



To Avoid Delay when
Replying or Telephoning

Please Quote:

WEDDIN SHIRE COUNCIL

All Correspondence to be addressed to:
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GRENFELL NSW 2810

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A.B.N. 73 819 323 291

MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 19 DECEMBER 2019 COMMENCING AT 9.30 AM

12 December 2019

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, 19 DECEMBER, 2019**, commencing at **9.30 AM** and your attendance is requested.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES – Ordinary Mtg 21 November 2019
5. MATTERS ARISING
6. DISCLOSURES OF INTEREST
7. PUBLIC FORUM
8. MAYORAL MINUTE(S)
9. MOTIONS WITH NOTICE
10. CORRESPONDENCE (as per precis attached)
11. REPORTS:
 - (A) General Manager
 - (B) Director Corporate Services
 - (C) Director Engineering
 - (D) Director Environmental Services
 - (E) Delegates
12. ACTION LIST
13. COMMITTEES MINUTES
 - HLF Ctee Mtg, 26/11/2019
 - Bogolong Dam Ctee Mtg, 29/11/2019
 - Art Gallery Ctee Mtg, 5/12/2019
 - Tourism Ctee Mtg, 5/12/2019
 - Local Traffic Ctee Mtg, 5/12/2019
 - Heritage Ctee Mtg, 12/12/2019
 - OLT Mtg, 16/12/2019
14. TENDERS AND QUOTATIONS
15. QUESTIONS WITH NOTICE
16. CLOSED COUNCIL
17. RETURN TO OPEN COUNCIL
18. REPORT ON CLOSED COUNCIL
19. CLOSURE

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

ACKNOWLEDGEMENT OF COUNTRY:

The Mayor read out the following:

"I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Aboriginal Australians who are present."

At this point the Mayor welcomed everyone and advised that the meeting would be live streamed.

APOLOGY: Nil

CONFIRMATION OF MINUTES:

185 RESOLVED: Cr Diprose and Cr Parlett that the Minutes of the Ordinary Meeting, held on 21 November 2019 be taken as read as **CONFIRMED**.

DISCLOSURES OF INTEREST

Disclosure 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
Cr Liebich	C10	Property owner in Ooma Water Scheme	Pecuniary	Yes
Cr Best	C11	Owner of property in Main St	Pecuniary	Yes
	DE Item 8	Owner of property in Main St	Pecuniary	Yes
	DE Item 14	Owner of property in Main St	Pecuniary	Yes
Cr Bembrick	C11	Owner of property in Main St	Pecuniary	Yes
	DE Item 8	Owner of property in Main St	Pecuniary	Yes
	DE Item 14	Owner of property in Main St	Pecuniary	Yes
Cr Parlett	C11	Owner of property in Main St	Pecuniary	Yes
	DE Item 8	Owner of property in Main St	Pecuniary	Yes
	DE Item 14	Owner of property in Main St	Pecuniary	Yes
Cr O'Byrne	C11	Owner of property in Main St	Pecuniary	Yes
	DE Item 8	Owner of property in Main St	Pecuniary	Yes
	DE Item 14	Owner of property in Main St	Pecuniary	Yes
Cr Diprose	C9	Wife is chairperson of Weddin Community Native Nursery	Non-Pecuniary	Yes
	C10	Member of Ooma Water Scheme	Pecuniary	Yes

PUBLIC FORUM

The Council may hold a public forum prior to or part of each ordinary meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to or part of Extraordinary Council meetings and meetings of committees of the Council.

To speak at a public forum, a person must first make an application to the council in the approved form. Applications to speak at the public forum must be received by at least 10 days before the date on which the public forum is to be held, and must be accompanied by a brief description of the topic and/or a copy of any question.

A person may apply to speak on no more than one item of business on the agenda of the council meeting.

The following applications have been received: -

Nil

12 December 2019

Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. CENTROC and Central NSW Joint Organisation Board Meeting and ACT Legislative Assembly, C2.7.3

The General Manager and I attended the Centroc and Central NSW Joint Organisation Board meetings in Canberra on Wednesday 27 November, 2019 at the ACT Legislative Assembly as well as a roundtable discussion with various Ministers the following day at Parliament House. I now provide the following report for Council's information. Formal meeting minutes can be provided upon request.

Speakers in attendance at the General Meeting were:

1. Ms Bettina Konti, Chief Digital Officer ACT Government;
2. Mr Noel McCann, Director of Government Relations & Planning; and
3. Mr Brendan Smyth, ACT Commissioner for International Engagement.

Centroc Board Meeting

The Board were presented with the Statement of Finances. The information did not vary from the accounts provided to the Board in August 2019 and the Board resolved to adopt the Statement of Finances for Centroc.

Central NSW JO Board Meeting

Matters discussed and resolved at the Board meeting included:-

Advocacy - Advocacy Plans were adopted and the Board resolved to share the policy position of each with LGNSW.

Energy Program - The Board resolved to investigate the opportunities of the recently announced renewable energy zone.

An update was provided on the cost savings anticipated for the next three years from the recently agreed electricity procurement.

Internal Audit and Risk Management Report - Council will be aware that the Office of Local Government (OLG) has produced draft guidelines for internal audit and risk management seeking feedback. A response will be provided to the OLG by the JO.

Tourism Data Tool by Western Research Institute and support for a collaborative project with Arts Out West delivering arts and culture journeys - To help build the understanding of the value of tourism, the JO is collaborating and co-investing with Council, Destination Network Outback & Country and WRI on a tourism data project. Members are encouraged to support providing data into the program including promoting the visiting friends and relatives (VFR) survey through the community and through Council staff and family.

The Board also resolved to support the printing of collateral for arts and culture journeys through the region.

Regional Transport - The Board resolved to write to the Minister for Regional Roads, the Hon Paul Toole seeking advice on the update of the Bells Line of Road Corridor.

Regional Water - A strategic subcommittee including the sponsoring GMs, other interested GMs, the Portfolio Mayor and Chair to provide a higher level of strategic support for a regional response to emergency town water needs and long-term planning in the short term.

The JO will also undertake advocacy seeking early engagement in the Wyangala Dam wall raising and Lake Rowlands to Carcoar Dam projects with a view to being able to influence outcomes.

Regional Bridges Assessment Report - The Confidential report by Pitt and Sherry has provided a cost estimate of repairs, for all bridges and culverts and a cost estimate of replacement for the 8 bridges and 15 culverts where replacement is recommended.

The Regional Bridge Assessment Report was endorsed to be used to access further funding.

ACT Legislative Assembly

The Board participated in round table discussions with the following politicians:

- The Hon Michael McCormack, Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, Member for Riverina
- The Hon Mark Coulton, Minister for Regional Services, Decentralisation and Local Government
- The Hon Josh Frydenberg, Treasurer
- The Hon David Littleproud, Minister for Water Resources, Drought, Rural Finance, Natural Disaster and Emergency Management
- The Hon Angus Taylor, Minister for Energy and Emissions Reduction
- The Hon Sussan Ley, Minister for the Environment
- Hon Dan Tehan, Minister for Education
- Hon Andrew Gee, Assistant Minister to the Deputy Prime Minister, Member for Calare
- Senator the Hon Bridget McKenzie, Minister for Agriculture

MAYORAL MINUTE

A significant amount of discussion was around drought and ongoing drought support. Other issues raised included:

- Federal Assistance Grants and funding to Local Government more broadly
- Rural and remote health
- Telecommunications
- Electricity and energy market challenges
- Water Sharing Agreements
- Better vocational and tertiary education in region including direct funding to local government

RDA Central West Chair, Christine Weston and Chief Executive Officer Sam Harma provided an update on the RDA Forum in Canberra, tips and tricks for the Building Better Regions Fund and where the Central West RDA is heading.

For Information

Noted

CR M J LIEBICH
MAYOR

186 **RESOLVED:** Cr Liebich and Cr Bembrick that the Mayoral Minute be adopted.

CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 19 DECEMBER 2019.

SECTION A - Matters for information

The following letters are summarised and forwarded for the information of Councillors.

Enquiries should be directed to the relevant Director, or a copy of any letter may be obtained by contacting Katherine.

Should any particular action be desired for Section A, Councillors are requested to submit a Notice of Motion in accordance with the Code of Meeting Practice.

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 14 November 2019.
- A2. The Hon Shelley Hancock MP: Writing to advise your council about the NSW Asbestos Waste Strategy 2019-21.
- A3. The Hon Shelley Hancock MP: Pleased to advise that the Electoral Funding Amendment (Local Government Expenditure Caps) Bill 2019.
- A4. Greenethorpe Soldiers' Memorial Hall Committee, P2.13.2: I have been asked to write to you again in my capacity as Secretary of GSM Hall Committee.
- A5. Cr Partlett, C1.3.9: Forwarding copy of Interagency Minutes of Meeting held on 30 October 2019.
- A6. Cr Partlett, H1.7.15: Forwarding copy of Health Council Minutes of Meeting held on 16 September 2019.
- A7. Cr Brown, C1.3.16: Forwarding summary of Arts OutWest Board Meeting held 12 November 2019
- A8. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 21 November 2019.
- A9. Cath Sullivan, C1.1.3: Advising as some of you may know, in 2018 I asked John Schumann (ex-Redgum lead singer and songwriter of Only 19) to work with the Lawson's Legacy writing group.
- A10. Local Land Services, A3.6.65: Advising we have just embarked on a recruitment campaign for 29 positions on our local boards.
- A11. The Hon Michael McCormack MP, A3.19.3: Advising the National Heavy Vehicle Regulator (NHVR) is calling for funding applications for programs that improve heavy vehicle safety on Australian roads.
- A12. The Hon Michael McCormack MP, A3.19.3: Writing to advise that applications for Round 4 of the Federal Government's \$200 million Building Better Regions Fund (BBRF) have opened.
- A13. Steph Cooke MP, T2.3.1/A3.19.2: Writing in relation to allotment sizes with dwelling entitlements in the Weddin Shire.
- A14. Steph Cook MP, U1.2.3/A3.19.2: Referring to earlier correspondence regarding Glenelg Bush Fire Brigade phone coverage issues.

- A15. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 29 November 2019.
- A16. NSW Government Dam Safety, A3.6.11: Further to my letter of 24 October 2019, on 1 November 2019 the Dam Safety Act 2015 (2015 Act) and Dams Safety Regulation 2019 (the regulation) commenced.
- A17. Roads & Maritime Services, A3.6.24: Please find attached letter regarding weed management on state roads.
- A18. Local Government NSW, A3.8.2: NSW councils have warned that the State Government's planned overhaul of the planning system to 'slash assessment time frames and reduce red tape' must not be at the cost of lowering transparency or community standards.
- A19. Central Tablelands Water, U1.6.7: Forwarding the media releases regarding the NSW Government funding announcement of \$1 million for the completion of a feasibility study into the Lake Rowlands dam extension as part of its emergency response to the drought in regional NSW.
- A20. Australian Native Landscapes Pty Ltd, E3.4.6: Please find attached a covering letter outlining the proposed use of Biosolids at "Springfield" Brundah Hall Road Bumbaldry.
- A21. Brett Biddle, P4.20111: Writing to you to tender my resignation from the position of Overseer with Weddin Shire Council.
- A22. Robert Knight, P2.3.5: Forwarding an update in Love Your Libraries Week from 2-6 December.
- A23. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 6 December 2019.
- A24. Office of Local Government, A3.6.54: Advising a complaint statistics page is available on the Office of Local Government's (OLG's) website that provides general information about the way that OLG manages complaints about Councils, as well as relevant complaints data about individual Councils in NSW.
- A25. Grenfell Historical Society, C1.3.15: Advising the Grenfell Historical Society have for some time had concerns about the presentation of the Grenfell Cemetery as seen by both members of this community and visitors.
- A26. St Joseph's School Grenfell, C1.8.4: Writing to thank the Weddin Shire Council for your fantastic ongoing and generous support of St Joseph's School.

SECTION B - Matters for Report

- B1. Emily Essex, T4.3.6: Advising I recently took time to observe the current Civic Guide that is located at the Grenfell Railway Station precinct.
- B2. Kellie Luthje, C1.6.1: Writing in request for permission to put a small plaque on the wooden seat outside the IGA.

187 RESOLVED: Cr Diprose and Cr Brown that Correspondence sections A and B be noted.

SECTION C - Matters for consideration

1. The Hon Michael McCormack MP, A3.19.3: Advising the latest \$200 million round of the Building Better Regions Fund (BBRF) will be wholly and solely dedicated to helping the communities hit the hardest by the crippling drought.

Copy forwarded to Councillors

Noted

2. Department of Industry, Innovation and Science, C2.9.14: Advising the fourth round of Building Better Regions Fund has opened today and will target investment in the future growth and prosperity of drought-affected regions.

Copy forwarded to Councillors

RECOMMENDATION: that assistance be provided to the Grenfell Senior Citizens Committee to submit a grant funding application under the BBRF – Infrastructure Projects Stream to construct new aged care units in Grenfell.

188 **RESOLVED:** Cr O’Byrne and Cr Bembrick that assistance be provided to the Grenfell Senior Citizens Committee to submit a grant funding application under the BBRF – Infrastructure Projects Stream to construct new aged care units in Grenfell.

3. Grenfell Association of Churches, P2.1.3: seeking Council’s permission for us to conduct Carols in Taylor Park on Sunday 8 December, 2019 from 5:30pm to approximately 9:30pm; weather permitting.

Note: as the event was held on 8 December, 2019 approval was granted as requested subject to Council receiving a copy of their Public Liability policy.

RECOMMENDATION:

Confirm Action

189 **RESOLVED:** Cr Diprose and Cr Best that the action be confirmed.

4. Grenfell Association of Churches, P2.1.3: Advising we would appreciate Council providing 2 portaloos – male and female separately, for public use on Sunday 8 December, 2019.

Many thanks for your cooperation at this late time.

Note: As the event was held on 8 December, 2019 approval was granted.

RECOMMENDATION:

Confirm Action

190 **RESOLVED:** Cr Brown and Cr Parlett that the action be confirmed.

5. 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 with set up time from 5pm.

We also seek Council's assistance in providing extra Otto bins as well as barricades to block off the park side of Melyra Street to accommodate the SES vehicle etc.

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

Thanking you in anticipation.

RECOMMENDATION: that approval be granted and assistance be provided as requested.

191 **RESOLVED:** Cr McKellar and Cr Parlett that approval be granted and assistance be provided as requested.

6. The Hon. David Littleproud MP, C2.9.14: Writing today to inform you that Weddin Shire Council is eligible to apply for \$1 million in project funding under the Drought Communities Programme (DCP) – Extension.

Copy forwarded to Councillors

Noted

7. Department of Industry, Innovation and Science, C2.9.14: Advising on 7 November the Australian Government committed to provide an additional \$1 million each to 122 drought-affected councils under the Drought Community Programme – Extension.

Copy forwarded to Councillors

RECOMMENDATION: that:-

- i) the community consultation process currently being undertaken to obtain feedback regarding possible projects be confirmed
- ii) the projects be collated and submitted to the February 2020 Council meeting for determination of priorities
- iii) the draft list be forwarded to Councillors prior to the February 2020 Council meeting to facilitate the prioritisation process.

192 **RESOLVED:** Cr Diprose and Cr McKellar that:-

- i) the community consultation process currently being undertaken to obtain feedback regarding possible projects be confirmed
- ii) the projects be collated and submitted to the February 2020 Council meeting for determination of priorities
- iii) the draft list be forwarded to Councillors prior to the February 2020 Council meeting to facilitate the prioritisation process.

8. The Hon. Shelley Hancock MP, P2.3.18: Writing to thank you for your correspondence of 25 September, 2019 regarding applications submitted by Councillors Paul Best, Craig Bembrick, Jan Parlett and Stephen O'Byrne for me to grant exemptions to them from their pecuniary interest liabilities under section 370A of the *Local Government Act 1993* and Parts 4 and 5 of the Model Code of Conduct for Local Councils in NSW.

Copy forwarded to Councillors

Noted

9. Weddin Community Native Nursery, T5.47.2019: Advising the Nursery have recently made a payment of \$540.00 for our DA Shade Structure.

It is our understanding that Council is prepared to consider requests or concessions and charges for not-for-profit community organisations. That being the case we would be most grateful if you could review our DA application payment in this light and advise the outcome in due course.

RECOMMENDATION: that the Weddin Community Native Nursery be requested to complete a Community Project Support Application.

Cr Diprose previously submitted a written declaration of interest for Items 9 and 10 and left the room.

- 193 RESOLVED:** Cr McKellar and Cr Best that the Weddin Community Native Nursery be requested to complete a Community Project Support Application.

10. Ooma Water Incorporated, U1.7.4: Advising at a recent Ooma Water Inc. Executive meeting an application from Lawson Grain Pty Ltd for two new bores and a turkey nest storage dam to WaterNSW was discussed.

Copy forwarded to Councillors

Note: As objections had to be submitted by 17 December, 2019 a letter of objection was submitted.

RECOMMENDATION:

Confirm Action

Cr Liebich previously submitted a written declaration of interest and left the room.

Cr Best took the chair.

- 194 RESOLVED:** Cr Niven and Cr O'Byrne that the action be confirmed.

Crs Liebich and Diprose returned to the room with Cr Liebich resuming the chair.

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 19 DECEMBER 2019

RECOMMENDATION:

It is recommended that the late correspondence be received and dealt with because of the urgency of the matter.

195 **RESOLVED:** Cr Brown and Cr Best that the late correspondence be received and dealt with because of the urgency of the matter.

11. The Hon Steph Cooke MP, R1.4: Advising Grenfell CBD is set for a major upgrade, after the Weddin Shire was awarded \$2 million funding as part of the NSW Government's Regional Growth Fund. Plans will also be put in place to help provide better digital connectivity services across the Weddin Shire.

Copy forwarded to Councillors

RECOMMENDATION: that Council:-

- i) accept the grant;
- ii) grant approval to the General Manager to sign the grant funding deed;
- iii) write to the Member for Cootamundra the Hon Steph Cooke MP thanking the State Government for the grant funding.

Crs Best, Bembrick, Parlett and O'Byrne previously submitted written declarations of interest and left the room.

196 **RESOLVED:** Cr Diprose and Cr McKellar that Council:-

- i) accept the grant;
- ii) grant approval to the General Manager to sign the grant funding deed;
- iii) write to the Member for Cootamundra the Hon Steph Cooke MP thanking the State Government for the grant funding.

Crs Best, Bembrick, Parlett and O'Byrne returned to the room.

197 **RESOLVED:** Cr Diprose and Cr Parlett that the Correspondence be noted except where otherwise resolved.

12 December 2019

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 at Warwick Farm from the 14-16 October 2019 and Council was represented by Cr Liebich, Cr Bembrick 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 Linda Scott who also delivered a presentation on association initiatives including visiting all local councils, library funding and advocating for drought assistance
- The Premier of NSW the Hon Gladys Berejiklion MP addressed the Meet the Politicians breakfast on Monday morning assuring Councils the Government is committed to rural NSW evidenced by the investment in the area
- The Minister for Local Government the Hon Shelby Hancock MP reiterated the desire to work with LGNSW in making decisions that affect Councils
- Many of the Motions dealt with the drought and possible assistance as well as requests to set aside for funding for communities to recover post drought and that recovery co-ordinators be appointed through the JO's to facilitate recovery
- The LGNSW board is as follows:
 - Cr Linda Scott (President)
 - Cr Angelo Tsirekas (Vice President - Metro/Urban)
 - Cr Stephen Lawrence (Vice President - Rural/Regional)
 - Cr Jerome Luxale (Treasurer)
- Directors for the Rural/Regional area are as follows:
 - Darriea Turley
 - Phyllis Miller
 - Marianne Saliba
 - Ruth Fagan
 - Ben Shields
 - Keith Rhoades
 - Dominic King

THE GENERAL MANAGER'S REPORT

- Shoalhaven City Council won the A.R Bluett Award for the City and Regional Councils category while Bourke Shire Council won the award for the Rural Councils category.
- Other speakers at the conference included the Hon Bridget McKenzie Federal Minister for Local Government, Peter Primrose the Shadow Minister for Local Government and Mr David O'Loughlin Australian Local Government Association president.
- 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 with 123 motions dealt with at the conference. The content of the conference was excellent and certainly well worth while attending.

For Information

Noted

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

Stronger Country Communities Fund

Council's grant funding application under **Round 1** of the Stronger Country Communities Fund (SCCF) which is part of the NSW Government's \$1.3 billion Regional Growth Fund was successful with Council to receive \$768,982 to undertake the Main Street infrastructure project. The project will involve upgrading drainage and guttering infrastructure in the Main Street as well as improving Main Street amenity. A request was submitted to extend milestone 2 by six months which will allow more time for planning the project. This request has been approved.

Council's grant funding application under **Round 2** of the Stronger Country Communities Fund (SCCF) was also successful with Council and community groups to receive \$1.537 million as follows:

Project Title	Grant Value
Lawson Park Amenities Renewal	\$820,000
Lawson Park Spectator facility	\$110,000
Lawson Park Fitness Circuit	\$50,000
Bogolong Dam site access and water access upgrade	\$110,000
Grenfell Squash Courts walls renew and upgrade	\$62,500
Rugby Union Upgrade and Renewal	\$101,040
Caragabal Country Club green and club house renewal	\$150,000
Quandialla Pool	\$84,000
Grenfell Tennis Courts Renewal	\$50,424

Listed below is an update on the Community projects:

- Grenfell Squash Courts – completed.
- Grenfell Rugby Club - scoreboard currently being erected. Light poles and lighting system ordered.
- Caragabal Country Golf Club – completed.
- Grenfell Tennis Club – the project is nearing completion.

THE GENERAL MANAGER'S REPORT

Mrs Karen Pollock is currently liaising with the State Government, the local community groups and Council. Karen is ensuring the projects are completed and will also ensure the grant funding is acquitted in the required time frames.

Council's projects are in progress and will be further reported in the respective Directors reports. Council's grant funding application under **Round 3** of the Stronger Country Communities Fund (SCCF) has been submitted.

Council's grant funding application was submitted for the Main Street infrastructure project which is a high priority in our Community Strategic Plan (CSP) and the upgrade of Bogolong Dam within the required timeframe.

The grant funding for projects in the Weddin Shire is \$766,618 which is available for Council and the Community whereby 50% of the grant funding is required to be spent on youth related projects. Community organisations were able to apply for projects directly to the fund.

The outcome of Council's grant funding application should be known early 2020.

For Information

Noted

Regional Cultural Fund

As previously advised Council has been successful with the Grenfell Community Arts Centre building refurbishment grant funding application which is great news.

Plans are currently being developed for the upgrade of the Community Arts Centre.

For Information

Noted

THE GENERAL MANAGER'S REPORT

3. Drought Communities Program, C2.9.14

Council previously resolved to adopt the following projects to receive funding under the Drought Communities Program.

Project Description	Ccl funds
Weddin Mountain Muster – Stable project	\$81,769.09
Taylor Park toilets – disabled toilet	\$200,000
Grenfell Showground – 6 portable grand stands	\$30,000
Netball courts upgrade	\$113,045.50
Grenfell Country Club – Upgrade tennis courts	\$80,806.91
Greenethorpe Memorial Hall upgrades	\$50,648.55
Caragabal Memorial Hall upgrades	\$52,355.50
Quandialla Memorial Hall upgrades	\$59,000.82
Grenfell Preschool and Long Day Care – Green Space Project	\$31,146.64
Grenfell Rugby Club – Replace light poles	\$44,740.00
Grenfell Soccer Club – Club House building extension	\$40,000
Bembrick Oval Watering System	\$82,463.59
Quandialla Water - Highflow Standpipe	\$52,011.70
Grenfell Water – Standpipe	\$52,011.70
Caragabal Village water security – repairs to water supply	\$30,000
Total	\$1,000,000

Listed below is an update on the Community projects:

- Weddin Mountains Muster Stable Project – in progress. Expected to finish January 2020.
- Grenfell Showground – 6 portable grand stands – construction commenced with one seating stand complete.
- Netball courts upgrade – completed.
- Grenfell Country Club – upgrade tennis courts. Project should be finished by 31/12/19.
- Greenethorpe Memorial Hall Upgrade - internal painting completed. Pavers have been delivered. Formwork for the concrete slab has been installed. Current anticipated finish date 31/12/19.
- Caragabal Memorial Hall Upgrade – extension applied for. Awaiting response.
- Quandialla Memorial Hall upgrade - floor redress completed. Toilet construction in progress. Current anticipated finish date January 2020.
- Grenfell Preschool and Long Day Care – Green Space Project - earthworks completed. Anticipated finish date 31/12/19.
- Grenfell Rugby Club – light poles ordered. Current anticipated finish date 28/2/20. Extension applied for.
- Grenfell Soccer Club – completed.
- Caragabal Village water security –new pump and motor complete. Solar frames installed. Current anticipated finish date 31/12/19.

Project funding is intended to provide short-term support by boosting local employment and procurement, and addressing social and community needs. Council is required to complete the proposed local projects by 31 December 2019.

Mrs Karen Pollock is currently administering the projects particularly with the community groups. Karen is ensuring the projects are completed and the grant funding is acquitted in the required time frames.

For Information

Noted

4. Drought Communities Program Extension, C2.9.14

As previously advised at the November 2019 Council meeting, the Federal Government has recently announced they have committed to provide an additional \$1 million each to 122 drought-affected councils under the Drought Community Programme – Extension which is great news.

The government also committed \$1 million each to 6 new drought-affected councils. These measures are designed to provide an immediate economic stimulus to drought-affected communities. This latest extension to the program provides total funding of \$250 million over three years from 2018-19 to eligible Councils.

Types of projects that are able to be funded include:

- Small space
- Street scapes
- Recreational facilities
- Sporting facilities
- Fencing around facilities
- Events that will enhance employment opportunities and support mental health
- Purchase of equipment
- Works to upgrade roads

The funding will help to boost local employment opportunities, stimulate local spending and address social and community needs, help to ease pressures and share economic benefits for people living and working in these areas who have been facing tough times, due to drought. Project funding is intended to provide short-term support by boosting local employment and procurement, and addressing social and community needs.

A grant funding application will be required to be submitted to ensure the projects applied for meet the grant funding criteria. The grant funding deed will then be signed after approval.

In the meantime community consultation is currently being undertaken to obtain community feedback on where the funding could be spent with submissions closing Friday 31 January, 2020. A further report will be submitted to the February 2020 Council meeting for Council to determine the priorities for the grant funding application.

Council is required to complete the projects by 31 December 2020.

RECOMMENDATION:

Confirm Action

198 **RESOLVED:** Cr McKellar and Cr Diprose that the action be confirmed.

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	Nominations
Citizen of the Year	Bernadette Dykhoff Helen Denovan Belinda Mort
Senior Citizen of the Year	Deidre Carroll Marie Cotter
Community Event/Organisation of the Year	Grenfell Food Hall Grenfell RSL Sub-branch
Community Achievement Awards	
Youth Achievement Awards	Anna Hunt Amber Taylor Summer Dixon Skye McClelland Thomas Murphy Sophie Berry

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.

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

For Information

Noted

6. Weddin Wellness Plan, H1.7.1

The Weddin Wellness Plan has been previously adopted by Council. The plan will assist in facilitating coordination of health services in the Weddin Shire, to better understand the future health needs of an ageing community and to provide data for informed advocacy and improved health service delivery.

Mr. Stephen Sykes has been appointed as the partnership agent for an initial period of 12 months (part time). The Weddin Wellness Planning Network is currently being established prior to the Weddin Wellness Plan being implemented. The planning network will be established in late January early February when the practitioners return from the Christmas break. Initial contact has been made to assess this as the preferred timeframe.

A skeleton business case for potential investors in a variety of possible provider areas is currently being used as the basis for an application under the Building Better Regions Fund (BBRF) for 6 new aged/pensioner units managed and administered by the Grenfell and District Seniors Welfare Committee.

For Information

Noted

7. Local Government Reform – New Improvement Plan, C2.10.9

A new Improvement Plan is currently being developed which will include recommendations from Councils 'Fit for the Future' program, Innovation Fund program, Organisational review, Auditor General report on Local Government as well as actions identified against the fifteen (15) sustainability objectives in the Sustainable Best Value Policy previously adopted by Council.

The development of the new Improvement Plan has commenced and will be submitted to Council for endorsement upon its completion.

For Information

Noted

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

Mr David Gourlay has previously conducted various sessions with Councillors and staff to review the progress to date in regards to our Connected Leadership Programme and to provide further assistance for the future.

The program review included a combination of one-on-one coaching and development sessions as well as group workshops with Councillors and staff. The one-on-one sessions focussed on reviewing and further developing the behaviours of individual leaders to support a shift in our changing organisational culture, reviewing and re-setting our program to assist us to continue to change our culture and giving us further direction for the future.

To review our progress with the program and to ensure that Weddin Shire Council continues to have stronger social structures to support organisational and cultural change it is proposed to engage Mr Gourlay in early March 2020. Mr Gourlay is currently being engaged to conduct further sessions with Councillors and Staff to review our progress in shifting our organisational culture and give us further assistance and direction for the future.

For Information

Noted

9. Councillor and Staff Interaction Policy, C2.4.16

The draft Policy Interaction between Councillors and Staff was submitted to the November Council meeting for comment with various comments received.

These comments have been included in the draft policy in bold for Council consideration.

RECOMMENDATION: that Council formally adopt the Interaction between Councillors and Staff Policy as presented.

199 **RESOLVED:** Cr McKellar and Cr Diprose that Council formally adopt the Interaction between Councillors and Staff Policy as presented.

10. 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 2020.

200 **RESOLVED:** Cr McKellar and Cr Diprose that Council cancel the ordinary monthly meeting for January 2020.

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

Application is made for leave from 20 – 24 January 2020.

RECOMMENDATION: that:-

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

201 **RESOLVED:** Cr Parlett and Cr Brown that:-

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

12. 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

GLENN CARROLL
GENERAL MANAGER

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

THE DIRECTOR CORPORATE SERVICES' REPORT

12 December 2019

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 2019:

Bank Account	
Westpac	\$ 552,073.79
Short Term Deposits	
CBA	<u>7,000,000.00</u>
Total Investments	<u>\$ 7,000,000.00</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 2019.

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. Statement of Loan Balances as at 30 November 2019:

Loans	
ANZ Loan No...43092	1,882,145.17
ANZ Loan No...43084	<u>1,901,233.65</u>
Total Loans	<u>\$ 3,783,378.82</u>

For Information

Noted

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

Rates Receipts	451,059.33
Credit Union Agency Commission	607.20
Service NSW Agency Commission	4,930.80
Interest on Investments	3,462.20
FAG Grant instalment	342,968.00
Employment Related Grants	2,500.00
Pensioner Rebate	74,931.70
RFS M&R Grant	80,850.00
Library Council grant	69,428.00
Development & Building Application Fees	3,362.00
CTC Income	8,993.60
Caravan Park Fees	4,547.90
Swimming Pool Entrance Charges	10,162.60
Other	13,405.83
Total	<u>\$ 1,071,209.16</u>

For Information

Noted

4. YTD Expenditure 2019/2020:

Year To Date (YTD) Income & Expenditure Summary		
Income	Budget	YTD Amount
Rates and Annual Charges	\$3,671,038	\$2,691,884
User Charges and Fees	\$2,177,652	\$1,517,306
Interest and Investment Revenue	\$148,800	\$51,686
Other Revenues	\$288,800	\$35,229
Grants & Contributions - Operating	\$5,264,753	\$1,307,328
Total Operating Income	\$11,551,043	\$5,603,433
Grants and Contributions - Capital	\$2,148,581	\$1,153,631
Sale of P&E	\$150,000	\$137,591
Sale of Land	\$30,000	\$0
Total Capital Income	\$2,328,581	\$1,291,222
Total Income from continuing operations	\$13,879,624	\$6,894,655
Expenses		
Employee costs	\$4,335,604	\$1,661,024
Borrowing Costs	\$156,550	\$78,778
Materials & Contracts	\$3,024,185	\$1,339,760
Depreciation	\$2,615,582	\$1,089,826
Legal Costs	\$10,000	\$5,529
Consultants	\$0	\$0
Other Expenses	\$841,047	\$228,378
Total Operating Expenditure	\$10,982,968	\$4,403,294
Capital Projects	\$6,912,285	\$1,950,333
Purchase P&E	\$555,000	\$282,664
Purchase Land	\$60,000	\$0
Borrowing Costs	\$81,712	\$37,979
Total Capital Expenditure	\$7,608,997	\$2,270,976
Total Expenses from continuing operations	\$18,591,965	\$6,674,270
Net Operating Result (Incl. Capital Grants)	\$568,075	\$1,200,139
Net Capital Result	-\$5,280,416	-\$979,754
Net Result (Excl. Capital Grants)	-\$4,712,341	\$220,385
Add Back Depreciation	\$2,615,582	\$1,089,826
From/(To) Reserves	\$2,096,759	-\$1,310,211

For Information

Noted

5. **Debt Recovery – Rates and Debtors, A1.7**

Debt recovery activity is as follows:

Debt recovery activity for November has been of a routine nature and is as follows:

9 referred to Council Debt Collection Agency

- 2 arrangements
- 5 paid
- 2 no response

11 referred to Council Debt Collection Agency

- 5 paid
- 1 part payment
- 5 no response – further action to be taken

1-month letter demand letters sent

Co-ordinating with Outstanding Collections – Late intervention visits.

Undertook review of payment arrangement module in Civica platform and implemented improvements to the platform and also the business processes and procedures used.

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

6. **Renew Our Libraries Campaign, A1.7**

The NSW Public Libraries Association's 2018-19 Renew Our Libraries campaign was a spectacular success, delivering an increase of \$60m in state funding for NSW public libraries over the quadrennial period 2019-20 to 2022-23. This is the largest single increase in state funding since the NSW Library Act was introduced in 1939.

This outcome was achieved as a result of the remarkable support of councils, libraries and communities across the state. Over 80% of NSW councils formally endorsed Renew Our Libraries through council resolutions.

The NSW Public Libraries Association has requested the support of NSW councils in its advocacy to State Government to develop a sustainable funding model for NSW libraries.

Renew Our Libraries Phase Two has recently been launched <https://renewourlibraries.com.au/>. Well known media and advocacy company Essential Media has been engaged to administer the campaign, the objectives of which are to:

- **Index the total increased state funding contribution** to the Consumer Price Index (CPI) in perpetuity. Without indexation the actual value of state funding for NSW libraries will decline over time, leaving NSW councils to either meet the shortfall or reduce services.
- **Protect the new funding commitment** by including all elements of the new state funding model in legislation through the Library Act and/or the Library Regulation. Currently, only the per-capita component of the funding model (increasing from \$1.85 per capita to \$2.85 per capita over the 4-year period 2019-20 to 2022-23) is included in library legislation, leaving 46% of the total funding for NSW libraries at risk.

Index the Funding → Protect the Funding

These two simple measures will ensure that NSW councils continue to receive a significantly increased state government contribution to the operation of public libraries across the state, which will be protected by legislation and will not be subject to cost of living attrition over time.

This will also mean that the NSW Public Libraries Association, its member councils and libraries across the state can direct their funds and efforts to the ongoing support and development of high quality library services for NSW communities, rather than engaging in expensive and time consuming future funding campaigns.

This is our opportunity to lock in the historic 2019 state funding increase for NSW libraries once and for all, thereby ensuring the future prosperity of the NSW public library network.

Accordingly, it is recommended that Council supports the NSW Public Libraries Association by formally endorsing Phase Two of the Renew Our Libraries Campaign to secure a sustainable funding model for NSW public libraries in perpetuity.

RECOMMENDATION: that Council:

1. Make representation to our local State Member(s), the Hon. Steph Cooke, in relation to the need for a sustainable state funding model for the ongoing provision of public library services.
2. Write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of state funding for NSW public libraries, as well as legislation of all elements of the 2019-20 to 2022-23 NSW state funding model.
3. Continue to lobby for sustainable state government funding for libraries.
4. Endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council libraries, as well as involvement in any actions proposed by the Association.

203 RESOLVED: Cr Diprose and Cr Parlett that Council:

1. Make representation to our local State Member(s), the Hon. Steph Cooke, in relation to the need for a sustainable state funding model for the ongoing provision of public library services.
2. Write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of state funding for NSW public libraries, as well as legislation of all elements of the 2019-20 to 2022-23 NSW state funding model.
3. Continue to lobby for sustainable state government funding for libraries.
4. Endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council libraries, as well as involvement in any actions proposed by the Association.

7. Grenfell Library, C2.8.15

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

Australian Author Karly Lane visited Grenfell on Tuesday 5 November with a fantastic turnout. It was great to finally meet Karly and hear her story.

Preschool Story time has continued this month with numbers up for the month. A final 2 sessions for 2019 will be held in December.

This month we showed the movie Yesterday. A great movie that made you think about what the world would have been like without the band The Beatles. A great turnout for the month. December we are showing three movies. Two Saturday night sessions and the annual Christmas movie for the kids on the last Friday before the break.

More stock from the State Library arrived and has been entered into the system.

Final preparations for the pre-Christmas kids' activities and planning for January activities is well underway.

1,000 books before school program was launched in October with 11 kids signed up and reading since with a great range of ages from birth to 5.

With the assistance of the CTC Officer updates have been made to the library website with a few more new sections to come in the new year.

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 relevant local organisations.

Communicated with regional stakeholders over poor connectivity. Promoted both November Regional Digital Connectivity Program consultation meetings in Grenfell through direct emails including reminders, distribution of poster and flyers, radio interview, personal contact with relevant stakeholders including RFS, NSW Farmers, Young Farmers, Lachlan Fertilisers etc. Distributed online and hardcopy surveys to interested parties. Attended both meetings in Grenfell and provided following up information as requested by regional stakeholders.

Promoted Instagram 101 for Small Business workshop to capitalise on the #Buy From The Bush and #Stay In The Bush campaigns.

Researched and prepared report for and attended November OET meeting.

Provided documents to special projects engineer as requested.

Provided relocation advice to prospective new resident.

Sourced business advice for regional stakeholder.

Arranged updates for online business listings.

For Information

Noted

9. Tourism/Promotions, C2.8.11

Visitor Economy Economic Update: -

Grenfell VIC recorded a decrease in visitation of 30% during November 2019 compared with the same period last year. November was the quietest month in the VIC since the heat wave of February 2019 with 339 visitors serviced. Current Destination NSW data indicates a primary economic impact of \$37,906 to the Weddin visitor economy (domestic overnight visitor@ \$160, domestic day trip visitor@ \$151). This is likely a result of widespread bushfires affecting the decision to engage in discretionary travel.

Staffed the Grenfell Accredited Visitor Information Centre as required. Liaised with casual staff over weekend shift including filling gaps in the roster, key handover and preparation of tasks. Updated TV screen 2x and created social media content for Grenfell Tourism. Coordinated new event updates to Grenfell website. Printed and folded VIC documents as required. Ordered merchandise for the AVIC. Coordinated the procurement, publicity and sale of calendars by local artist at the VIC.

THE DIRECTOR CORPORATE SERVICES' REPORT

Took enquires from the public on participating in the 2020 Grenfell Henry Lawson Festival of Arts as entertainers, market stalls, entrants etc. Sourced quotes and prepared report on possible future direction for 2020 Festival. Attended November Festival meeting and presented correspondence. Prepared and distributed secretary position description to interested party. Prepared survey on future direction of the Henry Lawson Festival, including distributing hard copies.

Participated in webinar on "What is the role of Local Government in a Modern and Changing Tourism Industry?"

Procured final version of silo flyer, including sourcing design refund, approving proof and collecting delivery from depot.

Prepared December tourism meeting agenda including workshop report.

Arranged for publication of 2x media releases.

Assisted to hang the acquisitive exhibition, made contact with artist in response to incident in the gallery.

Recorded Community Hub bookings, distributed and collected paperwork from clients, and set conference room up as required.

Participated in promotions for Central NSW Councils including accommodation survey media releases and accommodation surveys.

Continued to pursue possible accreditation of the Weddin Mountains National Park as an International Dark Sky Park including sourcing quote to host stargazing events in a national park and identifying members to join a Dark Sky Park management committee.

Liaised with DMP consultant to undertake further site visits, source additional information on state forest and crown land, including maps, source contact for possible new motel. Attended councillor DMP workshop.

Continued Australia Day Ceremony organisation including attending November meeting, actioning minutes and preparing and distributing December agenda. Arranged the collection of cash by representatives of each village for their Australia Day Ceremonies and Christmas competitions.

Coordinated the delivery of Christmas garlands and baubles to each village. Coordinated the installation of garlands for Grenfell's Main Street. Organised and promoted the Grenfell Christmas competitions, including confirming sponsors.

For Information

Noted

10. Arts/Tourism, C2.8.11

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

Art Gallery

- Assisted Art Gallery volunteers
- Organised replacement volunteers throughout the month when rostered volunteers were not available
- 'Earth & Water' exhibition
 - Liaised with artists
 - Phone calls
 - Emails
 - Sales
- 'Paris & other Places'
 - Liaised with co-ordinator
 - Invitations
 - Media Release
 - Sales list
 - A3 Posters
 - Name Plates
- 'Grenfell Artists Inc' exhibition
 - Liaised with coordinator & artists
 - Emails
 - Phone calls
- 2020 exhibition calendar
 - Phone calls
 - Emails
 - Artist profiles
- 2021 – exhibition calendar
 - Phone calls
 - Emails
 - Artist profiles
- Discover magazine – Grenfell exhibitions
- Arts OutWest – Grenfell exhibitions
- The Record – Grenfell exhibitions
- Recorded Art Gallery visitor statistics
 - Daily, on occasions when volunteers were absent
 - Monthly total
- Greeted visitors & locals to the Gallery
- Check emails
- Handled general enquiries
- Handled Gallery Sales
- Monitor Gallery Donations
- Recorded exhibition statistics
- Action plan & report for Art Gallery meeting

Visitor Information Centre

- Staffed VIC and handled enquires including referrals to businesses and the museum
- Joblink Plus enquiries
- Rural Financial Councillor enquiries
- Maintained brochures from other towns and districts
- Printed Grenfell brochures & maps
- Sent weekly emails to businesses regarding 'What's on in Grenfell' and circulated the collated information to surrounding VIC network
- Recorded information from businesses for the week-end VIC staff
- Maintained the events calendar
- Recorded daily VIC counter statistics
- Monthly statistics totaled
- In town/pass through statistics - October
- Monthly Tourism Group survey
- Recorded free camping statistics
- The Hub - room hire
 - Booking enquiries – Conference room
 - Booking enquiries – Small office
 - Room setups
 - Re-hung WSC Acquisitives, Henry Lawson Festival Art - Conference room
 - Function enquiries
- Managed souvenir sales
- End of day reconciliations

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

Client Enquires

- 130 clients made enquires via telephone
- 222 clients made enquires in store
- 33 clients made enquires via email/website

Sales and Services

- Conducted Repairs for 31 residential clients and 1 business clients
- Laptop/PCs sold to 5 residential clients and 2 business clients
- Software, parts, and accessories sold to 28 residential clients and 1 business clients
- Ink and toner cartridges sold to 11 residential clients
- 61 Clients used Training Room for internet access and printing

Printing

- Bromar Engineering
- Criterion Hotel
- Mackrete

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 Grenfell Rugby Club Website
- Email hosting Mackrete

System Administration

This month

- Identify and Resolve issue with email sending from website (Caravan Park)
- Configure PCs for Engineering x 4
- Install critical Libero software patch (Library)

Ongoing

Install Operating System & Software Updates for On-Prem Servers

- Domain Controller x 2
- Windows Update Updates Services
- Hyper-V
- Libero
- Internal Wiki

Manage Operating System & Software Updates for Workstations via WSUS

- Evaluate Latest Updates (Staging Environment)
- Approve Evaluated Updates (Library, VIC, EDO, Internet Centre)
- Decline Superseded Updates
- WSUS Clean-up
- Investigate PCs not connecting back to WSUS

Maintenance of Websites (Internet Centre, Library, Caravan Park)

- Install latest content management software
- Install latest plugins
- Investigate abnormalities detected by web application firewall
- Create pages and update Menu Library Website

Development

- PowerShell – update Automated Client Install Script (CTC)
- PowerShell – Reset-Outlook (automate resetting of Outlook profiles)
- PowerShell – Remove-Office-Apps (removes office app from system image)
- PowerShell – Automate-Council-PC-Setup (Setup software and settings for new council PCs)

Help Desk (Council Departments)

- Troubleshoot email issue on 4 x Council PCs
- Tech support PowerShell script usage – Reset-Outlook
- Troubleshoot issue with VIC and EDO issue regarding Office App.

Marketing (Internet Centre)

Publish Blog Posts (<https://www.grenfellinternetcentre.com.au>)

- New Partnership with Westpac Scam Email:
<https://www.grenfellinternetcentre.com.au/new-partnership-with-westpac-scam-email/>
- Security Alert - Outlook Phishing Email:
<https://www.grenfellinternetcentre.com.au/security-alert-outlook-phishing-email/>
- Share Posts on Social Media
 - Facebook
 - Twitter
 - Google Business
- Search Engine Optimisation on Blog Posts
- www.grenfellinternetcentre.com.au visited 361 times by 345 Users

For Information

Noted

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

204 **RESOLVED:** Cr Best and Cr Diprose that except where otherwise dealt with the Director Corporate Services' Report be adopted.

12 December 2019

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Works Report (1st November 2019 to 30th November 2019)

1.1 Highways - Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide-posting has continued on major highways this month:

SH6 (Mid-Western Highway)

- General Maintenance
- Asphalt repairs
- Slashing has been completed

SH17 (Newell Highway)

- General Maintenance
- Asphalt repairs
- Slashing has been completed

1.2 Regional Roads - Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide-posting has continued on major highways this month:

MR398 (Mary Gilmore Way)

- General maintenance
- Asphalt Repair
- 2019-2020 Slashing program on hold due to conditions

MR236 (Henry Lawson Way)

- General maintenance
- Asphalt Repair
- Resealing completed
- 2019-2020 Slashing program on hold due to conditions

MR237 (Gooloogong Road)

- General maintenance
- REPAIR application lodged for 2019/2020
- 2019-2020 Slashing program on hold due to conditions

THE DIRECTOR ENGINEERING'S REPORT

MR239 (Henry Lawson Way / Young Road)

- General maintenance
- Linemarking scheduled
- Resealing completed
- 2019-2020 Slashing program on hold due to conditions
- Tree lopping initiated

1.3 Rural Local Roads - Capital Works

Capital works on the following rural local roads during the month were completed:

- 1 km section of Driftway Road rehabbed
- Bogolong Dam Road – Re-sheet and widen

1.4 Rural Local Roads – Maintenance

Routine maintenance such as slashing, patching and guide posting has continued on rural local roads during the month:

- Maintenance Grading of Lynchs Road, Bald Hills Road, Barkers Road and Wheatleys Road

1.5 Urban Area - Capital and Maintenance Works

- General maintenance
- Numerous boundary traps located and raised
- Sewer Manholes raised to ground level
- Sewer Relining completed by interflow

For Information

Noted

2. Other Works

2.1 Parks & Ovals Report

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

- Henry Lawson Oval amenities pad construction is complete
- New Sprinklers added to Henry Lawson Top Oval
- Taylor Park – New water line installed for the amenities block

THE DIRECTOR ENGINEERING'S REPORT

2.2 Cemeteries

The following graves have been prepared from; 1st November 2019 to 30th November 2019:

Grenfell Lawn	—	1
Grenfell	—	2
Bimbi	—	0
Caragabal	—	0
Ashes Internment	—	0
Private property	—	0

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

- General Maintenance:
 - Mowing / Slashing
 - Facilities Maintenance
 - Weed Spraying / Removal
- Topped up graves
- Plaques fitted

2.3 Sewer Mains

Three (3) sewer chokes were been attended to during the month of November 2019. None were in the relined sections. The cause of all chokes were root intrusion.

2.4 Private Works

No private works carried out from the 1st November 2019 to 30th November 2019:

2.5 Village Area - Capital and Maintenance Works

- Quandialla drainage design completed and accepted – Seeking Quotations
- Caragabal Park upgrade continuing
- Greenethorpe notice board refurbishment ongoing

2.6 Vandalism

Rural -	Nil
Urban -	Nil

Progressive Cost Urban:	\$0.00
Progressive Cost Rural:	\$0.00

For Information

Noted

3. Future Works (01.12.2019 onwards)

3.1 Highways

- General maintenance
- Weed Spraying

3.2 Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- Successful REPAIR Grants on:
 - MR398 - Rehab
 - MR237 - Rehab

3.3 Rural

- General maintenance
- Maintenance Grading:
 - Nowlans Rd
 - Bald Hills Rd
 - Lynch's Rd
 - Parnells Ln
 - Brundah Hall Rd
- Gravel re-sheeting as per operational plan
- Gravel Rd signage installation to continue
- Sucker control and table drain maintenance ongoing
- Hancock Flinns Rd – Rectifying road geometry (F.A.G & R2R)
- Tree trimming Sandy Ck Rd (approx. 5km) works now completed

3.4 Urban and Village

- General maintenance
- Emu Creek Rehabilitation Milestones 5 & 6 to continue
- Quandialla drainage program in its final year
- Caragabal Park Upgrade to continue
- Tree trimming in various locations

For Information

Noted

THE DIRECTOR ENGINEERING'S REPORT

4. RMS RMCC Contract, R2.54.4

- Brundah School Rehabilitation - Project commencement late January 2020
 - Final Stages of Estimation
 - Preparing Job Specific paperwork

For Information

Noted

5. Plant Report

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

PLANT NO	PLANT	DETAILS
4101	Loader	Renew radiator, pulleys, belts, compressor removal, hydraulic repairs, crack inspections, renew scales, perform service
4104	Mower	Electrical repairs, safety switches, deck repairs, starting system repairs, clutch
5220	Spray rig	Fabricate and set up spray rig skid - finish
2083	Spray ute	Fit out GPS, control panels, pc holders etc for spray rig
3958	Gravel truck	Replace clutch assembly, slave and all required parts, air system repairs
4106	Backhoe	Hydraulic repairs, leg repairs, service and cooling system repairs
4053	Grader	Hydraulic and electrical repairs
4107	Patch truck	System repairs, electrical repairs, remove full front boom assy and overhaul tarp motor and controller fit out
3955	Gravel truck	Hiab repairs , body repairs
4108	Roller	No drive concern diagnose remove drive assembly transmission onsite repair drive hub and reassemble, repair electrics also
3952	Prime mover	Hydraulic repairs, replace all cab mounts and supports, misfire repairs
2095	Ute	Tray repairs
3957	Gravel truck	Hitch repairs, air system repairs
5105	Water cart trailer	Overhaul suspension, elecs renew water tank and plumbing, rebuild water pump
4105	Grader	Full service, air system repairs, circle repairs & adjustments
3963	Truck	Air conditioning repairs
4094	Backhoe	Bucket repairs and driveline diagnosis and repairs
3954	Trailer	Hydraulic repairs & tailgate repairs
4115	Forklift	Brake repairs and diagnosis

For Information

Noted

6. Noxious Weed Report – 1st November – 30th November 2019

<u>Activity</u>	<u>Location</u>
Administration	<ul style="list-style-type: none"> • Monthly reporting • Mapping • BIS uploads • Email replies to relevant emails • Finalised slashing program & began roadside spraying
Publicity	Received merchandise for hand out regarding weed awareness also new magnets for weed vehicle.
Mapping	'GETAC' tablet Now has ROAM installed and is being utilised with inspections
Meeting	<ul style="list-style-type: none"> • Macquarie Valley Weeds Committee meeting (MVWCM) at Wellington
Training	Mental Health first aid training cost covered by MVWC
Property Inspections	Monitoring 4 properties with current weed issues.
Roadside Inspections & Reactive Treatment of weeds if required	Inspections: <ul style="list-style-type: none"> • Cemeteries • State Highway SH17 • Regional Roads
High Risk Weed Road Inspections	<ul style="list-style-type: none"> • Henry Lawson Way (MR239) – Weed marker maintenance replace red guide post
Council Owned Land Inspections	<ul style="list-style-type: none"> • Grenfell Town Area • Bumbaldry area
TSR Inspection	<ul style="list-style-type: none"> • SH6 • Henry Lawson Way • Mary Gilmore Way

THE DIRECTOR ENGINEERING'S REPORT

Rail Inspection	<ul style="list-style-type: none">• Grenfell Town Area
Other High Risk Weed Sites Inspected	<ul style="list-style-type: none">• Cemetery• Silos• Rest Areas
Slashing Spraying Program	Completed the 2019-2020 Program
Sucker Control	Completed the 2019-2020 Program
Vehicle	Vehicle upgrade is complete. The new configuration has a boom spray which can be utilised on all parks and ovals.

For Information

Noted

7. Roads to Recovery, R2.56

On the 6th November 2019, the Government announced \$138.9 million additional Roads to Recovery funding in the 2020 calendar year for the 128 Local Government Areas eligible for the Drought Communities Programme Extension.

Weddin Shire Council has been fortunate to receive an additional \$635,335 over the 2019-20 to 2020-21 financial years.

Scoping is currently underway for the additional funding and council is having an emphasis on heavy vehicle routes and safety.

For Information

Noted

8. Grenfell Main Street Renewal, R2.4.19

The detailed engineering design and draft tender documents for the Main Street Renewal are now in progress, and are at 90% completion

It is proposed to submit the final technical design to the next local traffic committee meeting for consideration and adoption.

For Information

Crs Best, Bembrick, Parlett and O'Byrne previously submitted written declarations of interest and left the room.

Noted

Crs Best, Bembrick, Parlett and O'Byrne returned to the room.

9. Alteration of Give Way sign on the Intersection of Melyra and Forbes Street.

The signage proposal was submitted to the traffic committee meeting and was adopted. Upon council confirming the minutes, works will commence early 2020 on the signage relocation.

For Information

Noted

10. Caragabal Water Supply – U1.6.8

Council were successful in the application for further assistance with water carting to the township of Caragabal. A high demand was evident in the month of November.

There are 61 residents living in the village and 22 non-residents school children attend the Caragabal Public School.

For Information

Noted

11. 2018-2019 Bimbi Floodplain Management Program

Council applied for financial assistance under the '2018-2019 Floodplain Management Program' and has been successful. An assistance of \$51,428.27 has been offered and the funding Agreement has been accepted.

A draft work plan has been compiled in collaboration with OEH. Council intend to have the work plan finalised by February 2020.

For Information

Noted

12. Fixing Local Roads Program

Council has submitted its application for the Fixing Local Roads program. The application totalled approximately 4.83 million dollars.

The works nominated will see a positive impact on tourism and heavy vehicle routes.

For Information

Noted

13. Henry Lawson High School – Links to Learning Set to Go

Over the last two weeks, students from the Henry Lawson High School in the 'Links to Learning Set to Go' program have been working in the community to improve water quality and safety. Stencils with an important message have been painted onto stormwater drain inlets depicting "Use your brain stay out of the drain. Storm water only".

The participants designed the stencil and the slogan. It is hoped that the message will be well received by the residents of Grenfell with the message printed in 23 locations around the community.



For Information

Noted

THE DIRECTOR ENGINEERING'S LATE REPORT

RECOMMENDATION: that the Director Engineering's late report be received and dealt with because of the urgency of the matter.

205 **RESOLVED:** Cr Brown and Cr McKellar that the Director Engineering's late report be received and dealt with because of the urgency of the matter.

14. Grenfell Main Street Renewal – NSW Regional Growth Fund

On the 18th December 2019, Council was fortunate to have received an additional two (2) million dollars through the NSW Regional Growth Fund. Of the two million, one (1) million is dedicated to the Grenfell Main Street Renewal and the other one (1) million is dedicated towards Digital connectivity in the area.

As there was insufficient funding initially for the Main Street Renewal, only the Western end and Forbes Street Roundabout was able to be funded. With the additional funding Council can now put it towards construction of the Eastern End.

For Information

Crs Best, Bembrick, Parlett and O'Byrne previously submitted written declarations of interest and left the room.

Noted

Crs Best, Bembrick, Parlett and O'Byrne returned to the room.

**JAYMES RATH
DIRECTOR ENGINEERING**

206 **RESOLVED:** Cr Bembrick and Cr McKellar that except where otherwise dealt with the Director Engineering's Report be adopted.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

12 December 2019

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

Dear Sir,

I wish to report as follows: -

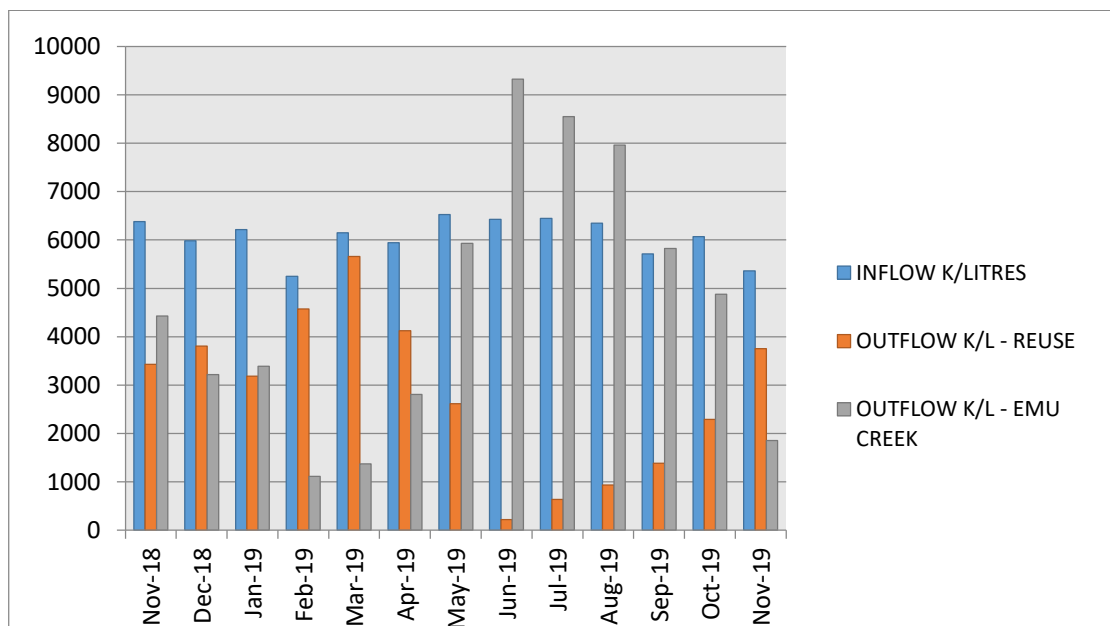
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during November 2019 was 5,359 kl with the daily average of 178.63 kl. Outflow for irrigation for reuse was 3,754 kl and discharge to Emu Creek 1,852.4 kl.

The highest daily recording of 201 kl occurred for the 24 hours ending 6.30 am on 5 November 2019 and the lowest of 155 kl for the 24 hours ending 6.30 am on the 15 November 2019.

A total rainfall of 7.5 mm was recorded for the month.



For Information

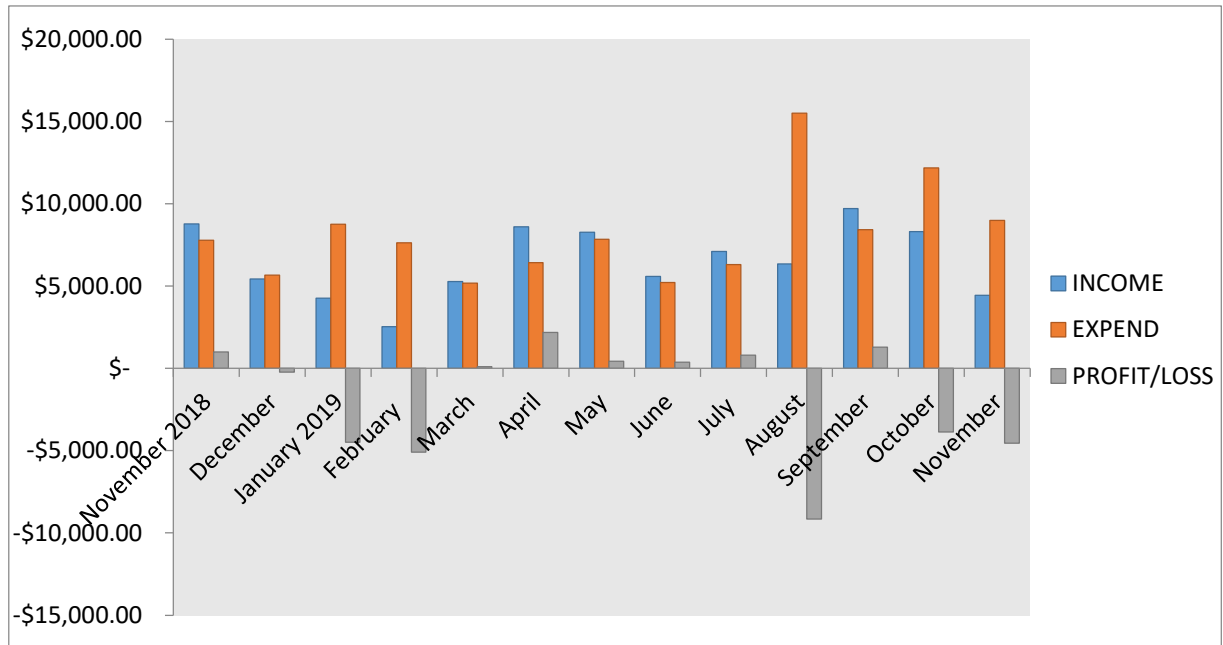
Noted

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

Income for the month of November 2019 was \$4,429.00 with expenditure of \$8,984.11 resulting in an operational loss of \$4,555.11 the month.

There were 135 sites occupied for the month of November 2019.



For Information

Noted

3. Animal Control, A4.4.4

Animal control activities were:

a. Companion Animals

Animals Seized & Impounded :	0	Animals Destroyed:	0
Animals Straying/Returned to Owners immediately:	1 (Dog)	Animals Released:	2
Animals Straying and Impounded:	3 (Dogs)	Animals Escaped:	1
Animals Surrendered:	4 (Dogs)	Animals Rehomed:	0
		Animals Sold:	0

Other Activities:

Companion Animals

- 1 x Statement obtained – alleged dog attack Quandialla
- Contemporaneous notetaking
- 2 x straying dog correspondence issued
- 2 x show cause correspondence issued (1 x stray dog, 1 x straying goats)

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- 1 x general correspondence
- 3 Penalty Infringement Notices issued (2 x stray dog, 1 x stray goats)
- 1 x possession notice issued
- 1 x Notice of Intention to Declare Menacing Dog issued
- Pound duties
- OLG Dog and Cat seizure reporting NSW OLG Database
- 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 the NSW Companion Animals Act legislation
- Entering new data on the NSW Pet Registry as per legislative requirements
- Registration check cross reference (DPI & E)
- Entering records on Council authority
- Verification of microchip/registration details
- Detailed investigation and report submitted regarding Kangaroo problem – North Street. Consultation included surrounding Councils, Local Land Services, RSPCA, NSW Police Service and NSW National Parkes and Wildlife Service

Environmental

- 5 x NOI's issued LGA Order No. 21 (overgrown block/accumulation materials/ household rubbish) Grenfell and Caragabal
- 1 x compliance met response to NOI issued Order No. 21 - Caragabal
- 1 x compliance met
- Compliance met response to 1 x NOI's issued removal of rooster LGA Order No. 18
- Compliance met response to Order issued LGA Order No. 18 removal of goats Greenethorpe.

Recycling

- Contamination of bin check
- New bins delivered

Advertising

- Greenethorpe - "Round and About" monthly newsletter – dog offences under CAA 1998
- Grenfell Record – Editorial "A Christmas and Pets"

Ranger Workshop

- Attended NSW AILGR Western Division Workshop on Wednesday 20 November – Nyngan NSW.

For Information

Noted

4. Grenfell Aquatic Centre, P2.3.1

Total Attendance:	4376	School/Other Usage:	1213
Daily Average:	145	Other Usage:	722
Cash Attendance:	328 Child	Season Ticket Sales:	
	188 Adult	Child:	3
Season Ticket	1086 Child	Adult:	6
Attendance:	839 Adult	Family:	26
		Pensioner:	16

Activities for the month –

- Henry Lawson High School, Grenfell Public School have commenced swim and survive programmes.

For Information

Noted

5. Quandialla Swimming Pool, P2.3.2

Total Attendance:	1000	Season Ticket Sales:	
Daily Average:	45	Single:	5
		Family:	29
		Aqua Class:	9

The Quandialla Swimming Centre opened for the season on Sunday 3rd November.

Activities for the month –

- Committee hosted a “Rise and Shine” breakfast as a welcome to season / fundraising event
- Swimming Club commenced the 6th of November -Wednesday and Friday evenings.
- Squad running- Monday and Thursday
- Aqua Fitness- four sessions a week
- An additional “Staying Active” Aqua class that is supported by the Department of Health to promote activity in the 50 + age group/ all genders
- Regular private swimming lessons (Austswim Instructors - Staff)
- Bribbaree Public School attending every Friday to promote swimming safety and stroke correction

For Information

Noted

6. Grenfell Waste Facility, E3.3.2

An inspection of the abovementioned site was carried out by EPA and Council staff regarding the operation of the facility.

The following issues were identified by the agency and Council's action noted in italics:

Short Term Actions

1. Remove all windblown rubbish and continue to undertake the removal routinely;
Contractor has been directed to carry out routine windblown rubbish removal.
2. Minimise as far as practicable the size of the active tipping face of the active landfill cell;
and
Council's Tip Operator has been directed only to have daily loads as part of working face.
3. Apply daily cover to the waste in accordance with section 8 of the Guideline.
Council has contracted a loader to provide cover on the days of expose tip face to allow Council's Tip Operator to immediately cover and compact.

The EPA requests that by 31 January 2020 Council undertakes the following:

1. Identification and disposal of all potentially asbestos contaminated waste in accordance with s.80 of the Waste Regulation;
To be carried out
2. Works to ensure all contaminated surface water and leachate is retained onsite; and
A leachate detention pond will be constructed below the cells to the west.
3. A groundwater monitoring program is established in accordance with section 4.4 of the Guideline.
It is proposed to install 2 groundwater monitoring wells located below the leachate detention pond with indicator parameters consistent with Table 5 of the Environmental Guidelines: Solid Waste Landfills.

Council has requested confirmation of Testing regarding:

- a) *Pollutants*
- b) *Frequency*

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Medium Term Action

To further improve the planning and therefore the management of the landfill, the EPA requests Council:

1. Considers the option of either contracting or centralising the management of the landfill to one section within Council;

Council will consider its options regarding centralization of the management of the facility.

2. Undertakes a revised risk assessment in accordance with Environmental Risk Assessment and Mitigation Package (E-Ramp) to confirm the main environmental risks associated with the landfill and to allow Council to prioritise its response to the identified risks;

To be actioned

3. Prepares a Landfill Environmental Management Plan (LEMP) having regard to the minimum standards established in the Guideline, including details regarding how these standards will be met. The impact assessment requirements in the Guideline provides details as to the information which should be contained, as a minimum in the LEMP; and

To be developed in conjunction with a PIRMP.

4. Develops a timeline for the completion of the disposal of all building and demolition waste based on the risk assessment outcomes and the LEMP.

To be developed

The existing facility will require upgrading to address the issues raised by the EPA inspection with the following works to be carried out in the short term (before June 2020):

- 1) redevelop the filling program to have co-mingled waste to reduce double handling,
- 2) construct a 2100mm high chain wire fence to the north eastern boundary for a distance of approximately 350m to assist with the control of windblown litter and security
- 3) construct a leachate detention pond below the existing waste cells to the west.
- 4) install 2 groundwater monitoring wells located below the leachate detention pond with indicator parameters consistent with Table 5 of the Environmental Guidelines: Solid Waste Landfills.
- 5) consider timeframe for Medium term actions 1 -4

The works will require new funding to be allocated as these costs were not identified in the recurrent maintenance budget and estimates indicate the works could cost in the vicinity of \$65,000.

For Council's Consideration

207 **RESOLVED:** Cr Diprose and Cr Parlett that Council complete the identified short term works with funding to be sourced from the Future Capital Projects reserve with future works considered as part of Council's 2020/2021 Budget process.

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
40/2019	Mr GJ Hicks	Boundary Adjustment	\$0	LOTS: 2 & 3 DP: 263310 9-11 & 13-17 Makins Street GRENFELL NSW 2810
42/2019	Mr GW & Mrs PM Baker	Garage	\$6,500	LOT: 1 DP: 601242 30 Brundah Street GRENFELL NSW 2810
43/2019	Mr RC Grimm	Swimming Pool	\$40,000	LOT: 219 DP: 754583 1035 Mary Gilmore Way GRENFELL NSW 2810
44/2019	Mr AH Troy	Industrial Building used for Metal Fabrication	\$120,000	LOT: 22 DP: 1224552 8 Phil Aston Place GRENFELL NSW 2810
45/2019	Mr HB & Mrs VJ Knight	Shed	\$13,360	LOT: 8 DP: 838999 27a Rose Street GRENFELL NSW 2810

For Information

Noted

2. Construction Certificates

The undermentioned applications were received and determined under delegation:

CC NO.	Applicant	Construction	Address
19/2019	Mr MG & Mrs CM Griffin	Extension/Addition to Dwelling	LOT: 6 DP: 754580 1326 Greenethorpe-Wirega Road GRENFELL NSW 2810
34/2019	Mr BJ McKibbin	New Dwelling	LOT: 27 DP: 1063500 28 Simpsons Drive GRENFELL NSW 2810
42/2019	Mr GW & Mrs PM Baker	Garage	LOT: 1 DP: 601242 30 Brundah Street GRENFELL NSW 2810

For Information

Noted

3. Complying Development Applications

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

CDC NO.	Applicant	Construction	Value (\$)	Address
Nil				

For Information

Noted

4. Lawson Oval Amenities Project, P2.1.6

The internal plumbing and concreting have been completed with structural steel, roofing and brickwork planned to commence on completion of the concrete slabs.

For Information

Noted

5. Taylor Park Accessible Toilets, C2.9.14/P2.3.10/P2.1.3

Demolition of the existing toilets has been completed with site works commencing the week of 16 December 2019.

For Information

Noted

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

Council continues with the detailed design component of the project with the 90% completion meeting carried out in late October 2019. It was determined that the final documents will be ready by late December 2019 going to tender for construction in early February 2020.

As Council has resolved to call tenders for the construction of the new plant, it is planned to advertise to potential tenderers the availability of a Tenders Interview. Contractors who are interested in tendering for the project are invited to attend an interview with Council's project team. Only organisations who seek a position as head contractors are invited to attend.

Each interview will be 45 minutes long, and will include a briefing on the project from the project team. Tenderers will have the opportunity to present their experience and capabilities.

The interviews will be held in Sydney on 30 January 2020 between 8 am and 4 pm, and on 31 January 2020 between 8 am and 12 noon.

These interviews are not part of the tender process, and will form no obligations on either party.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Below is an outline of the process through to Determination of Tender.

Date	Activity
11 December 2019	Advertise tenderers meeting
20 December 2019	Final drawings and documents
January 2020	Final review, focus on documentation.
30-31 January 2020	Tenderers interviews in Sydney
11 February 2020	Call tenders
8 weeks	Tender period
07 April 2020	Tenders close
14 April 2020	Tender review Stage 1
By 05 June 2020	Tender review Stage 2
12 June 2020	Tender assessment report draft
19 June 2020	Assessment committee meeting
02 July 2020	Tender assessment report final
02 July 2020	Recommendation to Council
16 July 2020	Council meeting to consider report

For Information

Noted

7. Local Strategic Planning Statements, T2.3.1

In March 2018, amendments to the *Environmental Planning and Assessment Act 1979* (EP&A Act) introduced new requirements for councils to prepare and make Local Strategic Planning Statements.

Local Strategic Planning Statements (LSPS) will set out the 20-year vision for land use in the local area the special characteristics which contribute to local identity, shared community values to be maintained and enhanced, and finally how growth and change will be managed into the future.

Council has previously adopted the LSPS timetable below:

- June 2019 – prepare LSPS outline / vision / desired character statements, broad growth statements & draft consultation strategy
- July – Council approval for outline / consultation strategy
- August – Place LSPS outline on exhibition with Grenfell Strategy
- September-October – Prepare LSPS

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- November-December – Draft LSPS to Councillors & DPE
- January 2020 – LEP health check & DPE feedback
- February – Alignment with budgets
- March - Draft LSPS approved for exhibition
- April/May – Exhibition/Consultation
- May – Finalise
- June – Council adopts LSPS

Extensive work internal and with agencies has been completed to prepare the draft document. It is appropriate at this time for Council to review the draft for consideration and adoption to be forwarded to Department of Planning for formal concurrence.

RECOMMENDATION: that Council note the progress of the Draft Local Strategic Planning Statement.

208 **RESOLVED:** Cr Brown and Cr Parlett that Council note the progress of the Draft Local Strategic Planning Statement.

B J HAYES

DIRECTOR ENVIRONMENTAL SERVICES

209 **RESOLVED:** Cr McKellar and Cr Brown that except where otherwise dealt with the Director Environmental Services' Report be adopted.

ACTION LIST

INSPECTIONS AND MEETINGS		STATUS	BY
June 2019	1. <u>Downer</u> : the Mayor and General Manager to meet with representatives to discuss proposed location for a mobile phone base station in Bumbaldry.	In Progress	GM
August 2019	2. <u>Australian Local Government Association</u> : Mayor and General Manager to attend National Local Roads Congress at Hahndorf SA from 18 – 20 November, 2019.	Completed	GM
October 2019	3. <u>RMS</u> : Mayor or Deputy Mayor and Director Engineering to attend RMS forum at Dubbo 26 November 2019.	Completed	DE
DEFERRED ACTIVITIES			
April 2012	1. <u>Main Street Master Plan</u> : consider inclusion of heritage building signs.	In Progress	DE/DES
November 2013	2. <u>O'Brien's Tributary – Drainage Improvement</u> : refer matter back to floodplain committee for further consideration and other possible options.	In Progress	DE
June 2015	3. <u>RMS</u> : develop plans for a roundabout at the end of the Main Street in Grenfell and refer the proposal to RMS for their consideration.	Preparation for business case – In Progress	DE
	4. <u>Pigeon Control – Main Street</u> : continue to investigate options (DES).	Investigation Continuing	DES
April 2016	5. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES).	In Progress	DES
August 2016	6. <u>Policy for Planting of Vegetation along Kerbsides</u> : develop policy.	In Progress	DE/GM
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.	In Progress	DES/GM
April 2018	8. <u>Rural Tips</u> : install padlocks, surveillance cameras and provide Fob keys for residents utilising Quandialla and Caragabal tips.	Completed	DES
May 2018	9. <u>Bimbi War Memorial 'Avenue of Trees'</u> : refer proposal to Heritage Committee for further consideration and report back to Council.	In Progress	DE
June 2018	10. <u>Application for a bus stop O'Loughlins Lane</u> : refer to Traffic Committee and report back to Council.	In Progress	DE
December 2018	11. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	12. <u>Removal of Trees – Weddin Street</u> : remove trees and replace path. Consider prior to scheduled foot paving works.	In Progress	DE
	13. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
April 2019	14. <u>Grenfell Ambulance Station</u> : make enquires to purchase for \$1.	In Progress	GM
	15. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	16. <u>Grenfell Medical Centre Operation</u> : engage 'Five Hours West' to conduct a media and marketing campaign.	In Progress	DCS/GM

May 2019	17. <u>Councils Self Promotion</u> : take digital photos of Councils projects and display them in the Council Chambers.	In Progress	DCS/DE/ DES/GM
	18. <u>Henry Lawson Oval Redevelopment</u> : demolish grandstand and advertise plans.	Completed	DES/GM
June 2019	19. <u>Clean Up Australia Day</u> : contact Pat Soley regarding 2020 event.	In progress	DES
	20. <u>Aboriginal Land Claims Investigation Unit</u> : invite representatives to address Council.	In Progress	GM
July 2019	21. <u>CCTV Installation</u> : place draft design on public exhibition.	Completed	DE
	22. <u>Australian Government Black Spot Program</u> : submit formal request for a roundabout at the bottom of the Main Street.	In Progress	DE
October 2019	23. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment.	In Progress	DE
	24. <u>AR Bluett Memorial Award</u> : submit an entry in the 2020 AR Bluett Memorial Award.	In Progress	GM
November 2019	25. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
	26. <u>December Council Meeting</u> : advertise change of commencement time.	Completed	GM
	27. <u>Grenfell Sewage Treatment Plant Upgrade</u> : call tenders on the acceptance of Detailed Design drawings.	In Progress	DES

For Information

210 **RESOLVED:** Cr McKellar and Cr Best that item 10 be removed from the Action List.

211 **RESOLVED:** Cr Brown and Cr Parlett that promotion of the Main Street be added to item 17 of the Action List.

Minutes of the Grenfell Henry Lawson Festival of Arts, Meeting, Tuesday, 26th November, 2019 at the Grenfell Community Hub at 7.30 pm.

1. **PRESENT:** Allan Hodgson, Glenn Carroll, Liz Carroll, Hugh Moffitt, Deidre Carroll, Terry Carroll, Carly Brown, Billo Wheatley, Erica Kearnes, Cathy Gilbert, Auburn Carr, Glenda Howell, James Rowe, Cath Sullivan, Elaine Dumbrell, Phillip Diprose, Wendy Johnson, Alan Griffiths, Di Griffiths.
2. **APOLOGIES:** Warwick Crampton, Peter Moffitt, Mary Moffitt, Keith Starr, Pene Starr, Pam Livingstone, Judy Mitton, Jennifer Kelly, Racheal Power, Andrea Ladlow and Caroline Shaw.

Resolved: Jenny Hetherington / Liz Carroll that the apologies be accepted.

3. **ACTING PRESIDENT** Glenn Carroll welcomed everyone to the meeting.
4. **MINUTES:** 29 October 2019

Resolved: Cathy Gilbert / Hugh Moffitt that the minutes from the general meeting 29 October 2019 be confirmed

5. **BUSINESS ARISING:** Nil
6. **ELECTION OF OFFICE BEARERS:**
 - President: Nil
 - Secretary:

Resolved: Cathy Gilbert / Carly Brown that James Rowe be elected Secretary.

- Minutes Secretary: Nil
 - Treasurer: Nil
 - Assistant Treasurer: Nil
7. **ELECTION OF VACANT CO-ORDINATORS:**
 - Art: Nil
 - Procession: Nil
 - Sponsorship: Nil
 - Market Stalls: Nil

8. COMMUNICATION:

Inwards:

8.1 Cath Sullivan

Resolved: Deidre Carroll / Hugh Moffitt that the committee agree “in principle” to support the John Schuman and Friends concert.

8.2 Grenfell Rotary Club

Resolved: Liz Carroll / Alan Griffiths that we accept the \$500 donation from the Grenfell Rotary Club and write and thank the Rotary Club for the donation.

Outwards: Nil

Noted

Resolved: Alan Griffiths / Liz Carroll that the inwards and outwards communication be received and endorsed.

9. TREASURER'S REPORT:

Resolved: Hugh Moffitt / Liz Carroll that the treasurers report be adopted.

10. CO-ORDINATORS' REPORTS: Nil

11. GENERAL BUSINESS:

11.1 Venue for 2020 Festival – to be considered based on survey results.

11.2 Festival Theme “The Loaded Dog”

Noted

11.3 Festival Special Guest 2020

Resolved: Cathy Gilbert / Terry Carroll that John Schuman be the 2020 Festival Special Guest.

11.4 Festival Survey – Stephen Sykes engaged to conduct survey – more than 80 responses already received.

11.5 Date for Festival Strategy Workshop – to be held to determine future direction of festival after results of survey are analysed.

11. MEETING CLOSED: 8.40pm

12. NEXT MEETING DATE: To be advised.

212 RESOLVED: Cr Brown and Cr Diprose that except where otherwise dealt with the Minutes of the Henry Lawson Festival Meeting be noted.

**MINUTES OF THE BOGOLONG DAM COMMITTEE MEETING HELD FRIDAY,
29 NOVEMBER 2019 IN THE COUNCIL CHAMBERS COMMENCING AT 11.00 PM
(C2.6.44)**

1. PRESENT: Cr Liebich, Cr Best, D Nealon, R Grimm, J Rath and G Carroll.

2. APOLOGIES: Cr O'Byrne, A Griffiths

Resolved: Cr Best and R Grimm that the apologies be accepted.

3. MINUTES: 22 July 2019

Resolved: R Grimm and D Nealon that the Minutes from 22 July 2019 be adopted.

4. MATTERS ARISING: Nil **Noted**

5. CORRESPONDENCE: Nil **Noted**

6. GENERAL BUSINESS:

6.1 Stronger Country Communities Fund (SCCF) Round Three: grant funding application submitted for \$350,000. Awaiting outcome.

6.2 Boating Now Program: Round 3 - grant funding application submitted for \$834,000 29 November 2019 for upgrade works. Awaiting outcome.

6.3 Bogolong Dam Masterplan Concept Session: **Noted**

6.4 Recreational Fishing Trust, (DPI): grant funding application submitted for \$60,000 for fishing pontoon.

7. NEXT MEETING: To be advised.

8. MEETING CLOSED: There being no further business to discuss the meeting closed at 12.31pm.

213 RESOLVED: Cr Bembrick and Cr McKellar that except where otherwise dealt with the Minutes of the Bogolong Dam Committee Meeting be adopted.

**MINUTES OF THE GRENFELL ART GALLERY COMMITTEE MEETING HELD THURSDAY,
5 DECEMBER 2019 AT THE COUNCIL CHAMBERS COMMENCING AT 8.30 AM (C2.6.35)**

1. **PRESENT:** Cr Niven, Cr Parlett, Cr Brown, M Moffitt, H Moffitt, S Tognetti, and G Carroll.

2. **APOLOGY:** W Crampton

Resolved: M Moffitt and H Moffitt that the apology be accepted.

3. **MINUTES:** 3 October 2019

Resolved: Cr Niven and M Moffitt that the minutes of the meeting held on 3 October 2019 be adopted.

4. **MATTERS ARISING:**

4.1 **“Spring Morning in Paris” Raffle:** arrangements for the raffle were raised and explained.

Resolved: Cr Brown and M Moffitt that the funds from the raffle be transferred to Council’s Trust Fund for the restoration of the heritage advertising in Main Street and the lanes adjacent to the Main Street.

5. **DECLARATIONS OF INTEREST:**
Nil

6. **CORRESPONDENCE:**
Inwards - Nil
Outwards - Nil

Noted

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

Resolved: H Moffitt and Cr Parlett that the Art Gallery Co-ordinators report be adopted as presented.

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

Noted

9. **NEW PROJECTS:** Nil

Noted

10. **GENERAL BUSINESS:**

10.1 **Action Plan**

Noted

10.2 **Hub Conference Room Paintings**
Shirley Tognetti advised a painting had been damaged.

Resolved: Cr Brown and M Moffitt that approval be granted to remove the painting to obtain a quote for restoration.

Resolved: Cr Brown and M Moffitt that the Committee recommend that in the hub conference room there be limited removal and handling of Council acquired collections to minimise damage to paintings and preserve collections.

Noted

11. **NEXT MEETING:** Thursday, 6 February 2020 at 8.30am at the Council Chambers.

12. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 9.22am.

214 RESOLVED: Cr Parlett and Cr Brown that except where otherwise dealt with the Minutes of the Art Gallery Committee Meeting be adopted.

MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING HELD ON THURSDAY 5th DECEMBER 2019 AT 3PM AT THE COUNCIL CHAMBERS

NOTE: For this and future meetings, please enter via stairs near the Camp Street roundabout.

1. **PRESENT:** Clr C Brown, Clr J Parlett, Clr P Best, T. Cooper, A Reilly, D Yates, L Gibson, S Tognetti, A Carr.

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

Resolved: Clr J Parlett/ S Tognetti that the apologies be accepted

3. **CONFIRMATION OF MINUTES:** 1st August 2019

Resolved: Clr C Brown/ D Yates that the minutes of the 1st August 2019 meeting be confirmed.

4. **BUSINESS ARISING:**

Nil

3.04pm Clr P Best entered

5. **CORRESPONDENCE:**

Incoming:

The Farmer- Silo Art article

Brendan Hayes- Medical Centre signs

Moir Landscape Architecture- Signage Strategy & Concept Plan

Resolved: A Reilly/ Clr C Brown that the Signage Strategy & Concept Plan be adopted.

Gary Smith- Eagle Sculpture

Cath Sullivan- John Schumann concert

Resolved: Clr C Brown/ Clr J Parlett that we support the event in principal and refer the event to the Drought Communities Program for possible funding.

Resolved: Clr C Brown/ T Cooper that the late correspondence be accepted.

Emily Essex- Civic Guide Sign at Railway

Resolved: Clr C Brown/ T Coper that signage options at the Railway Station precinct and Henry Lawsons Birthplace be investigated.

Outgoing:

Pam Livingstone

Donna Burton

Brendan Hayes- Medical Centre signs

6. TOURISM WORKSHOP: (40 minutes)

L Gibson led a discussion on the opportunities and challenges of the topic 'dark night sky'.

Outcomes

Weddin has participated in the development of Destination Network Country and Outback 'Night Sky Experiences' Concept Plan, that will guide investment in the region. Weddin will reference this plan when appropriate.

Dark Sky Park accreditation at Weddin Mountains National Park may not be the marketing tool we hoped for as

- 1) it requires a commitment to reducing light pollution we will struggle to demonstrate and
- 2) it requires that events are staged in the park on a regular basis and holding events in a National Park is challenging.

Options exist to promote other areas such as Crown Land, Company Dam and Bogolong Dam as places where visitors can enjoy dark skies and where events may be held more readily.

D Yates gave a run down on a possible new event with the theme 'dark sky'.

Resolved: Clr C Brown / Clr J Parlett that the tourism committee write to the Bogolong Dam committee asking to have input into future plans for the Bogolong Dam precinct.

7. CONFIRMATION OF NEXT WORKSHOP TOPIC:

Resolved: Clr C Brown/ Clr J Parlett that the next workshop topic is 'restore advertising signs on old buildings.'

8. REPORTS:

Nil

9. UPCOMING EVENTS:

For an up to date list visit www.grenfell.org.au/attractions/events

- Until 11 January- Paris and Other Places - Gallery Exhibition
- 5 December- Instagram 101 Workshop for Business
- 7 December- Movie- Palm Beach
- 8 December- Grenfell Kart Club Christmas Race Meet
- 8 December- Carols in Taylor Park
- 14 December- Movie- Downton Abbey
- 15 December- Geminid Meteor Shower
- 15 December- Quandialla Bowling Club Community Christmas Party
- 20 December- Combined Service Clubs Christmas Carnival
- 20 December- Caragabal Street Party
- 20 December – A Surprise Christmas Movie
- 21 December- Greenethorpe presents Merry Christmas
- 26 December- Solar Eclipse- a daytime event
- 14 January -27 February- Delight In Diversity Gallery Exhibition
- 26 January- Grenfell Australia Day Ceremony
- 28 February- 9 April- Our Changing Landscape Gallery Exhibition
- 10 April - 29 May- The Visitor Gallery Exhibition
- 12 April- Iandra Castle Open Day
- 18 April- Grenfell Picnic Races
- 4-8 June- Grenfell Henry Lawson Festival of Arts
- 7 June- Guinea Pig Races

10. BUSINESS WITH NOTICE:

Nil

11. QUESTIONS WITH NOTICE:

Nil

12. NEXT MEETING: Thursday 6th February 2020, 3pm at the Council Chambers

13. CLOSURE: 4.29pm

215 **RESOLVED:** Cr McKellar and Cr Parlett that except where otherwise dealt with the Minutes of the Tourism Committee Meeting be adopted.

MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER AT 10.08 AM ON THURSDAY, 5 DEC 2019 (C2.6.3)

1. **PRESENT:** J Rath (Acting Director Engineering), Michael Madgwick (NSW Police), Ray Mitchell (NSW Police), Deanne Freeman (RMS), Clr. Mayor Mark Liebich, Amy Hadley (WSC)
2. **APOLOGIES:** Maurice Simpson (Local Member's Representative)
- 2.1 **Welcome & Apologies**
Apologies: Maurice Simpson (Local Member's Representative)

Apologies – 5 th Dec 2019	
Recommendation:	That apologies received from Maurice Simpson be accepted.
Moved:	Clr. Mayor Mark Liebich
Seconded:	Deanne Freeman

3. **DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS**
Nil

4. **CONFIRMATIONS OF MINUTES OF PREVIOUS MEETING**

Minutes of Local Area Traffic Committee Meeting – 5 th Dec 2019	
Recommendation:	1. That the minutes of the Local Area Traffic Committee Meeting held 11 th July 2019, having been circulated be confirmed as needing to be amended to Declare Mark Liebich's Pecuniary interest in the last meeting to be a true and accurate record of that meeting.
Moved:	Deanne Freeman
Seconded :	Ray Mitchell

5. **OUTSTANDING BUSINESSES**

- 5.1 **29 January 2019 - Traffic Committee Outstanding Matters**

Executive Summary

The following matters are outstanding from previous meetings of the Weddin Traffic Committee.

Date	Item no	Description	Recommendation	Status
1/02/2018	1	Pedestrian Safety Assessment in Main street to be conducted Potentially Rectified with the Main Street Upgrade.	a) Council to carry out an observation survey including a pedestrian and traffic count.	Done

Date	Item no	Description	Recommendation	Status
26-07-18			b) Council to investigate trimming trees or shrubs in the pedestrian crossing in main street.	Done
			c) Council to update the crossing to relevant standard and bring to committee meeting the changes	In progress
			d) Council to look in to requesting RMS introduce a 40 KMPH I pedestrian activity area.	In progress
			e) Council to email survey data to traffic committee members for comments	Done
05-04-18	2	Disable car park in Forbes street near the ramp to Pool in Grenfell.	Council to provide final design to committee members for comments and approval	Done
26-07-18	3	Disable car park in Weddin Street (Front of council building)	That council provide a final plan for one disable car park with ramp to comply the standard	Done
26-07-18	4	Holy Camp Road and Mary Gilmore way intersection	After site inspection, the committee members recommended to develop and submit a plan to committee with amendment of the existing intersection sign to a give way ahead sign.	Done
26-07-18	5	Advance warning sign at Railway crossing on Mary Gilmore Way near Bribbaree	That the Council inspect the site and provide a plan as per standard for the committee. And that Inland Rail are contacted to discuss upgraded traffic devices.	Done

Date	Item no	Description	Recommendation	Status
26-07-18	6	Construction of a School Bus Stop opposite of the Laughlin's lane in Grenfell	Council to collect more information from school bus operator and history about the school bus stop area and forward to RMS if required.	Withdrawn
26-07-18	7	More signage regarding the caravan park on Forbes Street	Council to prepare a draft plan regarding the locations. The Proposed location on Highway be submitted to Deanne Freeman (RMS) and other locations be submitted to committee members for comments.	Ongoing
	8	Give Way signs in Melyra Street (Intersection of Forbes and Melyra Street)	Further investigation including traffic count in Melyra street and re submit to Traffic Committee for further discussion	Done
04/07/2019	9	B-Double Route – Midwestern Highway to Gooloogong Rd	LCT to assess the Attachment 3 and approve the proposed works or comments. Relocation of giveaway sign on Brundah and Forbes Street. Also to go through NHVR.	Done
05/12/2019	10	75 Camp Street Re-development – Traffic Island Proposal	That the Council revisit the design at the next LTC Meeting with the design updated as per the discussion.	In progress

6. COMMITTEE BUSINESS

6.2 Disabled car park in Forbes street near the ramp to Pool in Grenfell

The technical design is attached for the disabled car park design.

Disabled car park in Forbes street near the ramp to Pool in Grenfell
<p>Recommendation: That the Local traffic Committee approve the disabled parking design outlined in attachment 'FORBES_ST_DISABLE_PARKING.pdf'.</p> <p>Moved: Michael Madgwick Seconded : Clr. Mayor Mark Liebich</p>

6.3 Disabled car park in Weddin Street (Front of council building)

The technical design is attached for the disabled car park design.

Disabled car park in Weddin Street (Front of council building)
<p>Recommendation: That the Council approve the disabled parking design outlined in attachment 'WEDDIN_ST_DISABLE_PARKING.pdf'. Granted that the alignment of the ramp is aligned with Councils ramp access and angled parking signs are installed either side of the disabled parking.</p> <p>Moved: Michael Madgwick Seconded : Clr. Mayor Mark Liebich</p>

6.4 Holy Camp Road and Mary Gilmore way intersection

The technical design is attached for the give-way sign ahead.

Holy Camp Road and Mary Gilmore way intersection
<p>Recommendation: That the Council approve the proposed signage layout design in attachment 'Holy Camp Rd X Mary Gilmore Way.pdf'. Granted that the existing advanced intersection sign is removed and that the plan is updated as per discussion and sent out.</p> <p>Moved: Clr. Mayor Mark Liebich Seconded : Ray Mitchell</p>

6.5 Advance warning sign at Railway crossing on Mary Gilmore Way near Bribbaree

The technical design is attached for the railway crossing sign configuration.

Advance warning sign at Railway crossing on Mary Gilmore Way near Bribbaree

Recommendation:

That the Council approve the proposed railway signage layout design in attachment 'MaryGilmoreWayRailLineSignage.pdf'.

Moved: Clr. Mayor Mark Liebich

Seconded : Michael Madgwick

6.11 B-Double Route – Mid Western Highway To Gooloogong Rd

Technical design of relocating Give-way signage is attached.

B-Double Route – Mid Western Highway To Gooloogong Rd

Recommendation:

That Council approve the proposed design outlined in attachment 'B-DOUBLE BRUNDAH-MELYRA-HWY.pdf'.

Granted that the plan is updated as per discussion and sent out.

Moved: Deanne Freeman

Seconded : Clr. Mayor Mark Liebich

6.13 Cargo to Grenfell 2020 – Traffic Management Plan

The annual Cargo to Grenfell walk for Beyond Blue have sent through the Traffic Management Plan for adoption.

Cargo to Grenfell 2020 – Traffic Management Plan

Recommendation:

That Council approve the attachment 'C2G – TMP.pdf' Traffic management plan proposed for the C2G event to be held from the 12-14 March 2020.

Granted that the 40km signage is changed to 40km road work signage and that consent is provided by transport NSW for use of the road.

Moved: Clr. Mayor Mark Liebich

Seconded : Deanne Freeman

6.14 Give-way signs in Melyra Street (intersection of Forbes Street and Melyra Street)

Technical design is attached for the intersection.

Give-way signs in Melyra Street (intersection of Forbes Street and Melyra Street)

Recommendation:

That the Council approve the proposed design outlined in attachment 'FORBES_MELYRA_INTERSECTION.pdf', which is accompanied by the traffic count data. Granted that the plan is updated as per discussion and sent out.

Moved: Ray Mitchell

Seconded : Deanne Freeman

6.15 75 Camp Street Re-development – Traffic Island Proposal

Technical design is attached for the Traffic Island Upgrade.

75 Camp Street Re-development – Traffic Island Proposal

Recommendation:

That the Council revisit the design at the next LTC Meeting with the design updated as per the discussion.

Moved: Deanne Freeman

Seconded : Clr. Mayor Mark Liebich

7. GENERAL BUSINESS

7.2 Level crossing improvement plan - Caragabal Crossing – Pedestrian crossing across the railway line, RMS Applying for a pedestrian crossing maze.

7.3 Camp St & Main St intersection to be considered for a roundabout during Main Street Upgrade. A formal letter to be drafted for Transport NSW with a letter of support from NSW Police. Foot traffic from the free camp to the Main Street to be considered in this design.

7.4 Approach to Quandialla from Bimbi requires a 50km sign to be installed before Grain Corp. This issue is to be referred to Transport NSW.

7.5 Approach Red Bend School Bus for alternative locations for Drop off and Pick up in a designated Bus Zone area. Forbes Street bus zone will be an alternative proposed location.

8. NEXT MEETING: Thursday 6 February, 2019.

9. CLOSE OF MEETING: 11:34am

216 **RESOLVED:** Cr Bembrick and Cr McKellar that except where otherwise dealt with the Minutes of the Local Traffic Committee Meeting be adopted.

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON THURSDAY 12
DECEMBER 2019 at 4.30 pm at the COUNCIL CHAMBERS (C2.6.22).**

Apologies were received from Cllr J Parlett, Cllr C Brown and Mrs D Yates

As there was no quorum, the meeting was not held.

- 217** **RESOLVED:** Cr Bembrick and Cr McKellar that except where otherwise dealt with the Minutes of the Heritage Committee Meeting be noted.

MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD ON TUESDAY, 17 DECEMBER 2019 COMMENCING AT 11:00AM (C2.6.10)

Present: Messrs G Carroll, B Hayes, L Gibson and J Rath.

Minutes: of 19 November 2019.

Resolved: J Rath and L Gibson that the minutes from 19 November 2019 be adopted.

1. PEOPLE:

<u>Learning & development</u> - Strategic	i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held. ii) <u>Annual Assessments</u> <ul style="list-style-type: none"> • Administration – in progress • Engineering – in progress • Environmental – in progress iii) <u>Training Plans</u> – to be undertaken for individual employees.	DE GM/DE/ DES/DCS All
<u>Resource planning</u> - Strategic	i) <u>New Improvement Plan</u> - currently being developed. ii) <u>RMS Contract</u> – reported in Director Engineering’s report. iii) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2019/2020. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues. iv) <u>January Council Meeting</u> - consideration to be given to cancelling the January 2020 Council Meeting. Further reported in General Managers report.	GM DE DE GM
- Operational	v) <u>Christmas Closedown</u> - arrangements to be made for respective departments. Emergency call out list to be compiled and distributed to Councillors and Senior Staff. vi) <u>Overgrown Blocks</u> - letters seeking approval to slash blocks sent. Signed agreements being received. Works in progress. vii) <u>Village/Roadside Slashing/Spraying</u> – works in progress. viii) <u>Other Programs</u> – in progress.	All DE DE DE

<u>Recruitment</u> - Operational	i) <u>Corporate Services</u> – Team Leader Finance – to be advertised.	DCS
	ii) <u>Environmental Services</u> - Team Leader Environment – closed 6 September, 2019. Three (3) applications received. Interviews held. No appointment made. Other options to be considered.	DES
	iii) <u>Engineering Department</u> – Special Projects Engineer – Linda Woods appointed. Commenced 4/11/19. – Apprentice Mechanic- Michael Dombain appointed. Commenced 8/10/19 – Patch Truck Driver – Ross Greenaway appointed. Commenced 14/10/19. – Truck Driver – – Weeds Trainee – Kai Chambers appointed. Commenced 5/11/19.	DE
	Nil	
<u>Appointments</u> - Operational		
<u>Health and Wellbeing</u> - Strategic	i) <u>New Ambulance Station</u> – construction commenced to build a new Ambulance Station under the Rural Ambulance Infrastructure Reconfiguration (RAIR) programme at the Grenfell MPS. Nearing completion.	DES
	ii) <u>Proposal for Health and Wellbeing</u> - Health and Wellbeing program held on 6 August 2019 on a voluntary basis to improve the Health and Wellbeing of staff as individuals and team members. OZhelp provides programs that will be able to assist. The program includes a benchmarking report to employers giving them a snapshot of the overall health of their workforce. Activity completed and overall acceptance of success of program. Results received. To be discussed and final outcomes to be presented to staff in the first quarterly meeting of 2020.	All
	iii) <u>Health and Wellbeing/Mental Health training</u> – to be organised in 2019/2020 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.	DES/DCS
	iv) <u>Grenfell Medical Centre plaque</u> – currently being arranged.	DES

2. RESOURCES

<u>Financial</u> - Strategic	i) <u>Grant Funding Applications</u> – Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.	All
<u>Information</u>	Nil	
<u>Physical – Assets</u> - Strategic	i) <u>Sewerage Treatment Works Upgrade</u> – Stage 2 commenced with concept design and REF completed. Detailed design in progress. Land to be classified as operational land as per Local Government Act 1993. Design meeting/HAZOP completed. Tenders to be called February 2020.	DES/GM/ DCS
	ii) <u>Grenfell Main Street Upgrade</u> – funding obtained under Round 1 of the SCCF. Milestones in funding deed have been deferred for six months to allow additional time for planning the project. Additional extension received.	DE

- Operational	iii) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring.	DE
	iv) <u>Gibraltar Rocks Road Bridge Culvert</u> – completed.	DE
	v) <u>O'Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.	DE
	vi) <u>Emu Creek Project</u> – works continuing. Very good progress.	DE
	vii) <u>Industrial Land</u> – four sales completed. Three others currently in progress. 3 phase power installed. Internal works completed including conduit for possible NBN. Subdivision plan received. Sales process to be now initiated.	GM/DE/ DES
	viii) <u>Quandialla Drainage</u> – stage 2 commenced in February 2020.	DE
	ix) <u>Quandialla Pool Upgrade</u> – upgrade works undertaken. Operating very well.	DES
	x) <u>Annual Residence Inspections</u> – to be undertaken.	DES
<u>Human Resources</u>	i) <u>Organisational Review</u> – recommendations to be included in the new Improvement Plan. HR resources to be sourced in short term. To be further considered as part of year 2 of Organisation Structure review.	All
<u>Investment</u>		

3. **SYSTEMS**

<u>Governance</u>	Nil	
<u>Compliance</u> - Strategic	i) <u>Systems Review</u> – currently in progress with general ledger being updated.	DCS
	Other systems such as HR system, procurement and delegations need to be reviewed.	All
	ii) <u>Local Environment Plan (LEP) Review</u> – development of land use strategy in progress. To be continued after the adoption of the LSPS and approved by Department of Planning for urban strategy.	DES
	iii) <u>Waste Strategy</u> – in progress. Currently being reported to Council.	DES
	iv) <u>Webcasting of Council Meetings</u> – currently being undertaken as per Councils Code of Meeting Practice. Working very well.	GM/DCS
<u>Risk</u> - Operational	i) <u>Building Profession Board (BPB)</u> – compliance reporting systems regarding building inspections to be implemented. Monthly reporting continuing to be provided to the Department of Fair Trading through internal system.	DES
	ii) <u>Submission of DA's</u> – on-line service available to specific Councils from December 2018. To be further investigated.	DES

4. COMMUNICATION AND ENGAGEMENT

<u>Agenda's for OLT and OET</u>	Being utilised.	GM
<u>Charters for OLT and OET</u>	Being utilised.	GM
<u>Communication Plan And Engagement Strategy</u>	Draft templates developed for use. Referred to OET for review.	DCS
<u>OLT and OET Terms of Reference</u>	Being utilised.	DES
<u>Staff engagement – Organisational Engagement Team</u>	<ul style="list-style-type: none"> • Meeting held. • Store system / Depot Improvement Plan being reviewed and developed. • Other recommendations to be pursued when submitted. • Quarterly meetings being held with indoor and outdoor staff. Meetings held Tuesday 17 December, 2019. 	GM DCS/DE All All

5. NEXT MEETING: Tuesday 18 February, 2020 at 8:30am.

6. CLOSED:

218 RESOLVED: Cr Diprose and Cr McKellar that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.

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:

Nil

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 10A1 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

At this point the Mayor gave a verbal summary of the year and thanked Councillors, staff and volunteers, wishing all a Merry Christmas.

CLOSURE: There being no further business the meeting closed at 10.39am.