



To Avoid Delay when
Replying or Telephoning

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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 21 DECEMBER 2017 COMMENCING AT 8.00 AM

14 December 2017

Dear Councillors,

NOTICE is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 21 DECEMBER, 2017**, commencing at **8.00 AM** and your attendance is requested.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 16 November 2017
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. PRESENTATION – Mr Stephen Sykes
6. CORRESPONDENCE (As per Precis attached)
7. MOTIONS WITH NOTICE
8. MAYORAL MINUTE
9. REPORTS: (a) General Manager
(b) Director Corporate Services
(c) Director Engineering
(d) Director Environmental Services
(e) Delegates
10. MINUTES - HLF Ctee Mtg, 21/11/2017
- Heritage Ctee Mtg, 23/11/2017
- LEMC Ctee Mtg 28/11/2017
- Noxious Weeds Ctee Mtg 5/12/2017
- Art Gallery Ctee Mtg, 7/12/2017
- Tourism Ctee Mtg, 7/12/2017
- Australia Day Ctee Mtg 13/12/2017
- Australia Day Ctee Mtg 19/12/2017
- Planning & Development Ctee Mtg, 18/12//2017
- Manex Mtg, 19/12/2017
11. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
12. TENDERS AND QUOTATIONS
13. QUESTIONS
14. CLOSED COUNCIL
15. REPORT ON CLOSED COUNCIL
16. CLOSURE

PRESENT: The Mayor Cr M Liebich in the Chair, Crs P Best, J Niven, C Bembrick, C Brown, S O’Byrne, S McKellar and P Diprose.
General Manager (G Carroll), Director Engineering (R Ranjit), Director Environmental Services (B Hayes) and Director Corporate Services (L Gibson).

APOLOGY: Nil

CONFIRMATION OF MINUTES:

213 **RESOLVED:** Cr Diprose and Cr O’Byrne that the Minutes of the Ordinary Meeting, held on 16 November 2017 be taken and read as **CONFIRMED**.

QUESTIONS FROM THE PUBLIC

Council has resolved that a ten minute “question time” be allowed at the beginning of each meeting, where members of the public can put their concerns before Council for discussion on the following basis:

Requests to speak to be submitted in writing at least ten (10) days prior to the meeting.

Requests to be accompanied by a copy of any questions.

Each speaker to be allowed three minutes.

The following requests have been received: -

Nil

DECLARATIONS OF INTEREST

A Declaration of Interest form has been forwarded with the Business Paper, for completion prior to the meeting.

Completed forms may be declared and handed in at this point.

Councillor	Item No.	Nature of Interest	Type	Left the Room
Previously Declared				
Cr Liebich	DES 7	Customer/Client of industrial Processing Shed & Associated Silos	Pecuniary	Yes
Cr McKellar	DES 7	Customer/Client of industrial Processing Shed & Associated Silos	Pecuniary	Yes
Cr O'Byrne	DE 10	Board member of the Grenfell Cricket Club	Non-Pecuniary	Yes
Cr Diprose	Tourism Committee Minutes	Tourism operator	Pecuniary	Yes
Declared During the Meeting				
Cr Best	C3	President of Grenfell Cub Scouts	Non-Pecuniary	Yes

At this point Mr Stephen Sykes delivered a presentation to Council in regards to the following:

- Achievements to date**
- Current/continuing projects**
- 2016 ABS data**
- Community planning survey December 2017**
- Main Street**
- Emerging issues**

The Mayor thanked Mr Sykes for his informative presentation.

Cr Parlett entered the meeting during the presentation 8.05am.

Cr Niven left the room 8.51am.

Cr Niven returned to the room 8.53am.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN
SHIRE COUNCIL HELD, 21 DECEMBER 2017.**

SECTION A - Matters for information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 44/2017.
- A2. The Hon Michael McCormack MP, A3.19.3: The National's Member for Riverina Michael McCormack says Australians living in rural and regional areas will be the big winners from two recent Government health sector announcements.
- A3. The Hon Darren Chester MP, R2.56: I am writing to advise you that I have issued a Statement of Expectations for the Roads to Recovery (R2R) Program.
- A4. The Hon Steph Cooke MP, A3.19.2: Councils and food relief agencies can now apply for a share of \$2 million in grants to help rescue surplus food before it is sent to landfill.
- A5. NSW EPA, A3.6.17: Advising the NSW Environment Protection Authority (EPA) has updated its policy for Industry on 27 October 2017 (the Policy).
- A6. The Henry Lawson High School, P4.20179: Advising the pupils and staff wish to thank you very much for the help you have given to our school.
- A7. Darryl Ward, C1.1.3: Writing you in the hope that you can pass on my thank you to the kind people who looked after the toilet facilities in the community centre.
- A8. The Henry Lawson High School, C1.8.3: On behalf of the staff and students of The Henry Lawson High School, thank you for the generous donation made towards our Presentation Day 2017.
- A9. Roma Sinclair, P2.3.1: Congratulations to Council on the completion of the amazing Grenfell Aquatic Centre – what an asset for our town.
- A10. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 45/2017.
- A11. Local Government Remuneration Tribunal, P1.1.10: Writing to advise that the Local Government Remuneration Tribunal has commenced its review for the 2018 annual determination.
- A12. The Hon Michael McCormack MP, A3.19.3: Writing in relation to the Federal Government's recent announcement that applications have opened for the infrastructure stream of Round Two of the Building Better Regions Fund.
- A13. Local Government NSW, A3.18.3: Delighted you will be joining us at the annual Local Government NSW Conference which will be held this year from 4-6 December at the Hyatt Regency, Sydney.
- A14. Tandem, U1.1.13: The nbn is an upgrade to Australia's existing telecommunications network, providing the infrastructure for affordable, high-speed internet and phone access for all Australian's.
- A15. NSW Rural Fire Service, E1.3.1: Advising on 3 November 2017, Local Council received an invitation from Assistant Commissioner Rebel Talbert inviting Mayors, General Managers and relevant Council staff to attend a series of local government forums scheduled for December 2017.
- A16. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 46/2017.
- A17. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke MP advising more than 1000 affiliated football (soccer) clubs are now eligible for more than \$2.3 million in funding for round two 2017/2018 applications.

- A18. The Hon Michael McCormack MP, A3.19.3: Advising the Nationals' Member for Riverina Michael McCormack has lauded changed to the Government's payment policy, saying small businesses in the Riverina and Central West will benefit for the announcement.
- A19. Office of Local Government, A3.6.54: Advising nominations are now open for the 11th annual Ministers' Awards for Women in Local Government. The Awards celebrate the contribution of women to local Government in NSW.
- A20. NSW Government, E3.6.3: Advising a major milestone in the reform of management of water in NSW, with the passing of the Natural Resources Access Regulator Bill 2017.
- A21. Roads and Transport Directorate, P1.2.5: Advising since 2005 the IPWEA (NSW) Roads and Transport Directorate has regularly reported the performance of NSW regional and local road infrastructure.
- A22. Office of Environment and Heritage, A3.6.63: Advising the NSW State Emergency Service (NSW SES) and the NSW Office of Environment and Heritage (OEH) are working in partnership on the NSW Flood Data Access Program.
- A23. Australian Red Cross, C1.1.2: Grenfell Branch of Red Cross advising that Red Cross Calling will again be held in March 2018.
- A24. Rick and Jennifer Fabri, C1.1.3: Recently I had to ask the Council for help regarding information on my property, I went to your office and asked for a drainage plan.
- A25. Local Government NSW, A3.8.2: Advising LGNSW's response to IPART'S announcement today if a 2.3% rate cap for 2018/2019.
- A26. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 47/2017.
- A27. The Hon Steph Cooke MP, A3.19.2: Advising member for Cootamundra Steph Cooke MP, today announced the \$2.7 million investment would reach the Cootamundra electorate, to help mental health consumers transition from hospital, back to the community.
- A28. Weddin Development Committee, C2.6.33: Advising December Weddin Development Committee Agenda.
- A29. Phil Webb, A3.30.17: Thanking Council for all the roadworks on Nowlan's Road. It is now very user friendly as my partner travels this every day to work and I am very happy with was has been done.
- A30. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 48/2017.
- A31. The Hon Steph Cooke MP, A3.19.3: Member for Cootamundra, Steph Cooke MP, today reaffirmed her promise to fight hard for sporting infrastructure in towns and villages across the Cootamundra electorate.
- A32. Office of Local Government, A3.9.3: Advising amendments made to the Local Government Act 1993 (the Act) in August last year by the Local Government Amendment (Governance and Planning) Act 2016 provide a model code of meeting practice (Model Meeting Code) to be prescribed by regulation.
- A33. Office of Local Government, A3.9.3: Advising amendments made to the Local Government Act 1993 (the Act) by the Local Government Amendment (Governance and Planning) Act 2016 in August 2016 saw the inclusion in the prescribed role of Councillors under section 232 a responsibility "to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor".
- A34. Local Government NSW, A3.8.2: Advising the AEC has just declared the election of LGNSW directors.

- A35. St Joseph's School, C1.8.4: On behalf of St Joseph's School Community I wish to acknowledge and thank the Weddin Shire Council for their donation towards expenses associated with our end of year Presentation of Awards evening.
- A36. Caragabal Public School, C1.8.10: The staff and student of Caragabal Public School would like to thank you for your generous donation of \$100 to support our annual presentation evening.
- A37. Quandialla Swimming Centre, P2.3.2: Requesting that the Council attend to the repair of the plumbing at the Quandialla Swimming Centre as a matter of urgency.
- A38. Grenfell Historical Society Inc, C1.3.15: Writing on behalf of the Grenfell Historical Society Inc. to ask if Council would look into the building of a toilet in the building containing the museum.
- A39. Dennis Hughes, T3.5.2: Attaching a copy of the Submission for the rail Draft Regional Service and Infrastructure Plan to 2056 from the Lachlan Regional Transport Committee.
- A40. Rosemary Sibson, P2.3.10: Advising I want to congratulate the person concerned re public toilets in your town.
- A41. NSW Roadside Environment Committee, E3.7.8: Advising the interim report of the Travelling Stock Reserves Review is available on the Local Land Services website.
- A42. Quandialla Public School, C.8.8: On behalf of the students and staff at Quandialla Public School, I would like to sincerely thank Weddin Shire Council for kindly supporting and paying for our bus transport to Grenfell, so we could participate in our 2017 School Swimming Program.
- A43. Mylvaganam Nirupan, P4.10228: Please accept this letter as a formal notification that I will be leaving Weddin Shire Council.
- A44. Noel Cartwright, P2.1.9: Writing to you requesting an Interpretive Sign about 1 metre x 1 metre to be erected on Southern side of Grenfell's Endemic Native Garden.
- A45. Audit Office, A3.17: Writing to invite your Council to participate in the Audit Office of New South Wales' Shared Services in Local Government Survey, as described in the attached letter from the Assistant Auditor-General.

SECTION B - Matters for report

- B1. Transport Roads and Maritime Services, R2.51.22: Requesting proposals for projects for inclusion in the 2018/19 Regional Roads REPAIR Program.
- B2. NSW Department of Industry, R2.1.4: The Minister for Lands and Forestry proposes to consider the closing of the roads as indicated by black hatch on orange fill, yellow or black hatch on yellow fill on the attached diagram.
- B3. Caragabal Public School, C1.8.10: Writing to request support, in the form of bus travel, from the Weddin Shire Council to assist Caragabal Public School students to access and participate in the School Swimming Program in 2017.
- B4. Quandialla Public School, C1.8.8: Writing to request support, in the form of bus travel, from the Weddin Shire Council to assist Quandialla Public School students to participate in the School Swimming Program 2017.
- B5. Christine Simpson, A4.4.10: Request that Council strengthen its policy for the keeping of domestic cats and support same with appropriate community education and literature.
- B6. Weddin Development Committee, C2.6.33: Writing on behalf of the Weddin Development Committee to invite Weddin Shire Council to support the Weddin Development Committee's Go Grenfell Local Shopping Card.
- B7. Jane Ashcroft, C1.6.1: Advising I wish to organise a bench in memory of my late mother and father, to be placed in Bimbi, near the information area and where the Bimbi Fire Brigade have their meeting.
- B8. Grenfell Amateur Swimming Club: Advising we recently submitted an Expression of Interest to host the Summer Championships on our region, Mountains and Plains Swimming.
- B9. Australian Government, T3.4.4: Advising an Australian Government Mobile Service Centre (MSC3) will be visiting your region soon.
- B10. Grenfell Garden Club, P2.2.2: Advising the Grenfell Garden Club at its last meeting resolved to donate \$1000 for another bench seat, this time for the newest section of the Lawn Cemetery.
- B11. Henry Lawson Festival, C1.4.1: Advising the Henry Lawson Festival committee has recently resolved to hold a fundraising 'Festival Twilight Ball' on March 3rd 2018.
- B12. Henry Lawson Festival, C1.4.1: Writing on behalf of the members of the Grenfell Henry Festival of Arts Committee to advise that the festival would like to hold a battery drive fundraiser in 2018.
- B13. Mardie Bucknell, C2.6.26: Advising Council to adopt the actions to help the increasing success of the town.

214 **RESOLVED:** Cr Bembrick and Cr O'Byrne that Correspondence sections A and B be noted.

SECTION C - Matters for consideration

1. Office of Local Government, C2.10.9: Advising I am pleased to be writing to you following the recent passage by the NSW Parliament of the Local Government Amendment (Regional Joint Organisations) Bill 2017.

Copy forwarded to Councillors

Noted

2. Australian Government, C2.9.15/G2.55: Advising in regards to Weddin Shire Council's application for funding through the Smart Cities and Suburbs Program.

On 17 November 2017, Assistant Minister Taylor announced that 52 projects will be funded under Round One of the Program. Weddin Shire Council's application for a Digital Fitness Campaign was not selected for funding in Round One. The application process was highly competitive, with more than 170 submissions received

Projects selected for funding in Round One are listed at <http://cities.dpmc.gov.au/smart-cities-program>.

Thank you for your interest in the Program.

Note: Feedback is currently being obtained.

Noted

3. TAFE NSW, C1.8.7: Advising TAFE NSW is currently working to establish new Connected Learning Centres (CLCs) across NSW.

Copy forwarded to Councillors

RECOMMENDATION: that Council:

- i) agree "in principle" to accommodate the 1st Grenfell Scout Group on Council land
- ii) decline the offer to project manage the delivery of the new centre on behalf of the Scouts due to limited resources.

Cr Best declared a conflict of interest as the president of the Grenfell Cub Scouts and left the room 9.11am.

215

RESOLVED: Cr McKellar and Cr Bembrick that Council:

- i) agree "in principle" to accommodate the 1st Grenfell Scout Group on Council land
- ii) decline the offer to project manage the delivery of the new centre on behalf of the Scouts due to limited resources.

Cr Best returned to the room 9.23am.

4. SES, T2.3.1: Writing to request permission from the Council to carry out an addition to the existing buildings.

Copy forwarded to Councillors

RECOMMENDATION: that:

- i) the request be referred to the 2018/2019 estimates process for further consideration
- ii) the SES be advised accordingly

216

RESOLVED: Cr Brown and Cr Bembrick that:

- i) the request be referred to the 2018/2019 estimates process for further consideration
- ii) the SES be advised accordingly

Cr Diprose left the room 8.24am.

5. Weddin Development Committee, C2.6.33: Weddin Committee inviting the Weddin Shire Council to sponsor the 'Best Business in the Weddin Shire' category at the upcoming business awards on April 28 2018.

The 'Best Business in the Weddin Shire' category is the most prestigious category at the business awards and it makes sense that Weddin Shire council, the major organisation in the shire, would be the sponsor of this category.

In previous years the council has contributed \$500 including GST for the sponsorship of this category.

RECOMMENDATION:

For Councils consideration

217

RESOLVED: Cr McKellar and Cr O'Byrne that Council contribute \$500 to the 'Best Business in the Weddin Shire' business awards.

6. Grenfell Lions Club Inc, P2.1.1: Seeking approval from council to conduct the carnival in Vaughn Park as in previous years. The time involved would be between 6pm-10pm on 15 December 2017.

Also seeking Council's assistance in providing extra Otto bins as well as barricades to block off the park off Melyra Street to accommodate the SES vehicle etc.

Could we also ask that the toilet facilities remain open till 10pm?

Note: as the annual event was held on the 15 December approval was granted as requested subject to a copy of their public liability policy being provided.

RECOMMENDATION:

Confirm action

218

RESOLVED: Cr Best and Cr Parlett that the action be confirmed.

219

RESOLVED: Cr Brown and Cr Niven that the correspondence be noted except where otherwise resolved.

NOTICE OF MOTION

1. Toilet in Museum Building, P2.3.10

I hereby give notice of the following motion at the December 2017 Council Meeting:

“that Weddin Shire look into installing a toilet in the building containing the Museum.”

Comments: Letter from Grenfell Historical Society.

Signed: Cr Stuart McKellar

220 RESOLVED: Cr McKellar and Cr Parlett that Weddin Shire look into installing a toilet in the building containing the Museum.

Cr Diprose returned to the room 8.26am.

MAYORAL MINUTE

21 December 2017

The Councillors
Weddin Shire Council GRENFELL NSW
2810

Dear Councillors

I wish to report as follows: -

That Weddin Shire Council invite the CMCA to investigate the potential use of the Railway Station precinct for a CMCA Campground.

That Weddin Shire Council contact the relevant ARTC to facilitate a Potential lease of the CMCA Campground.

Signed: _____
Cr Liebich

221 RESOLVED: Clr Liebich that:

- i) Weddin Shire Council invite the CMCA to investigate the potential use of the Railway Station precinct for a CMCA Campground.
- ii) Weddin Shire Council contact the relevant ARTC to facilitate a Potential lease of the CMCA Campground.

14 December 2017

The Mayor and Councillors Weddin Shire
Council GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. Local Government NSW (LGNSW) Annual Conference, A3.18.3

The Local Government NSW (LGNSW) Annual Conference was held in Sydney from the 4 – 6 December 2017 and Council was represented by Cr Liebich, Cr Best and myself.

The conference provided attendees the opportunity to discuss significant issues affecting the Local Government Sector.

Matters of significance that occurred or were raised at the conference are as follows:

- The conference was officially opened by the president of LGNSW Cr Keith Rhodes.
- The Deputy Premier of NSW the Hon John Barilaro MP addressed the conference in the absence of the Premier the Hon Gladys Berejiklion MP assuring Councils the Government is committed to rural NSW evidenced by the \$1.3 investment in the area
- The Minister for Local Government the Hon Gabrielle Upton MP reiterated the policy of “No forced Amalgamations” and advised in regards to reviews of the Code of Conduct, Code of Meeting Practice where it is proposed to introduce mandatory Web castings of meetings in the future and advised of draft guidelines for Councillor induction training

- A new LGNSW board was elected for the next two years as follows:
 - Cr Linda Scott (President)
 - Cr Angelo Tsirekas (Vice President - Metro/Urban)
 - Cr Lindsay Brown (Vice President - Rural/Regional)
 - Cr Keith Rhoades (Immediate Past President) on the Board of LGNSW
 - Cr Marjorie Spooner O’Neill (Treasurer)

Directors for the Rural/Regional area are as follows:

- Darriea Turley
- Phyllis Miller
- Marianne Saliba
- Ruth Fagan
- Ben Shields
- Rod Kendall
- Paul Harmon.
- Port Macquarie Hastings Council won the A.R Bluett Award for the City and Regional Councils category while Bland Shire Council won the award for the Rural Councils category.
- Other speakers at the conference included The Hon Peter Primrose Shadow Minister for Local Government, the Hon Melinda Pavey Minister for Roads, Maritime and Freight and Carolyn McNally Secretary of the Department of Planning and Environment.
- Various motions were considered and dealt with by the conference in the business sessions.

Improvement continued at the conference in regards to various procedural matters such as dealing with motions. The content of the conference was excellent and certainly well worth while attending.

**For Information
Noted**

2. Local Government Reform – Innovation Fund, C2.10.9

Common Thread Consulting Pty Ltd are continuing to undertake two projects under the Innovation Fund for the Mid Lachlan Alliance (MLA) Councils as part of a 'Fitness Campaign' to deliver a Fiscal Responsibility Action Plan (FRAP) and a Service Review Action Plan (SRAP).

The Fitness Campaign will strengthen the case for councils to remain independent with a focus on asset management, financial sustainability and improved service delivery. It is founded upon simple documents (Service Dashboards) that will form part of each council's integrated planning and reporting framework, helping us to better understand our business and that of our partners in the MLA.

Detailed reviews are currently being carried out in several areas including ICT (Information Communications and Technology), Civica Authority (corporate computer system), roads, parks and customer service. Higher level reviews are also being carried out of all services to identify areas to explore further.

Where a potential opportunity for improvement is identified, a business case will be developed (either for our Council or for a number of Councils in the Alliance) that considers the costs, benefits and risks. If the business case is positive, it will then be recommended to Council for approval. A Program Management Office will be established in each Council to coordinate the development of business cases, develop project documentation and monitor the progress of each project.

A robust project management approach is an important part of the Fitness Campaign as this will help keep projects on track and ensure desired outcomes are realised. The result will be a sustainable Council with the capability and capacity to deliver better value for our local community.

A Connected Leadership Program is also being undertaken as part of the Fitness Campaign. The Connected Leadership Program is an integral part of the Fitness Campaign because each Council has recognised that we need to think and work differently. The program includes a combination of one-on-one coaching and development as well as group workshops. The one-on-one sessions are focussing on developing the behaviours of individual leaders to support a shift in organisational culture. Group workshops are focussing on developing a shared vision and purpose within each Council and across the MLA.

The program commenced on Monday 13 November 2017 with Lead Consultant Mr David Gourlay conducting one-on-one coaching sessions and workshops with staff. David is a business psychologist with 20 years' experience across both the private and public sectors, having worked closely with organisations in Australia, the USA, and Europe. He has worked extensively in local government, in both the UK and Australia as well as having a strong background in the infrastructure and energy markets. In particular, he specializes in supporting organisations in improving through developing productive leadership and relationships that are underpinned by well designed systems, processes and structure.

A Councillor development workshop was held on the 12 December 2017 to update Councillors on the 'Fitness Program' which proved very beneficial. A second workshop will be held in February 2018 whereby it is planned David will attend to address Councillors in regards to leadership and the leadership program.

Unfortunately, the grant funding application submitted under the Smart Cities and Suburbs program for \$475,000 on behalf of the Alliance Councils to assist in ensuring we are able to access and use smart technology to enable us to become more productive and sustainable as well as being able to deliver services in a more efficient and effective manner was unsuccessful.

It is proposed to re-submit the grant funding application in the next round with a renewed focus on advocacy.

3. Local Government Reform – Connected Leadership Program, C2.10.9

Reference is made to item 2 above whereby it was reported that a Connected Leadership Program is currently being undertaken by Mr David Gourlay.

Mr Gourlay spent two days interviewing key staff to establish a baseline analysis and understanding of how the leadership of the organisation is currently viewed and what beliefs and experiences currently shape the culture.

This was followed by a workshop, the purpose of which was for MANEX to: -

- Establish an understanding of what the existing culture of Weddin Shire Council is
- Recognise what the key drivers of culture are
- Start to define what our 'desired' culture might look like
- Learn how to change a culture
- Identify what interventions and strategic initiatives could be explored to help establish new ways of working that will support a shift into a new 'desired cultural state' (supporting our new operating environment).

The initiatives identified will ultimately lead to improvements and changes that can be made to systems, processes and behaviours for staff to operate with and improve the organisations performance and culture; ultimately 'hard-wiring' the leadership to the wider improvement program.

It was then agreed the purpose of the program as being to: -

- achieve more 'connected leadership'
- develop strong social systems and networks across the organisation
- make staff feel more empowered
- enable the organisation to fulfil its purpose
- develop as leaders
- identify risks

The world we want to create (desired culture) was described as: -

- all staff to feel ownership; 'This is my Council'
- a positive, happy and productive culture
- pride in working for the Council and providing services
- having a connected organisation
- having a culture of continuous improvement (agile)
- a motivated workforce

The focus was then shifted to the Leadership, i.e. MANEX: -

The group defined the **purpose** of MANEX as to: -

- provide leadership
- act as a decision-making forum
- drive operations
- shape culture
- do strategic planning
- monitor progress against delivery objectives
- solve organisational problems

The group acknowledged that it isn't currently doing the highlighted actions above and is therefore not fulfilling its purpose. We identified that MANEX is currently too operationally focussed and doesn't have the right

THE GENERAL MANAGER'S REPORT

connectivity with management and the rest of the organisation to be addressing the critical issues and constraints that are preventing it from improving its services.

- it was agreed that MANEX will be rebranded to the 'Organisational Leadership Team' (OLT) from now on – this is **symbolism** to support the introduction of new ways of working
- it was decided that the OLT will start to focus its attention on more strategic matters which will broadly come under the following themes: -
 - **People** – e.g. L&D; Health & Wellbeing; Resource Planning; Recruitment; Reward & Recognition
 - **Resources** – e.g. Finance; Information; Assets; Investment
 - **Systems** – e.g. Governance; Compliance; Risk
 - **Communication and Engagement** – e.g. Communication Plan; Staff Engagement; Community and Stakeholder Engagement
- it was recognised that a stronger social system/structure is required underneath the OLT to support the shift to better ways of working. It was decided to create an '**Organisational Engagement Team**' (**OET**); the purpose of which is to: -
 - Strengthen the relationships across key management staff
 - Delegate more operational issues and decision making to free up the OLT and to empower managers
 - Enable the OLT to access the critical issues and opportunities that exist within the organisation
 - To support the cultural shift by aligning managers who will in turn align staff to enable shared beliefs to develop across the organization

A follow up workshop will be conducted in February 2018 to check progress and to support further actions and changes required.

The above output is all designed to ensure that Weddin Shire Council has stronger social structures to support organisational change, support a cultural shift as well as strengthening the organisation's understanding of the benefits and opportunities of the Mid Lachlan Alliance which will all result in increased performance right across the organisation.

**For Information
Noted**

4. Regional Growth Fund, G2.1/A3.19.2

Stronger Country Communities Fund

The "once-in-a-generation" *Stronger Country Communities Fund* which is part of the NSW Government's \$1.3 billion Regional Growth Fund will support projects valued between \$100,000 and \$1 million, or even higher with financial co-contribution.

A grant application to upgrade the Main Street was submitted by the due date 18 October 2017 and we are currently awaiting the outcome.

This is a great opportunity to commence the Main Street upgrade which is a high priority in our Community Strategic Plan (CSP). It is planned to undertake community consultation at the appropriate time.

**For Information
Noted**

Regional Cultural Fund

The Regional Cultural funding is available to build and upgrade arts and cultural venues including Art Gallery's, Libraries, performance spaces and cultural centres with round 1 funds to be allocated in four categories as follows:

THE GENERAL MANAGER'S REPORT

- **Small scale regional cultural infrastructure** – grants of up to \$60,000 for improving arts and cultural infrastructure and purchasing equipment for arts and cultural purposes
- **Medium scale regional cultural infrastructure** – grants of between \$60,000 and \$1 million to improve arts and cultural infrastructure and revitalize local communities through strategic investment
- **Large scale regional cultural infrastructure** – grants of over \$1 million for cultural infrastructure in regional NSW, with a strong focus on partnerships with local councils and communities
- **Operational** – grants to support the delivery of arts, cultural, screen and heritage projects

An Expression of Interest (EOI) was submitted on behalf of the Grenfell Dramatic Society to upgrade the Grenfell Community Arts Centre building. An EOI was also submitted on behalf of the Grenfell Art Gallery Committee to install solar power for the community hub building and temperature control for the Art Gallery.

Advice has been recently received that shortlisting of projects is progressing through to the final approvals stage with all applicants notified if they will be invited to submit a grant funding application in the near future.

**For Information
Noted**

Regional Sports Infrastructure Fund

Expressions of Interest (EOI's) for the Regional Sports Infrastructure Fund are open all year round with the fund targeting investments over \$1m.

If applicants are short listed they will be then required to develop a business plan for assessment for final funding decisions. Applicants are also encouraged to make a significant financial or in-kind contribution towards the project cost. Organisations can make a joint application with project nominations involving partnerships of eligible groups encouraged.

In this regard and as resolved at the September Council meeting the submission of an EOI titled 'Weddin Shire Sporting Infrastructure Upgrades' for the upgrade of the following local sporting clubs infrastructure as well as the Quandialla Swimming Pool upgrade is currently in progress:

- Caragabal Sports Club
- Grenfell Rugby Union Club
- Grenfell Rugby League Club
- Grenfell Soccer Club
- Grenfell Kart Club
- Grenfell Tennis Club
- Grenfell Squash Club

In order that Council has a comprehensive set of integrated data and has completed community consultation a Community Wellness Plan is being prepared. This plan will bring together the objectives listed below into one plan that can translate into our Integrated Planning documents (Delivery Program and Operational Plan) over the next 4 years.

The Community Wellness Plan will use existing data from some current plans and the Mid Lachlan Alliance service reviews coupled with new data to address the following:

- For economic health:
 - Local economic development
 - Tourism
 - Destination Management
 - Health Services

THE GENERAL MANAGER'S REPORT

- Village development
- For social wellbeing and health
 - Sporting facilities
 - Cultural services and facilities
 - Health facilities
 - Aged care needs
 - Village health

The Community Wellness Plan development will include liaison with stakeholders and the digital panel will be utilised to gain valuable insight into community needs and expectations for a raft of new community projects.

It is anticipated that the draft Community Wellness Plan will be completed by mid-December in respect to Weddin Shire's sports needs. This will facilitate the submission of the EOI for the Regional Sports Infrastructure Fund and the development of a business plan if we are invited to submit a grant funding application.

The Economic Development elements will be finalised by the end of January 2018 to align with the Regional Economic Development Strategy (REDS), linked to the South West Region (SWR) Functional Economic Region (FER). The Health facilities and Aged Care needs assessment will be completed early February 2018 which will identify the future health needs of the Weddin Shire.

RECOMMEDATION: that the Quandialla Swimming Pool upgrade be included in the Weddin Shire Sporting Infrastructure Upgrades list.

222 **RESOLVED:** Cr Brown and Cr Parlett that the Quandialla Swimming Pool upgrade be included in the Weddin Shire Sporting Infrastructure Upgrades list.

Growing Local Economies Fund

The Growing Local Economies Fund was established to develop infrastructure to grow regional centres.

The fund is administrated by the Office of Regional Development whereby there is a two step process to apply for funding as follows:

- i) Contact the Office of Regional Department to discuss proposed projects
- ii) Submit a business case

Eligible projects will be then assessed against four program criteria's:

- Strategic Assessment
- Economic Assessment
- Affordability
- Deliverability

In regards to the application process advice has been received from the Department of Premier and Cabinet that funding will be distributed on a regional basis. This is a key change for this particular fund as it is a move away from the rounds-based, whole-of-State competitive process to a new process that will see a notional allocation made to each regional economic area. This approach gets rid of the need to meet deadlines or competing against other regional areas, and will enable a planned, whole-of-region approach to growing our community and economy.

A draft set of regional economic areas called Functional Economic Regions (FERs) have been identified after examining a range of economic factors including labour flows, population and market characteristics, communities of interest and supply chains. These regional economic areas are usually comprised of a number of

THE GENERAL MANAGER'S REPORT

smaller towns surrounding a larger town (hub and spoke) and may cross Local Government boundaries. Weddin Shire has been included in the South West Slopes FER with Bland, Cootamundra, Hilltops and Temora Shires.

To enable the Government to move away from a state-wide approach and to approve projects related to growing economies in each of these areas, each FER will need to have a current Regional Economic Development Strategy (REDS) that clearly articulates key economic priorities and the enablers that are required to deliver them.

The Department want to make the development of the REDS as simple as possible and so they have appointed economic consultants to guide the process in order to reduce the administrative burden on Councils and other community organisations. It is recognised that many Local Government areas have existing, well developed strategies and that many of these will have a section which considers neighbouring Local Government Areas. In such cases, the process should be quite quick because this material will be used in the REDS. Applicants must demonstrate how projects will improve economic outcomes for communities and where possible projects should support local procurement, job creation and skills development.

As the process will be finished within 4-8 weeks it is critical that we have input into the process to ensure our projects are included in the REDS. The Department will lodge the strategy with Infrastructure NSW and the projects will then commence.

In this regard a meeting was held in Young on Tuesday 10 October 2017 to review the existing infrastructure priorities of each Council. A further meeting will be conducted in Young on Friday 15 December 2017 to further progress this process.

**For Information
Noted**

5. Australia Day Awards, C1.5.2

My report to Council's October meeting refers.

The following nominations have been received:-

Nomination for Awards:

Category	Nominee
Citizen of the Year	Andrew Hooper Leann Logan Peter Mitton
Senior Citizen of the Year	Hugh Moffitt Meryl Hunter Pene Starr John Hetherington
Community Event/Organisation of the Year	Henry Lawson Festival- 60 th Anniversary
Community Achievement Award	
Youth Achievement Awards	Dana Yerbury Marie Knight Hayley Taylor Halle West Lila Yates

Winners of the various awards will be determined by the nominated selection committee and will be announced at the Australia Day ceremony in Grenfell. Some awards may be presented at village ceremonies where these are held.

THE GENERAL MANAGER'S REPORT

Council has also previously resolved to authorise the selection committee to award "Community Achievement Awards" in any category.

**For Information
Noted**

6. January Council Meeting, C2.8.1

For various reasons a January Council Meeting was not held in past years. Whilst this places a small amount of additional work on the February meeting, it has not been a major problem.

Under the Local Government Act 1993, Council is required to meet at least ten times a year. Cancelling the January Meeting will not conflict with the Act.

RECOMMENDATION: that Council cancel the ordinary monthly meeting for January 2018.

223 **RESOLVED:** Cr Best and Cr Diprose that Council cancel the ordinary monthly meeting for January 2018.

7. Leave Application, P4.10015/P4.10059

Application is made for leave from 15 – 19 January 2018.

RECOMMENDATION: that:-

- i) the application for leave be approved.
- ii) Mr Raju Ranjit be appointed as the Acting General Manager with the same delegations from Council as for the General Manager.

224 **RESOLVED:** Cr Diprose and Cr Bembrick that:-

- i) the application for leave be approved.
- ii) Mr Raju Ranjit be appointed as the Acting General Manager with the same delegations from Council as for the General Manager.

8. The Henry Lawson Festival Committee, C2.6.32

The Annual General Meeting of the Henry Lawson Festival Committee was held on Tuesday 17 October 2017. As the Committee is now a Sec 355 Committee of Council the audited financial statements for the period ending 31 August 2017 are attached for Councillors information.

**For Information
Noted**

9. Season's Greetings

On behalf of the Directors and staff I would like to take this opportunity to wish all Councillors and their families a Merry Christmas and a Happy New Year.

**For Information
Noted**

THE GENERAL MANAGER'S REPORT

GLENN CARROLL
GENERAL MANAGER

225 **RESOLVED:** Cr McKellar and Cr Bembrick that except where otherwise dealt with the General Manager's Report be adopted.

14 December 2017

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Statement of Bank Balances as at 30 November 2017:

Bank Account	
Westpac	\$718,765.06
Investments	
CBA	<u>6,250,000.00</u>
Total Investments	<u>\$6,250,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 November 2017.

The investments shown above are made with the Commonwealth Bank. I certify that these investments have been made in accordance with the Local Government Act, 1993, the Regulations and Council's investment policies.

**For Information
Noted**

2. A Summary of Income for The Month of November follows:

Rates Receipts	396,487.65
Credit Union Agency Commission	607.20
Service NSW Agency Fee	4,829.38
Interest on Investments	12,371.92
FAG Grant Instalment	313,321.25
Pensioner Rebate	74,847.89
Development & Building Application Fees	2,989.25
CTC Income	5,314.45
Caravan Park Income	4,457.00
Pool Entrance Charges	23,244.70
Other	15,909.30
Total	<u>\$854,379.99</u>

**For Information
Noted**

THE DIRECTOR CORPORATE SERVICES' REPORT

3. Roads and Other Expenditure 2017/2018:

Following are the up to date maintenance figures as at 30 November 2017.

Item	Vote	Expenditure
Rural Roads Maintenance	680,731	217,438
Grenfell Town Streets Maintenance	207,090	81,788
Village Maintenance - Caragabal	6,000	2,091
Village Maintenance - Greenethorpe	6,000	7,466
Village Maintenance - Quandialla	6,000	4,923
Garbage / Recycling Collection	130,000	54,104
Quandialla Recycling Station	8,000	1,810
Greenethorpe Recycling Station	6,000	320
Greenethorpe Collections	8,000	2,580
Commercial Waste Collection	18,000	5,930
Grenfell Waste Depot Manning / Plant Hire	135,000	46,947
Tips Working Expenses	66,000	25,308
Grenfell Tip Green Waste Processing	20,000	0
Cemetery Maintenance & Operating Expenditure	69,000	22,579
Cemetery Sites etc. income	(49,000)	(27,614)
Noxious Plants	84,500	28,242
Noxious Plants - Extra	20,000	2,159
Parks & Gardens	218,262	114,075
Library Expenditure	100,480	56,292
Aquatic Centre Income	(25,000)	(23,302)
Aquatic Centre Expenditure	174,000	36,760
Caravan Park Income	(65,000)	(29,193)
Caravan Park Expenditure	110,300	42,110

RTA Grant Works		
Item	Vote	Expenditure
2017/18 State Roads (SH6)	604,149	225,953
2017/18 National Roads (SH17)	175,977	207,603
2017/18 Regional Roads Block Grant	778,000	116,286
Repair Program - MR239 Pavement Rehab	162,507	68,485

2017/18 Rural Local Roads (FAG)	Vote	Expenditure
RECONSTRUCT VILLAGE STREETS (16/17 C/Over)	36,520	0
QUANDIALLA DRAINAGE (16/17 C/Over)	105,001	15,297
GRENFELL MEDICAL CENTRE - K&G & FOOTPATH (16/17 C/Over)	130,000	0
GRENFELL STREETS CONSTRUCTION (16/17 C/Over)	108,495	0
GRENFELL KERB & GUTTER (16/17 C/Over)	102,231	0
MEMORY ST/HOLY CAMP ROAD CONSTRUCTION (16/17 C/Over)	11,237	0
GREENETHORPE BUMBALDRY ROAD (16/17 C/Over)	160,083	30,925
BLACKS BRIDGE (16/17 C/Over)	93,198	3,609
GRAVEL RESHEETING (16/17 C/Over)	103,327	0
GRENFELL STREETS - FOOTPAVING (16/17 C/Over)	86,054	0
SUCKER REMOVAL/SHOULDER GRADING/SPRAYING (16/17 C/Over)	15,754	0

THE DIRECTOR CORPORATE SERVICES' REPORT

QUANDIALLA FOOTPATHS RECONSTRUCTION (16/17 C/Over)	38,896	0
INDUSTRIAL AREA ROAD	0	2,240
Total	990,797	52,070

2017/18 Roads to Recovery	Vote	Expenditure
RESEALS (R2R)	229,017	35,927
KEITHS LANE	163,756	216,493
BEWLEYS ROAD	200,000	1,587
CARAGABAL - PULLABOOKA	202,820	0
HEAVY PATCHING - PINNACLE & DRIFTWAY ROAD	100,000	256,099
Total	895,593	510,106

Item	Vote	Expenditure
Flood Damage Untied Funding	1,000,000	785,110
Flood Damage - Regional Roads	409,502	394,228
Flood Damage - Rural Roads	985,059	985,059

**For Information
Noted**

4. Debt Recovery – Rates and Debtors, A1.7

Debt recovery activity for October is as follows:

32 referred to Outstanding collections

3 new arrangements made

Continued monitoring of existing payment arrangements, following up with further action where required

Continued liaison with Council’s Debt Recovery Firm Outstanding Collections and other debt collection activity of routine nature.

**For Information
Noted**

5. Community Project Support Policy,

Reference is made to the attached report and associated documentation.

RECOMMENDATION: that Council adopt the Community Project Support Policy, Community Project Support Guidelines, Community Project Support Application – Large (>\$1,000) and the Community Project Support Application – Small (<\$1,000).

226 RESOLVED: Cr Diprose and Cr Parlett that Council adopt the Community Project Support Policy, Community Project Support Guidelines, Community Project Support Application – Large (>\$1,000) and the Community Project Support Application – Small (<\$1,000).

6. Weddin Shire Internet Connectivity Project,

Reference is made to the attached report and the reports submitted to the October Council Meeting.

THE DIRECTOR CORPORATE SERVICES' REPORT

RECOMMENDATION: that Weddin Shire Council pursues an application to the NSW Governments Connecting Country Communities program, for a whole of shire communications solution, when the grant program is announced and an associated advocacy plan and advocacy material is developed to support Council's advocacy efforts.

227 RESOLVED: Cr Diprose and Cr McKellar that Weddin Shire Council pursues an application to the NSW Governments Connecting Country Communities program, for a whole of shire communications solution, when the grant program is announced and an associated advocacy plan and advocacy material is developed to support Council's advocacy efforts.

7. Grenfell Library, C2.8.15

Activities by the Librarian over the last month included the following:-

Weeding program continues with Adult fiction, Picture Books, Large Print and Talking book titles to make room for new titles.

The annual funding forms, statistical return and the Infrastructure Grant have all been submitted this month. The Infrastructure Grant will be announced in February 2018.

The annual public library statistics have been released. Below are the comparisons for the previous two years.

The summer holiday activities have now been locked in. These include the annual Summer Reading Club, Christmas craft activities, Board games and Lego and one for the entire community, the May Gibbs Traveling Exhibition.

Annual Statistical Return comparison

	2014/15	2015/16
Voted expenditure, subsidy & local priority grant – total funding	\$177,114.00 Per capita: \$47.75	\$195,272.35 Per capita: \$47.75
Expenditure on library material	\$22,151.08 Per capita: \$5.97 placed 23/101	\$31,097.71 Per capita: \$8.40 placed 8/101
Total expenditure	\$197,891.16 placed 99/101 Per capita \$53.35 placed 38/101	\$195,272.35 placed 98/101 Per capita \$52.76 placed 45/101
Circulation	Total: 14,829 placed 99/101 Per capita: 4 placed 74/101	Total: 13,813 placed 100/101 Per capita: 3.73 placed 77/101
Total stock	13,819 placed 100/101 Per capita: 3.73 placed 13/101	13,390 placed 100/101 Per capita: 3.62 placed 13/101
Acquisitions and discards	Acquired: 1,064 placed 100/101 Per capita: 0.29 placed 27/101	Acquired: 1,277 placed 97/101 Per capita: 0.35 placed 15/101 Discarded: 1,707

THE DIRECTOR CORPORATE SERVICES' REPORT

	Discarded: 1,482	
Average cost of library material	\$20.82 placed 53/101	\$24.35 placed 38/101
Turnover of stock	1.11 placed 92/101	1.07 placed 92/101
Total members	916	939
Population	3,709 placed 99/101	3,701 placed 99/101
Total library visits	6,432	6,109

Otherwise activities were of a routine nature.

**For Information
Noted**

8. Economic Development, C2.8.13

Council's Economic Development Officer has been involved in the following activities:

Distributed funding opportunities to interested community groups.

Acted as secretary for the Weddin Development Committee including pursuing sponsors of the 2018 Weddin Business Awards, preparing and distributing the agenda for the December meeting, recruiting participants in the NSW Business Chamber alliance membership offer and coordinated a guest speaker. Prepared content for December issue of Discover magazine.

Delivered the role out of the mobile black spot assessment surveys to Bumbaldry and Glenelg including distributing and collecting hard copies.

Liaised with South Western Wireless and secured a quote for the role out of an NBN alternative for the whole of Weddin Shire. Liaised with Community Telecommunications Group over a possible funding application for a shire wide connectivity infrastructure project.

Assisted Stephen Sykes with the development and distribution of two community surveys.

Assisted Director Engineering with coordination of Active Transport community consultation sessions in Grenfell and villages.

Participated in organisational leadership training, preparing draft report for and attended the first Organisational Engagement Team meeting. Revised the report for submission to the Organisational Leadership Team.

**For Information
Noted**

9. Tourism/Promotions, C2.8.11

Council's Tourism Officer has been involved in the following activities:-

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Staffed the Grenfell Accredited Visitor Information Centre as required. Liaised with casual staff over their weekend shifts including key handover and preparation of tasks. Finalised Christmas roster. Distributed 2018 roster. Coordinated training for new casuals. Coordinated uniforms and delivered new staff induction.

Prepared and distributed agenda for the December tourism meeting. Prepared report on Centroc Tourism Group and targeted marketing for the December tourism meeting.

Acted as secretary for the Henry Lawson Festival committee including preparing agenda, minutes and correspondence for the November meeting, and approving electronic payments. Liaised with Eventbrite to finalise contract for payment platform to streamline the treasurer's role for the 2018 festival. Met with new festival president to provide back ground context to decision making. Met with potential coordinators to discuss position descriptions. Met with Festival Ball coordinator to negotiate budget.

Sought invoice, completed and submitted Heritage Near Me funding agreement on receipt of advice that the Heritage Near Me funding application was successful for \$10,285.00 plus GST to develop and install 15 interpretive signs in Main Street and George Street. Liaised with Grenfell Historical Society and Council's Heritage Adviser over content for signs, liaised with graphic designer of designs regarding submission deadlines, liaised with members of the community to research content. Commenced writing 15 individual building histories.

Recorded Community Hub bookings, distributed and collected paperwork from clients.

Distributed weekly Insights Newsletter from Destination NSW.

Researched and recorded 4 radio interviews.

Supplied information to Central NSW Tourism and Centroc as requested. Attended Centroc Tourism Group meeting in Condobolin.

Attended Gold Trails Meeting in Harden where winding up the group was discussed.

Investigated on request, the Cultural Gifts Program for the Grenfell Art Gallery.

Coordinated sponsors for and prompted the Grenfell Christmas display competition, to be announced at the Combined Service Clubs Christmas Carnival.

Coordinated distribution of Australia Day and Christmas competition money to village committees.

Negotiated the distribution of a limited edition 2018 calendar from the visitor centre including 2 reprints.

Finalised feedback on Sesquicentenary documentary including payment.

Pursued Elite Energy for payment of their overdue invoice. Pursued debt collection agency for payment of overdue invoice.

Pursued Golf NSW for report on the Sand and Grass Green event in August.

Prepared Australia Day meeting agenda, minutes and correspondence for 2018 Australia Day ceremony. Submitted stage 2 of the Ambassador registration process.

Sought quotes for entrance to town signage.

Negotiated for RMS to fully fund the new white on brown tourism signs required in Grenfell at a saving of \$2,500.

**For Information
Noted**

10. Arts/Tourism, C2.8.11

Council's Arts/Tourism Officer has been involved in the following activities:-

Art & Art Gallery

- Organised bump out volunteers for 'Botanica Domestica' Exhibition.
- Arranged replacement volunteers when rostered volunteers were not available
- Sent December events to Arts Outwest for calendar
- Created name plates for exhibition 'From Slate to Smart Board'
- Liaised with Artists regarding collecting paperwork, i.e. Artist profiles, images etc.
- There were 29 sales during the 'Botanica Domestica' exhibition which totalled \$1809.00.
- Organised invitation and confirmation of attendees, apologies, totals of those attending for the opening of 'From Slate to Smart Board.'
- Gathered information and images for 2018 exhibitions
- Processed Art Gallery Sales from 'Botanica Domestica' exhibition
- Created regular social media posts of the various artworks to draw in visitors to the gallery
- Shared information about the various artists with visitors to the gallery
- Updated the Grenfell.org.au website with posts about the current exhibition
- Designed and sent invitation for exhibition opening to volunteers, art gallery committee, Mayor, GM, Grenfell Record and other interested parties via email and post and face to face contact
- Designed gallery exhibition poster 'From Slate to Smart Board' to be displayed in businesses and on-line

Tourism

- Updated business listings on Grenfell.org.au
- Added and updated event listings on Grenfell.org.au
- Managed Facebook account
- Updated layout of general brochures for tourism distribution
- Delivered Art Gallery event posters around the businesses of Grenfell
- Direct marketing targeted to automobile clubs in NSW posted more invitations to visit Grenfell

Visitor Information Centre

- Greeted visitors at VIC and handled enquiries (walk in, phone and email)
- Sent weekly email requesting information from business in the Shire about their availability, offers, news etc. and collated the replies
- Organised staff and their weekend tasks. Replied to their enquiries
- Ordered more visitor guides for the towns we had run out of.
- Sent out our brochures to VIC's as requested
- Sent out weekly email to surrounding VIC's outlining our weekend's events
- Submitted VIC October statistics to The Tourism Group
- Liaised with local stakeholders of accommodation to assist visitors find accommodation

Henry Lawson Festival

- Attended HLF meeting

**For Information
Noted**

11. Grenfell Internet Centre, C2.8.14

Council's Internet Centre Officer has been involved in the following activities:-

Sales and Services

- Conducted computer services and repairs for 31 residential clients and 5 business clients

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- Sold laptops/computers to 1 residential client
- Sold ESET Internet Security to 5 residential clients and 3 business clients
- Sold software, parts, and accessories to 26 residential clients and 4 business clients
- Sold ink and toner cartridges to 1 residential client and 4 business clients
- Internet Café used by 45 clients for internet access and printing

Computer Tuition

- Delivered 10 individual lessons

Printing

- Bulk Photocopying Meet and Greek
- Remembrance Day Booklets
- Newsletters Grenfell Family Church

Human Services Access Point

- Assist human services clients with access point usage

Client Websites

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Hillbilly Customs Website

Technology Centre Maintenance

- Installation of software patches Windows workstations
- Decline superseded updates (WSUS) – Server Clean-up
- Plugin updates, and content management software updates (Website)
- Vulnerability and Malware scan (Website)
- Installation of patches (Backup System)
- Installation of patches (Test & Internal Wiki)
- Perform Search Engine Optimisation tasks
- www.grenfellinternetcentre.com.au visited 235 times by 222 Users

Google Summary

- 206 people saw Grenfell Internet Centre via Google Search
- 91 people saw Grenfell Internet Centre on Google Maps

Support of Other Council Departments

- Provide Tech Support to Tourism & Economic Development, & Library
- Installation of software patches (Library)
- Declined superseded updates (WSUS) – Server Clean-up (Library)
- Updates to Website (Library)

**For Information
Noted**

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

228 **RESOLVED:** Cr McKellar and Cr Bembrick that except where otherwise dealt with the Director Corporate Services' report be adopted.

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Works Report (1 November 2017 to 12 December 2017)

1.1 Highways - Capital and Maintenance Works

Routine maintenance such as slashing, patching and guide-posting has continued on a majority of classified roads during the month

SH6 (Mid-Western Highway)	-	general maintenance
	-	resealed segments 6005, 6030, 6035, 6045, 6135, 6140, 6145, 6155, 6160, 6165, 6220 and 6230 (14.5km)
	-	commenced Grenfell Town Signage Upgrade works
	-	slashed
	-	erected new signage at Lynchs Road intersection

SH17 (Newell Highway)	-	general maintenance
	-	resealed segment 17530 (2.6km)
	-	slashed

1.2 Regional Roads - Capital and Maintenance Works

MR398 (Mary Gilmore Way)	-	general maintenance
	-	Slashed and sprayed

MR236 (Henry Lawson Way)	-	general maintenance
	-	slashed and sprayed

MR237(Gooloogong Road)	-	general maintenance
	-	slashed and sprayed

MR239 (Henry Lawson Way / Young Road)	-	general maintenance
	-	slashed and sprayed

1.3 Rural Local Roads - Capital Works

- Completed widening and strengthening works on Keiths Lane and primer sealed (Roads to Recovery)
- Completed Driftway Road shoulders rehabilitation (Roads to Recovery) and primer sealed
- replaced pipe culverts in Driveway Road (450mm x 2 x 2 locations)
- Completed box culvert works in Melyra Street (1200mm x 300mm x 2)
- Resheeted /patch gravelled Nowlans Road (Flood Damage)

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- Patch gravelled/regraded Stewards Road, Grimms Lane, Heathcotes Lane, Andersons Road, Grimmshaws Lane, Thuddangra Road, Eurabba Lane, Hazells Road, Wards Lane, Taroona Lane, Eves Lane, Deans Malloys Rd, Davies Lane, Bass Road, McAllisters Road, Maddens Lane, Nealons Lane and Napiers Road (Flood Damage)
- Back Piney Range Road - shoulder works in progress
- Re/sealed Driftway Road, Ballendene Road, Greenethorpe-Koorawatha Road and Greenethorpe-Bumbaldry Road

1.4 Rural Local Roads - Maintenance

Routine maintenance such as slashing, patching and guide posting has continued on a majority of roads during the month

- general maintenance
- completed Porters Mount Road - grading fire breaks
- removed trees in Kangaroo Rd, Gerrybang Road and Mogongong Road

1.5 Urban Area - Capital and Maintenance Works

- general maintenance
- pruned trees in Grenfell Town

**For Information
Noted**

2. Other Works (1.11.2017 to 12.12.2017)

2.1 Parks & Ovals Report

Routine maintenance has been carried out during the month such as gardening, weeding, mowing and spraying

- general maintenance
- placed plaque in the hub

2.2 Cemeteries

The following graves have been prepared from: 1 November to 12 December 2017

Grenfell Lawn	–	1
Grenfell	–	0
Bimbi	–	Nil
Caragabal	–	Nil
Private property	–	Nil

The following maintenance has been carried out in the last month:

- general maintenance
- topped up graves
- attached a plaque in the lawn cemetery

5. Plant Report

Significant plant and vehicle maintenance, in accordance with the details as listed below, was carried out during the last month: -

Plant No	Plant Item	Maintenance
5288	Slasher- Howard	Repair/rebuild gearbox, change blades
4107	Patch truck	Change belt and broom
5088	Slasher – Howard	Strip down and begin repairs to deck
Town Pool	Pumps	Cleaned pumps/plumbing, repaired acid pump
BFO 2275	RFS truck	Repair hose reel, hose & seal; rego check; new belts & pulley bearings
4070	Grid roller	Cabin/battery rewiring // repair and replace pulley and bearings
4104	Bad Boy mower	Repair spindle hubs, replace blades
5185		Replace bearings, reassemble chain drives
4067	Forklift	Repair brooms
5315	Traffic lights	Repair snapped universal joint, readjust clutch tension
4101	Loader	Readjust belt tension, blow out radiator/cooler
3957	Gravel truck	150,000km service; air filters replaced; radiator top tank leak repair
3958	Gravel truck	130,000km service; air filters replaced
4102	Grader	Repair/re-weld and paint fatigue cracks // 7000 hours service – diagnose issues with aircon system
4095	Tractor	Repair tyre rims and replace tyres
5182	Woodchipper	Overhaul of wiring, hydraulics, elects for safety system and autofeed
5296	Traffic lights	Repair electrical system and trailer; fit new aerial assembly
3959	Dog trailer	Repairs to airbag systems
3953	Garbage truck	Temporary repair of transmission
4096	Multi-tyred roller	Repair broken window and frame and replace
4053	Grader	Inspect, diagnose and repair: hydraulic leak and busted fitting
5085		Repair and rebuild
5322		Maintenance

6. Noxious Weed Report – November 2017

Activity	Location
African Boxthorn	SH6, Mary Gilmore Way,

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St Johns Wort	SH6, SH17, Gerrybang Rd, Henry Lawson Way, Tyagong Creek Rd, Martins Lane & Old Young Rd
Coolatai Grass, Red guide post inspect & monitor	Henry Lawson Way
Property Inspections	Depot office – Biosecurity inspection reports updated & training on exporting & printing etc
Biosecurity Act 2015 Regulatory training Bridging course	Dubbo
Maintenance spraying	Sewerage manholes along railway access , laneways, industrial area, Medical centre, Quandialla & Caragabal garbage tips & Council depot
Administration	Mapping, reports, legislation research

- Inspected high risk roadsides, TSRs, Council owned land, Rail & other high risk sites.

**For Information
Noted**

7. Roads to Recovery, R2.56

The works in progress as of 12 of December 2017 is as follows:

Item	Road Name	location	Area	Description of works	Budget	Expenditure to 12 December 2017	Percentage	Comments
1	Greenethorpe-Bumbaldry Road	Chainage 10.85 km to 11.7 km measured from start point 0.000km at Mid-Western Highway	6,375 Sqm	Resealing work	\$25,976	\$25,976	100%	Completed
2	Greenethorpe-Koorawatha Road	Chainage 0.000 km to 0.900 km measured from start point 0.000km at Greenethorpe-Bumbaldry Road	7,200 Sqm	Resealing work	\$29,338	\$29,338	100%	Completed
3	Dritway Road	Chainage 12.690 km to 15.270 km measured from start point 0.000km at	18,060 Sqm	Resealing work	\$73,589	\$73,589	100%	Completed

THE DIRECTOR ENGINEERING REPORT

		Mid-Western Highway						
4	Dritway Road	Chainage 15.670 km to 16.350 km measured from start point 0.000km at Mid-Western Highway	4,760 Sqm	Resealing work	\$19,395	\$19,395	100%	Completed
5	Ballendene Road	Chainage 4.790 km to 7.620 km measured from start point 0.000km at Mid-Western Highway	40,600 Sqm	Resealing work	\$80,719	\$80,719	100%	Completed
6	Caragabal-Pullabooka Road	Chainage 0.000 km to 5.600 km measured from start point 0.000km at Sandy Creek Road		Shoulder widening	\$202,820		0%	
7	Keiths Lane	Chainage 0km to 1.825km measured from start point 0.000km at Sandy Creek Road	45,990 Sqm	Widening and strengthening	\$163,756	\$205,016	125%	Completed with additional works
8	Bewleys Road	Chainage 0km to 9.750km measured from start point 0.000km at Newell Highway		Widening and strengthening	\$200,000	\$1,588	1%	work in progress
9	Driftway Road (Heavy patching shoulders)	Chainage 1.825km to 3.140km measured from start point 0.000km at Bimbi-Quandialla Road		Heavypatching work	\$44,350	\$90,000	203%	Completed with additional works

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10	Pinnacle Road (Heavy patching shoulders)	Chainage 11.770km to 12.530km measured from start point 0.000km at Henry Lawson Way (MR 236)	Heavy patching work	\$25,650	\$50,137	195%	Completed with additional works
11	Pinnacle Road (Heavy patching shoulders)	Chainage 13.200km to 14.090km measured from start point 0.000km at Henry Lawson Way (MR 236)	Heavy patching work	\$30,000	\$73,000	243%	Completed with additional works

\$895,593 \$648,758

*Scope of the works changed - new culverts being installed and full width rehabilitation occurred in few locations.

**For Information
Noted**

8. Monthly Flood Works Report

S.No	Road Name	Treatment Option	Project cost (\$)	Expenditure till 01 November 2017	Progress (% works completed)	Project status
	Section 1					
1	Tyagong Hall Rd	HP, Rehab	69,061.00	69,061.00	100	Completed
2	Roberts Rd	RS	9,486.00	9,486.00	100	Completed
3	Greenethorpe-Koorawatha Rd	HP, RG, RG & PG	17,197.00	17,197.00	100	Completed
4	Iandra Rd	HP	43,560.00	43,560.00	100	Completed
5	Parnells Ln	RS	7,293.00	0.00	0	Not started
6	Barrs Ln, Gerrybang Rd II	RS, RG & PG	20,976.00	20,976.00	100	Completed
7	Dunkleys Ln	RS, RG, RG & PG	18,027.00	18,027.00	100	Completed
8	Barrs Ln	Replace Causeway	18,000.00	18,000.00	100	Completed
9	Stanifords Ln, Wilson Ln	RS	16,274.00	16,274.00	100	Completed
10	Sunnyside Ln, Watts Ln	RS, RG & PG	6,385.00	6,385.00	100	Completed
11	Adams Ln (East)	RS	16,065.00	16,065.00	100	Completed

THE DIRECTOR ENGINEERING REPORT

S.No	Road Name	Treatment Option	Project cost (\$)	Expenditure till 01 November 2017	Progress (% works completed)	Project status
12a	Freebairns Ln	RS, RG & PG	1,000	1,000.00	100	Completed
12b	Chappells Ln	RS, RG & PG	5,997			
13	Greenethorpe-Wirega Rd	RS, RG, RG & PG	23,181.00	23,181.00	100	Completed
14	Lewis Rd	RG & PG	10,807.00	10,807.00	100	Completed
15	Barkers Rd (East), McKays Rd	RG, RG & PG	18,567.00	18,567.00	100	Completed
16	Browns Ln	RG & PG	9,337.00	9,337.00	100	Completed
17	Bobelar Ln, Brundah Hall Rd	RG, RG & PG	21,930.00	21,930.00	100	Completed
18	Bembricks Ln	RS	6,632.00	6,632.00	100	Completed
19	Mogongong Ln	RS, RG, RG & PG	8,265.00	8,265.00	100	Completed
20	Mogongong Rd	RS, RG	12,434.00	12,434.00	100	Completed
21	Derribong Rd, Quondong Rd	HP, RS, RG & PG, SCR	23,360.00	23,360.00	100	Completed
	Section 2					
22a	Olouglin Ln	HP	6,000.00	0.00	0	Not started
22b	Adelargo Rd	RS	6,000.00	6,000.00	100	Completed
22c	Mcdonalds Lane	RS	6,624.00	6,624.00	100	Completed
23	Peaks Creek Rd	RS, RG, Recon	49,147.00	49,147.00	100	Completed
24	Kanagrooby Rd, Clay Pit Rd	RS, RG & PG, Recon	27,102.00	27,102.00	100	Completed
25	Kanagrooby Rd	Collapsed Pipe 450mm	2,220.00	2,220.00	100	Completed
26	Keewong Crossing on Yambira Rd	Casueway, Stabilise Bank	61,281.00	61,281.00	100	Completed
27	Yambira Rd	RS, RG	9,721.00	9,721.00	100	Completed
28	Adams Ln (North)	RG & PG	8,226.00	8,226.00	100	Completed
	Section 3					
29	Wheatleys Rd	RG & PG	6,484.00	6,484.00	100	Completed
30	Grants Ln, Borehams Rd	RG, RG & PG	12,498.00	12,498.00	100	Completed
31	New Forbes Rd	HP, GS	153,551.00	153,551.00	100	Completed
32	Barkers Rd (North)	RG & PG, Recon	107,225.00	107,225.00	100	Completed
33	Bald Hills Rd	RG, RS, PG	68,058.00	68,058.00	100	Completed
34	Matchetts Rd, Hunts Rd, Bradfords Ln	RS	12,998.00	0.00	0	Not started
	Section 4					
35	Piney Range Hall Rd, Pinnacle Rd	HP, Rehab	55,478.00	55,478.00	100	Completed

THE DIRECTOR ENGINEERING REPORT

S.No	Road Name	Treatment Option	Project cost (\$)	Expenditure till 01 November 2017	Progress (% works completed)	Project status
36	Goodes Ln	HP, RS	13,880.00	0.00	0	Not started
37	Hoctors Ln, Mittions Ln, Boundary Rd	RS, RG, PG	16,714.00	16,714.00	100	Completed
38	Gap Rd, Ballendene Rd	HP, Rehab	9,909.00	9,909.00	100	Completed
39	Hancock Flinns Rd, Hancock Williams Rd	RS	12,848.00	12,848.00	100	Completed
40	Sandy Creek Rd	HP	50,850.00	50,850.00	100	Completed
41	Deans-Malloys Rd, Davies Lane, Baas Rd	RG	7,605.00	7,605.00	100	Completed
	Section 5					
42	Woodgates Rd, Muncks Ln	RG, RG & PG, Recon	28,155.00	28,155.00	100	Completed
43	Porters Mount Rd, Stewarts Rd, Taroon Ln	RG, RG & PG	16,340.00	16,340.00	100	Completed
	Section 6					
44 a	Schneiders Ln	RS, RG, RG & PG	2,000.00	2,000.00	100	Completed
44 b	Thompsons Ln, Andersons Ln	RS, RG, RG & PG	6,707.00	6,707.00	100	Completed
45	Martins Ln, Hamptons Ln	HP, RS, RG & PG	14,513.00	14,513.00	100	Completed
46	Rumbles Ln, Arramagong Rd, McCanns Ln	RS, RG, RG & PG	46,707.00	46,707.00	100	Completed
47	Stock Route Rd, Eualdrie Rd, Milnes Rd	HP, RS, RG	43,478.00	43,478.00	100	Completed
48	Holy Camp Rd, Campbells Ln	HP, RG, RG & PG, Recon	48,961.00	48,961.00	100	Completed
49	Thuddungra Rd, Heathcotes Ln	HP, RS, RG, RG & PG, Recon	36,609.00	36,609.00	100	Completed
50	Nowlans Rd, Lynchs Rd	RS, RG, RG & PG, Recon	56,827.00	56,827.00	100	Completed
51	Back Piney Range Rd, Eves Ln	HP, RS, RG, RG & PG	37,234.00	18,617.00	50	In progress
	Section 7					
52	Driftway Rd	HP, GS	34,762.00	34,762.00	100	Completed
53	Millars Ln, Gibraltar Rocks Rd, Taylors Rd	HP, RS, RG	18,763.00	18,763.00	100	Completed
54	Grenfell St (Garagabal), Grimms Rd	RG, TDR	13,078.00	13,078.00	100	Completed
55	Beazleys Ln, Caragabal-Bimbi Rd	HP, RS, RG, RG & PG	15,371.00	15,371.00	100	Completed

THE DIRECTOR ENGINEERING REPORT

S.No	Road Name	Treatment Option	Project cost (\$)	Expenditure till 01 November 2017	Progress (% works completed)	Project status
56	Nealons Ln, Maddens Ln, Napiers Rd	RS, RG, RG & PG	31,970.00	31,970.00	100	Completed
57	Maddens Ln	Causeway Replace	7,200.00	7,200.00	100	Completed
58	Caragabal-Quandialla Rd, Scotts Ln	HP, RG, RG & PG	40,765.00	40,765.00	100	Completed
59	Berendebba Ln, McNamaras Rd	RG, RG & PG	27,592.00	13,796.00	50	In progress
60	Hanstocks Ln, McAllisters Rd	HP, RS, RG	49,400.00	49,400.00	100	Completed
61	Trounsons Ln, Wards Rd, Hazells Rd	RFG, RG, RG & PG	24,218.00	24,218.00	100	Completed
62	Eurabba Ln	RS, RG	17,047.00	17,047.00	100	Completed
63	Stewarts Road	RG	4,400.00	4,400.00	100	Completed
		Total Amount	1,710,350.00	1,631,769.00		

Remaining work

78,581

For Information Noted

9. Contract for Supply and Delivery of Road Signs, T1.8.3

Central NSW Councils (Centroc) has run many successful regional contracts which have members both time and money. Through GMAC and the Centroc Best Practice in store management group, it was developed another regional contract for supply and delivery of road signs.

Centroc has managed the process including all costs of advertising and tender assessment and will receive a 2 % management fee from the supplier to cover these costs.

Following 5 companies responded the tender;

1. Art Craft
2. Barrier signs
3. De Neefe Signs
4. Hi-Vis Signs and Safety
5. Roadside Service and Solutions

Based on the evaluation, the following three suppliers have been recommended to be on panel to supply road signs to interested Centroc members;

1. Art Craft
2. Barrier signs
3. De Neefe Signs

RECOMMENDATION: that: -

THE DIRECTOR ENGINEERING REPORT

1. The Council accept and sign contracts with the following suppliers for the supply and delivery of road signs to Weddin Shire council. The term of the contract is 2 years, from 1 January 2018 to 31 December 2019 with the option for a 12-month extension.
2. advise Centroc of the decision.

229 RESOLVED: Cr Brown and Cr Niven that: -

1. The Council accept and sign contracts with the following suppliers for the supply and delivery of road signs to Weddin Shire council. The term of the contract is 2 years, from 1 January 2018 to 31 December 2019 with the option for a 12-month extension.
2. advise Centroc of the decision.

10. Grenfell Cricket Club – booking the Henry Lawson Oval 1 and 2 for Saturday 27th January 2018-P2.1.6

The Grenfell Cricket Club has requested Council to use the Henry Lawson Oval 1 and 2 for Saturday 27th January 2018 to hold a club day for existing and future members. The event will be an all day event.

RECOMMENDATION: that: -

The Council grants permission to use the Henry Lawson Oval 1 and 2 subject to the ground being left as it was found and a copy of current Public Liability policy being provided.

Cr O’Byrne previously declared a written declaration of interest and left the room 10.06am.

230 RESOLVED: Cr Bembrick and Cr McKellar that: -

The Council grants permission to use the Henry Lawson Oval 1 and 2 subject to the ground being left as it was found and a copy of current Public Liability policy being provided.

Cr O’Byrne returned to the room 10.07am.

11. National Road Congress, C2.7.13

The Australian Local Government Association has organised an eighteenth National Local Roads and Transport Congress in Albany, WA on 6, 7 and 8th of November 2017.

Over 200 delegates from councils across Australia met in Albany, Western Australia at Congress. From Weddin Shire Council, Deputy Mayor and Director Engineering had participated the congress.

The Congress focused on transport challenges and opportunities of today and tomorrow including the expected growth in freight transport, urban congestion, the adoption of new technologies, further efforts in road safety and the need for significant transport funding reform.

The Congress noted Minister Chester’s desire to redouble efforts to improve road safety outcomes, particularly on regional, rural and remote roads.

The Congress welcomed the Government’s continued commitment to the Roads to Recovery Program which is set at around \$ 350 million per annum and is expected to increase to \$400 m in 2019-2020. In the congress, there was also a talk about the National Freight and Supply Chain Strategy development that is to be grown by 50 % over the next two decades as per the nation’s population growth.

12. Plant Replacement Programme, E3.5.2

Council had adopted the 10 year (2017/2018 to 2026/2027) Plant Replacement Program. Couple of light vehicles have been replaced based on the program. In regards to the heavy vehicle, the conditions of few heavy vehicles (Pad foot roller and Garbage truck) have been changed since last April and is required to amend the program (Ref. Attached). This avoids hiring process and saves huge amounts in long run.

The amended 2017/2018 program allows for the replacement of :-

- Garbage truck = \$52,000
- Pad foot roller (18 ton) = \$144,100
- Small roller (2 ton) = \$40,150
- Bob cat = 101,824

The amount to purchase these plants is \$338,000 (Incl gst)

Note: There is approximately \$360,105 available from 2017/2018 to fund the program.

RECOMMENDATION: that the amended plant replacement program be adopted and the replacement of the above plants be approved.

240 **RESOLVED:** Cr Diprose and Cr O’Byrne that the amended plant replacement program be adopted and the replacement of the above plants be approved.

13. Parking for Australian Government Mobile Service Centres, T3.4.4

Council has received a request from the Australian Government Mobile Service Centres for following locations and dates to provide community members with information and access to government services. They provide personalised face-to-face servicing to individuals and families who may not have easy access to a Department of Human Services office. Staff from the Department of Human Services travel with the Mobile Service Centres and can help the community with Centrelink, Medicare, Child Support & Australian Hearing payments and services.

Near the Post office, Second Street, Quandialla	23/01/2018	1:00 pm to 3:30 pm
Near the memorial Hall , Main Road , Greenethorpe	24/01/2018	1:30 pm to 4:00 pm
Opposite the Library, Forbes Street, Grenfell	25/01/2018	9:30 am to 2:00 pm

Note: As the Council was requested by the end of November 2017, approval was granted as requested.

RECOMMENDATION:

Confirm action

241 **RESOLVED:** Cr Best and Cr McKellar that the action be confirmed.



Mobile services

14. Christmas Tree set up

Council received a request from Grenfell Community to assist the Community to set up X-Mas tree at the roundabout of Forbes Street and Main Street. The Community has shown their interest to build the tree at their cost except decoration part.

The size of the tree will be 4 m diameter at the base and 6 m high made of tubular frame (base) and 8 mm diameter steel bars. The whole tree structure will be connected with vertical pipe that has 300 mm deep concreted foundation. JLT has approved for the insurance cover.

RECOMMENDATION: that:

1. That approval be granted to set up the Christmas tree and contribute towards the decoration
2. Council note the public liability cover and add volunteers to Councils list for insurance

242 **RESOLVED:** Cr Diprose and Cr Bembrick that:

1. That approval be granted to set up the Christmas tree and contribute towards the decoration
2. Council note the public liability cover and add volunteers to Councils list for insurance

15. Policy for Inspection of Roads and Inspection, Evaluation and Maintenance of Footpaths, C2.6.5

The aim of the policies are to provide a standard, by which Shire roads can be assessed, thereby reducing potential liability exposures. The process will follow the risk management principles of identification, evaluation and control in addressing the maintenance and repair of roads.

This process will also improve the overall quality of maintenance and repair procedures and direct resources to areas of greatest need.

This systematic identification of hazards within the Shire's road network complies with Council's requirements under the Roads Act 1993 to have a Road Register in place.

RECOMMENDATION: that the draft policies be adopted in principle and placed on public exhibition for 28 days and resubmit to the February 2018 Council Meeting for formal adoption.

243 **RESOLVED:** Cr Brown and Cr O'Byrne that the draft policies be adopted in principle and placed on public exhibition for 28 days and resubmit to the February 2018 Council Meeting for formal adoption.

16. Grenfell Garden Club- Seat at Newest section of the Lawn Cemetery, C1.3.28

The Grenfell Garden Club has offered \$ 1,000 towards the cost of the purchase and installation of a seat and concrete slab (estimated cost \$ 2,640) in the newest section of the Lawn Cemetery.

As this proposal is not budgeted for in 2017/2018 funding could be considered for 2018/2019 financial year.

RECOMMENDATION: that:

1. Proposal be considered for 2018/2019 estimates process
2. Advise Grenfell Garden Club accordingly

244 RESOLVED: Cr Diprose and Cr O'Byrne that:

1. Proposal be considered for 2018/2019 estimates process
2. Advise Grenfell Garden Club accordingly

17. Road Closure Application, R2.1.4

Council has received an advice from NSW Department of Industry- Lands & Forestry that the Lands & Forestry propose to consider to remove 30 metres from Lot 1 DP 123463 and to be retained as indicated by the red square on the attached plan to give legal access via Crown road to Lot 160 DP754579.

Initially, Council approved to close the whole length between lot 162 and Lot 160, DP 754579 on 9/07/2012.

RECOMMENDATION: that Council offer no objection to retain the portion to give a legal access to Lot 160 DP 754579.

245 RESOLVED: Cr O'Byrne and Cr Niven that Council offer no objection to retain the portion to give a legal access to Lot 160 DP 754579.

18. Grenfell - Promotion, C26.26 / P4.10253

Council received a request from a community member to adopt actions to promote the town.

The concerns are about the occupying more parking spaces by business owners in the main street and lights in the business premises during night. The suggestions made by the community member are:

- I. All the businesses be limited to one parking in the main street.
- II. Main street at night as being sad and needs more lights in the shop and shop window lights.

RECOMMENDATION: that:

- i) the letter be referred to the Weddin Development Committee for their consideration
- ii) Council advise the letter writer accordingly.

246 RESOLVED: Cr Niven and Cr McKellar that:

- i) the letter be referred to the Weddin Development Committee for their consideration
- ii) Council advise the letter writer accordingly.

247 RESOLVED: Cr Brown and Cr Parlett that Council install a separate circuit on a timer to facilitate cost effective lighting to be installed in the front windows of the Community Hub building to allow the lights to be turned on at night.

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DIRECTOR ENGINEERING

248 **RESOLVED:** Cr Niven and Cr Best that except where otherwise dealt with the Director Engineering's report be adopted.

Cr Bembrick left the room 10.35am.

Cr McKellar left the room 10.35am.

249 **RESOLVED:** Cr Diprose and Cr O'Byrne that Council break for morning tea 10.36am.

Cr Bembrick returned to the room 10.59am.

Cr McKellar returned to the room 10.59am.

250 **RESOLVED:** Cr Brown and Cr O'Byrne that Council resume the meeting 10.59am.

The General Manager
 Weddin Shire Council
 PO Box 125
 GRENFELL NSW 2810

Dear Sir,

I wish to report as follows:-

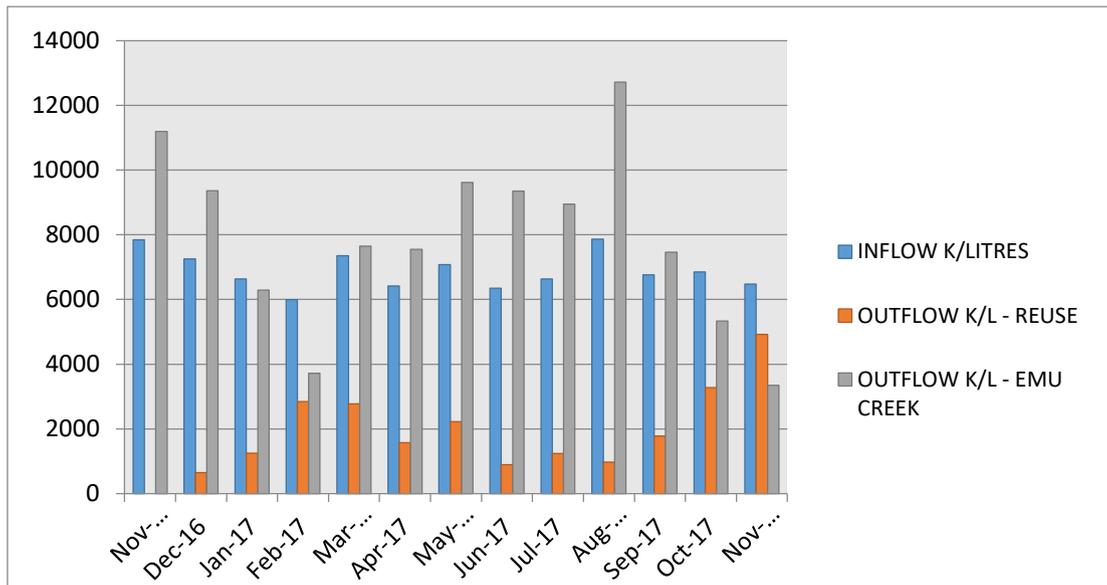
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during November 2017 was 6,478 kl with the daily average of 215.93 kl. Outflow for irrigation for reuse was 4,923 kl and discharge to Emu Creek 3,347.2 kl.

The highest daily recording of 269 kl occurred for the 24 hours ending 6.30 am on 18 November 2017 and the lowest of 184 kl for the 24 hours ending 6.30 am on 3 November 2017.

A total rainfall of 47 mm was recorded for the month.



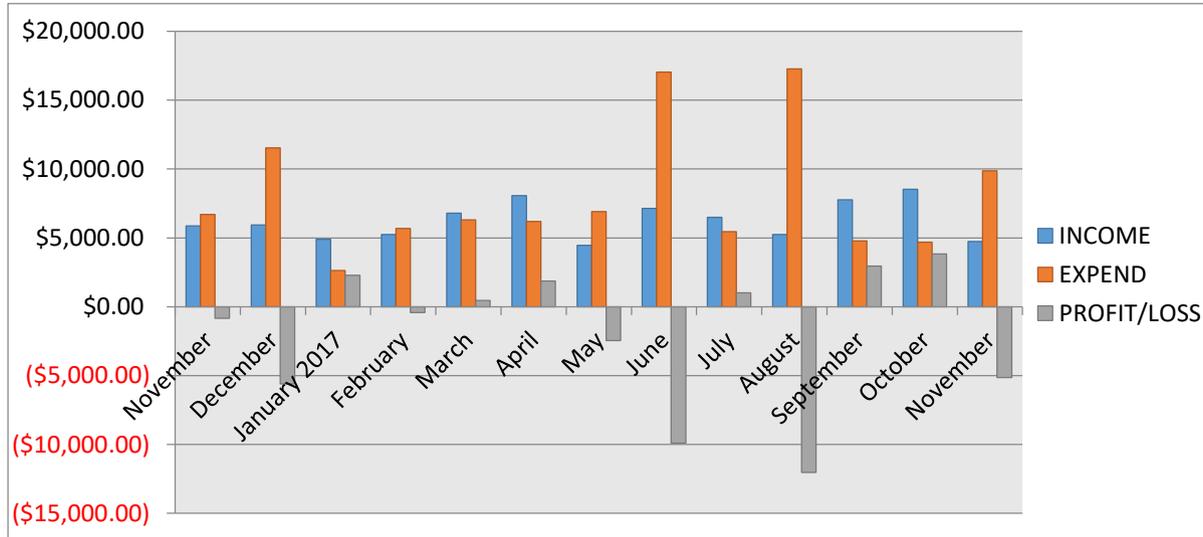
**For Council's Information
 Noted**

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

Income for the month of November 2017 was \$4,744.00 with expenditure of \$9,875.33 resulting in an operational loss of \$5,131.33 the month.

There were 153 sites occupied for the month of November 2017.



**For Council's Information
Noted**

3. Animal Control, A4.4.4

a. Companion Animals

Animals Seized & Impounded :	1	Animals Destroyed:	1
Animals Straying/Returned to Owners immediately:	1	Animals Released:	2
Animals Straying and Impounded:	0	Animals Rehomed:	1
Animals Surrendered:	3	Animals Sold:	0

Other Activities:

Companion Animals

- 3 Penalty Infringement Notices issued – “Owner prevent dog escaping” (Companion Animals Act 1998)
- 3 “show cause” correspondence issued – non compliance – owner not prevent dog escaping
- 1 stray dog correspondence issued
- 1 “Notice to permanently identify” issued
- OLG Dog and Cat Seizure Reporting – NSW OLG database
- Initial investigation/enquiries regarding dog attack
- Statement preparation
- Hiring, collection and record keeping of animal traps
- Maintenance and record keeping of activities for impounding facility
- Updating existing records on the NSW Pet Registry as per required under NSW Companion Animals Act legislation
- Entering new data on NSW Pet Registry as per legislative requirements.
- Registration check cross reference
- Entering records on Council authority

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- Communication with community regarding stray/feral cats – to discuss DES
- Acting and advising public in accordance with Companion Animals Act and Local Orders for the keeping of Animals Policy
- Liaising with public regarding Impounding Act (impounding straying animals on private property)
- Contemporaneous note taking
- Verification of microchip/registration status
- OLG Financial Report (registrations –October)
- Exercise and Functions under Companion Animals Act
- 1 barking dog diary issued –Quandialla resident
- Communication/assistance/co-operation with Hawksbury City Council Rangers
- Assistance given – RSPCA
- Communication with The Hills Shire Council – menacing dog Declaration requirements for revocation

Environmental

- Inspection undertaken West Street – accumulation of items. Co-operation to remove continuing. To re-inspect December.

Overgrown blocks – Vacant Land

- 1 x “Notice of Intention” to serve Order under Local Government Act issued (West Street)
- Inspection of vacant land – Grenfell, Greenethorpe, Quandialla & Caragabal. Condition recorded. To monitor (NOI’s)
- Follow-up inspection (1 NOI issued under Local Government Act 1993 – Greenethorpe Railway Corridor.) – full compliance met
- 6 letters of request issued to mow/maintain vacant land

Unregistered vehicles in public place – Grenfell

- Written direction given for removal of 1 unregistered vehicle – George Street – full compliance met

Recycling

- Recycling bin checks for contaminated waste, correspondence issued to property owners
- Recycling bins delivered to new dwellings
- 1 x replacement bin delivered – Melyra Street Livingstone units
- 1 bin confiscated – (contamination x 3)

Advertising (Grenfell Record)

- Dogs in Prohibited Place
- National Recycling Week

**For Council’s Information
Noted**

4. Grenfell Swimming Pool, P2.3.1

The pool opened for the 2017/18 season on the 4th November 2017.

Total Attendance:	6414	School Usage:	1675
Daily Average:	246	Other Usage:	794
Cash Attendance:	597 (Child) 304 (Adult)	Season Ticket Sales	
Season Ticket Attendance:	1768 (Child) 1276 (Adult)	Adult: 20	
		Pensioner: 22	
		Family: 87	
		Child: 6	

Activities for the month:

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- Grenfell Amateur Swimming Club commenced on Friday 10th November
- Squad training is held on Monday – Thursday
- Swimming Lessons
- Aqua Aerobics (Kim Broomby)
- Community Health Water Exercise

The attendance into the new facility has been extremely high for November. The center's increased patronage across all programs is beyond expectation.

This increased use has seen an appropriate increase in staff to meet the requirements for public safety.

The community response has indicated: Weddin Shire residents are very proud and appreciative of this valuable asset into their community.

The Aquatic Centre received 3 donations of Robina Mop Top trees. Neil from Golden Glance Nursery, Hayley Griffiths and Leann Logan donated these to enhance the environment within the facility and Council Overseer donated a wine barrel pot.

The manager has indicated that the Centre lacks a dry area stating that, even with a small shower of rain, patrons & their belongings have no cover, except the toilet blocks/entry foyer.

There have been minor operational issues within the first few weeks, but they have been addressed and dealt with efficiently.

Arrangements for the official opening of the Grenfell Aquatic Centre on Saturday 17 February 2018 are in progress.

The manager and pool staff are to be congratulated and thanked for their commitment to the operation of the facility, especially in response to the exceptional patronage being experienced in the period since opening.

For Council's Information

- 251** **RESOLVED:** Cr Parlett and Cr Diprose that the official opening of the Grenfell Aquatic Centre be held at 5.30pm on Saturday 17 February 2018.
- 252** **RESOLVED:** Cr Parlett and Cr Bembrick that Council send official invitations to the Premier, Deputy Premier, Minister Toole, Local Member, Katrina Hodgkinson, past Councillors that served during the last term of election, Roma Sinclair, Frank Freudenstein and others.
- 253** **RESOLVED:** Cr Bembrick and Cr McKellar that on the official opening day access to the pool be free of charge.
- 254** **RESOLVED:** Cr Brown and Cr Parlett that the town band be invited to perform at the official opening.

5. Household Chemical Cleanout, E3.3.14

NetWaste, the NSW Environmental Protection Authority (EPA) and local Councils have been working together to provide a safe and easy disposal service for unwanted or out-of-date chemicals at home.

The free service for the safe disposal of a range of common household chemicals, many of which could cause harm if not disposed of correctly has been part of Council's Waste program for several years.

The yearly collection of these materials took place at the Grenfell Waste Depot on Tuesday 18 October 2017, between 10am – 1pm with appropriate advertisements being placed in the local paper, website and social media sites with the results being positive with an overall increase in the use of the service at our Grenfell site.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

NetWaste - 2017 Household Chemical Cleanout results

Council	2017 RESULTS				2016 results		
	TOTAL VOLUME MATERIAL COLLECTED (KG)				Customers	TOTAL VOLUME COLLECTED (KG)	CUSTOMERS
	Storage cage	Onsite items precollected	HCC event	TOTAL			
Bathurst Regional Council			5,090	5,090	208	8,258	202
Blayney Shire Council	2,217		376	2,593	14	3,442	33
Cabonne Council (Cumnock)		131	394	525	9	1,372	22
Dubbo Regional Council (Dubbo site)			6,408	6,408	183		
Dubbo Regional Council (Wellington site)	1,113		1,880	2,993	15	9,102	224
Forbes Shire Council	1,226	1,365	828	3,419	20	1,753	3
Gilgandra Shire Council			218	218	5	134	4
Lachlan Shire Council	1,131		148	1,279	9	1,467	5
Lithgow City Council		659	4,609	5,268	121	7,740	138
MidWestern Regional Council (Mudgee site)		1,044	1,683	2,727	44	6,284	80
MidWestern Regional Council (Kandos site)		1,552	669	2,221	15		
Narromine Shire Council		1,223	1,712	2,935	11	2,651	19
Narromine Shire Council (Trangie)	834			834	-		
Oberon Council	1,485		501	1,986	16	3,424	28
Orange City Council	3,184		7,430	10,614	253	12,396	327
Weddin Shire Council	448		1,218	1,666	37	835	6
Warrumbungle Shire (Coolah)			517	517	7	1,734	16
Weddin Shire Council	1,760		315	2,075	11	1,228	7
	13,398	5,974	33,996	53,368	978	61,820	1,114
	25%	11%	64%	100%			

For Council's Information
Noted

6. Quandialla Swimming Pool, P2.3.2

Council has received several enquiries around the pool facility and its opening delay.

The major concern about opening the pool was the leaks in the return pipework and the ability of the plant to operate at a level that will be able to achieve appropriate levels for water quality.

Council staff inspected the pool on Monday 4 December 2017 and the pool opened Wednesday 6th December. The decision was made not to complete any major works until full assessment has been carried out for the structural nature of the pool.

The facility that is aged and needs extensive upgrading with the plant, being the pump, filters in a poor state but considered in season 2016/17 that it would last another season leaks have become present in some pipework after the filtration units.

Council had local contractor perform some small maintenance to keep the pipes operational. In addition to staff at Quandialla have also carried out work to assist stemming the leaks.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

It has been decided to renew the filtration and pipework system and have been in contact with 3 suppliers regarding sizing of filtration unit and have been waiting on confirmation of sizing and costs.

Council has chosen to replace the existing pipework that is leaking, with Council carrying out the replacement of the pipes. This should allow the operation of the pool and plant until Council can replace the filtration system. The pool still has structural issues and subsurface drainage issues that will require further work.

Council has supported the Caragabal and Quandialla Schools with buses to accommodate their swimming programs at the Grenfell Aquatic Centre. Council has purchased additional chemicals to help clear the pool and purchased a new pool cleaner for the Quandialla pool in addition to increasing this year's money allocated.

**For Council's Information
Noted**

7. NSW Food Authority Annual Report 2016/17, H1.6.7

Council lodges an annual report each July in regard to food inspections undertaken within the Shire and has received positive feedback from the NSW Food Authority. The NSW Food Authority's advised:

"I am writing to thank you for the food surveillance work undertaken by Weddin Shire Council in 2016–17. The NSW Food Authority (Food Authority) appreciates your council's commitment to regulating food safety in the retail food service sector.

Food surveillance data collected from enforcement agencies indicated a high level of compliance across the retail food service sector in 2016–17. The overall compliance rate of 96 per cent achieved across the sector demonstrates the hard work and dedication of enforcement agencies to regulating food safety. A summary report of the data submitted by all NSW enforcement agencies (see Attachment).

In 2016, the Food Authority analysed the activity report data submitted by all councils in NSW and decided upon 11 key measures (see attachment) to benchmark recommended practices and to compare each council to their state-wide counterparts. This process has been continued for the 2016-17 period.

An analysis of the data submitted by Weddin Shire Council shows that no areas of concern were identified, congratulations!

The Food Authority is committed to strengthening the partnership."

**For Council's Information
Noted**

8. Grenfell Aquatic Centre, P2.3.1/C1.2.8

Council has been advised that the Grenfell Amateur Swimming Club submitted an Expression of Interest to hold the Summer Championships in the region, Mountains & Plain Swimming. The club have been notified that Mountains & Plains have awarded the Championships to the Grenfell Amateur Swimming Club. It is a two-day Carnival, that is to be conducted on:

Saturday 10th February and Sunday 11th February 2018

The times required for exclusive use of the Aquatic Centre are for:

Saturday 10th – 9.30am until 5.30pm
Sunday 11th – 8am – 5pm

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

The Club is requesting Council's endorsement and support in allowing it to host Mountains & Plains Blue Ribbon event.

In addition, the Club would also like to confirm that they are looking at conducting two annual events at the Aquatic Centre. These being:

- Australia Day Disco – Friday 26th January 2018 to commence at 5.30pm
- Annual Rotary Business House Relays – Saturday 17th February 2018 to commence at 4.30pm

The major events will require commitment from Council in relation to venue preparation and appropriate staffing. Appropriate insurances will also be required.

RECOMMENDATION: that Council confirms that the Grenfell Amateur Swimming Club has Council's approval to conduct:

1. Mountains & Plains Summer Championships
2. Australia Day Disco
3. Annual Rotary Business House Relays

subject to appropriate insurances being provided prior to the events.

255 **RESOLVED:** Cr Brown and Cr McKellar that Council confirms that the Grenfell Amateur Swimming Club has Council's approval to conduct:

1. Mountains & Plains Summer Championships
2. Australia Day Disco
3. Annual Rotary Business House Relays

subject to appropriate insurances being provided prior to the events.

and:

4. Council write to the Grenfell Swimming Club congratulating them on securing the Mountains and Plains Swimming Championships.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B. Planning and Development Matters:

1. Development Applications

The undermentioned applications were received and determined subject to specified conditions, by the General Manager under delegated authority issued on 21 March 2013 (Res. No. 368):

DA NO.	Applicant	Construction	Value (\$)	Address
28/2017 MOD	Miss T Smith	Modification to include retaining wall	\$0	LOT: 2 DP: 1200092 210 Gooloogong Road GRENFELL NSW 2810
40/2017	Mr TC & Mrs AK Wood	Storage Shed	\$17,000	LOT: 8 SEC: 17 DP: 758473 40 George Street GRENFELL NSW 2810
52/2017	Mr PB Amezdroz & Ms BC Cogan	Swimming Pool	\$35,000	LOTS: 6&7 SEC: A DP: 6279 16 - 18 Chapple Street GREENETHORPE 2809
53/2017	Mr TA & Mrs DM Hardy	Pergola	\$7,500	LOT: 10 SEC: 43 DP: 758473 37 Warraderry Street GRENFELL NSW 2810
54/2017	Mr MJ & Mrs S Loader	Swimming Pool	\$34,000	LOT: 6 DP: 1159150 25 Grimshaw Lane GRENFELL NSW 2810

For Council's Information
Noted

2. Complying Development Applications

The undermentioned applications were received and determined as Complying Development subject to standard conditions.

CDC NO.	Applicant	Construction	Value (\$)	Address
CD 3/2017	Mr DL Troth	Swimming Pool	\$35,745	LOT: 42 DP: 753130 1340 Sandy Creek Road CARAGABAL NSW 2810

For Council's Information
Noted

3. Grenfell Sewerage Treatment Plant (STP) Upgrades, S1.1.5

An initial start-up meeting was held on the 22 November 2017 to consider the Concept Design and REF for the STP Redevelopment.

In attendance were Council staff, consultant, Ganden Engineers (Design Team) and Council's peer review consultant.

The Ganden team provided an update to the process delivery schedule, and concept around process design. A follow up meeting will occur in January/February 2018.

Further to the design process, Council has previously installed a flow metre at the head of the works to accurately measure inflow quantities. The recent rain event has provided excellent data to assist in this design phase.

The data has indicated extensive ingress of stormwater to the reticulated system, up to 12 times the average dry weather flow. This will impact heavily in the design.

The ability for Council to reduce the ingress of stormwater to the system cannot be overstated, particularly in designing the new plant and the volumes needed to be considered.

Extensive flow investigation, system relining, manhole location and waterproofing shall be required to assist with this design impact.

Land acquisition options are in continued negotiations.

**For Council's Information
Noted**

4. Grenfell Medical Centre, P2.12.17

An initial start-up meeting was held on 29 November 2017 to confirm construction program for first 3 months and introduce Council's Project Management Team to start-up contractors.

It was confirmed building work to commence on 1 February 2018 with filling works and site preparations being commenced on 15 December 2017.

Discussions also included:

- Traffic Control Plans
- George Street closure
- Services location
- Temporary Buildings
- Construction services

Further consideration was given to the design of the foyer with specific reference to the waiting area. It is considered that the number of consulting rooms in conjunction with the nurse practise room warrants an increase in the size the waiting room space requiring the deletion of Consulting Room No 1.

This new layout will not change any external appearance or internal structural design and allows the appropriate area to be allocated for the suggested quantity of patients in attendance should the practise be used to its maximum.

The practise Manager's Office would be moved to the west.

Copy of the plan is attached for Council's consideration.

RECOMMENDATION: that Council approve the deletion of Consulting Room 1 and change to the waiting area.

256 RESOLVED: Cr Diprose and Cr McKellar that Council approve the deletion of Consulting Room 1 and change to the waiting area.

5. LOT 72 DP 1148241 – 1D North Street, Grenfell, T2.3.1

Council resolved at its March 2017 Ordinary council meeting that

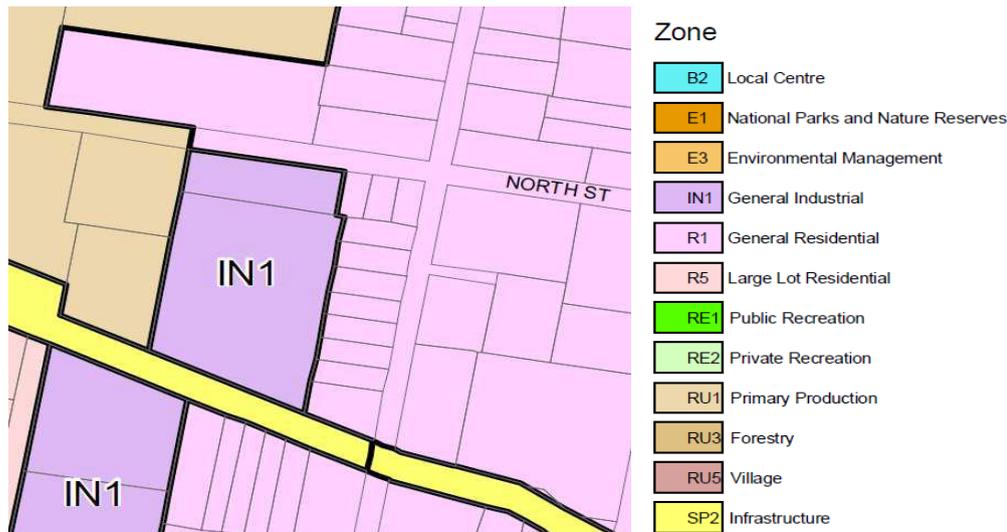
“Council prepare a Planning Proposal for rezoning of Lot 72 DP 1148241, 1D North Street GRENFELL from IN1 General Industrial to R1 General Residential with funding to be sourced from the Economic Development Reserve.”

This Planning Proposal ('Proposal') was prepared to amend Weddin Local Environmental Plan 2011 ('LEP 2011') to convert land at Lot 72 DP1148241 – 1D North Street, Grenfell ('subject site' or 'lot') that is currently within an industrial zone to a residential zone with a suitable minimum lot size for subdivision.

Figure 1: Map showing location of subject site in relation to Mid-Western Highway.

Fig 1

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT



At its ordinary June 2017 meeting Council resolved to:

- a) Endorse the Planning Proposal prepared in accordance with section 55(1) of the Environmental Planning and Assessment Act 1979 to convert land at Lot 72 DP1148241 – 1D North Street, Grenfell ('subject site' or 'lot') that is currently within an industrial zone to a residential zone with a suitable minimum lot size for subdivision.
- b) Submit the Planning Proposal to the Minister for Planning and Environment for a Gateway Determination in accordance with section 56(1) of the Environmental Planning and Assessment Act 1979.
- c) Request that the local planning making functions in relation to this planning proposal be delegated to Council.
- d) Publicly exhibit the Planning Proposal and notify and consult in accordance with any Gateway Determination requirements and Council's requirements;
- e) Authorise the Director and/or General Manager to negotiate minor amendments with DPE (if required) consistent with the intent of the Draft Addendum / PP.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

A gateway determination under Section 56 of the EP&A Act was requested from the Department of Planning & Environment ('Department') to allow this planning proposal to be determined and approval of the proposal received on 21 July 2017 subject to the following conditions:

1. Prior to community consultation being undertaken consultation is required with the Department of Planning and Environment – Resources and Energy under Section 56(2)(d) of the *Environmental Planning and Assessment Act, 1979* to address the inconsistency with Section 117 Direction 1.3 Mining, Petroleum Production and Extractive Industries.

The Department of Planning and Environment – Resources and Energy is to be provided with a copy of the planning proposal and any supporting material, and given at least 40 days to comment on the proposal. The result of the consultation is to be provided to the Department of Planning and Environment seeking approval to undertaken community consultation.

2. Prior to community consultation Council is to ensure that the planning proposal satisfies the requirements of State Environmental Planning Policy (SEPP) 55 – Remediation of Land. An initial site contamination investigation report is to be prepared to demonstrate that the land is suitable for rezoning to the proposed R1 General Residential zone. The preliminary review of the subject land, which has been undertaken by Council, and initial site contamination report are to be placed on public exhibition as part of the community consultation package.
3. Prior to community consultation the planning proposal is to be amended to address Section 117 Direction 5.10 – Implementation of Regional Plans. This work is to address the final Central West and Orana Regional Plan.
4. Community consultation is required under Sections 56(2)(c) and 57 of the *Environmental Planning and Assessment Act 1979* as follows:
 - (a) The planning proposal is required to be made publicly available on exhibition for 28 days as described in A Guide to Preparing LEP's (Department of Planning and Infrastructure 2013).
 - (b) The relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in Section 5.5.2 of A Guide to Preparing LEPs.
No consultation is required with public authorities/organisations under Section 56(2)(d) of the Act.
5. A public hearing is not required to be held into the matter by any person or body under Section 56(2)(e) of the *Environmental Planning and Assessment Act, 1979*. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).
6. Prior to the submission of the planning proposal under Section 59 of the Environmental Planning and Assessment Act, 1979 the final LEP maps must be prepared and be compliant with the Department's "Standard Technical Requirements for Spatial Datasets and Maps" 2015.
7. The timeframe for completing the LEP is to be 12 months from the date of the Gateway Determination.

The requirements of conditions 1-3 have been complied with and the proposal is ready for the community consultation phase.

RECOMMENDATION: that Council:

1. Endorse the Updated Planning Proposal (22 August 2017) prepared in accordance with section 55(1) of the Environmental Planning and Assessment Act 1979 and Updated in accordance with Gateway Determination (For Exhibition) to convert land at Lot 72 DP 1148241 – 1D North Street, Grenfell ('subject site' or 'lot')

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

that is currently within an industrial zone to a residential zone with a suitable minimum lot size for subdivision.

2. Publicly exhibit the Planning Proposal and notify and consult in accordance with the Gateway Determination requirements and Council's requirements;
3. Delegate the General Manager to negotiate minor amendments with DPE (if required) consistent with the intent of the Draft Addendum / PP.
4. Request that the local planning making functions in relation to this planning proposal be delegated to Council.

257 **RESOLVED:** Cr Brown and Cr Diprose that Council:

1. Endorse the Updated Planning Proposal (22 August 2017) prepared in accordance with section 55(1) of the Environmental Planning and Assessment Act 1979 and Updated in accordance with Gateway Determination (For Exhibition) to convert land at Lot 72 DP 1148241 – 1D North Street, Grenfell ('subject site' or 'lot') that is currently within an industrial zone to a residential zone with a suitable minimum lot size for subdivision.
2. Publicly exhibit the Planning Proposal and notify and consult in accordance with the Gateway Determination requirements and Council's requirements;
3. Delegate the General Manager to negotiate minor amendments with DPE (if required) consistent with the intent of the Draft Addendum / PP.
4. Request that the local planning making functions in relation to this planning proposal be delegated to Council.

6. **Addendum - Primary Production Strategy, T2.1.10**

In 2012 Council adopted the *Booth Associates (October 2012) Primary Production Strategy* ('2012 Strategy'). Subsequently, in December 2013 there was a resolution of Weddin Shire Council to pursue potential amendments to planning controls affecting development in rural areas of the Shire including, but not limited to, minimum lot size (MLS) for subdivision.

The 2012 Strategy is yet to be endorsed by the NSW Government (due to issues with the 2012 Strategy) and as a result the Council resolution is yet to be implemented. This Addendum seeks to address outstanding requirements to enable these things to occur.

Council resolved at it December 2016 Ordinary meeting

- a) *Endorse the Draft Addendum to the Primary Production Strategy and Draft Planning Proposal prepared in accordance with section 55(1) of the Environmental Planning and Assessment Act 1979 to modify controls for minimum lot size for the existing RUI Primary Production zoned land in the Weddin Shire.*
- b) *Submit the Draft Addendum and Draft Planning Proposal to the Minister for Planning and Environment for a Gateway Determination in accordance with section 56(1) of the Environmental Planning and Assessment Act 1979.*
- c) *Request that the local planning making functions in relation to this planning proposal be delegated to Council.*
- d) *Place the draft Addendum on public exhibition to seek feedback and consult as required.*
- e) *Publicly exhibit the Planning Proposal and notify and consult in accordance with any Gateway Determination requirements and Council's requirements;*
- f) *Authorise the Director and/or General Manager to negotiate minor amendments with DPE (if required) consistent with the intent of the Draft Addendum / PP."*

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By letter dated 21 February 2017 the Department of Planning & Environment wrote to Council to reject the changes to the Minimum Lot Size:

“Following a review of the proposal in consultation with NSW Department of Primary Industries – Agriculture (DPI) I am returning it to Council recommending that it not proceed in this form at this time as the reduction of the minimum lot size is not justified in a strategic context. Reducing rural minimum lot size has potentially critical and permanent implications for commercial agriculture and agribusiness, the principal economic driver and employer of the Weddin local government area.

The Department will assist Council to work with DPI to determine an appropriate lot size or sizes and evidence required.”

but suggesting the Planning Proposal was split so that the standard instrument clauses could proceed.

Department of Planning-Environment (DPE) stated that Council may consider the opportunity to insert the boundary adjustment, intensive agriculture and any other model clauses through the planning proposal process.

The Addendum suggested a variety of amendments that have arisen since the introduction of LEP2011 resulting from an evolution of the Standard LEP Instrument.

These potentially include introductions of the following new clauses:

- a) Boundary adjustments in Zone RU1 – The potential to adjust boundaries between rural lots without the creation of a new dwelling entitlement;
- b) Intensive agriculture in Zone RU1 – The potential to apply for intensive agriculture and a dwelling below the MLS to a minimum of 100ha where certain controls are met;
- c) Development near zone boundaries (range of urban and rural zones) – Providing the potential for flexibility for land in close proximity to another specified zone to adopt some of the permissible land uses from that adjacent zone.

Council resolved at its March 2017 Ordinary Meeting to revise its Planning Proposal to insert model clauses for boundary adjustment subdivision, intensive agriculture and development near zone boundaries and submit to the Department of Planning & Environment for Gateway determination.

Gateway Determination was received by Council on 13 April 2017 subject to several conditions:

1. Prior to community consultation, the planning proposal is to be amended to remove reference to the indicative clause wording where provided. The plain English explanation of the intention of the proposed provisions, which has been included, is appropriate in this instance.
2. Prior to community consultation, Council is to prepare draft Development Control Plan content to guide development for the purpose of intensive plant agriculture and intensive livestock agriculture. The content is to be endorsed by the Department of Planning and publicly exhibited with the planning proposal.
3. Community consultation is required under sections 56(2)(c) and 57 of the Environmental Planning and Assessment Act 1979 as follows:
 - (a) The planning proposal must be made publicly available for a minimum of 28 days; and
 - (b) The relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 5.5.2 of A Guide to Preparing LEPs (Department of Planning & Infrastructure 2013).

4. Consultation is required with the following State Agencies under section 56(2)(d) of the *Environmental Planning and Assessment Act, 1979*:

- (a) Department of Primary Industries – Water and Agriculture
- (b) Department of Industry – Resources and Energy
- (c) NSW Rural Fire Service

Each public authority is to be provided with a copy of the planning proposal, the draft Rural Settlement Project documentation and any relevant supporting material, and given at least 21 days to comment on the planning proposal.

5. A public hearing is not required to be held into the matter by any person or body under section 56(2)(e) of the *Environmental Planning and Assessment Act, 1979*. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).
6. The timeframe for completing the LEP is to be 12 months from the week following the date of the Gateway determination.

Conditions 1 and 2 of the approval required extensive alteration to the Planning proposal and development of specific clauses within Councils existing Development Control Plan. This work has been completed and Council is at the stage to publically exhibit and consult with State agencies as per the approval:

RECOMMENDATION: that Council:

- 1. Request that the local planning making functions in relation to this planning proposal be delegated to Council
- 2. Place the draft Addendum and Draft Development Control Plan on public exhibition to seek feedback and consult as required
- 3. Publicly exhibit the Planning Proposal and notify and consult in accordance with any Gateway Determination requirements and Council's requirements
- 4. Delegate to the General Manager to negotiate minor amendments with DPE (if required) consistent with the intent of the Draft Addendum / PP.”

258 **RESOLVED:** Cr McKellar and Cr Niven that Council:

- 1. Request that the local planning making functions in relation to this planning proposal be delegated to Council
- 2. Place the draft Addendum and Draft Development Control Plan on public exhibition to seek feedback and consult as required
- 3. Publicly exhibit the Planning Proposal and notify and consult in accordance with any Gateway Determination requirements and Council's requirements
- 4. Delegate to the General Manager to negotiate minor amendments with DPE (if required) consistent with the intent of the Draft Addendum / PP.”

7. Development Application – Industrial Processing Shed & Associated Silos, DA 43/2016

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Application Details:

Development Application No: DA 43/2016

Description of Development: Industrial Processing Shed and associated Silos

Applicant: Andy's Design and Drafting

Landowner(s): Off Track Investments

Landowners consent provided: Yes No

(All Landowners must give consent to the proposed development)

NOTE: This application was requested by the applicant to be undetermined in 2016 due to an assessment of operational capacity on another site. The applicant has now requested Council to determine the application.

The proposal is for the construction of a new industrial building, 36m x 56m x 12 m high with associated silos and open loading bay for the processing and packaging of grain products. The building will be sited on land previously used as grain bunkers within an existing grain handling facility and will be sited 25m and 70m from Brundah and South Streets respectively. Access will be via South Street and Tyagong Street.

Property Description:

Legal Description: Lots 1-6 Sec 35 DP 758473 and Lot 1 DP 539199

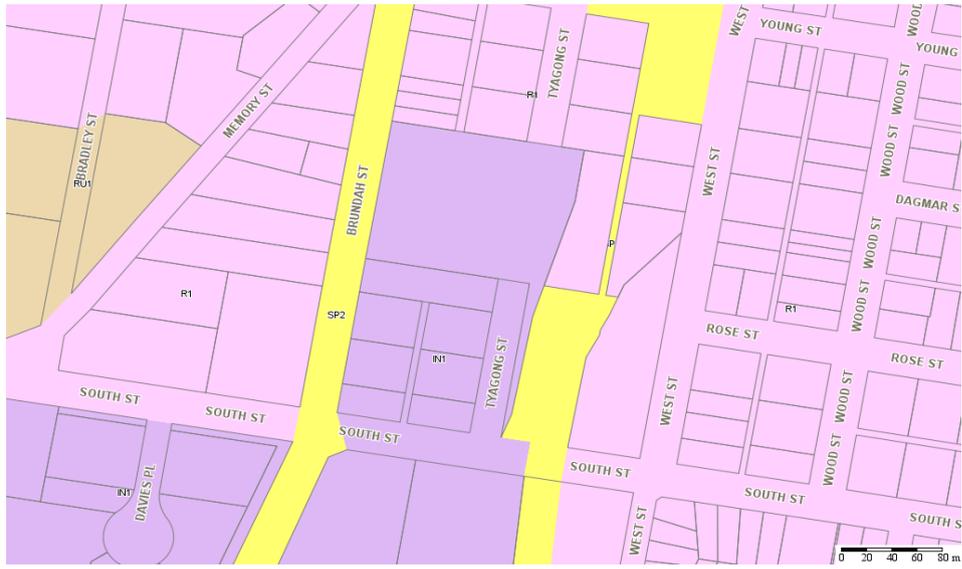
Existing Improvements: The site maintains earth bunkers existing silo and internal road infrastructure

Current land-use: IN 1 General Industrial

Locality and Site Context Map:



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THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Site Location:

Has the subject land been correctly identified on DA Plans and SEE? Yes No N/A
Is the land freehold title with all owners consent? Yes No N/A
Is the site vacant of buildings? Yes No N/A
Are there other buildings / structures located on the subject land? Yes No N/A
Has the proposed building location been confirmed on the subject land? Yes No N/A
Do the provided plans, specifications and supporting documents accurately depict the site conditions? Yes No N/A

Comments: The site is currently being used as a grain storage facility.

Site Inspection:

Date: 14 December 2017

Was the Applicant present? Yes No

Was the owner present? Yes No

Comments: Weddin Shire Council DES carried out inspection on 14/12/17. From the site inspection the following points were noted:

- Services are available to the site
- Access via existing route Tyagong Street





Internal Referral Advice:

- Has an Internal Engineering Referral been received? Yes No N/A
- Has an Internal Building Referral been received? Yes No N/A
- Has an Internal Heritage Advice Referral been received? Yes No N/A

Comments: The proposal has been reviewed and assessed by Council Engineering Department who have provided conditions of consent contained herein.

Easement(s):

- Are there any easements applying to the subject land? Yes No N/A
- Is the proposed development clear of easements? Yes No N/A
- Are there any proposed easements? Yes No N/A
- Are easements required? Yes No N/A

Comments: There are assumed easements for the provision of water supply. The proposed development will have no impact upon Council utilities.

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Section 79BA Consultation and development consent—certain bush fire prone land

Is the site identified on the Bushfire Prone Land Map? Yes No N/A

Does the development comply with "Planning for Bushfire Protection" or a certificate provided by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment stating that the development conforms to the relevant specifications and requirement?

Yes No N/A

If no, has consultation been done Commissioner for Rural Fire Service? Yes No N/A

Comments: Not relevant to the proposal.

Contributions:

Does the Section 94 Contributions Plan apply? Yes No N/A

Section 79C(1) Assessment

S79(C)(1)(a)(i) The provisions of any environmental planning instrument

Local Environmental Plans

The Weddin Local Environmental Plan 2011 applies to all land within the Weddin Local Government Area. The site of the proposed development is zoned IN 1 General Industrial under the Weddin Local Environmental Plan 2011. The Land Use Table for the IN 1 General Industrial zone permits the use of land or a structure for a General industrial development.

Zone IN1 General Industrial

1 Objectives of zone

- To provide a wide range of industrial and warehouse land uses.
- To encourage employment opportunities.
- To minimise any adverse effect of industry on other land uses.
- To support and protect industrial land for industrial uses.

The application is considered to be in keeping with and satisfies the objectives

- **Clause 6.7 Essential Services** - the subject land is serviced by Central Tablelands Water and Council's reticulated sewage system. The proposed facility will utilise the existing services and is accessible via Tyagong and South Streets. The allotment is also connected to mains power and telecommunications.
-

State Environmental Planning Policies

The following State Environmental Planning Instruments (SEPPs) apply to the Weddin Local Government Area:

- SEPP 1 - Development Standards
- SEPP 4 - Development Without Consent & Miscellaneous Exempt & Complying Development
- SEPP 6 - Number of Storeys in a Building
- SEPP 21 - Caravan Parks
- SEPP 30 - Intensive Agriculture

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- SEPP 32 - Urban Consolidation (Redevelopment of Urban Land)
- SEPP 33 - Hazardous and Offensive Development
- SEPP 36 - Manufactured Home Estates
- SEPP 44 - Koala Habitat Protection
- SEPP 50 - Canal Estate Development
- SEPP 55 - Remediation of Land
- SEPP 62 - Sustainable Aquaculture
- SEPP 64 - Advertising and Signage
- SEPP 65 - Design Quality of Residential Flat Development
- SEPP (Affordable Rental Housing) 2009
- SEPP (Building Sustainability Index: BASIX) 2004
- SEPP (Exempt and Complying Development Codes) 2008
- SEPP (Housing for Seniors or People with a Disability) 2004
- SEPP (Infrastructure) 2007
- SEPP (Major Development) 2005
- SEPP (Mining, Petroleum Production and Extractive Industries) 2007
- SEPP (Rural Lands) 2008
- SEPP (State and Regional Development) 2011
- SEPP (Miscellaneous Consent Provisions) 2007

The following SEPPs are specifically relevant to the assessment of the proposed development:

- **SEPP 44 - Koala Habitat Protection** - The Koala is listed as a 'vulnerable' species under the Threatened Species Conservation Act 1995 (TSC Act). This is due to the severe decline in Koalas across NSW, having disappeared from between 50 – 75% of their former range. Koalas are now uncommon, rare or extinct in many parts of NSW. Additionally, the species has a poor recovery potential (low breeding rate) and is subject to many on-going threats. Remaining populations are concentrated on the central, mid-north and north coasts, and west of the divide in the northern part of the state. Small and isolated populations also occur on the south and far south coasts, and on the tablelands of the Great Dividing Range.

SEPP 44 aims to encourage the proper conservation and management of areas of natural vegetation that provide habitat for koalas to ensure a permanent free-living population over their present range and reverse the current trend of koala population decline:

- by requiring the preparation of plans of management before development consent can be granted in relation to areas of core koala habitat; and
- by encouraging the identification of areas of core koala habitat; and
- by encouraging the inclusion of areas of core koala habitat in environment protection zones' (Department of Planning 1995a).'

SEPP 44 contains Schedule 1 – Local Government Areas, which lists Weddin Shire as a local government area to which the SEPP applies. Schedule 2 of the SEPP details the Koala Food Tree Species essential for the survival of the species. Circular B35 (Department of Planning 1995b) accompanies SEPP 44 and guides its implementation.

Weddin Shire Council officers and land owners in the vicinity have never seen koalas in the area.

Site inspection reveals that the area has been cleared for the erection of the Old Weddin Hospital. Minimal trees and shrub, with only long grass are present on site. There were no signs of the presence of Koalas in the immediate area (scats or scratches on trees). There is no record of any reported sightings of Koalas at this location.

Consideration of SEPP 44 and research of the previous environmental reports conducted in and around the Weddin area confirms an absence of recordings of Koalas in the region for many years. It is assessed

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that the subject land, including the areas of remnant / regrowth vegetation to the west, does not comprise a core Koala habitat.

- **SEPP 55 - Remediation of Land** - Clause 7 of SEPP 55 requires that a consent authority must consider the contamination potential of the land, and if the land is contaminated, it is satisfied that the land is suitable for the development in its contaminated state, or that appropriate arrangements have been made to remediate the site prior to the development being carried out.

In accordance with Clause 7(1) an investigation of the past uses of the site reveals that the land has been used as a grain handling facility for over 30 years

No uses ancillary to the primary purpose of the land (as a grain handling facility) have been undertaken, including but not limited to hazardous waste storage or fuel storage.

Council has received a Site Investigation (Contamination) report completed by Douglas Partners dated August 2015 for the demolition of the Weddin Hospital buildings and is not a final validation report. Fifty soil samples were taken across the site of which six (41 - 43 and 48 - 50) are within proximity of the proposed development.

It is assessed that the proposed development site has not maintained past contaminating uses and therefore can be used as a general industrial facility with consent.

- **SEPP Infrastructure** - Clause 45 of SEPP Infrastructure requires a Consent Authority to consider any development application (or an application for modification of consent) for any development carried out:
 - within or immediately adjacent to an easement for electricity purposes (whether or not the electricity infrastructure exists),
 - immediately adjacent to an electricity substation,
 - within 5m of an overhead power line,
 - includes installation of a swimming pool any part of which is: within 30m of a structure supporting an overhead electricity transmission line and/or within 5m of an overhead electricity power line, or
 - placement of power lines underground.

The proposal is not within or immediately adjacent to any of the above infrastructure; as such, the subject application is considered to satisfy the provisions of Clause 45 SEPP Infrastructure.

There are no provisions of any SEPPs that are specifically relevant to the assessment of the proposed development.

S79(C)(1)(a)(ii) The provisions of any proposed environmental planning instrument

There are no draft LEPs or draft SEPPs that apply to the subject land.

S79(C)(1)(a)(iii) The provisions of any development control plan

Weddin Council Development Control Plan 2014 applies to the land.

11.4 Objectives

The Objectives of this Development Control Plan are to:

- (a) Ensure that industrial developments do not have an adverse impact on surrounding land use or the environment.
- (b) To ensure that industrial developments contribute to and enhances the visual and landscape character of the Weddin Shire.

- (c) To ensure good access, circulation and loading facilities on sites and adequate services and the disposal of waste.

There are specific development controls applying to Industrial development in the IN R1 General Industrial Zone.

11.8 Site Coverage and Floor Space Ratio

Standards

- 1. The floor space ratio shall not exceed 1:1 with a maximum site coverage of 50%.

Complies

11.9 Advertising in Industrial Areas

Standards

- 1. The advertising sign must be located upon the land where the activity is carried out.
- 2. Advertising should be integrated with building design, landscaping and general site operation.
- 3. One pole, pylon or post mounted sign is permitted per site
- 4. The advertising area must not exceed 4m².
- 5. The maximum height of the entire advertising structure is 4 metres.
- 6. Signs for each unit in a multiple occupancy development should be of uniform size and design.

Conditions will apply to deal with signage

11.10 Storage Areas

Standards

- 1. Any open storage areas must be screened from view of roadways.
- 2. A minimum gravel seal shall be provided over the storage area to prevent surface damage, erosion etc

Complies with conditions

11.11 Car Parking

Standards

- 1. Council will require developers to provide on-site car parking at the rate set out in the following table.

Land & Building Use	Rate of Car Parking
Industries	1 space per 2 employees

Complies

11.12 Landscaping

Standards

- 1. Industrial developments upon vacant land shall provide a minimum 10% of the site for landscaping.
- 2. All landscaped areas are to use predominantly native vegetation. A minimum 80% of landscaping shall utilise native vegetation. A list of recommended plant species are identified in Appendix 2. These plant species have been shown to be suited to the climate of the Central West many are native to the Weddin district.
- 3. Landscaping proposed in Saline areas shall use a minimum 80% Salt tolerant and water wise plant species.
- 4. All existing native vegetation is to be retained and where possible enhanced with additional plantings and landscaping.

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Conditions for landscaping will apply

The proposal has been assessed against the General Principles for Development as below:

- **Consider the character of the neighbourhood** - The proposed development will include the construction of a large industrial building consistent with the built development and land use to the south and immediately to the east. The site is located in an industrial zone with direct connection to the industrial zones to the south and south west.
- **Maintain the quality of the streetscape** - Landscaping will be included into the proposal therefore improving the streetscape amenity.
- **Use the sites attributes to your advantage** - The proposed development will utilise the existing vehicular access and grain handling site. The building will be located below the rail line level to the east.
- **Ensure appropriate building height, bulk and form** - The proposed development is a large industrial building consistent with adjoining development to the direct south and southwest.
- **Protect heritage** - The existing building is not identified as a local or State significant heritage item. There are no State or Local Heritage items within vicinity of the development.
- **Ensure landscape qualities are retained** -The development will take up a small portion of the entire site. Extensive open area will be available for impact control such as buffers and landscaping.
- **Provide for good solar access** - There will be no increased impacts on neighbouring buildings regarding solar access.
- **Maximise views, however respect privacy** - There will be no significant impacts affecting the existing or future views on neighbouring landowners.
- **Safer by Design** - The building has orientation to three streets (Tyagong, Brundah and South Rose Street) providing passive surveillance.

S79C(1)(a)(iiia) any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F

There are no planning agreements relating to the site. The applicant has not requested Council to enter into any form of planning agreement.

S79C(1)(a)(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph

Division 8 of Part 6 of the Environmental Planning and Assessment Regulation 2000 specifies additional matters that must be taken into consideration by a consent authority in determining a development application. Consideration of these matters is included below:

- **Clause 92 - Government Coastal Policy** - Not applicable to the Weddin Shire Local Government Area.
- **Clause 92 - Building Demolition** – Not relevant to the proposal.
- **Clauses 93 - Change of Use Fire Safety and Structural Capacity Considerations**
The building complies (or will, when completed comply) with such of the Category 1 fire safety provisions as are applicable to the building's proposed use.

Yes No

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The loading requirements for the proposed are the same as the existing pre change use (or) Structural Engineering Certification has been provided certifying that the structural capacity of the building will be appropriate to the building's proposed use.

Yes No

- **Clauses 94 – Fire Safety Upgrades -**

The proposed building work, together with any other building work completed or authorised within the previous 3 years, does not represents more than half the total volume of the building, as it was before any such work was commenced,

Yes No N/A **AND**

The measures contained in the building are adequate:

(i) to protect persons using the building, and to facilitate their egress from the building, in the event of fire, Yes No **AND**

(ii) to restrict the spread of fire from the building to other buildings nearby.

Yes No

Accordingly, it is appropriate to require the existing building to be brought into total or partial conformity with the Building Code of Australia. Yes No

- **Clause 94A - Temporary Structures** - not relevant to the proposal.
- **Clause 95 - Deferred Commencement** - not relevant to the proposal.
- **Clause 96 – Ancillary aspects of development** - not relevant to the proposal.
- **Clause 97 - Modification or surrender of development consent or existing use** - not relevant to the proposal.
- **Clause 97A - Fulfilment of BASIX commitments** – not relevant to the proposal.

S79C(1)(b) the likely impact on the natural and built environment(s) and the likely social and/or economic impact on the locality

- **Context and Setting** - The subject land contained the former Graincorp site purchased recently and reoperating as a grain handling facility. The proposed development will utilise an existing earth bunker area for the site for the construction of a grain processing plant and associated silos. The development is consistent with prior site uses and will support the grain storage currently held on site. Earthworks and clearing will be required for the construction of the building with road works and landscaping incorporating into the project. It is not expected that the development will create significant impacts on the context and setting of the area. The proposal will be subject to conditions around noise attenuation, dust control and hours of use to reduce any negative impacts regarding impact on the amenity of neighbouring properties.
- **Land Use Conflict** - The subject land has historically been used and is currently used for grain handling purposes. The proposal is for the introduction of the processing activity compliments the use. The proposal is consistent with the Weddin Local Environmental Plan 2011 and Council's Development Control Plan 2014. The size and scale of the proposed use is appropriate. The development on the site will not detrimentally affect adjoining land and subject to conditions will not lead to land-use conflict.
- **Access and Traffic** - Access to the site is available via South Street. The development will include the construction of a new internal access and associated car park to Council's engineering standards. An assessment of the car parking ratios outlining in Councils Development Control Plan is as follows:
 - 1 space per 2 employees

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- One disabled car parking space must be provided in accordance with the BCA.

The proposed development includes 2 car parking spaces and one disabled car space. It is assessed that the proposed facility will provide a small increase in the traffic generation from previous uses. These vehicle movements will be consistent with an industrial use and controlled internally through appropriate traffic movement plans. The internal road system will be required to be sealed. The proposed development will not be above or beyond the capabilities of the existing road network.

- **Public Domain** - The proposed development will provide commercial services and supply of material and as such is considered a development that will have a positive outcome on the public domain.
- **Utilities** - The site is connected to Central Tablelands reticulated water and Councils sewage system. The proposed development will not operate above or beyond the capabilities of each system. No adverse impacts are assessed.
- **Heritage** - Site inspection did not identify any sites, items or places of heritage significance. The proposed development is not located within proximity of any Local or State Significant identified Heritage items.
- **Other land resources** - The development will not have detrimental effects on conserving and using valuable land resources and water supply catchments.
- **Bushfire** - The site is not identified on the bushfire prone land map. No adverse impacts assessed.
- **Surface Water and Groundwater** - The site is not identified on the groundwater vulnerable land map. Stormwater from the proposed development will be discharged to Council's stormwater infrastructure as per the existing system. Council will require the disposal of stormwater to be controlled to assist with the impacts on the existing stormwater system.
- **Soils** - The proposed facility will be located within the existing site which formed part of the former Graincorp storage bunker. Due to past uses of the site it is assessed that contamination is not present upon the land. Council is satisfied site is clear of any potential contaminants and is suitable for the proposed use.
- **Air & Microclimate** – The use of plant and machinery for the processing of grain will be required. This plant will require appropriate maintenance for proper operation and appropriate levels of operating noise levels will be required to be adhered to. It is suggested that the new plant will reduce dust issues and operate in accordance with appropriate noise levels.
- **Noise and Vibration** - The application seeks consent for operating hours of 7am to 9pm Monday to Saturday with operation on Sunday from 8.00am till 9.00pm. The use of the land will create noise while operating. The reduction in hours of operation and conditions of consent will be implemented to ensure that the development does not adversely impact on the amenity of the locality and will allow the operation of the facility from 7.00am till 7.00pm Monday to Friday, 7.00am to 5.00pm Saturday and No Operation Sunday or on public holidays.
- **Flora and Fauna** - The site has been cleared and utilised for public purposes for many years. The information in support of the application has not identified any threatened species of flora or fauna that may be impacted by the proposal. No adverse impacts are assessed.
- **Waste** - Construction waste associated with the construction can be disposed of at an approved landfill site. The land is within the Weddin kerbside collection area and therefore will be able to utilise the weekly pickup collection service and arrange additional commercial collections for ongoing waste.
- **Natural Hazards** - The site is not flood prone or identified on the Bushfire Prone Land Map. No adverse impacts assessed.
- **Technological Hazards** – Nil.

- **Safety Security and Crime Prevention** - The proposal does not pose a safety security or crime prevention risk.
 - **Social Impact in the Locality** - Due to the type and scale of the proposed development, the social impacts of the development are considered not significant with any impacts on the adjoining developments reduced by way of conditions.
 - **Economic Impact in the Locality** - Due to the type and scale of the proposed development, the economic impacts of the development are significant.
 - **Site Design and Internal Design** - The proposal is consistent with the Weddin Local Environmental Plan 2011 and the Council's Development Control Plan 2014. The size and scale are appropriate for the subject lot. The development on the site will not detrimentally affect adjoining land.
 - **Cumulative Impacts** - The proposal is consistent with the Weddin Local Environmental Plan 2011 and Council's Development Control Plan 2014. The proposal is adjoined by a silo facility to the east, beyond which is substantial residential properties. The southern interface is with Council Shire depot and adjoining industrial uses to the south and south west. It is assessed that the cumulative impacts of the proposed development are not such that the application should be refused.
-

S79C(1)(c) the suitability of the site for the development,

The site has the capacity to support the proposal without creating adverse impacts on the site and adjoining land. The proposed processing plant and building will be wholly located on the subject allotment. The proposed development will provide an industrial facility within the industrial zone and subject to conditions around noise, dust, road treatment and hours of operation the land use has been assessed not to lead to negative cumulative impacts on the environment, neighbouring land-uses, cultural or heritage items.

S79C(1)(d) any submissions made in accordance with this Act or the regulations,

The proposed development has been advertised to 23 neighbouring landowners and notified in the local paper and on Council's website in accordance with the Weddin Shire Development Control Plan 2014 from 28 September 2016 to the 19 October 2016. During the notification/advertising period 2 submissions were received

The objections related to the following:

1. Dust from traffic and operation of the plant
2. Noise from the traffic and operation of the plant
3. Drainage from stormwater
4. Fencing
5. Waste products
6. Hours of operation
7. Dust components

It is considered that several of the matters raised can be addressed through the application of appropriate conditions such as those dust and offensive noise provisions. Further the applicant needs to be aware of the requirements for compliance with such conditions and the actions that may be instituted should noncompliance occur.

In addition, conditions around the restrictions of hours of operation, waste control, landscaping and paving of the area will be applied.

S79C(1)(e) the public interest

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The proposal is assessed to pose no significant impacts on the public interest.

RECOMMENDATION: that Development Application 43/2016 be approved subject to the following conditions:

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Conditions

Approved Plans and Documentation

1. Development is to take place in accordance with the attached stamped plans (Ref No. Andy J Reidy, Dated 08/2016, Pages 1-8), Documentation submitted with the application and subject to the conditions below, to ensure the development is consistent with Council's consent.

*NOTE: Any alterations to the approved development application plans must be clearly identified **WITH THE APPLICATION FOR A CONSTRUCTION CERTIFICATE**. The Principal Certifying Authority (PCA) for the project may request an application for modification of this consent or a new application in the event that changes to the approved plans are subsequently made.*

Reason: Statutory requirement and Public interest

Prior to the Commencement of Work

2. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifying Authority, certifying that the proposed works are in accordance with the Building Code of Australia prior to any building and/or subdivision works commencing.

Note: It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable Development and engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.

3. Prior to any work commencing within a public road reserve located within the Weddin Shire the Applicant shall submit for the approval by Weddin Shire Council's Director Engineering Services, as part of an Application to Occupy Roads and Footpath under Section 138 of the Roads Act 1993, detailed engineering design drawings of intended works. The drawings are to be accompanied by associated sediment control plans, environmental management plans, work method statements and traffic control plans.
4. The Applicant is to obtain all relevant approvals to carry out sewerage work and stormwater drainage work from Weddin Shire Council prior to commencing works and must comply with any conditions of that permit. All work shall be carried out by a licensed plumber and drainer and to the requirements of the Plumbing Code of Australia.
5. The Applicant is to submit to Weddin Shire Council, at least two (2) days prior to the commencement of any works, the attached 'Notice of Commencement of Building or Subdivision Works and Appointment of Principal Certifying Authority'.
6. Prior to the commencement of construction works, an Erosion and Sediment Control Plan (ESCP) shall be prepared in accordance with Soils and Construction Managing Urban Stormwater. Such plan shall be implemented prior to, during and after the construction phase of the development.

Reason: Statutory requirement and Public interest

During Works

7. Clearing of land, demolition, excavation and/or earthworks, building works, and the delivery of building materials shall be carried out between the following hours:
 - a) 7.00 am and 7.00 pm on weekdays,
 - b) 8.00 am and 1.00 pm on Saturdays, and
 - c) No work on Sundays or Public Holidays is permitted.
8. Any damage caused to footpaths, roadways, utility installations and the like by reason of demolition or construction operations shall be made good and repaired to a standard equivalent to that existing prior to

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commencement of work. The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.

9. Throughout the course of demolition and construction operations on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out. Toilet facilities are to be provided at a rate of one (1) toilet for every twenty (20) persons employed at the site.
10. Building and construction materials, plant, equipment and the like must not be stored nor construction work carried out on the road reserve, footpath or roadway, unless associated with a separate approval under the Road Act 1993.
11. All building and demolition rubbish and debris, including that which can be wind blown, shall be contained onsite in a suitable container for disposal at an approved Weddin Shire Council Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project.
12. The development shall be carried out in such a manner so as to not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise.
13. Any cutting and filling on the site shall be either battered at a maximum slope of one vertical to two horizontal (IV:2H) and revegetated or suitably retained by a retaining structure, designed and constructed to the appropriate engineering standards. All works are to be carried out within the boundaries of the property and without effecting the structural integrity of boundary fencing or neighbouring structures.

The person having the benefit of the consent must provide the Principal Certifying Authority with a clearance certificate to be prepared by a competent person such as a qualified hygienist at completion of asbestos removal/work from the site.

14. The demolition works are to be carried out in accordance with Australian Standard 2601- 1991: The Demolition of Structures and the provisions of the Work Health and Safety Act 2011, the Code of Practice for the Safe Removal of Asbestos [NOHSC:2002(2005)], and any relevant requirements of the WorkCover Authority of NSW.
15. All removal, transport and disposal of asbestos or other contaminated waste materials shall be controlled in accordance with the Work Health and Safety Act 2011 and the Protection of Environment Operations Act 1997.
16. All plumbing and drainage work must be carried out by a licensed plumber and drainer in accordance with Australian Standard AS/NZS 3500:2003, the Plumbing Code of Australia and the following requirements:
 - a) The applicant is to provide a stormwater management plan detailing the method of draining water from the development to a legal discharge point including the location and size of any stormwater surcharge pits and pipes to the satisfaction of Council's Director of Engineering prior to the commencement of works.
 - b) All roof and impervious surfaces shall be properly drained and directed to a legal discharge point in accordance with the approved stormwater management system.
 - c) Storm water disposal drains shall be connected to all roof gutter down pipes within fourteen (14) days of installation of the roof covering and/or the construction of hard standing areas, as may be appropriate, to discharge water in accordance with the approved stormwater management system.

17. All required exits, emergency lighting, exit signs and other fire safety measures within the building must comply with the requirements of the Building Code of Australia. Plans of the proposed works must be submitted to the certifying authority, prior to the issue of a Construction Certificate.
18. Provision must be made in the building and onsite for disabled access to and within the building and to other

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parts of the premises required to be accessible, in accordance with the requirements of the Building Code of Australia, except where exempted by the Disability (Access to Premises Buildings) Standards 2010. Access, finishes and fittings, ramps, step ramps, passageways, doorways, signs, and the like shall conform to the provisions of Australian Standard AS 1428.1-2009: Design for access and mobility.

Details demonstrating compliance are to be submitted to the Certifying Authority prior to the issue of a Construction Certificate.

Reason: Statutory requirement and Public interest

Car Parking

19. Provide on-site car parking for a minimum of two (2) car parking spaces plus an additional one (1) disabled car parking space in accordance with the approved plans.
20. Car parking facilities, including all internal parking and manoeuvring areas are to be designed in accordance with Australian Standard 2890.1 Off-Street Car Parking. All parking and vehicle manoeuvring areas shall be sealed. Vehicles must enter and leave the site in a forward gear. No reversing of vehicles onto the public roadway system, including laneways will be permitted.
21. Pave/seal and line mark all access ways, parking, pedestrian, loading and manoeuvring areas in accordance with AUS-SPEC#1. Trafficable areas shall be maintained in good order and kept clear and available at all times for such purposes.
22. Lighting shall be provided to the site and cover all onsite car parks. Lighting shall comply with the relevant provisions of *AS/NZ1158.3: 2005 Pedestrian Area (Category P) Lighting* and *AS4282: 1997 Control of the Obtrusive Effects of Outdoor Lighting*.

Reason: Statutory requirement and Public interest

Prior to issue of an Occupation Certificate

23. Application for an Occupation Certificate must be submitted to and approved by the Principal Certifying Authority prior to occupation or use of the whole or part of the new building/works.
24. A Fire Safety Certificate shall be furnished to the Principle Certifying Authority for all the Essential Fire or Other Safety Measures forming part of this approval prior to issue of an Occupation Certificate. A copy of the Fire Safety certificate must be submitted to Council by the PCA with the Occupation Certificate. An electronic copy of the Final Fire Safety Certificate (together with a copy of the current Fire Safety Schedule) shall also be forwarded to the Fire Commissioner via the following dedicated email address: afss@fire.nsw.gov.au

Reason: Statutory requirement and Public interest

Operational Conditions

25. An Annual Fire Safety Statement shall be furnished to the Principle Certifying Authority for all the Essential Fire or Other Safety Measures forming part of this approval prior to issue of any Occupation Certificate. A copy of the Fire Safety Certificate must be submitted to Council by the PCA. An electronic copy of the Annual Fire Safety Statement shall also be forwarded to the Fire Commissioner via the following dedicated email address: afss@fire.nsw.gov.au
26. The hours of operation of the Processing Facility are restricted to the times listed below:

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- | | |
|----------------------------|------------------|
| a) Monday to Friday | 7:00am to 7:00pm |
| b) Saturdays | 7:00am to 5.00pm |
| c) Sundays/Public Holidays | No Operation |

Any variation to these hours is to be subject to the prior consent of Council.

Reason: Statutory requirement and Public interest

Prescribed Conditions

27. The work must be carried out in accordance with the requirements of the *Building Code of Australia*.
28. The building works are to be inspected during construction by the Council or by an "Accredited Certifier" (as applicable) and documentary evidence of compliance with the relevant terms of the approval/standards of construction detailed in the Building Code of Australia and Council's established development standards (as listed under Advisory Conditions which form part of this consent), is to be obtained prior to proceeding to the subsequent stages of construction, encompassing not less than the following key stages:-
 - (i) Footings and Concrete Slabs: When the footings have been excavated and all steel reinforcement has been placed in position.
 - (ii) Structural framework: When complete, all external walls and roof cladding must be in place prior to inspection. Internal plumbing should be in place and under pressure.
 - (iii) Roof frame: Prior to the installation of the ceiling lining and eaves soffit lining.
 - (iv) Internal House Drainage: When all internal drainage work is installed and prior to concealment. Drainage should be under water test.
 - (v) External House Drainage: When all external drainage work is installed and prior to concealment.
 - (vi) Wet area waterproofing: prior to lining or laying tiles.
 - (vii) Stormwater Drainage: When the stormwater and roofwater drainage system has been completed.
 - (viii) Completion: Upon compliance with all conditions of approval and prior to occupation.

Note: 48 Hours notice is required prior for all inspections

Reason: To comply with the Environmental Planning & Assessment Amendment (Quality of Construction) Act 2003.

29. Prior to the commencement of plumbing and drainage works, a notice of work is to be submitted to Council.

Reason: to ensure compliance with the Plumbing and Drainage Act 2011.

30. Upon completion of the plumbing and drainage works and prior to the relevant inspections, a sewer drainage diagram and certificate of compliance are to be submitted to Council.

Reason: to ensure compliance with the Plumbing and Drainage Act 2011.

31. The applicant will ensure that all machinery and traffic movement areas are continually watered when in use in order to prevent raised dust from becoming a nuisance to neighbouring properties.

Reason: Statutory requirement and Public interest

32. The proposed use of the premises and the operation of all plant and equipment shall not give rise to an 'offensive noise' as defined in the Protection of the Environment Operations Act 1997 and Regulations.

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Reason: to ensure that noise emissions from the development satisfy legislative requirements and maintain reasonable levels of amenity to the area:

33. In this regard, the operation of the premises and plant and equipment shall not give rise to a sound pressure level at any affected premises that exceeds the background (LA90), 15 min noise level, measured in the absence of the noise source/s under consideration by more than 5dB(A). The source noise level shall be assessed as an LAeq, 15 min and adjusted in accordance with the NSW Environmental Protection Authority's Industrial Noise Policy 2000 and Environmental Noise Control Manual (sleep disturbance).

Reason: to ensure that noise emissions from the development satisfy legislative requirements and maintain reasonable levels of amenity to the area:

34. All roofed and paved areas are to be drained and the water from those areas and from any other drainage must be conveyed to:

- (a) The gutter in Brundah Street

Storm water disposal drains shall be connected to all roof gutter down pipes within fourteen (14) days of installation of the down pipes and/or the construction of hard standing areas, as may be appropriate, to discharge roof water to the approved method of disposal.

Where kerb and gutter is constructed, an approved PVC or galvanised steel kerb adaptor (either roll over kerb adaptor or upright kerb adaptor) shall be installed in the kerb.

Note 1: Two copies of a plan showing the location of the storm water disposal system are to be submitted to Council before occupation.

Note 2: 'Pump-out' storm water drainage systems are not acceptable.

Reason: Statutory requirement and Public interest

35. The loading and unloading of all vehicles must be done entirely within the property and not upon the road reserve or footpath.

Reason: Public interest

36. A landscape design plan in respect of the proposed development is to be prepared and submitted for the approval of Council prior to the issue of a construction certificate. The plan is to include botanical names, quantities and state of maturity of all proposed trees, shrubs and ground covers.

Note 1: Landscaping is to be carried out and maintained in perpetuity in accordance with the landscape design plan once approved.

Note 2: The landscaping is to be completed prior to the occupation of the building.

Reason: Public Amenity

37. The applicant is advised that the Construction Certificate plans and specification must comply with the provisions of the Building Code of Australia (BCA).

In this regard, the development consent plans do not show compliance with the deemed-to-satisfy provisions of the BCA, including:

- | | | |
|----|---------------|------------------------------------------|
| a) | Part B1 | Structural provisions |
| b) | Part C1 - | Fire resistance and stability |
| c) | Part C2 - | Compartmentation and separation |
| d) | Part D1 - | Provisions for escape |
| e) | Clause D1.2 - | Number of exits required |
| f) | Part D2 - | Construction of exits |
| g) | Clause D3.5 - | Car parking for people with disabilities |

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- h) Part E1 - Fire fighting equipment
- i) Part E4 - Emergency lighting, exit signs & warning systems
- j) Section J - Energy efficiency

Details of compliance with the relevant provisions of the Building Code of Australia and conditions of development consent are to be provided in the plans and specifications for the construction certificate.

You are advised to ensure that the development is not inconsistent with Council's consent and if necessary consult with Council's Building Certification Services or your accredited certifier prior to submitting your construction certificate application to enable these matters to be addressed accordingly.

38. Where Council is nominated as the Principal Certifying Authority the applicant is to submit the following information prior to the issue of the Construction Certificate:
- i.) Soil report from suitably qualified Geotechnical firm indicating soil classification.
 - ii.) Proposed footing and slab design prepared by a practicing certified Structural Engineer designed in accordance with soil classification provided in Geotechnical report. (noting: flood liable land, construction on & certification of compacted fill).

Reason: So as to ensure compliance with the Building Code of Australia and Council's local policies.

39. Where Council is appointed as the Principal Certifying Authority the applicant is advised that prior to the issue of a construction certificate the following outstanding development fees are required to be paid:

1) Construction Certificate	= \$ 1710.00
2) Long Service Levy	= \$ 1330.00
3) Occupation certificate	= \$ <u>110.00</u>
TOTAL	= \$ <u>3050.00</u>

Note: The above fees are for the 2016/2017 financial year. The actual fees charged will be the fees applicable in Council's Management Plan at the time of application for the Construction Certificate.

Reason: So as to comply with Council's Management Plan being the Fees and Charges policy.

Division required Local Government and Planning Legislation Amendment (Political Donations) Act 2008.

Cr Liebich and Cr McKellar previously submitted written declarations of interest and left the room 11.31am.

Cr Best took the chair

- 259 RESOLVED:** Cr Diprose and Cr Bembrick that Development Application 43/2016 be approved subject to the above conditions.

Division required Local Government and Planning Legislation Amendment (Political Donations) Act 2008.

FOR: Crs Best, Diprose, Niven, Brown, Bembrick, O'Byrne and Parlett

AGAINST: Nil

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Cr Liebich and Cr McKellar returned to the room 11.36

Cr Liebich resumed the chair 11.36

B J HAYES

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260 RESOLVED: Cr Diprose and Cr Niven that except where otherwise dealt with the Director Environmental Service's report be adopted.

Minutes of the Grenfell Henry Lawson Festival of Arts, Tuesday, 21st November, 2017 at the Grenfell Community Hub at 7.30pm.

President Alan Griffiths welcomed everyone to the meeting, deciding to hold over the President's notes until the 20th February meeting.

Present : Alan Griffiths, Jenny Hetherington, Betty Fittler, John Fittler, Pam Livingstone, Pene Starr, Angela Hunter, Auburn Carr, Mary Moffitt, Di Griffiths, Verdel Maclean,

Apologies: Terry Carroll, Deidre Carroll, Judy Mitton, Bill Rudd, Chris Lobb, Glenn & Liz Carroll, Carly Brown, Hugh Moffitt, Keith Starr

Moved: P Starr/P Livingstone that the apologies be accepted

Minutes: 17th October 2017

Resolved: P Starr/ J Hetherington that the minutes of 17th October, 2017, be confirmed.

Communication:

Inwards:

*from Carly Brown re committee's application for a grant to hold a light show.

*from Gegory Bryant {2011Festival Guest} re funding his trip to 2018 Festival to promote his new book

*from Bendigo Bank declining sponsorship

*Victor Levi offering his play

Outwards:

Letters to Hilarie Lindsay, Erica Kearns, Joan Eppelstun, Bill Rudd, Matthew Lynch, Kathleen Smith, Angela Hunter, Andrea Ladlow, Robyn Munck, Sally Jackman, Michele Johnson, Tamara McMahon, Andrew Hooper, Chris Lobb, Gordon Rolls, John Hunter

Resolved: A Carr/P Starr that the inwards/outwards communication be endorsed.

Treasurer's Report:

Treasurer commented that \$3,000 sponsorship had already been received due to early applications being made.

Profit & Loss statement for April, 2017, tabled

Balance Sheet for October: NAB cheque a/c: \$21,893.20

NAB Term Deposit: \$35,000,

Total Assets: \$56,893.20

Resolved: P Starr/ M Moffitt that the treasurer's report be accepted as read

Coordinator's Reports:

Photography: A Hunter resigns from her position.

Awards Dinner: Liz Carroll has agreed to co-ordinate 2018

Damper/ Poetry: poets are being approached

Queen Comp: Courtney Liebich (Hunter) to co-ordinate

Art/Porcelain: Chris Lobb is meeting with new co-ordinators

Fun Run: Co-ordinators have booked Steve Martin for the digital timing

Street Parade: Verdel has vehicles from the Rolls Royce Club booked

General Business:

Festival Theme:

Resolved: A Hunter/J Hetherington that the theme for 2018 be:

"Poetry in Motion"

Festival Guest:

Resolved: M Moffitt/ Di Griffiths that **Alison Bell**, playwright/actor who grew up in Grenfell be approached

Twilight Ball: Discussion re date, bands, catering, bar, advertising, tickets @ \$60
Great promotion & fund raiser for Festival

Future of statuettes: meeting decided that the 4 statuettes {The Drover's Wife} for Verse, Short Story, Art, & Photography should be retained in their present form. They should all be given out at the Presentation Dinner. They should be placed on display eg in Gallery and stories relating to their history should be publicised.

Main St Banners:

Resolved: P Starr/M Moffitt that quotes be obtained reprinting of new banners that use the Grenfell brand & Festival logo

Queen Competition fund raising start date:

Resolved: J Hetherington/ Di Griffiths that it be 1st March, 2018

Naming rights for Festival:

Resolved: M Moffitt/J Hetherington that the committee investigate naming rights for the 2019 Festival

Gold Coin Entry to Main St:

Resolved: P Starr/M Moffitt that suitably themed receptacles be placed in Main St to encourage monetary support for the Festival

Change to Constitution – membership

Would need to be advertised as a “Special” meeting. Find out if it has to be ratified by WSC

Change to Constitution – supporting Tourism projects not only Henry Lawson:

More thought needed on this possible change

Battery Drive:

Resolved: J Hetherington/P Starr that A Griffiths organise such a fund raiser twice a year in conjunction with the Drum Muster

Meeting closed: 8.55

Next meeting date: 7.30pm Tuesday, 20th February, 2018, at the Community Hub.

261 **RESOLVED:** Cr Brown and Cr Best that the Minutes of the Grenfell Henry Lawson Festival of Arts Committee Meeting be noted.

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON
THURSDAY 23 November 2017 at 4.30 pm at the COUNCIL CHAMBERS (C2.6.22).**

1. **PRESENT:** Mr B Hayes (DES/Chair), Clr P Diprose, Clr J Parlett, Clr C Brown, Mrs S Jackson-Stepowski (Heritage Advisor), Mrs D Yates, Mr Mr I Pitt (Historical Society) and Mr J Hetherington

2. **APOLOGIES:** Mr W Crampton and Mrs I Holmes

Resolved: Clr Brown and Clr Diprose that the apologies be accepted.

3. **CONFIRMATION OF MINUTES:** Thursday, 5 October 2017

Resolved: Clr Diprose and Clr Parlett that the minutes 3 August 2017 be adopted.

4. **CONFLICTS OF INTEREST:**

Nil

5. **MATTERS ARISING:**

5.1 Medical Centre Historic Reference Panels

Councils heritage advisor confirmed the 5 themes for the panels and provided basic pencilled drawings for the themes. Council will need to further advance the concept with a graphic designer to facilitate a product for final approval.

5.2 Strategic Plan Development for direction of Heritage

Mr Hayes discussed the following outcomes:

- i) **Heritage Promotion** – Heritage corner was again submitted in the local paper with several comments around its content and questions posed within the article
- ii) **Heritage Booklet for Owners/Purchasers** – No further action. Booklets completed and identification of building types is required for distribution
- iii) **Building Plaques** – Font confirmed and DES to confirm costings as per advice from HA

5.3 Brass Plaque at Circular Quay

Council sent 6 letters to various stakeholders with response from three. Commitment has been given from the State government that consideration of our request about the recognition of Grenfell will occur in any new design or upgrades.

5.4 The meaning of the word “Weddin”

Councils HA provided historical information surrounding the issue. Investigations regarding interpretive signage will be commenced with National Parks and Wildlife around procedures and content.

6. CORRESPONDENCE:

Nil

7. BUSINESS WITH NOTICE:

7.1 2018 Heritage Festival – Theme of My Culture My Story

Registration will be provided for the activity to be registered for the festival

7.2 Local Heritage Funding Payment – 56 East Street

The project has been completed and inspected and considered satisfactory by HA.

Resolved: Clr Diprose and Clr Brown that the payment for the fencing project for 56 East Street be approved.

8. HERITAGE ADVISORS REPORT

Heritage Advisor gave verbal report on her onsite meetings:

Spent time with Museum staff and Ian Pitt around the investigation of interpretation panels, meeting with DES and carrying out works for the Main Street Walk to be held Saturday 25/11/17.

HA provided advice around the upkeep of Heritage homes and all owners within the Historic homes of Weddin Shire will be contacted to advise of the program.

9. QUESTIONS WITH NOTICE:

Nil

10. NEXT MEETING: Thursday 8 February 2017 at 4.30pm.

11. CLOSURE: There being no further business the meeting closed at 5.25pm.

HERITAGE COMMITTEE MEETING – 5 October 2017 - ACTION PLAN

Item	Action	By	Date Completed
Nov 5.1	<u>Medical Centre Historical Reference Panels</u>	DES/HA/Isabel	
Nov 5.2 (i)	<u>Heritage Promotion</u>	DES/Isabel	On going
Nov 5.2 (ii)	<u>Heritage Booklet</u>	DES/Isabel	On going
Nov 5.2 (iii)	<u>Building Plaques</u>	DES/HA/Isabel	
Nov 5.4	<u>Look into meaning of the word “Weddin”</u>	DES/HA	
Oct 5.5	<u>Add completed Local Projects to: Facebook, Heritage Column & Newsletter</u>	DES/Isabel	
Nov 7.2	<u>Payment – 56 East Street</u>	Isabel	

262 RESOLVED: Cr Parlett and Cr Bembrick that the Minutes of the Heritage Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON TUESDAY, 28 NOVEMBER 2017 COMMENCING AT 4.30 PM (E1.1.5)

1. **PRESENT:** Raju Ranjit (Chair - Weddin Shire Council), Michael Madgwick (LEOCON), Andrew Noble (NSW Ambulance), Craig Johnson (Fire & Rescue NSW), Angus Neilsen (Rural Fire Service), and David Sheehan (State Emergency Service) and Karen Hancock (Health) and Mark Hughes (Fire and Rescue , NSW), Trish Malone (State Emergency Service),
2. **APOLOGIES:** Jodie Marshall (REMO), Bruce Fitzpatrick (Fire & Rescue NSW), Brendan Haynes (WSC- Public Health), Maurice Simpson (Observer – State Emergency Services), Gary Arthur (Weddin Shire Council)

Resolved: Michael Madgwick and A Nielsen that the apologies be accepted.

3. **MINUTES:**

Resolved: David Sheehan and M Madgwick that the minutes of meeting held on 29 August 2017 be adopted as read.

4. **MATTERS ARISING**

4.1 **Weddin EMPLAN**

Raju to send a draft copy of LEMP to Jodie Mashal for comments / action.

5. **GENERAL BUSINESS**

Nil

6. **CORRESPONDENCE**

Nil

7. **MEMBERS REPORT**

7.1 **Police**

One staff transferred out and One staff transferred in

7.2 **Fire & Rescue NSW**

Two staff have been recruited but still one staff short. No notification about closing the road during resealing on 11/11/2017 was given to FRNSW.

Raju responded that the notification was given to all concerned parties by dropping off the letters and advertising in the local newspapers. Raju apologised on behalf of the Council Engineering Department for this instance and committed that all the concerned parties will be communicated effectively in future.

7.3 **RFS**

Busy time, undergoing fire trial review for Mid Lachlan Valley including Company dam, 700 people reached qualification on last 12 months, Left 2 young staff. Currently RFS has 3 operational staff and one administration staff, there are 24 operation site in Lachlan and 12 in Grenfell.

7.4 **NSW Ambulance**

Total staff is 5 including new staff who moved in from Sydney.

7.5 **SES**

Flooding issue in Bimbi and needs an investigation. At this stage, sand bags and shovel will be taken to Bimbi and leave in the RFS shed for in case.

Trish mentioned that there will be heavy rain in this weekend, May need local support.

8. NEXT MEETINGS:

- Tuesday, 27 February 2018 @ 4:30 PM
- Tuesday, 29 May 2019 @ 4:30 PM
- Tuesday, 28 August 2018 @ 4:30 PM
- Tuesday, 27 November 2018 @ 4:30 PM

10. CLOSURE: There being no further business to discuss the meeting closed at 5:06 pm.

263 RESOLVED: Cr Niven and Cr Diprose that the Minutes of the Local Emergency Management Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 5 DECEMBER 2017, COMMENCING AT 3.30 PM (C2.6.13)

1. **PRESENT:** Clr. Stuart McKellar, Keith Starr (Landcare), Kellie Frost (Noxious Weed Officer) and Raju Ranjit (Chair)

2. **APOLOGY:** Clr. Paul Best, Clr John Niven and Harvey Matthews (NSW farmers)

Resolved: Clr Stuart McKellar and Keith Starr that the apologies be accepted.

3. **MINUTES:** 25 September 2017

Resolved: Clr. Stuart McKellar and Keith Starr (Landcare) that the Minutes of 25 September 2017 be adopted.

4. **MATTERS ARISING:**
Nil

5. **CORRESPONDENCE:**
Nil

6. **NOXIOUS WEEDS OFFICERS REPORT:**

September 2017
October 2017
November 2017

Noted

7. **NOXIOUS WEEDS BUDGET**

2017/2018 Vote - \$ 84,500
Expenditure to 30 November 2017 - \$ 30,401
2017/2018 Noxious Plants Extra Vote - \$ 20,000
Expenditure of Noxious Plants Extra to 30 November 2017 - \$ 2159.05

Council has appointed a casual person to assist the Noxious weeds program. His commencement date was 25 September 2017. Noted

8. **BUSINESS WITH NOTICE**

8.1 Director Engineering Report – Casual person

The Committee was advised that council has appointment a person on casual basis for up to end of February 2018, to assist the Noxious weeds program. He has commenced from 25 September 2017.

8.2 Director Engineering Report -Biosecurity Act 2015

Committee has advised that the Biosecurity Act 2015 is new for everyone and is required to keep this item as an active until all the members get full information.

9. **QUESTIONS WITH NOTICE**

Nil

NEXT MEETINGS:

Day	Date	Month	Year	Time	Venue
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Tuesday	6	February	2018	3:30 PM	Council Chambers
Tuesday	3	April	2018	3:30 PM	Council Chambers
Tuesday	5	June	2018	3:30 PM	Council Chambers
Tuesday	7	August	2018	3:30 PM	Council Chambers
Tuesday	2	October	2018	3:30 PM	Council Chambers
Tuesday	4	December	2018	3:30 PM	Council Chambers

CLOSURE: There being no further business to discuss the meeting closed at 4:22 pm.

264 **RESOLVED:** Cr McKellar and Cr Diprose that the Minutes of the Noxious Weeds Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE GRENFELL ART GALLERY COMMITTEE MEETING HELD THURSDAY 7 DECEMBER 2017 AT THE COUNCIL CHAMBERS COMMENCING AT 8.30AM (C2.6.35)

1. **PRESENT:** Clr J. Niven, Clr J. Parlett, Clr C. Brown, M. Moffitt, A. Carr, V. Maclean

2. **APOLOGIES:** G. Carroll, W. Crampton

3. **ELECTION OF INTERIM CHAIR:**

Resolved: Clr J. Parlett / Clr C. Brown that Clr J. Niven be appointed interim Chair.

4. **MINUTES: 5 October 2017**

Resolved: M. Moffitt / H. Moffitt that the minutes of the meeting held on: 5 October 2017 be adopted.

5. **MATTERS ARISING:**

Nil

6. **CORRESPONDENCE:**

Inwards - Nil

Outwards – Nil

7. **ART GALLERY – CO-ORDINATORS REPORT:**

Resolved: Cr Brown and V Maclean that the Art Gallery Co-ordinators report be adopted as presented.

8. **ART GALLERY – FINANCIAL STATEMENT:**

A new format with a clearer breakdown be implemented for the next meeting listing expenditure.

Resolved: Clr J. Parlett / M. Moffitt and that the Art Gallery Financial Statement be adopted as presented.

9. **NEW PROJECTS:**

Nil

10. **GENERAL BUSINESS:**

10.1– Action Plan – The committee would like the Art and Tourism officer to complete the tasks on the action plan.

Noted

10.2– Regional Growth Fund – Regional Cultural Fund

Noted

11. **NEXT MEETING:** Thursday 1 February 2018 at 8.30am at the Council Chambers.

12. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 9.01am.

8. **ART GALLERY – FINANCIAL STATEMENT:**

265 **RESOLVED:** Cr Parlett and Cr Brown that a new format with a clearer breakdown be implemented for the next meeting listing expenditure.

266 **RESOLVED:** Cr Brown and Parlett that the Minutes of the Grenfell Art Gallery Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING HELD ON THURSDAY 7TH DECEMBER 2017 AT 3PM AT THE COUNCIL CHAMBERS

1. **PRESENT:** Clr C. Brown, Clr P. Best, Clr J. Parlett, V. Maclean, L. Gibson, A. Carr.

2. **APOLOGY:** Clr S. O’Byrne, W. Crampton.

Resolved: Clr C Brown /Clr P Best that the apologies be accepted.

3. **CONFIRMATION OF MINUTES:** 5th October 2017

Resolved: Clr J Parlett /Clr C Brown that the minutes of the 5th October 2017 meeting be confirmed.

4. **MATTERS ARISING:**

Entrance to Town Signage report to be tabled at the next meeting.

5. **CORRESPONDENCE:**

In: Cowra Tourism- Newell Highway sign

Resolved: Clr C Brown / Clr J Parlett that costings and a design for a new billboard are developed and that these be communicated to Cowra Tourism.

Ron Booth- Lawsons Birthplace

Goldtrails- winding up the organisation

Resolved: Clr C Brown / Clr J Parlett that a letter is written to the Goldtrails committee expressing:

1. our disappointment at the decision,
2. thanking them for their service,
3. stating that we did consider retaining Goldtrails however we could not see a viable option, and
4. confirming that we support the decision of the committee to end the organisation due to its limited resources.

Warwick Crampton – Christmas decorations

Resolved: Clr C Brown / Clr J Parlett that a letter is written confirming that council has considered funding Christmas decorations during the estimates process but due to major projects the proposal had not been successful and confirming that a new proposal will be prepared for the upcoming estimates process.

Resolved: Clr C Brown / Clr J Parlett that the late correspondence be tabled.

Golf NSW - report

Noted

Out: Peter Mawhinney- Silo Art

That a report on the economic value of silo art be prepared with all unanswered questions such as work health and safety, site access, content of art work, lifespan of art work, maintenance consideration and renewal costs to be fully scoped.

6. **TOURISM STRATEGIC PLAN- PIORITISING PROJECTS**

	<u>Objective 1</u>	<u>Double overnight visitor expenditure by 2020</u>			
Priority	Projects	Context	Target Consumer Segment	Responsibility	Estimated Cost

1	Encourage Improved Accommodation	Organise workshops with guest speakers on the benefits of running a B&B or Farm stay. Support the Accommodation Providers Networking Group.	Short breaks, Over 55's, NSW Family, Accessible.	Council & TPO	
2	Event Establishment	Aiming to establish one major event each month including Reggie McNamara cycling race, farmers markets. Months that need events – February, May, July, August, November	Caravan & camping, Food & Wine, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Community, TPO & Tsm Committee	\$10,000
3	Develop packages for visitors	Encourage the development of collaborative packages for visitors by operators.	Caravan & camping, Food & Wine, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Community, TPO & Tsm Committee	
4	Special Interest Tours and packages	Target sporting groups, clubs, organisations, schools, social groups, bowls clubs, caravan and motorhome owners.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's,	TPO, Tourism Committee	
5	Maintain the Standard of the AVIC.	Continue to operate a level 2 VIC that meets accreditation requirements.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family.	Community, TPO & Tsm Committee	
6	Online bookings for tourism operators.	Training and promotion for the uptake of online bookings for tourism operators.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO & Tsm Committee	
7	Railway Station precinct including turntable & crane	Enhance the Railway Station precinct as a rest stop, with turntable relocated from gravel pit to Railway Station and track converted to cycling rail trail.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO & Tsm Committee	\$200000
8	Accredited Visitor Centre	Once operating, the centre would be listed with other accredited visitor centres. Train local residents as tour guides for town tours and trips to villages and the Weddin Mountains.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family, Accessible.	Council, TPO & Tourism Committee	80000
	Objective 2	Creation of a better visitor experience			
1	Develop a DMP for Weddin featuring data collection	Prepare a Destination Management Plan for Weddin that includes a research component	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Council, Community, TPO & Tsm Committee	
2	Shire wide signage study and concept plan	Undertake a stocktake of existing tourism related signs, undertake a needs analysis and prioritise these needs. Use this study as a basis for possible funding applications.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	TPO & Tsm Committee	
3	Main Street Beautification	Including shop windows and empty shop signage.	Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Council, Tsm Committee	
4	Self-guided tours/drives	Promote self-guided walks and drive tours, including Main Street walks and heritage tours. Use brochures websites and target Canberra day trippers.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family,	TPO, Tourism Committee	
	Objective 3	Attract & enhance product and events			
1	Henry Lawson Birthsite redevelopment	Ideally project will be completed by June 2017, which will mark 150 years since Henry Lawson's birth.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Council, TPO & Tourism Committee, HLFC.	
2	Stan McCabe Development	Famous cricketer Stan McCabe was born in Grenfell We could draw on his tourism potential by establishing a monument or some kind of memorabilia	Caravan & camping, Culture & Heritage, Short breaks, Over 55's	Community & Tourism Committee	\$84,000 plus installation
3	Jan Lehane Development	Tennis player Jan Lehane was born in Grenfell We could draw on her tourism potential by establishing a monument or some kind of memorabilia	Caravan & camping, Culture & Heritage, Short breaks, Over 55's,	Community & Tourism Committee	\$10,000
4	Reggie McNamara	Life size bronze interactive statue of Reggie in a bike riding position.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's,	Community & Tourism Committee	
5	Weddin Mountain Promotion	Promote camping, bush walking bird watching and Seaton's Farm.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family,	TPO, Tourism Committee	
6	Assist with the development of workshop weekends	Provide encouragement and support to the operators in Grenfell developing a program of workshops weekends ie gardening, art, photography, quilting, metal sculpture.	Culture & Heritage, Short breaks, Over 55's.	Community, TPO & Tsm Committee	

7	Installation of consistent signage shire wide	Develop funding application to install all signage identified during the signage needs analysis.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Council, TPO & Tsm Committee	
8	Weddin Mountains based professionally run event- sporting/ horse-riding/ 4x4 etc.	Negotiate with National Parks over broadening the conditions of use of the Weddin Mountains National park and then promoting these new uses to appropriate user groups.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO & Tsm Committee, Council	
9	O'Brien's Hill Project	Development is planned for O'Brien's Mine, an historic disused mining site. Plans have been drawn and approved by council. Waiting for a suitable funding to reopen. If approved council will need to match the grant \$ for \$.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family,	Council & TPO	\$200,000 first stage
	Objective 4	Building community awareness and participation			
1	Work closely with regional groups ie car clubs	Develop good relationships with local and regional groups: Probus, Car Clubs etc to facilitate club visits to Grenfell.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's.	Community, TPO	
2	Support VFR via regular community communication and invitations to the AVIC.	Develop community support devices to encourage the VFR market ie rates notice inserts, social media platforms, training on how to improve local photography for social media	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	TPO	
3	Backyard Champions campaign	Educate locals on things to see and do when they have VFR	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO	
4	Gateway/Entry signage	Develop funding application to install unique and inspirational entrance to town signage	Caravan & camping, Short breaks, Over 55's, NSW Family,	Council, Tourism Committee & TPO	
	Objective 5	Establish strong industry ties in the region			
1	Develop relationships with Forbes/ Cowra/ Young AVICs that lead to referrals.	Conduct famils and consider training with staff from surrounding AVICs to strengthen relationships leading to greater numbers of recommendations.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	TPO	
2	Grow the perception of Grenfell in the minds of caravan and motorhome owners	Develop facilities that attract and retain caravan and motorhome users. Promote Forbes Street parking.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's.	Council, Community, TPO & Tsm Committee	
3	Develop a Tourism Operators networking group	Encourage the expansion of the B&B group to become a Tourism Operators networking group.	Caravan & camping, Food & Wine, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO	
4	Participate in all appropriate regional tourism campaigns	Participate in all appropriate Central NSW Tourism campaigns what offer measurable benefit to the Weddin Shire	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Council, Community, TPO & Tsm Committee	

7. REPORTS:

Centroc Tourism Group (formerly Central NSW Tourism):

A report was tabled outlining changes to regional tourism and likely membership cost in the next financial year. Discussion was had over the ability to leverage our limited budget to deliver best value to the Weddin Shire.

Resolved: Clr J Parlett/ Clr P Best that:

- 1) the Tourism Committee encourage the General Manager to lobby GMAC for the retention of the current funding model for the Centroc Tourism Group.
- 2) Council consider withdrawing from the Centroc Tourism Group in 2018/2019 if the current funding model is not retained.

Targeted marketing report:

A report was tabled outlining a decision support tool to assist with the selection of marketing opportunities. Discussion was had over how this new way of marketing could be communicated to the business community.

Resolved: Clr C Brown/ Clr P Best that the targeted marketing report is adopted and that guidelines are developed for the business community.

8. UPCOMING EVENTS: visit www.grenfell.org.au/attractions/events

- From Slate to Smart Board- Grenfell Art Gallery Exhibition 5 December - 14 January
- Carols in the Park- 10 December
- The Combined Service Clubs Christmas Carnival- 15 December
- Community Arts & Craft Group- Grenfell Art Gallery Exhibition 16 January - 25 February
- May Gibbs Display in the Grenfell Library- 19 January – 2 February
- Woodland Plains - Grenfell Art Gallery Exhibition - 27 February
- Grenfell Tennis Centre Quiz Night - 1 March
- Festival Twilight Ball- 3 March
- Grenfell Speed Shear- 31 March
- Grenfell Picnic Races- 14 April
- Shared Observations - Grenfell Art Gallery Exhibition 17 April - 1 June
- 2018 Weddin Business Awards- April 28
- Grenfell Rodeo- 26 May
- Henry Lawson Festival of Arts- 7 - 11 June
- Commonality Grenfell Art Gallery Exhibition - 13 June - 22 July
- Art and Science: The Nature of Documentation- Grenfell Art Gallery Exhibition- 24 Jul-2 Sep

9. BUSINESS WITH NOTICE:

Nil

10. QUESTIONS WITH NOTICE:

Nil

11. NEXT MEETING: Thursday 1st February 2018 3pm at the Council Chambers

12. CLOSURE: 4.15pm

Cr Diprose previously submitted a written declaration of interest and left the room 11.40am.

267 RESOLVED: Cr Niven and Cr Bembrick that the Minutes of the Tourism Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

Cr Diprose returned to the room 11.41am.

Minutes of the Weddin Shire Council Australia Day Committee Meeting Held Tuesday 21st November 2017, 9am in the Council Meeting Room

1. Present: E Baker, L Mason, K Engelsman, A Carr.

2. Apologies: I Pitt

Resolved: K Engelsman/ L Mason that the apology be accepted.

3. Confirmation of Minutes January 10th 2017

Resolved: K Engelsman/ E Baker that the minutes January 10th 2017 be confirmed.

4. Correspondence

In:

Australia Day Committee- introduction, marketing and communication

Out:

Stage 1 Ambassador program

Noted

Program for 2017

- Set up - Historical Society to provide flag, bunting and award table. Rotary to provide BBQ. Lions to provide chairs (50) and tables (6). Cadets to provide power cords for urn, Auburn to provide tablecloth, short flagpole, Keith to provide rostrum.
- Theme- Wait until we know the national theme before we determine our theme.
- Ceremony
 - Master of Ceremonies –Therese Clancy, Ian Pattingale, Peter Moffitt and Danny Joyce to be invited in that order.
 - Ambassador- an ambassador is yet to be allocated.
 - Award Nominees- to be handled by Weddin Shire Council. Nomination forms currently available on the website.
 - National Anthem – Carly Brown, Shannon Best and Stephanie Moffitt to be approached in that order.
 - Flag raising- Guides to be given first refusal. Cadets will do it if Guides decline.
 - Prayer of thanks- Prayer to be retained on the program however a written copy of the prayer to be submitted to council for approval prior to the ceremony. Ross Craven, Rob Newton, William Morrow to be invited in that order.
- Entertainment
 - Music – Town Band to be invited to perform before the ceremony. Jennifer Kelly to be invited to perform for 5 minutes during the ceremony.
 - Poetry –John Hetherington to be invited
 - Children’s Competition- Chris Lobb and Roma Sinclair will be invited to coordinate including deciding on their theme and activities.
- Catering
 - BBQ- Rotary
 - Damper- CWA Night Branch
 - Tea, coffee and cold drinks- Cadets

5. General Business

- All public buildings in the town to be encouraged to display Australian Flags on the day.

- Peter Mitton to be approached to provide the PA system.
 - K Engelsman to organise Soldiers Memorial Hall (cnr Middle St & Church St) as wet weather venue.
 - L Mason will provide short flagpole for wet weather venue.
 - If January 26th is wet G Carroll will make the decision at 7am to move to the Soldiers Memorial Hall.
 - Director of Engineering to be advised about Taylor Park maintenance- bins, power box, chain over driveway etc.
-
- **Next Meeting** December 19th 2017 9am in the Council Meeting Room.

Meeting closed at 9.22am

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RESOLVED: Cr Best and Cr Diprose that the Minutes of the Australia Day Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**Minutes of the Weddin Shire Council Australia Day Committee Meeting Held Tuesday 19th
December 2017, 9am in the Council Meeting Room**

1. **Present:** E Baker, L Mason, K Engelsman, I Pitt, R Sinclair, A Carr.
2. **Apologies:** Nil
3. **Confirmation of Minutes:** November 21st 2017

4. Correspondence

In:

Director Engineering- yes to all requests.
Chris Lobb- yes to Christmas competition
Carly Brown- yes to anthem
Therese Clancy- yes to MC
Guides- no to flag raising

Out:

Carly Brown	John Hetherington
Mayor	Peter Mitton
Jennifer Kelly	Therese Clancy
Chris Lobb	Guides
Ross Craven	Director Engineering
Town Band	

Noted

Program for 2017

- Set up - Historical Society to provide flag, bunting and award table. Rotary to provide BBQ. Lions to provide chairs (50) and tables (6). Cadets to provide power cords for urn, Auburn to provide tablecloth, short flagpole, Keith to provide rostrum.
- Theme- Will implement the national theme 'Everyone, every story'.
- Ceremony
 - Master of Ceremonies –Therese Clancy the principal of St Joseph's School will MC.
 - Ambassador- a suitable ambassador is yet to be allocated.
 - Award Nominees- to be handled by Weddin Shire Council.
 - Indigenous Welcome- Terry Carroll to be invited
 - National Anthem – Carly Brown will sing the anthem.
 - Flag raising- Guides have declined, Cadets have accepted.
 - Prayer of Thanks- Ross Craven is yet to respond. Auburn to pursue. Rob Newton, William Morrow to be invited in that order if Ross Craven declines.
- Entertainment
 - Music – Town Band is yet to respond, Auburn to pursue. Jennifer Kelly is yet to respond, Auburn to pursue.
 - Poetry –John Hetherington is yet to respond, Auburn to pursue
 - Children's Competition- Chris Lobb will coordinate the competition and suggest theme. Roma Sinclair will provide prizes.
- Catering
 - BBQ- Rotary
 - Damper- CWA Night Branch
 - Tea, coffee and cold drinks- Cadets

5. General Business

- Peter Mitton to be approached to provide the PA system.
- K Engelsman has organized the Soldiers Memorial Hall (cnr Middle St & Church St) as wet weather venue and the rostrum.
- L Mason will provide short flagpole for wet weather venue.
- If January 26th is wet G Carroll will make the decision at 7am to move to the Soldiers Memorial Hall and will notify Lions, Rotary and Peter Mitton.

- **Next Meeting** January 16th 2018 9am in the Council Meeting Room.

Meeting closed at 9.15am

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RESOLVED: Cr Niven and Cr Bembrick that the Minutes of the Australia Day Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY,
18 DECEMBER 2017 COMMENCING AT 4.30 PM (C2.6.11)**

1. PRESENT: Crs Liebich, Niven, Parlett, Brown, Diprose, McKellar and O'Byrne.
Messrs G Carroll, R Ranjit, B Hayes and L Gibson (observers).

2. APOLOGIES: Cr Best

Resolved: Cr Brown and Cr Niven that the apology be accepted.

3. MINUTES: 13 November 2017

Resolved: Cr Brown and Cr McKellar that the minutes from the 13 November 2017 be adopted.

4. MATTERS ARISING:
Nil

5. CORRESPONDENCE:

Office of Local Government, C2.10.9: Advising I am pleased to be writing to you following the recent passage by the NSW Parliament of the Local Government Amendment (Regional Joint Organisations) Bill 2017.

Noted

6. REPORTS:

6.1 General Manager:

Local Government Reform – Innovation Fund, Local Government Reform – Connected Leadership Program and Regional Growth Fund.

Cr Bembrick entered the meeting during this item 4.39 pm.

Noted

6.2 Corporate Services Department:

Roads and Other Expenditure 2017/2018 and Weddin Shire Internet Connectivity Project.

Noted

6.3 Director Engineering:

Other Works, Future Works, RMS RMCC Contract, Plant Report, Noxious Weed Report – November 2017, Roads to Recovery, Monthly Flood Works Report, Contract for Supply and Delivery of Road Signs, Grenfell Cricket Club, National Road Congress, Plant Replacement Programme, Parking for Australian Government Mobile Service Centres, Christmas Tree set up, Policy for Inspection of Roads and Inspection, Evaluation and Maintenance of Footpaths, Grenfell Garden Club- Seat at Newest section of the Lawn Cemetery, Road Closure Application and Grenfell – Promotion.

Noted

Director Engineering left the room at this point and did not return 5.36 pm.

6.4 Director Environmental Services:

Sewerage Treatment Works, Caravan Park Operations, Animal Control, Grenfell Swimming Pool, Household Chemical Cleanout, Quandialla Swimming Pool, NSW Food Authority Annual Report 2016/17, Grenfell Aquatic Centre, Complying Development Applications, Grenfell Sewerage Treatment Plant (STP) Upgrades, Grenfell Medical Centre, LOT 72 DP 1148241 – 1D North Street Grenfell, Addendum - Primary Production Strategy, Development Application – Industrial Processing Shed & Associated Silos DA 43/2016 and Town DA's.

Noted

7. GENERAL BUSINESS:

Nil

8. DEVELOPMENT ENQUIRIES

Over the last month Council has had enquiries for development at the following premises:

- Mid Western Hwy Swimming Pool
- Short Street Carport
- Gooloogong Road Garden Shed
- Major West Road Zoning/ Dwelling Permissibility
- Quondong Road Dwelling Permissibility
- Camp Street Verandah Replacement
- North Street Subdivision
- Caragabal Fencing/ Dwelling Alterations
- Men's Shed Amenities Showers
- Star Street Dwelling/Shed
- Camp Street Service Station
- Manganese Road Dwelling
- Sale Street Dwelling
- Bradley Street Patio
- Grimshaw Lane Swimming Pool
- Sandy Creek Rd Caragabal Swimming Pool
- Greenethorpe Shipping Container
- Weddin Street Shed
- Palmer Street Subdivision
- Short Street Scouts
- Gibraltar Rocks Road Swimming Pool

Noted

10. BUSINESS WITH NOTICE

Nil

11. QUESTIONS WITH NOTICE

Nil

12. NEXT MEETING: Monday, 12 February 2018 at 4.30 pm.

13. CLOSED: There being no further business to discuss the meeting closed at 6.25pm.

270 RESOLVED: Cr Parlett and Cr Brown that the Minutes of the Planning and Development Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE MANEX MEETING HELD ON TUESDAY, 19 DECEMBER 2017 COMMENCING AT 8.15AM (C2.6.10)

Present: Messrs G Carroll, R Ranjit, B Hayes and L Gibson.

Apology: Nil

Minutes: of meeting 17 October 2017.

Resolved: R Ranjit and B Hayes that the minutes from 17 October 2017 be adopted.

General Business:

1A Administration

- (i) NSW Government's – Local Government Reform – Council's 'Fit for the Future' (FFTF) action plan to be further implemented. GM and Directors pursuing.
- (ii) Local Government Reform – Innovation Fund - Innovation Fund programme continuing. Common Thread Consulting currently undertaking fiscal responsibility and service review processes which is a requirement of the FFTF action plan. Desktop review of other services also being undertaken. Connected Leadership Program being implemented which will see changes to the Manex agenda and format.
- (iii) Christmas Closedown - arrangements to be made for respective departments. Emergency call out list to be compiled and distributed to Councillors and Senior Staff. Director Engineering to pursue.
- (iv) January Council Meeting - consideration to be given to cancelling the January 2018 Council Meeting. Further reported in General Managers report.

1B Human Resources

- (i) Vacancies
 - Contracts Engineer – to be advertised.
 - Assets/Projects Engineer – to be advertised.
 - (3) Labourers – to be advertised.
- (ii) Appointments
Nil
- (ii) Annual Assessments
 - Administration – in progress
 - Engineering – in progress
 - Environmental – in progress

2. Public Order and Safety

Nil

3. Health

- (i) Grenfell Medical Centre – site preparation works to commence in December 2017 with construction works to commence February 2018. Director Environmental Services pursuing.
- (ii) New Ambulance Station – advice received from Katrina Hodgkinson MP that Grenfell will be receiving a new Ambulance Station under the Rural Ambulance Infrastructure Reconfiguration (RAIR) programme. Planning commenced. Information provided to assist the planning process. Proposed site currently being determined.

4. Community Services and Education

Nil

5. Housing and Community Amenities

- (i) Rural Land Use Study – Response received from Minister for Planning and Environment advising the reduction of minimum lot size in rural zone (RU1) is not justified in a strategic context. Advice as to reducing the minimum lot size in rural zone (RU1) being sought. Process to reduce minimum lot sizes in large lot residential zone (R5) completed. Department Planning requested to formalise the LEP.
- (ii) Quandialla Recycling Depot – operating very well. Director Engineering monitoring.
- (iii) Emu Creek Storm Management Plan – all written agreements to gain access to private land along Emu Creek received. Works can now commence. Director Engineering pursuing.
- (iv) O’Biens Tributary – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.

6. Sewerage

- (i) Smoke Testing – next round of smoke testing to be undertaken upon contract renewal. Director Environmental Services pursuing internal compliance. Three properties yet to comply.
- (ii) Sewer Mains Relining – next stage to be undertaken in 2017/2018 based on previous and recent CCTV works.
- (iii) Sewerage Treatment Works Upgrade – investigation stage completed. Stage 2 commenced with concept design and REF being undertaken. Director Environmental Services pursuing.

7. Recreation and Culture

- (i) Art Gallery – "From Slate to Smart Board" exhibition is on display until 14th January, 2018.
- (ii) Cinema – Future movies currently being planned.
- (iii) Grenfell Aquatic Centre Development – reported in Director Environmental Services report.

8. Mining Manufacture and Construction

Nil

9. Transport and Communication

- (i) RMS Contract – reported in Director Engineering’s report.
- (ii) Other Programs – **Noted**
- (iii) Traffic Control/Signage – process implemented to ensure signage inspected on a regular basis. Director Engineering pursuing.
- (iv) Engineering Strategic Planning Meetings – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2017/2018. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.
- (v) Gibraltar Rocks Road Bridge Culvert – funding application submitted under the Fixing Country Roads Program Round 3. Awaiting outcome.
- (vi) Quandialla Drainage – stage 1 completed. Stage 2 in progress. Director Engineering pursuing.

10. Economic Affairs

- (i) Industrial Land – four sales completed. Two others currently in progress. 3 phase power currently being installed. Internal preliminary works to then recommence. Director Engineering pursuing.

11. General Purpose Revenues

Nil

12. Alliances

- (i) Mid Lachlan Alliance – a Fiscal Responsibility Action Plan (FRAP) and a Service Review Action Plan (SRAP) being undertaken by Common Thread Consulting Pty Ltd. Grant funding application submitted under the Smart Cities and Suburbs program unsuccessful. To be re-submitted with further emphasis on advocacy.

13. Other Matters

- (i) Overgrown Blocks – approvals to slash blocks being received. Works in progress.
- (ii) Village/Roadside Slashing/Spraying – in progress.

14. **Job List:** review

Noted

Next Meeting: Tuesday, 13 February 2018 at 8.15 am.

Closure: There being no further business to discuss the meeting closed at 10.19 am.

271 **RESOLVED:** Cr Diprose and Cr Brown that the Minutes of the Manex Committee Meeting be noted.

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | |
|----------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| July 2017 | 1. <u>Local Government NSW Annual Conference:</u> Mayor, Deputy Mayor and General Manager to attend 4-6 December 2017 (GM). | Carried Out |
| September 2017 | 2. <u>Sydney Transport Routes:</u> request Centroc to organise a meeting to discuss transport routes to Sydney (GM). | Carried Out |
| | 3. <u>Quandialla and Caragabal Tips:</u> arrange meeting to discuss tip operations (DES). | In Progress |
| | 4. <u>Innovation Fund - Connected Leadership Program:</u> arrange Councillor workshop with Mr David Gourlay in February 2018 (GM). | In Progress |
| October 2017 | 5. <u>Aged Care Conference:</u> Mayor and Deputy Mayor to attend in February 2018 if applicable. | In Progress |

2. DEFERRED ACTIVITIES:

- | | | |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| April 2012 | 1. <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES). | In Progress |
| November 2013 | 2. <u>O'Brien's Tributary – Drainage Improvement:</u> refer matter back to floodplain committee for further consideration and other possible options (DE). | In Progress |
| June 2015 | 3. <u>RMS:</u> request roundabout to be considered at the end of the Main Street in Grenfell (DE). | In Progress |
| | 4. <u>Pigeon Control – Main Street:</u> continue to investigate options (DES). | In Progress |
| April 2016 | 5. <u>Grenfell Caravan Park:</u> investigate alterations to dwelling and cost of a Manager's office (DES). | In Progress |
| August 2016 | 6. <u>Policy for Planting of Vegetation along Kerbsides:</u> develop policy (DE/GM). | In Progress |
| November 2016 | 7. <u>NBN Fibre to the Premises:</u> make representations to ensure Industrial land vacant lots have access to NBN. Advocate for upgrade to the exchange to facilitate fibre to the premises (DES/GM). | In Progress |
| December 2016 | 8. <u>Waste Depot Fire Precautions:</u> investigate provision of water for firefighting purposes (DES). | In Progress |

9. Community Support Method: investigate new method and develop funding policy. Advertise for public comments (DCS/GM).
Carried Out
10. Grenfell Festival of Fitness: withdraw and seek reimbursement (DCS/GM).
Carried Out
- June 2017
11. Future Health Needs of the Weddin Shire: arrange meeting to discuss future health needs of the Weddin Shire (GM).
In Progress
- July 2017
12. Concrete Blisters in the Intersection of Camp and Forbes Street: pave the brick pavement (DE).
In Progress
13. Community Builders Partnerships Program: submit grant funding application for upgrade of Caragabal Park (DE).
Carried Out
- August 2017
14. Stronger Communities Program: submit grant funding application for upgrade of Caragabal Park (DE).
Carried Out
15. NSW Boating NOW Round 2: submit grant funding application for upgrade of Bogolong Dam (DE).
In Progress
- September 2017
16. Local Land Service (LLS): request LLS to conduct a workshop in Grenfell (GM).
Carried Out
17. Council Property Inspections: seek quotes for the underpinning of walls in the Administration building (DES).
Carried Out
18. Council Property Inspections: request design for replacing of timber at the Lawson Oval grandstand (DES).
In Progress
19. Council Property Inspections: attend to provision of new subsurface drainage at Quandialla pool (DES).
In Progress
20. Development Application 30/2010: investigate costings of an acoustic engineer to undertake independent auditory testing (DES).
In Progress
- October 2017
21. Future Health Needs of the Weddin Shire: undertake study (GM).
In Progress
22. Henry Lawson Birthplace Signage: update existing and install new signs. Undertake a road signage visitor assessment (DE).
In Progress
23. 24 Hour Toilet Facility in Grenfell: to be investigated (DE).
In Progress

November 2017

24. Building Better Regions Fund (BBRF): submit grant funding application under Round 2 (GM/DCS).

Carried Out

25. Memory Street traffic sign: request traffic committee to review the 100km sign/zone (DE).

In Progress

26. Bus Shelter: submit grant funding application (DE).

In Progress

QUESTIONS

Questions may be put to councillors and council employees in accordance with clause 25 of the Council's **Code of Meeting Practice**, as follows:-

- “(1) A councillor:*
- (a) may, through the chairperson, put a question to another councillor, and*
 - (b) may, through the chairperson and the General Manager, put a question to a council employee.*
- (2) However, a councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents.*
- (3) The councillor must put every such question directly, succinctly, and without argument.*
- (4) The chairperson must not permit discussion on any reply or refusal to reply to a question put to a councillor or council employee under this clause. “*

Questions should not be used to introduce **business without notice**. This is covered in Clause 17 of Council's **Code of Meeting Practice**.

Questions on routine **operational matters** should be directed to the General Manager or the appropriate Director separately from and/or prior to the meeting.

The following questions have been received:

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

The authority for Council to close a meeting to the public is given under Section 10 of the Local Government Act, for which the following excerpts apply:

[s 10A] Which parts of a meeting can be closed to the public?

10A

- (1) **[Meetings may be closed]** A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
- (a) the discussion of any matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.
- (2) **[Grounds for closure]** The matters and information are the following:
- (a) personnel matters concerning particular individuals (other than councillors),
 - (b) the personal hardship of any resident or ratepayer,
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
 - (e) information that would, if disclosed, prejudice the maintenance of law,
 - (f) matters affecting the security of the council, councillors, council staff or council property,
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege
 - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (3) **[Closure of Resolution to close]** A council, or a committee of the council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.
- (4) **[Public's right to make representations]** A council, or a committee of a council may allow members of the public to make representations to or at a meeting, before and part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

[s 10C] Notice of likelihood of closure not required in urgent cases

10C Part of a meeting of a council, or of a committee of the council of which all the members are councillors, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:

- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in section 10A(2), and
- (b) the council or committee, after considering any representations made under section 10A(4), resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

[s 10D] Grounds for closing part of meeting to be specified

10D (1)[Record of grounds for closure] The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.

- (2) **[Details to be specified]** The grounds must specify the following:
- (a) the relevant provision of section 10A(2),
 - (b) the matter that is to be discussed during the closed part of the meeting,
 - (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which the discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

RECOMMENDATION: That Council form a Closed Council to consider the items listed below,

AND THAT the Press and the public be excluded from the Meeting of the Closed Council because of the confidential nature of the business to be transacted, as stated below:

Note: A Council, or a committee of a Council, may allow members of the public to make representation to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

Nil