



To Avoid Delay when  
Replying or Telephoning

Please Quote:

## WEDDIN SHIRE COUNCIL

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### MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 18 APRIL 2019 COMMENCING AT 5.00 PM

11 April 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, 18 APRIL, 2019**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

GLENN CARROLL  
GENERAL MANAGER

#### BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 21 March 2019  
- Extra-Ordinary Mtg 28 March 2019  
- Extra-Ordinary Mtg 11 April 2019
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager  
(b) Director Corporate Services  
(c) Director Engineering  
(d) Director Environmental Services  
(e) Delegates
9. MINUTES - Art Gallery Ctee Mtg, 04/04/2019  
- Tourism Ctee Mtg, 04/04/2019  
- Traffic Ctee Mtg, 11/04/2019  
- Heritage Ctee Mtg, 11/04/2019  
- OLT Mtg, 16/04/2019
10. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
11. TENDERS AND QUOTATIONS
12. QUESTIONS
13. CLOSED COUNCIL
14. REPORT ON CLOSED COUNCIL
15. CLOSURE

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

**APOLOGY:** Cr Best

**372** **RESOLVED:** Cr O’Byrne and Cr McKellar that the apology be accepted.

**CONFIRMATION OF MINUTES:**

**373** **RESOLVED:** Cr Bembrick and Cr Diprose that the Minutes of the Ordinary Meeting, held on 21 March 2019, the Extra-Ordinary Meeting held on 28 March, 2019 and the Extra-Ordinary Meeting held on the 11 April, 2019 be taken as read as **CONFIRMED**

**QUESTIONS FROM THE PUBLIC**

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

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

Requests to be accompanied by a copy of any questions.

Each speaker to be allowed three minutes.

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The following requests have been received: -

Nil

**DECLARATIONS OF INTEREST**

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

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

<b>Councillor</b>	<b>Item No</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Cr Liebich	C5	Vice President - Show Society	Non-Pecuniary	Yes
Cr Brown	C5	Committee Member of PAH&I and Husband on Showground Trust	Non-Pecuniary	Yes

## **CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 18 APRIL 2019.**

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### **SECTION A -        **Matters for information****

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 15 March 2019.
- A2. The Hon Steph Cooke MP, A3.19.2: Advising a major milestone was reached last month on the project to replace the Lignum Creek Bridge on the Mid Western Highway, 60km west of Grenfell, with the concrete poured to form the new bridge deck.
- A3. The Hon Steph Cooke MP, A3.19.2: Aspiring event managers living in rural and regional NSW are being offered the chance to get a head start in their career with applications now open to win one of six scholarships worth \$6,500 each.
- A4. Dams Safety Committee, P2.1.7: Advising the NSW Dams Safety Committee requires owners of Prescribed Dams to organise and submit Dam Safety Management Plans.
- A5. KJ and DY Skelton, E3.3.1: This letter is to advise that the recent decision by the Weddin Shire Council for the town residents to place garbage and re-cycle bins at the front of all town residences, has in our case proved to be impractical.
- A6. Cr Phillip Diprose, E3.7.5: Please find attached for circulation to Councillors copies of the Minutes from the last 2 Weddin Landcare Steering Committee meetings.
- A7. State Cover, A3.11.1: Advising in June 2017, due to the favourable performance of the Mutual throughout the previous twelve months, StateCover committed to rebating approximately \$10m in surplus funds to our Members during the 2017/2018 and 2018/2019 financials years.
- A8. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 22 March 2019.
- A9. The Hon Michael McCormack MP, A3.19.3: Writing to thank you for your 28 February 2019 letter regarding the Stronger Communities Programme grant for Weddin Shire Councils upgrade of the cricket pitch and nets at Lawson Park in Grenfell.
- A10. Western NSW Local Health District, P2.3.1: Referring to the recent inspection of the Grenfell Public Swimming Pool on the 21<sup>st</sup> January 2019.
- A11. Melbourne Brisbane Inland Rail Alliance (MBIR), T3.8.4: Advising the MBIR has welcomed the release of a CSIRO pilot study that details the potential transport savings that are set to eventuate from the Inland Rail.
- A12. Department of Industry, A3.6.52: The Department of Industry (DoI) – Crown Lands and Water, Aboriginal Land Claim Investigation Unit (ALCIU) has been notified by the Office of the Registrar, *Aboriginal Land Rights Act 1983* (NSW) of the registration of new Aboriginal land claims registered within the past 14 days, shown on the attached list.
- A13. Lachlan Regional Transport Committee, T3.5.2: Forwarding correspondence from the Hon Andrew Constance MP, Minister for Transport and Infrastructure.
- A14. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 29 March 2019.
- A15. Local Government NSW, A3.8.2: Advising Local Government NSW (LGNSW) has welcomed the announcement of \$1.1 billion Roads to Recovery funding for the nation's Councils, part of a

Federal Budget package that also included more money for the Bridges Renewal Program and additional black spot funding.

- A16. Local Government NSW, A3.8.2: Advising Councils have welcomed incoming Local Government Minister Shelley Hancock to her new role pledging to work with the South Coast MP and other incoming ministers on key advocacy priorities for the sector.
- A17. Grenfell Historical Society Inc., C1.3.15/H2.8.4: Advising at a recent meeting of the Grenfell Historical Society members raised the issue of areas of neglect in the yards of privately owned premises in George & Main Streets, Grenfell.
- A18. Jackson-Stepowski Heritage & Planning Consultancy, H2.7: This letter is now a formal request for involvement of the Council in the ISC SBH Study Tour.
- A19. Quandialla Progress Association, C1.3.12/C1.1.3: Advising at the last meeting of the Quandialla Progress Association members discussed the possibility of installing small information signs outside some significant building within Quandialla.
- A20. The Hon Michael McCormack MP: Advising Weddin Shire Council will share in a 25 per cent Budget boost thanks to Riverina Nationals' MP and Deputy Prime Minister Michael McCormack.
- A21. NSW Government, A3.6.54: Premier Gladys Berejiklian and Deputy Premier John Barilaro have announced a new Cabinet team focused on delivering real benefits to families and individuals across NSW.
- A22. Local Government NSW, A3.8.2: A \$206 million increase in funding available for community infrastructure in regional areas has been applauded by the NSW local government sector.
- A23. Dennis Hughes T3.5.2: Forwarding a copy of a reply from the Assistant Minister to the Prime Minister.
- A24. The Hon Michael McCormack MP, A3.19.3: Safer local roads, tax cuts for workers, drought support, doctors for the bush and better mobile coverage headline the Budget for the bush, Riverina Nationals' MP and Deputy Prime Minister Michael McCormack says.
- A25. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 5 April 2019.
- A26. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke has strongly condemned reports of animal activist demonstrations expected to be held across Australia early next week, sparked by the anniversary of a film which claimed 'expose the dark underbelly of modern animal agriculture'.
- A27. Department of Industry, A3.6.52: Advising the Department of Industry (DoI) – Crown Lands and Water, Aboriginal Land Claim Investigation Unit (ALCIU) has been notified by the Office of the Register, *Aboriginal Land Rights Act 1983* (NSW) of the registration of new Aboriginal land claims registered within the land 14 days, shown on the attached list.
- A28. Office of Local Government, A3.6.54: Providing an update on the changes being made to the public sector by the NSW Government.
- A29. Mid-Western Regional Council, P2.3.5: Please find attached the minutes for out Condobolin meeting (both AGM & General), a copy of the James Bennett presentation, report from 2018 Conference Scholarship recipient, NSW State Library, and Zone Library reports.

- A30. Nicola Mitton, P2.3.1: Writing to you in regard to the Grenfell Swimming Club's festival queen entrant in this year's Henry Lawson Festival of the Arts.
- A31. Pip Wood, C2.8.11: What a wonderful day we all had going to the Orange Gallery to see the Archibald paintings.

**SECTION B - Matters for report**

- B1. Brendan Hayes, Director Environmental Services, P2.12.17: Subject: Grenfell Medical Centre Opening Request for Road Closure.
- B2. National Farmers Federation, T3.6.6: Advising the National Farmers' Federation (NFF) and its members have worked with the National Heavy Vehicle Regulator (NHVR), and state and territory road regulators to develop a common set of rules regulating access for agricultural vehicles to public roads.
- B3. Quandialla Progress Association, C1.3.12: Advising at our last progress meeting we discussed replanting our pot plants which have in the past been a very decorative feature of our main street.
- B4. The Hon Michael McCormack MP, R2.56: Writing to you in relation to the recently announced Local and State Government Road Safety Package and the Australian Government's focus on reducing the burden of road trauma on the community.
- B5. Senator the Hon Bridget McKenzie, G2.55: Advising the Liberal and Nationals Government has opened the competitive assessment process for Round 5 of its Mobile Black Spot Program (the Program) and is calling for applications from Mobile Network Operators and Mobile Network Infrastructure Providers. The Weddin Shire Council's region includes areas classified as non-Major Urban, which are eligible for consideration under the Program.
- B6. The Hon Steph Cooke MP, A3.19.2: It's time to bring your idea for your local community to life, with applications for My Community Project (MCP).

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

## **SECTION C - Matters for consideration**

1. The Michael McCormack MP, A3.19.3: Weddin Shire Council will receive \$1 million in drought assistance funding following a further extension to the Federal Liberal and Nationals Government's Drought Communities Programme.

### **Copy forwarded to Councillors**

**RECOMMENDATION:** that Council write to the Hon Michael McCormack MP thanking the Federal Government for the drought funding.

**375** **RESOLVED:** Cr McKellar and Cr Brown that Council write to the Hon Michael McCormack MP thanking the Federal Government for the drought funding.

2. Drought Communities Programme, C2.9.14: On 19 August 2018, the Australian Government announced the Drought Communities Programme to support communities impacted by drought. In March 2019, this support was extended to include a further 15 drought-affected regions bringing the Programme to \$96 million. Each Eligible Council can receive funding for projects of up to \$1 million.

Weddin Shire Council is invited to apply for funding online at <https://portal.business.gov.au/>.

All projects need to be completed by 31 December 2019.

**Note: Further reported in General Managers Report.**

**Noted**

3. Grenfell Picnic Race Club, C1.1.3/C1.2.3: Writing to you, seeking assistance and approval, on behalf of our Grenfell Picnic Race Club committee. Our 2019 Race Day is drawing close and we are now down to the final stages of preparing this fantastic day after 12 months of hard work from the committee.

Once again we would like to put forward the following matters for your consideration:

1. Extra 20 bins and bins liners for race day
2. 2x Pital-toilets for race day
3. Cool room
4. Donation form Weddin Shire Council to pay for Lions Club children rides.

We appreciate your previous support and any support you can provide is welcomed by our volunteer committee.

**Note: As the race day was Saturday 13 April 2019 the request was referred to Councils community support policy for consideration.**

### **RECOMMENDATION:**

Confirm Action

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

4. Western Region Academy of Sport, C1.2.1: Writing to you regarding Council's 2019/2020 possible contribution to the Western Regional Academy of Sport (WRAS) operations.

We are very appreciative of this contribution as it allows us to ensure quality sports development for the region's many talented athletes and coaches. I have taken the liberty of enclosing a tax invoice for the amount of \$210.00.

On behalf of the Board of Management and athletes of WRAS, I thank you for your past contributions and look forward to your ongoing support.

**Note: 2018 Donation \$204.00.**

**RECOMMENDATION:** that Councils 2019/2020 donation be approved.

**377 RESOLVED:** O'Byrne and Cr Bembrick that Councils 2019/2020 donation be approved.

5. Grenfell P.A.H & I Association Inc., C1.3.19: Advising after a very successful and enjoyable event in 2018, the Grenfell Show Committee is preparing for the Show to be held Friday 30 and Saturday 31 August 2019.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that the Grenfell P.A.H & I Association be requested to make application under Councils Community Support Policy.

**Crs Liebich and Brown previously declared written conflicts of interest and left the room.**

**378 RESOLVED:** Cr Diprose and Cr O'Byrne that Cr Bembrick take the Chair in the absence of the Mayor and Deputy Mayor.

**Cr Bembrick took the Chair.**

**RESOLVED:** Cr O'Byrne and Cr McKellar that the Grenfell P.A.H & I Association be requested to make application under Councils Community Support Policy.

**Crs Liebich and Brown returned to the room with Cr Liebich resuming the Chair.**

6. Caragabal Village Water Scheme, C2.9.14/U1.6.11: Caragabal is a rural village within the Weddin Shire and is located approximately 47 kms west of Grenfell on the Mid Western Highway.

**Copy forwarded to Councillors**

**Note: Further reported in General Managers Report.**

**Noted**

7. Scouts Australia NSW, C1.1.3: The 1<sup>st</sup> Grenfell Cub Scouts would like to thank the Weddin Shire Council for the support we have received in the past.

The cubs have paid \$675 in August 2018 relating to Council charges for the 2018/2019 financial year.

As you are aware the 1<sup>st</sup> Grenfell Cub Scouts are a non-profit community organisation which currently has a good group of members and a small committee of parents and helpers.

It would be of great assistance to the cubs if you would consider a reduction or subsidisation of the cost of the charges applied and any assistance would be appreciated.

**RECOMMENDATION:** that the request be approved as per Council policy.

**379**    **RESOLVED:** Cr McKellar and Cr Diprose that the request be approved as per Council policy.

**SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 18 APRIL 2019**

**RECOMMENDATION:** that the late correspondence be received and dealt with because of the urgency of the matters.

**380** **RESOLVED:** Cr O'Byrne and Cr Niven that the late correspondence be received and dealt with because of the urgency of the matters.

8. Senator the Hon Bridget McKenzie, C2.9.14: The Liberal and Nationals Government is very aware that drought places stress and pressure on farmers and agricultural communities, both economically and in terms of social and community wellbeing.

**Copy forwarded to Councillors**

**Note: Further reported in General Managers Report.**

**Noted**

9. Caragabal Promotion Group, C1.3.14: Advising the Caragabal Promotion Group were excited to read the news that Weddin Shire have now been included in the Drought Communities Program. We are grateful that Council is undertaking community consultation regarding the allocation of the \$1 million funding.

**Copy forwarded to Councillors**

**Note: Further reported in General Managers Report.**

**Noted**

10. The Hon Michael McCormack MP, T3.8.4: Writing to update you on the progress of the Melbourne to Brisbane Inland Rail project, and to ask that you make this information available to your communities as appropriate.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that Council write to the ARTC to:

- i) enquire if there are any opportunities that could be leveraged by Council particularly along the Weddin Shire portion of the Stockinbingal to Parkes section of the rail line.
- ii) offer to assist with the construction of the project in the Weddin Shire area with the provision of human and plant resources at Councils external hire rates if required.

**381** **RESOLVED:** Cr Brown and Cr O'Byrne that Council write to the ARTC to:

- i) enquire if there are any opportunities that could be leveraged by Council particularly along the Weddin Shire portion of the Stockinbingal to Parkes section of the rail line.
- ii) offer to assist with the construction of the project in the Weddin Shire area with the provision of human and plant resources at Councils external hire rates if required.

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

The Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

**1. Grenfell Ambulance Station and Grenfell Courthouse, E1.6**

It is proposed to make a submission to the appropriate Government Agency to purchase the Grenfell Ambulance Station for \$1.

The purchase of the building will afford Council the opportunity to utilise the premises in a number of possible ways.

It is also proposed that Council investigate the proposed plans for the Grenfell Courthouse.

**RECOMMENDATION:**

For Council's Consideration

**383 RESOLVED:** Cr Liebich and Cr Niven that:

- i) Council make enquires to purchase the Grenfell Ambulance Station for \$1
- ii) the depreciation cost to Council be investigated from a fiscal responsibility perspective
- iii) Council investigate the proposed plans for the Grenfell Courthouse.

CLR MARK LIEBICH  
MAYOR

**384 RESOLVED:** Cr Niven and Cr McKellar that except where otherwise dealt with the Mayoral Minute be adopted.

11 April 2019

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

### **1. 2019/2020 Operational Plan, A3.4**

An estimates workshop was held on Thursday, 28 March 2019 and an extra-ordinary meeting was held on Thursday 11 April 2019 to determine priorities and funding for various projects and to facilitate the development of the draft 2019/2020 Operational Plan.

The draft Operational Plan will now be presented to the May 2019 Council meeting before being placed on public exhibition and presented to the June 2019 Council Meeting for formal adoption.

**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 submitted to extend the milestone periods by six months 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:

<b>Project Title</b>	<b>Grant Value</b>
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

## THE GENERAL MANAGER'S REPORT

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Mrs Karen Pollock is currently engaged as a project officer to liaise between the State Government, the local community groups and Council. Karen is currently ensuring the projects are completed and will also ensure the grant funding is acquitted in the required time frames.

Planning is currently underway for Council's projects.

**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 and it is anticipated works will commence in due course.

**For Information**  
**Noted**

### **3. Draft Model Code of Conduct and Procedures, C2.4.1**

The new 2018 Model Code of Conduct for Local Councils in NSW and Procedures for the Administration of the Model Code have now been prescribed under the Local Government (General) Regulation 2005.

Councils have six months from the date of prescription which is the 14 June 2019 to adopt a Code of Conduct and Procedures. Council's existing adopted Code of Conduct and Procedures will remain in force until such time as Council adopts a new code.

The new requirements include:

- provisions relating to bullying, discrimination and harassment
- inclusions of obligations under the *Work Health and Safety Act 2011*
- obligations in relation to conduct at meetings
- mandatory reporting of all gifts in council's gift register
- prohibition on Councillors receiving gifts worth over \$50 and explanations of what are and are not 'token gifts'
- clearer and more detailed pecuniary interest provisions, including explanations of what interests are not required to be disclosed.

It is proposed to resubmit the draft Model Code of Conduct and Procedures to the May 2019 Council Meeting for formal adoption.

### **RECOMMENDATION:**

Confirm Proposed Action

**385**     **RESOLVED:** Cr Diprose and Cr Brown that the action be confirmed.

### **4. Organisational Review, C2.5.1**

Council at its meeting held 20th December 2018 resolved to engage a small consultancy team to undertake an Organisational Review. The Organisational Review is the next logical step to pursue improvements identified via the improvement plans as part of Councils 'Fit for the

## THE GENERAL MANAGER'S REPORT

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Future' proposal and the Mid Lachlan Alliance's Innovation Fund Program. There will also be other improvements required emanating from recommendations in the organisational review to signify that we are on a course of continuous improvement.

The purpose of this report is to present the outcomes of the review and table the report.

Weddin Shire Council modernizing agenda needs to comprise three crucial dimensions:

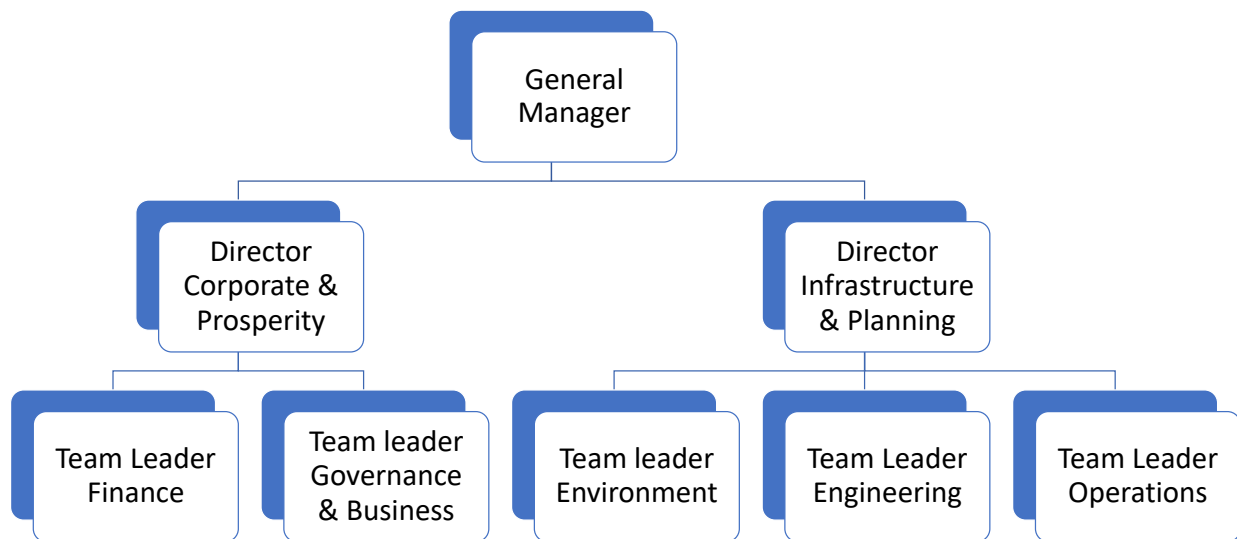
1. Modernising Governance – by strong civic and management leadership and better strategic decision making based on smart community consultation;
2. Modernizing Service Delivery and Providing Sustainable Best Value – principally by making it more responsive, tailored to localized and specific needs through the delivery of best value services and being fiscally responsible;
3. Modernizing Management – by making senior management more strategic in focus and managers being accountable for broad operational outcomes, by encouraging working across directorates and organizational boundaries, and by being focused on community outcomes.

Council must introduce a new focus on “fiscal responsibility” to ensure it meets its obligations pursuant to the principles of sound financial management as prescribed at section 8B of the Local Government Act, 1993. The following features need to be considered in the new agenda:

- Break even annual operating positions;
- Rate increases must meet underlying costs as well as annual growth in expenditures;
- Medium-term pricing paths for any on-going adjustments to rates and charges;
- Smart community consultation and strategic planning processes;
- Asset management planning prioritized and directly linked to the Long-Term Financial Plan;
- Councillor and management capabilities and capacities continually developed and maintained;
- Sound policies and guidelines to promote community prosperity;
- Smart use of restricted assets with sound policies and guidelines;
- Smart use of borrowings for productive infrastructure when justified by a rigorous capital expenditure review and identification of revenue sources to meet any new loan repayments and/or new recurrent costs;
- Good quality accounting and fully integrated financial and business information systems;
- Good quality performance reporting systems to measure operational efficiencies.

### **Proposed Organisational structure**

The following structure reflects the structure in the Panel's draft report. The names of some of the positions are slightly different but the role and functions remain the same. Employee costs make up around one third of Council's total operational expenditure, which is less than Councils of a similar size. The goal of the new structure cannot be to minimise these costs, but rather to optimise Council's capability and capacity to deliver its services by investing in its human capital. However, decisions cannot be focused only on human capital, as Council must consider appropriate investments in technology, improved systems and processes as well as alternative ways to undertake its functions (e.g. procuring specialist services and strategic planning support from other Councils or the private sector).



*Team Leader Governance and Business is referred to as Team Leader Better Communities in the Panel Report and Director of Infrastructure and Planning is referred to Director Planning and Infrastructure in the Panel Report. They are the same roles. It is proposed that Team Leader Governance and Business and Team Leader Environment be part time roles in the next twelve months due to limited resources.*

There are three key elements to the recommended approach:

- moving to a **2 directorate structure** (compared to the current 3 Directors)
- creating **5 Team Leader roles** reporting to Directors (compared to the current situation where all 'indoor' staff basically report straight to the Directors) and
- cultivating **partnerships with other organisations** (particularly other Councils and in some instances the CNSWJO) for delivery of selected functions deemed less efficient for Council to do in-house given its size and capacity.

Once the Organisational Structure is in place to T3 level Directors and Team Leaders will work together to further develop the organisational structure down to T4 and beyond. It is proposed to phase in the Organisational Structure over three years as resources permit. With this approach it is anticipated there will be a net increase of salaries and wages of approximately \$50k for the 2019/2020 financial year. In this phase in period there is the possibility that there will also be savings to offset this increase as part of the restructure.

### Summary

The key message in the report is that continuing on the path Council has been on for the last several decades is not an option. Council is in a position to implement an exciting modernising agenda that will position it to establish its own reputation and create its own destiny.

The report emphasises the need for Council to increase its capacity for leadership and strategy and to delegate more authority within the structure. It recommends that Council do so by moving to two Directors and establishing five Team Leader positions reporting to them. The savings realised at Director level are being re-invested at the next level down.

## THE GENERAL MANAGER'S REPORT

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Once consultation has been undertaken on the structure there will be a need to prepare an Implementation Plan which will set out targets and actions – some of which may be influenced by opportunity. This Plan will also set out the role of the key players from Councillors to Staff.

The report considers each of Council's principal activities or functions – its core business, the things it must do well – and highlights a number of areas of concern (generally identified via the Mid Lachlan Alliance Fitness Campaign) that need to be the focus of improvement efforts by the General Manager, Directors and Team Leaders. In many cases, it recommends that Council pursue partnerships with other organisations, particularly other Councils, to improve.

Ultimately, if Council is to remain a stand-alone entity it must address the issues raised in the report (the concerns about Council's core business). To do so, Council must build its capability and capacity and acquire the required resources and ensure the correct processes are in place to obtain the right outcomes to further improve as an organisation.

A new Improvement Plan will now be developed that incorporates recommendations from Council's 'Fit for the Future' proposal, Innovation Fund Program and the Organisational Review report.

### **RECOMMENDATION:** that:

- i) the 'Organisational Review' report be received and noted and that the general principles and directions contained in the report be endorsed
- ii) a new Improvement Plan be developed that incorporates recommendations from Council's 'Fit for the Future' proposal, Innovation Fund Program and the Organisational Review report
- iii) the General Manager consult with the staff, Consultative Committee and respective Unions and provide a further report to Council with a recommended organizational structure pursuant to the process requirements of the LGA 1993 and Local Government (State) Award 2017 inclusive of an implementation action plan.
- iv) the Organisational Review report be resubmitted back to the May 2019 Council Meeting for formal adoption.

### **386 RESOLVED:** Cr Diprose and Cr McKellar that:

- i) the 'Organisational Review' report be received and noted and that the general principles and directions contained in the report be endorsed
- ii) a new Improvement Plan be developed that incorporates recommendations from Council's 'Fit for the Future' proposal, Innovation Fund Program and the Organisational Review report
- iii) the General Manager consult with the staff, Consultative Committee and respective Unions and provide a further report to Council with a recommended organizational structure pursuant to the process requirements of the LGA 1993 and Local Government (State) Award 2017 inclusive of an implementation action plan.
- iv) the Organisational Review report be resubmitted back to the May 2019 Council Meeting for formal adoption.
- v) a workshop be conducted by Mr Glen Inglis and Mr Stephen Sykes at 3pm on Thursday 16 May 2019 prior to the May 2019 Council Meeting to present the draft Organisational Review to Councillors.

### 5. Drought Communities Program, C2.9.14

The Deputy Prime Minister and Federal Member for Riverina the Hon Michael McCormack MP announced in Grenfell on 23 March 2019 that Weddin Shire has been granted \$1m grant funding under the Federal, Liberal and National Governments Drought Communities Program (DCP).

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. The DCP funding also enables eligible farmers, farm workers and suppliers/contractors in each Local Government area to apply for up to \$3,000 per eligible drought affected household through the Drought Community Support Initiative.

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.

Types of projects that are able to be funded include:

- Street scapes
- Recreational facilities
- Sporting facilities
- Road projects to rectify damage caused by drought, upgrade cattle grids, etc.
- Fencing to allow farm stock to graze safely on common land
- Network of water standpipes on Council land to provide water to farmers
- Water carting to provide water for drinking and bathing
- Events such as new or expanded tourism events (garden festivals, events in the vineyards, concerts) to bring in tourists, farmer days
- Develop marketing and tourism plans for the region or a township
- Works to upgrade public dams
- Flood levees

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 via the community survey digital panel and an advertisement in the Grenfell Record.

Council is required to complete the projects by 31 December 2019 so time is of the essence.

#### **387** **RESOLVED:** Cr Brown and Cr Diprose that:

- i) the projects be collected and submitted to the May 2019 Council Meeting for determination of priorities for the \$1m grant funding under the Drought Communities Program (DCP).
- ii) the draft list of priorities be forwarded to Councillors prior to the May 2019 Council Meeting to facilitate the prioritisation process.

### **6. Grenfell Medical Centre Operation, H1.1.7/P2.12.17**

Council at an Extra-Ordinary meeting held on Thursday 28 March 2019 resolved to enter into a lease agreement with Pakmed Group Australia Pty Ltd led by principal Dr Patrick Akhiwu to operate the new Grenfell Medical Centre owned by Council.

The new Grenfell Medical Centre is a joint initiative between the Federal Government and Weddin Shire Council. The Medical Centre will deliver a comprehensive range of health and medical services to the community and the region. Council engaged an independent panel of Health and Local Government specialists to coordinate an extensive process and recommend a model and operator together with other ancillary health services. The panel oversaw an open tender process and subsequently made a recommendation to Council that was adopted at the Extra-Ordinary meeting.

The lease has been signed by Council and Pakmed Group Australia Pty Ltd. It is anticipated that Dr. Patrick Akhiwu will relocate his existing service into the new Grenfell Medical Centre in the near future. There will continue to be an extensive and diverse range of health services available from the Grenfell Medical Centre, with a view to providing a central health service for the region. The facility has capacity to see the services expand and to house a variety of medical practitioner services. The Dental facility will be separately leased and negotiations are under way on a lease of that facility and the operation of services into the future.

The official opening of the Grenfell Medical Centre will be held on Friday 3 May, 2019 at 11.00am whereby members of the public will be invited to attend.

**Cr Parlett entered the room during this item 5.42pm**

**For Information**

**388** **RESOLVED:** Cr Brown and Cr Bembrick that Council engage 'Five Hours West' to conduct a media and marketing campaign to promote the Grenfell Medical Centre.

### **7. Grenfell Medical Centre – Official Opening, P2.12.17**

Friday 3 May 2019 will be a significant day for health in the Weddin Shire with the Official Opening of the Grenfell Medical Centre at 11.00am.

Arrangements are currently in progress as follows:

- Invitations have been sent out to approximately seventy (70) guests including various parliamentary representatives, surrounding Mayors and General Managers, Weddin Shire Councillors and Staff, various health practitioners and professionals with the general public also invited to attend. The Deputy Prime Minister, Federal Member for Riverina, the Hon Michael McCormack MP will conduct the Official Opening.
- A light luncheon will be organized for the official guests

The official opening will be the culmination of the construction of a magnificent state of the art facility that will serve residents of the Weddin Shire and surroundings areas for many years into the future.

**For Information  
Noted**

## **THE GENERAL MANAGER'S REPORT**

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### **8. Picnic Day, P1.2.2/P1.5.1**

The United Services Union applied to hold the union picnic day on Tuesday 23 April, 2019 as provided under the Local Government (State) Award 2017 which was approved.

Arrangements will be made for various outdoor staff to be available if required. Arrangements will also be made with the administration staff so that the main office remains open.

Accordingly the Office, Internet Centre and the Library will operate as normal.

**For Information**  
**Noted**

### **9. Easter Arrangements, P1.5.2**

Arrangements will be made for respective departments over the Easter period. An emergency call out list will be compiled and distributed to Councillors and Senior Staff.

**For Information**  
**Noted**

**GLENN CARROLL**  
**GENERAL MANAGER**

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

# THE DIRECTOR CORPORATE SERVICES' REPORT

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11 April 2019

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

## **The General Manager presented the report in the absence of the Director Corporate Services**

### **1. Statement of Bank Balances as at 31 March 2019:**

Bank Account	
Westpac	<b>\$1,550,572.50</b>
Short Term Deposits	
CBA	<u>5,500,000.00</u>
<b>Total Investments</b>	<b><u>\$5,500,000.00</u></b>

### **CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 March 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 31 March 2019:**

Loans	
ANZ Loan No...43092	1,912,713.24
ANZ Loan No...43084	<u>1,927,229.53</u>
<b>Total Loans</b>	<b><u>\$3,839,942.77</u></b>

**For Information  
Noted**

### **3. A Summary of Income for The Month of March follows:**

Rates Receipts	121,007.79
Credit Union Agency Commission	607.20
Service NSW Agency Commission	4,829.38
Interest on Investments	24,896.71
Statewide Mutual Insurance Rebate	10,291.06
Roads to Recovery Instalment	240,928.00
Sale of Land for Unpaid Rates Proceeds	13,855.50
Development & Building Application Fees	3,141.00
CTC Income	5,689.20
Caravan Park Fees	3,780.00
Swimming Pool Entrance Charges	1,756.30
Other	8,028.61
<b>Total</b>	<b><u>\$438,810.75</u></b>

**For Information  
Noted**

## THE DIRECTOR CORPORATE SERVICES' REPORT

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### 4. Roads and Other Expenditure 2018/2019:

Following are the up to date maintenance figures as at 31 March 2019:

#### **Roads & Other Expenditure 2018/19**

<b>Item</b>	<b>Vote</b>	<b>Expenditure</b>
Rural Roads Maintenance	562,270	433,757
Grenfell Town Streets Maintenance	181,319	124,876
Village Maintenance - Caragabal	8,069	8,069
Village Maintenance - Greenethorpe	7,000	7,000
Village Maintenance - Quandialla	7,000	7,000
Garbage / Recycling Collection	148,425	94,738
Quandialla Recycling Station	8,000	3,205
Greenethorpe Recycling Station	6,000	0
Greenethorpe Collections	8,000	4,699
Commercial Waste Collection	18,000	7,465
Grenfell Waste Depot Manning / Plant Hire	135,000	82,945
Tips Working Expenses	68,000	63,456
Grenfell Tip Green Waste Processing	20,000	27,828
Cemetery Maintenance & Operating Expenditure	72,000	49,621
Cemetery Sites etc. income	(49,000)	(41,629)
Noxious Plants	84,500	49,666
Noxious Plants - Extra	20,000	1,700
Parks & Gardens	244,846	197,391
Library Expenditure	103,680	64,729
Baths Income	(40,000)	(40,499)
Baths Expenditure	173,350	191,162
Caravan Park Income	(65,000)	(46,675)
Caravan Park Expenditure	110,800	75,956

#### **RTA Grant Works**

<b>Item</b>	<b>Vote</b>	<b>Expenditure</b>
2018/19 State Roads (SH6)	495,130	495,130
2018/19 National Roads (SH17)	327,802	327,802
2018/19 Regional Roads Block Grant	830,000	332,328

#### **Other Grants**

<b>Item</b>	<b>Vote</b>	<b>Expenditure</b>
Bewleys Road - HVSP Grant (17/18 C/Over)	800,000	618,855
Bewleys Rd - Fixing Country Roads (17/18 C/Over)	88,786	88,786
Repair Program - MR239 Pavement Rehab	135,000	0
Drought Relief HVAP - Forbes Rd Widening & Strengthening	298,830	18,255

## THE DIRECTOR CORPORATE SERVICES' REPORT

<b>2018/19 Rural Local Roads (FAG)</b>	<b>Vote</b>	<b>Expenditure</b>
Reseals	217,000	33,471
New Forbes Road - Widen and Strengthen Pavement	108,500	111,099
Gravel Resheeting	195,300	184,637
Grenfell Streets Construction	86,800	0
Grenfell Kerb & Gutter	54,250	0
Grenfell Streets Footpaving	27,776	0
Village Streets Reconstruction	10,850	0
Weddin/Camp/Church Street Replace Footpaving	27,776	0
Thuddungara Road Safety Improvement	32,550	5,050
Sucker Removal/Shoulder Grading/Spraying	32,550	5,279
Industrial Area Sub Division Driveway Construction	10,850	0
Gibraltar Rocks Road Bridge Sized Culvert Replacement	195,300	0
RECONSTRUCT VILLAGE STREETS (17/18 C/Over)	32,590	28,094
QUANDIALLA DRAINAGE (17/18 C/Over)	68,139	3,173
GRENFELL MEDICAL CENTRE - K&G & FOOTPATH (17/18 C/Over)	130,000	51,836
GRENFELL STREETS CONSTRUCTION (17/18 C/Over)	108,495	0
GRENFELL KERB & GUTTER (17/18 C/Over)	102,231	0
MEMORY ST/HOLY CAMP ROAD CONSTRUCTION (17/18 C/Over)	11,237	0
GREENETHORPE BUMBALDRY ROAD (17/18 C/Over)	22,503	22,503
CARAGABAL PARK UPGRADE (17/18 C/Over)	11,761	11,761
CARAGABAL PARK SHADE SAIL (17/18 C/Over)	4,274	4,274
GRENFELL STREETS - FOOTPAVING (17/18 C/Over)	82,551	0
QUANDIALLA FOOTPATHS RECONSTRUCTION (17/18 C/Over)	32,010	32,010
INDUSTRIAL AREA ROAD (17/18 C/Over)	63,042	54,020
Total	<b>1,668,333</b>	<b>547,206</b>
		0
<b>2017/18 Roads to Recovery</b>	<b>Vote</b>	<b>Expenditure</b>
GIBRALTOR ROCKS BRIDGE/CULVERT	240,928	4,974
GREENETHORPE BUMBALDRY RESEAL	25,976	0
Total	<b>266,904</b>	<b>4,974</b>

For Information  
Noted

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

Debt recovery activity is as follows:

27 referred to Council Debt Collection Agency

- 17 paid
- 6 no response – referred for further action
- 2 responses – arrangement to commence
- 2 arrangements

3rd Instalment overdue reminder letters sent

1-month demand letters sent

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. Grenfell Library, C2.8.15**

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

Attended the Central West Zone Library Meeting on Friday 8 March in Condobolin. The next meeting will be held here in Grenfell on Friday 27 September 2019.

Attended a Grenfell Garden Club meeting as guest speaker and was presented with some plants for the Library.

Assisted the FOGL with the March street stall which was a great success. Another FOGL street stall will be held later in the year.

The cinema continues to be a growing success. Bohemian Rhapsody was popular. April movies have been announced with a couple of extra movies held during the school holidays.

The Tech Savvy Seniors classes have had limited uptake with a few being cancelled due to no bookings. However, the second half of the listed classes are either already full or almost full.

**For Information**  
**Noted**

### **7. Economic Development, C2.8.13**

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

Worked closely with community stakeholders over current funding opportunity.

Attended RDA meeting in Orange to hear presentation on Local Intel economic data portal.

Met with community stakeholders to discuss possible investment, strategic planning and service marketing.

Made contact with a service provider in Boorowa to determine the extent of council involvement in their service. Made contact with Michael McCormack's office to discuss sources of funding.

Assisted to promote retail workshop organised by Business HQ.

Organised appointment to meet with Weddin Development Committee Chair to discuss the group's future.

Commenced a Tackling Tough Times Together funding application to deliver local government procurement training for local business.

Reviewed Strategy Part A – Local Profile & Background document in preparation for meeting with consultant in early April.

**For Information  
Noted**

### **8. Tourism/Promotions, C2.8.11**

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

Prepared and distributed agenda for the March tourism workshop. Prepared minutes and survey as a result of the tourism workshop. Analysed survey results and prepared report. Prepared and distributed agenda for the April tourism meeting.

Acted as secretary for the Henry Lawson Festival committee including preparing agenda for March meeting and approving electronic payments. Met with festival executive and festival stakeholders to plan Main Street closure on Sunday of the long weekend. Met with new coordinators to discuss position descriptions. Liaised with coordinators over their event. Sought website updates to HLF website by webmaster. Prepared the Window Dressing entry form. Sought quote from facilitator for Festival Forum in July.

Reviewed and provided feedback to Environmental Services Administration Officer on the 5 medical centre panels.

Researched and produced rates notice insert.

Met with representative of Grenfell Commodities to discuss promotion of the Grenfell Commodities Silo.

Participated in promotions for Central NSW Councils Discovery Passport promotion.

Researched possible development at the Weddin Mountains National Park.

**For Information**

**390** **RESOLVED:** Cr Bembrick and Cr Parlett that Council write to Grenfell Commodities thanking them for their initiative in undertaking the project and congratulating them on the outstanding result.

### **9. Arts/Tourism, C2.8.11**

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

#### **Art & Art Gallery**

Organised volunteer trip to Orange Regional Gallery for Archibald exhibition as volunteer thank you

'Grenfell Community Art & Craft Group' Exhibition

- Managed sales
- Liaised with artists

Liaised with International Conservation Services (ICS) regarding preservation of Community Curtain

Liaised with artists / groups about upcoming exhibitions for second half of 2019 and beginning of 2020

'Landscape Shadows' exhibition

- Liaised with artist

- Created poster and invite

### **Tourism**

- Investigated potential filming location for Create NSW enquiry
- Submitted upcoming events to Central West Lifestyle Magazine
- Distributed 'Phone out of service' notice for Caravan park
- Attended WSC Tourism Committee workshop
- Quotes for Christmas decorations for Medical Centre and Villages
- Model A Ford Car Club of NSW visit information
- Re-order souvenirs

### **Visitor Information Centre**

- Hub bookings
- Staff roster
- Weekly Wednesday Questions email
- Completed AVIC accreditation review

### **Henry Lawson Festival**

- Assisted coordinators
  - Short Story & Verse
  - Art
  - Photography
  - Busking
  - Queen / King
  - Raffle
- Updated website
- Liaised with WSC in regards to road closure
- Accepted and liaised with stall holders
- Planned and booked street entertainment
- Chased and confirmed sponsors – confirmed their details for program, gathered logos etc.
- Further research and ordered merchandise
- Marketing –
  - Gathered program content, finalised content, sent to designer
  - Discover magazine ad
  - A3 poster
  - Made contact with Advision who created the festival branding to gather full logo suit and branding guidelines
- Attended March meeting
- Social Media posts
- Answered enquiries
- Liaised with Country Club re: Guinea Pig Races
- Meeting with local police, festival executive and WSC overseer
- Liaised with amusement rides

**For Information**  
**Noted**

### 10. **Grenfell Internet Centre, C2.8.14**

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

#### **Tech Support for Council Departments**

- Provided Tech Support to Tourism & Economic Development, Council, & Library
  - Setup email forwarder on Events email
  - Setup Shared Calendar EDO
  - Troubleshoot Keyboard Issue (Library)
  - Install Canon Scanner (Library)
  - Install Fiche Reader (Library)

#### **Client Enquires**

- 88 clients made enquires via telephone
- 252 clients made enquires in store
- 21 clients made enquires via email

#### **Sales and Services**

- Conducted computer services and repairs for 24 residential clients and 2 business clients
- Sold laptops/computers to 2 residential clients
- Sold ESET Internet Security to 2 residential clients
- Sold software, parts, and accessories to 21 residential clients
- Sold ink and toner cartridges to 10 residential clients and 4 business clients
- Internet Café used by 45 clients for internet access and printing

#### **Printing**

- Wedding Booklet Printing

#### **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

#### **Maintenance**

- Installation of software patches Workstations (CTC, VIC, Library)
- Installation of software patches Servers (Domain Controller x 2, WSUS, Libero)
- Decline superseded updates (WSUS)
- Website plugin updates, and content management software updates (CTC, VIC)
- Website vulnerability and malware scan (CTC, Library)
- Installation of patches (Internal Wiki, Helpdesk)
- Perform Search Engine Optimisation tasks
- [www.grenfellinternetcentre.com.au](http://www.grenfellinternetcentre.com.au) visited 389 times by 362 Users
- Blog Posts Shared on Facebook, and Twitter
- Update content to Library website

## **THE DIRECTOR CORPORATE SERVICES' REPORT**

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### **Google Summary**

- 268 people saw Grenfell Internet Centre via Google Search
- 248 people saw Grenfell Internet Centre on Google Maps
- 8 people found Grenfell Internet Centre on Google and called your business

**For Information  
Noted**

**LACHLAN GIBSON**  
**DIRECTOR CORPORATE SERVICES**

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

**Cr Diprose left the room at this point 6.09pm.**

11 April 2019

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

## **1. Works Report (1<sup>st</sup> March 2019 to 31<sup>th</sup> March 2019)**

### **1.1 Highways - Capital and Maintenance Works**

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

- SH6 (Mid-Western Highway)
- General Maintenance
  - Lignum Creek Bridge Upgrade completed, Tie ins to be completed before 2<sup>nd</sup> week of May.
  - Installation of new segment markers under RMAP complete
  - Slashing and spraying program ongoing

- SH17 (Newell Highway)
- General Maintenance
  - Slashing and spraying program ongoing

### **1.2 Regional Roads - Capital and Maintenance Works**

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

- MR398 (Mary Gilmore Way)
- General maintenance
  - Preparation of reseals continuing
  - Sucker control and table drains
  - Lodged application for grants under REPAIR programme

- MR236 (Henry Lawson Way)
- General maintenance
  - Line marking complete
  - Shoulder widening and strengthening has commenced
  - Received Grants (\$298k) under Drought Relief Programme for shoulder widening, strengthening, culvert widening & sealing – To be completed by June 2019.

- MR237 (Gooloogong Road)
- General maintenance
  - Sucker control
  - Table drain maintenance

## **THE ACTING DIRECTOR ENGINEERING REPORT**

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MR239 (Henry Lawson Way  
/ Young Road)

- General maintenance
- Heavy patching preparation
- Received Grant (\$135k) under REPAIR Programme to strengthen the pavement by heavy patching & sealing – To be completed by June 2019.(Planning Stage)

### 1.3 Rural Local Roads - Capital Works

- Roadside spraying program continuing
- Sucker control various roads
- Installation of Gravel Road warning signs on rural road network

### 1.4 Rural Local Roads – Maintenance

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

- General maintenance / slashing
- Sucker control and table drain maintenance continuing Sandy Creek Rd

### 1.5 Urban Area - Capital and Maintenance Works

- General maintenance
- Medical Centre construction continuing
- Sewer lines and man holes cleaned and CCTV recording in various locations
- 832m of sewer relining starting 12<sup>th</sup> March 2019 – 26<sup>th</sup> March 2019
- Medical Centre Kerb & Gutter completed (Burrangong St)
- Medical Centre Footpath commenced (Burrangong St)

**For Information**

**Noted**

**Cr Diprose returned to the room at this point 6.12pm.**

## THE ACTING DIRECTOR ENGINEERING REPORT

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### 2. Other Works

#### 2.1 Parks & Ovals Report

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

- General maintenance
- Memorial Park pavers fixed
- Broken water pipe repaired HLO
- Broken seat slat replaced (Main street)
- Parks - Sprinklers cleared and replaced
- Lawn cemetery replaced broken sprinkler

#### 2.2 Cemeteries

The following graves have been prepared from; 01 November 2018 to 30 November 2018

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

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

- General maintenance
- Topped up graves
- Plaques fitted to headstones

#### 2.3 Sewer Mains

Six (6) sewer chokes have been attended to during the last month, none in the relined sections.

#### 2.4 Private Works

- Nil

#### 2.5 Village Area - Capital and Maintenance Works

- General maintenance
- Quandialla drainage investigation continuing
- Caragabal Park upgrade continuing
- Drainage work commenced Greenethorpe

### 2.6 Vandalism

Urban - Caragabal Public Toilet

Rural - Nil

**Progressive Cost Urban: \$500.00 (Estimate)**

**Progressive Cost Rural: \$0.00**

**For Information**

**Noted**

### **3. Future Works (01.12.2018 onwards)**

#### 3.1 Highways

- North Marsden Rehab to be fitted with Raised Pavement Markers.
- Segment markers to be replaced with steel yellow Duraposts
- Heavy patching is currently being scoped from the JPA data
- Tree trimming is currently being scoped from the JPA data

#### 3.2 Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- Heavy patch program MR239 (REPAIR Program)
- Shoulder widening MR236 (Drought Funding) (\$298k)

#### 3.3 Rural

- General maintenance
- Maintenance grading
- Gravel re-sheeting
- Gravel Rd signage installation to continue
- Sucker control and table drain maintenance ongoing
- Hancock Flinns Rd – Rectifying road geometry

## THE ACTING DIRECTOR ENGINEERING REPORT

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### 3.4 Urban and Village

- General maintenance
- Emu Creek rehabilitation to continue
- Quandialla drainage program to continue
- Quandialla kerb and gutter replacement to commence after Gibraltar Rocks Culvert Upgrade
- Caragabal Park Upgrade to continue
- Tree trimming in various locations
- Kerb & Gutter and footpath to commence Medical Centre (Burrangong Street)

**For Information**

**Noted**

#### **4. RMS RMCC Contract, R2.54.4**

- Greenethorpe Bumbaldry road intersection upgrade is in progress to be completed by the end of financial year.
- Brundah School Rehabilitation (3.5km x full width 100mm overlay)

**For Information**

**Noted**

#### **5. Plant Report**

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

PLANT NO	PLANT	DETAILS
5114	Trailer-Fuel&Pump (rebuilt Aug '03)	clear rego defects
3955	Truck-Isuzu FRR 500 LONG	oil leak fixed
3958	Truck-Western Star Tipper	brakes and defects cleared
4102	Grader- Caterpillar 120M	Trimble issues diagnosed
3964	Water Cart- Isuzu	air con re-gas defects cleared
3957	Truck-Western Star Tipper	tarp control diagnosed and fixed, major tailgate and tray repairs
2097	Utility-Nissan NP300 Diesel Dualcab	clean out, service and UHF repairs
3952	Prime Mover- Kenworth T401	hydraulic repairs
4104	Bad Boy mower- AOS 60" 35hp	wheelbearing and wheel swap
4094	Backhoe/loader- Case 580 SLE	slew valve, machine tagged out, repaired
4101	Wheel Loader- Volvo L60E	oil leak identified, control valve switch replaced
4108	Multipac 6118H roller	onsite gear lever issue fixed
1121	Wagon-Toyota Kluger 4x2 KXR	major service completed
4105	Grader- Caterpillar 120M	door glass replaced
4111	Multipac 524E Multi Tyred	uhf repaired

**For Information**

**Noted**

**6. Road Train from Forbes**

Council and RMS are working actively for Type 1 Road train from Forbes to Grenfell. The Drought Funding for MR 236 (Forbes Road) of \$298,000.00 will facilitate the process.

**For information**

**Noted**

**7. Purchase of New Garbage truck**

Purchase order has been placed. The tentative delivery time is May 2019.

**For information**

**Noted**

**8. Roads to Recovery, R2.56**

The works in progress as of 14<sup>th</sup> March 2019 is as follows:

## THE ACTING DIRECTOR ENGINEERING REPORT

Work Location	Scope of works	Budger for 2017/2018	Budger for 2018/2019	Revised Proposed Expenditure	Complete	Start Works	Complete Works	Funding Type	Exp to Date	Forecast Exp Next Period	Remarks
Greenethorpe-Bumbaldry Road, Rural Road ,measured from the Mid Western Highway 0.00 km - 11.50 km the rail way crossing in Greenethorpe	Centre line , placing of warning signs before narrow bridges and low level crossings	\$ 25,976.00		\$ 25,976.00	YES	May-18	May-18		\$ -	\$ 25,976.00	Completed
Gibraltar Rocks Road ( Rural Road), work is located 0.37 km from the Mid Western Highway Intersection	Demolish and construct of new box culvert		\$240,928.00	\$ 240,928.00	No	April-19	Jun-19	JF		\$ 240,928.00	
Greenethorpe-Koorawatha Road, Rural Road - Chainage 0.000 km to 0.900 km measured from start point 0	Rehabilitation works	\$ 29,338.00		\$ 29,338.00	Yes	Nov-17	Nov-17		\$ 29,338.00	\$ -	Completed
Dritway Road, Rural Road - Chainage 12.690 km to 15.270 km measured from start point 0.000km at Mid-	Rehabilitation works	\$ 73,589.00		\$ 73,589.00	Yes	Nov-17	Nov-17		\$ 73,589.00	\$ -	Completed
Dritway Road, Rural Road - Chainage 15.670 km to 16.350 km measured from start point 0.000km at Mid-	Rehabilitation works	\$ 19,395.00		\$ 19,395.00	Yes	Nov-17	Nov-17		\$ 19,395.00	\$ -	Completed
Ballendene Road, Rural Road - Chainage 4.790 km to 7.620 km measured from start point 0.000km at Mid	Rehabilitation works	\$ 80,719.00		\$ 80,719.00	Yes	Nov-17	Nov-17		\$ 80,719.00	\$ -	Completed
Subtotal		\$ 229,017.00		\$ 469,945.00					\$ 203,041.00	\$ 266,904.00	
Keiths Lane, Rural Road - Chainage 0km to 1.825km measured from start point 0.000km at Sandy Creek R	Rehabilitation works	\$ 163,756.00		\$ 233,272.00	Yes	Jul-17	Oct-17		\$ 233,272.00	\$ -	Completed
Subtotal		\$ 163,756.00		\$ 233,272.00					\$ 233,272.00		
Bewleys Road, Rural Road - Chainage 0km to 9.750km measured from start point 0.000km at Newell Highw	Rehabilitation works	200000		200000	Yes	43132	43435	JF	200000	0	
Subtotal		\$ 200,000.00		\$ 200,000.00					\$ 200,000.00	\$ -	
Caragabal-Pullabooka Road, Rural Road - Chainage 0.000 km to 5.600 km measured from start point 0.00	Rehabilitation works	202820		202820	Yes	43132	43191		202820	0	
Subtotal		\$ 202,820.00		\$ 202,820.00					\$ 202,820.00	\$ -	
Driftway Road, Rural Road - Chainage 1.825km to 3.140km measured from start point 0.000km at Bimbi-Q	Rehabilitation works	\$ 44,350.00		\$ 90,000.00	Yes	Sep-17	Nov-17		\$ 90,000.00	\$ -	Completed
Pinnacle Road, Rural Road - Chainage 11.770km to 12.530km measured from start point 0.000km at Henry	Rehabilitation works	\$ 25,650.00		\$ 50,137.00	Yes	Jul-17	Aug-17		\$ 50,137.00	\$ -	Completed
Pinnacle Road, Rural Road - Chainage 13.200km to 14.090km measured from start point 0.000km at Henry	Rehabilitation works	\$ 30,000.00		\$ 73,000.00	Yes	Aug-17	Oct-17		\$ 73,000.00	\$ -	Completed
Subtotal		\$ 100,000.00		\$ 213,137.00					\$ 213,137.00		
TOTAL		\$ 895,593.00	\$240,928.00	\$1,319,174.00					\$1,052,270.00	\$ 266,904.00	

For Information  
Noted

### 9. Grenfell Main Street Renewal, R2.4.19

Clouston Associates have been requested to carry out a detailed investigation for the plan with 45-degree reverse angled parking (Option A mentioned previously) together with other options and considerations by the consultant following Traffic Committee and community feedback.

Attached is the latest version of the Grenfell Main Street improvements.

You will see the essential difference between this concept and the previous preferred version is the *maintenance of the current 45 degree reverse in parking*, but using a combination of controls to protect a maximum area of existing footpath for pedestrian amenity and commercial opportunity in line with the projects objectives.

As with the previous concept, the amended version still works within the present traffic management arrangements, including existing round-about geometries (extended in some sections to slow down traffic at street entries), bus stops, existing pedestrian 'blisters' and swept path lines for service station access etc. It also contributes towards reducing traffic speed to 40 kph in accordance with RMS Guidelines and in principle agreements with Parkes staff late last year.

An increased and more conveniently located range of Disabled parking spaces is also provided.

The refined and more disciplined 45 deg. parking arrangement proposed still yields way in excess of the town's required number of spaces as observed/calculated over a number of years from aerial photography. The table included in the report illustrates this for both East and West lengths of the street.

In achieving this, there is still ample provision for the desired upgrade of the town's street tree canopy for shade and character, with kerbside and centre street planters. The spacing and provision of other facilities in the streetscape makes allowance for annual festivals and community events where all or some of the street may be closed to traffic.

The report will be further analysed and reported back to the May Council meeting prior to it being placed on Public exhibition for comment.

**Crs Parlett and Bembrick declared conflicts of interest and left the room at this point**

For Information  
Noted

**Crs Parlett and Bembrick returned to the room.**

### 10. Tree plantation in Forbes Street, western side of Grenfell Aquatic Centre

Tree plantation will be carried out in July 2019. This is due to optimal planting times.

For Information  
Noted

### **11. Alteration of stop signs in the Intersection of Melyra and Forbes Street.**

Process to relocate give way signs is in progress. Needs to go to Traffic Committee and have vehicle turning paths overlaid and on the proposed path.

**For Information**  
**Noted**

### **12. Caragabal Water Supply – U1.6.8**

Residents are now able to receive drinking water with partial funding from the Department of Primary Industries. There are 61 residents living in the village and 22 non-residents school children attend the Caragabal Public School.

**For Information**  
**Noted**

### **13. My Community Project NSW Government Funding Program**

The NSW Government has opened applications to the new funding program named 'My Community Project'. The amount of funding available is from \$20,000 to \$200,000. This program will enable individuals to put forward their ideas for a project in their area and a public vote will determine which projects have the most community support. Voting for the nominated projects will take place over a period of four weeks from the 15<sup>th</sup> July 2019 to the 15<sup>th</sup> August 2019. Examples of projects to be considered in this program are:

- Playgrounds
- Public Gardens
- Upgrades to local sporting facilities
- Health Programs

Submissions can be lodged online at <https://mcp.smartygrants.com.au/2019>. Submissions close at 2.00pm on 15<sup>th</sup> May, 2019.

**For Information**  
**Noted**

### **14. 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 will be signed and lodged before 13<sup>th</sup> April 2019. The funding is a 5:1 ratio, where council will fund 1/5 the total cost of the project. A work plan will be submitted to Office of Environment and Heritage before the 29<sup>th</sup> July 2019.

**For Information**  
**Noted**

## **THE ACTING DIRECTOR ENGINEERING'S LATE REPORT**

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

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

### **15. Disposal of Rural Fire Service Trucks, E1.3.11**

There are three (3) Rural Fire Service Trucks which are up for Disposal.

They are: -

1) Isuzu FTS 700 4x4

BFO-0373                      (Bush Fire Organisation Identification Number)  
Build: 9/93  
Kms: 60755  
Pump Hrs: 1130

2) Isuzu FTS 700 4x4

BFO-0860                      (Bush Fire Organisation Identification Number)  
Build: 3/93  
Kms: 44152  
Pump Hrs: 738

3) Mitsubishi Canter 500/600 4x4

BFO-8558                      (Bush Fire Organisation Identification Number)  
Build: 9/97  
Kms: 16753  
Pump Hrs: N/A

The vehicles mentioned above will go out for an Expression of Interest (EOI) in the local paper. If they are unsuccessful in the sale, we will then sell through pickles auctions.

**RECOMMENDATION:** That Council approve the disposal of the three (3) vehicles listed above.

**393**     **RESOLVED:** Cr Diprose and Cr McKellar that Council approve the disposal of the three (3) vehicles listed above.

**JAYMES RATH**  
**ACTING DIRECTOR ENGINEERING**

**394**     **RESOLVED:** Cr Parlett and Cr McKellar that except where otherwise dealt with the Acting Director Engineering's report be adopted.

11 April 2019

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

Dear Sir,

I wish to report as follows: -

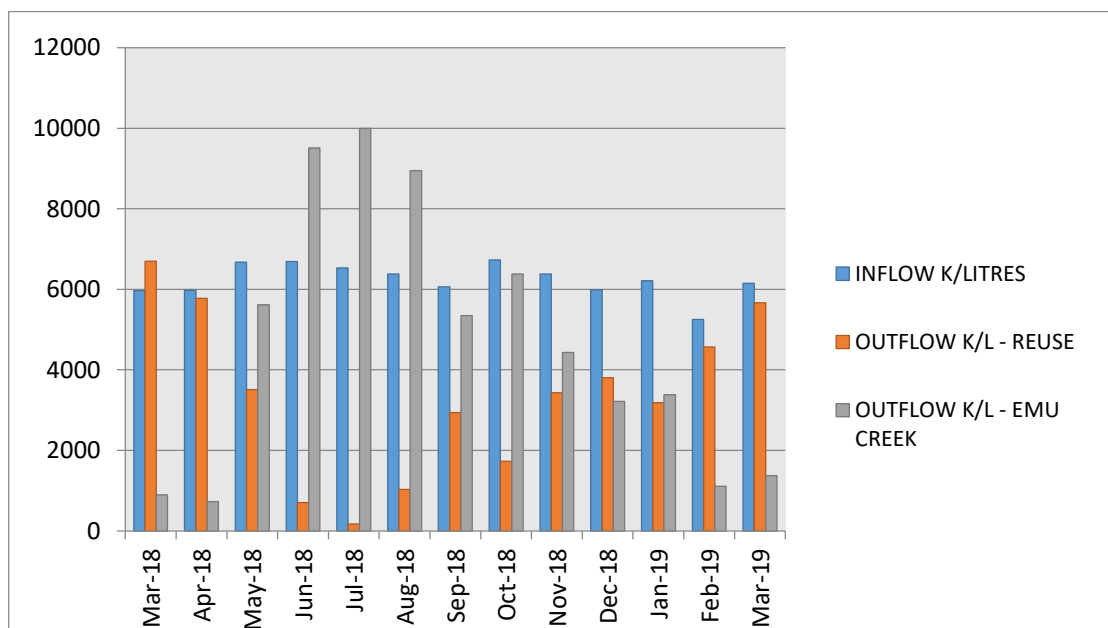
## A. Public Health and Environmental Matters

### 1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during March 2019 was 6,146 kl with the daily average of 187.46 kl. Outflow for irrigation for reuse was 5,661 kl and discharge to Emu Creek 1,371 kl.

The highest daily recording of 286 kl occurred for the 24 hours ending 6.30 am on 30 March 2019 and the lowest of 162 kl for the 24 hours ending 6.30 am on the 22 March 2019.

A total rainfall of 53 mm was recorded for the month.



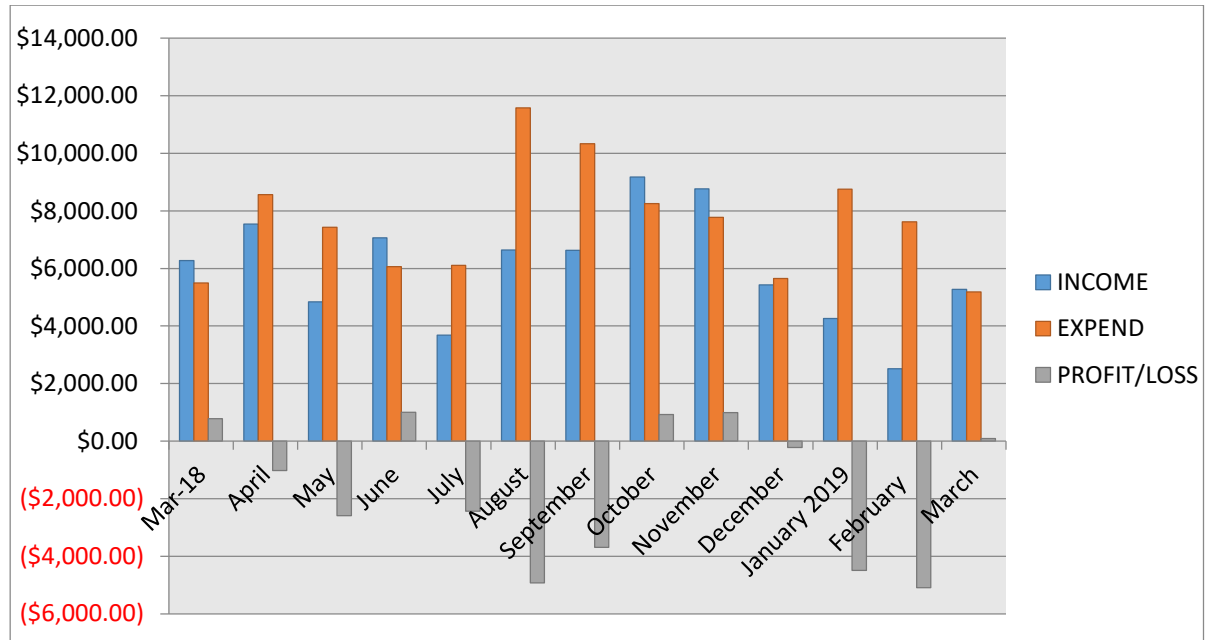
For Council's Information  
**Noted**

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

### 2. Caravan Park Operations, P2.3.3

Income for the month of March 2019 was \$5,275.00 with expenditure of \$5,181.55 resulting in an operational profit of \$93.45 the month.

There were 113 sites occupied for the month of March 2019.



For Council's Information  
Noted

### 3. Animal Control, A4.4.4

#### a. Companion Animals

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

#### Other Activities:

##### Companion Animals

- 1 dog attack reported, investigation, victim interview, determination
- Contemporaneous notetaking
- Communication with Rylestone Council Ranger
- 3 x straying dog correspondence issued
- 7 x registration notices 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

## **THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

---

- 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
- Entering records on Council authority
- Verification of microchip/registration details
- NSW Revenue meeting with Meegan Sunderland – processing/status WSC Infringements issued.
- Communication with Grenfell Police (event number E70436545)
- Enquiry received – assistance dogs

### **Stock**

- 1 x stock callout Young Road – 3 head cattle wandering unattended on road
- 2 x “show cause” correspondence issued (1 x straying cattle, 1 x straying sheep)

### **Environmental**

- 3 x “Notice of Intentions” issued to serve Orders under Order No. 21 Local Government Act 1993.
- 1 x Order issued overgrown/untidy premises under Order No. 21 Local Government Act 1993.
- 1 x “show cause” issued non compliance with LGA Order No. 21
- 1 x concern received rubbish build up – to monitor

### **Recycling**

- Recycle bins checked for contaminated waste
- Recycling bins delivered new dwellings

### **Advertising**

- Grenfell Record – Pussy Cat Pussy Cat Where Have You Been

**For Council's Information**  
**Noted**

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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### 4. Grenfell Aquatic Centre, P2.3.1

<b>Total Attendance:</b>	<b>2927</b>	<b>Other Usage:</b>	503
<b>Daily Average:</b>	<b>94</b>	<b>School Usage:</b>	60
<b>Cash Attendance:</b>	195 Child/Pensioner	<b>Season Ticket Sales:</b>	
	122 Adult	Child:	0
<b>Season Ticket Attendance:</b>	1147 Child	Adult:	0
	900 Adult	Family:	0
		Pensioner:	0

The Aquatic Centre closed for the season on the 31<sup>st</sup> March 2019.

**For Council's Information**  
**Noted**

### 5. Grenfell Aquatic Centre – Season Report, P2.3.1

<b>Total Attendance:</b>	<b>27478</b>	<b>Other Usage:</b>	3586
<b>Daily Average:</b>	<b>150</b>	<b>School Usage:</b>	2705
<b>Cash Attendance:</b>	3413 Child/Pensioner	<b>Season Ticket Sales:</b>	
	2221 Adult	Child:	16
<b>Season Ticket Attendance:</b>	8823 Child/Pensioner	Adult:	22
	6730 Adult	Family:	88
		Pensioner:	31

#### **Water Usage**

##### Plant

Total Season Usage 2167KL      Daily Average 11.9KL

##### Amenities

Total Season Usage 502KL      Daily Average 2.7KL

The Aquatic Centre closed on 31<sup>st</sup> March for the 2018/19 season.

Overall the season was very good, there were no accidents or incidents which is what we aim to achieve.

The introduction of the wrist banding Under 5 Keep them alive programme was a great tool for keeping these patrons safer. It definitely highlighted the need for more parents/cares to be active in their supervisor, plus giving staff an easy tool to be able to enforce and identify these children at high risk.

The extended opening hours during the school holidays was very well received and supported by the both locals but especially visitors to the centre. During the holiday period there was a large number of families visit the centre for a day out from surrounding towns.

Again the local schools held a number of activities from Swim & Survive programs, Carnivals and social activities at the centre.

Grenfell Amateur Swimming Club conducted, Club Nights, Australia Day Disco, Business House Relays and Squad programmes.

## **THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

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Community Health held 2 Gentle Exercise classes per week, this programme has seen a large increase in participation from community members, mainly due to the ease of access into both facility and pools.

Kim Broomby (Active Farmers) held 2 Aqua Exercise classes weekly which also have maintained a high number of participants supporting this programme.

Aquatic Staff that hold Austswim Licences have been very busy both with Lifeguard commitments and when not on Duty have conducted many Learn to Swim programmes at the centre.

All these events and activities have seen a definite increase in participation numbers, this is definitely due to the new facility and the staff commitment to nurture, promote and support all activities within the Centre.

### **2018/19 Repairs/Replacements**

Amplifier unit to sound system.

Both Water pumps on Chemical feeders.

2 Diaphragm pumps, one on Blue Mushroom and also Water Jets.

Motor replacement on wave vacuum.

### **Future Improvements**

Providing a hard roofed area outside Office/Canteen area.

Shade coverage over Programme pool.

Shade on some lawn areas.

Picnic tables with umbrellas to lawn areas

A small garden area along red wall of plant room and also in the corner of fence line, with low maintained shrubs and grasses.

The facility again will be winterised during the off season and general maintenance will continue throughout winter. The 2019/20 will begin Sunday 29th September 2019 weather permitting.

**For Council's Information**  
**Noted**

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

### **B. Planning and Development Matters:**

#### **1. Development Applications**

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

DA NO.	Applicant	Construction	Value (\$)	Address
6/2019	Mr DJ Forsyth	Shed	\$40,000	LOT: 1 DP: 1249252 98 Adelargo Road GRENFELL NSW 2810
8/2019	Andys Design & Drafting	Earthworks	\$10,000	LOT: 7012 DP: 1023529 North Street GRENFELL NSW 2810

**For Council's Information**  
**Noted**

#### **2. Complying Development Applications**

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

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

**For Council's Information**  
**Noted**

#### **3. Construction Certificates**

The undermentioned applications were received and determined under delegation:

CC NO.	Applicant	Construction	Address
31/2017	Mr AC Griffiths	Pergola	LOT: 131 DP: 1081488 1 Huckel Close GRENFELL NSW 2810
63/2018	Mr DM & Mrs KL Nealon	Ext/Additions to Dwelling (Smoke Detectors, Waterproofing/Stormwater & Septic only)	LOT: 2 DP: 595663 1268 Gooloogong Road GRENFELL NSW 2810
1/2019	Mr LJ Howell	New Shed and Demolition of Existing Shed	LOT: 7 SEC: 6 DP: 758473 14 Weddin Street GRENFELL NSW 2810
5/2019	Ms TL Allerton	Swimming Pool	LOT: 111 DP: 1081488 32 Stan McCabe Drive GRENFELL NSW 2810

**For Council's Information**  
**Noted**

### **4. Grenfell Sewerage Treatment Plant (STP) Upgrades, S1.1.5**

Council has lodged its application for additional funding under the Safe and Secure Water Program in response to estimated cost increases in the redevelopment project. The application has been delayed due to the state elections and the outcome will be advised as soon as possible.

Council's consultant and peer reviewers have completed their review of the issues raised by DPI Water to finalise the concept design. The submission addressing the questions raised in consultation has been forwarded to DPI - Water for final consideration and endorsement of Concept Design.

**For Council's Information**  
**Noted**

### **5. Grenfell Medical Centre, P2.12.1**

The external building construction works of the project have been completed.

An update of outstanding works is as follows:

- 1) Interior wall treatments – Late April
- 2) Interpretation panels – Late April

Council Engineers have completed work on the Short Street footpath/drainage with the kerb and gutter to Burrangong Street kerb also finished. The construction of the access ramp and footpath to the dentist and medical centre will be completed shortly. Sealing of George and Burrangong Street will be programmed shortly.

**For Council's Information**  
**Noted**

### **6. Grenfell (Land Use) Settlement Strategy, T2.1.13**

Council has had extensive communication with Council staff and community representatives to assist the production of the Local Profile and draft strategies for the industrial, commercial and residential precincts of Grenfell. A Councillor workshop has been organised for Monday 29th April 2019 to review the proposed recommendations prior to drafts being formally adopted and going on public exhibition.

**For Council's Information**  
**Noted**

B J HAYES

**DIRECTOR ENVIRONMENTAL SERVICES**

**395**     **RESOLVED:** Cr Bembrick and Cr Brown that except where otherwise dealt with the Director Environmental Services' report be adopted.

**CENTRAL WEST ZONE NSW PUBLIC LIBRARIES ASSOCIATION  
DELEGATE REPORT FOR WEDDIN SHIRE COUNCIL – CLR PHILLIP DIPROSE**

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I recently travelled to Condobolin as Council's delegate to the Central West Zone NSW Public Libraries Association meeting and participated in the following activities: 7<sup>th</sup> March 2019: Visit to the Wiradjuri Study Centre in the afternoon and networking dinner at the Royal hotel in the evening. 8<sup>th</sup> March 2019: CWZ NSW PLA meeting at the Condobolin Library. Council's Librarian, Erica Kearnes, also attended this meeting.

The visit to the Wiradjuri Study Centre was most interesting; with CEO Laurie Hutchison and Administration Officer Tennille Dunn giving us a run-down on the activities and a tour of the facility.

Presentations at the Friday meeting were given by:

- Kiara Harris, Student Ambassador, Indigenous Language Foundation
- Chris Epple, Sales Consultant for NSW, James Bennett (library technology company). James Bennett is a supplier to our Library. They recently released a new product which they call a pop-up library device. They are suited to places where people naturally wait (such as for example airports and doctors surgeries) and allow users to stream eBooks in text format. The cost of each device is \$99/month.
- Dallas Tout, President, NSW Public Libraries Association (and also Deputy Mayor, Wagga City Council). The NSWPLA is continuing what it calls its 'Renew Our Libraries Campaign'. The objective is to get the NSW Government to double its funding of public libraries from 7 % (LGAs fund the other 93%) to 14% and approaches are being made to all political parties represented in the up-coming NSW State Government election. A website has been established which includes the functionality for electors and others to send an email to all Candidates in their respective electorates based off postcodes. Here's a link to the website. <https://renewourlibraries.com.au/nsw-election>.

The AGM was conducted at the Friday meeting and office bearers for the year ahead are:

- Chairperson: Cr Les Lambert (Narromine Shire Council)
- Deputy Chairperson: Cr Sam Paine (Mid-Western Regional Council)
- Secretary/Treasurer: Michelle Maunder (Mid-Western Regional Council Library)
- Minute Secretary: Theresa Jude (Lachlan Shire Library)

The following matters have particular relevance to Weddin Shire Council:

1. It was agreed that the next meeting will be held in Grenfell on Friday 27<sup>th</sup> September 2019 and an invitation was extended to those who are interested to do a tour of the 'new things in Grenfell' on the preceding afternoon.
2. There is some concern that if the NSWPLA campaign is successful in increasing State Government funding some Councils may not apply all of the increase to library activities. I believe that as Councillors it would be helpful to better understand the full cost of running our library.
3. The NSWPLA annual conference will be held in November at Penrith. Both Erica and I think there is considerable value in us both attending.

**CR DIPROSE**

**396      RESOLVED: Cr Diprose and Cr Brown that the Delegates report be adopted.**

**MINUTES OF THE GRENFELL ART GALLERY COMMITTEE MEETING HELD  
THURSDAY 4 APRIL 2019 AT THE COUNCIL CHAMBERS COMMENCING AT 8.30  
AM (C2.6.35)**

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1. **PRESENT:** Cr Niven, Cr Parlett, H Moffitt, M Moffitt, W Crampton, C McCann and G Carroll.

2. **APOLOGY:** Cr Brown

**Resolved:** C McCann and Cr Parlett that the apology be accepted.

3. **MINUTES:** 7 February 2019

**Resolved:** W Crampton and H Moffitt that the minutes of the meeting held on 7 February 2019 be adopted.

4. **DECLARATIONS OF INTEREST:**  
Nil

5. **MATTERS ARISING:**  
Nil

6. **CORRESPONDENCE:**  
**Inwards**

- Quote from Trevelli to remove cross bars on moveable partitions and replace with smaller bracket.
- Email from International Conservation Services regarding community curtain.
- Price indication from International Conservation Services for conservation.

**Noted**

**Outwards**  
Nil

**Noted**

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

**Resolved:** C McCann and Cr Niven that the Art Gallery Co-ordinators report be adopted as presented.

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

**Resolved:** W Crampton and M Moffitt that the Art Gallery Financial Statement be adopted as presented.

9. **NEW PROJECTS:**  
Nil

**Noted**

10. **GENERAL BUSINESS:**

10.1 **ACTION PLAN** – attached.

**Resolved:** W Crampton and Cr Parlett that the quote from Trevelli Constructions for \$242.00 (GST Inc) be accepted.

**Resolved:** Cr Parlett and W Crampton that Council write to the Orange Regional Art Gallery thanking Mr Bradley Hammond and Ms Cecilie Knowles for undertaking volunteer training and the guided tour of the Archibald exhibition in March 2019.

## **10.2 COMMUNITY CURTAIN PROJECT**

**Resolved:** M Moffitt and W Crampton that Christina Ritschel be invited to conduct a site visit to the Grenfell Art Gallery to assess and advise the best preservation method to preserve the Grenfell Community Curtain.

11. **NEXT MEETING:** Friday, 24 May 2019 at 8.30am at the Council Chambers.

12. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 9.27 am.

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

**MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING  
HELD ON THURSDAY 4<sup>th</sup> APRIL 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 J Parlett, Clr S O'Byrne, W Crampton, A Griffiths, T Cooper, D Yates, L Gibson, C McCann, A Carr.

2. **APOLOGY:** Clr C Brown.

**Resolved:** Clr S O'Byrne/ W Crampton that the apology be accepted

3. **CONFIRMATION OF MINUTES:** 7<sup>th</sup> February 2019

**Resolved:** A Griffiths/ W Crampton that the minutes of the 7th February 2019 meeting be confirmed.

4. **MATTERS ARISING:** Nil

5. **CORRESPONDENCE:**

In:

- Nil

Out:

- Nil

3.03pm – D Yates and T Cooper entered the room.

6. **TOURISM STRATEGIC SURVEY:** Discussion was had over the success of the survey including the number of surveys completed and how the committee ranked projects. Strong and consistent support exists for the development of a DMP. A DMP's development is cornerstone to the future direction of tourism in the Weddin Shire.

**Resolved:** D Yates/ T Cooper that:

1) If the estimates process is unsuccessful at funding the DMP, alternative methods of funding its development should be explored, due to its critical nature.

2) While waiting for the DMP to be developed, the tourism committee should focus on projects which are unlikely to conflict with recommendations from a DMP.

7. **UPCOMING EVENTS:** Discussion was had over the frequency with which local events are scheduled on the same dates. Local organisations will be encouraged to consult with Grenfell Tourism prior to selecting their event dates to minimise clashing.

For an up to date list visit [www.grenfell.org.au/attractions/events](http://www.grenfell.org.au/attractions/events)

- 26 February to 14 April- Grenfell Community Art & Craft - Grenfell Gallery Exhibition
- 11 April- Festival of Small Halls
- 11 April- Playground Rockets & 50 Years Since the Moon Landing - an illustrated talk
- 13 April- Grenfell Picnic Races
- 13 April- An Evening Under the Stars
- 13 and 14 April- Team Sorting
- 15 April- AquaLife Explorers
- 16 April to 30 May- Landscape Shadows by Cathy Coleman - Grenfell Gallery Exhibition

- 21 April- Iandra Castle Open Day
- April- ANZAC Day Dining in Night
- 11 May- Grenfell Rodeo
- 12 May- Grenfell Rotary Markets
- 6 to 10 June- Henry Lawson Festival
- 9 June- Guinea Pig Races
- 9 June- Iandra Castle Open Day
- 9 June Caragabal Camp Oven Cookoff
- 17 June to 26 July- Art of Ageing Exhibition
- 30 August- 143<sup>rd</sup> Annual Grenfell Show
- 8 September- Grenfell Rotary Markets
- 14 September- Caragabal Sheep Races
- 27-29 September- Bird Counting
- 28 September- Grenfell Jockey Club Races
- 29 September -4 October- Weddin Mountain Muster
- 5 November- Grenfell Library Author Visit - Karly Lane
- 10 November- Grenfell Rotary Markets
- 10 September to 20 October- Grenfell Dramatic Society – Grenfell Art Gallery Exhibition
- 3 December to 12 January- Exhibition by Ramon Ward-Thompson

8. **BUSINESS WITH NOTICE:** Nil

9. **QUESTIONS WITH NOTICE:** Nil

**Resolved:** W Crampton/ T Cooper that the June meeting date be brought forward one week to May 30<sup>th</sup> 2019 to avoid the Henry Lawson Festival.

10. **NEXT MEETING:** Thursday 30<sup>th</sup> May 2019 at 3pm at the Council Chambers

11. **CLOSURE:** 3.43pm

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

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER AT 10.10 AM ON THURSDAY, 11<sup>th</sup> April 2018 (C2.6.3)**

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

**2.1 WELCOME & APOLOGIES**

**Apologies:** Clr. Mayor Mark Liebich, Patrick Smith, (NSW Police), Maurice Simpson (Local Member's Representative)

Apologies – 11 <sup>th</sup> April 2018
<p><b>Recommendation:</b></p> <p>That apologies received from Clr. Mayor Mark Liebich, Patrick Smith, (NSW Police), Maurice Simpson (Local Member's Representative) be accepted.</p> <p><b>Moved:</b> Michael Madgwick</p> <p><b>Seconded:</b> Deanne Freeman</p>

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

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

Minutes of Local Area Traffic Committee Meeting – 29 January 2019
<p><b>Recommendation:</b></p> <p>1. That the minutes of the Local Area Traffic Committee Meeting held 29 January 2019, having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b> Michael Madgwick</p> <p><b>Seconded :</b> Deanne Freeman</p>

**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		Pedestrian Safety Assessment in Main street to be conducted	a) Council to carry out an observation survey including a pedestrian and traffic count.	Done
			b) Council to investigate trimming trees or shrubs in the pedestrian crossing in main street.	Done

Date	Item no	Description	Recommendation	Status
26-07-18			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		Disable car park in Forbes street near the ramp to Pool in Grenfell. (Ref. attachment 1)	Council to provide final design to committee members for comments and approval	In progress
26-07-18		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	In progress
26-07-18		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		Advance warning sign at Railway crossing on Mary Gilmore Way near Bribbaree	That the Council to inspect the site and provide a plan as per standard for to the committee.	In progress
26-07-18		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.	in progress
26-07-18	6.4	Moving of 100 km sign north of the garbage tip turn off on the Gooloogong Road	Council to Submit a speed zone request to RMS. RMS opted no changes to the speed zone.	Done
26-07-18		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	on going

Date	Item no	Description	Recommendation	Status
			Freeman (RMS) and other locations be submitted to committee members for comments.	
1/10/2018		Main street parallel parking	An appeal has been lodged by RMS	Resolved on 13/12/2018
13/12/2018	6.1	Henry Lawson Festival 2019	1. ROI to obtain 2. Updated TCP to resubmit 3. Public Liability Insurance cover to amend	Done  In progress Done
	6.2	Trial parallel and central parking in Main street	Investigation for an option of 45-degree reverser angle parking.	
	6.4	Give Away 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	In progress  In progress

## 6 COMMITTEE BUSINESS

### 6.1 Road Closure for the Opening of the Medical Centre and Traffic Control Plan

Correspondence from Director Environmental Services has been received in regards to a road closure for the official opening of the Medical Centre. (Copy attached)  
A Traffic Management Plan has been developed (Copy attached)

#### Opening of the Medical Centre

##### **Recommendation:**

That Council approve the Road Closure in front of the Medical Centre – Burrangong Street, on the 3 May 2019 from 10.00am – 1.00pm as per the TMP.

**Moved:** Michael Madgwick

**Seconded :** Deanne Freeman

- 6.2 Accessible park in front of Medical Centre  
Proposed designs for the accessible parking at the new Medical Centre. (Attached)

Accessible park in front of Medical Centre
<b>Recommendation:</b> That Council investigate further options to meet the Australian Standards for longitudinal grade.
<b>Moved:</b> Michael Madgwick
<b>Seconded :</b> Deanne Freeman

- 6.3 Road Closure for the Opening of the ANZAC Day Dawn Service & March Pass and Service  
Traffic Management Plans for the closures have been prepared for the events (Copies attached)

Accessible park in front of Medical Centre
<b>Recommendation:</b> That Council make amendments to the TCPs to have additional signage including directional signage on the detours.
<b>Moved:</b> Michael Madgwick
<b>Seconded :</b> Deanne Freeman

- 6.4 Road Closures for the Henry Lawson Festival  
Traffic Management Plans for the closures have been prepared for the events (Copies attached)

Accessible park in front of Medical Centre
<b>Recommendation:</b> That Council make amendments to the TCPs to change the signage.
<b>Moved:</b> Michael Madgwick
<b>Seconded :</b> Deanne Freeman

## 7. GENERAL BUSINESS

8. **NEXT MEETING:** Thursday 11<sup>th</sup> July 2019

9. **CLOSE OF MEETING:** 11:15am

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

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON  
THURSDAY 11 April 2019 at 3.00 pm at the COUNCIL CHAMBERS (C2.6.22).**

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

**Resolved:** Clr Parlet and Clr Brown that the apologies be accepted.

3. **CONFIRMATION OF MINUTES:** Thursday, 7 February 2019

**Resolved:** Clr Diprose and Clr Brown that the minutes 7 February 2019 be adopted.

4. **CONFLICTS OF INTEREST:**  
Nil

5. **MATTERS ARISING:**

- 5.1 Medical Centre Historic Reference Panels

Mr Hayes advised that some comments were submitted by the Auburn (EDO/TPO) and Claire (Arts and Culture Officer) and some small changes were made to final wording. Signs have now been finalised and ordered.

- 5.2 Strategic Plan Development for direction of Heritage

Mr Hayes discussed the following outcomes:

- i) **Heritage Promotion** – An article will be placed in the Grenfell Record regarding the 2019 Heritage Festival
- ii) **Heritage Booklet for Owners/Purchasers** – No further progress to date.
- iii) **Building Plaques** – Mr Hayes advised that the first plaque has been ordered.

- 5.3 Bushell's re Coffee Sign (Grenfell Furniture & Whitegoods)

Mr Hayes advised that the Heritage Advisor and himself have discussed other options for the protection of the sign. Mrs Jackson to follow up on a cheaper alternative costing and approach Bushnell's personally to request if there is any funding available.

- 5.4 The meaning of the word "Weddin"

All information to be given to Clr Diprose to follow up. Mr Hayes advised that a copy of Cowra Shire Council's Aboriginal Consultation Policy will be forwarded to committee members.

- 5.5 Signage – Cobb & Co.

Mr Hayes advised that the signage is still pending.

5.6 Signage - Grenfell

Mr Hayes will follow with the Acting Director Engineering.

5.7 2018/19 Heritage Grants

Mr Hayes advised that some applicants have advised that they will not be able to get their projects completed in time and will reapply next round. The Bimbi plaques/sign are getting made and Grenfell Presbyterian Church have completed the project. Mrs Jackson spoke about a site meeting at the Guide Hall and maybe funding could be offered to them. Mr and Mrs L Armstrong also have been approached in relation to shop painting.

**Resolved:** Clr Diprose and Clr Parlett that the Guide Hall be offered funding if the project can be completed in time and that Mr and Mrs Armstrong also be offered funding subject to paperwork being submitted.

**Resolved:** Clr Diprose and Clr Parlett that Mrs Jackson inspection the completed project and the Grenfell Presbyterian Church receive payment.

**6. CORRESPONDENCE:**

6.1 Quandialla Progress Association

A response letter to be forwarded to the above regarding Council's Local Heritage Grants. Mr Hayes to request that Auburn (EDO/TPO) provide an overview on the process for the signs that were placed in the Main Street.

**Noted**

6.2 Grant Funding – L Nixon (G Small, Camp Street)

**Noted**

**7. BUSINESS WITH NOTICE:**

7.1 Bimbi War Memorial "Avenue of Trees"

Some discussion was had on the avenue of trees.

**Resolved:** Clr Diprose and Clr Brown that the "Avenue of Trees" project be pending subject to Flood Study being done.

**8. HERITAGE ADVISORS REPORT**

The Heritage Advisor gave verbal report on:

- ICOMOS 2020 Central West Tour
- Site Visit – Grenfell Guide Hall
- Rocket Talk

**9. QUESTIONS WITH NOTICE:**

**10. NEXT MEETING:** Thursday 6 June 2019 at 4.30pm.

**11. CLOSURE:** There being no further business the meeting closed at 4.15 pm.

## HERITAGE COMMITTEE MEETING – 11 April 2019 - ACTION PLAN

Item	Action	By	Date Completed
Oct 5.1	<u>Medical Centre Historical Reference Panels</u>	DES/HA/Isabel	
Oct 5.2 (i)	<u>Heritage Promotion</u>	DES/Isabel	On going
Oct 5.2 (ii)	<u>Heritage Booklet</u>	DES/Isabel	On going
Oct 5.2 (iii)	<u>Building Plaques</u>	DES/HA/Isabel	
Oct 5.4	<u>Write to Stan Grant Snr re “Weddin” wording</u>	DES	
Feb 2019 6.5	<u>2019 Heritage Festival – Advertise Playground Rockets talk</u>	HA/Isabel	Completed
April 2019 5.3	<u>Investigate quotes for preservation of – Bushell’s Coffee Sign</u>	HA	
Apr 2019 5.4	<u>Aboriginal &amp; Torres Strait Island Protocol</u>	DES/HA	
Apr 2019 6.1	<u>Response letter to Quandialla Progress Association</u>	DES	

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

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD ON TUESDAY, 17 APRIL 2019 COMMENCING AT 11.30AM (C2.6.10)**

**Present:** Messrs G Carroll, B Hayes and J Rath

**Apology:** L Gibson

**Resolved:** B Hayes and J Rath that the apology be accepted.

**Minutes:** of 19 March 2019.

**Resolved:** J Rath and B Hayes that the minutes from 19 March 2019 be adopted.

**1. PEOPLE:**

<b><u>Learning &amp; development</u></b> - Strategic	i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held.	ADE
<b><u>Resource planning</u></b> - Strategic	i) <u>New Improvement Plan</u> - new plan adopted as part of new Resourcing Strategy. Recommendations from Organisational Review to be incorporated. To be incorporated into one improvement plan document.  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 2018/2019. 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>2019/2020 Operational Plan</u> - workshop and extra-ordinary meeting held to prioritise for the annual plan.	GM  ADE  ADE
- Operational	v) <u>Other Programs</u> – in progress.	All ADE
<b><u>Recruitment</u></b> - Operational	Nil	
<b><u>Appointments</u></b> - Operational	i) <u>Creditors Clerk</u> – Jessica Troy appointed on a temporary twelve month maternity leave position basis.	ADE
<b><u>Health and Wellbeing</u></b> - Strategic	i) <u>Grenfell Medical Centre</u> – Construction works in progress. Very good progress being made. Dr Patrick Awikhu to operate the centre. To be added to insurance property list when completed.  ii) <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.  iii) <u>Proposal for Health and Wellbeing</u> - Health and Wellbeing program to be implemented 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. In the process of being implemented.  iv) <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/ GM/DCS  DES  All  DES/DCS

## 2. RESOURCES

<b><u>Financial</u></b> - Strategic	i) <u>Grant Funding Applications</u> – Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.	All
<b><u>Information</u></b>	Nil	
<b><u>Physical - Assets</u></b> - Strategic	i) <u>Sewerage Treatment Works Upgrade</u> – Stage 2 commenced with concept design and REF completed. Detailed design in progress. Purchase of land completed. To be classified as operational land as per Local Government Act, 1993.  ii) <u>Grenfell Main Street Upgrade</u> – funding obtained under Round 1 of the SCCF. Options currently being considered. Milestones in funding deed have been deferred for six months to allow additional time for planning the project. Consultant submitted draft plan based on reverse in parking and other possible options.	DES/GM/DCS  ADE
- Operational	iii) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring.  iv) <u>Sewer Mains Relining</u> – in progress based on previous and recent CCTV works. To be completed by 30 April, 2019.  v) <u>Gibraltar Rocks Road Bridge Culvert</u> – grant funding application submitted under Fixing Country Roads program unsuccessful. Funding to be sourced from the Roads to Recovery and FAG Programmes. Planning completed. Works to commence in near future.  vi) <u>O'Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.  vii) <u>Emu Creek Project</u> – works continuing. Very good community response to the project.  viii) <u>Industrial Land</u> – four sales completed. Three others currently in progress. 3 phase power installed. Internal works completed including conduit for possible NBN. Linen plans forwarded to Lands Titles Office (LTO) after execution by Essential Energy to facilitate subdivision. Awaiting registration with LTO.  ix) <u>Quandialla Drainage</u> – stage 2 to commence in July 2019.	ADE  ADE  ADE  ADE  ADE  GM/DE/DES  ADE
<b><u>Human Resources</u></b>	i) <u>Organisational Review</u> – currently in progress.  ii) <u>Staff Resources</u> – currently being reviewed as part of the organisational review.	All  All
<b><u>Investment</u></b>		

## 3. SYSTEMS

<b><u>Governance</u></b>	Nil	
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<b><u>Compliance</u></b> - Strategic	i) <u>Systems Review</u> – currently in progress with general ledger being updated.	DCS
	ii) <u>Local Environment Plan (LEP) Review</u> – currently in progress Consultation to be undertaken. Workshop to be held on 29 April, 2019.	DES
	iii) <u>Waste Strategy</u> – in progress. To be reported to a future Council Meeting.	DES
<b><u>Risk</u></b> - 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**

<b><u>Agenda's for OLT and OET</u></b>	To be utilised.	GM
<b><u>Charters for OLT and OET</u></b>	To be utilised.	GM
<b><u>Communication Plan And Engagement Strategy</u></b>	To be utilised.	DCS
<b><u>OLT and OET Terms of Reference</u></b>	To be utilised.	DES
<b><u>Staff engagement – Organisational Engagement Team</u></b>	<ul style="list-style-type: none"> <li>• Meeting held.</li> <li>• Store system / Depot Improvement Plan being reviewed and developed.</li> <li>• Other recommendations to be pursued when submitted.</li> <li>• Quarterly meetings held with indoor and outdoor staff Thursday 4 April, 2019.</li> </ul>	GM DCS/DE All All

5. **NEXT MEETING: 1** Tuesday, 14 May 2019 at 8:30am

6. **CLOSED:** 12.41pm.

**401 RESOLVED:** Cr Brown and Cr Parlett that the Minutes of the Organisational Leadership Team (OLT) Committee Meeting be noted.

## INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES ACTION PLAN

INSPECTIONS AND MEETINGS		STATUS	BY
March 2019	<u>Australian Local Government Association</u> : Clrs Liebich, Diprose and Brown to attend the National General Assembly of Local Government in Canberra from 16-19 June, 2019.	In Progress	GM
<b>DEFERRED ACTIVITIES</b>			
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
December 2016	8. <u>Waste Depot Fire Precautions</u> : investigate provision of water for firefighting purposes.	Private connection required with onsite storage for pressure/supply	DES
April 2018	9. <u>Rural Tips</u> : install padlocks, surveillance cameras and provide Fob keys for residents utilising Quandialla and Caragabal tips.	In Progress	DES
May 2018	10. <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	11. <u>Application for a bus stop O'Loughlins Lane</u> : refer to Traffic Committee and report back to Council.	In Progress	DE
September 2018	12. <u>New Code of Conduct</u> : Submit Code of Conduct to Council for formal adoption.	In Progress	GM
	13. <u>Grenfell RSL Sub-branch</u> : apply for grant funding under the Anzac Community grants program.	In Progress	DE
	14. <u>Forbes Street Bus Shelter</u> : conduct Community consultation in regards to the location and report back to Council.	In Progress	DE/GM
October 2018	15. <u>Trees near cricket nets</u> : remove and replant trees.	In Progress	DE
	16. <u>Tree Plantation – Forbes Street</u> : report back to Council with an option for tree planting.	In Progress	DE
November 2018	17. <u>Drought Grants for Freight</u> – submit grant funding application.	In Progress	DE

December 2018	18. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	19. <u>Organisational Review</u> : engage consultants to undertake review.	In Progress	GM
	20. <u>Purchase of New Garbage Truck</u> : purchase new truck.	In Progress	DE
	21. <u>Removal of Trees – Weddin Street</u> : remove trees subject to available funding.	In Progress	DE
	22. <u>Grenfell Main Street Renewal</u> : investigate 45 degree reverse angle parking with other options.	In Progress	DE
	23. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
February 2019	24. <u>Model Code of Meeting Practice</u> : undertake training if necessary.	Delete	GM
	25. <u>2019/2020 Operational Plan</u> : arrange workshop to be held at 9.30 am Thursday, 28 March 2019.	Completed	GM
	26. <u>2019/2020 Operational Plan</u> : arrange extra – ordinary estimates meeting to be held at 5.00pm Thursday, 11 April 2019.	Completed	GM
	27. <u>Waste Collections</u> : arrange change of collection procedures for rear lanes.	In Progress	DES/ADE
March 2019	28. <u>Draft Model Code of Meeting Practice</u> : place on public exhibition and resubmit to May 2019 Council meeting for formal adoption.	In Progress	GM
	29. <u>Policy for Fees, Expenses and Facilities for Councillors 2019/2020</u> : resubmit policy to Council for public exhibition.	In Progress	GM
	30. <u>Grenfell Medical Centre – Official Opening</u> : arrange Official Opening to be held on Friday 3 May, 2019 at 11.00am.	In Progress	GM/DES

**For Information  
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.

**402** **RESOLVED:** Cr Diprose and Cr Bembrick 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.

### **MATTERS FOR CONSIDERATION - CLOSED COUNCIL**

#### **GENERAL MANAGERS REPORT**

1. **Statement of Claim, A3.22.7**  
Reason for confidentiality: commercial information (Section 10A(2)(g))

## **REPORT ON CLOSED COUNCIL**

The Mayor read out the following decisions from the Closed Council.

### **GENERAL MANAGERS REPORT**

**1. Statement of Claim, A3.22.7**

Reason for confidentiality: commercial information (Section 10A(2)(g))

**Noted**

CLOSURE: There being no further business the meeting closed at 7.11pm.

Taken as read and confirmed as a true record this day 16 May 2019.

..... General Manager.....Mayor