dirty it was. The fridge was mouldy, and the dish washer was not clean. Only 1 mop which was also dirty. Council should be checking these things straight after use and not refunding bond money if not cleaned to standard. Needs to be a procedures list for people to follow when hiring the hall or showground.

- Dog running area: this remains an issue.

- Flooding:
 - Kazi reported that at this stage the Levy will not be going ahead due to lack of funds. If it went ahead, there would be 2 properties affected by being cut in half which is not ideal. As well as all the other issues it would cause for the rest of the town having this Levy in place. So the federal gov grant funding needs to be amended and funds used for other areas that can be fixed, i.e. Kerb and gutter in Warrataw st. Flood gates - for these to be opened the creek would need to be cleaned out with an excavator, but this can't be done due to an endangered species found in the creek.
 - Mike asked whether Kerb and gutter could be done on saxby lane to redirect water. Kazi stated that there is funding for projects like this

4. Correspondence

5. New items

6. Council matters

7. Date of next meeting

The next meeting is to be held on Monday, 2 March 2026

The meeting closed at 5.36pm.

COLLECTOR OVAL COMMITTEE
ANNUAL GENERAL MEETING 10/12/25

Date: 10/12/2025	Meeting Time: 5:00pm	Venue: Collector Memorial Hall
Type of meeting	Annual General Meeting	
Chairperson	Keith Fincham	
Secretary	Holly Fincham	
Treasurer	Charlie Reardon	
Attendees	Holly Fincham, Keith Fincham, Andrew Chiswell, Bob Carter, John Searl	
Apologies	Michael Duck, James McKay, Charlie Reardon	

Presidents Report	
	<ul style="list-style-type: none"> We have had some ups and downs this year. Slowly progressing with your Hydrology Report in anticipation of greater works to the Oval. Have been knocked back on our funding request for Drinking Water which will become a priority focus as we head into 2026. Will also be resubmitting some funding requests for a new playground. We have received the Draft Plan of Management from ULSC. For discussion in General Meeting. Created partnership with the newly developed Collector Tennis Club as we work towards some courts being constructed. New doorknobs and locks have been installed and ULSC have since organized a new key for the BBQ. Have requested and waiting on updates from Council for a building maintenance report on the Pavilion.

Treasurer Report	
	Treasurer not in attendance.

Comments from Returning Officer – John Searl	
	<ul style="list-style-type: none"> Election of the new committee to be conducted – Has not received any written nominations for positions.

COLLECTOR OVAL COMMITTEE
ANNUAL GENERAL MEETING 10/12/25

AGM Business -	
	- Previous AGM minutes taken as read.
BUSINESS ARISING	
	None

PRESIDENT NOMINATION	
NOMINATED PERSON	Keith Fincham
NOMINATED BY	Andrew Chiswell
SECONDED	Bob Carter
COMMENTS E.G., unopposed/opposed	Unopposed – Keith accepted

SECRETARY NOMINATION	
NOMINATED PERSON	Holly Fincham
NOMINATED BY	Andrew Chiswell
SECONDED	Keith Fincham
COMMENTS E.G., unopposed/opposed	Unopposed – Holy accepted

TREASURER NOMINATION	
NOMINATED PERSON	Charlie Reardon
NOMINATED BY	Keith Fincham

COLLECTOR OVAL COMMITTEE
ANNUAL GENERAL MEETING 10/12/25

SECONDED	Bob Carter
COMMENTS E.G., unopposed/opposed	Unopposed - Keith advised Charlie has verbally accepted.

COMMITTEE MEMBERS	
	<p>Committee members – Andrew Chiswell, Bob Carter. Council’s Delegate – John Searl Absent votes for Committee members - Hannah Carter, Michael Duck and James McKay.</p>

Attendees	
	<ul style="list-style-type: none"> John Searl Holly Fincham Andrew Chiswell Bob Carter <p>Apologies = James McKay, Michael Duck, Charlie Reardon, Hannah Carter</p>

Date for Next Meeting	
Date: November 2026	Specific date – TBA closer to time
Meeting closed: 5:30 pm - General Meeting to follow	

Crookwell & District Art Gallery
Minutes of the 2025 Annual General Meeting
Held on 11 December 2025

Susie Recsei opened the meeting at 4.30pm

PRESENT:

Barbara Carter, Susan Recsei, Darian Cameron, John Shepherd, Pauline McClaren, Nicola Johnston, Margaret Carr, Jennifer Readhead, Libby Webster, Lee-Ann Groblicka, Giulia Yallouris, Chris Lloyd, Anne Cummins, Ron Cummins

APOLOGIES:

Patrick Star, Jennifer McCarthy, Timothy McCarthy, Genia Allen, Brett Allen, Robert Harris, Dorit Herskovits, Karen Harwood, Jeremy Goodman, Ann Goodman, Nadia Lindop, Julie Anderson, Jeffrey Vaughan, Terry Yallouris.

MINUTES OF THE PREVIOUS AGM:

The Minutes were accepted as a true record of the AGM. (Moved John Shepherd, Seconded Pauline MacLaren.)

CHAIRPERSON'S REPORT:

Susie Recsei read aloud her Annual Report and overview of Gallery events for 2025 (attached)

TREASURER'S REPORT:

John Shepherd tabled the audited financial statements from ULSC, copy attached. Discussion of items by members. (Moved John Shepherd, Seconded Barb Carter)

ELECTION OF OFFICERS:

The Chairperson stood aside and the Returning Officer declared that all positions were open, and the following were duly elected:

Chairperson.

John Shepherd nominated **Susan Recsei**, Seconded Barbara Carter, Unopposed, the meeting voted unanimously for.

Treasurer.

Pauline MacLaren nominated **John Shepherd**, Seconded Jennifer Readhead. Unopposed, the meeting voted unanimously for.

Secretary.

Pauline MacLaren nominated **Darian Cameron**, Seconded Chris Lloyd. Unopposed, the meeting voted unanimously for.

Exhibition Curator.

Darian Cameron nominated **Susie Recsei**, Seconded Nicola Johnston. Unopposed, the meeting voted unanimously for.

Hanging Coordinator.

Ann Cummins nominated **Ron Cummins**, Seconded Barb Carter. Unopposed, the meeting voted unanimously for.

Acquisitions Coordinator.

Pauline MacLaren nominated **Susan Recsei**, Seconded Chris Lloyd. Unopposed, the meeting voted unanimously for.

Publicity Coordinator.

Position not filled.

Events Coordinator.

Susie Recsei nominated **Libby Webster**, Seconded Nicola Johnston. Unopposed, the meeting voted unanimously for.

Hall Representative.

Margaret Carr nominated **Karen Harwood**, Seconded Darian Cameron, Unopposed, the meeting voted unanimously for.

Discussion of the Gallery collection followed.

There being no further business, Susan Recsei closed the meeting at 5.20pm.

Chair's Report

**Susie Recsei, Chair
Crookwell & District Art Gallery cdag
AGM 11 December 2025**

We find ourselves at the end of a very busy and successful year for cdag. The Executive was thrown into a difficult beginning term however we found our way quickly as it was obvious that the community wanted to see cdag move forward and succeed. And that we have done due to the efforts and support of all.

The statistics speak volumes; 1167 visitors, 397 artworks exhibited, 116 artists exhibited, 80 artworks sold, \$42,300 sold, \$8692 commission earned and \$7300 enabled to charity.

We have kept the familiar Art on the Range as our annual exhibition as well as introduced different kinds of exhibitions designed to grow the scope of the gallery's exhibition program.

The Art of Humphrey Price – Jones' exhibition had been locked in by the previous committee which meant we hit the road running in organising this exhibition. It was a huge success celebrating his life's work as an artist in Crookwell recording local bird life. Many of his followers and ex students attended this solo exhibition.

Our next exhibition took on a different approach. From its inception to the final Artist Talks it challenged both artists and visitors. By choosing an artwork from the Peoples Collection and inviting a group of artists to meet with me to discuss and develop their responses to Stavros' Pub Painting a very interesting exhibition emerged. We included a broader range of community artists such as poets, musicians and textile artists. This had the added impact of broadening the visitor group to the gallery, including more of the community engaging with the gallery, many who have continued to support our events.

The POP exhibition lent itself to referencing the POP Art Movement of the late 1960s and Andy Warhol's Campbells Soup Cans. This connection extended to carrying out a soup drive for Vinnies which became part of the exhibition. Again, generous donations were made by visitors to the exhibition.

We were fortunate enough to access the window of the then empty Newsagency as well as Zest Café where cdag's profile and a selection of The Peoples Collection became more visible and immediate to the community.

It is vitally important to engage with young people to expose them to and develop an interest in art. Not necessarily to be good artists but to feel comfortable in a gallery surrounded by art.

Both Crookwell High School and Crookwell Public School participated in art events at cdag. The High School were provided with the opportunity with our guidance, to plan, hang and cater for their own exhibition Portraits R Us. A high standard of artwork and engagement from the students was observed.

The Primary School approached cdag to be part of their Middle School Program which included 6 sessions over 3 weeks. Students visited the gallery and engaged with artworks, learnt to discuss their ideas about the artworks and then to make their own works. 2 of the students attended an open door @ the gallery session and bravely fronted the adults who questioned and encouraged them to talk about their work.

The response from the community has been overwhelmingly positive and giving. We decided to create an event that would raise money for a charity as a way of giving back. The Crookwell Hospital was the beneficiary of the funds raised. Local Prue Wheelwright, Flying Doctor Nurse was our guest speaker. She entertained and invited us into her incredible world challenging our perceptions of compassion, humanity and resilience.

Art on the Range proved again to be a success enjoyed by the community and appreciated by the artists who exhibited. Record numbers came through the gallery this year.

We introduced the concept of open door @ the gallery once a month where the door is open to discuss and share ideas and thoughts about art, to learn from each other and to be exposed to new or different ideas when exploring art. Topics and mediums are broad including an Anzac Remembrance performance by Robert Harris, a local musician remembering musicians of the WW1.

The year has been challenging but with the support of you the members and friends we have come out stronger and confident that our efforts are

on the right track. We are providing the community with an interesting, engaging and high standard of quality art from local and regional artists.

My thanks to Darian and John for your support, efforts and for your belief in me to lead you along a sometimes, challenging road.

I would like to thank all the team for your support and constantly turning up, making cdag a place to be and talked about.

Thank you to the community for supporting our work at cdag.

Art finds its way into the soul of a community.



ABN 81 011 241 552

Upper Lachlan Shire Council

All correspondence addressed to the Chief Executive Officer, PO Box 42, Gunning NSW 2581
p: 02 48301000 | e: council@upperlachlan.nsw.gov.au | www.upperlachlan.nsw.gov.au

Crookwell Office: 44 Spring Street, Crookwell NSW 2583
Gunning Office: 123 Yass Street, Gunning NSW 2581

24 November 2025

Crookwell District Art Gallery

Mr John Shepherd (Treasurer)
PO Box 200
Crookwell NSW 2583

RE: Completed - Section 355 Committee Audit for year ending 30 June 2025

The financial compliance review of the Section 355 Committee accounts for the period ending 30 June 2025 has now been completed.

Please find enclosed:

1. Declaration of the Committee (to be signed by the Committee)
2. Financial Statements 2024/2025
3. Notes to the Financial Statements
4. Compilation Report
5. Section 355 Committee Details Form

The supporting documents you provided are now available for collection from Council's Crookwell office. If it is more convenient, arrangements can be made to have them transferred to Council's Gunning office for collection.

Could you please arrange for the Section 355 Committee Details Form to be completed and returned to Council following the changes made at the upcoming AGM. This helps us ensure that Council's records remain accurate and up to date.

Thank you for your efforts in providing the above information in line with Council's Section 355 Committee Policy.

If you have any questions, please contact Chief Financial Officer Ashan Hewage on (02) 4830 1000.

Yours sincerely,

Ashan Hewage
Chief Financial Officer

Minutes of Historical society meeting 10th December 2025

Present: Ray Croker, Glen Millar. Marion Brace, Ian Laverty, Ann Turner, Jenny Painter

Apologies: Christine Marks, Pam Reeves, Julie Croker.

Minutes of the October meeting were moved to be accepted by Marion
Seconded Ann

Treasurers Report: Payment of \$429.00 for Contents Insurance, balance \$3,100 in our working a/c. Glen moved his report be accepted, seconded Ann

General Business: Printer ink needed submission sent to the council for yearly donation.

We have been given donations of films and slides , and ledgers, from the family of Jack Lamb. Donations of photos and articles from the Harvey family.

We laid a wreath on Remembrance Day.

Items we had at the Visitors Centre are in storage in the new building at the moment.

There are history of Bigga books and Crookwell at War books on order.

At the Hall Committee meeting it was decided we would pay \$50 for the electricity, this will save splitting the account among 3 groups.

With no further business the meeting closed at 2.45pm.

Binda Community Progress Association and Binda Memorial Hall Meeting 29.12.2025

Opened: 7.18pm

Present: Kris and Dan Skelly, Kathy and Dale Robertson, Daryl and Debbie White, Scott and Belinda Shepherd, Blake Robertson, Roxy Palmer, Donna Eddy, Carli Hanna, Lucy McDonald

Apologies: Nathan and Ann Robertson, Jared Baker

Previous Minutes: Read Lucy, 2nd Kathy, Moved Daryl

Business Arising:

1. Emails to Council regarding leaking roof at the hall, grass mowing and rails for footpath at Ann Branson's gate way – Still no reply, Maybe write to Gazette to see if I have the right email address
2. Donation from the Garden Festival Banked
3. Picket fence to be ordered after the bush festival as no where to store it
4. Fuel containers have been purchased.
5. Men's toilet at the hall needs to be fixed – Brownie's
6. Pete Benny to be paid for slashing of memory park – To be amended at the next AGM

Treasurer's reports: See attached

Bush Festival:

1. Sponsorships are starting to come in
2. Markets – Only 4 so far but normally come in the week of the festival
3. Tug a War Sponsorship \$1200.00 first anonymous, and \$300.00 second prize donated by the Progress
4. Tims trims Gazebo purchased
5. PA system to be brought this week
6. Bush Fire Brigade to be contacted to make sure they are coming
7. Daryl to contact Police and Ray White and Kathy to notify the hospital
8. Kathy to organise the food and Kris to order the grazing boxes
9. Toilets need a major clean and maintenance
10. BBQ prices to stay the same as last year and grazing boxes \$10.00 each
11. Car Club are coming and are very interested in
12. Kris will do up a program
13. See if Ann can get Raffle items from business houses

Working Bee: Clean up the flat on the 3rd January @2.00pm

Next Meeting: Wednesday the 14th January @ 7.00pm

Meeting Closed; 8.34pm

MINUTES TOURISM AND ECONOMIC DEVELOPMENT S355 ADVISORY COMMITTEE
Meeting 6
22 January 2026

MINUTES

ORDER OF BUSINESS

Meeting opened 3.03pm

- 1 ATTENDEES**
Councillor S Reynolds, Councillor G Harris, Peter Cottrell, Russ Plummer, Dianna Nixon, and Kathleen Bowerman.
- 2 APOLOGIES**
Councillor R Cameron, Doug McIntyre, Josh Proudman, Peter Fulton
- 3 DECLARATIONS OF INTEREST**
Nil
- 4 CONFIRMATION OF MINUTES**
Minutes of the meeting held 23 October 2025.
Moved: Councillor Gregory Harris
Second: Peter Cottrell
- 5 CORRESPONDENCE**
Nil
- 6 AGENDA ITEMS**
Social Media – Discussed some different options for creating good social media.
Action:
Council to request photos of local assets for Council use (define brief) from community for use in social media and marketing.
Touring Groups – Discussed creating some Upper Lachlan tour packages for groups and tour companies.
Action:
Committee to look at possible businesses that could be involved in and are able to cater to touring groups. Committee to put together some options for different travel packages to be shared with different travel groups and tour companies.
- 7 GENERAL BUSINESS**
 - 7.1 Economic Development Strategy – Information Only
 - 7.2 Destination Guide – Information Only

Meeting Closed 4.43pm

Next meeting date 3.00pm – 16 April 2026 – Crookwell Council Chambers

17 NOTICES OF MOTION

The following items are submitted for consideration -

17.1	Notice of Motion - Upper Lachlan Shire Council Australia Day Awards	202
17.2	Notice of Motion - Amendments to Code of Meeting Practice (Public Forum Deadlines)	203
17.3	Notice of Motion - Invitation to AGL to present to Council	205
17.4	Notice of Motion - Infrastructure Capacity Assessment Matrix	206

Notices of Motion - 19 February 2026

ITEM 17.1 Notice of Motion - Upper Lachlan Shire Council Australia Day Awards

I, Councillor John Searl hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

1. 'That Council create a new Australia Day Awards category to recognise farming in the shire.'

BACKGROUND

The Upper Lachlan Shire Council Australia Day Awards provide an opportunity for the community to recognise and nominate individuals and events in the Shire.

Farming is a significant enterprise in the Upper Lachlan and recognition of farmers would be an extension of Council's Australia Day Awards Program.

ACTING CHIEF EXECUTIVE OFFICER'S COMMENT

It was recommended as part of the minutes at the Australia Day Committee meeting in November 2025 to include an "Agricultural / Farmer recognition category" to the annual Australia Day Awards.

I support this addition of a new category of award commencing in 2027 as farming and the agricultural sector is the lifeblood and heartbeat of our rural communities, towns and villages.

ATTACHMENTS

Nil

Notices of Motion - 19 February 2026

**ITEM 17.2 Notice of Motion - Amendments to Code of Meeting Practice
(Public Forum Deadlines)**

I, Councillor Gregory Harris hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

1. That the Council amend the Code of Meeting Practice as follows:

Amendment to clause 4.5

Replace:

“Applications to speak at the public forum must be received by three (3) business days before the date on which the public forum is to be held, and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak ‘for’ or ‘against’ the item.”

with:

“Applications to speak at the public forum must be received by the later of:

(a) three (3) business days before the date on which the public forum is to be held; or

(b) one (1) business day after the business papers for the meeting are published on the Council's website.

Applications must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak ‘for’ or ‘against’ the item.”

Amendment to clause 4.12

Replace:

“Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council at the public forum, and to identify any equipment needs no more than three (3) days before the public forum.”

with:

“Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council at the public forum, and to identify any equipment needs by the later of:

(a) three (3) business days before the public forum; or

(b) two (2) business days after the business papers for the meeting are published on the Council's website.”

BACKGROUND

This amendment ensures members of the public have adequate opportunity to participate in public forums, including for meetings called on short notice (such as extraordinary meetings), by aligning the application and registration deadlines with the publication of business papers. It promotes the meeting principles of transparency, inclusivity, and trust under section 2 of the Code of Meeting Practice, without imposing additional costs.

Notices of Motion

**NOTICE OF MOTION - AMENDMENTS TO CODE OF MEETING PRACTICE
(PUBLIC FORUM DEADLINES) cont'd**

CHIEF EXECUTIVE OFFICER'S COMMENT

Council senior management has no issue with the proposed amendments to the Council Code of Meeting Practice (Code), however these changes or any changes, if accepted by Council, would require a public exhibition period for public submissions to be received and report back to a future Council Meeting, before the amendments to the Code will take effect.

These proposed Code amendments would cause minimal disruption to Council administration processes.

ATTACHMENTS

Nil

Notices of Motion - 19 February 2026

ITEM 17.3 Notice of Motion - Invitation to AGL to present to Council

I, Councillor John Searl hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

1. 'That Council invite AGL to make a presentation to Council at the Ordinary Meeting of Council on 19 March 2026 on the potential development of a Gas Fired Power Station in Dalton'

BACKGROUND

Nil

ACTING CHIEF EXECUTIVE OFFICER'S COMMENT

The Acting CEO and senior management concur with Councillor Searl's motion to invite AGL as a follow up to the Extraordinary Council Meeting motion resolved by Council on 2 February 2026 for further community consultation on a potential project proposal.

ATTACHMENTS

Nil

Notices of Motion - 19 February 2026

ITEM 17.4 Notice of Motion - Infrastructure Capacity Assessment Matrix

I, Councillor Terry Yallouris hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

1. Expand the current Council provided DA report to include a live, dynamic Infrastructure and Services Capacity Matrix Report. Capacity is a question 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.

BACKGROUND

Example Matrix Format -Crookwell-Gunning-Taralga-Binda..??

Services	Overall Capacity	Threshold allowing for overhead	Current Capacity status	Known Upcoming usage demand	Total Capacity with Demand	Balance	Comments and Risk
Sewerage and Wastewater							
Water Supply							
Electricity and Power if appropriate							
Other service RFS, facilities							

Notices of Motion

NOTICE OF MOTION - INFRASTRUCTURE CAPACITY ASSESSMENT MATRIX cont'd

ACTING CHIEF EXECUTIVE OFFICER'S COMMENT

Considering the impact of development on assets is essential to ensure long-term sustainability, financial viability, and social value, rather than causing unintended damage to existing resources. Development should strengthen, rather than diminish, existing community, environmental, or financial assets.

Key reasons to consider the impact of development on assets include:-

- ensuring sustainable community growth;
- economic and financial management; and
- risk mitigation and compliance.

From a planning perspective Council considers the impact of potential development both from a strategic and statutory perspective. As part of the planning proposal process applications are required to address potential impacts on utilities and infrastructure and this is able to be addressed as an example via the development of an infrastructure servicing strategy. This will demonstrate that the planning proposal can provide or is supported by adequate infrastructure and utilities in a feasible manner.

In most circumstances this type of strategy will address the current capacity and future needs of the proposal and strategy, timing and broad feasibility for delivery of the following services, where relevant:-

- potable water;
- sewerage;
- stormwater;
- gas;
- electricity; and
- telephone and internet / NBN services.

With respect to development applications (i.e. subdivision, dwelling house etc.) staff through the Section 4.15 assessment process are required to ensure that any development can be appropriately serviced. This is a requirement under Clause 6.9 of the Upper Lachlan Environmental Plan 2010 and includes:-

- supply of water;
- supply of electricity;
- disposal and management of sewerage;
- stormwater drainage; and
- suitable road access.

Where required an application maybe referred to the relevant service authority (i.e. power, gas etc) to seek clarification as to whether any additional impacts and upgrades are required, whether this be a planning proposal or development application.

Internally applications are referred to the relevant departments for consideration, again to address potential impacts on assets such as water, sewer, stormwater and roads.

Council does not retain capacity information with respect to external services such as electricity, gas and as such are unable to provide ongoing updates. As indicated above

Notices of Motion

NOTICE OF MOTION - INFRASTRUCTURE CAPACITY ASSESSMENT MATRIX cont'd

relevant applications are referred to the appropriate service authority and where required the service is upgraded, normally at the expense of the developer. It is also noted that services such as power are existing and designed to meet the demands of the existing communities and anticipated growth.

With respect to roads and stormwater it is unrealistic to provide an impact report for each individual application such as a dwelling, shed or so forth based on the high number of variables that must be taken into consideration.

Relevant applications are referred to Council's Infrastructure Department for consideration with these assets being upgraded where required, normally at the expense of the developer. Noting that when required upgrades are completed the asset becomes the responsibility of Council.

Council's road assets are maintained in accordance with Council's Road Management Policy.

With Council's sewage treatment plants being designed to a pre-determined capacity and water treatment plants based on the available water supply, service capacity reports are able to be provided.

Summary

In summary, to produce or require this level of information of a monthly basis for every development application (DA) will have an impact on Council resources based on the time and effort to review all developments, whether that be approved by Council or a private certifier. As an example, planning staff have reduced the DA assessment times and placing additional monthly responsibilities will redirect staff from away from this process, unless additional resources are provided.

Based on the nature and merit of the request and to ensure meaningful information is provided the details requested from a water and sewer infrastructure perspective should be able to be provided on a six monthly or quarterly basis and still achieve the desired outcome.

Council has applied for a grant to investigate the impact of development on existing assets such as water, sewer and stormwater and potentially the required upgrades if and when development occurs. The aim of this strategy is to provide direction and certainty for both Council and developers. It is noted that this strategy is subject to obtaining grant funding.

Council cannot provide the requested details as outlined in the proposed motion for "*pending developments*" and may only provide Council infrastructure updates for Development Applications that are lodged and cannot readily "*quantify current and committed capacity as a percentage for all services*" listed in the proposed motion for the reasons outlined above.

ATTACHMENTS

Nil

18 QUESTIONS WITH NOTICE

The following item is submitted for consideration -

18.1 Question with Notice - Crookwell Aerodrome 210

Questions With Notice - 19 February 2026

ITEM 18.1 **Question with Notice - Crookwell Aerodrome**
AUTHOR **Councillor Rob Cameron**

BACKGROUND

The previous lease of the Crookwell aerodrome has been terminated and management of the aerodrome is back with Council. The local aviation community is very keen to be involved in future plans for the facility. Interests in the aerodrome expressed to me from members of the local aviation community range from being consulted and providing advice on how the facility should and could be managed, through re-forming a local aero club and it having (to a greater or lesser degree) a management role, to it being leased again. In the first instance, I am very keen to understand how local aviators and interested related parties can directly inform future plans for the management of this strategic economic and recreational asset that regrettably, is not being used as much as it could and should be.

From Cllr Rob Cameron

I, Cllr Rob Cameron ask: As the Crookwell aerodrome is now being managed by Council again, what plans for the future management of the facility will involve consultation with, and participation by, members of the local aviation community?

Response from Council Acting CEO

Following the surrender of lease for the Crookwell aerodrome by the previous lessee on 10 December 2025, Council has resumed direct management of the Crookwell aerodrome. A Draft Plan of Management has been prepared to guide the ongoing maintenance and operation of the aerodrome and will be approved by Manex. The aerodrome will be operated by Council as an unlicensed facility in accordance with a Plan of Management and relevant CASA advisory standards, and the principle of pilot-in-command responsibility. Council's immediate focus is on ensuring the aerodrome is maintained in a safe, compliant, and financially responsible manner.

Council officers and management will undertake consultation with aerodrome users on operational matters including; setting of fees and charges, hiring the facility, engagement with community, and reasonable requests associated with the use of the facility in accordance with relevant standards.

Any consideration of alternative management arrangements, including advisory roles, shared management models, or potential future leasing options, would be subject to separate assessment and Council determination, having regard to operational, financial, regulatory, liability and governance requirements. Council officers will manage the Crookwell aerodrome in accordance with an approved Plan of Management, applicable procedures and standards, and will consider appropriate stakeholder engagement mechanisms as part of ongoing operations.

ATTACHMENTS

Nil

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 Item 19.1 in confidential session for the reasons indicated:

Item 19.1 Procurement of one new water truck

This report is considered to be confidential in accordance with Section 10A(2c, and d(iii)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, reveal a trade secret.

19 CONFIDENTIAL SESSION

The following item is submitted for consideration -

19.1 Procurement of one new water truck