



To Avoid Delay when  
Replying or Telephoning

Please Quote:

All Correspondence to be addressed to:  
The General Manager  
Camp Street or P.O. Box 125  
GRENFELL NSW 2810

Tel: (02) 6343 1212  
Fax: (02) 6343 1203  
Email: [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au)  
website: [weddin.nsw.gov.au](http://weddin.nsw.gov.au)  
A.B.N. 73 819 323 291

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

11 July 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 JULY, 2019**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

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

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES – Ordinary Mtg 20 June 2019
5. MATTERS ARISING
6. DISCLOSURES OF INTEREST
7. PUBLIC FORUM
8. MAYORAL MINUTE(S)
9. MOTIONS WITH NOTICE
10. CORRESPONDENCE (as per precis attached)
11. REPORTS:
  - (A) General Manager
  - (B) Director Corporate Services
  - (C) Director Engineering
  - (D) Director Environmental Services
  - (E) Delegates
12. ACTION LIST
13. COMMITTEES MINUTES
  - HLF Ctee Mtgs, 02/07/2019
  - Traffic Ctee Mtg, 11/07/2019
  - OLT Mtg, 18/06/2019
14. TENDERS AND QUOTATIONS
15. QUESTIONS WITH NOTICE
16. CLOSED COUNCIL
17. RETURN TO OPEN COUNCIL
18. REPORT ON CLOSED COUNCIL
19. CLOSURE

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

**ACKNOWLEDGEMENT OF COUNTRY:**

The Mayor read out the following:

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

**APOLOGY:** Nil

**CONFIRMATION OF MINUTES:**

**001 RESOLVED:** Cr Diprose and Cr McKellar that the Minutes of the Ordinary Meeting, held on 20 June 2019 be taken as read as **CONFIRMED**.

**DISCLOSURES OF INTEREST**

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

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

| <b>Councillor</b>  | <b>Item No</b> | <b>Nature of Interest</b>  | <b>Type</b> | <b>Left the Room</b> |
|--------------------|----------------|----------------------------|-------------|----------------------|
| Cr Mark Liebich    | CC DE Item 3   | Tender – Fire Truck        | Pecuniary   | Yes                  |
| Cr Paul Best       | DE Item 9      | Main Street Property Owner | Pecuniary   | Yes                  |
| Cr Craig Bembrick  | DE Item 9      | Main Street Property Owner | Pecuniary   | Yes                  |
| Cr Jan Parlett     | DE Item 9      | Main Street Property Owner | Pecuniary   | Yes                  |
| Cr Stephen O’Byrne | DE Item 9      | Main Street Property Owner | Pecuniary   | Yes                  |

## **PUBLIC FORUM**

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

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

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

---

The following applications have been received: -

Nil

## MAYORAL MINUTE

---

11 July 2019

The Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

### **1. Councillors Professional Development – Code of Conduct and Procedures Training, C2.2.4**

With the new Code of Conduct and Procedures now formally adopted by Council it is proposed to engage Mr Glenn Inglis to conduct further Code of Conduct training for Councillors as part of Councillors professional development requirements.

As Mr Inglis is unavailable for a period of time it is proposed to conduct the training on Thursday 24 October, 2019 commencing at 8.30am.

An invitation for you to attend will be issued in due course.

### **RECOMMENDATION:**

Confirm Proposed Action

**002** **RESOLVED:** Cr Liebich that the action be confirmed.

CLR MARK LIEBICH  
MAYOR

## MOTIONS WITH NOTICE

**RECOMMENDATION:** that the late Motion with Notice be received and dealt with because of the urgency of the matter.

**003** **RESOLVED:** Cr O’Byrne and Cr McKellar that the late Motion with Notice be received and dealt with because of the urgency of the matter.

**1. Main Street Renewal, R2.4.19**

I hereby give notice of the following motion for Council’s next meeting:

“that Council write to the Minister for Local Government seeking approval for Councillors Bembrick, Best, O’Byrne and Parlett to be able to discuss and vote on the Main Street Renewal matter in the future in spite of their pecuniary interests”

**Funding source (where expenditure is sought):**

N/A – to be met from baseline operational budgets

**Supporting comments: (optional)**

Clrs Bembrick, Best, O’Byrne and Parlett own properties in Main Street, Grenfell. Some also operate businesses from their premises. When the Main Street Renewal project is discussed customarily individual declarations of pecuniary interests have been made and they leave the Council chamber; on the basis that their properties/businesses may increase in value as a consequence of any improvements that are made to the streetscape. A downside of these Councillors not being ‘in the room’ during the discussions is that we are potentially not making the most informed decisions we could. We only have 9 Councillors and are losing access to almost ½ of them during discussions. As property owners in the Main Street the Councillors who are currently absenting themselves are well placed to inform discussions and the decision making process.

There is a strong argument that given the Main Street Renewal project aims to improve the entire street scape consistently the 4 Councillors do not stand to benefit in a way that is different to other property owners in Main Street. It should also be noted that there is no quantifiable pecuniary interest but only the notion of a possible future benefit.

Clause 4.38 of our Code of Conduct contains a provision whereby Ministerial approval can be sought allowing Councillors with pecuniary interests to participate in the consideration or discussion of a matter and to vote where “it is in the interests of the electors for the area to do so.”

Signed: \_\_\_\_\_ Cr Diprose

**004** **RESOLVED:** Cr McKellar and Cr Bembrick that Council write to the Minister for Local Government seeking approval for Councillors Bembrick, Best, O’Byrne and Parlett to be able to discuss and vote on the Main Street Renewal matter in the future in spite of their pecuniary interests.

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

---

**SECTION A - Matters for information**

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 13 June 2019.
- A2. Office of Local Government, A3.6.54: Writing to you in relation to recent amendments made to the *Prevention of Cruelty to Animals Act 1979* and the implications of these changes for Weddin Shire Council.
- A3. The Hon Michael McCormack MP, A3.19.3: Riverina MP and Deputy Prime Minister Michael McCormack says the Liberal and National's Government continues to deliver on improving regional communications services.
- A4. The Hon Steph Cooke MP, A3.19.2: Families across the Cootamundra electorate will have even more support during the State's worst drought on record, with a further \$5.2 million in funding for Early Childhood Education services.
- A5. The Hon Steph Cooke MP, A3.19.2: Regional connectivity is vital for businesses and homes across the Cootamundra electorate, and Member for Cootamundra Steph Cooke has applauded the NSW Government's \$400 million promise to make it better.
- A6. Dogs NSW, A4.4.1: Advising Dogs NSW have converted to digital membership cards for our Members.
- A7. Spannerman, C1.4.1/C2.6.3: Writing to you in relation to traffic management of this year's Henry Lawson Festival.
- A8. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke has welcomed the NSW 2019/2020 Budget as a "Budget for the bush", with more than \$300 million committed to the Cootamundra electorate over the next 12 months.
- A9. Local Government Grants Commission, A3.9.3: 2019-2020 Financial Assistance Grants (FAGS) – advance payment and on-going transition to implement improvements to the existing allocation model.
- A10. Local Government NSW, A3.8.2: Releasing the 2019/2020 Budget, NSW Treasurer Dominic Perrottet announced a record infrastructure investment of \$93 billion despite a deteriorating global, national and state economic outlook.
- A11. Local Government NSW, A3.8.2: The 2019/2020 NSW State Budget has delivered a welcome increase in drought funding, more money for public libraries and regional roads and bridges.
- A12. Department of Primary Industries, A3.6.45: NSW DPI – Fisheries invites the community for applications to stock native fish into approved public waters in NSW on a dollar-for-dollar basis.
- A13. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke is encouraging preschools across the region to apply for the NSW Government's \$4 million Capital Works Grants program, which is now open for applications.
- A14. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 20 June 2019.
- A15. The Hon Shelly Hancock MP, A3.6.54: Writing to invite your feedback on a series of reviews of the Local Government system, which were undertaken by the Independent Pricing and Regulatory Tribunal (IPART).

- A16. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke is encouraging community groups to celebrate senior's and make use of a \$200,000 funding pool available to mark the 2020 NSW Seniors Festival.
- A17. The Hon Steph Cooke MP, A3.19.2: Hard-working seniors will soon be able to save hundreds of dollars a year through the NSW Government's new Seniors Savers Card.
- A18. Gavin Rhodes, U1.6.7: Advising due to the prolonged drought and the storage at Lake Rowlands continuing the fall, Council resolved at its June Council meeting last week to implement Level 3 water restrictions for the entire CTW supply network effective from 1 July 2019.
- A19. Sims Metal Management, E3.3.12: Sims Metal Management looks forward to continuing our long standing business relationship between all councils which form part of the Net Waste Group.
- A20. Arts OutWest, C1.3.16: Enclosing Arts OutWest's:
- Annual report 2018 (general)
  - Annual report for Weddin activities 2018
  - 2018 Financial report
- A21. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 27 June 2019.
- A22. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke today encouraged young people across the Cootamundra electorate to get their applications to join NSW's first ever Regional Youth Taskforce which will give youth a chance to have their say on local issues.
- A23. The Hon Shelly Hancock MP, A3.6.54: Writing to advise you that as of today, the legal requirement for pet greyhounds to be muzzled in public no longer applies for greyhounds registered on the NSW Pet Registry.
- A24. NSW Government Fair Trading, P4.10237: Application for Renewal of Accreditation as a Council Accredited Certifier under the Building Professionals Act 2005 for Mr Brendan Hayes.
- A25. Central NSW Councils, C2.7.3: Re: Centroc 2017/2018 Annual Report.
- A26. Mr Dennis Hughes: T3.5.2: Please find attached a copy of a letter sent on behalf of the Lachlan Regional Transport Committee to the Deputy Prime Minister, Premier of NSW, John Fullerton CEO of ARTC and John Barilaro MP.
- A27. Mr Chad White, C1.7.5: Please find attached the minutes from the Youth Centre meeting 25 June, 2019.
- A28. Mrs Margaret Knight, C1.3.26: Writing on behalf of the President and members of the Grenfell RSL Sub Branch to let you know we will be holding our Long Tan Day commemorative service at the Memorial Park on Sunday 18 August, 2019 commencing at 1800 hours (6pm) to approximately 1845 hours (6.45pm).
- A29. Ms Wendy Schaefer, P2.3.18: Advising I have heard that you are considering nose in parking. For what it is worth, don't; for the people of Grenfell will pay for it dearly.
- A30. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 4 July 2019.
- A31. Local Government NSW, A3.9.3: The *Local Government Amendment Act 2019* was assented on 24 June 2019 and a number of provisions came into effect on 25 June 2019.

- A32. The Hon Shelley Hancock MP, A3.6.54: Writing to advise you about important amendments recently made to the *Local Government Act 1993* (the Act) through a Bill that I had the pleasure to introduce on behalf of the NSW Government.
- A33. The Hon Steph Cooke MP, A3.19.2: Adults with disability and older people across the Cootamundra electorate now have a powerful advocate in their corner with the appointment of Robert Fitzgerald AM as NSW's first Ageing and Disability Commissioner.
- A34. The Hon Steph Cooke MP, A3.19.2: An average family can save up to \$2,000 now that new cost of living measures have been introduced.
- A35. State Library NSW, P2.3.5: Writing to provide detail of the State Government's public library funding increases that commence this financial year.
- A36. Health Western NSW Local Health District, H1.7.1: The Western NSW Local Health District invites community members and agency representatives to a consultation meeting in Tuesday 16 July, 2019.
- A37. Jenny Hetherington, Secretary, Grenfell Arts and Crafts Group, G2.55: The members of the Grenfell Arts and Crafts group and the Grenfell Dramatic Society are dismayed and concerned that the grant which we originally received, before the State election has since been divided to include a proposed youth centre.

**SECTION B** - **Matters for Report**

- B1. Local Government NSW, A3.18.3: Inviting you to attend this year's Local Government NSW (LGNSW) Annual Conference (Conference) from Monday 14 to Wednesday 16 October at the William Inglis Hotel, 155 Governor Macquarie Drive, Warwick Farm.
- B2. Transport for NSW, G2.19.1: The Transport for NSW 2019/2021 round of the Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) is now open.
- B3. WaterNSW, P2.1.7: Re: Company Dam Intermediate Surveillance Report.

**005 RESOLVED:** Cr McKellar and Cr Brown that Correspondence sections A and B be noted.

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

1. Health Western NSW Local Health District, C1.1.3/C1.7.8: Writing to seek financial support from the Weddin Shire Council to assist with the Weddin Day Therapy Art Program for residents over 65 years of age in the Weddin Shire.

The funding will assist with the cost of the Art teacher purchasing the resources required to facilitate the program, such as canvass for painting, paints, and brushes. It will also additional resources for the program.

The aim of the program will be to encourage community members to challenge and enhance physical and mental wellbeing by taking part in an activity that is new to them. Evidence has shown activities including art programs promote healthy ageing. The program will give the disadvantage on our community the opportunity to participate in a program which normally they may not be able to afford.

We are requesting funding of \$300.00. This contribution for Weddin Shire Council would be greatly appreciated.

Thank you for your ongoing support and consideration of this request.

**Note: 2018 Donation \$200**

### **RECOMMENDATION:**

For Councils Consideration

**006 RESOLVED:** Cr O'Byrne and Cr Parlett that Council donate \$300 towards the Weddin Day Therapy Art Program.

**007 RESOLVED:** Cr Brown and Cr McKellar that Council suggest Western NSW Health contact Arts Out West for potential funding under the Community Arts Support Program (CASP) in addition to Councils funding.

2. The Hon John Barilaro MP, G2.1/A3.19.2: Writing regarding the Round Three of the NSW Government's Stronger Country Communities Fund (SCCF).

### **Copy forwarded to Councillors**

#### **RECOMMENDATION:** that:

- i) Council write to the Hon John Barilaro MP with a copy forwarded to the Hon Steph Cooke MP thanking the State Government for the grant funding.
- ii) Community Consultation be undertaken to enable Council to determine priorities for the grant funding.
- iii) a report be submitted to the August 2019 Council meeting to determine Councils priorities.
- iv) a grant funding application be submitted for funding of \$766,618.

**008 RESOLVED:** Cr Diprose and Cr Brown that:

- i) Council write to the Hon John Barilaro MP with a copy forwarded to the Hon Steph Cooke MP thanking the State Government for the grant funding.
- ii) Community Consultation be undertaken to enable Council to determine priorities for the grant funding.

- iii) a report be submitted to the August 2019 Council meeting to determine Councils priorities.
  - iv) a grant funding application be submitted for funding of \$766,618.
3. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke has announced more than \$9.3 million is available in Round Three of the Stronger Country Communities Fund in the Cootamundra electorate.

**Copy forwarded to Councillors**

**For Information**

**Noted**

4. Australasian Railway Association, T3.8.1: Advising the Australasian Railway Association (ARA) and the Australian Logistics Council (ALC) are pleased to invite you to attend the joint industry Inland Rail Conference to be held in Toowoomba, QLD on 21-22 August, 2019.

**Copy forwarded to Councillors**

**For Information**

**Noted**

5. Mr Dennis Hughes, T3.5.3: Advising the next meeting of the Lachlan Regional Transport Committee will be held at Greenethorpe on Saturday 7 September from 9.30am.

At the last meeting of Lachlan Regional Transport Committee meeting, our members would like to hold the next meeting at Greenethorpe on Saturday 7 September, 2019.

Would Council like to host our meeting for the Greenethorpe hall and the catering on that day.

**RECOMMENDATION:** that Council accept the offer to host the meeting at Greenethorpe on Saturday 7 September, 2019 and provide catering on the day.

**009 RESOLVED:** Cr Bembrick and Cr McKellar that Council accept the offer to host the meeting at Greenethorpe on Saturday 7 September, 2019 and provide catering on the day.

6. Henry Lawson Festival, C1.4.1: Advising I am very pleased to announce, that despite the cool weather on the Saturday morning of the Festival, the 2019 Henry Lawson Festival was a wonderful event.

**Copy forwarded to Councillors**

**For Information**

**Noted**

7. PCYC, P2.1.6: Writing to ask permission to use the Lawson Oval and its public toilet facilities on 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> of July, from 10am-3pm.

PCYC Cowra (a non-profit organisation) would like to utilise this space to provide a multi-sport holiday program for the kids of Grenfell and the wider community to get them active these school holidays.

Please find attached our public liability insurance.

**Note: the request was approved.**

**RECOMMENDATION:**

Confirm Action

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

8. Cr Carly Brown, C2.2.6: wishing to apply for leave from the August Ordinary Council meeting.

**For Information**

**Cr Brown withdrew the application.**

**Noted**

9. Grenfell Kart Club, C1.2.5: Grenfell Kart Club would like to borrow Councils cool room and 2 portable toilets for our Bob Hinde race weekend 20-21 July.

**RECOMMENDATION:** that the request be approved.

**011 RESOLVED:** Cr Best and Cr O'Byrne that the request be approved.

**012 RESOLVED:** Cr O'Byrne and Cr Niven that the Correspondence be noted except where otherwise resolved.

11 July 2019

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

### **1. Integrated Planning Process, A3.4.10**

The beginning of the new financial year on 1 July 2019 has seen the continuation of Councils Integrated Planning and Reporting (IPR) process. Council has developed the following plans which continue to be and are effective from 1 July:

- 2017-2026 Community Strategic Plan – Weddin 2026
- 2017-2021 Delivery Program
- 2019-2020 Operational Plan
- Resourcing Strategy (including the Asset Management Plan (AMP), Long Term Financial Plan (LTFP) and Workforce Plan.)

While Council has developed a strategic direction for a ten year period the 2017-2021 Delivery Program outlines various projects to be undertaken in this four year period. The 2019/2020 Operational Plan details various projects that will be undertaken during this financial year. It is very pleasing to advise that of the top three (3) priorities in the Delivery Program, two have been completed being the Grenfell Aquatic Centre and the Grenfell Medical Centre with planning of the Grenfell Main Street upgrade in progress which is tremendous and a real credit to Council.

This project together with various other projects detailed below will assist us to remain on our course of continuous improvement this financial year:

- administration projects such as the internal auditor, Destination Management Plan (DMP), replacement of IT equipment, systems review, LEP review,
- Councils new Improvement Plan,
- provision for floodplain maintenance from the Grenfell Flood Study,
- Lawson Park amenities upgrade,
- Sewerage Treatments Works upgrade,
- maintenance and capital works on Councils road network,
- Grenfell Waste Facility Works,
- Drought Communities Program (DCP) projects,
- Stronger Country Communities Fund (SCCF) projects,
- Bimbi Flood Study,
- continuation of strong support for the Henry Lawson Festival as well as other events,
- Weddin Shire Marketing Strategy.

It will be critical that we allocate our human, financial and physical resources in an efficient and cost effective manner to ensure we are able to continue to achieve our strategic objectives as detailed in our strategic plans.

**For Information  
Noted**

## THE GENERAL MANAGER'S REPORT

---

### 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 has been submitted to extend milestone 2 by six months which will allow more time for planning the project. We are currently awaiting a response.

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           |

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.

Round 3 of the Stronger Country Communities Fund (SCCF) opened on the 1 July, 2019. A grant funding application will be submitted in due course after Community consultation has been undertaken and the projects determined and prioritized by Council.

**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 in this regard a meeting is currently being organised with the Hon Steph Cooke MP, Cr Liebich, Mr Stephen Sykes and Council staff to discuss the plans in regards to the grant funding criteria.

**For Information**

**Noted**

## THE GENERAL MANAGER'S REPORT

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

As previously advised 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.

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

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

A grant funding application has been submitted to ensure the projects applied for meet the grant funding criteria. Once the grant funding application has been approved, the grant funding deed will be signed with works commencing immediately thereafter.

Mrs Karen Pollock has been engaged to administer the projects particularly with the community groups. Karen will also ensure the projects are completed and the grant funding is acquitted in the required time frames.

**RECOMMENDATION:** that Council:

- i) adopt the list of projects submitted in the Drought Communities Program (DCP) grant funding application as amended and listed above.
- ii) confirm actions

**013 RESOLVED:** Cr Bembrick and Cr Diprose that Council:

## THE GENERAL MANAGER'S REPORT

---

- i) adopt the list of projects submitted in the Drought Communities Program (DCP) grant funding application as amended and listed above.
- ii) confirm actions

### 4. Organisational Review, C2.5.1

The draft organisational review was adopted by Council at the June 2019 Council Meeting.

Recommendations emanating from the review will be included in Councils New Improvement Plan.

**For Information**

**Noted**

### 5. Local Government Reform – New Improvement Plan, C2.10.9

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

The new Improvement Plan will be submitted to Council for endorsement upon its completion.

**For Information**

**Noted**

### 6. Local Government NSW A R Bluett Memorial Award Entry, A3.8.2

At the June 2019 Council meeting, Council resolved as follows:

*“that Council make a submission with external support and \$10,000 funding to be sourced from the Economic Development Reserve.”*

Mr Stephen Sykes has been engaged to submit Councils entry with entries closing on 31 July, 2019.

#### RECOMMENDATION:

Confirm Action

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

### 7. Local Government NSW Annual Conference, A3.18.3

The 2019 Local Government NSW Annual Conference will be held at the William Inglis Hotel, Warwick Farm from the 14 – 16 October 2019.

Council needs to nominate its official delegate for voting purposes. In previous years this has been the Mayor.

For registration and accommodation purposes it would be appreciated if any other delegates could also be nominated.

#### RECOMMENDATION: that:

- (i) Council appoint and nominate its official delegate for voting purposes,

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

---

- (ii) any other delegates also be appointed and nominated,
- (iii) the General Manager be authorised to attend.

**015 RESOLVED:** Cr Diprose and Cr McKellar that:

- i) Council appoint and nominate the Mayor as its official delegate for voting purposes,
- ii) Cr Bembrick be appointed and nominated as a delegate,
- iii) the General Manager be authorised to attend.

**8. Annual Returns of Disclosure of Interest, C2.2.2**

The annual returns are required under the Act to be lodged by 30 September 2019 by all Councillors and other designated persons. Draft forms will be separately forwarded.

The completed returns will be available for inspection by the public.

**For Information**

**Noted**

**9. Leave Application, P4.10015/P4.10059/P4.10237**

Application is made for leave from the 2 September 2019 to 27 September 2019.

It is proposed Mr Lachlan Gibson be appointed as Acting General Manager for the first two weeks and Mr Brendan Hayes be appointed for the second two weeks.

**RECOMMENDATION:** that:-

- i) the application for leave be approved.
- ii) Mr Lachlan Gibson be appointed as the Acting General Manager with the same delegations from Council as for the General Manager for the period 2 September 2019 to 15 September 2019.
- iii) Mr Brendan Hayes be appointed as the Acting General Manager with the same delegations from Council as for the General Manager for the period 16 September 2019 to 27 September 2019.

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

- i) the application for leave be approved.
- ii) Mr Lachlan Gibson be appointed as the Acting General Manager with the same delegations from Council as for the General Manager for the period 2 September 2019 to 15 September 2019.
- iii) Mr Brendan Hayes be appointed as the Acting General Manager with the same delegations from Council as for the General Manager for the period 16 September 2019 to 27 September 2019.

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

**017 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

---

11 July 2019

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

**1. Statement of Bank Balances as at 30 June 2019:**

|                          |                              |
|--------------------------|------------------------------|
| Bank Account             |                              |
| Westpac                  | <b>\$756,273.99</b>          |
| Short Term Deposits      |                              |
| CBA                      | <u>6,500,000.00</u>          |
| <b>Total Investments</b> | <b><u>\$6,500,000.00</u></b> |

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 June 2019.

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

**For Information  
Noted**

**2. Statement of Loan Balances as at 30 June 2019:**

|                     |                              |
|---------------------|------------------------------|
| Loans               |                              |
| ANZ Loan No...43092 | 1,902,575.55                 |
| ANZ Loan No...43084 | <u>1,918,664.62</u>          |
| <b>Total Loans</b>  | <b><u>\$3,821,240.17</u></b> |

**For Information  
Noted**

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

|   |                              |
|---|------------------------------|
| Rates Receipts                          | 102,151.37                   |
| Credit Union Agency Commission          | 607.20                       |
| Service NSW Agency Commission           | 4,829.38                     |
| Interest on Investments                 | 24,389.59                    |
| FAG Grant Advance Payment               | 1,443,289.00                 |
| Workers Compensation Insurance          | 3,314.48                     |
| Repair Program Instalment               | 35,000.00                    |
| BBRF Grant Instalment                   | 451,976.00                   |
| Heritage Grant                          | 6,000.00                     |
| Sale of Land for Unpaid Rates Proceeds  | 24,133.50                    |
| Capital Contribution Bogolong Dam       | 13,446.36                    |
| Development & Building Application Fees | 4,795.00                     |
| CTC Income                              | 3,865.65                     |
| Caravan Park Fees                       | 5,877.00                     |
| Other                                   | 8,267.78                     |
| <b>Total</b>                            | <b><u>\$2,131,942.31</u></b> |

**For Information  
Noted**

## THE DIRECTOR CORPORATE SERVICES' REPORT

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

Following are the up to date maintenance figures as at 30 June 2019:

#### Roads & Other Expenditure 2018/19

| Item   | Vote     | Expenditure |
|--|----------|-------------|
| Rural Roads Maintenance                      | 562,270  | 553,620     |
| Grenfell Town Streets Maintenance            | 181,319  | 169,954     |
| 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  | 123,985     |
| Quandialla Recycling Station                 | 8,000    | 4,648       |
| Greenethorpe Recycling Station               | 6,000    | 0           |
| Greenethorpe Collections                     | 8,000    | 6,445       |
| Commercial Waste Collection                  | 18,000   | 10,561      |
| Grenfell Waste Depot Manning / Plant Hire    | 135,000  | 115,496     |
| Tips Working Expenses                        | 68,000   | 85,881      |
| Grenfell Tip Green Waste Processing          | 20,000   | 27,828      |
| Cemetery Maintenance & Operating Expenditure | 72,000   | 63,630      |
| Cemetery Sites etc. income                   | (49,000) | (57,999)    |
| Noxious Plants                               | 84,500   | 62,265      |
| Noxious Plants - Extra                       | 20,000   | 3,900       |
| Parks & Gardens                              | 244,846  | 268,375     |
| Library Expenditure                          | 103,680  | 86,843      |
| Baths Income                                 | (40,000) | (40,729)    |
| Baths Expenditure                            | 173,350  | 224,811     |
| Caravan Park Income                          | (65,000) | (68,333)    |
| Caravan Park Expenditure                     | 110,800  | 96,505      |

#### RTA Grant Works

| Item                               | Vote      | Expenditure |
|------------------------------------|-----------|-------------|
| 2018/19 State Roads (SH6)          | 1,176,938 | 1,176,938   |
| 2018/19 National Roads (SH17)      | 339,960   | 339,960     |
| 2018/19 Regional Roads Block Grant | 830,000   | 669,282     |

#### Other Grants

| Item   | Vote    | Expenditure |
|--|---------|-------------|
| Bewleys Road - HVSP Grant (17/18 C/Over)                 | 800,000 | 671,152     |
| 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 | 298,830     |

## THE DIRECTOR CORPORATE SERVICES' REPORT

| <b>2018/19 Rural Local Roads (FAG)</b>                  | <b>Vote</b>      | <b>Expenditure</b> |
|---|------------------|--------------------|
| Reseals   | 217,000          | 57,341             |
| New Forbes Road - Widen and Strengthen Pavement         | 108,500          | 123,034            |
| Gravel Resheeting                                       | 195,300          | 206,120            |
| Grenfell Streets Construction                           | 86,800           | 0                  |
| Grenfell Kerb & Gutter                                  | 54,250           | 5,968              |
| 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           | 8,631              |
| Sucker Removal/Shoulder Grading/Spraying                | 32,550           | 12,159             |
| 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           | 31,565             |
| QUANDIALLA DRAINAGE (17/18 C/Over)                      | 68,139           | 3,173              |
| GRENFELL MEDICAL CENTRE - K&G & FOOTPATH (17/18 C/Over) | 130,000          | 111,573            |
| GRENFELL STREETS CONSTRUCTION (17/18 C/Over)            | 108,495          | 9,548              |
| 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           | 12,079             |
| CARAGABAL PARK SHADE SAIL (17/18 C/Over)                | 4,274            | 4,274              |
| GRENFELL STREETS - FOOTPAVING (17/18 C/Over)            | 82,551           | 6,111              |
| QUANDIALLA FOOTPATHS RECONSTRUCTION (17/18 C/Over)      | 32,010           | 32,010             |
| INDUSTRIAL AREA ROAD (17/18 C/Over)                     | 63,042           | 55,272             |
| Total   | <b>1,668,333</b> | <b>701,359</b>     |
|   |                  | 0                  |
| <b>2017/18 Roads to Recovery</b>                        | <b>Vote</b>      | <b>Expenditure</b> |
| GIBRALTOR ROCKS BRIDGE/CULVERT                          | 240,928          | 144,804            |
| GREENETHORPE BUMBALDRY RESEAL                           | 25,976           | 25,976             |
| Total   | <b>266,904</b>   | <b>170,780</b>     |

For Information

Noted

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

Debt recovery activity is as follows:

12 referred to Council Debt Collection Agency

- 2 Paid
- 10 no response

1 new arrangement made

4<sup>th</sup> Instalment reminder 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. Insurance Renewals 2019-20, A3.11.1

Quotations were recently received for Council's Insurance Renewals for the 2019/2020 financial year.

The last 12 months have seen the global insurance market going through a transition period with some insurance lines moving towards a hard market.

**Soft Market:** When the cycle is in a profitable period with plentiful supply of underwriting capacity, rates/prices are low, competition among insurers is high and coverage is generally quite broad.

**Hard Market:** When the cycle moves to a non-profitable period insurers often withdraw capacity or cover altogether or increase rates and cut back on the “bells and whistles” cover they may have previously offered.



The last 12 months have again seen a number of catastrophic loss events including Hurricanes Florence and Michael and typhoons Jebi and Mangkhut and when combined with the Californian wildfires analysts are predicting a loss to insurers and reinsurers of over US \$80 billion.

When combined with the US \$110 billion in (re)insurer loss from 2017, the last 24 months constitute the most costly period on record.

Consequently, underwriters globally have started withdrawing capacity and/or pushing for rate increases in a number of different lines of insurance including liability, property and financial lines.

It has also resulted in underwriters requesting additional information and being much more selective around the risks they will write in relation to those activities or assets deemed to be 'higher risk'. All these factors point to a continuing hardening market.

The large losses in the past 24 months have seen investment capital being withdrawn from the reinsurance market as investors look for higher returns. Insurer investment income is also no longer able to fill the gap left by underwriting losses. In prior years' insurers were able to write for an underwriting loss because investment returns from money held would allow a gross profit to be reached, however this is no longer the case. Consequently, insurers are not only reviewing the pricing of all lines of business as they look for rating increases, there is evidence that they are now considering pulling out from certain lines to help mitigate further losses.

The market has seen almost all lines of insurance move to increase premiums over the past year and this is expected to continue through the rest of the year and into 2020.

Additional relevant commentary relating to the individual policies as follows:

### Property:

There has been a significant shift within the Global Property market over the past 12 months. Large catastrophe events (including hurricanes Florence and Michael, typhoons Jebi and Mangkhut and the Californian wildfires) as well as changes to underwriting philosophies have seen underwriters globally withdrawing capacity and/or pushing for rate increases. According to Insurance News, property pricing within the Pacific region grew by over 14%, the fifth straight quarter of double-digit growth.

Due to the long-term commitment and support that has been provided to the underwriting insurers and the diversification of risk Statewide Mutual provides, we have seen stable contributions despite the tremendous pressures within the Global Property market.

### Public Liability – Professional Indemnity:

Statewide Mutual and its Member Councils are provided their liability insurance protection by way of JLT's national liability reinsurance programme which was developed in response to the public liability purchasing crisis of the 1990s.

Reinsurance for the Statewide Mutual Liability scheme is arranged through Lloyds and other London underwriters as well as within the local market under a national arrangement. This arrangement is remarketed on a yearly basis ensuring the programme remains fit for purpose and offers the best value for money.

As an alternative option to Statewide Mutual, this June our Broker approached the only insurer in Australia who, under certain circumstances, may provide Liability quotations to Councils to determine their level of interest in NSW Local Authorities. The Company is Axa Corporate Solutions was not seen as a viable option for NSW Councils for various reasons and in particular as AXA will not be in a position to offer renewal next year.

### Councillors' and Officers Liability:

The C&O portfolio has seen an increase in the number of claims in recent years, from high profile claims such as ICAC enquiries, Code of Conduct complaints and the increase in the reporting of Employment Practices Liability related matters.

These claims and incident reports give underwriters concern that the overall portfolio claims experience may deteriorate and costs escalate, as these claims are both highly costly fiscally and the time involved in investigation and defence.

Underwriters supporting the mutual are working with the mutual to ensure that price stability remains a key benefit of mutuality. In the commercial market, financial services firms are experiencing either being unable to source cover or rating increases over 30%. Through mutual negotiations and long term arrangements with the supporting insurers, we have been able to keep rating increases stable despite actuaries initially calculated increases in excess of 12%.

There will be some minor changes to the wording effective from 30 June. The changes are of clarification in nature with no diminution in cover and all changes will be advised at the time of issuing.

## THE DIRECTOR CORPORATE SERVICES' REPORT

---

### Motor Vehicle:

Attritional claims again continue to rise in both frequency and cost, with the number of animal related incidents on the rise in rural areas.

|           |                                   |
|-----------|-----------------------------------|
| 2014-2015 | 1,732                             |
| 2015-2016 | 1,933                             |
| 2016-2017 | 2,426                             |
| 2017-2018 | 2,411                             |
| 2018-2019 | 2,768 (projected to June 30 2019) |

Despite the increasing claims cost, through our market negotiations the total scheme costs have been restricted to an overall increase of only 5.5%. Increases to individual Member contributions continue to be driven by claims incurred and calculated loss ratio over a 5 year period.

In order to test the incumbent ultimate insurer's terms, this June renewal period we invited local motor fleet insurers with experience in underwriting local government motor fleet insurance to review and provide terms on 10% of the Statewide Mutual Motor Vehicle Scheme Member base. The Member base was a cross section of small rural Council with little or no claims activity through to large Councils with significant losses. Zurich continues to provide preferable terms which comply with Statewide Mutual Motor Vehicle Scheme cover requirements. Further, CGU's indicative pricing was not competitive.

### Crime:

Since June 2015 the Board resolved to enhance the cover offered under the Fidelity/Crime Scheme to include Security and Privacy Protection (Cyber Liability). This arrangement continues with the cover provided on an 'opt out' basis.

**Coverage A – Commercial Crime Protection:** The commercial crime market is currently experiencing significant market pressures. Large losses in recent times due to internal fraud have made this class difficult to place. The diversification of risk that Statewide Mutual provides has seen stable contributions for Members.

**Coverage B – Cyber Liability:** The number of breaches / cyber-attacks across Government departments has become more prevalent. In the corporate sector the number of incidents has increased dramatically resulting in Cyber Risks being featured as one of the top risks of concern in the insurance markets.

### Personal Accident:

The Journey Injury cover provides assistance to employees who may be injured on their way from home to work or vice versa. The policy does not intend to provide medical expenses cover. General insurers are not permitted by Law to provide this cover in Australia. Medical expenses are insured by either Medicare or private health insurance. The policy is intended as a weekly income replacement benefit for up to 156 weeks to support an employee through their rehabilitation and return to normal work following an injury.

It is uncommon in the Accident & Health (A&H) insurance market to have a policy benefit providing 100% of weekly income but JLT's Local Government Personal Accident protection does just that and now this benefit also extends to the Journey Injury part of this policy.

## THE DIRECTOR CORPORATE SERVICES' REPORT

### Casual Hirer's

This policy provides insurance coverage to Casual and Regular Private Hirers (of facilities owned by Council) being any person or group of persons (not being a sporting body, club, association, corporation or incorporated body), who hires a Council facility for non-commercial or non-profit making purpose.

It is important to note that seasonal or annual hire of Council facilities by incorporated bodies, sporting clubs, religious organisations and commercial enterprises still requires these organisations to be responsible for their own Public Liability Coverage. On this basis our current process of requiring evidence of coverage held for these organisations will need to continue.

### Carriers Combined Loan (Carriers Liability / Goodwill)

Council is exposed to this risk when transporting third party plant and equipment on one of our semi-trailer low loader combinations. We are aware of situations whereby Councils have suffered loss due to an incident involving the transportation of third party plant and equipment and given the relatively low cost associated with this policy it was deemed prudent endorse this policy to mitigate the risk.

The renewal terms offered to Council for the 2018-2019 financial year are detailed in the following table:

| Class of Insurance                          | Insurer                    | 2018/2019<br>Premium<br>(GST Inc) | 2019/2020<br>Premium<br>(GST Inc) | Excess  | Interest Protected /<br>Categories /<br>Notes   |
|---|----------------------------|-----------------------------------|-----------------------------------|---|---|
| Public Liability/<br>Professional Indemnity | Statewide Liability Scheme | 107,937.20                        | 109,664.19                        | \$12,500  | All sums for which The Member shall become legally liable to pay by way of compensation in respect of:<br>Death or Personal Injury<br>Loss or Damage to Property caused by an occurrence in connection with the business from<br>(a) Public Liability<br>(b) Products Liability |
| Councillors and Officers Liability          | Statewide Liability Scheme | 19,263.64                         | 19,571.86                         | Varies (\$5,000 to \$25,000) according to event | * Councillors & Officers Liability<br>* Council Reimbursement<br>* Employment Practices Liability<br>* Council Statutory Liability<br>* Council Supplementary Legal Expenses<br>* Council Defamation, Libel & Slander   |

**THE DIRECTOR CORPORATE SERVICES' REPORT**

|  |  |           |           |  |  |
|--|--|-----------|-----------|--|--|
| Personal Accident  | Chubb Insurance Australia Limited                          | 2,768.98  | 2,413.25  | Nil unless stated in policy wording                            | * The Mayor, Chairperson, Elected Members, Councillors, Commissioners<br>* All Employees of the policy holder including accompanying Spouse/Partners &/or Dependent Children<br>* All voluntary workers of the Policyholder<br>* All members of any Committees & Trusts established by the Policyholder<br>* Work Experience Students and Other Persons<br>* All Employees of the Policyholder engaged in authorised amateur sporting competitions organised by the Policyholder |
| Property   | Statewide Property Mutual                                  | 69,112.45 | 73,744.26 | Varies (\$10,000 to \$100,000) according to event              | All risks of direct physical loss or damage, as defined and limited in the Scheme Wording, on Real Property, Personal Property, Stock and Supplies, Business Interruption, including the Extensions of Coverage applying at the described locations in the schedule advised to and on file with Statewide Property Mutual.   |
| Motor Vehicles   | Statewide Motor Vehicle Scheme                             | 35,899.74 | 36,637.45 | Basic excess \$500   | All Motor Vehicles & Trailers owned, mortgaged under Hire Purchase Agreement, hired or leased by the Member as declared.   |
| Crime<br><u>Includes:</u><br>Coverage A – Commercial Crime Protection<br><br>Coverage B – Cyber Protection | Statewide Cyber & Commercial Crime Mutual Liability Scheme | 5,829.38  | 5,922.66  | 1% of claim with a minimum of \$500<br><br>And<br><br>\$15,000 | Loss sustained as a result of<br>a. an internal crime<br>b. an external crime<br>c. a theft, physical loss or damage as defined in the Scheme Protection Wording   |
| Casual Hirer's Policy  | Statewide - Casual   | 3,021.70  | 3,070.05  | \$2,000  | <b>Public Liability – Legal Liability to Third Parties for:</b>  |

## THE DIRECTOR CORPORATE SERVICES' REPORT

|                        |  |            |            |  |  |
|------------------------|--|------------|------------|--|--|
|                        | Hirers Scheme  |            |            |  | <p>a) Death, illness or personal/bodily injury</p> <p>b) Loss or damage to property as a result of an occurrence happening in connection with the use of the hired facility by the Hirer.</p> <p><b>Products Liability – Legal Liability to Third Parties for:</b></p> <p>a) Death, illness or personal/bodily injury</p> <p>b) Loss or damage to property as a result of an occurrence and caused by the nature, condition and quality of any of the products sold or supplied by the Hirer in connection with the use of the hired facility.</p> |
| Carriers Combined Load | QBE Insurance (Australia) Ltd through Key Underwriting P/L | 2,887.50   | 3,025.00   | Varies (\$250 to \$750 according to event) | Loss or damage as per the policy wording, on Third Party Goods for which the insured is legally liable.  |
| <b>Total</b>           |  | 246,720.59 | 254,048.72 |  |  |

**RECOMMENDATION:** that Council confirm the actions of the Director Corporate Services in accepting the Insurance Premium Renewals as listed in the table above for the 2019/2020 financial year.

**018 RESOLVED:** Cr Parlett and Cr McKellar that Council confirm the actions of the Director Corporate Services in accepting the Insurance Premium Renewals as listed in the table above for the 2019/2020 financial year.

### 7. Grenfell Library, C2.8.15

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

The Librarian attended the Children's Book Council of Australia (CBCA) annual conference in Canberra on the first weekend of the month. Attending this conference enabled the librarian to meet many accomplished children's authors and illustrators in the one place making the conference not only worthwhile from a networking point of view but also extremely enjoyable.

The final Tech Savvy Seniors class was conducted with some great discussion held around sharing and storing photos and documents online.

## THE DIRECTOR CORPORATE SERVICES' REPORT

---

Children's author Tim Harris spent the Henry Lawson Festival here in Grenfell and had an amazing time. A big session was hosted by Grenfell Public School with St Joseph students attending on the Friday morning. Approximately 110 students in total. It was fantastic to see so many students interacting with Tim. On the Saturday a table was set up at the front of the Hub where people were able to meet Tim, buy his books and have them autographed. Lots of photos taken with Tim and the kids. The reception from the community was fantastic. Now the thinking cap is on as to who to have visit next year.

Australian author Amanda Hampson visited Grenfell and hosted a writer's workshop on Saturday 22 June. 14 people attended and reports are all positive with Amanda stating that she would love to come back and do more sessions.

The CTC officer has assisted in setting up permissions for the Librarian to update the library website. Initial updates have been to the weekly library lines and the What's on page.

The 2019/20 public library funding has been approved by the State Government. For 2018/19 we received a combined figure of \$25,158. For 2019/20 we have been awarded a total of \$69,428 as follows which is great news:

### Library Subsidy and Subsidy Adjustment 2019/20

| Population<br>2018 | \$2.45  | Flat rate<br>\$50k | SEIFA    | TOTAL    | Total per<br>head |
|--------------------|---------|--------------------|----------|----------|-------------------|
| 3,636              | \$8,908 | \$50,000           | \$10,520 | \$69,428 | \$19.09           |

**For Information**

**019 RESOLVED:** Cr Best and Cr Diprose that Council write to the NSW State Government to thank them for the 2019/2020 Public Library funding.

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

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

Assisted to promote Grenfell Action Group June meeting on Single Touch Payroll workshop as organised by Business HQ.

Distributed funding opportunities to relevant local organisations.

Provided feedback to the Department of Premier & Cabinet regarding the Central West Food & Fibre Strategy.

Updated business directory on Grenfell website.

Sourced contact details for counselling service for drought affected local farming family.

**For Information**

**Noted**

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

---

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

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

Staffed the Grenfell Accredited Visitor Information Centre as required. Liaised with casual staff over weekend shift including filling gaps in the roster, key handover and preparation of tasks. Engaged in recruitment process for maternity relief role and weekend casual. Coordinated shire wide famil for new staff members.

Acted as secretary for the Henry Lawson Festival committee including preparing and distributing agendas for July meetings, and approving electronic payments. Coordinated time for judging of window display competition for coordinator, provided article on window competition to the Grenfell Record. Provided program information to speech writer in Steph Cooks office. Confirmed the names and numbers of official guest at the festival including following up on initial correspondence with their offices. Placed advertisement in Grenfell Record 28 days prior to July 2 meeting. Sourced the statuettes from Michael Mandelc, ordered nameplates for statuettes, updated Awards Dinner PowerPoint presentation. Attended executive meeting on Saturday of the Festival to addresses urgent issue. Attended arts opening, attended awards dinner. Liaised with coordinators over their events. Prepared and framed certificates for Elaine Needham and Bill Rudd presentation. Coordinated representatives from both families to attend to accept awards. Prepared certificates of appreciation for major sponsors and letters of thanks to sponsors, supporters, in kind sponsors and raffle donors. Fielded enquiries from a councillor in relation to the constitution. Met with meeting facilitator to plan for Community Workshop/Forum on the future direction of the Grenfell Henry Lawson festival planned for 30 July at 6.30pm in the Grenfell Bowling Club. Created content for HLF Facebook page. Met with representative of the Henry Lawson Society to discuss 2022 commemoration activities 100 years since Lawson died. Coordinated photoshoot of statuettes with professional photographer.

Researched and developed rates notice insert for July rates instalment.

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

Communicated with representative of Grenfell Commodities to discuss promotion of the Grenfell Commodities Silo. Provided feedback on text and images for silo art flyer.

Participated in promotions for Central NSW Councils including researching events and sharing social media content.

Researched and prepared social media posts for Grenfell Tourism. Developed content on Bimbi for Grenfell tourism website. Collected information for Grenfell Tourism events calendar.

Continued to research possible development at the Weddin Mountains National Park including meeting with local and regional stakeholders.

Prepared and distributed request for quote document for tourism signage audit and concept plan development. Addressed questions raised by firms considering submitting proposals.

**For Information**

**Noted**

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

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

#### **Art Gallery**

- Assisted Art Gallery volunteers
- Organised replacement volunteers throughout the month when rostered volunteers were not available
- 'Landscapes Shadows'
  - Letter of payment
- 'Art of Ageing' exhibition
  - Unpack prints & checked
  - Condition Report
  - Bumped in exhibition
  - Attended Opening
  - Letter & Email invites
  - A3 posters around town
  - Phone calls & emails, transportation quotes
  - Phone calls, delivery arrangements to next exhibitor
- 'PLACE' exhibition
  - Emails
- 'Grenfell Dramatic Society' exhibition
  - Emails
  - Phone calls
- 'Earth & Water' exhibition
  - Emails
- Community Curtain
  - Phone calls, emails for quote/options to preserve the curtain
  - Liaised with business representative
- Bathurst Regional Art Gallery
  - Phone calls – volunteer workshop
- Recorded Art Gallery visitor statistics
  - Daily, on occasions when volunteers were absent
  - Monthly total
- Greeted visitors & locals to the Gallery
- Handled general enquiries
- Handled Gallery Sales
- Monitored Gallery Donations

#### **Visitor Information Centre**

- Greeted visitors at VIC
- Handled walk in enquiries/directions
- Phone call enquiries
- Contacted businesses regarding enquiries
- Sent out brochures/information packs
- Checked and maintained brochures from other towns and districts
- Contacted other Visitor Information Centres regarding supplies
- Maintained and printed Grenfell brochures & maps

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

---

- Weekly emails to businesses regarding 'What's on in Grenfell'
- Recorded information from businesses for the week-end VIC staff
- Recorded daily VIC counter statistics
- Collated Monthly statistics
- Emailed survey to The Tourism Group with statistic totals
- Recorded free camping statistics
- The Hub room hire
  - Bookings
  - Room setups
  - Emails & phone calls
- Souvenir sales
- End of day reconciliations
- Henry Lawson Festival enquiries

### **Henry Lawson Festival**

- Assisted art co-ordinators
- Assisted art exhibition bump in
- Assisted unpacking & displaying of sculptures
- Assisted with art sales
- Assisted with the official art exhibition opening
- Assisted photography competition display set up (library)
- Assisted photography bump in
- Assisted photography display pack down

**For Information**

**Noted**

### **11. 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 Projector for event in Hub
  - Configured email forward (VIC)
  - Organised HLF email to be forwarded to correct mailboxes (VIC)
  - Configured Shared Inbox (info@) (EDO, VIC)
  - Configured Login for temp staff and grant access to file shares (VIC)
  - Configured email for temp staff (VIC)
  - Grant access to password manager (VIC)
  - Password Manager Tuition (VIC)
  - Telephone Troubleshooting (VIC)
  - Setup Multifunction Printer (EDO)
  - Replace WordPress Theme and Fix SEO for home page title (Library)
  - Configure Website Login (Library)

#### **Client Enquires**

- 120 clients made enquires via telephone

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

---

- 207 clients made enquires in store
- 60 clients made enquires via email

### **Sales and Services**

- Conducted computer services and repairs for 18 residential clients and 1 business clients
- Replaced 1 mobile phone screens
- Sold laptops/computers to 1 residential client
- Sold ESET Internet Security to 9 residential clients
- Sold software, parts, and accessories to 17 residential clients
- Sold ink and toner cartridges to 13 residential clients
- Internet Café used by 49 clients for internet access and printing

### **Printing**

- Service Booklets x 1
- Posters Criterion Hotel

### **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 532 times by 515 Users
- Update content to Library website

### **Google Summary**

- 338 people saw Grenfell Internet Centre via Google Search
- 1 people saw Grenfell Internet Centre on Google Maps
- 12 people found Grenfell Internet Centre on Google and called the business

**For Information**

**Noted**

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

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

11 July 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> June 2019 to 30<sup>th</sup> June 2019)**

**1.1 Highways - Capital and Maintenance Works**

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

SH6 (Mid-Western Highway)

- General Maintenance
- Bumbaldry Intersection Completed
- Slashing program completed

SH17 (Newell Highway)

- General Maintenance
- Spraying program now complete

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

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

MR398 (Mary Gilmore Way)

- General maintenance
- Cold Patching
- Sucker control and table drains
- REPAIR application lodged
- Slashing and Spraying program complete

MR236 (Henry Lawson Way)

- General maintenance
- Shoulder widening complete & line marked
- Indicative signage ordered
- Table Drain maintenance complete

MR237 (Gooloogong Road)

- General maintenance
- Sucker control
- REPAIR application lodged
- Table drain maintenance

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

---

MR239 (Henry Lawson Way / Young Road)

- General maintenance
- REPAIR grant construction underway, completed a 1.5km rehabbed section and now focusing on shoulder widening similar to MR236.

### 1.3 Rural Local Roads - Capital Works

- New Forbes Rd –
  - Preparing a scope of works for:
    - Culvert Replacements
    - Vertical/Horizontal alignment correction
    - Erosion Controls

### 1.4 Rural Local Roads – Maintenance

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

- General maintenance and Slashing
- Table drain maintenance was carried out in the Greenethorpe area:
  - Watts Lane
  - Adams Lane
  - Freebairns Lane
  - Chappels Lane
  - Wilsons Lane
- Guide Posting

### 1.5 Urban Area - Capital and Maintenance Works

- General maintenance
- Draft scope of works complete for interflow to conduct the sewer relining for 2019-2020. Currently under review.

**For Information**

**Noted**

## THE DIRECTOR ENGINEERING'S REPORT

---

### **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
- Problem water pipe replaced at Henry Lawson Oval
- Sprinklers performance checked and replaced if needed at:
  - Henry Lawson ovals 1 & 2
- Took flow reading measurements on sprinklers at the following ovals to ensure they are receiving the recommended amount of water per square metre per week and updated the timers if required:
  - Henry Lawson Ovals (1 &2)
  - Rotary Park
  - Henry Lawson High School
  - Taylor park
- Trimming of 4 dangerous trees and removal of 2 stumps to allow room for the new cricket practice nets at Henry Lawson oval.

#### 2.2 Cemeteries

The following graves have been prepared from; 1<sup>st</sup> June 2019 to 30<sup>th</sup> June 2019:

|                  |   |   |
|------------------|---|---|
| Grenfell Lawn    | – | 2 |
| Grenfell         | – | 0 |
| Bimbi            | – | 0 |
| Caragabal        | – | 1 |
| Ashes Internment | – | 4 |
| Private property | – | 0 |

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

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

#### 2.3 Sewer Mains

Five (5) sewer chokes have been attended to during the month of June 2019. None were in the relined sections.

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

---

### 2.4 Private Works

The following private works were carried out from the 1<sup>st</sup> June 2019 to 30<sup>th</sup> June 2019:

- 1/75051 - Replace Lawn Cemetery plaque
- 1/7053 – (RFS) Clear debris on Gooloogong Rd with front end loader
- 1/7054 – Supply and delivery of gravel (44 Tons)
- 1/7055 – Grading of fence line
- 1/7056 – Cleanup after truck accident

### 2.5 Village Area - Capital and Maintenance Works

- General maintenance
- Quandialla drainage is being scoped
- Caragabal Park upgrade continuing
- Drainage work completed Greenethorpe

### 2.6 Vandalism

Rural - Nil  
Urban - Nil

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

**For Information**

**Noted**

## **3. Future Works (01.07.2019 onwards)**

### 3.1 Highways

- 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
- Rehab Program MR239 (REPAIR Program) (In progress)
- Tree Trimming Program

### 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 (F.A.G & R2R)

### 3.4 Urban and Village

- General maintenance
- Emu Creek rehabilitation to continue
- Quandialla drainage program to continue
- Caragabal Park Upgrade to continue
- Tree trimming in various locations

**For Information**

**Noted**

## 4. RMS RMCC Contract, R2.54.4

- Greenethorpe Bumbaldry Road Intersection is complete (Time lapse footage will be viewable in the August meeting)
- Brundah School Rehabilitation (3.5km x full width 100mm overlay)

**For Information**

**Noted**

## THE DIRECTOR ENGINEERING'S REPORT

---

### 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  |
|-----------|---|--|
| 4094      | CASE Backhoe/Loader 580SLE                          | Major Hydraulic, electrical, driveline and engine repairs.   |
| 4070      | Roller Cat 613/Grid                                 | Continued electrical, braking and fuel systems overhaul.   |
| 5367/5366 | VER-MAC Variable Message Sign (VMS Board)           | Major repairs due to storm damage and vandalism.   |
| 3953      | International ACCO 2350G dual control garbage truck | Strip out and decommission in preparation for the sale of plant  |
| 3965      | Iveco/Acco Compactor Truck – Garbage Truck          | Basic fitout, New plant item induction and training works.   |
| 4104      | Bad Boy Mower – 92416C                              | Driveline repairs, deck fab work and maintenance.  |
| 2098      | Toyota Hilux 4X2 SR 2.8L Diesel Manual              | Major electrical fault diagnosis and repairs.  |
| 3952      | Kenworth prime mover                                | Removal and reinstallation of transmission. Repairs to engine block and bellhousing, electrical repairs. |
| RFS       | Rural Fire Service NSW                              | Yearly servicing, maintenance, registration and repairs.   |
| 3957      | Western Star Tipper – CA 70 BP                      | Servicing and maintenance.   |
| 3958      | Western Star Tipper – CA 69 BP                      | Servicing and maintenance.   |
| 4105      | Caterpillar Grader                                  | Servicing and maintenance. Installation and removal of Trimble machine control system.                   |
| 4102      | Caterpillar Motor Grader                            | Servicing and maintenance. Installation and removal of Trimble machine control system.                   |
| 4107      | Isuzu Patch truck BT 96 GN                          | Repairs and maintenance.   |
| 2083      | Nissan Tray Ute Y61 Patrol                          | Strip out workshop setup and transfer to weeds vehicle.  |
| 2082      | Nissan TTF Patrol DX Chassis                        | Strip out weeds setup and fit out for general use.   |
| 2096      | Nissan Navara NP300 4X4 2.3 DSL Man DC CC RY        | Strip out assets setup and fit out for workshop department.  |

**For Information**

**Noted**

**6. Road Train from Forbes to Grenfell (Henry Lawson Way MR236)**

Weddin Shire Council will maintain the current heavy vehicle configuration which is:

- No restriction on B-Double vehicles
- A-Double (Via permit only)
- Type 1 Road Train (Via permit only)

Forbes Shire Council have the same application process in place.

If in future either council decides to update the NHVR application process and gazette Henry Lawson Way, we will ensure that both councils are unified, as these roads are of the same quality and geometry now.

**For information**

**Noted**

**7. Noxious Weed Report – 1<sup>st</sup> June – 30<sup>th</sup> June 2019**

| <u>Activity</u>   | <u>Location</u>   |
|---|---|
| <b>Administration</b>   | <ul style="list-style-type: none"> <li>• Monthly reporting</li> <li>• Mapping</li> <li>• BIS uploads</li> <li>• Inspections &amp; weeds loaded on Roam</li> <li>• Email replies to relevant emails,</li> <li>• Review weed spraying program</li> <li>• Book committee room for local weeds meeting</li> </ul> |
| <b>Publicity</b>  | New Weed Awareness Signage located on: <ul style="list-style-type: none"> <li>• Mary Gilmore Way (MR398)</li> <li>• Gooloogong Road (MR237)</li> <li>• Henry Lawson Way (MR236)</li> <li>• Henry Lawson Way (MR239)</li> </ul>  |
| <b>Mapping</b>  | Quotes for replacing the existing 'GETAC' tablet.   |
| <b>Meeting</b>  | Local Weeds Meeting - Council Chambers  |
| <b>Training</b>   | NSW Weeds Conference - Jaymes & Kellie to attend (26th - 29th August 2019)  |
| <b>Property Inspections</b>   | Monitoring 3 properties with current weed issues.   |
| <b>Roadside Inspections &amp; Reactive Treatment of weeds if required</b> | Inspection: <ul style="list-style-type: none"> <li>• Cemeteries</li> <li>• Cactus Control – Morans Rd</li> </ul>  |
| <b>High Risk Weed Road Inspections</b>                                    | <ul style="list-style-type: none"> <li>• Henry Lawson Way (MR239)</li> <li>• SH6</li> </ul>   |
| <b>Weeds Treated</b>  | <ul style="list-style-type: none"> <li>• Cactus</li> <li>• Bridal Creeper</li> <li>• African Box Thorn</li> </ul>   |

## THE DIRECTOR ENGINEERING'S REPORT

|   |   |
|---|---|
|   | <ul style="list-style-type: none"> <li>• Coolatai Grass<br/><i>NOTE – Limited growth due to drought conditions</i></li> </ul>   |
| <b>Council Owned Land Inspections</b>       | <ul style="list-style-type: none"> <li>• Grenfell Town Area</li> <li>• Bimbi town Area</li> <li>• Bogolong Dam</li> <li>• Company Dam</li> <li>• O'Briens Hill</li> </ul>       |
| <b>TSR Inspection</b>                       | <ul style="list-style-type: none"> <li>• SH6</li> <li>• Henry Lawson Way</li> <li>• Mary Gilmore Way</li> <li>• Stock Route Rd</li> <li>• Bimbi</li> <li>• Quandi Rd</li> </ul> |
| <b>Rail Inspection</b>                      | Grenfell Town Area  |
| <b>Other High Risk Weed Sites Inspected</b> | <ul style="list-style-type: none"> <li>• Cemetery</li> <li>• Silos</li> <li>• Rest Areas</li> </ul>   |
| <b>Slashing Spraying Program</b>            | Completed the 2018-2019 Program   |
| <b>Sucker Control</b>                       | Completed the 2018-2019 Program   |
| <b>Vehicle</b>                              | Vehicle is currently being upgraded with side boom spray for maintenance sprays.  |

**For information**

**Noted**

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

The 2019-2020 Roads to Recovery program is still in the estimation stage. The completed financial year proposed works will be put to the August council meeting. The 19-20 financial year allocation is estimated to be \$635,335.00. The 5-year program (2019-2024) allocation is \$3,176,675.00.

**For Information**

**Noted**

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

Clouston Associates have completed a draft design concept for a plan with 45-degree reverse in parking only. Clouston's report is attached.

**RECOMMENDATION:** That Council approve the detailed draft design concept (S18-0050) for public exhibition.

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

**021 RESOLVED:** Cr Brown and Cr Diprose that Council approve the detailed draft design concept (S18-0050) for public exhibition upon seeking approval from RMS for the proposed design.

**Crs Best, Bembrick, Parlett and O'Byrne 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. Design has been finalised and placement of trees is now confirmed.

**For Information**

**Noted**

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

Process to relocate give way signs is in progress. Design is now complete and awaiting Traffic Committee for approval.

**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. The funding will cease at the end of 2019. An extension of time has been approved by the DPI (Department Primary Industries).

**For Information**

**Noted**

### 13. 2018-2019 Bimbi Floodplain Management Program

Council applied for financial assistance under the '2018-2019 Floodplain Management Program' and has been successful. An assistance of \$51,428.27 has been offered and the funding Agreement has been signed and lodged. The funding is a 5:1 ratio, where council will fund 1/6 of 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**

### 14. CCTV Installation in the Grenfell Main Street

Council was successful under the 'Safer Communities Fund Round 3 – Infrastructure Grants' in receiving approximately \$207,792.00, this project is 100% funded.

Weddin Shire is currently in the design process and is finalising the configuration of cameras. The public consultation will be delivered alongside with the Main St upgrade proposal. The camera configuration draft is attached.

**RECOMMENDATION:** That Council approve the draft design of camera locations for public exhibition.

**022 RESOLVED:** Cr Diprose and Cr McKellar that Council approve the draft design of camera locations for public exhibition.

**15. Australian Government Blackspot Programme & NSW Government Safer Roads**

As part of the Local and State Government Road Safety Package announced in the 2019-20 Budget, the Australian Government has committed an additional \$50 million per year from 2019-20 to the Black Spot Program. The Government will provide \$1.0 billion to the Black Spot Program from the 2013-2014 financial year to the 2022-2023 financial year, with an on-going commitment of \$110 million each year following.

Councils have now been invited to submit proposals for the Australian Government Blackspot program and NSW Government Safer Roads Program.

Weddin Shire Council is currently working in collaboration with the Manager Local Government within RMS to develop a proposal for Henry Lawson Way (MR236) which meets all criteria under the programs on offer.

The deadline for proposals is 31<sup>st</sup> July 2019.

**Black Spot Program**



Source - <http://www.lgam.info/black-spot>

**For Information**

**023 RESOLVED:** Cr Brown and Cr Parlett that a formal request for consideration of a roundabout at the bottom of Main Street - at the junction of Main and Camp Street, Mid-Western Highway be submitted to RMS.

**16. Stronger Communities Program (Round 4) – Upgrade of Cricket Pitches & Nets**

Council has received grant funding for the update of existing cricket pitches and upgrade of practice net facilities. Upon demolishing the original practice nets, council liaised on site with all key stakeholders who are involved with the Henry Lawson Oval and its activities. It was determined at the site meeting that the below location was most suited and will work in accordance with the Australian Standards for Cricket Nets (AS1725).



Source: WSC Intramaps

**For Information**

**Noted**

# THE DIRECTOR ENGINEERING'S REPORT

## 17. Weddin Shire Council Depot Improvements

In the month of June there were numerous Depot improvements carried out:

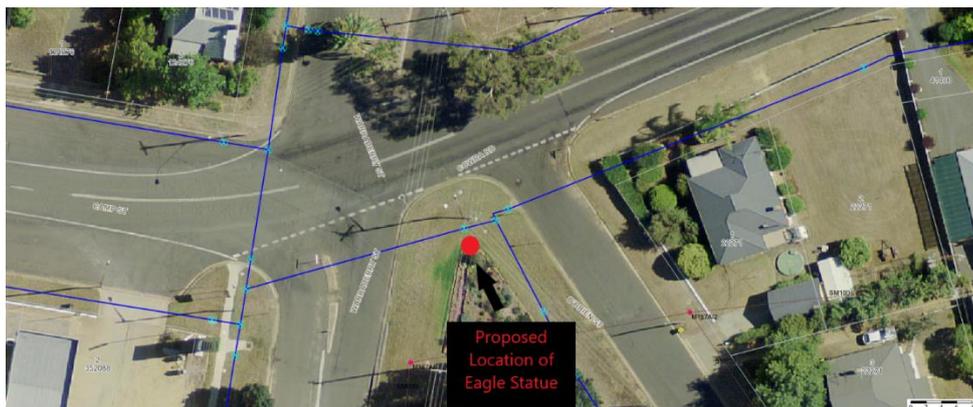
- Quick Fill electric water pump was installed at the depot rainwater reservoirs to utilise for the watering of trees in the shire.
- 42 callistemon were planted around the depot to replace the perished ones.
- The garden and trees watering system was updated to utilise the rainwater in storage at the depot.

**For Information**

**Noted**

## 18. Donated Eagle Statue Location – Grenfell Garden Club

Grenfell Garden Club has been fortunate enough to receive the eagle statue pictured below. The club has consulted with council as their proposed location is on council owned land (The intersection of O'Brien St & Warraderry St). The Eagle will be mounted 3 metres vertically in the air. Sight distance will not be an issue for traffic at the intersection as confirmed by the local traffic committee.



**Figure 1 - Proposed Location**



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

---

**RECOMMENDATION:** That Council approve the proposed location of the eagle statue put forward by the Grenfell Garden Club.

- 024** **RESOLVED:** Cr Diprose and Cr Bembrick that Council approve the proposed location of the eagle statue put forward by the Grenfell Garden Club.

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

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

11 July 2019

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

Dear Sir,

I wish to report as follows: -

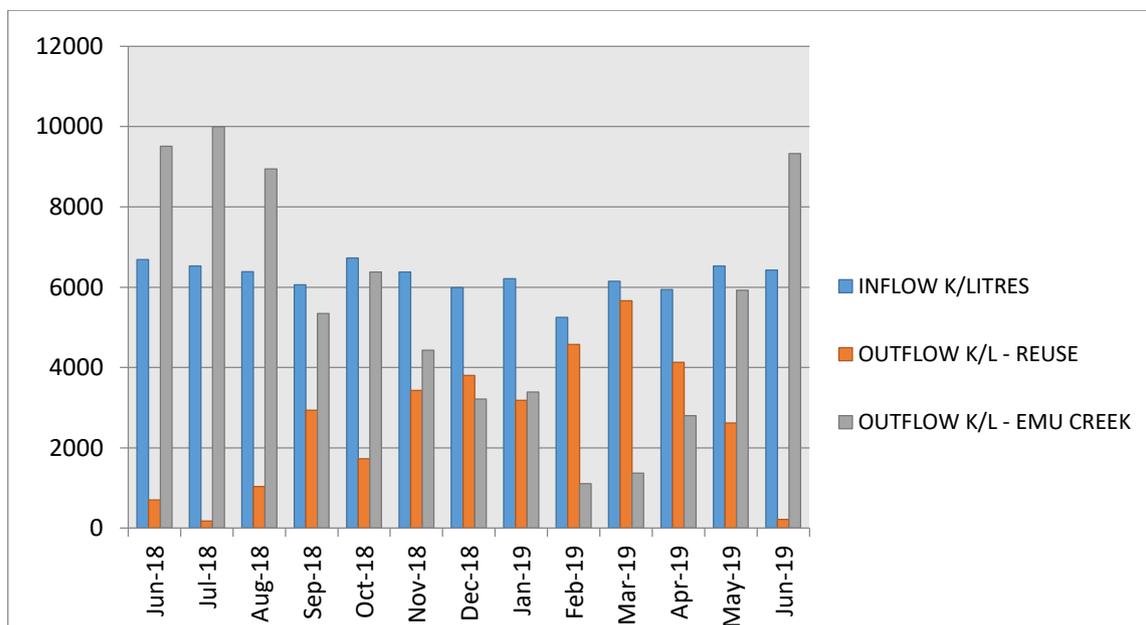
**A. Public Health and Environmental Matters**

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

Total inflow through the Works during June 2019 was 6,425 kl with the daily average of 214.16 kl. Outflow for irrigation for reuse was 217 kl and discharge to Emu Creek 9,325.7 kl.

The highest daily recording of 266 kl occurred for the 24 hours ending 6.30 am on 4 June 2019 and the lowest of 194 kl for the 24 hours ending 6.30 am on the 19 & 28 June 2019.

A total rainfall of 39 mm was recorded for the month.



**For Council's Information**

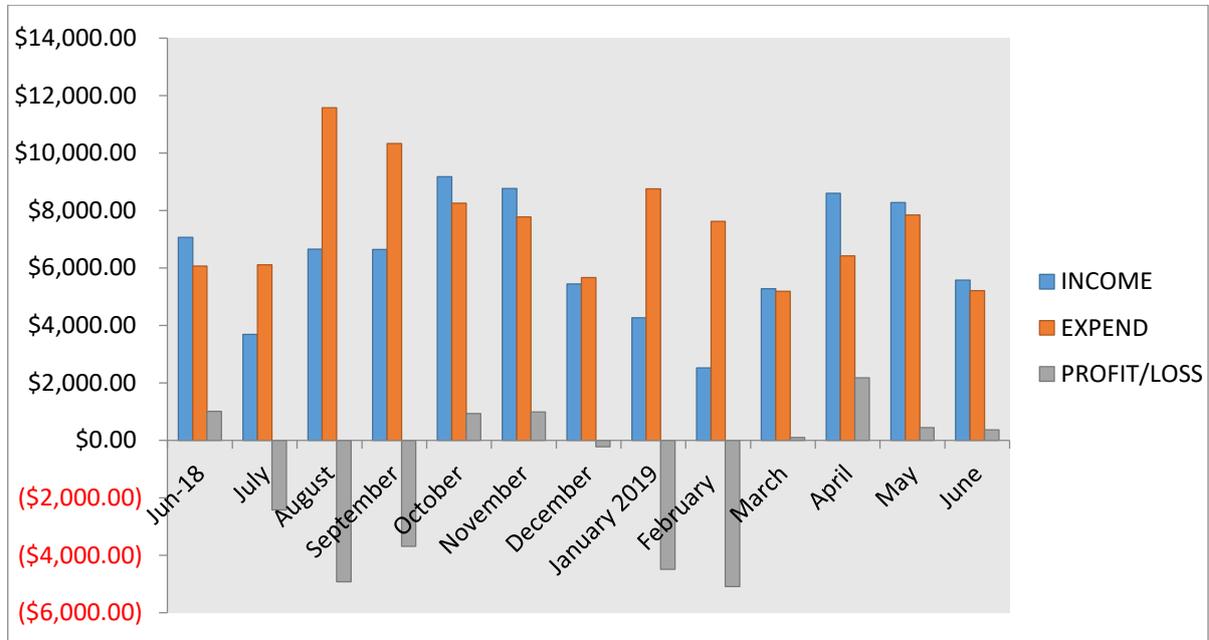
**Noted**

# THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

## 2. Caravan Park Operations, P2.3.3

Income for the month of June 2019 was \$5,573.00 with expenditure of \$5,207.98 resulting in an operational profit of \$365.02 the month.

There were 159 sites occupied for the month of June 2019.



For Council's Information

Noted

## 3. Animal Control, A4.4.4

### a. Companion Animals

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

### Other Activities:

#### Companion Animals

- Contemporaneous notetaking
- Pound duties
- 4 x show cause issued – dog not under effective control in public place
- 1 x response letter – off leash area Greenethorpe
- 1 x verification microchip and registration status
- 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

### Stock

- Stray sheep reported Cowra Road– sighted and contained
- Stray horse Melyra Street – owner informed removed and contained

### Environmental

- Partial compliance met - Sullivan Street Grenfell.
- 1 x Notice of Intention – Demolish Dwelling – Quandialla
- 

### Recycling

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

### Advertising

- “Pussy Cat Pussy Cat” Where Have You Been
- DPI Media Release – Breeding changes from 1 July 2019

**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   |
|---------|-------------------------|---|------------|---|
| 18/2019 | Andys Design & Drafting | Construction of 3 Stable Blocks of 12 x Stables | \$65,000   | LOT: 7012 DP: 1023529<br>16 North Street<br>GRENFELL NSW 2810           |
| 19/2019 | Mr MG Griffin           | Extension/Addition to Dwelling                  | \$100,000  | LOT: 6 DP: 754580<br>1326 Greenethorpe-Wirega Road<br>GRENFELL NSW 2810 |
| 20/2019 | Steadfast Homes PL      | New Dwelling                                    | \$300,000  | LOT: 3 DP: 1229401<br>24 Huckel Close<br>GRENFELL NSW 2810              |

**For Council's Information**

**Noted**

#### 2. Construction Certificates

The undermentioned applications were received and determined under delegation:

| CC NO.  | Applicant                    | Construction                   | Address   |
|---------|------------------------------|--------------------------------|---|
| 2/2017  | Mr DN & Mrs MG Knapp         | Extension/Addition to Dwelling | LOT: 1291 DP: 754578<br>Star Street<br>GRENFELL NSW 2810      |
| 69/2018 | Mr AS Dixon & Ms B Mawhinney | Extension/Addition to Dwelling | LOT: 1 DP: 100103<br>1258 Holy Camp Road<br>GRENFELL NSW 2810 |
| 4/2019  | Mr D Erskine                 | New Dwelling                   | LOT: 9 DP: 1229401<br>11 Walshs Lane<br>GRENFELL NSW 2810     |

**For Council's Information**

**Noted**

#### 3. Complying Development Applications

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

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

**For Council's Information**

**Noted**

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

Council continues to work on the detailed design while awaiting the outcome application for additional funding under the Safe and Secure Water Program. The outcome of the application will be advised as soon as possible.

The report provides a summary of the works completed to date:

#### **1.2.1 Original Scope of Works**

##### **1. Project Management**

- Project Control Plan issued 29/10/18
- Safety in Design Report issued 29/10/18

##### **2. Preliminaries**

- Project inception meeting undertaken on 24/10/18

##### **3. Concept Design Review**

- Description of proposed change of sludge stream design from sludge lagoons and drying bed to mechanical dewatering submitted to WSC for consideration;
- Discussions regarding type of decanter
- Concept Design Review meeting held at Grenfell with WSC, DoI and GANDEN 5/12/18
- Endorsement by DoI and direction from WSC to proceed with detailed design.

##### **4. 60% Detailed Design**

- Continued development of the 3D model based on the outcomes of the Concept Design Review and Basis of Design Report up to the 60% submission level
- Continued validating equipment sizing and vendor liaison
- Optimised location of plant and equipment on the site including removal of the GPPS with the use of the gravity drainage network onsite.
- Submission of Technical Note 005 regarding the hydraulic limitations of the STP and gravity network during 1% ARI flood. Resulting discussion is to direct the new STP outfall to discharge adjacent the existing STPs licenced discharge point.
- Requested additional survey and service location to be completed including amendment to capture corridor to the existing outfall from the existing plant.
- Realigned the outfall to adjacent the existing lagoons

The program allows for Council to consider the tender options for construction in December/November and confirmation will be sought from council on receipt of final detail design documents.

**For Council's Information**

**Noted**

### **5. Henry Lawson Oval Redevelopment, P2.1.6**

Council has received grant funding through the Stronger Safer Communities Fund Round 2 for the following developments at Henry Lawson Oval:

|   |           |
|---|-----------|
| 1) Henry Lawson Oval Amenities Renewal                    | \$820,000 |
| 2) Henry Lawson Oval Spectator Facility (Covered Seating) | \$110,000 |
| 3) Lawson Park Fitness Circuit                            | \$ 50,000 |

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

---

Request for quotations from three providers have been called for the fitness circuit and close on the 14<sup>th</sup> June 2019. The RFQ process produced no quotes. Council needs to determine the process to going forward with a decision to call for further RFQs or construct the project itself.

Plans for the Amenities Renewal and Covered Seating have been finalised with the preparation of the specification and engineering details in progress. An assessment for the finished floor level of the new facility has resulted in a decision to match the existing level of the concrete roof over the canteen. This level will give an appropriate height for all the seating levels. The construction pad and battered portions will be designed to the east, north and south with a retaining wall to the west. This will formalise the rear elevation and allow carking and access.

The siting of the facility will require extensive earthworks with special consideration given to the control of overland stormwater.

**RECOMMENDATION:** that Council:

- 1) Reissue the Request for Quotes for the Lawson Fitness Circuit
- 2) If no successful quotes are received, complete the project internally.

**026 RESOLVED:** Cr O'Byrne and Cr Parlett that Council:

- 1) Reissue the Request for Quotes for the Lawson Fitness Circuit
- 2) If no successful quotes are received, complete the project internally.

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

Grenfell (Land Use) Settlement Strategy Draft documents have been prepared and are generally consistent with those presented to councillors at its workshop. The review of previous work has allowed staff to confirm proposals and include additional assessment.

Individual consultation has commenced with owners of land identified in the documents with invitations for personal consultation briefings. The strategy documents will be made available for public exhibition in July/ August. This period will align with the exhibition of the LSPS outline and timetable adopted at the June Council meeting.

**RECOMMENDATION:** that Council:

- 1) Adopt the Draft Grenfell (Land Use) Settlement Strategy and place on public exhibition for 28 days

**027 RESOLVED:** Cr Diprose and Cr Parlett that Council:

- 1) Adopt the Draft Grenfell (Land Use) Settlement Strategy and place on public exhibition for 28 days.

### **7. Weddin Shire Community Participation Plan**

Community Participation Plans (CPPs) are a new requirement under the Environmental Planning and Assessment Act 1979 (the Act). A CPP will outline how and when planning authorities engage the community across their planning functions.

All applicable NSW planning authorities (including councils) will be required to have the final version of their first CPP published on the NSW Planning Portal by 1 December 2019.

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

---

Currently, Council outlines community participation requirements in multiple documents including a notification development control plan and community engagement plan or strategy prepared under section 402 of the Local Government Act 1993.

The purpose of a CPP is to provide a single document that clearly states how the community can participate in planning matters. It will combine council's existing community engagement approach and the minimum public exhibition timeframes of the legislation for planning functions. Section 2.23(4) of the Act gives councils the option to prepare a standalone CPP or include the requirements in a community engagement plan/strategy prepared under section 402 of the Local Government Act 1993.

A council's CPP is required to set out mandatory requirements for community participation by councils for the exercise of their planning functions. The mandatory community participation requirements include minimum public exhibition timeframes relating to planning functions where council is the consent authority, and these are listed in Schedule 1 of the Act. The exhibition period is sometimes described as a notification or advertising period.

Draft CPPs are required to be exhibited for 28 days with final CPPs published on the NSW Planning Portal by 1 December 2019.

Council has developed its Draft CPP and is attached for reference.

**RECOMMENDATION:** that Council adopt the Draft Weddin Shire Community Participation Plan and place on public exhibition for 28 days.

**028** **RESOLVED:** Cr Brown and Cr McKellar that Council adopt the Draft Weddin Shire Community Participation Plan and place on public exhibition for 28 days.

### **8. Local Strategic Planning Statements, T2.3.1**

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

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

Council has previously adopted the LSPS timetable below:

- June 2019 – prepare LSPS outline / vision / desired character statements, broad growth statements & draft consultation strategy
- July – Council approval for outline / consultation strategy
- August – Place LSPS outline on exhibition with Grenfell Strategy
- September-October – Prepare LSPS
- November-December – Draft LSPS to Councillors & DPE
- January 2020 – LEP health check & DPE feedback
- February – Alignment with budgets

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

---

- March - Draft LSPS approved for exhibition
- April/May – Exhibition/Consultation
- May – Finalise
- June – Council adopts LSPS

The aim of return brief is to provide an overview of what the LSPS needs to achieve and a draft table of contents/structure (a copy has been forwarded to Councilor's under separate cover). A Scoping Paper has also commenced with a review of the land use components of the Community Strategic Plan, some preliminary visioning statements, and a reference review.

The Scoping Paper provides a draft outline of the LSPS that will be used for consultation and engagement purposes (and align with consultation on the Grenfell Settlement Strategy) prior to finalizing the full draft of the LSPS later this year.

The document incorporates the overview of the LSPS process and provides an example of what the document will look like, what will be included, how it will inform both internal and external strategic planning documents and most importantly, how we will consult with the community to ensure appropriate levels of public input.

**RECOMMENDATION:** that Council endorse the LSPS outline and consultation strategy.

**029** **RESOLVED:** Cr Diprose and Cr Best that Council endorse the LSPS outline and consultation strategy.

B J HAYES

**DIRECTOR ENVIRONMENTAL SERVICES**

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

## AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION 2019 NATIONAL GENERAL ASSEMBLY – DELEGATE REPORT

Mayor Liebich, Councillor Brown and I represented Weddin Shire Council as delegates at the above event held in Canberra from 16-19 June 2019. There were 880 delegates at the conference from all around Australia and a large number of topics were covered in the program. There were also a large number of exhibitors present. Below are points that I think may be of interest and relevance to Councillors, Council staff and our community.

### **Key Messages from a few of the presentations:**

*Acting Prime Minister's Address – Michael McCormack.*

- Invited all LGAs to lodge requests for infrastructure maintenance projects in the next 12 months.
- Supports Local Government being included in the Constitution 'when the time is right'

*ALGA President's Address – David O'Loughlin:*

- Reminded Councils to formally thank applicable Federal members when grants are received
- ALGA is advocating for the consolidated FAG amount to be increased from 0.55% to 1% of GDP

*Australian Futurist Steve Sammartino keynote address*

- Predicts that in 5-10 years we will all be computer coders simply through the use of language
- Predicts that by 2023 it will not be possible to purchase a non-electric vehicle

*Eileen Demal-Hall, CEO, Wujal Wujal Aboriginal Shire Council, FNQ*

- Their plans are designed to cater for the needs of the next five generations; with themes including water, energy, food and cultural security
- Have been working with the schools using technology produced by Microsoft. Students who go on excursions through various natural vegetation communities take photos of various things they see ... and the photos go back to a person or group who interpret what the images show and educate the youth accordingly.
- Local research has revealed that exotic plant species burn at higher temperatures than natives

*Kurt Fearnley OAM*

- A factor in his success was being raised in a community that supported his disability
- Council policies should all be 'people friendly'

### **Motions presented at the Conference**

A core component of the gathering was consideration of 170 motions that had been submitted beforehand for the Business Paper from various from LGAs. I found the debate process very informative in terms of meeting procedure. Mayor Liebich was our 'Voting Delegate' and did a great job in keeping on top of the discussion and voting on our behalf. What I'd not appreciated until witnessing the process was the importance of the motions in potentially influencing Federal Government policy. ALGA bases its lobbying efforts on the motions passed at each conference.

### **Networking with other Delegates**

Delegates from many LGAs in our region (including our Mid Lachlan Alliance partner Councils) were present and it was valuable for each of us to 'chew the fat' about common matters of concern. As is my way I 'peeled off' from Mayor Liebich and Councillor Brown on several occasions to meet as many new people as I could. A few learnings of interest included:

- A CEO at a council in the Adelaide region has an allowance in his remuneration package for training and development. This might be something we do for our own GM.
- The perception of the local government sector in South Australia is currently poor. From what I could gather this is due in part to fallout from a recent alleged purchase card abuse scandal (by both the CEO and Mayor) at one council; and some Councillors at another council publicly attacking each other on social media.
- The median age of Councillors at some South Australian councils is less than 30!

- One South Australian Council has so far held 11 Councillor workshops in connection with developing its 2019/20 operation plan

### **Potential opportunities for us from discussions with exhibitors**

The 3 of us met representatives from streaming/webcasting equipment supplier *Onstage Presentations*. It was extremely helpful to see how we might use this type of equipment in Council meetings going forward. Mayor Liebich made arrangements for a representative to give a demonstration at our 15<sup>th</sup> July 2019 Council workshop.

I opted out of a couple of presentation sessions to ‘avoid the rush’ and devote time to meet some other exhibitors. Those where I think there are opportunities or points of interest are below.

#### *Australian Digital Health Agency*

- Administers the ‘My Health Record’ database
- Only about 9% of the eligible Australian population deliberately ‘opted out’ of the system

#### *Rural Aid*

- One of Australia’s largest rural charities; coming to prominence through the Buy a Bale campaign
- Provides fodder in drought, undertakes community activities, offers financial assistance and mental health counselling, and has a volunteer program
- Presently has about 70 volunteers at Trundle
- Has many major corporate and other sponsors and the founders are determined that the organisation has a strong future past their own involvement

#### *Pivotel*

- Australia’s 4<sup>th</sup> largest telecommunications provider after Telstra, Optus and Vodafone
- Specialises in geographical areas that don’t have conventional mobile coverage
- Might be an organisation we involve in helping solve the internet connectivity challenges in the Shire (especially in the west of the Shire)

#### *Murray Darling Association*

- The peak representative body (formed in 1944) for local government (167 councils) in the Murray Darling basin. Focused on sustainable management of resources in the region
- WSC is not presently a member. Membership fee for us would be around \$1,100 pa. “Special offer” for new members includes 2 free registrations at the 2019 conference/AGM to be held 22-24 October at Toowoomba

#### *Local Government Association of Queensland / LG Sherlock*

- A service they provide is analysis of a council’s electricity consumption and development of recommendations on renewable energy installations
- Contact name and details have been passed on to WSC GM and DCS as possible consultants for the study we are looking to do in line with the above

#### *Asbestos Safety and Eradication Agency*

- Focused on national asbestos issues
- My personal interest was in connection with the Grenfell Preschool’s current plans to acquire the old TAFE site and construct a new state of the art Preschool and day care facility
- If the above proceeds a specialist ‘asbestos assessor’ will need to be engaged to develop an asbestos removal plan for the old TAFE building.
- Being a TAFE building TAFE NSW will have the specifics of the types of asbestos (friable or bonded) listed in its Asbestos Register which is held by Safe Work NSW

#### *Tyre Stewardship Australia*

- Focus is on turning the 56 million end-of-life tyres generated each year into local opportunities and jobs. Emphasis is on recycling, including into road surface etc.

- In the short term the main opportunities rest with Council's main supplier, Boral.

#### *Salary Packaging Australia*

- Specialises in staff benefits such as novated and associated leasing, remote area housing, living away from home allowances and relocation benefits
- From what I could gather Grenfell is in an area classed as 'remote' which means that some Council staff may be eligible for reductions in some living expenses. An added benefit is that these reductions make working in areas like ours more attractive to potential new recruits.
- Contact details will be forwarded to WSC GM and DCS for further investigation.

#### *Civil Aviation Safety Authority*

- Provides the safety regulatory environment for civil air operations in Australia and Australian aircraft overseas
- The relevance to WSC is via the provision of "drone" device operation training

#### *Institute of Managers and Leaders*

- Non-profit membership organisation and the peak body for managers and leaders in Australia and New Zealand. Currently represents 350,000 individuals.
- Awards and assesses managers and leaders with the Chartered Manager accreditation
- There was also a presentation on leadership at the conference, which included accessing a self-assessment tool via participants' smart phones
- Potential exists for interested WSC staff (and Councillors) to further develop their skills
- Councillor Brown purchased one of the books on leadership and has generously offered to lend it to others who might be interested after she has read it.

#### *Australian Business Register (ABR) - part of the Australian Taxation Office*

- The ABR was established to make it easier for business to interact with government
- LGAs are able to directly / online access information from the ABR. WSC has an agreement in place to enable this but does not at this point have an individual staff member 'signed up' to gain access.
- The staff member at the ABR exhibition stand did an on-screen inquiry that brought up a list of all the new businesses domiciled in the Weddin Shire that had registered since 1/1/2019. There were 19 – considerably more than I'd expected and all in all quite exciting for our community.
- If a Council staff member was registered it would potentially allow for information and support material to be made available to our new businesses.
- In the context of the Marketing Plan that will in time be developed by WSC I asked whether it might be possible for us to identify and target business owners in other areas to provide them with information about us and invite them to consider relocating here e.g. tradespeople in western Sydney. The answer was 'most definitely yes'.
- There are no doubt other possible benefits from being able to access the database

#### *Agsafe – Drummuster*

- A national product stewardship program supported by agvet chemical manufacturers and industry stakeholders: including members and farming associations, and state and local governments.
- 3-4 million drums are sold each year in Australia; and about 2 million are returned under the program. The goal going forward is to increase the drum return rate by 20 % to about 2.3 m
- The levy on drums sold is soon to increase from \$0.04 to \$0.06.

#### *PMH Insights*

- A specialist Council Integrated Planning and Reporting Framework (IP&R) implementation partner.
- Not a product vendor per se but helps Council's identify and select vendors such as Cascade.
- Other solutions also include staff appraisals / talent management, community dashboards, and risk and project management options

- In Australia they have worked with Councils with staff numbers from 20 to 1,700. In one case PMH Insights gathered content from in excess of 200 planning and related documents and input information into the selected system.
- Having been contracted by WSC about 8 years ago to develop our inaugural Community Strategic Plan and 4 year Delivery Program documents I was particularly interested to see on-screen what they do in terms of IP&R documentation. To say I was impressed is an understatement. If WSC was to use their services to select a software vendor/product and to also input current plan documents to it there is enormous potential to eliminate the inherent duplication in all the various documents that are presently in place; and in so doing make things much simpler for staff; not to mention more simply provide reporting information to staff, Councillors and our community. Having said that, I am not 'pushing their barrow' specifically as I'm not across who the other operators are in this space.
- Contact details have been forwarded to WSC GM and DCS for follow up if they so choose

#### **Attendance/participation at Future ALGA National General Assemblies**

Going forward I believe WSC should continue to send interested representatives. Some suggestions for the future:

- Given that a core component is voting on Motions our Mayor should continue to attend
- Other delegates could be on a rotating basis. Within this, from time to time our GM should attend and possibly other direct reports NB: I noticed that another LGA's delegation team was a Councillor, the CEO and the CEOs PA
- At the appropriate time in the lead-up to each conference we should include in our business paper discussion of whether there are motions we would like to progress to ALGA

Since attending the conference I have met with both our GM and his PA with some registration process improvement suggestions all of which were well received.

#### **In Conclusion**

I very much enjoyed attending and participating in this year's conference. It was a pleasure to attend with Mayor Liebich and Councillor Brown; and we were able to discuss many opportunities for our community. A special note of thanks to Mayor Mark Liebich. He did an awesome job in taking the lead on the non-staff related logistics connected with travelling to and from the conference and various other aspects during our time in Canberra.

An unexpected pleasure was meeting Luci Blackborough, Councillor, Campbelltown City Council, SA. She is the niece of Grenfell residents Mary and Chris Dodd; and when elected last year was South Australia's youngest Councillor at just 18 years of age! To quote from Mary "We are very proud of her"! Luci has plans of visiting Grenfell before too long; based off Mary's high praises of living here.

To maximise value from the identified opportunities it would be good if Council's General Manager could review this report at a later date and shortlist those he thinks should be pursued.

Clr Phillip Diprose

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

## ACTION LIST

| <b>INSPECTIONS AND MEETINGS</b> |  | <b>STATUS</b>   | <b>BY</b> |
|---------------------------------|--|---|-----------|
| March 2019                      | 1. <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        |
| June 2019                       | 2. <u>Downer</u> : the Mayor and General Manager to meet with representatives to discuss proposed location for a mobile phone base station in Bumbaldry.                                       | In Progress   | GM        |
|                                 | 3. <u>Cowra Rail Lines Meeting</u> : the Mayor and Director Environmental Services to attend a meeting on 3 July, 2019 in Cowra.   | Completed   | DES       |
| <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 Caragal 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>Grenfell RSL Sub-branch</u> : apply for grant funding under the Anzac Community grants program.   | In Progress   | DE        |
|                                 | 13. <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  | 14. <u>Tree Plantation – Forbes Street</u> : report back to Council with an option for tree planting.  | In Progress | DE                |
| December 2018 | 15. <u>Marketing Strategy Report</u> : initiate report.  | In Progress | DCS/GM            |
|               | 16. <u>Removal of Trees – Weddin Street</u> : remove trees subject to available funding.   | In Progress | DE                |
|               | 17. <u>Grenfell Main Street Renewal</u> : investigate 45 degree reverse angle parking with other options.  | In Progress | DE                |
|               | 18. <u>Give Way Signs – Melyra Street</u> : relocate signs.  | In Progress | DE                |
| April 2019    | 19. <u>Grenfell Ambulance Station</u> : make enquires to purchase for \$1.   | In Progress | GM                |
|               | 20. <u>Grenfell Courthouse</u> : investigate proposed plans.   | In Progress | GM                |
|               | 21. <u>Grenfell Medical Centre Operation</u> : engage ‘Five Hours West’ to conduct a media and marketing campaign.   | In Progress | DCS/GM            |
| May 2019      | 22. <u>Councils Self Promotion</u> : take digital photos of Councils projects and display them in the Council Chambers.  | In Progress | DCS/DE/<br>DES/GM |
|               | 23. <u>Drought Communities Program (DCP)</u> : Submit grant funding application.   | Completed   | GM/DCS            |
|               | 24. <u>Henry Lawson Oval Redevelopment</u> : advertise plans for both projects. Demolish existing grandstand. Develop photographic testimonial.                                  | In Progress | DES/GM            |
| June 2019     | 25. <u>Clean Up Australia Day</u> : contact Pat Soley regarding 2020 event.  | In progress | DES               |
|               | 26. <u>Aboriginal Land Claims Investigation Unit</u> : invite representatives to address Council.  | In Progress | GM                |
|               | 27. <u>Potable Water in the Village of Caragabal</u> : write to the Hon Melinda Pavey MP and the Hon Steph Cooke MP requesting the project considered outside IWCM requirements. | Completed   | GM                |
|               | 28. <u>Local Government NSW</u> : make a submission for the AR Bluett Memorial Award.  | In Progress | GM                |

**For Information**

**Noted**

## **Minutes of the Grenfell Henry Lawson Festival of Arts, Extraordinary Meeting to Change Constitution at 7.00 Tuesday, 2<sup>nd</sup> July, 2019 at the Grenfell Community Hub**

---

**President** A Griffiths welcomed everyone to the meeting, asking that members sit on one side of room & observers on the other

**Present :** Alan & Di Griffiths, Pam Livingstone, Pene Starr, Glenn & Liz Carroll, Judy Mitton, Wendy Johnson, Andrea Ladlow, Hugh Moffitt, Auburn Carr, Deidre & Terry Carroll, Rachael Power, Mary Moffitt, Betty & John Fittler, Shirley Tognetti, Helen Carpenter, Keryl McCann, Bernadette Dykhoff, Fiona Johnson, Kathy Parker

**Observers:** Mayor Mark Liebich, Clr Carly Brown, Clr Craig Bembrick, Clr Paul Best, Ron Booth, Lachlan Gibson, Vanessa Gibson.

President A Griffiths read the Proposed Amendment to the Constitution:

Paragraph 3.e) currently reads:

3.e) To undertake fundraising and promotional activities throughout the year and during the festival with funds raised to be used solely for the benefit of current and future festivals and for such other purposes that the committee may decide to promote the life of Henry Lawson.

Propose it be changed to:

3.e) To undertake fundraising and promotional activities throughout the year and during the festival with funds raised to be used ..... for the benefit of current and future festivals and for such other purposes that the committee may decide to promote the life of Henry Lawson and the wider Grenfell Community.

A Griffiths asked for a show of hands of those in favour of the change;

Response: sixteen in favour, one against

Motion passed.

Meeting closed at 7.10

**032 RESOLVED:** Cr Diprose and Cr Bembrick that the Minutes of the Henry Lawson Festival Committee be noted.

## **Minutes of the Grenfell Henry Lawson Festival of Arts, at 7.25 Tuesday, 2<sup>nd</sup> July, 2019 at the Grenfell Community Hub**

---

**Apologies:** Glenda Howell, Jennifer Kelly, Jenny Hetherington, Billo Wheatley, Alan Hodson.

**Resolved:** H Moffitt/G Carroll that the apologies be accepted

**President** A Griffiths welcomed everyone to the meeting.

**Present :** Alan & Di Griffiths, Pam Livingstone, Pene Starr, Glenn & Liz Carroll, Judy Mitton, Wendy Johnson, Andrea Ladlow, Hugh Moffitt, Auburn Carr, Deidre & Terry Carroll, Rachael Power, Mary Moffitt, Betty & John Fittler, Shirley Tognetti, Helen Carpenter, Keryl McCann, Bernadette Dykhoff, Fiona Johnson, Kathy Parker

**Observers:** Clr M Liebich, Clr Carly Brown, Clr Craig Bembrick, Clr Paul Best, Ron Booth, Lachlan Gibson, Vanessa Gibson, D Joyce entered meeting at 7.35

**Resolved:** P Livingstone/L Carroll: That the minutes from the general meeting 24.5.19 be confirmed

**Business Arising:** Nil

**Communication: Inwards:**

\*Weddin Shire Council: letter of congratulations on a great Festival signed by General Manager, Glenn Carroll

\*Co-ordinators' reports

\*Spannerman: be dealt with in General Business

**Outwards:**

Thank you letters sent to all sponsors and supporters.

**Resolved:** A Carr/D Carroll: That the inwards communication be received & the outwards communication be endorsed.

**Treasurer's Report:**

Balance Sheet as of June, 2019

NAB cheque a/c: \$14,208.41 NAB Term Deposit: \$55,000

Total Assets: \$69,303.41

Treasurer tabled a x21page document outlining each co-ordinator's budget with 2019 Year to Date Profit/Loss figures.

Requested any invoices outstanding be presented ASAP

**Resolved:** P Starr/ H Moffitt that the treasurer's report be adopted. Carried with acclamation

**Co-ordinators' reports:**

**Awards Night: 110 people were present, 27 complimentary tickets.** L Carroll thanked compere Danny Joyce, Craig & Kelly Bembrick on the door, John Hetherington for poetry reading, Maria from Grenfell Shoes for ticket sales, Bianca & team from Bowling Club, Inga Simpson- special guest, Committee for Statuettes for Verse, Short Story, Art & Photography, & Community Arts Award to Grenfell Commodities. Special Presentations to the families of the late Elaine Needham & the late Bill Rudd, the crowning of King Chad White & Charity Queen, Tara Anderson - & especially Glenn & Kiarna

**Busking:** A Ladlow announced prize winners: Best Overall: Vicki Walsh from Young, 2<sup>nd</sup>: Best Australian Song: Alex Fennell from Cootamundra, 3<sup>rd</sup>: Best Gospel: Val Ward from Young. Congratulated Lithgow Pipe Band

**Art:** H Moffitt/ D Griffiths: very successful: Door tally 723, Total Profit \$7,063.90

Statuette: Paul McKnight – Dogwood on Lace, Acquisitive: Peter Lawson – Over Gulgong, People's Choice: Dallas Nyberg – Saltwater Crocodile

**Fun Run:** R Power/V Gibson: 53 entries, many children. Costs were kept to a minimum by having junior staff from GGM as timers. Co-ordinators thanked WSC for having the track in excellent condition & providing escort vehicles. \$957 profit

**Verse & Short Story:** M Moffitt: plenty of positive feedback given from entrants about the opportunity for recognition supplied by Festival. Although statuette winners were unable to be present, awards dinner was well attended by young local writers.

**Children's Competition:** J Hetherington – great displays in Reid's shop & Warren Johnson's premises. Winners announced on stage Saturday afternoon to very small audience.

**Street Parade:** H Carpenter: Procession contained 53 floats, many using the “Ode to Winter” theme. Lachlan Fertilizers 1<sup>st</sup>, THLHS: best school, Reid’s from Cowra: Best Vehicle, Grenfell Junior Rugby: best Sports. Stuart McKellar, Stuart Taylor & Sharon Eppelstun were outstanding assistants. The Pipe Band gave performances all afternoon at many points along the street. P Livingstone commented that the parade started right on time, was very well spaced & went for 30 minutes.

Poetry & Damper: John & Betty Fittler had all helpers ready by 6.45am. A smaller crowd, even though John Hetherington & Bruce Roberts were back. Sound system may need re-direction.

**Photography:** T Cooper: report tabled. Door Tally: 546+. Venue (Library) was fantastic, warm, well lit, close to Art. Suggestions: at least two more display boards, maintenance of existing boards, “People’s Choice” category, update Terms & Conditions, more sponsorship, marketing eg contact with more amateur photography groups & building data base.

**Raffle:** W Johnson: thanked Claire, Auburn & Hugh for their expertise, Nev & Verona Hughes, Col & Pip Wood, Bernadette Dykhoff, & committee members -and the generosity of Grenfell community in raising \$3,650.55 in “Billy Rudd’s” raffle. The list of sponsors & prize winners was tabled.

**Street Stalls:** F Johnson: stall sites were marked out the evening before. There was a problem with cars left parked in the street overnight. Huge thank you to Claire Myers. \$7,362 raised. C Myers has tendered her resignation as Street Stall Co-ordinator.

**Woodchop:** D Carroll: “Chip off the old block” once again a highlight of the Festival in Rygate Square. Eleven axemen from Bathurst, Katoomba, Lithgow, Carcoar & Springwood competed in the 300mm Underhand, 250mm Standing Block, 300mm Underhand Championship. Brad Delosa & Dale Ryan being outstanding axemen. The nine event competition commenced immediately after the procession & concluded around 4:00. The results were tabled together with a long list of sponsors.

**Quilt Show:** Anglican Hall popular venue, 270 people voted in the “popular choice”- group has established a great reputation for their soup.

**Sunday Car Show:** Lower Main St crowded with 100 cars- around 80 entries, probably most successful to date. The bbq sold out. The exhibition of motor bikes at the top end of Main St shows potential with Lorraine Harveyson expressing interest in running a competition.

**Guinea Pigs:** D Joyce: The Country Club venue was a very good, accessible venue, attracting around 400 visitors. Would be interested in running again next year.

#### **General Business:**

\*Street Closures- Discussion was had.

Letter from Spannerman- expanded road closures were not advertised.

\*Suggestions for future Festival events: K McCann: A Music Event for Sunday night, showcasing local talent at the Showground Pavilion. Visitors camping on site.

C Myers: relating to ARTS theme, something like the Darwin Fringe Festival with Street Art, Body Art

\*Comment H Moffitt: the trees in Forbes St were a picture of Autumn colour

\* A 90 minute forum is proposed for 6.30, Tuesday, 30<sup>th</sup> July at the Bowling Club, chaired by Stephen Sykes to look at “Future Festival Directions”

\*Comment: D Joyce: disappointed that Festival does not bank locally but accepts sponsorship from local banks eg Bendigo. South West Slopes Credit Union is also now available

**Meeting closed: 8.50**

**Next meeting date: Annual General Meeting 7:30, Tuesday, 15<sup>th</sup> October, 2019**

**To be followed by the monthly meeting for October.**

**033 RESOLVED:** Cr Parlett and Cr Brown that the Minutes of the Henry Lawson Festival Committee be noted.

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD THURSDAY 11 JULY, 2019  
AT THE COUNCIL CHAMBERS COMMENCING AT 10.00AM**

---

**PRESENT**

Shahab Khaled (Contracts Engineer) (Chair)  
Snr Constable Tom Hood (NSW Police)  
Snr Constable Chris Bambrick (NSW Police)  
Deanne Freeman (RMS)  
Clr. Mayor Mark Liebich  
Maurice Simpson (Local Member's Representative)

**MEETING COMMENCED**

The meeting commenced at 10.00am.

**1. APOLOGIES**

Patrick Smith, (NSW Police),  
Michael Madgwick (NSW Police).  
Jaymes Rath (Director Engineering)

**Committee Recommendation:**

That apologies received from Patrick Smith, (NSW Police), Michael Madgwick (NSW Police) be accepted.

Support for recommendation: Clr. Mayor Mark Liebich and Deanne Freeman

**2. DECLARATION OF PECUNIARY INTERESTS**

Nil

**3. CONFIRMATIONS OF MINUTES OF PREVIOUS MEETING**

**Committee Recommendation:**

That the minutes of the Local Area Traffic Committee Meeting held 11 April 2019, having been circulated be confirmed as a true and accurate record of that meeting.

Support for recommendation: Clr. Mayor Mark Liebich and Deanne Freeman

**4. OUTSTANDING BUSINESSES**

**4.1 Pedestrian Safety**

**Executive Summary**

Pedestrian safety Assessment on Main Street to be conducted.

**Committee Recommendation:**

- a) Council to carry out an observation survey including a pedestrian and traffic count.
- b) Council to investigate trimming trees or shrubs in the pedestrian crossing in main street.
- c) Council to update the crossing to relevant standard and bring to committee meeting the changes
- d) Council to look in to requesting RMS introduce a 40 KMPH I pedestrian activity area.
- e) Council to email survey data to traffic committee members for comments

**Support for Recommendation:**

Unanimous

#### 4.2 Disabled Car Park

##### **Executive Summary**

Disable car park in Forbes street near the ramp to Pool in Grenfell. (Ref. attachment 1)

##### **Committee Recommendation:**

The design to be reviewed to comply relevant standards. It needs to provide two more ramps – one ramp on each side. If urgent, council can accomplish the job circulating the updated design electronically.

##### **Support for Recommendation:**

Unanimous

#### 4.3 Disabled Car Park

##### **Executive Summary**

Disable car park in Weddin Street (Front of council building)

##### **Committee Recommendation:**

The design to be reviewed to comply relevant standards. It needs to provide two ramps – one ramp on each side. If urgent, council can accomplish the job circulating the updated design electronically.

##### **Support for Recommendation:**

Unanimous

#### 4.4 Intersection

##### **Executive Summary**

Holy Camp Road and Mary Gilmore way intersection.

##### **Committee Recommendation:**

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.

##### **Support for Recommendation:**

Unanimous

#### 4.5 Railway Warning Sign

##### **Executive Summary**

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

##### **Committee Recommendation:**

That the Council to inspect the site and provide a plan as per standard for to the committee.

##### **Support for Recommendation:**

Unanimous

#### 4.6 School Bus Stop

**Executive Summary**

Construction of a School Bus Stop opposite of the Laughlin's lane in Grenfell.

**Committee Recommendation:**

Council to collect more information from school bus operator and history about the school bus stop area and forward to RMS if required.

**Support for Recommendation:**

Unanimous

**4.8 Moving of Speed Sign****Executive Summary**

Moving of 100 km sign north of the garbage tip turn off on the Gooloogong Road.

**Committee Recommendation:**

RMS rejected the proposal and advised to provide travel lane in order to ensure safe access to garbage tip, if council aware.

**Support for Recommendation:**

Unanimous

**4.9 Caravan Park Signage****Executive Summary**

More signage regarding the caravan park on Forbes Street.

**Committee Recommendation:**

Council to prepare a draft plan regarding the locations. The Proposed location on Highway be submitted to Deanne Freeman (RMS) and other locations be submitted to committee members for comments.

**Support for Recommendation:**

Unanimous

**4.10 Weddin Mountain Muster 2018****Executive Summary**

Weddin Mountain Muster 2018.

**Committee Recommendation:**

That the Local Area Traffic Committee recommend approval subject to: RMS consenting to closure of Mid-Western Highway.

**Support for Recommendation:**

Unanimous

**4.11 Henry Lawson Festival 2019****Executive Summary**

Henry Lawson Festival 2019.

**Committee Recommendation:**

1. ROI to obtain
2. Updated TCP to resubmit
3. Public Liability insurance cover to amend.

**Support for Recommendation:**

Unanimous

4.12 Parallel and Central Parking

**Executive Summary**

Trial Parallel and central parking in Main Street.

**Committee Recommendation:**

Investigation option for 45-degree reverse angle parking only has been adopted in council.

**Support for Recommendation:**

Unanimous

4.13 Give Way Signs

**Executive Summary**

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

**Committee Recommendation:**

Further investigation including traffic Count in Melyra Street and re submit to Traffic Committee for further discussion.

**Support for Recommendation:**

Unanimous

4.14 Disabled Parking

**Executive Summary**

Disabled Parking (Short St) Medical Centre (Ref. Attachment 2).

**Committee Recommendation:**

New location of disabled parking on Short Street for access to the medical centre.

The design to be reviewed to comply relevant standards. It needs to provide two ramps – one ramp on each side. If urgent, council can accomplish the job circulating the updated design electronically.

**Support for Recommendation:**

Unanimous

4.15 B-Double Route

**Executive Summary**

B-Double Route – Mid Western Highway To Gooloogong Rd (Ref. Attachment 3).

**Committee Recommendation:**

LTC to assess the Attachment 3 and approve the proposed workings or comment

**Support for Recommendation:**

Unanimous

4.16 Eagle Statue

**Executive Summary**

Proposed Eagle statue (Ref. Attachment 4).

**Committee Recommendation:**

If the location is in the council's land & also wouldn't be hazard to sight distance, the consent of LTC not obligatory & council has the authority to erect the statue.

**Support for Recommendation:**

Unanimous

4.16 Contraction of Round-a-bout

**Executive Summary**

Construction of roundabout at the intersection of Main Street & Camp Street on Mid Western Highway.

**Committee Recommendation:**

Council to provide formal letter to RMS including relevant crash data/Hazard or Near Miss data.

**Support for Recommendation:**

Unanimous

5 COMMITTEE BUSINESS

5.1 Road Closure

**Executive Summary**

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)

**Committee 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.

**Support for recommendation:**

Unanimous

5.2 Accessible park in front of Medical Centre

**Executive Summary**

Proposed designs for the accessible parking at the new Medical Centre. (Attached)

**Committee Recommendation:**

RMS does not approve of the proposed parking in front of the medical centre due to severe cross fall of the main street. Council is to investigate another position for a disabled park.

**Support for recommendation:**

Unanimous

5.3 Road Closure

**Executive Summary**

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)

**Committee Recommendation:**

That Council make amendments to the TCPs to have additional signage including directional signage on the detours.

**Support for recommendation:**

Unanimous

5.4 Road Closures for the Henry Lawson Festival

**Executive Summary**

Traffic Management Plans for the closures have been prepared for the events (Copies attached)

**Committee Recommendation:**

That Council make amendments to the TCPs to change the signage.

**Support for recommendation:**

Unanimous

6. NEXT MEETING: Tuesday 8th Oct 2019

7. CLOSE OF MEETING: 11:20am

8. GENERAL BUSINESS

8.1 Traffic Management Plans (Road Closures) for the Henry Lawson Festival - 2020 -Clr. Mayor Mark Liebich

8.2 Agreement between council & rail authority regarding rail crossing safety - Deanne Freeman

**034 RESOLVED:** Cr Brown and Cr Best that the Minutes of the Local Traffic Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD ON TUESDAY, 16 JULY 2019 COMMENCING AT 8.30AM (C2.6.10)**

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

**Minutes:** of 18 June 2019.

**Resolved:** B Hayes and L Gibson that the minutes from 18 June 2019 be adopted.

**1. PEOPLE:**

|   |   |   |
|---|---|---|
| <b><u>Learning &amp; development</u></b><br>- Strategic | i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held.<br><br>ii) <u>Henry Lawson Festival</u> - Debrief session held 2 July 2019. Annual General Meeting (AGM) to be held October, 2019. A workshop to review the future direction of the festival is to be held.  | DE<br><br>GM  |
| <b><u>Resource planning</u></b><br>- Strategic          | i) <u>Resourcing Strategy</u> –formally adopted at the June 2019 Council meeting.<br><br>ii) <u>New Improvement Plan</u> - currently being developed.<br><br>iii) <u>2019/2020 Operational Plan</u> - in progress. Capital projects to be now instigated.<br><br>iv) <u>Annual Report</u> – to be forwarded to the Division of Local Government by 30 November 2019.<br><br>v) <u>RMS Contract</u> – reported in Director Engineering’s report.<br><br>vi) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2019/2020. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues. | GM<br><br>GM<br><br>All<br><br>GM<br><br>DE<br><br>DE |
| - Operational   | v) <u>Other Programs</u> – in progress.   | DE  |
| <b><u>Recruitment</u></b><br>- Operational              | i) <u>Corporate Services</u> – Team Leader Finance – to be advertised.<br><br>ii) <u>Environmental Services</u> - Team Leader Environment – to be advertised.<br><br>iii) <u>Engineering Department</u> – Special Projects Engineer – to be advertised.<br>– Truck Driver – to be advertised.<br>– Apprentice Mechanic- to be advertised.<br>– Weeds Trainee – to be advertised.<br>– Patch Truck Driver – to be advertised.  | DCS<br><br>DES<br><br>DE                              |
| <b><u>Appointments</u></b><br>- Operational             | Nil   |   |

|  |   |         |
|--|---|---------|
| <b>Health and Wellbeing</b><br>- Strategic | i) <u>New Ambulance Station</u> – construction commenced to build a new Ambulance Station under the Rural Ambulance Infrastructure Reconfiguration (RAIR) programme at the Grenfell MPS.  | DES     |
|  | ii) <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.<br>To be held 6 August, 2019. | All     |
|  | iii) <u>Health and Wellbeing/Mental Health training</u> – to be organised in 2019/2020 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.   | DES/DCS |
|  | iv) <u>Dental Lease</u> – negotiations with prospective dentists in progress. Report to be submitted to the August 2019 Council meeting.  | GM      |

## 2. RESOURCES

|   |  |                |
|---|--|----------------|
| <b>Financial</b><br>- 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>Information</b>                      | Nil  |                |
| <b>Physical - Assets</b><br>- Strategic | i) <u>Sewerage Treatment Works Upgrade</u> – Stage 2 commenced with concept design and REF completed. Detailed design in progress. Land to be classified as operational land as per Local Government Act, 1993.  | DES/GM/<br>DCS |
|   | ii) <u>Grenfell Main Street Upgrade</u> – funding obtained under Round 1 of the SCCF. Milestones in funding deed have been deferred for six months to allow additional time for planning the project. Additional extension applied for. Consultant submitted draft plan based on reverse in parking. Director Engineering to submit report to July 2019 Council Meeting. | DE             |
| - Operational                           | iii) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring.   | DE             |
|   | iv) <u>Gibraltar Rocks Road Bridge Culvert</u> – works commenced. Funding being sourced from the Roads to Recovery and FAG Programmes.   | DE             |
|   | v) <u>O'Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.   | DE             |
|   | vi) <u>Emu Creek Project</u> – works continuing. Very good progress.   | DE             |
|   | vii) <u>Industrial Land</u> – four sales completed. Three others currently in progress. 3 phase power installed. Internal works completed including conduit for possible NBN. Linen plans forwarded to Lands Titles Office (LTO) after execution by Essential Energy to facilitate subdivision. Awaiting registration with LTO.  | GM/DE/<br>DES  |
|   | viii) <u>Quandialla Drainage</u> – stage 2 to commence in August 2019.   | DE             |
|   | ix) <u>Quandialla Pool Upgrade</u> – a debrief meeting to be held with the pool manager to determine upgrade works required. Planning in progress for upgrade works to be undertaken prior to the 2019/2020 season.  | DES            |
|   | x) <u>Annual Residence Inspections</u> – to be undertaken.   | DES            |

|                               |   |     |
|-------------------------------|---|-----|
| <b><u>Human Resources</u></b> | i) <u>Organisational Review</u> – recommendations to be included in the new Improvement Plan. | All |
| <b><u>Investment</u></b>      |   |     |

### **3. SYSTEMS**

|   |   |                |
|---|---|----------------|
| <b><u>Governance</u></b>                | Nil   |                |
| <b><u>Compliance</u></b><br>- Strategic | i) <u>Systems Review</u> – currently in progress with general ledger being updated.   | DCS<br><br>DES |
|   | ii) <u>Local Environment Plan (LEP) Review</u> – development of land use strategy in progress. Public consultation to be undertaken.  | DES            |
|   | iii) <u>Waste Strategy</u> – in progress. To be reported to a future Council Meeting.   | DES            |
|   | iv) <u>Webcasting of Council Meetings</u> – to be undertaken as per Councils Code of Meeting Practice. Systems currently being investigated.  | GM/DCS         |
| <b><u>Risk</u></b><br>- 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>                          | Being utilised.  | GM                         |
| <b><u>Charters for OLT and OET</u></b>                          | Being utilised.  | GM                         |
| <b><u>Communication Plan And Engagement Strategy</u></b>        | Draft templates developed for use. To be referred to OET for review.   | DCS                        |
| <b><u>OLT and OET Terms of Reference</u></b>                    | Being 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 being held with indoor and outdoor staff. Next meeting to be held Wednesday 2 October, 2019.</li> </ul> | GM<br>DCS/DE<br>All<br>All |

**NEXT MEETING:** Tuesday 13 August 2019 at 8.30am.

**CLOSED:** 10.17am

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

## QUESTIONS

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

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

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

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

The following questions have been received:

Nil

## CLOSED COUNCIL

### THE LOCAL GOVERNMENT ACT

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

**[s 10A1 Which parts of a meeting can be closed to the public?**

**10A**

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

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

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

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

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

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

(2) **[Details to be specified]** The grounds must specify the following:

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

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

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

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

**036 RESOLVED:** Cr Niven and Cr Parlett 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**

#### **DIRECTOR ENGINEERING REPORT**

1. **Entering into a contract for Dam Surveillance and the Annual Inspection of Dams**  
Reason for confidentiality: commercial information (section 10A(2)(d))
2. **Tender For Hire Of Plant On Casual Basis 2019/2020, T1/2019**  
Reason for confidentiality: commercial information (section 10A(2)(d))
3. **Expressions Of Interest For Rural Fire Services Trucks**  
Reason for confidentiality: Commercial information (section 10A(2)(d)(i))

**REPORT ON CLOSED COUNCIL**

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

**DIRECTOR ENGINEERING REPORT**

1. **Entering into a contract for Dam Surveillance and the Annual Inspection of Dams**  
Reason for confidentiality: commercial information (section 10A(2)(d))

**037 RESOLVED:** that Council accept and sign a contract with Public Works Advisory for Dam Surveillance and the Annual Inspection of Dams.

2. **Tender For Hire Of Plant On Casual Basis 2019/2020, T1/2019**  
Reason for confidentiality: commercial information (section 10A(2)(d))

**038 RESOLVED:** that approval be given to the acceptance of the tenders received for the use of plant on Council’s works where required during 2019/2020 where the rates are most advantageous to Council and the lowest rate not necessarily given priority.

3. **Expressions Of Interest For Rural Fire Services Trucks**  
Reason for confidentiality: Commercial information (section 10A(2)(d)(i))

**039 RESOLVED:** that Council:

- accepts the highest offers received on each individual Rural Fire Service truck.
- sends letters to each individual who provided an EOI with an outcome.

**CLOSURE:** There being no further business the meeting closed at 6.20pm.

Taken as read and confirmed as a true record this day 15 August 2019.

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