



To Avoid Delay when
Replying or Telephoning

Please Quote:

All Correspondence to be addressed to:
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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 16 MAY 2019 COMMENCING AT 5.07 PM

9 May 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, 16 MAY, 2019**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 18 April 2019
3. MATTERS ARISING
4. QUESTIONS FROM THE PUBLIC
5. DECLARATIONS OF INTEREST
6. CORRESPONDENCE (As per Precis attached)
7. MOTIONS WITH NOTICE
8. MAYORAL MINUTE
9. REPORTS: (a) General Manager
(b) Director Corporate Services
(c) Director Engineering
(d) Director Environmental Services
(e) Delegates
10. MINUTES - Noxious Weed Ctee Mtg, 30/04/2019
- OLT Mtg, 14/05/2019
11. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
12. TENDERS AND QUOTATIONS
13. QUESTIONS
14. CLOSED COUNCIL
15. REPORT ON CLOSED COUNCIL
16. CLOSURE

PRESENT: The Mayor Cr M Liebich in the Chair, Crs P Best, 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 Acting Director Engineering (J Rath).

APOLOGY: Nil

CONFIRMATION OF MINUTES:

404 RESOLVED: Cr Brown and Cr Parlett that an amendment to Resolution 388 be made.

405 RESOLVED: Cr Diprose and Cr Bembrick that the Minutes of the Ordinary Meeting, held on 18 April 2019 be taken as read as **CONFIRMED** as **AMENDED**.

QUESTIONS FROM THE PUBLIC

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

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

Requests to be accompanied by a copy of any questions.

Each speaker to be allowed three minutes.

The following requests have been received: -

Nil

DECLARATIONS OF INTEREST

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

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

Councillor	Item No	Nature of Interest	Type	Left the Room
Previously Declared				
Cr Bembrick	DES B7	Gym owner	Pecuniary	Yes
	GM 12	Member of Rugby Club	Non-Pecuniary	No
Cr O'Byrne	GM 12	Committee Member of Cricket Club	Non-Pecuniary	No
Cr Best	GM 12	Member of Club	Non-Pecuniary	No
Cr McKellar	GM 12	Member of Tennis Club	Non-Pecuniary	No
Declared During the Meeting				
Cr Liebich	C11	Committee Member	Non-Pecuniary	Yes
	C13	Committee Member	Non-Pecuniary	Yes
	C16	Major Sponsor of event	Pecuniary	Yes
Cr Best	C5	Member of Club	Non-Pecuniary	Yes
	C12	Member of Club	Non-Pecuniary	Yes
Cr Brown	C11	Husband is on Committee	Non-Pecuniary	Yes
	C13	Husband is on Committee	Non-Pecuniary	Yes
	C14	Member and Husband is Coach	Non-Pecuniary	Yes
	C15	Club Member	Non-Pecuniary	Yes
	C16	Husband is on Showground Trust	Non-Pecuniary	Yes

CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 16 MAY 2019.

SECTION A - Matters for information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 12 April 2019.
- A2. The Hon Steph Cooke MP, A3.19.2: Volunteers from the NSW State Emergency Service (NSW SES) Cowra and Weddin Shire have been recognised for their diligent service to their community at an awards ceremony.
- A3. The Nationals for Regional Australia, A3.19.3: The Nationals' Federal Member for Riverina and Deputy Prime Minister Michael McCormack has welcomed the announcement for a May 18 election, saying he looks forward to the opportunity to continue delivering for the region.
- A4. The Nationals for Regional Australia, A3.19.3: Young Australians and their families in the Riverina and Central West will get help where and when they need with a brand new headspace facility to be built in Cowra.
- A5. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 18 April 2019.
- A6. Southern Phone, U1.2.5: Writing to provide guidance on the forecasted earnings of Southern Phone Company Limited for the 2019 financial year.
- A7. Weddin Mountain Muster, C2.9.14/C1.4.13: The Weddin Mountain Muster Committee would like to suggest their current stable project at the Grenfell Showgrounds for the DCP funding that has been made available to the Weddin Shire.
- A8. Grenfell Preschool and Long Day Care Centre, C2.9.14/C1.8.5: The Management Committee of the Grenfell Preschool and Long Day Care Centre thank you for the opportunity to provide feedback on appropriate projects to fund under the Drought Communities Program.
- A9. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 26 April 2019.
- A10. Bob McMillan, C1.4.5: The Stan McCabe "Good Sports" Night. Supplying the poster attached.
- A11. Office of the Auditor General, A3.6.54: Advising the Auditor-General, Margaret Crawford, will tomorrow release a report on workforce reform in three amalgamated Councils (Inner West Council, Queanbeyan-Palerang Regional Council and Snowy Monaro Regional Council).
- A12. Various Residents, E3.3.1: We the undersigned request that we be exempt from the Weddin Shire Councils decision that all Grenfell residents Garbage and Recycle bins be collected from the front of the resident's dwellings.
- A13. Department of Industry, A3.6.52: The Department of Industry (DoI) – Crown Lands and Water, Aboriginal Land Claim Investigation Unit (ALCIU) has been notified by the Office of the Registrar, *Aboriginal Land Rights Act 1983* (NSW) of the registration of new Aboriginal land claims registered within the past 14 days, shown on the attached list.
- A14. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 3 May 2019.
- A15. Office of Local Government, A3.6.54: Writing to advise you of important changes to the laws that protect volunteer and career firefighters in NSW, and to explain how communities throughout NSW can support these reforms.

- A16. Office of Local Government, A3.6.54: May newsletter.
- A17. The Nationals, A3.19.3: Advising the Nationals' Federal Member for Riverina and Deputy Prime Minister the Hon Michael McCormack MP today launched his 2019 election campaign.
- A18. Forbes Shire Council, C2.9.5: Forbes Shire Council and Lifeline have partnered to bring the 'Rural Gatekeeper' workshop to Forbes.
- A19. Grenfell Historical Society Inc., C1.3.15: Advising on behalf of the Members of the Grenfell Historical Society and in particular the Volunteers at the Museum, I am writing to express our gratitude for the building of a toilet, wash area and adding a cupboard for our kitchen items within the Museum premises.
- A20. Quandialla Progress Association, C1.3.12: Writing on behalf of the Quandialla Progress Association regarding the absence of a 50km sign on the Bimbi side of the village.
- A21. Grenfell Tennis Centre, G2.1: The Executive of the Grenfell Tennis Centre would like to thank the Weddin Shire Council for organising the successful combined grant application on behalf of sporting organisations within the shire.
- A22. Office of Local Government, A3.9.3: The NSW Government has made changes to workers' compensation to provide better protection for volunteer and career firefighters affected by work-related cancers.

SECTION B - **Matters for Report**

- B1. Department of Industry, R2.1.4: The Minister for Lands and Forestry proposes to consider the proposed sale of the roads identified by black and orange hatching and/or plain orange fill on the attached diagram.
- B2. Department of Industry, R2.1.4: Re: Proposed Road Closing

The Minister for Lands and Forestry proposed to consider the proposed sale of the roads identified by black and orange hatching and/or plain orange fill on the attached diagram.

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

SECTION C - Matters for consideration

1. NSW Government, A3.6.62: Traffic Route Lighting Subsidy Scheme (TRLSS) Payment for 2018-2019.

Writing to notify you that the TRLSS payment to your Council for 2018-2019 will be \$35,000.

Roads and Maritime Services is paying the subsidy early this year to allow Councils more time to expend the money throughout the financial year, which will also allow better planning, management and delivery of your TRLSS program of works.

**For Information
Noted**

2. Department of Primary Industries, E3.6.4: Thank you for your application to the Recreational Fishing Trusts for funding for the project titled: Bogolong Dam Project.

I wish to advise that you have been successful in obtaining funding of \$15,000 from the Recreational Fishing Trusts for the fish cleaning table component of your application.

The Project Funding Deed (attached) outlines the specific conditions of the grant as well as reporting requirements.

Please review the Deed, sign, and return for countersigning by the department and execution.

RECOMMENDATION: that:

- i) Council accept the grant funding
- ii) authority be granted to sign the funding deed as requested.

407 RESOLVED: Cr Best and Cr McKellar that:

- i) Council accept the grant funding
- ii) authority be granted to sign the funding deed as requested.

3. The Hon Michael McCormack MP, A3.19.3: The Grenfell Health Hub has been described as a game-changing medical facility by The Nationals' Riverina MP and Deputy Prime Minister Michael McCormack who officially opened the building today.

Copy forwarded to Councillors

RECOMMENDATION: that Council write to Mr McCormack thanking him for attending Grenfell on 3 May 2019 to officially open the new Grenfell Medical Centre.

408 RESOLVED: Cr McKellar and Cr Parlett that Council write to Mr McCormack thanking him for attending Grenfell on 3 May 2019 to officially open the new Grenfell Medical Centre.

4. LGNSW, A3.8.2: Re: LGNSW visit to Weddin Shire Council Thursday 23 May 9.30am.

As discussed, LGNSW President Cr Linda Scott and Chief Executive Tara McCarthy would like to meet with you and Weddin Shire Council's Mayor and available Councillors for a general catch up on Thursday 23 May at 9.30am at your Council Chambers in Grenfell.

Linda and Tara have been visiting NSW Councils for general one-on-one catch up meetings, and if Council would like to raise matters of concern/interest these can be addressed at the time of the meeting.

**For Information
Noted**

5. Grenfell Soccer Club Inc, P2.1.6: The committee of the Grenfell Soccer Club would like Council to give consideration to the following recommendations to Top Lawson Oval.

Copy forwarded to Councillors

RECOMMENDATIONS: that the project be referred to an appropriate future grant funding program for consideration and the Grenfell Soccer Club be advised accordingly.

Cr Best declared a conflict of interest as a Club Member and left the room.

- 409 RESOLVED**: Cr O’Byrne and Cr Niven that the project be referred to an appropriate future grant funding program for consideration and the Grenfell Soccer Club be advised accordingly.

Cr Best returned to the room.

6. South West Slopes Credit Union and Clive J Anderson & Co, C1.1.1: Advising South West Slopes Credit Union is opening a “mini branch” in Grenfell in conjunction with Clive J Anderson & Co.

Copy forwarded to Councillors

Note: As the request was for the 17 May, approval was granted and a copy of their Public Liability policy was provided.

RECOMMENDATION:

Confirm Action

- 410 RESOLVED**: Cr Bembrick and Cr Brown that the action be confirmed.

7. Grenfell Public School, P2.1.6: Advising Grenfell Public School would like to book the Henry Lawson Oval (Top Oval, soccer field) for two games of soccer, on the 27/5/2019 from 9am until 1pm.

Note: a copy of their Public Liability policy was provided.

RECOMMENDATION: that approval be granted as requested.

- 411 RESOLVED**: Cr Diprose and Cr Brown that approval be granted as requested.

8. Main Street Medical Service, P2.12.17 – Referred to Closed Council
Reason for confidentiality: commercial information (10A2(C))

**For Information
Noted**

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 16 MAY 2019

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

412 RESOLVED: Cr Diprose and Cr Niven that the late correspondence be received and dealt with because of the urgency of the matters.

9. Office of Local Government, A3.6.54: Writing to advise you of important changes to the laws that protect volunteer and career firefighters in NSW, and to explain how communities throughout NSW can support these reforms.

Copy forwarded to Councillors

Note: Councils combined Emergency Service Levy increase will be \$49,883.13 or 23.58%. The figures have been forwarded to the Central NSW Joint Organisation who will inform Local Government NSW to assist in their submission.

RECOMMENDATION: that Council object to the proposed increase and support Local Government NSW's submission.

413 RESOLVED: Cr McKellar and Cr O'Byrne that Council object to the proposed increase and support Local Government NSW's submission.

10. The Hon Steph Cooke MP, A3.19.2: Water and Roads were top of the list when Member for Cootamundra Steph Cooke invited Council Mayors and General Managers to share what they wanted to tell the NSW Government.

Copy forwarded to Councillors

**For Information
Noted**

11. Grenfell Showground Land Managers, G2.55: Expression of Interest for upgrading to current standards and completed renewal of underground electricity supply and power boxes at the Grenfell Showground.

Copy forwarded to Councillors

For Information

Cr Liebich declared a conflict of interest as Vice President of the Show Society and left the room.

Cr Brown declared a conflict of interest as her husband is a Committee Member and left the room.

Cr Best took the chair.

Noted

Cr Liebich and Cr Brown returned to the room with Cr Liebich resuming the chair.

12. Grenfell Soccer Club, G2.55: Grenfell Soccer Club and Cricket Club are in need of a 6 x 6 metre extension to their existing club house building.

Copy forwarded to Councillors

For Information

Cr Best declared a conflict of interest as a Club Member and left the room.

Noted

Cr Best returned to the room.

13. Grenfell Show Society, G2.55: Please find the following expression on interest for grants towards local projects.

Copy forwarded to Councillors

For Information

Cr Liebich declared a conflict of interest as Vice President of the Grenfell Show Society and left the room.

Cr Best took the chair.

Cr Brown declared a conflict of interest as her husband is a Committee Member and left the room.

Noted

Cr Liebich and Cr Brown returned to the room with Cr Liebich resuming the chair.

14. Grenfell Rugby Union Club, G2.55: Writing on behalf of the Grenfell Rugby Union Club to apply for the Drought Relief Funding.

Copy forwarded to Councillors

For Information

Cr Bembrick declared a conflict of interest in items 14 and 15 as Club Member and left the room.

Cr Brown declared a conflict of interest in items 14, 15 and 16 as a Committee Member, her husband is the coach, her husband is on the Showground Trust and left the room.

Noted

15. Grenfell Junior Rugby Union Club, G2.55: As President of the Grenfell Junior Rugby Union Club I am writing to support the Senior Rugby Union Club's application in the current round of Drought Relief Funding available.

Copy forwarded to Councillors

For Information

Noted

Cr Bembrick returned to the room.

16. Grenfell Rodeo Club, G2.55: The Grenfell Rodeo Committee would like to present an expression of interest towards the Council's National Government Drought Communities Program.

Copy forwarded to Councillors

Note: Please see letter previously submitted from Grenfell Showground Land Manager (No.11).

For Information

Cr Liebich declared a conflict of interest as a major sponsor and left the room.

Cr Best took the chair.

Noted

Cr Liebich and Cr Brown returned to the room with Cr Liebich resuming the chair.

17. Department of Industry, A3.6.45: Join us on 31 May 2019 to hear about how surface water and groundwater availability is being impacted by the drought.

Copy forwarded to Councillors

For Information

Noted

414 RESOLVED: Cr Best and Cr Bembrick that the Correspondence be noted except where otherwise resolved.

NOTICE OF MOTION

1. Councils Self Promotion,

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

“That Council promote Weddin Shire staff and its people by using digital photos taken by staff and professional photographers of the best major projects and display them in the Councils Chambers.”

Supporting Comments:

Also a TV be purchased to display our top photos on a rolling display in the main office and updated quarterly.

Signed: Cr McKellar

415 RESOLVED: Cr McKellar and Cr Parlett that the General Manager be granted delegated authority to initiate appropriate multi media campaigns to celebrate Weddin Shire Councils Community Strategic achievements and amenity, and to promote the achievements of the Weddin Shire Council staff and its people; with the objective of placing these multi media displays prominently (Council Foyer and Internet Centre front window & Councils social media) - with funding to be sourced from the Economic Development reserve.

9 May 2019

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. ANZAC Commemoration Service, C1.3.26

The 2019 ANZAC commemoration was held in a very dignified and respectful manner at Memorial Park on Thursday, 25th April 2019.

Ex RAAF Corporal Maurice Reynolds delivered the Commemorative Address at the ANZAC Service, delivering a very enlightening and informative address.

It was a very good day which afforded residents and visitors the opportunity to remember and honour the service and sacrifice of many Australians who lost their lives in the conflicts.

RECOMMENDATION: that Council write to the Grenfell RSL congratulating them on the outstanding success of the 2019 ANZAC commemoration service.

416 **RESOLVED:** Cr Brown and Cr McKellar that Council write to the Grenfell RSL congratulating them on the outstanding success of the 2019 ANZAC commemoration service.

2. Grenfell RSL Sub Branch 'Dining In' Night, C1.2.26

The Grenfell RSL Sub Branch held a 'Dining In' night in the tradition of the Royal Australian Air Force on Saturday evening 27 April at the Grenfell Country Club.

WOFF Michael Loproto was the guest speaker and delivered a very informative and thought provoking address.

It was a terrific night which gave an insight into the Air Force way of life and certainly made us appreciate the many sacrifices made by those who have and still are serving our Country.

RECOMMENDATION: that Council write to the Grenfell RSL Sub-Branch congratulating them on the outstanding success of the 'Dining In' night.

417 **RESOLVED:** Cr Bembrick and Cr Niven that Council write to the Grenfell RSL Sub-Branch congratulating them on the outstanding success of the 'Dining In' night.

3. Fees for Councillors and Mayors, C2.2.3

Pursuant to Sec 241 of the Local Government Act 1993 the Local Government Remuneration Tribunal released its Report on the 15 April 2019 and determined to increase fees payable to Councillors and Mayors by 2.5% from 1 July 2019.

For Weddin Shire in the "Rural" category, the approved fees are as follows:-

THE GENERAL MANAGER'S REPORT

	<u>2019/2020</u>	<u>2018/2019</u>	<u>2017/2018</u>
Councillor	\$9,190-\$12,160	\$8,970-\$11,860	\$8,750 – \$11,570
Mayor (additional)	\$9,780-\$26,530	\$9,540-\$25,880	\$9,310 – \$25,250

RECOMMENDATION: that:-

- i) the fees for 2019/2020 be determined,
- ii) the adopted fees be included in the draft Policy for Fees, Expenses and Facilities for Councillors 2019/2020
- iii) the draft policy as amended be placed on public exhibition for comment and resubmitted to the June 2019 Council Meeting for formal adoption.

418 RESOLVED: Cr Bembrick and Cr Niven that:-

- i) the Mayor and Councillors fees for 2019/2020 be set at the maximum amount,
- ii) the adopted fees be included in the draft Policy for Fees, Expenses and Facilities for Councillors 2019/2020
- iii) the draft policy as amended be placed on public exhibition for comment and resubmitted to the June 2019 Council Meeting for formal adoption.

4. 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.

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

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

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

Planning is currently underway for Council's projects.

For Information

Noted

THE GENERAL MANAGER'S REPORT

Regional Cultural Fund

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

Plans are currently being developed and it is anticipated works will commence in due course.

For Information

Noted

5. Draft Model Code of Meeting Practice, C2.4.2

The draft Model Code of Meeting Practice was submitted to the March 2019 Council Meeting whereby Council resolved as follows:

that:

- i) the draft Model Code of Meeting Practice be placed on public exhibition for twenty-eight (28) days and the public be granted forty-two (42) days to make submissions.*
- ii) the draft Model Code of Meeting Practice be resubmitted to the May 2019 Council Meeting for formal adoption.*

No submissions have been received at this point from the public however Councillor Diprose has submitted the following comments:

1. Clause 3.11

Where the General Manager prepares such a report it is to be inserted in the business paper immediately following the notice of motion and the Councillor is to be provided with a copy well in advance and have the opportunity to provide responsive comments.

2. Section 4

The title of Section 3 of our current business papers be renamed Public Forum (rather than Questions from the Public)

3. Clause 5.18

From or before 14 December 2019 all meetings of the Council and Committees of the Council where all members are Councillors are to be audio visually webcast on Council's website; noting that:

- Council meetings will be livestreamed and subsequently uploaded to Council's website
- Meetings of the Committees of Council will be recorded and subsequently uploaded to Council's website

4. Section 8 – Order of Business

Order of Business

1. Opening Meeting
2. Acknowledgement of Country
3. Apologies and Councillor Leave Applications
4. Confirmation of Minutes
5. Matters Arising
6. Disclosures of Interest
7. Public Forum
8. Mayoral Minute(s)
9. Motions with Notice
10. Correspondence (As Per Precis Attached)

THE GENERAL MANAGER'S REPORT

11. Reports:
 - (a) General Manager
 - (b) Director Corporate Services
 - (c) Director Engineering
 - (d) Director Environmental Services
 - (e) Delegates
12. Action List
13. Committees Minutes
14. Tenders and Quotations
15. Questions with Notice
16. Closed Council
17. Return to Open Council
18. Report on Closed Council
19. Closure

Clause 15.22

The reference to Clause 15.22 should be to Clause 15.21.

The Draft Code of Meeting Practice has been amended accordingly.

RECOMMENDATION: that the draft Model Code of Meeting Practice be adopted as presented.

- 419** **RESOLVED:** Cr Diprose and Cr Parlett that:
- i) the draft Model Code of Meeting Practice be adopted as presented.
 - ii) Council apply for an extension of time to webcast Council meetings.

6. Draft 2018 Model Code of Conduct and Procedures, C2.4.1

The draft Model Code of Conduct and Procedures was submitted to the April 2019 Council Meeting for Councillors perusal.

Council has until the 14 June 2019 to adopt a new Code of Conduct and Procedures. Council's existing adopted Code of Conduct and Procedures will remain in force until such time as Council adopts a new code.

The new requirements include:

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

The draft Model has been submitted as an attachment to the business paper.

RECOMMENDATION: that the draft 2018 Model Code of Conduct and Procedures be adopted as presented.

THE GENERAL MANAGER'S REPORT

420 **RESOLVED:** Cr McKellar and Cr Bembrick that the draft 2018 Model Code of Conduct and Procedures be adopted as presented.

7. Organisational Review, C2.5.1

The draft organisational review was presented to the April 2019 Council Meeting.

Councillors and staff were forwarded the draft review for their perusal. As resolved at the April meeting a workshop will be conducted with Mr Glenn Inglis and Mr Stephen Sykes prior to the May Council Meeting commencing at 3pm to present the review to Councillors and staff.

To allow Councillors and staff additional time to peruse the report it is proposed to submit the draft report to the June 2019 Council Meeting for consideration.

RECOMMENDATION:

Confirm Proposed Action

421 **RESOLVED:** Cr Brown and Cr McKellar that the action be confirmed.

8. Organisational Structure, C2.5.1

The Organisational Structure previously adopted is being reviewed as per Sec 333 of the Local Government Act, 1993 as part of the organisational review.

The structure will be included in the Operational Plan.

RECOMMENDATION: that the Organisational Structure be included in the Operational Plan for 2019/2020.

422 **RESOLVED:** Cr Diprose and Cr Brown that the Organisational Structure be included in the Operational Plan for 2019/2020.

9. Integrated Planning and Reporting, A3.4.4

Council's integrated planning and reporting process is continuing with the following documents previously adopted or endorsed by Council:

- Weddin 2026 Community Strategic Plan
- Delivery Program 2017/2021
- Operational Plan 2018/2019
- Asset Management Strategy
- Asset Management Plans for:
 - Drainage
 - Parks and Gardens
 - Sewer
 - Buildings
 - Waste
 - Plant and Equipment
- Workforce Management Plan
- Long Term Financial Management Plan

THE GENERAL MANAGER'S REPORT

The 2017/2021 Delivery Program has been reviewed and the 2018/2019 Operational Plan will be replaced by the 2019/2020 Operational Plan. The Resourcing Strategy which includes the Asset Management, Workforce and Long Term Financial Plans will be reviewed and updated as required and presented to the June Council meeting.

Copies of these documents are available on Councillors iPads in the IPR section.

**For Information
Noted**

10. 2017/2021 Delivery Program, A3.4.13

The Delivery Program is a fixed term four year plan to align with the Council electoral cycle. The Delivery Program is required to be reviewed every year prior to the operational plan being adopted by Council with a new Delivery Program developed every four years.

Information on the Delivery Program is as follows:-

(Local Government Act):-

- details “the principal activities it will undertake to achieve the objectives of the Community Strategic Plan, within the reserves available under the Resourcing Strategy.”

(Planning and Reporting Guidelines):-

- “must include a method of assessment to determine the effectiveness of each principal activity

The 2017-2021 Delivery Program also meets the general requirements of the Integrated Planning and reporting manual for Local Government in NSW in that it:

- directly addresses the objectives and strategies of the Community Strategic Plan ie. Weddin Health Hub.
- identifies actions Council will take in achieving these objectives
- addresses Council’s operations.

Priorities and activities for the Delivery Program were determined at a workshop on 3 February 2017.

The Delivery Program incorporating these activities has been developed and it is proposed the 2017/2021 Delivery Program as reviewed be placed on public exhibition for comment prior to it being submitted to the June Council meeting for formal adoption.

RECOMMENDATION: that the Delivery Program 2017/2021 as reviewed be approved for public exhibition and resubmitted to the June 2019 Council Meeting for formal adoption.

423 **RESOLVED:** Cr Diprose and Cr Bembrick that the Delivery Program 2017/2021 as reviewed be approved for public exhibition and resubmitted to the June 2019 Council Meeting for formal adoption.

11. 2019/2020 Draft Operational Plan, A3.4.14

a) Introduction

The 2019/2020 Operational Plan has been prepared under the Integrated Planning and Reporting (IPR) requirements.

THE GENERAL MANAGER'S REPORT

The contents of an Operational Plan are described in a number of documents:-

(Local Government Act Section 405:)

- “details the activities to be engaged in by the Council during the year as part of the delivery program covering that year”
- “... must include a statement of the council’s revenue policy.....”
- “...must be publicly exhibited for at least 28 days....”

(Local Government Regulation Clause 201:)

- “...includes details of:-
 - Estimated income and expenditure
 - Ordinary rates and special rates
 - Proposed fees and charges
 - Council’s proposed pricing methodology
 - Proposed borrowings”

(Planning and Reporting Guidelines:)

- 3.13 “...be prepared as a sub-plan of the Delivery Program.”
- 3.14 “...must allocate responsibilities for each project, program or activity.”
- 3.15 “...must identify suitable measures.....”
- 3.16 “...must include a detailed budget for the activities to be undertaken in that year”.

(Planning and Reporting Manual:)

- “There is no set format for the Operational Plan. Councils are free to develop the format that best suits their existing business systems.”

The draft plan will be placed on public exhibition and then formally adopted at the June 2019 Council meeting after consideration of any submissions.

**For Information
Noted**

b) Rating System

There are four prime **categories** of land as per Sec 493 of the Local Government Act 1993 for 2019/2020, being:

- farmland
- residential
- mining
- business

Rate adjustments and increases are discussed in the following reports and will be incorporated into the Operational Plan.

**For Information
Noted**

c) Consideration of General Fund Rates for 2019/2020

IPART has announced its determination of the maximum permissible rate increase for 2019/2020 as being 2.7% which will raise an additional \$74,412 in the General Fund. The approved figure for 2018/2019 was 2.3% which raised an additional amount of \$59,241.

As Councillors are aware Council was granted a Special Rate Variation (SRV) of 7% over four years which included the rate peg and will end at the 30 June 2019.

THE GENERAL MANAGER'S REPORT

Table 1 (following) outlines the rating increase for 2019/2020 based on the approved increase of 2.7%. An additional \$74,412 (approximately) will be raised in General Fund with total rates income totalling approximately \$2,830,413. The increase has been applied evenly across all rating categories.

RECOMMENDATION:

That Council adopt Table 1 showing the proposed rate increase for the 2019/2020 year for inclusion in the draft Operational Plan for 2019/2020.

424 **RESOLVED:** Cr Diprose and Cr Brown that Council adopt Table 1 showing the proposed rate increase for the 2019/2020 year for inclusion in the draft Operational Plan for 2019/2020.

Table 1 – Rating Increase 2019/2020

Category	2018/2019 7% Increase Approved SRV				2.7% Increase			
	Increase %	Base Charge	Ad Valorem	Yield	Increase%	Base Charge	Ad Valorem	Yield
Grenfell Residential	7.0	334	1.2168	700,896	2.7	343	1.2096	719,820
Ordinary Residential	7.0	319	0.6051	165,297	2.7	328	0.5960	169,760
Main Street Business	7.0	345	2.9250	82,556	2.7	354	3.0578	84,785
Ordinary Business	7.0	343	2.3370	84,576	2.7	352	2.4258	86,860
Bimbi Residential	7.0	85	1.3495	3,723	2.7	80	1.1905	3,824
Caragabal Residential	7.0	85	2.1631	11,269	2.7	87	2.2596	11,573
Greenethorpe Residential	7.0	113	1.4125	33,995	2.7	116	1.3774	34,913
Quandialla Residential	7.0	104	1.9326	17,228	2.7	107	1.8655	17,693
Farmland	7.0	276	0.2421	1,649,868	2.7	283	0.2497	1,694,414
Mining	7.0	941	7.2466	6,593	2.7	966	7.4418	6,771
TOTAL	7.0			2,756,001				2,830,413

THE GENERAL MANAGER’S REPORT

d) Consideration of Sewer Fund Charges for 2019/2020

The rate peg of 2.7% does not apply to sewer (or water) funds.

In accordance with Council’s Strategic Business Plan for Sewer, the annual charge has not been increased and remains the same as the 2018/2019 year.

A comparison of 2018/2019 and 2019/2020 charges is shown in the following Table 2.

Table 2 – 2018/2019 and 2019/2020 Sewer Charges

Rate Name	2018/2019	2019/2020
Sewerage Charges		
- Connected:		
Residential	512	512
Non Residential	561	561
• Unconnected:		
Residential	181	181
Non – Residential	184	184

RECOMMENDATION:

It is recommended that the sewer charges in Table 2 be included in the draft Operational Plan for 2019/2020.

425 RESOLVED: Cr Best and Cr Bembrick that the sewer charges in Table 2 be included in the draft Operational Plan for 2019/2020.

e) Consideration of Domestic Waste Management (DWM) Charges for 2019/2020

Domestic Waste Management charges are levied under Sec 496 of the Local Government Act, 1993. Sec 504 stipulates that income obtained from charges for domestic use must be calculated so as to not exceed the reasonable cost to Council in the provision of these services.

The reasonable cost calculation has been undertaken and complies with Sec 504 of the Local Government Act, 1993.

A comparison of 2018/2019 and 2019/2020 charges is shown in the following Table 3.

Table 3 – 2018/2019 and 2019/2020 Domestic Waste Management Charges

Area of Waste	2018/2019	2019/2020
Domestic Waste/Recycling - Grenfell	\$292 per annum/bin (\$3.74 per service)	\$300 per annum/bin (\$3.85 per service)
Domestic Waste - Greenethorpe	\$262 per annum/bin (\$10.08 per service)	\$270 per annum/bin (\$10.38 per service)

THE GENERAL MANAGER'S REPORT

Commercial Waste/Recycling Grenfell	\$265 per annum/bin bulk (\$3.40 per service)	\$270 per annum/bin bulk (\$3.46 per service)
Rural Garbage Charge	\$25	\$25
Vacant Land Charge	\$25	\$25

RECOMMENDATION: that the Domestic Waste Management charges in Table 3 be included in the draft Operational Plan for 2019/2020.

426 RSOLVED: Cr Diprose and Cr O'Byrne that the Domestic Waste Management charges in Table 3 be included in the draft Operational Plan for 2019/2020.

f) 2019/2020 Budget

Priorities for the budget were determined at Council's Extra-Ordinary Meeting on 11 April 2019. A balanced draft budget has been prepared and is being forwarded as part of the draft Operational Plan.

All category A projects have been included. Category B projects were able to be included to B13.

The Category B projects which have received funding are as follows:

	Project Description	Ccl funds
B1	Weddin Street surgery – upgrade (c/o \$5,689)	Nil
B2	Administration Building – structural repairs (c/o \$10,000)	Nil
B3	Office Refurbishment – (c/o \$25,000)	Nil
B4	Quandialla Pool Upgrades – (c/o \$10,000)	Nil
B5	Recycling Station at Caragabal (c/o \$10,000)	Nil
B6	Bogolong Dam – management (c/o \$30,000)	Nil
B7	Grenfell Community Hub Toilets Upgrade	25,000
B8	Company Dam Intermediate Surveillance Works Report	20,000
B9	Grenfell Aquatic Centre - Hard roof area	20,000
B10	Grenfell Aquatic Centre – Shade	25,000
B11	Taylor Park – replace toilet block (provision) (c/o \$100,000)	20,000
B12	Installation of Solar Panels at Council Buildings	20,000
B13	Provision for Purchase of Industrial Land (c/o \$40,000)	20,000

The Category B projects which have not received funding are as follows:

B14	Bogolong Dam – upgrading (subject to grant funding)	20,000
B15	New Bus Stop Lighting	6,000
B16	Initial Funds – New Quandialla Pool	100,000
B17	Heritage building information signs	10,000
B18	Statue	20,000
B19	Old Records Archiving/Destruction	10,000
B20	Town clean up (bulk waste)	10,000
B21	Stained Glass – Hub/Library	10,000

These proposals may be altered by Council if desired however any additions will need to be offset by a corresponding reduction.

**For Information
Noted**

g) Licence Fees and Charges 2019/2020

The draft schedule of fees and charges for the 2019/2020 Operational Plan has been included in the draft Operational Plan.

Non regulatory fees increases have generally been kept to 2.7%, with all categories being reviewed. The section 64 sewer headworks charge of \$3,730 has not been increased which should assist in stimulating development.

RECOMMENDATION:

That the draft schedule of fees and charges be included in the draft Operational Plan for 2019/2020.

427 **RESOLVED:** Cr Brown and Cr McKellar that the draft schedule of fees and charges be included in the draft Operational Plan for 2019/2020.

h) Draft Operational Plan 2019/2020

RECOMMENDATION:

That the draft Operational Plan for 2019/2020 including rates and charges, detailed operational budget and fees and charges be approved for public exhibition and resubmitted to the June 2019 Council meeting for formal adoption.

428 **RESOLVED:** Cr Parlett and Cr Diprose that the draft Operational Plan for 2019/2020 including rates and charges, detailed operational budget and fees and charges be approved for public exhibition and resubmitted to the June 2019 Council meeting for formal adoption.

12. Drought Communities Program, C2.9.14

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

The funding will help to boost local employment opportunities, stimulate local spending and address social and community needs, help to ease pressures and share economic benefits for people living and working in these areas who have been facing tough times, due to drought. The DCP funding also enables eligible farmers, farm workers and suppliers/contractors in each Local Government area to apply for up to \$3,000 per eligible drought affected household through the Drought Community Support Initiative.

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

Types of projects that are able to be funded include:

- Street scapes
- Recreational facilities
- Sporting facilities
- Road projects to rectify damage caused by drought, upgrade cattle grids, etc.
- Fencing to allow farm stock to graze safely on common land

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- Network of water standpipes on Council land to provide water to farmers
- Water carting to provide water for drinking and bathing
- Events such as new or expanded tourism events (garden festivals, events in the vineyards, concerts) to bring in tourists, farmer days
- Develop marketing and tourism plans for the region or a township
- Works to upgrade public dams
- Flood levees

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

Community consultation is currently being undertaken to obtain community feedback on where the funding could be spent via the community survey digital panel and an advertisement in the Grenfell Record. Submissions close Wednesday 15 May, 2019.

The projects suggested to date have been collated and are attached for Councillors information and prioritization prior to the Council Meeting where Council will be able to vote on the projects similar to voting on the 'B' projects in the estimates process.

It is proposed to engage external assistance similar to the (SCCF) programme to administer the projects and ensure they are completed in the required timeframe and that the grant funding is acquitted.

Council is required to complete the projects by 31 December 2019.

RECOMMENDATION:

For Council's consideration

Crs Bembrick, Best, O'Byrne and McKellar previously submitted written declarations of interest and stayed in the room.

429 RESOLVED: Cr Diprose and Cr Best the following list of projects be adopted under the Drought Communities Fund Programme and the projects be included in a grant funding application under the Drought Communities Programme (DCP).

Project Description	Ccl funds
Entry Signs On Main Roads into Grenfell	\$80,000
Company Dam Desilting	\$80,000
Quandialla Water Standpipe – Caragabal Water Scheme	\$40,000
Grenfell Water – Standpipe	\$40,000
Netball courts upgrade	\$78,000
Grenfell Country Club – Upgrade tennis courts and Clubhouse kitchen	\$80,000
Caragabal Village water security – repairs to water supply	\$30,000
Caragabal Memorial Hall upgrades	\$50,000
Quandialla Memorial Hall upgrades	\$50,000
Greenethorpe Memorial Hall upgrades	\$50,000
Grenfell Preschool and Long Day Care – Green Space Project	\$30,000
Weddin Mountain Muster – Stable project	\$80,000
Taylor Park toilets – disabled toilet	\$200,000
Grenfell Rugby Club – Replace light poles	\$42,000
Grenfell Soccer Club – Club House building extension	\$40,000
Grenfell Showground – 6 portable grand stands	\$30,000

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Total	\$1,000,000
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13. Grenfell Medical Centre – Official Opening, P2.12.17

Friday 3 May 2019 was a significant day for health in the Weddin Shire with the Official Opening of the Grenfell Medical Centre by the Deputy Prime Minister and Federal Member for Riverina the Hon Michael McCormack MP who was accompanied by the Mayor Cr Mark Liebich and Grenfell Health Council representative Mr Peter Spedding.

Mr Chad White delivered the Acknowledgement to Country and Cr Liebich formally welcomed everyone and presented an overview of the project. Peter Spedding addressed the crowd and advised the new Medical Centre will be a great addition to the health facilities in the shire. In conducting the Official Opening Mr McCormack recognised what a tremendous facility we now have in the Weddin Shire which we should all be very proud of. Mr McCormack was also very pleased that the grant funding provided by the Federal Government is being used in such a positive and constructive manner.

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

Everyone involved in the project who assisted in achieving this great result should be very proud. It was a great team effort to bring this project to fruition.

For Information

Noted

14. Fast Charging Station, T4.3.1

Council was requested to express an interest in being part of the Central NSW electric vehicle fast charging network, partnering with NRMA to install a fast charging station in the Weddin Shire.

The commitment to this process will be:

- Provision of and civil works on a suitable site once it has been identified on Council-owned land,
- and
- Project management support

Council is a member of the Central NSW Joint Organisation (CNSWJO), who have been working from their renewable energy Innovation Plan on electric vehicle charging station project which would have benefits for the Weddin Shire from a tourism perspective.

An expression of interest (EOI) application to NRMA has been forwarded on Councils behalf.

RECOMMENDATION:

Confirm Action

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

15. Certificate of Appreciation, A3.23.1

A request was received from Gabby Facchini (nee Foster) to provide a Certificate of Appreciation to Graham and Deborah Foster in recognition of Gibson and Co's 37 years of outstanding service and commitment to the Weddin Shire community.

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The Certificate of Appreciation was signed by the Mayor and General Manager and presented to Mr and Mrs Foster at a family dinner over Easter.

RECOMMENDATION:

Confirm Action

431 **RESOLVED:** Cr Brown and Cr Bembrick that the action be confirmed.

GLENN CARROLL
GENERAL MANAGER

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

THE DIRECTOR CORPORATE SERVICES' REPORT

9 May 2019

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. <u>Statement of Bank Balances as at 30 April 2019:</u>	
Bank Account	
Westpac	\$1,220,873.28
Short Term Deposits	
CBA	<u>5,500,000.00</u>
Total Investments	<u>\$5,500,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 April 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. <u>Statement of Loan Balances as at 30 April 2019:</u>	
Loans	
ANZ Loan No...43092	1,912,713.24
ANZ Loan No...43084	<u>1,927,229.53</u>
Total Loans	<u>\$3,839,942.77</u>

**For Information
Noted**

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

Rates Receipts	61,164.07
Credit Union Agency Commission	607.20
Service NSW Agency Commission	4,829.38
Interest on Investments	6,482.19
Block Grant Instalment	244,000.00
Regional Roads Repair Program	50,000.00
Safer Communities Grant (Main St CCTV)	97,000.00
Fuel Tax Credit	10,279.00
Sale of Land for Unpaid Rates Proceeds	9,072.00
Development & Building Application Fees	4,744.00
CTC Income	4,630.85
Caravan Park Fees	9,738.00
Scrap Metal Recycling	12,960.09
Swimming Pool Entrance Charges	252.40
Other	9,414.25
Total	<u>\$525,173.43</u>

**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 April 2019:

Roads & Other Expenditure 2018/19

Item	Vote	Expenditure
Rural Roads Maintenance	562,270	448,778
Grenfell Town Streets Maintenance	181,319	130,105
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	104,013
Quandialla Recycling Station	8,000	3,583
Greenethorpe Recycling Station	6,000	0
Greenethorpe Collections	8,000	5,094
Commercial Waste Collection	18,000	8,282
Grenfell Waste Depot Manning / Plant Hire	135,000	92,241
Tips Working Expenses	68,000	70,211
Grenfell Tip Green Waste Processing	20,000	27,828
Cemetery Maintenance & Operating Expenditure	72,000	52,243
Cemetery Sites etc. income	(49,000)	(41,629)
Noxious Plants	84,500	52,259
Noxious Plants - Extra	20,000	1,700
Parks & Gardens	244,846	219,737
Library Expenditure	103,680	71,208
Baths Income	(40,000)	(40,729)
Baths Expenditure	173,350	204,176
Caravan Park Income	(65,000)	(55,528)
Caravan Park Expenditure	110,800	82,375

RTA Grant Works

Item	Vote	Expenditure
2018/19 State Roads (SH6)	716,757	716,757
2018/19 National Roads (SH17)	332,831	332,831
2018/19 Regional Roads Block Grant	830,000	334,889

Other Grants

Item	Vote	Expenditure
Bewleys Road - HVSP Grant (17/18 C/Over)	800,000	619,860
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	112,283

THE DIRECTOR CORPORATE SERVICES' REPORT

2018/19 Rural Local Roads (FAG)	Vote	Expenditure
Reseals	217,000	33,471
New Forbes Road - Widen and Strengthen Pavement	108,500	111,099
Gravel Resheeting	195,300	184,637
Grenfell Streets Construction	86,800	0
Grenfell Kerb & Gutter	54,250	0
Grenfell Streets Footpaving	27,776	0
Village Streets Reconstruction	10,850	0
Weddin/Camp/Church Street Replace Footpaving	27,776	0
Thuddungara Road Safety Improvement	32,550	5,050
Sucker Removal/Shoulder Grading/Spraying	32,550	5,279
Industrial Area Sub Division Driveway Construction	10,850	0
Gibraltar Rocks Road Bridge Sized Culvert Replacement	195,300	0
RECONSTRUCT VILLAGE STREETS (17/18 C/Over)	32,590	29,634
QUANDIALLA DRAINAGE (17/18 C/Over)	68,139	3,173
GRENFELL MEDICAL CENTRE - K&G & FOOTPATH (17/18 C/Over)	130,000	82,099
GRENFELL STREETS CONSTRUCTION (17/18 C/Over)	108,495	0
GRENFELL KERB & GUTTER (17/18 C/Over)	102,231	0
MEMORY ST/HOLY CAMP ROAD CONSTRUCTION (17/18 C/Over)	11,237	0
GREENETHORPE BUMBALDRY ROAD (17/18 C/Over)	22,503	22,503
CARAGABAL PARK UPGRADE (17/18 C/Over)	11,761	11,761
CARAGABAL PARK SHADE SAIL (17/18 C/Over)	4,274	4,274
GRENFELL STREETS - FOOTPAVING (17/18 C/Over)	82,551	0
QUANDIALLA FOOTPATHS RECONSTRUCTION (17/18 C/Over)	32,010	32,010
INDUSTRIAL AREA ROAD (17/18 C/Over)	63,042	54,020
Total	1,668,333	579,008
		0
2017/18 Roads to Recovery	Vote	Expenditure
GIBRALTOR ROCKS BRIDGE/CULVERT	240,928	7,240
GREENETHORPE BUMBALDRY RESEAL	25,976	25,976
Total	266,904	33,216

**For Information
Noted**

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

Debt recovery activity is as follows:

27 referred to Council Debt Collection Agency:

- 18 paid
- 4 Statement of Claims issued
- 2 no responses – further action to commence
- 1 deceased – action on hold
- 2 arrangements

A new batch of 6 referred to Council Debt Collection Agency.

2 new arrangements made.

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

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

**For Information
Noted**

6. Quarterly Budget Review Statement (QBRS) – March 2019, A1.6

The QBRS is a financial reporting system that presents a summary of Councils financial position at the end of each quarter of the financial year.

The QBRS consists of the following statements:

1. Responsible Accounting Officers Statement
2. Income and Expenditure Budget Review Statement – By Type
3. Income and Expenditure Budget Review Statement - By Activity
4. Capital Budget Review Statement
5. Cash and Investments Budget Review Statement
6. Contracts and other expenses Budget Review Statement

The QBRS is designed to:

- Facilitate progress reporting against the original and revised budgets at the end of each quarter
- Provide explanations for major variations
- Enable the responsible accounting officer (RAO) to indicate if council will be in a satisfactory financial position at the end of the financial year.

RECOMMENDATION: that the March 2019 Quarterly Budget Review Statement be adopted as presented

433 **RESOLVED:** Cr McKellar and Cr Parlett that the March 2019 Quarterly Budget Review Statement be adopted as presented

THE DIRECTOR CORPORATE SERVICES' REPORT

7. Grenfell Library, C2.8.15

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

The cinema continues to be a growing success. All the movies this month have been popular. Particularly Mary Poppins returns. Movies for May have been announced and the decision has been made to skip June due to the Festival.

The Tech Savvy Seniors classes have picked up with bookings and are being held as advertised. Only a handful of classes left to be conducted.

The new microfilm reader purchased as part of the Library upgrade project was made operational this month thanks to the help by Josh and has been utilised by visitors to the area. A session with the museum volunteers is being held in May.

The new charge bar stand arrived and has been installed this month. This facility has already been utilised by many visitors to the Library.

New library cards have been ordered and are expected to arrive by the end of May.

Thanks to Casual Assistant Erica Moore who ably filled in whilst the Librarian was on a leave.

**For Information
Noted**

8. Economic Development, C2.8.13

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

Assisted to promote retail workshop organised by Business HQ.

Provided input into future land use planning via the LEP review.

Applied for Tackling Tough Times Together funding, including sourcing letters of support to hold a series of resilience workshops across the shire.

Commenced preparing investment strategy proposal including sourcing quotes.

Coordinated briefing on 'Easy to do Business' program.

Undertook training to allow for continued provision of the Access Point Services in the Internet Centre.

Coordinated feedback briefing on unsuccessful Growing Local Economies application with representative from Department of Premier and Cabinet.

Provided media contacts to Department of Environmental Services as requested.

Updated business database.

Distributed Main Street survey in relation to the business database.

**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. Compiled 'Weekly Wednesday' responses for the VIC as required.

Acted as secretary for the Henry Lawson Festival committee including preparing agenda for April meeting and approving electronic payments. Met with festival executive and festival stakeholders to plan Main Street closure on Sunday of the long weekend. Liaised with coordinators over their events. Sought website updates to HLF website by webmaster. Confirmed date with facilitator for Festival Forum; July 30th 6.30pm at the Grenfell Bowling Club. Edited 2019 program, provided feedback on marketing materials. Sought legal advice regarding changes to festival constitution. Organised transport for festival patron, confirmed patron's accommodation requirements.

Compiled information on attractions and facilities in Grenfell suitable for a tour bus of visitors as required by AVIC accreditation.

Provided tourism branding to Acting Director of Engineering.

Updated B&B contact list to include new B&B in Grenfell, distributed contact information to all B&Bs, distributed information relevant to B&Bs including information on how google searches work, benefits of online booking and understanding their market.

Met with local stakeholders to discuss benefits of a community garden

Commenced preparing tender document for destination management plan.

Commenced recruitment process for maternity relief role and weekend casual.

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

Registered for Destination NSW visitor centre training in Forbes in early May.

Updated the Grenfell website.

Communicated with representatives of Grenfell Commodities to discuss promotion of the Grenfell Commodities Silo. Researched copyright law.

Participated in promotions for Central NSW Councils Discovery Passport promotion.

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

**For Information
Noted**

10. Arts/Tourism, C2.8.11

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

Art & Art Gallery

'Grenfell Community Art & Craft Group' Exhibition

Bumped out exhibition

Letters of payment

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

'Landscape Shadows' exhibition

- Liaised with artists
- Created list of items and extra nameplates
- Bumped in exhibition
- Ran opening evening
- Provided information to ABC Central West as requested

Tourism

Model A Ford Car Club of NSW visit information

Event promotion

Contacted villages progress associations

Visitor Information Centre

Hub bookings

Casual weekend staff tasks

Weekly Wednesday Questions email

Visitor Centre numbers have tripled since January 2019 going from 238 walk in visitors in January to 601 in April. As a further point of reference this is an extra 102 walk in visitors from the same time last year.

Henry Lawson Festival

Assisted coordinators

- Short Story & Verse
- Art
- Photography
- Busking
- Queen / King
- Raffle

Updated website

Accepted and liaised with stall holders

Liaised with street entertainers

Chased and confirmed sponsors – confirmed their details for program, gathered logos etc

2019 Festival program – liaised with designer, printer, coordinators, businesses etc

Marketing –

- Discover magazine, editorial and images
- A3 poster
- Made contact with AdVision who created the festival branding to gather full logo suite and branding guidelines

Attended April meeting

Social Media posts

Answered enquiries

THE DIRECTOR CORPORATE SERVICES' REPORT

The Henry Lawson Festival workload for staff has dramatically increased on previous years with the EDO/TPO and A&TO now also responsible for a growing list of tasks including assisting numerous coordinators in areas that have previously been taken / looked after by the volunteer coordinator themselves.

**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

- Provide Tech Support to Tourism & Economic Development, Council, & Library
 - Setup Network Share (Tourism)

Client Enquires

- 96 clients made enquires via telephone
- 198 clients made enquires in store
- 31 clients made enquires via email

Sales and Services

- Conducted computer services and repairs for 16 residential clients and 1 business clients
- Replaced 2 mobile phone screens
- Sold laptops/computers to 1 residential client and 1 business clients
- Sold ESET Internet Security to 2 residential clients
- Sold software, parts, and accessories to 12 residential clients
- Sold ink and toner cartridges to 6 residential clients
- Internet Café used by 35 clients for internet access and printing

Computer Tuition

- Delivered 2 individual lessons.
- Tech Savvy Seniors Class – Introduction to Smartphones
- Tech Savvy Seniors Class – Introduction to Smartphones (2nd Run)
- Tech Savvy Seniors Class – Introduction to iPads

Printing

- ANZAC Day Service Printing
- Picnic Races Printing

Human Services Access Point

- Assist human services clients with access point usage
- Complete Access Point Training

Client Websites

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Grenfell Rugby Club Website

Maintenance

THE DIRECTOR CORPORATE SERVICES' REPORT

- 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)
- Publish blog posts on following subjects:
 - Speed Up Your PC with a SSD: <https://www.grenfellinternetcentre.com.au/speed-up-your-pc-with-a-ssd/>
- Perform Search Engine Optimisation tasks
- www.grenfellinternetcentre.com.au visited 327 times by 308 Users
- Blog Posts Shared on Facebook, and Twitter
 - Removing Administrator Privileges - <https://www.grenfellinternetcentre.com.au/removing-administrator-privileges/>
- Update content to Library website

Google Summary

- 375 people saw Grenfell Internet Centre via Google Search
- 152 people saw Grenfell Internet Centre on Google Maps
- 4 people found Grenfell Internet Centre on Google and called your business

**For Information
Noted**

THE DIRECTOR CORPORATE SERVICES' LATE REPORT

RECOMMENDATION: that the Director Corporate Service's late report be received and dealt with because of the urgency of the matters.

434 RESOLVED: Cr Diprose and Cr O'Byrne that the Director Corporate Service's late report be received and dealt with because of the urgency of the matters.

12. Potential Purchase of Property

Report to: Council
From: Director Corporate Services
Date: 16 May 2019
Attachments: Local Government Act 1993 Chapter 3 Principles for local government
Capital Expenditure Review Guidelines

Purpose:

Council has requested advice on the financial implications of the potential purchase of the Grenfell Ambulance Station and Grenfell Court House.

Background:

The construction of a new ambulance station in Grenfell has started. It is likely the existing Ambulance Station will become available for sale once the existing Ambulance Station has been vacated on completion of the new station.

The Grenfell Court house is empty and not being used so again it is likely that this building may be available for sale.

Issues:

Councils have a legislated responsibility to their community for the prudent management of community assets and finances.

A council's evaluation of proposed projects/capital expenditure should be consistent and rigorous, so the merits of projects can be compared and allocation of scarce resources can be made on an informed basis. It is important that the evaluation of the projects/capital expenditure is carried out in a clear, transparent and systematic way.

To establish the project/capital expenditure costs, all elements of the project must be taken into account including ongoing maintenance and renewal costs.

It is often the 'hidden' costs such as initial and ongoing repairs and maintenance, asset renewal costs and conversion costs which are the most expensive particularly when buying assets towards the end of their useful lives.

Before a council undertakes a capital expenditure project a preliminary business case should be prepared to determine whether the proposal is necessary, consistent with council's community strategic plan, delivery program and operational plans, offers value for money and that the

THE DIRECTOR CORPORATE SERVICES' LATE REPORT

council has the capacity to deliver and maintain their current and future community services in the long term.

A council must demonstrate that its decision to carry out capital expenditure is based on sound strategic and financial planning, supported by valid data and research; and that it reflects the views, priorities and objectives of the broader community.

Both buildings proposed for purchase are old which means purchasing an asset towards the end of its useful life. The implications of this are that there is not enough time to generate/allow for renewal costs so the initial purchase needs to factor in the upfront renewal or conversion costs as well as the ongoing operational cost impact of acquiring the new assets.

It should be noted that there is anecdotal evidence of issues with the sewer pipes at the Ambulance station. The fact that other levels of government are willing to sell asset for \$1 tells a story in itself i.e. they are wanting to exit an asset that is a liability and has significant asset maintenance &/or renewal costs looming.

The Court house is a specialised building layout that does not easily lend itself to conversion for alternate uses.

There are also opportunity costs that need to be considered in relation to the purchase of the building by Council. In other words, acquisition of the two buildings by Council stops the possibility of someone else purchasing the buildings in question and doing something with them. There are however no guarantees of alternate purchasers and this is not something that can be controlled by Council.

It is also important that Council consider all service delivery options. This would include the purchase of a building by a community group themselves with Council providing support via advocacy and a potential donation as a financial contribution. This Option would avoid depreciation and other asset maintenance costs impacting Council's Profit and Loss statements with only the value of any donation impacting Council's operating position.

Policy Implications:

The purchase of two new buildings does not specifically have any policy implications for Council however if the purchase of these buildings leads to the delivery of new services that Council was not previously delivering this would have policy implications.

At this stage no definite plans have been developed for the re-use of the buildings so it is unclear as to how the purchase links with Councils policies and strategic objectives.

Financial and Resource Implications:

Whilst the initial capital outlay is only \$1 Council is required to consider the total costs and income associated with any purchase.

Potential costs would include:

- Initial repairs and maintenance

THE DIRECTOR CORPORATE SERVICES' LATE REPORT

- Conversions costs to make the buildings suitable for the proposed use (including potential upgrades to services sewer, storm water drainage, water and heating and cooling etc.)
- Annual ongoing utilities costs
- Annual ongoing Insurance Costs
- Annual ongoing maintenance costs
- Annual ongoing depreciation costs
- Future capital renewal costs

Income could include:

- Potential lease of rental payments received

Without further investigation the cost of these items is unknown.

In terms of depreciation we can look to the annual costs of depreciation of the CBA building and Weddin Street Surgery and residence to provide a reference point however the individual depreciation amounts could only be accurately determined after the completion of a valuation by a registered valuer.

For indicative purposes the CBA building annual depreciation in 2018 was \$38,000 and the Weddin Street surgery was \$28,258. Accordingly, the impact to our operating position is significant and thus any decision to purchase these asset needs to be carefully considered.

Internal/External Consultation:

To date there has not been any consultation carried out on the proposed purchases.

Options:

1. Council proceed with the purchase of the buildings without any further planning or investigation.
2. Council undertake further planning to determine the future use of the buildings and investigate the capital and ongoing operational costs associated with the purchases. This investigation should also include alternate service delivery options to ensure the proposed course of action delivers best value.

Conclusion:

In order to make an informed decision and to ensure Council meets its legislative obligations it would be prudent to undertake further planning and investigation prior to proceeding with any purchase.

THE DIRECTOR CORPORATE SERVICES' LATE REPORT

Recommendation/s:

RECOMMENDATION: that Council undertake further planning to determine the future use of the buildings and investigate the capital and ongoing operational costs associated with the purchases. This investigation should also include alternate service delivery options.

Noted

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

435 **RESOLVED:** Cr Best and Cr McKellar that except where otherwise dealt with the Director Corporate Service's Report be adopted.

9 May 2019

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

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

1.1 Highways - Capital and Maintenance Works

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

SH6 (Mid-Western Highway)

- General Maintenance
- Lignum Creek Bridge Upgrade completed, Tie ins to be completed before 2nd week of May.
- Installation of new segment markers under RMAP complete
- Slashing and spraying program ongoing
- Bumbaldry Intersection nearing completion

SH17 (Newell Highway)

- General Maintenance
- Slashing complete and spraying program ongoing

1.2 Regional Roads - Capital and Maintenance Works

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

MR398 (Mary Gilmore Way)

- General maintenance
- Sucker control and table drains
- Lodged application for grants under REPAIR programme
- Slashing and Spraying program ongoing

MR236 (Henry Lawson Way)

- General maintenance
- Received Grants (\$298k) under Drought Relief Programme for shoulder widening, strengthening, culvert widening & sealing – To be completed by EOFY.
- Ordering new indicative signage

MR237 (Gooloogong Road)

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

THE ACTING DIRECTOR ENGINEERING REPORT

- MR239 (Henry Lawson Way / Young Road)
- General maintenance
 - Heavy patching preparation
 - Received Grant (\$135k) under REPAIR Programme to strengthen the pavement by heavy patching & sealing – To be completed by June 2019.

1.3 Rural Local Roads - Capital Works

- Roadside spraying program continuing
- Sucker control various roads
- Installation of Gravel Road warning signs on rural road network
- Gibraltar Rocks Road – Renew Existing Culvert under R2R

1.4 Rural Local Roads – Maintenance

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

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

1.5 Urban Area - Capital and Maintenance Works

- General maintenance
- Medical Centre construction complete
- Sewer lines and man holes cleaned and CCTV recording in various locations
- 832m of sewer relining completed

**For Information
Noted**

THE ACTING DIRECTOR ENGINEERING 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
- Memorial Park prepared for ANZAC Day celebrations
- Broken water pipe repaired Vaughan
- Parks - Sprinklers cleared and replaced
- Lawn cemetery replaced broken sprinkler
- HLO cricket pitch and nets upgrade commencing (Stronger Communities)

2.2 Cemeteries

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

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

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

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

2.3 Sewer Mains

Five (5) sewer chokes have been attended to during the last month, none in the relined sections.

2.4 Private Works

- Nil

2.5 Village Area - Capital and Maintenance Works

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

THE ACTING DIRECTOR ENGINEERING REPORT

3.4 Urban and Village

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

**For Information
Noted**

4. RMS RMCC Contract, R2.54.4

- Greenethorpe Bumbaldry road intersection upgrade is in progress to be completed by the end of financial year.
- Brundah School Rehabilitation (3.5km x full width 100mm overlay) is on the works program for 19/20 financial year.

**For Information
Noted**

5. Plant Report

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

PLANT NO	PLANT	DETAILS
4106	Caterpillar Backhoe	Belly plate modified and repaired
3955	Truck-Isuzu FRR 500 LONG	Hi-ab serviced and certified
4096	Multi Tyred Roller	Alternator repair and service
4102	Grader- Caterpillar 120M	Circle cog issues rectified and trimble issues diagnosed and fixed
2083	Nissan Utility	Service and belt tension
4103	Tractor New Holland	Beeper and illuminator light repaired
2097	Utility-Nissan NP300 Diesel Dualcab	clean out, service and UHF repairs
3963	Isuzu Tipper	Hi-ab serviced and certified
4104	Bad Boy mower- AOS 60" 35hp	Damaged deck and wheel repaired
3953	Garbage Truck	Air pressure issue
4101	Wheel Loader- Volvo L60E	Major service completed
4099	Tip Compactor	Starter motor replacement and oil change
1124	Wagon-Toyota Kluger 4x2 KXR	major service completed
Pool	Town Pool	Doser balance valve
5296	Traffic Control Lights	Batteries replaced

**For Information
Noted**

6. Road Train from Forbes

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

For information
Noted

7. Purchase of New Garbage truck

Purchase order has been placed. The truck is now in the country and is around 90% fitted out with the new compactor. The delivery time is late May 2019.

For information
Noted

8. Roads to Recovery, R2.56

The works in progress as of 14th March 2019 is as follows:

THE ACTING DIRECTOR ENGINEERING REPORT

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

**For Information
Noted**

9. Grenfell Main Street Renewal, R2.4.19

Clouston Associates have been requested to carry out a detailed investigation for a plan with:

- 45-degree reverse in angled parking.
- 45-degree nose in angled parking.

Together with other options and considerations by the consultant following Traffic Committee, Councillor and community feedback.

In discussion at the April council meeting it was decided to engage Clouston Associates to draft up a final plan for 45-degree nose in parking along with a stormwater hydraulic analysis to ensure the main street can handle the appropriate storm event. These final proposals of nose in and reverse in will then be put out for public vote.

For Information

436 **RESOLVED:** Cr McKellar and Cr Diprose that Council apply for an extension on milestone 2 under round 1 of the Stronger Country Communities Fund (SCCF) grant funding programme.

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

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

**For Information
Noted**

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

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

**For Information
Noted**

12. Caragabal Water Supply – U1.6.8

Residents are now able to receive drinking water with partial funding from the Department of Primary Industries. There are 61 residents living in the village and 22 non-residents school children attend the Caragabal Public School. In the month of April 3 residents requested both potable and non-potable water. The funding will close at the end of financial year.

**For Information
Noted**

THE ACTING DIRECTOR ENGINEERING'S REPORT

13. My Community Project NSW Government Funding Program

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

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

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

For Information

Noted

14. 2018-2019 Bimbi Floodplain Management Program

Council applied for financial assistance under the '2018-2019 Floodplain Management Program' and has been successful. An assistance of \$51,428.27 has been offered and the funding Agreement will be signed and lodged before 13th April 2019. The funding is a 5:1 ratio, where council will fund 1/5 the total cost of the project. A work plan will be submitted to Office of Environment and Heritage before the 29th July 2019.

For Information

Noted

15. Proposed Road Closings

The department of Industry for Lands and water has proposed the sale of the roads identified by black and orange hatching or plain orange fill in the images below.

The roads are to be sold in accordance with section 152B of the *Roads Act 1993*. Upon the sale of these road lots they will then cease to be a public road upon transfer of the road to freehold land in accordance with section 152H of the *Roads Act 1993*.

RECOMMENDATION: That Council offer no objection to the Proposed Road Closings for file reference 19/02731.

Schedule 1: File Reference: 19/02731

Parish: Morangarell & Bribbaree

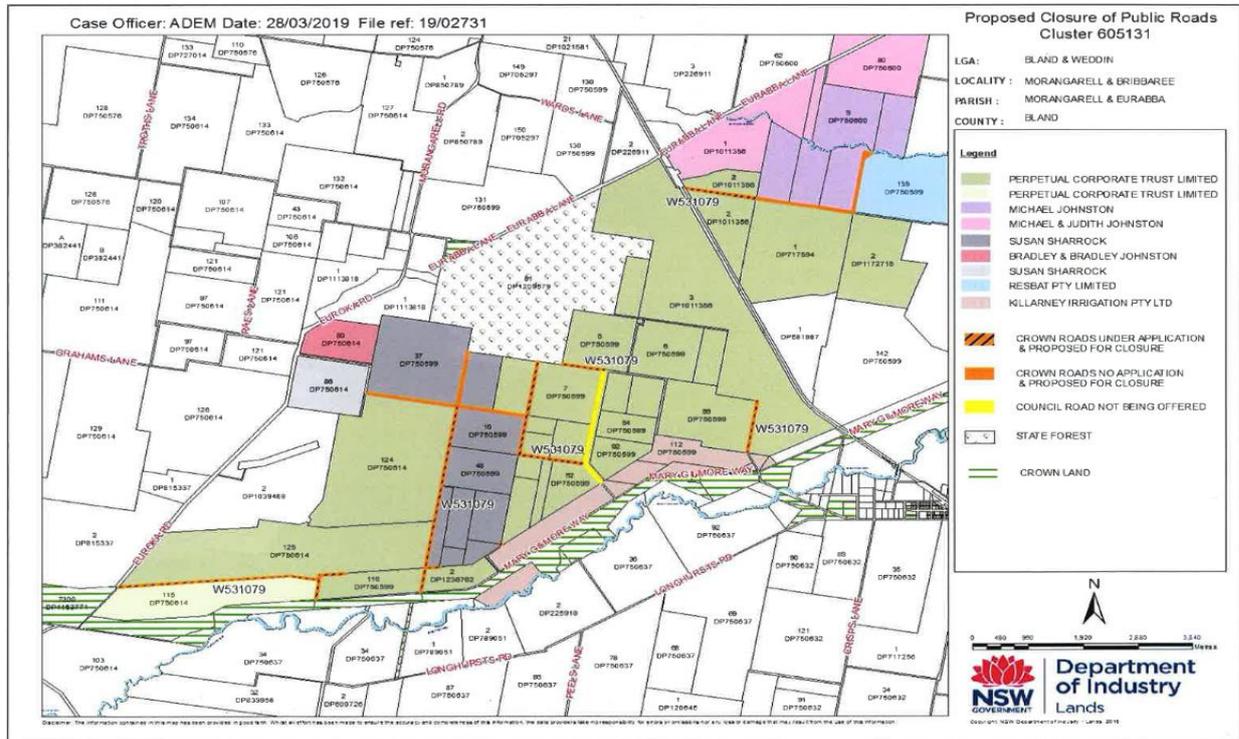
County: Bland

Shire(s): Bland & Weddin

Schedule 1:

- Crown roads at Morangarell, Bribbaree & Quandialla. Within and/or adjoining 3439 Mary Gilmore Way, Morangarell. Within and/or adjoining the property known as "Eurabba" 378 Eurabba Station Lane Bribbaree. Within and/or adjoining the property known as "Belvedere" 159 Armitage Lane Quandialla. (File ref: 19/02731, Cluster: 605131)

THE ACTING DIRECTOR ENGINEERING'S REPORT



Schedule 1: File Reference: 19/02731

Parish: Morangarell & Bribbaree
County: Bland
Shire(s): Bland & Weddin

437 RESOLVED: Cr Diprose and Cr McKellar that Council offer no objection to the Proposed Road Closings for file reference 19/02731.

16. Proposed Road Closings

The department of Industry for Lands and water has proposed the sale of the roads identified by black and orange hatching or plain orange fill in the images below.

The roads are to be sold in accordance with section 152B of the *Roads Act 1993*. Upon the sale of these road lots they will then cease to be a public road upon transfer of the road to freehold land in accordance with section 152H of the *Roads Act 1993*.

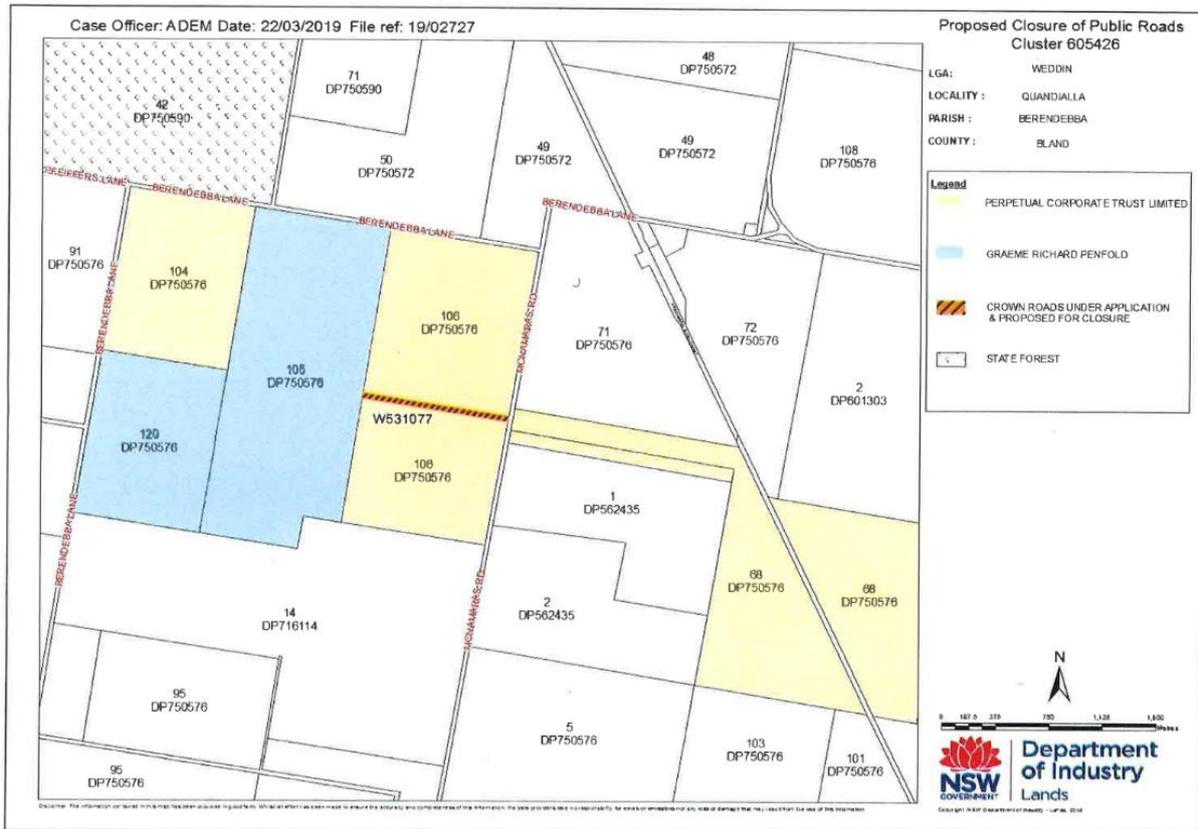
RECOMMENDATION: That Council offer no objection to the Proposed Road Closings for file reference 19/02727.

Schedule 1: File Reference: 19/02727

Parish: Berendebba
County: Bland
Shire(s): Weddin

Crown road at Quandialla, within 239 Berendebba Lane. (File ref: 19/02727, Cluster: 605426)

THE ACTING DIRECTOR ENGINEERING'S REPORT



Schedule 1: File Reference: 19/02727

Parish: Berendebba
County: Bland
Shire(s): Weddin

438 **RESOLVED:** Cr McKellar and Cr Brown that Council offer no objection to the Proposed Road Closings for file reference 19/02727.

17. CCTV Installation in the Grenfell Main Street

In considering the procurement process for the 'Main Street CCTV Project' Council has the ability to consider Section 55(1) of the Local Government Act 1993 (NSW) which requires a Council to invite tenders before it enters into particular contracts, unless the Council is exempt from that requirement under s55(3) of the LG Act.

One of the exemptions to s55(1) set out in s55(3)(i) of the Local Government Act is:

“a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders”.

Therefore, there are three (3) separate grounds on which Council may resolve that it is not required to invite tenders for a particular contract being:

- (1) that there are extenuating circumstances;
- (2) the remoteness of locality; or
- (3) that there is an unavailability of competitive or reliable tender.

THE ACTING DIRECTOR ENGINEERING'S REPORT

These circumstances are considered below:

- Due to the remoteness of Grenfell town and there being no suitable local businesses to fulfil the technical requirements of the CCTV Project, Council was forced to acquire quotations out of town.
- Of the three quotations that were requested only 2 were received. The two quotations were considered carefully and upon detailed inspection it was found that one of the quotations would not fully meet the requirements of the project which was outlined in detail verbally to the quoting businesses.
- The camera configuration that was outlined in the initial request for quotation is quite extensive and will require ongoing maintenance and checks. The business who provided the quote which did not match the technical requirements originally outlines has also proved difficult to attend to issues from CCTV cameras which Weddin Shire Currently owns.

It is important to note that these are separate grounds and a Council does not need to resolve that all three, or two (2) out of the three (3) exist in order to be exempt from the requirement to invite tenders.

The term “extenuating circumstances” is not defined in the LG Act, nor has it been defined previously by a Court in the context of s55(3)(i).

In recent Land and environment Court proceedings the Judge relied on the meaning given to the word “extenuating” in the concise Oxford Dictionary which is:

“acting in mitigation to lessen the seriousness of guilt or an offence”.

The Judge noted that this definition was not entirely suitable as it relates specifically to “guilt or an offence” which is not relevant to s55 of the LG Act. Accordingly, Pain J interpreted the term “extenuating” in the context of s55(3)(i) to mean:

“the Council must be satisfied that there are circumstances which are sufficiently different to justify calling tenders in order to comply with s55(3)(i)”

In her judgement, the Judge commented that this definition “sets a low hurdle for a matter about which a Council need be satisfied under s55(3)(i)” and distinguished the term “extenuating” from the term “exceptional”, which is not used in s55(3)(i) and in relation to which Her Honour stated “defined in various dictionaries as “unusual or extraordinary” which would be a high hurdle if relevant”.

The Judge defines the definition of “extenuating” in the context of s55(3)(i) as “circumstances which are sufficiently different to justify calling tenders in order to comply with s55(3)(i)”. Importantly however, Her Honour provides no guidance at all as to the circumstances to which those in question must be different.

Further to this the use of the term “sufficiently” provides little guidance for Councils in determining either how different circumstances need to be to attract the exemption, or the manner in which they must be different.

The judgement indicates that the exemption was properly applied if there was some evidence which reasonably supports the decision of the Council to apply the exemption. It does not focus on the merits of that decision which has the potential to dramatically broaden the application of s55(3)(i).

THE ACTING DIRECTOR ENGINEERING'S REPORT

The Judge does not provide any comment on the basis of s55(1) and the fundamental reasons why Councils are required to invite tenders for the types of contracts set out in that section, or the reasons why Council is exempt from that requirement which respect to the contracts listed in s55(3) or contracts which otherwise fall outside the scope of s55(1).

The requirements imposed on Council with respect to procurement, and more importantly the reasons for the imposition of those requirements, are set out not only in the LG Act and accompanying Regulations, but also in publications issued by the Division of Local Government, the NSW Government and the ICAC.

The fundamental reasons for those requirements can be generally summarised as follows:

- (1) To ensure that Councils undertake procurement by virtue of any open and transparent process.
- (2) To ensure that any procurement process undertaken by Councils is fair, equitable and accessible to possible tenderers.
- (3) To ensure that Council achieves best value for money.

It would therefore be prudent for Council to apply the decision of the Judge on the basis that there are circumstances which are sufficient to excuse non-compliance with s55(1) having regard to the fundamental reasons referred to above when determining whether to resolve that s55(3)(i) applies.

In conjunction with this consideration Council has received a price of \$200,850.52 Ex GST for the installation of the CCTV cameras in the Main Street and Burrangong Street from Alexandra Street to Camp Street Roundabout.

It is considered that the use of the non-tendering provision Council is satisfied that there are circumstances which are sufficiently different to justify calling tenders in order to comply with s55(3)(i) and the fundamental reasons set out for appropriate Local Government procurement are satisfied.

RECOMMENDATION: That Council Pursuant to the Clause s55(1) and as provided for in s55(3)(i) of the LG Act 1993 Council resolve that it is not required to invite tenders for the 'Main Street CCTV Project' due to the fact that there are extenuating circumstances which are sufficiently different to justify calling tenders in order to comply with s55(3)(i) and that a satisfactory result would not be achieved by inviting tenders. These circumstances are:

- a. A reduction in establishment costs would be achieved as the preferred Contractor is two hours closer than the other 2 who were engaged.
- b. As this project has nominated milestones there is a time dependency factor involved. As the grant is nearing the end of financial year the milestones are looming closer and the other business who's quote we received is unlikely to be able to honour it based on verbal conversations.
- c. The other quote received did not fulfil the technical requirements outlined in the initial RFQ.

439 **RESOLVED:** Cr McKellar and Cr Brown that Council Pursuant to the Clause s55(1) and as provided for in s55(3)(i) of the LG Act 1993 Council resolve that it is not required to invite tenders for the 'Main Street CCTV Project' due to the fact that there are extenuating circumstances which are sufficiently different to justify calling tenders in order to comply with s55(3)(i) and that a satisfactory result would not be achieved by inviting tenders. These circumstances are:

THE ACTING DIRECTOR ENGINEERING'S REPORT

- a. A reduction in establishment costs would be achieved as the preferred Contractor is two hours closer than the other 2 who were engaged.
- b. As this project has nominated milestones there is a time dependency factor involved. As the grant is nearing the end of financial year the milestones are looming closer and the other business who's quote we received is unlikely to be able to honour it based on verbal conversations.
- c. The other quote received did not fulfil the technical requirements outlined in the initial RFQ.

JAYMES RATH
ACTING DIRECTOR ENGINEERING

440 **RESOLVED:** Cr Diprose and Cr Bembrick that except where otherwise dealt with the Acting Director Engineering's report be adopted.

9 May 2019

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

Dear Sir,

I wish to report as follows: -

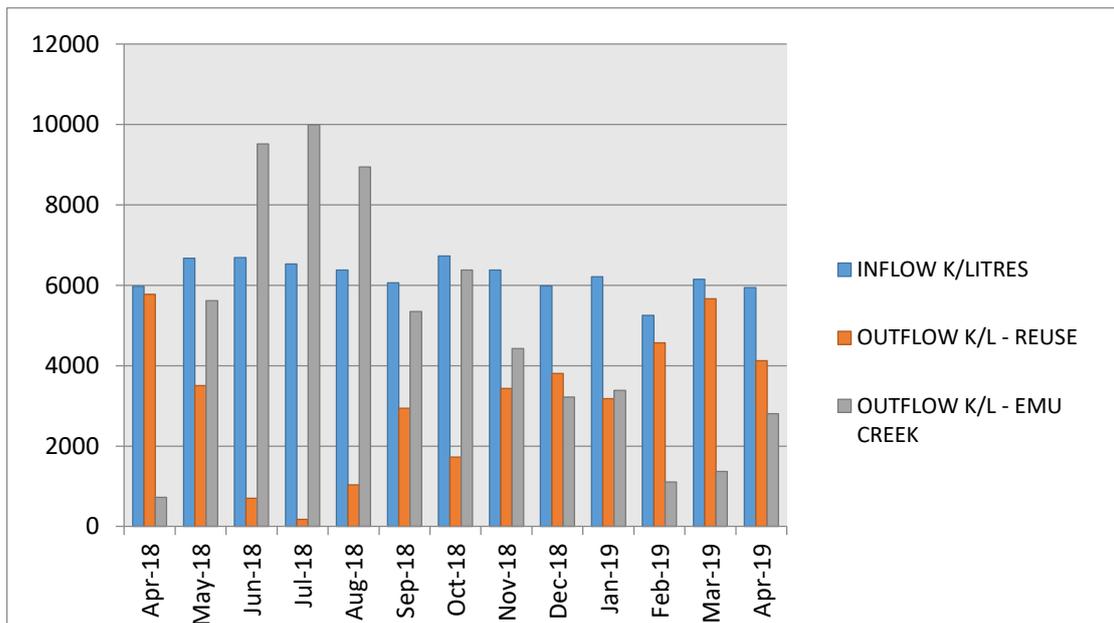
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during April 2019 was 5,941 kl with the daily average of 198.03 kl. Outflow for irrigation for reuse was 4126 kl and discharge to Emu Creek 2,804.1 kl.

The highest daily recording of 226 kl occurred for the 24 hours ending 6.30 am on 1 April 2019 and the lowest of 186 kl for the 24 hours ending 6.30 am on the 22 & 23 April 2019.

A total rainfall of 0 mm was recorded for the month.



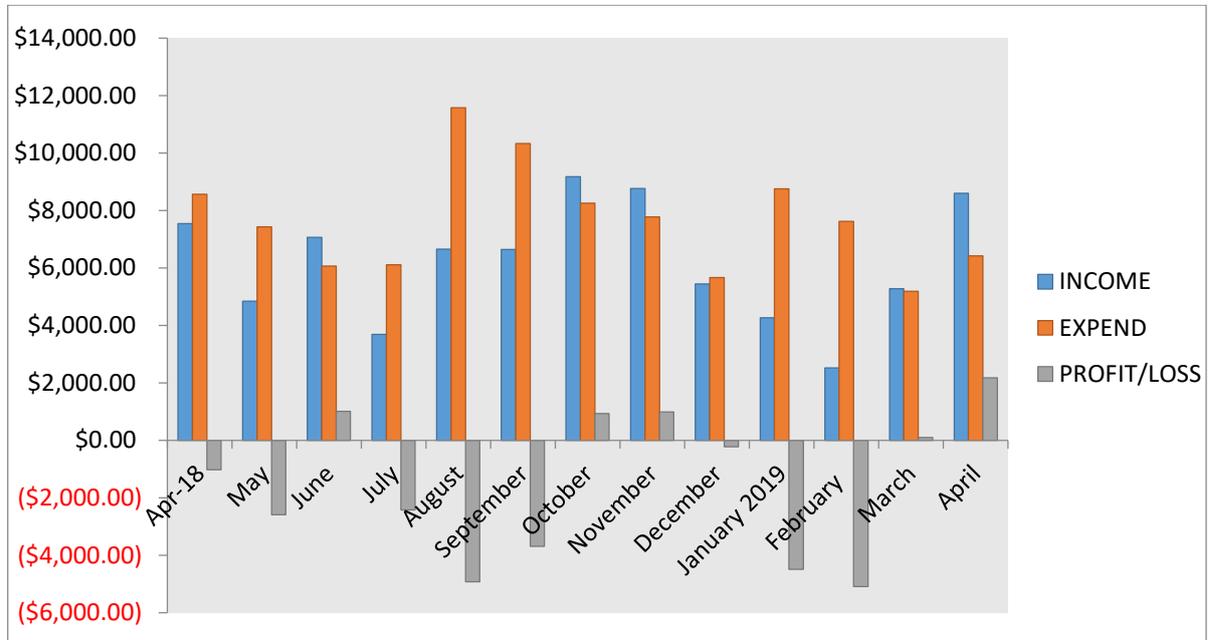
For Council's Information
Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

Income for the month of April 2019 was \$8,592.00 with expenditure of \$6,419.08 resulting in an operational profit of \$2,172.92 the month.

There were 251 sites occupied for the month of April 2019.



For Council's Information
Noted

3. Animal Control, A4.4.4

a. Companion Animals

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

Other Activities:

Companion Animals

- 1 dog attack reported, investigation commenced, action pending
- Contemporaneous notetaking
- Pound duties
- 1 x show cause issued – failure to register
- OLG Dog and Cat seizure reporting NSW OLG Database
- Hiring, collection and record keeping of animal traps
- Maintenance and record keeping of activities for impounding facility
- Updating existing records on the NSW Pet Registry as per required under the NSW Companion Animals Act legislation
- Entering new data on the NSW Pet Registry as per legislative requirements

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- Registration check cross reference
- Entering records on Council authority
- Verification of microchip/registration details
- Surrender and rehoming of 3 Mascovy ducks
- Barking dog complaint – discussion with owner
- Correspondence issued – request for appointment – dog concerns/breaches of legislation
- DPI notification received – new offence – cats and dogs

Stock

- 3 head sheep wandering unattended - Grenfell Cemetery, owner informed sheep removed.
- 12 head sheep wandering unattended Simpson Drive LLS PIC number identification. Owner informed, sheep contained.
- 1 x Penalty Infringement Notice issued - \$330.00 WJ Simpson – straying cattle Young Road.

Abandoned/ unattended/unregistered vehicles in public place

- Investigation/enquiries 1 x unattended/abandoned tow truck with Queensland registration. Notice to remove issued to owner. Compliance met.
- Investigation/enquiries 1 x unregistered/abandoned white single cab utility Young Road. Notice to remove issued to owner. Compliance met.
- 1 verbal direction to remove unregistered vehicle from Camp Street. Compliance met.

Environmental

- 3 x Orders issued under LGA Order 21.
- Correspondence issued Brundah Street.
- Investigation with Sergeant Michael Madgwick assorted items, unregistered vehicles Brundah Street
- 3 “show causes” issued non compliance with Order No. 21
- 1 x complaint received dilapidated premises – Glasson Street Quandialla, investigation commenced

Recycling

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

Advertising

- Grenfell Record – Notification from Dept Primary Industries Animal Welfare – selling or giving away a cat or dog – new offence
- WSC Website, facebook page – selling or giving away a cat or dog – new offence

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
3/2019	Andys Design & Drafting	Extension/Addition to Dwelling	\$170,000	LOT: 7 DP: 754610 3670 Mid Western Highway GRENFELL NSW 2810
7/2019	Mr G & Mrs C Schumacher	Shed	\$19,700	LOT: 121 DP: 1081488 16 Huckel Close GRENFELL NSW 2810
9/2019	Mr LS Smith	Swimming Pool	\$40,000	LOT: 2 DP: 1200092 210 Gooloogong Road GRENFELL NSW 2810
10/2019	Mr SD Jones	Transportable Dwelling	\$185,000	LOT: 9 SEC: 8 DP: 758108 14-16 Bland Street BIMBI NSW 2810

For Council's Information
Noted

2. Complying Development Applications

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

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

For Council's Information
Noted

3. Construction Certificates

The undermentioned applications were received and determined under delegation:

CC NO.	Applicant	Construction	Address
68/2018	Mr DA Barratt	Alterations to existing Unit Complex	LOT: 6 ALT: A SEC: 18 DP: 7584 LOT: 6 ALT: B SEC: 18 DP: 7584 80 George Street GRENFELL NSW 2810
7/2019	Mr G & Mrs C Schumacher	Shed	LOT: 121 DP: 1081488 16 Huckel Close GRENFELL NSW 2810
9/2019	Mr LS Smith	Swimming Pool	LOT: 2 DP: 1200092 210 Gooloogong Road GRENFELL NSW 2810

For Council's Information
Noted

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

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

DoI Water have provided conditional endorsement of the concept design and this now allows Council to further develop the detail design components of the plant.

For Council's Information

Noted

5. Grenfell Medical Centre, P2.12.1

The official opening of the facility occurred on 3 May 2019 by Deputy Prime Minister Michael Mc Cormack with over 150 invited guests and public attending and taking the opportunity to inspect the facility.

It must be noted that all Council staff were involved in the development and it is with much gratitude that they are all acknowledged and thanked for their outstanding contribution to the success of the development.

For Council's Information

Noted

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

A Councillor workshop occurred on Monday 29th April 2019 to review the Draft Strategy documents for the industrial, business and residential components of the Grenfell (Land Use) Settlement Strategy project. The review allowed confirmation of recommendations for each zone prior to drafts being formally adopted and going on public exhibition. The workshop provided an opportunity for Councillors to provide their input on a local level as to the strategic focus and direction of the documents.

A further meeting was held with representatives of the Dept. of Planning with further discussions relating to the three strategies.

Both meetings were very productive and beneficial with minor amendments to be completed prior to returning the documents to Council for adoption and resolution to exhibit on public exhibition in June 2019.

For Council's Information

Noted

7. 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

It is noted that the amenities renewal and spectator facility will be carried out as joint projects with the fitness circuit being constructed concurrently.

In relation to the Amenities Renewal/Spectator Facility, Council developed a draft plan that was circulated to all users of Lawson Oval for comment. In response to submissions Council further developed the plans of the facility and have received positive confirmation as to the proposed amendments.

The proposal for the Amenities Renewal/Spectator Facility incorporates 4 Dressing rooms, canteen, referees room, multi-purpose room, Accessible toilet and undercover seating with accessibility ramp and accessible viewing areas. It will be constructed on an elevated pad to provide enhanced viewing for the activities being carried out on the oval. (see attachment).

The amenities block and seating is proposed to be located forward of the existing grandstand with a realignment of the fencing required.

Due to the poor structural state of the existing grandstand due to its age, extensive termite damage and internal water damage, its lack of appropriate standard and number of change facilities and inability to provide access for disabled, it is proposed to demolish the structure. It is recommended that a photographic testimonial be developed for existing grandstand.

It is also proposed that construction delivery process follows that of the medical centre where Council adopted the role of Builder with assistance of on site and project management. It will be imperative that submissions from local subcontractors to be included when requests for quotations of trades are requested.

Due to the use of the oval, demolition will need to occur at the conclusion of this rugby league season (approx. late August) with construction to be completed by 1 March 2020.

In relation to Lawson Park Fitness Circuit, Council, in conjunction with Active Planning Consultants have developed a proposal for the siting and makeup of the fitness circuit (see attachment).

A review of costings of soft fall surface, equipment and access paths has driven the design to be a specified area (approx. 12m x 12m) located in close proximity to the existing cricket nets. This is an existing active area with good connectivity to the entire facility for inclusive use by all sporting and/or social users. A specialist supplier and installer will be sought through a request for quotation process.

Both proposed developments fall under the provision of the State Environmental Planning Policy (Infrastructure) 2007, Part 3 Division 12 Parks and other public reserves Clause 65, which permits the developments to be carried out on by or on behalf of Council without development consent in parks or other public ovals/reserves. This clause also applies to the demolition of the existing grandstand.

RECOMMENDATION: that:

- 1) Council approve the design of the proposed Henry Lawson Oval Amenities Renewal Project and Henry Lawson Oval Spectators Facility (covered seating) as set out in the attached plans.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- 2) Council confirm the Construction Delivery Process for the Amenities Renewal/Spectator Facility and endorse Councils role of Builder for the development and provide RFQs for all trades.
- 3) Council note the requirement of and approval for the demolition of the existing grandstand subject to a photographic testimonial be developed.
- 4) Council approve the design and position of the Lawson Park Fitness Circuit as set out in the attached plans.
- 5) Advertise the adopted plans for both projects for public notification for 14 Days.

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

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

- 1) Council approve the design of the proposed Henry Lawson Oval Amenities Renewal Project and Henry Lawson Oval Spectators Facility (covered seating) as set out in the attached plans.
- 2) Council confirm the Construction Delivery Process for the Amenities Renewal/Spectator Facility and endorse Councils role of Builder for the development and provide RFQs for all trades.
- 3) Council note the requirement of and approval for the demolition of the existing grandstand subject to a photographic testimonial be developed.
- 4) Council approve the design and position of the Lawson Park Fitness Circuit as set out in the attached plans.
- 5) Advertise the adopted plans for both projects for public notification for 14 Days.

Cr Bembrick returned to the room.

B J HAYES

DIRECTOR ENVIRONMENTAL SERVICES

442 RESOLVED: Cr Parlett and Cr O'Byrne that except where otherwise dealt with the Director Environmental Services' report be adopted.

MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 30 APRIL 2019, COMMENCING AT 5:00 PM (C2.6.13)

1. **PRESENT:** Kellie Frost (Noxious Weed Officer- Weddin Shire Council),
Cr John Niven (Weddin Shire Council)
Jaymes Rath (Chair- Weddin Shire Council)
Cr Stuart McKellar (Weddin Shire Council)
Cr Paul Best (Weddin Shire Council)
Harvey Matthews (NSW farmers)
Keith Starr (Landcare-Grenfell)

- 2 **APOLOGY:** James Ingrey (Agronomist)

Resolved: Cr John Niven and Cr Stuart McKellar that the apology be accepted.

3. **MINUTES:** 4 December 2018

Resolved: Cr Niven and Cr Best the minutes from 4 December 2018 be adopted.

4. **MATTERS ARISING:**

- Clearing of the verge on roadways budget should have been attached. Present a clear budget of all attributes and expenditure in next meeting.
- 40,000 to be added to the budget for weeds/clearing
- Contact Michael Hooper for any John Holland related issues
- Weeds Management Plan legalities

Noted

5. **CORRESPONDENCE:**

Nil

Noted

6. **NOXIOUS WEEDS OFFICERS REPORT:**

Kellie verbally updated the committee. She has been back since March on light duties and will continue to be on light duties for 3 months.

Noted

7. **NOXIOUS WEEDS BUDGET**

2018/2019 Vote - \$ 84,500

- Expenditure to 28th November 2018 - \$ 25,773.91

2018/2019 Noxious Plants Extra Vote - \$ 20,000

- Expenditure to 28th November 2018 – \$ 1,172.11

Noted

- Investigate possibility of hiring someone permanent/part time trainee.

8. **BUSINESS WITH NOTICE**

- 2019 Weeds conference. Jaymes and Kellie to attend from WSC. (26th-29th August 2019)

Moved: Cr John Niven

Seconded: Keith Starr

9. QUESTIONS WITH NOTICE

Nil

11. NEXT MEETINGS:

Day	Date	Month	Year	Time	Venue
3	30/7/2019	July	2019	5:00 PM	Council Chambers

12. CLOSURE: There being no further business to discuss the meeting closed 6.02pm.

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

MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD ON TUESDAY, 14 MAY 2019 COMMENCING AT 3.30PM (C2.6.10)

Present: Messrs G Carroll, L Gibson and J Rath

Apology: B Hayes

Resolved: L Gibson and J Rath that the apology be accepted.

Minutes: of 17 April 2019.

Resolved: J Rath and L Gibson that the minutes from 17 April 2019 be adopted.

1. PEOPLE:

<u>Learning & development</u> - Strategic	i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held.	ADE
<u>Resource planning</u> - Strategic	i) <u>Integrated Planning and Reporting (IPR)</u> – 2017/2021 Delivery Program and 2019/2020 Operational Plan (including revenue policy) currently being reviewed and developed. Plans to be presented to the May Council Meeting in draft form. To be then placed on public exhibition for comment and resubmitted to the June 2019 Council meeting for formal adoption.	All
	ii) <u>Resourcing Strategy</u> – Asset Management Plans and Long Term Financial Plan currently being reviewed.	All
	iii) <u>New Improvement Plan</u> - new plan adopted as part of new Resourcing Strategy. Recommendations from Organisational Review to be incorporated. To be incorporated into one improvement plan document.	GM
	iv) <u>RMS Contract</u> – reported in Director Engineering’s report.	ADE
	v) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2018/2019. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	ADE
- Operational	v) <u>Other Programs</u> – in progress.	ADE
<u>Recruitment</u> - Operational	Nil	
<u>Appointments</u> - Operational	Nil	
<u>Health and Wellbeing</u> - Strategic	i) <u>Grenfell Medical Centre</u> – officially opening conducted 3 May, 2019. Dr Patrick Akhiwu commenced operating the centre on Monday 13 May, 2019. Added to insurance property list.	DES/ GM/DCS
	ii) <u>New Ambulance Station</u> – construction commenced to build a new Ambulance Station under the Rural Ambulance Infrastructure Reconfiguration (RAIR) programme at the Grenfell MPS.	DES
	iii) <u>Proposal for Health and Wellbeing</u> - Health and Wellbeing program to be implemented on a voluntary basis to improve the Health and Wellbeing of staff as individuals and team members. OZhelp provides programs that will be able to assist. The program includes a benchmarking report to employers giving them a snapshot of the overall health of their workforce.	All

	In the process of being implemented.	
	iv) <u>Health and Wellbeing/Mental Health training</u> – to be organised in 2019/2020 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.	DES/DCS
	v) <u>Dental Lease</u> – negotiations with prospective dentists in progress.	GM

2. RESOURCES

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

3. SYSTEMS

Governance	Nil	
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Compliance - Strategic	i) <u>Systems Review</u> – currently in progress with general ledger being updated.	DCS
	ii) <u>Local Environment Plan (LEP) Review</u> – development of land use strategy in progress. Workshop held on 29 April, 2019. Public consultation to be undertaken.	DES
	iii) <u>Waste Strategy</u> – in progress. To be reported to a future Council Meeting.	DES
Risk - Operational	i) <u>Building Profession Board (BPB)</u> – compliance reporting systems regarding building inspections to be implemented. Monthly reporting continuing to be provided to the Department of Fair Trading through internal system.	DES
	ii) <u>Submission of DA's</u> – on-line service available to specific Councils from December 2018. To be further investigated.	DES

4. COMMUNICATION AND ENGAGEMENT

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

5. NEXT MEETING: Tuesday, 18 June 2019 at 8:30am

6. CLOSED: 5.29pm

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

INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES ACTION PLAN

INSPECTIONS AND MEETINGS		STATUS	BY
March 2019	<u>Australian Local Government Association</u> : Clrs Liebich, Diprose and Brown to attend the National General Assembly of Local Government in Canberra from 16-19 June, 2019.	In Progress	GM
DEFERRED ACTIVITIES			
April 2012	1. <u>Main Street Master Plan</u> : consider inclusion of heritage building signs.	In Progress	ADE/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	ADE
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	ADE
	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	ADE/GM
November 2016	7. <u>NBN Fibre to the Premises</u> : make representations to ensure Industrial land vacant lots have access to NBN. Advocate for upgrade to the exchange to facilitate fibre to the premises.	In Progress	DES/GM
December 2016	8. <u>Waste Depot Fire Precautions</u> : investigate provision of water for firefighting purposes.	Private connection required with onsite storage for pressure/supply	DES
April 2018	9. <u>Rural Tips</u> : install padlocks, surveillance cameras and provide Fob keys for residents utilising Quandialla and Caragabal tips.	In Progress	DES
May 2018	10. <u>Bimbi War Memorial 'Avenue of Trees'</u> : refer proposal to Heritage Committee for further consideration and report back to Council.	In Progress	ADE
June 2018	11. <u>Application for a bus stop O'Loughlins Lane</u> : refer to Traffic Committee and report back to Council.	In Progress	ADE
September 2018	12. <u>New Code of Conduct</u> : Submit Code of Conduct to Council for formal adoption.	In Progress	GM
	13. <u>Grenfell RSL Sub-branch</u> : apply for grant funding under the Anzac Community grants program.	In Progress	ADE
	14. <u>Forbes Street Bus Shelter</u> : conduct Community consultation in regards to the location and report back to Council.	In Progress	ADE/GM
October 2018	15. <u>Trees near cricket nets</u> : remove and replant trees.	In Progress	ADE
	16. <u>Tree Plantation – Forbes Street</u> : report back to Council with an option for tree planting.	In Progress	ADE
November 2018	17. <u>Drought Grants for Freight</u> – submit grant funding application.	In Progress	ADE

December 2018	18. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	19. <u>Organisational Review</u> : engage consultants to undertake review. Arrange workshop on 16 May, 2019.	In Progress	GM
	20. <u>Purchase of New Garbage Truck</u> : purchase new truck.	In Progress	ADE
	21. <u>Removal of Trees – Weddin Street</u> : remove trees subject to available funding.	In Progress	ADE
	22. <u>Grenfell Main Street Renewal</u> : investigate 45 degree reverse angle parking with other options.	In Progress	ADE
	23. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	ADE
February 2019	24. <u>Waste Collections</u> : arrange change of collection procedures for rear lanes.	Completed Delete	DES/ADE
March 2019	25. <u>Draft Model Code of Meeting Practice</u> : place on public exhibition and resubmit to May 2019 Council meeting for formal adoption.	In Progress	GM
	26. <u>Policy for Fees, Expenses and Facilities for Councillors 2019/2020</u> : resubmit policy to Council for public exhibition.	In Progress	GM
	27. <u>Grenfell Medical Centre – Official Opening</u> : arrange Official Opening to be held on Friday 3 May, 2019 at 11.00am.	Completed Delete	GM/DES
April 2019	28. <u>Grenfell Ambulance Station</u> : make enquires to purchase for \$1. Investigate depreciation cost.	In Progress	GM DCS
	29. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	30. <u>Drought Communities Program (DCP)</u> : collate projects and submit to May meeting for prioritisation.	In Progress	GM
	31. <u>Grenfell Medical Centre Operation</u> : engage a multi media and marketing campaign to promote the completion of the Grenfell Medical Centre.	In Progress	DCS/GM

**For Information
Noted**

QUESTIONS

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

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

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

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

The following questions have been received:

Nil

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

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

10A

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

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

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

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

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

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

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

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

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

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

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

RESOLVED: Cr Best and Cr Brown 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

CORREDPONDENCE

8. **Main Street Medical Service, P2.12.17**
Reason for confidentiality: commercial information (10A2(C))

REPORT ON CLOSED COUNCIL

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

CORRESPONDENCE

- 8. **Main Street Medical Service, P2.12.17**
Reason for confidentiality: commercial information (10A2(C))

445 **RESOLVED:** that the request be approved.

CLOSURE: There being no further business the meeting closed at 7.34pm.

Taken as read and confirmed as a true record this day 20 June 2019.

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