



## **MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 17 DECEMBER 2020 COMMENCING AT 8:00 AM**

10 December 2020

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, 17 DECEMBER 2020**, commencing at **8:00AM** and your attendance is requested.

**\*\*PLEASE NOTE THE CHANGE OF COMMENCEMENT TIME\*\***

Yours faithfully

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

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES – Ordinary Mtg 19/11/2020
5. MATTERS ARISING
6. DISCLOSURES OF INTEREST
7. PUBLIC FORUM
8. MAYORAL MINUTE(S)
9. MOTIONS WITH NOTICE
10. CORRESPONDENCE (as per precis attached)
11. REPORTS:
  - (A) General Manager
  - (B) Director Corporate Services
  - (C) Director Engineering
  - (D) Director Environmental Services
  - (E) Delegates
12. ACTION LIST
13. COMMITTEES MINUTES
  - Quandialla Swimming Pool Ctee AGM, 25/11/2020
  - The Grenell Henry Lawson Festival of Arts Ctee Mtg, 2/12/2020
  - OLT Mtg, 15/12/2020
  - Australia Day Executive Ctee Mtg, 15/12/2020
14. TENDERS AND QUOTATIONS
15. QUESTIONS WITH NOTICE
16. CLOSED COUNCIL
17. RETURN TO OPEN COUNCIL
18. REPORT ON CLOSED COUNCIL
19. CLOSURE

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

**ACKNOWLEDGEMENT OF COUNTRY:**

The Deputy Mayor read out the following:

“I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land.

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

**At this point the Deputy Mayor welcomed everyone and advised that as per Council’s Code of Meeting Practice, Council wishes to advise that the meeting is being webcast and that those in attendance should refrain from making any defamatory statements.**

**APOLOGY:** Nil

**CONFIRMATION OF MINUTES:**

**214 RESOLVED:** Cr Parlett and Cr Bembrick that the Minutes of the Ordinary Meeting, held on 19 November 2020 be taken as read and **CONFIRMED.**

**DISCLOSURES OF INTEREST**

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

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

**Previously Declared**

<b>Councillor</b>	<b>Item No</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Cr Best	DE7	Owner of business in Main Street	Pecuniary	Yes
Cr Bembrick	DE7	Owner of business in Main Street	Pecuniary	Yes
Cr O’Byrne	DE7	Owner of business in Main Street	Pecuniary	Yes
Cr Parlett	DE7	Owner of business in Main Street	Pecuniary	Yes
Cr McKellar	DE8	Landowner of adjoining property	Pecuniary	Yes
	DE9	Landowner of adjoining property	Pecuniary	Yes
Cr Diprose	ADES B12	Client of applicant	Pecuniary	Yes

## **DISCLOSURES OF INTEREST**

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

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

## **PUBLIC FORUM**

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

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

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

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The following applications have been received: -

Nil

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 17 DECEMBER 2020.**

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**SECTION A - Matters for Information**

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 12 November 2020.
- A2. NSW Department of Primary Industries, A3.6.45: NSW DPI COVID-19 update as at 17 November 2020.
- A3. The Hon. Steph Cooke MP, A3.19.2: Urging venues across the Cootamundra electorate to have a system for digital registration.
- A4. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 13 November 2020.
- A5. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 17 November 2020.
- A6. Local Government NSW, A3.8.2: Forwarding an overview of the NSW Budget.
- A7. The Hon. Steph Cooke MP, A3.19.2: Welcoming the 2020/2021 NSW Budget which has regional NSW at the forefront.
- A8. The Hon. Steph Cooke MP, A3.19.2: Advising communities in the Cootamundra electorate will benefit from a \$300 million increase to the Regional Growth Fund.
- A9. The Hon. Steph Cooke MP, A3.19.2: Welcoming a range of measures in the 2020/2021 NSW Budget for education and schools.
- A10. The Hon. Steph Cooke MP, A3.19.2: Advising representatives from all nine Councils in the Cootamundra electorate came together.
- A11. The Hon. Michael McCormack MP, A3.19.3: Advising the Australian Government will invest an additional \$1.2 billion as part of our COVID-19 economic recovery plan.
- A12. The Hon. Michael McCormack MP, A3.19.3: Urging Australians to consider how they can help ensure everyone gets home safely.
- A13. NSW Environment Protection Authority, A3.6.17: Pleased to inform you that the NSW Government has announced funding to extend *Waste Less, Recycle More*.
- A14. Keith Engelsman, C1.2.1/C1.1.3: Writing to report the carriage driving event at Hinemoa last week was a great success.
- A15. Parkes Shire Council, C2.9.1: Forwarding our best wishes for an enjoyable festive season and a safe and happy 2021.
- A16. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 19 November 2020.
- A17. Office of Local Government, A3.6.54: COVID-19 Council update as at 19 November 2020.
- A18. Office of Local Government, A3.6.54: COVID-19 Council update as at 23 November 2020.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
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- A19. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 23 November 2020.
- A20. Office of Local Government, A3.6.54: COVID-19 Council update as at 25 November 2020.
- A21. Transport for NSW, T3.5.7: Writing in reference to your request for the donation of the remains of Grenfell Water Tower to Weddin Shire Council.
- A22. The Hon. Michael McCormack MP, A3.19.3: Advising Australian heavy vehicle safety programs will receive another significant boost.
- A23. The Hon. Michael McCormack MP, A3.19.3: Advising another \$50 million has been committed to the On-farm Emergency Water Infrastructure Rebate Scheme.
- A24. The Hon. Steph Cooke MP, A3.19.2: Welcoming the completion of upgrades to the Main Pavilion at Grenfell Showground.
- A25. The Hon. Michael McCormack MP, A3.19.3: Urging the community to mark International Ag Day.
- A26. The Hon. Michael McCormack MP, A3.19.3: Advising the Sustainable Schools Grants program for 2021 will soon be open.
- A27. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 27 November 2020.
- A28. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 3 December 2020.
- A29. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 27 November 2020.
- A30. Office of Local Government, A3.6.54: COVID-19 Council update as at 2 December 2020.
- A31. Office of Local Government, A3.9.3: Regarding administering a constitutional referendum or poll in conjunction with the September 2021 local government elections.
- A32. The Hon. Steph Cooke MP, A3.19.2: Forwarding a Community Recognition Statement acknowledging the Weddin Shire Council tidy yard competition.
- A33. The Hon. Steph Cooke MP, C2.19.4/A3.19.2: Writing regarding the proposed path from Grenfell Railway Station to Lawson Oval.
- A34. NSW Rural Assistance Authority, A3.6.45: Advising the NSW Government is committed to supporting primary producers manage the ongoing impacts of drought.
- A35. The Hon. Michael McCormack MP & The Hon. Paul Toole MP, A3.19.3: Regarding the Government's accelerated \$398 million investment in road safety improvements.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
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- A36. The Hon. Michael McCormack MP, A3.19.3: Advising the Mobile Black Spot Program has opened a new round, offering \$34.5 million to upgrade coverage.
- A37. The Hon. Paul Fletcher MP & The Hon. Mark Coulton MP, A3.19.3: Advising the next round of the Mobile Black Spot Program is now open.
- A38. The Hon. Steph Cooke MP, A3.19.2: Advising the NSW Government's unprecedented investment in the 2020/2021 Budget will see a boost for the Cootamundra electorate.
- A39. The Hon. Steph Cooke MP, A3.19.2: Welcoming major payroll tax relief in the 2020/2021 NSW Budget.
- A40. The Hon. Steph Cooke MP, A3.19.2: Advising more than \$2.2 million of grant funding has already hit the pockets of 266 NSW businesses to help them develop global export sales.
- A41. The Hon. Steph Cooke MP, A3.19.2: Advising NSW residents will be given \$100 worth of digital vouchers that can be used at eateries and on arts and tourism attractions across NSW.
- A42. Heritage NSW, G2.2.5: Advising the 2020/2021 NSW Heritage Grants program funding round is now open. Funding is available under three competitive grant categories.
- A43. NSW Environment Protection Authority, G2.14.1: Thanking you for your application in Round 7 of the NSW EPA's Combating Illegal Dumping Clean-up and Prevention Program.
- A44. StateCover, A3.11.2: Advising StateCover is committed to the safety, health and wellbeing of Council employees.
- A45. Tina Johnstone, P4.20383: Please accept this correspondence as my notice of resignation, effective from Friday, 4 December 2020.
- A46. The Hon. Michael McCormack MP, A3.19.3: Advising the latest round of Veteran and Community Grants (V&CG) program is now open.
- A47. The Hon. Steph Cooke MP, A3.19.2: Advising Council can sign up for up to \$10,000 in funding for free events, activities or experiences to enliven public spaces this summer.
- A48. Office of Local Government, A3.6.54: Encouraging the message to 'adopt not shop' for a pet this Christmas.

**SECTION B - Matters for Report**

- B1. NSW Department of Planning, Industry and Environment, G2.11.1: Rolling out a new state-wide grants program from today to fund projects which stimulate and improve local economies, public places and community wellbeing.

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

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
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**SECTION C - Matters for Consideration**

- C1. Kathy and Greg Parker, C1.8.5: Writing regarding the possibility of a new Preschool being built further up Manganese Road, Grenfell.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that Council advise Mr and Mrs Parker that: -

- i) Council has not received a Development Application (DA) for a new Preschool in Manganese Road
- ii) if a DA is received it will be assessed under the *Environmental Planning and Assessment Act 1979* and will be placed on public exhibition for comment.

**216** **RESOLVED:** Cr Diprose and Cr Bembrick that Council advise Mr and Mrs Parker that: -

- i) Council has not received a Development Application (DA) for a new Preschool in Manganese Road
- ii) if a DA is received it will be assessed under the *Environmental Planning and Assessment Act 1979* and will be placed on public exhibition for comment.

- C2. Transport for NSW, R2.51.24: Writing to notify you that the allocation for the 2020/2021 Block Grant for Weddin Shire Council will be \$810,000.

There is no indexation to be applied to the Block Grant scheme for 2020/2021.

The Agreement has been attached and must be returned by 18 December 2020.

**RECOMMENDATION:** that authority be granted to sign the Agreement as requested.

**217** **RESOLVED:** Cr McKellar and Cr Niven that authority be granted to sign the Agreement as requested.

**LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING  
OF WEDDIN SHIRE COUNCIL HELD, 17 DECEMBER 2020.**

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

**218** **RESOLVED:** Cr O’Byrne and Cr McKellar that the late Correspondence be received and dealt with because of the urgency of the matters.

C3. Grenfell Historical Society Inc., C1.3.15: Referring to your email dated 3 December 2020 advising this Society of the outcome of Council’s consideration and Council’s resolve at its November 2020 meeting with regard to the ‘*Historic Homes of the Weddin Shire*’ books.

**Copy forwarded to Councillors**

**For Information  
Noted**

C4. The Hon. Michael McCormack MP, A3.19.3: Advising local communities across Australia, especially those hardest hit by the loss of regional tourism, are a step closer to sharing in \$200 million under a fifth round of the successful Building Better Regions Fund (BBRF).

**Copy forwarded to Councillors**

**RECOMMENDATION:** that Council: -

- i) offer assistance to the Grenfell Senior Citizens Welfare Committee if they plan to resubmit their grant funding application
- ii) submit a grant funding application for the Quandialla Pool Upgrade.

**219** **RESOLVED:** Cr Diprose and Cr Parlett that Council: -

- i) offer assistance to the Grenfell Senior Citizens Welfare Committee if they plan to resubmit their grant funding application
- ii) submit a grant funding application for the Quandialla Pool Upgrade
- iii) submit a grant funding application for the feasibility study for the proposed Grenfell to Greenethorpe bike trail, subject to the project meeting the funding eligibility guidelines.

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

10 December 2020

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

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

The Local Government NSW (LGNSW) Annual Conference was held online via Zoom on Monday, 23 November 2020 and Council was represented by Cr Liebich and myself. Various other Councillors and staff attended the announcement of the A R Bluett Awards presentation.

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

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

- The conference was officially opened by the president of LGNSW Cr Linda Scott who also delivered a presentation on association initiatives and advised it has been an extraordinarily challenging 12 months with the effects of drought, bushfires and COVID-19.
- The Premier of NSW the Hon Gladys Berejiklion MP addressed the Conference and advised the Government is committed to Regional NSW evidenced by the investment in the area.
- The Minister for Local Government the Hon Shelby Hancock MP reiterated the desire to work with LGNSW in making decisions that affect Councils.
- Many of the Motions dealt with the natural disasters being experienced and the funding required to deal with these issues.
- The LGNSW board remains as follows:
  - Cr Linda Scott (President)
  - Cr Angelo Tsirekas (Vice President - Metro/Urban)
  - Cr Stephen Lawrence (Vice President - Rural/Regional)
  - Cr Jerome Luxale (Treasurer)
- Directors for Rural/Regional remain as follows:
  - Darriea Turley
  - Phyllis Miller
  - Marianne Saliba
  - Ruth Fagan
  - Ben Shields
  - Keith Rhoades
  - Dominic King

## THE GENERAL MANAGER'S REPORT

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- Queenbeyan-Palerang Regional Council won the A.R Bluett Memorial Award for the City and Regional Councils category while Bellingen Shire Council won the award for the Rural Councils category.
- Other speakers at the conference included the Hon Mark Coulton Federal Minister for Regional Health, Communications and Local Government, Greg Warren the Shadow Minister for Local Government and Shane Fitzsimmons Commissioner of Resilience NSW.
- Various motions were considered and dealt with by the conference in the business sessions with Council's motions in regards to the Emergency Services Levy (ESL) and the proposed new Resilience NSW department were adopted.

The conference dealt with 140 motions and was very well run considering it was held online for the first time.

**For Information  
Noted**

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

Reference is made to the above whereby Council was a finalist in the Rural Council category for 2020.

The results were announced at the LGNSW Annual Conference on Monday, 23 November 2020 with a number of Councillors and staff able to view the presentation live by virtue of the online format of the 2020 Conference.

The Rural Council category was won by Bellingen Shire Council on the Mid-North Coast which has a population of approximately 13,000 and an operating budget of approximately \$33 million with Weddin Shire Council runner up.

To be a finalist in this prestigious Award is a tremendous achievement, particularly when we were competing against bigger Councils with more resources, and one in which the Community, Councillors and Staff can feel justifiably proud.

**For Information  
Noted**

### **3. Cootamundra Electorate Summit, A3.19.2**

Member for Cootamundra the Hon. Steph Cooke MP held an Electorate Summit at Harden on Friday, 13 November 2020 with Council represented by the Mayor Cr Liebich and myself.

Mayors and General Managers from all nine councils in the Cootamundra Electorate attended with Councils exchanging ideas, challenges and approaches to common problems across the electorate.

## THE GENERAL MANAGER'S REPORT

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Matters of significance that were raised at the Summit are as follows: -

- Regional Growth Fund very beneficial to Councils
- Local Government elections to be held September 2021
- Funding provided for the feasibility study for the Lake Rowlands dam expansion
- Mayor Cr Liebich raised the need to expand the Grenfell MPS with Minister Hazzard
- Fixing Local Roads Program delivering vital funding for various road projects
- There are no changes planned for RMCC contracts
- Issues regarding the Emergency Services Levy (ESL) and proposed new Resilience department raised.

The Summit was excellent as it ensured Weddin Shire Council's and other Council's issues were brought to the attention of Ms Cooke and the relevant Minister who was able to hear exactly what the issues and concerns of the Cootamundra electorate are.

**For Information  
Noted**

#### **4. Annual Report, 2019/2020, C2.3.1**

The 2019/2020 Annual Report is required to be submitted to the Division of Local Government by 31 December 2020.

The Report was submitted to the November 2020 Council meeting in draft form whereby Council resolved as follows: -

*“that the Annual Report for 2019/2020 including the State of Environment Report be resubmitted to the December 2020 Council meeting for formal adoption, with the Annual Statements to be separately considered.”*

The 2019/2020 Annual Report is tabled for Council's consideration.

**RECOMMENDATION:** that the Annual Report for 2019/2020 including the State of Environment Report be adopted.

**221 RESOLVED:** Cr Diprose and Cr McKellar that the Annual Report for 2019/2020 including the State of Environment Report be adopted.

**At this point Cr Liebich entered the room and took the Chair.**

#### **5. COVID-19 Coronavirus, H1.6.1**

The COVID-19 Coronavirus is continuing to have an impact on Communities and Council services although there is a lifting of restrictions currently underway as we are endeavouring to return to normality.

Essential Council services continue to be maintained with social distancing measures and protective screens in place at various service counters. Residents are also being encouraged to exercise caution and continue to practice good hygiene and social distancing measures.

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

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Councillors, together with the Community and Council staff both indoor and outdoor are doing an excellent job continuing to provide these services to the community in these difficult times. The situation will continue to be monitored and decisions will be made accordingly in accordance with Federal and State Government directives.

In regards to making decisions about conducting events during COVID-19 Mr Paul Hennock, Regional Risk Manager with Statewide Mutual and Ms Nicole Griffiths, Council's Statewide Mutual Account Manager addressed Council on Monday, 16 November 2020.

Both Paul and Nicole offered advice and points to consider when assessing the risks and potential liability with conducting events during the pandemic. Council was encouraged to consider very carefully conducting events that contravene public health orders and events that may put the health and safety of the community at risk.

**For Information  
Noted**

### **6. 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, which will involve upgrading drainage and guttering infrastructure in the Main Street as well as improving Main Street amenity will be commencing very shortly.

Progress on the project is detailed further in the Director Engineering's report.

Council's grant funding application under **Round 3** of the Stronger Country Communities Fund (SCCF) was successful with Council receiving \$479,961 for the Main Street infrastructure project, which is a high priority in our Community Strategic Plan (CSP) and the upgrade of Bogolong Dam.

The projects are in progress and further reported in the Director Engineering's report.

**For Information  
Noted**

#### **Regional Cultural Fund**

Council has been successful with the Grenfell Community Arts Centre building refurbishment grant funding application.

Works are in progress and the project is further reported in the Acting Director Environmental Services' report.

**For Information  
Noted**

## THE GENERAL MANAGER'S REPORT

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### 7. Drought Communities Program – Extension, C2.9.14

Council has received advice that the following projects have been approved under the Drought Communities Program (DCP) – Extension.

<b>Project Description</b>	<b>Funds requested</b>
Grenfell Main Street upgrade – trees purchasing/planting	\$200,000
Leash free dog area – fencing, seats, trees	\$100,000
Quandialla Hall – painting inside and out	\$36,750
Grenfell Kart Club –facilities upgrade	\$80,000
Upgrade to Company Dam Amenities	\$100,000
Caragabal Country Club – Multi purpose shed	\$31,500
Vintage sign project	\$10,000
Bogolong Dam upgrade	\$100,000
Grenfell Racecourse – new toilet block	\$105,000
Caragabal – Historic signage park, median strip etc	\$25,000
Civic Sign at Railway Park	\$10,000
Walking and cycling path	\$90,000
Works at Grenfell Railway Park (sealing area adjacent to amenities area)	\$30,000
Grenfell Aquatic Centre - additional shade area	\$30,650
Henry Lawson Oval – top dressing	\$30,000
Cleaning of Community Curtain at Grenfell Art Gallery	\$8,500
Contribution to Scout/Guide Hall air conditioned room project	\$12,600
<b>Total</b>	<b>\$1,000,000</b>

Works are in progress with Council required to ensure the projects are completed by 31 December 2020. The status of the Council projects is further reported in the respective Directors' reports and the status of the community projects is as follows: -

- Quandialla Hall – planning completed and painting has commenced. Expected to be complete by 31 December 2020.
- Grenfell Kart Club - drainage and trackwork – initial remediation works have begun. Inclement weather and consequential wet ground has delayed progress. Anticipated project will be completed by end of January 2021.
- Caragabal Country Club Storage Shed – shed has been ordered and is ready for delivery. Pad has been levelled ready for concrete to be poured. Build to take place in December/January.
- Grenfell Racecourse Toilet Block – project in final stages.
- Caragabal Signage – signs currently with printer however there have been delays by the sheet supplier. Printing and installation will now take place early 2021.  
Billboard to be printed mid-December and installation to be carried out after harvest.
- Scout and Guide Hall – completed.

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

**For Information  
Noted**

### 8. Weddin Wellness Plan, H1.7.1

Following the adoption of the Weddin Wellness Plan there has been extensive engagement with a number of stakeholders to deliver the outcomes.

Attached is the Weddin Wellness Network Action Plan for Council endorsement, the Plan sets out the delivery activities required to achieve the agreed highest priority outcomes for the Weddin community.

The Action Plan has now been settled with the Western Area Health team. NSW Health have requested that the Weddin Wellness Network meet every 2 months to review outcomes, to facilitate strategic collaboration (big picture thinking on service delivery) and to re-visit the emerging priorities annually. The Network will meet informally and be convened by way of a rotation between Council (led by Council's Economic Development Officer) and NSW Health led by Pauline Rowston, Health Services Manager, NSW Health. The Wellness Network will operate as an informal collaboration, where the Action Plan defines who is leading which activity. The Action Plan milestones will be reported to Council by Council's EDO.

The planning Context:

1. The *Weddin Wellness Network Action Plan*
  - a. Comes from *Weddin 2026: Weddin Shire Council's 2017-2026 Community Strategic Plan*
  - b. It builds on Council's *Local Economic Development Strategy* which identifies health and aged services as one of the five key cluster areas.
2. Health (of a person or community) cannot be seen in isolation but impacts on and is impacted by many other factors
  - a. e.g. income, education, employment, housing, social inclusion etc.
3. The Weddin Wellness Plan relates to other key areas such as community amenity and tourism.
4. It is also in line with Federal, State and Regional policy directions and priorities.
  - a. In particular, the needs analysis and planning undertaken by the Western NSW Primary Health Network (PHN), Clinical Services Plan (CSP) as developed by the Western NSW Local Health District (LHD).

Attached is the Action Plan for Council's endorsement. The Plan addresses the following key outcomes:

1. Health and Aged Care Services
  - a. Funding submission for Building Better Regions business case completed (based on the Wellness Plan data) for disadvantaged housing – look to Round 5
  - b. National Disability Insurance Scheme (NDIS) and Home (aged) Care packages delivered locally with local trained people – proposal being developed by a supplier
  - c. Design, fund and contract management of medical, health and dental centre – complete.

2. Keeping People Healthy
  - a. Council to have a strong advocacy role in supporting the dementia and aged care in appropriate higher care facilities
  - b. Advocate for improved resources for mental health and youth services, utilising the data set out in the Wellness Plan
  - c. Actively advocate funding for recommendations in the NSW Health Clinical Services Plan that are consistent with the Weddin Shire Council Wellness Plan.
3. Integrated and Co-ordinated Health Services
  - a. Council to support the Wellness Network in continued improved integrated health services including:
    - i. Growing telehealth
    - ii. Facilitating digital health service delivery (e.g., Google Health pilot)
    - iii. Effective integrated delivery through the Grenfell Medical (Health) Centre.
4. Social and Emotional Wellbeing
  - a. Strong community engagement in delivery of community amenity to attract and retain population and to build a strong base for economic activity
  - b. Utilise the Wellness Plan data in developing amenity across the community including
    - i. Disability access (e.g., in parks, recreation facilities, toilets, Main Street redevelopment)
    - ii. Improved connectedness for aged and youth with a focus on mental health
    - iii. Access and advocacy for funding to reduce levels of loneliness and isolation among target groups as set out in the Wellness Plan.

**RECOMMENDATION:** that Council endorse the Weddin Wellness Action Plan for 2021.

**222** **RESOLVED:** Cr Diprose and Cr Parlett that Council endorse the Weddin Wellness Action Plan for 2021.

### **9. Section 355 Committees Manual and Event Guidelines, C2.5.1**

Council at its October 2020 meeting adopted the Section 355 Committees Review Report.

A draft Sec 355 Committee Operational Manual as well as a draft Event Management Guidelines document are currently being developed and tailored to suit the specific requirements of Council and its Committees.

As these documents and the numerous forms contained therein are quite extensive and comprehensive it is proposed to defer their submission to Council for formal adoption to early next year.

**RECOMMENDATION:** that the draft Section 355 Committee Operational Manual and the Event Management Guidelines be resubmitted to Council in early 2021.

**223** **RESOLVED:** Cr Diprose and Cr McKellar that the draft Section 355 Committee Operational Manual and the Event Management Guidelines be resubmitted to Council in early 2021.

## THE GENERAL MANAGER'S REPORT

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### **10. Quandialla Swimming Pool Committee - Charter, C2.6.39**

The Charter for the Quandialla Swimming Pool Committee was adopted by Council at its November 2020 meeting.

Various minor amendments have been made to the Charter which is attached for Council's endorsement.

**RECOMMENDATION:** that the Charter for the Quandialla Swimming Pool Committee be adopted as amended.

**224** **RESOLVED:** Cr Diprose and Cr Niven that the Charter for the Quandialla Swimming Pool Committee be adopted as amended.

### **11. Art Gallery Committee – Charter, C2.6.35**

As per the recommendations arising from the Section 355 Committees Review Report previously adopted by Council, the Charter of the Art Gallery Committee has been reviewed and is attached for Council's consideration.

**RECOMMENDATION:** that the Charter for the Art Gallery Committee be adopted as reviewed.

**225** **RESOLVED:** Cr Bembrick and Cr Niven that the Charter for the Art Gallery Committee be adopted as reviewed.

### **12. Tourism Committee – Charter, C2.6.26**

As per the recommendations arising from the Section 355 Committees Review Report previously adopted by Council, the Charter of the Tourism Committee has been reviewed and is attached for Council's consideration.

**RECOMMENDATION:** that the Charter for the Tourism Committee be adopted as reviewed.

**226** **RESOLVED:** Cr Diprose and Cr McKellar that the Charter for the Tourism Committee be adopted as reviewed with the amended function “to support an accredited Visitor Information Centre (VIC) for Grenfell.”

### **13. Tourism Committee – New Member, C2.6.26**

Following the resignation of an existing Tourism Committee member, Council called for applications for a replacement community representative.

One (1) nomination was received from Jude Bryant. As only one nomination was received, there is no requirement for an election to be held.

**RECOMMENDATION:** that Jude Bryant be appointed as a community representative on the Tourism Committee.

**227 RESOLVED:** Cr Diprose and Cr Brown that Jude Bryant be appointed as a community representative on the Tourism Committee.

**At this point the Mayor thanked Jude Bryant for her application and congratulated her on her appointment.**

**14. Heritage Committee – New Member, C2.6.22**

Following the resignation of an existing Heritage Committee member, Council called for applications for a replacement community representative.

Three (3) nominations were received from Bill Matchett, Margaret Nowlan-Jones and Maurice Simpson. As three nominations were received, an election will be required to be held.

**RECOMMENDATION:** that an election be held to appoint a community representative to the Heritage Committee.

**228 RESOLVED:** Cr Best and Cr Parlett that: -  
i) the General Manager be appointed as the returning officer.

**An election was held with Bill Matchett elected.**

**229 RESOLVED:** Cr Diprose and Cr McKellar that Bill Matchett be appointed as the community representative on the Heritage Committee.

**At this point the Mayor congratulated Bill Matchett on his appointment and thanked Margaret Nowlan-Jones and Maurice Simpson for nominating.**

**15. Australia Day Awards, C1.5.2**

My report to Council's October 2020 meeting refers.

The following nominations have been received: -

<b>Category</b>	<b>Nominations</b>
Citizen of the Year	Josh Taylor Rod Kershaw Lorette Walmsley
Senior Citizen of the Year	Anne Gault Hugh Moffitt Lain Thiel
Community Event/Organisation of the Year	Rock 'till it Rains Greenethorpe Grenfell Lions Club Inc.
Community Achievement Awards	
Youth Achievement Awards	James Death Hamish Gibson Matilda Morley

## THE GENERAL MANAGER'S REPORT

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Winners of the various awards will be determined by the nominated selection committee and will be announced at the 2021 Australia Day ceremony in Grenfell. Some awards may be presented at village ceremonies where these are held.

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

### For Information

- 230 **RESOLVED:** Cr O'Byrne and Cr Niven that Cr Brown be appointed to the Australia Day Award selection committee for the Citizen of the Year category.

### 16. Christmas Function, P1.5.1

My report to the November 2020 Council meeting refers whereby Council resolved as follows:

*"that subject to COVID-19 Coronavirus restrictions, Councillors now hold a Christmas function in conjunction with senior staff, Committee members and retired employees at the Grenfell Bowling Club on Thursday 3 December 2020."*

With the easing of COVID-19 restrictions and to allow more time to issue invitations it is now proposed to hold the Christmas Party on Wednesday, 23 December 2020 at 6:30pm at the Grenfell Bowling Club.

Invitations have been issued and other arrangements are in progress.

### RECOMMENDATION:

Confirm Action

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

### 17. January Council Meeting, C2.8.1

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

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

**RECOMMENDATION:** that Council cancel the Ordinary monthly meeting for January 2021.

- 232 **RESOLVED:** Cr Diprose and Cr O'Byrne that Council cancel the Ordinary monthly meeting for January 2021.

**18. Season's Greetings**

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

**For Information  
Noted**

**GLENN CARROLL  
GENERAL MANAGER**

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

**At this point the Mayor thanked the General Manager for doing a great job leading the staff in delivering a large number of projects during the last 12 months in these unprecedented times.**

10 December 2020

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

**1. Statement of Bank Balances as at 30 November 2020:**

Bank Account Westpac	<b>\$6,132,789.72</b>
Short Term Deposits CBA	<u>6,000,000.00</u>
<b>Total Investments</b>	<b><u>\$6,000,000.00</u></b>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 November 2020.

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

**For Information  
Noted**

**2. Statement of Loan Balances as at 30 November 2020:**

Loans ANZ Loan No...43092	1,839,815.33
ANZ Loan No...43084	<u>1,865,133.93</u>
<b>Total</b>	<b><u>\$3,704,949.26</u></b>

**For Information  
Noted**

## THE DIRECTOR CORPORATE SERVICES' REPORT

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### 3. Summary of Income - 1 November 2020 to 30 November 2020:

Rates Receipts	546,831.29
Credit Union Agency Commission	607.20
Service NSW Agency Commission	5,028.43
Interest on Investments	3,490.41
FAG Grant Instalment	356,758.25
Workers Compensation Insurance	4,363.91
Pensioner Rebate Grant	77,036.08
Roads to Recovery Instalment	415,840.00
Fixing Local Roads Grant Instalment	3,231,838.00
Development & Building Application Fees	11,019.00
CTC Income	7,771.00
Scrap Metal Recycling	4,373.60
S64 Contribution	3,730.00
Caravan Park Fees	10,220.00
Swimming Pool Entrance Charges	17,026.00
Other	21,661.40
<b>Total</b>	<b><u>\$4,717,594.57</u></b>

**For Information  
Noted**

### 4. Grenfell Library, C2.8.15

Council's Librarian has been involved in the following activities during the last month:

- Visitation numbers continue to build back towards pre COVID-19 levels. November has been the busiest month since reopening from lockdown in June.
- Thanks must go to Friends of the Grenfell Library (FOGL) for a \$1,000 donation towards the DVD Binge collection and to residents Colin and Pip Wood for a \$100 donation towards increasing the Library book Vote.
- Garth Nix online author talk attracted 199, Lauren Chater attracted 157, Fight for Planet A attracted 600 and General Sir Peter Cosgrove attracted 600 from around the state. The statistics are not available by individual library. The last author talk for 2020 is Mary Li on December 10.
- Final preparation for this year's Summer Reading Club is now completed with the program beginning on December 1 with children able to register and receive their packs.
- The Library coordinated the donation of 50 bags for the Share the Dignity bag drive.
- A presentation ceremony was held for the kids participating in the 1,000 Books Before School program. It is fantastic to see these kids learn to love books and reading. We had our first graduation with Murray Lynch completing the 1,000 books in just over a year.
- Preschool Storytime has returned each Wednesday morning. It has been great to see so many families return to the library this month.
- Preparations for the summer holidays is well underway with activities planned throughout January.

- With help from Jim and Josh the installation of the TV in the kids' section was completed. With this installed we can now stream the Story Box Library at any time.
- The new iPad and bracket have arrived with installation to occur. This will give members access to the library catalogue and their personal account.
- The usual programming of posts on Facebook and updates to the website have continued this month.

**For Information**

**234** **RESOLVED:** Cr McKellar and Cr Parlett that Council write to the Friends of Grenfell Library (FOGL) and Colin and Pip Wood thanking them for their donations.

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

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

- Shop Local Campaign
  - promoted the campaign across the Shire, collected coupons from all participating businesses, coordinated the October draw, topped up supplies of entry coupons and secured local promotion including multiple articles in the local paper.
- Distributed funding opportunities to relevant local organisations and businesses.
- Connectivity Project
  - participated in Project Control Group meetings and reviewed relevant documentation.
  - updated stakeholder list, coordinated Caragabal and emergency responder's consultation, undertook planning for December engagement sessions including Grenfell drop-in session, business session, coordinated targeted consultation with 20 local stakeholders and councillor briefing, developed a media release to promote the consultation which involved securing approval from the Department of Regional NSW and the office of the local Member and securing attendance by a member of the Department for Regional NSW.
- Reviewed and provided input into the development of four promotional videos including securing vision from Canberra airport, requested updates to Weddin Shire Council landing page, and investigated updating the Make the Move eBook.
- Sourced content for WSC ED Facebook group.
- Took bookings and enquiries for the spare office and conference room.
- Attended Regional Australia Institute's Regions Rising Webinar on creative communities.
- Arranged for refund of Small Business Month workshop funding which was unable to be held due to COVID-19 impacts.

**For Information  
Noted**

### 6. Tourism/Promotions, C2.8.11

#### Visitor Economic Contribution Update: -

In November 2020, Grenfell VIC recorded visitation which was 95% up on the same month in the previous year. There were 667 visitors serviced in November 2020 and current Destination NSW data indicates a primary economic impact of **\$170,058** to the Weddin visitor economy (domestic overnight visitor @ \$177, domestic day trip visitor @ \$165 (Central NSW visitor profile year ending March 2020)).

- Coordinated all casual staff in the VIC including managing the roster, allocating tasks and coordinating the key handover. Staffed VIC as required, including processing art gallery sales and policing the hand sanitiser and electronic sign-in station for all building users.
- Finalised decision timeline report, and updated flow chart to reflect changes to public health order. Met with Council's insurer to inform preparation of decision timeline report, coordinated presentation to Council's briefing session and to Festival meeting.
- Addressed enquiries received from Grenfell website and forwarded to relevant stakeholders.
- Participated in the review of the JO's tourism plan. Participated in online JO workshop on next phase of #wewantyouback campaign.
- Coordinated a site visit of railway corridor with representative of Transport for NSW.
- Chaired Australia Day meeting, prepared correspondence, minutes and next agenda.
- Coordinated and promoted Grenfell Christmas competition, including securing prizemoney and a judge.
- Liaised with Heritage Advisor, local stakeholder, graphic designer and sign manufacturer over Railway Station sign design. Prepared DA for signing by landowner for new Railway Station sign to be funded under the DCP Extension.
- Liaised with Heritage Advisor on design elements of the vintage signwriting project.
- Secured replacement sign at O'Brien's Hill to rectify service request relating to weather damaged signs.

**For Information  
Noted**

### 7. Arts/Tourism, C2.8.11

Council's Arts/Tourism Officer has been involved in the following activities during the last month:

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

- 'Legacy' Exhibition
  - Liaised with artist
  - Bump out exhibition
  - Compiled letter of payment for artist

- 'McCue and Mackay' Exhibition
  - Liaised with artists
  - Distributed invitations
  - Assisted with installation of exhibition
  - Ran opening function
  - Delivered posters
  - Formatted artists' bios etc. for exhibition
  - Created name plates
- Grenfell Artists Inc. Exhibition
  - Liaised with group contact
  - Liaised with artists
- Answered enquiries
- Organised volunteers
- Continued contacting potential gallery exhibitors for 2021/2022

### **Tourism & Visitor Information Centre**

Continued assisting/monitoring every person entering the building (library, hub, gallery, VIC) to record their details for contact tracing as required by the NSW Government and per our COVIDSafe Plan.

- Answered enquiries – email, phone and face-to-face
- Social media
  - 6 Facebook posts
  - 8 Instagram posts
  - 4 posts to the Weddin Shire Council Economic Development business Facebook page
  - 2 WSC Facebook posts
  - Social media engagement
- Website updates, including:
  - Business directory
  - Event listings
  - Grenfell Art Gallery exhibition information
- Weekly Questions email to database and collated replies
- October report
- Continued creating new Bird Trails of Weddin Shire brochure
- Ordered more bird trails signage
- Managed community hub bookings
- Reordered souvenirs
- WSC Shop Local campaign
  - Assisted with collecting docketts from businesses
  - Delivered more docketts to businesses that had run out
  - Organised draw of winner with Councillor
  - Organised presentation of money to winners with Councillor

- Attended meeting with DNCO and NPNSW representatives
- ATDW listings
- Organised more decorations as requested by villages
- Organised Grenfell and village Christmas decorations to be installed
- Organised postcards to be distributed by Grenfell, Quandi and Greenethorpe post offices
- Liaised with NP to request Google to change the directions given to the WMNP
- HLF Facebook post

**For Information  
Noted**

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

Council's Internet Centre Officer has been involved in the following activities during the last month:

#### **Helpdesk & System Administration**

##### **This month**

- Configure Printers for Engineering x 8
- Setup Digital COVID Sign In (Library)
- Troubleshoot issue with Magic Desktop (Library)
- Tech Support Word (EDO)
- Reconfigure Email Address in Mail App (EDO)
- Monitor user data in public data breaches and send notifications (Council)
- Configure TV in Library for Story Time
- Dropbox Help (EDO)
- Configure ApeosPort C3070 Printer (Community Hub)

##### **On going**

Install Operating System & Software Updates for On-Prem Servers

- Domain Controller x 2
- Windows Update Updates Services
- Hyper-V
- Libero
- Internal Wiki
- AV Security Management Centre

Manage Operating System & Software Updates for Workstations via WSUS

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

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

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

- Install latest content management software
- Install latest plugins
- Investigate abnormalities detected by web application firewall

Software Development

- PowerShell – update Automated Client Install Script (CTC)

### **Marketing (Internet Centre)**

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

- Share Posts on Social Media
  - Facebook
  - Twitter
  - Google Business
  - Instagram
- Search Engine Optimisation on Blog Posts
- [www.grenfellinternetcentre.com.au](https://www.grenfellinternetcentre.com.au) visited 206 times by 199 Users

### **Sales and Services**

#### **Client Enquires**

- 146 clients made enquires via telephone
- 79 clients made enquires in store
- 19 clients made enquires via email/website

#### **Sales and Services**

- Conducted Computer Repairs for 11 residential clients and 1 business clients
- Conducted Mobile Phone and Tablet Repairs for 7 residential clients
- 1 Remote Sessions
- 2 Mobile Phone & Laptop Screen Replacements
- PCs sold to 1 residential client and 1 business client
- ESET Products sold to 1 residential client
- Software, parts, and accessories sold to 7 residential clients and 2 business clients
- Ink and toner cartridges sold to 13 residential clients
- Printing and faxing for 4 residential clients

#### **Computer Tuition**

- Delivered 3 individual lessons

#### **Human Services Access Point**

- Assisted human services clients with access point usage

#### **Client Websites**

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Grenfell Rugby Club Website
- Renew email hosting Makcrete

**For Information  
Noted**

### 9. **Community Project Support Application – Grenfell Historical Society Inc., C1.1.3**

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Report to: Council  
From: Director Corporate Services  
Date: 10 December 2020  
Attachments: Community Support Application – Grenfell Historical Society Inc.  
Community Support Scoring Matrix – Grenfell Historical Society Inc.

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#### **Purpose:**

The purpose of this report is to assess the application for support from the *Grenfell Historical Society Inc.*

#### **Background:**

The *Grenfell Historical Society Inc.* is a local community group administered by volunteers that run the Grenfell Museum, look after historical artefacts and assist with family history research relevant to our local area.

The Museum is included in Council's assets and Council organises and pays for the insurance on this property. In the past Council has requested an \$800 annual contribution from the Historical Society towards the cost of the insurance on the Grenfell Museum.

#### **Issues:**

Due to the COVID-19 pandemic and its impacts, the Historical Society has been unable to open the museum. Accordingly, the Historical Society's income has been negatively impacted.

#### **Policy Implications:**

There are no policy implications as all applications for Community support are considered on a case-by-case basis not to be taken as a precedent for any other application.

#### **Financial and Resource Implications:**

Council has already paid the property insurance premiums for 2020/2021 so will not incur any additional expenditure. The financial implication of this application could be seen as a cost in the form of lost income totalling \$800.00.

#### **Internal/External Consultation:**

There has not been any specific internal or external consultation carried out.

However, Council can look to previous community consultation carried out as a guide. Support of the Historical Society and the Grenfell Museum could be considered to align with the following strategic objectives within Council's Community Strategic Plan strategy:

**4.3** *Cultural and arts facilities and events are maintained and developed.*

**6.3** *Structural assets are maintained and improved consistent with the Assets Management Plan*

**Assessment of Application:**

The application submitted was the Small <\$1,000 application form. This application form is an abridged version that requires limited information.

Reference is made to the attached scoring matrix, which provides a framework with which to assess the application.

**Community Need/Extent of Benefit** – As detailed above the activities of the Historical Society do align with several of the strategic objectives of Council.  
Score 6/10

**Project Viability** – The application is logical and coherent despite the limited information provided. The amount of information provided is appropriate to the request being made.  
Score 6/10

**Financial Viability** – This Category is not relevant to the application being made so a neutral score of 5 is given.  
Score 5/10

**Previous Funding** – No previous grants given.  
Score 6/10

**Application Quality** – All relevant questions answered and an appropriate amount of information given relevant to the application.  
Score 6/10

**Overall Score 29/50 (58%)**

**Options:**

Options available to Council are:

- 1) **Council provide no support and request the \$800 contribution from the Historical Society.**
- 2) **Council waives part of the amount and requests part of the normal contribution.**
- 3) **Council waive the full amount of the normal contribution as requested.**

**Conclusion:**

**Provide no Support** - Council can choose to do nothing and advise *Grenfell Historical Society Inc.* accordingly. This carries with it some risk at a local political level.

**Council waives part of OR the full amount of the contribution** – It would be important to make sure it is clearly understood that any waiver is a one-off decision and not a commitment to the provision of any future waivers.

**RECOMMENDATION:** that Council waive the 2020/2021 property insurance contribution required from the *Grenfell Historical Society Inc.*

**235 RESOLVED:** Cr Diprose and Cr Bembrick that Council waive the 2020/2021 property insurance contribution required from the *Grenfell Historical Society Inc.*

**At this point the Director Corporate Services thanked Council and staff for their support during his time at Weddin Shire Council.**

**LACHLAN GIBSON  
DIRECTOR CORPORATE SERVICES**

**236 RESOLVED:** Cr Parlett and Cr Bembrick that except where otherwise dealt with the Director Corporate Services' Report be adopted.

**At this point the Mayor thanked the Director Corporate Services for his fantastic efforts throughout the past year and during his seven years at Weddin Shire Council, wishing him the very best for the future on behalf of Councillors.**

**At this point the General Manager on behalf of staff thanked Lachlan for his efforts and contribution to the Weddin Shire Council over the past seven years and wished him all the very best for the future.**

10 December 2020

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

**1. Works Report – 1 November 2020 to 30 November 2020:**

1.1. Highways – Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide posting has continued on major highways during the period 1 November 2020 to 30 November 2020.

SH6 (Mid Western Highway)

- General maintenance
- Heavy patching completed
- Mini rehab on S-bend completed
- Sealed shoulder widening scoped up
- Reseal program scheduled on January 21

SH17 (Newell Highway)

- General maintenance
- Heavy patching completed
- Reseal program scheduled on January 21

1.2. Regional Roads – Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide posting has continued on regional roads during the period 1 November 2020 to 30 November 2020.

MR398 (Mary Gilmore Way)

- General maintenance
- Signs and guidepost maintenance

MR236 (Henry Lawson Way)

- General maintenance

MR237 (Gooloogong Road)

- General maintenance

MR239 (Henry Lawson Way/Young Road)

- General maintenance
- Signs and guidepost maintenance

### 1.3. Rural Local Roads – Capital Works

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

- Quandialla-Caragabal Road - Culvert replacement completed.
- New Forbes Road - Culvert replacement construction commenced, side track monitoring.
- Hancock-Flinns Road - Pavement Rehabilitation works completed.

### 1.4. Rural Local Roads – Maintenance

Routine maintenance such as slashing, patching and guide posting has continued on rural local roads during the period 1 November 2020 to 30 November 2020.

#### Maintenance Grading

- Bimbi-Caragabal Road
- McAllisters Road
- Eurabba Lane
- Taroona Lane
- Lewis Lane
- Muncks Lane
- Dunkleys Lane
- Barrs Lane
- Adams Lane
- Brundah Hall Road
- Griffiths Road
- Hancock-Williams Road
- Morangarell Road
- Langfields Road
- Porters Mount Road
- Roberts Road
- Gambarra Road
- Chappels Lane
- Freebairns Lane

#### Shoulder Maintenance

- New Forbes Road
- Back Piney Range Road
- Piney Range Hall Road

#### Culvert-Drainage Works

- Caragabal/Old Forbes Road - Finnegans Bridge

### Slashing

- Adelargo Road
- Back Piney Range Road
- Gibraltar Rocks Road
- Quandialla-Caragabal Road
- Driftway Road
- Hunters Lane
- Bland Road
- Birchs Lane
- Martins Lane
- Pinnacle Road
- Mortray Road
- Ballendene Road
- Piney Range Hall Road
- Keiths Lane
- Gerrybang Road
- Tyagong Creek Road
- Tyagong Hall Road
- Iandra Road
- Greenethorpe-Bumbaldry Road
- Greenethorpe-Wirega Road
- Greenethorpe-Koorawatha Road
- Wirimah Road
- Grenfell General Cemetery

### Tree Maintenance

- Forbes Street
- East Street
- Weddin Street
- Melyra Street
- Warraderry Street
- George Street
- Eualdrie Road

### Signs - Guidepost Maintenance

- Quandialla-Caragabal Road
- Bimbi-Quandialla Road
- Hancock-Williams Road
- Hancock-Flinns Road

**For Information**  
**Noted**

## THE DIRECTOR ENGINEERING'S REPORT

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### 2. Other Works:

#### 2.1. Parks & Ovals Report

- Parks: routine mowing, whipper snipping, edging, weeding, furniture maintenance
- Grenfell town area: tree trimming, sucker removal
- Irrigation systems maintenance
- Parks: soft fall maintenance around swings
- Bimbi Cemetery maintenance
- Caragabal Cemetery maintenance
- General mowing and whipper snipping carried out

#### 2.2. Cemeteries

The following graves have been prepared during the period 1 November 2020 to 30 November 2020:

Grenfell Lawn	- 0
Grenfell	- 0
Bimbi	- 0
Caragabal	- 0
Ashes Internment	- 1
Private Property	- 0

The following maintenance has been carried out during the period 1 November 2020 to 30 November 2020:

- General maintenance
  - Mowing/slashing
  - Facilities maintenance
  - Weed spraying/removal
- Topped up graves
- Plaques fitted
- Sprinkler repairs

#### 2.3. Sewer Mains

Three (3) sewer chokes have been attended to during the period 1 November 2020 to 30 November 2020. None were in the relined sections. The cause of all chokes was root intrusion. These chokes have been noted and will be prioritised in future sewer relining programs.

#### 2.4. Private Works

Nil private works were carried out during the period 1 November 2020 to 30 November 2020.

**THE DIRECTOR ENGINEERING'S REPORT**

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2.5. Village Area – Capital and Maintenance Works

- Quandialla Drainage design RFQ awarded, works to be completed by end of December.

2.6. Vandalism

Rural	- Nil
Urban	- Nil
<b>Progressive Cost Rural</b>	<b>\$ 0.00</b>
<b>Progressive Cost Urban</b>	<b>\$ 0.00</b>

**For Information  
Noted**

3. Future Works – 1 December 2020 onwards:

3.1. Highways

- General maintenance
- Weed spraying
- Sealed shoulder widening
- Reseal program

3.2. Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- MR236 – Safer Road Grant project survey completed and currently in design phase

3.3. Rural

- General maintenance
- Maintenance Grading:
  - Clayneys Road
  - Gibraltar Rocks Road
  - Eurabba Lane
  - Dodds Lane
  - Grahams Road
  - Lynches Road
  - Quondong Road
  - Bobelar Lane
  - Hamptons Lane
  - Grimms Lane

## THE DIRECTOR ENGINEERING'S REPORT

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- Culvert Drainage Maintenance:
  - New Forbes Road
  - Lynchs Road
  - Stewarts Road
  - Peaks Creek Road
- Slashing Maintenance:
  - As required, weather permitting
- Gravel re-sheeting as per Operational Plan
- Sucker control and table drain maintenance ongoing

### 3.4. Urban and Village

- General maintenance
- Emu Creek Rehabilitation Milestones 5 & 6 completed
- Quandialla Drainage program in its final year
- Tree trimming in various locations

**For Information  
Noted**

## 4. RMS RMCC Contract, R2.54.4

### Ordered Works

- Sealed Shoulder Widening on Mid Western Highway - commenced.
- Resealing Program on Newell and Mid Western Highways - programmed.

**For Information  
Noted**

## 5. Plant Report, P6.1.1

The following Plant Maintenance was carried out during the period 1 November 2020 to 30 November 2020 as outlined below:

PLANT NO	PLANT	DETAILS
4106	BACKHOE	ELECTRICAL REPAIRS AND HYDRAULIC UNIT REPAIRS
3957	GRAVEL TRUCK	MASTER CYLINDER & CLUTCH BRAKE REPAIRS, SERVICING AND MAINTENANCE
3957	GRAVEL TRUCK	AIR CON REPAIRS
3965	GARBAGE TRUCK	SERVICING & MAINTENANCE
4102	GRADER	AIR CONDITIONING REPAIRS
4110	MOWER	REPAIRS AND MAINTENANCE
2089	UTE	MAJOR SERVICE & REPAIRS .INCL. ELECTRICALS, LIGHTS, TRAY
4107	PATCH TRUCK	REPAIRS AND MAINTENANCE. REPAIRS TO PAVER UNIT AND AIR SYSTEM
Light Vehicle/Small Plant	NUMEROUS	SERVICING AND REPAIRS OF LIGHT VEHICLES AND SMALL PLANT ITEMS

## THE DIRECTOR ENGINEERING'S REPORT

PLANT NO	PLANT	DETAILS
3952	PRIME MOVER	MAJOR SERVICE, FUEL, HYDRAULIC, ELECTRICAL, BODY, DRIVELINE & ENGINE REPAIRS
4108	ROLLER	JOYSTICK ,ELECTRICAL AND CONTROLLER SYSTEM REPAIRS
4096	ROLLER	ENGINE, FUEL & ELECTRICAL SYSTEM REPAIRS, AIR CONDITIONING SYSTEM OVERHAUL, FILTERS ALL CABIN SEALS
RFS	SHIRE FLEET	CONTINUED YEARLY MAINTENANCE SCHEDULE, REPAIRS AS REQUIRED ON FLEET
3959	DOG TRAILER	AIRBAG AND LINE REPAIRS
4099	COMPACTOR	TRANSMISSION - REPAIRS AND DIAGNOSIS, STEERING RAM REPAIRS AND HYDRAULIC REPAIRS, PUSH BLADE REPAIRS COMPLETED
3964	WATER CART	PUMP OVERHAUL AND RENEW FITTING & HOSES, TOW PIN REPLACED. ELECTRICAL, TANK, DASH, PANELS, PAINT, SERVICE AS PER LIST
5240	SPRAY RIG	RE-ASSEMBLE DRIVE MOTORS AND CIRCUIT BOARDS AND REEL
TOWN POOL	POOL	MAINTENANCE AND REPAIRS
3955	TRUCK	DIAGNOSE ENGINE MGMT. ISSUES, REPLACE ENTIRE ENGINE HARNESS
2097	UTE	REPLACE CLUTCH, REPAIR LIGHTS AND ELECTRICALS, PERFORM MAJOR SERVICE
5106	PUMP TRAILER	OVERHAUL PUMP AND TRAILER AS REQUIRED
4116	MOWER	MAINTENANCE AND REPAIRS
5425	SLASHER	REPAIRS AND MAINTENANCE
5288	SLASHER	REPAIRS AND MAINTENANCE
2101	UTE	PREPARE FOR WORK
2100	UTE	PREPARE FOR WORK
5200	TRAILER	CONT'D FIT OUT FOR WORKSHOP TRAILER
2094	UTE	INTERCOOLER AND TURBO REPAIRS, INTAKE & ELECTRICAL REPAIRS AND MAJOR SERVICE
ADMIN	WORKSHOP /PLANT	PLANT REPLACEMENT PROGRAM, QUOTING, PROCUREMENT & NEW PLANT COMMISSIONING ETC.
4117	MOWER	BELT/DECK REPAIRS
4103	TRACTOR	CLUTCH AND PTO REPAIRS
5084	ROAD BROOMS	REPAIRS TO DRIVES AND BROOMS AS W.O.P
4111	RUBBER ROLLER	BREAKDOWN REPAIRS, FUEL SYSTEM REPAIRS
4115	FORKLIFT	BREAKDOWN REPAIRS & ELECTRICAL REPAIRS
3961	TRUCK	ELECTRICAL, DRIVELINE AND PANEL REPAIRS
3962	TRUCK	AIR CONDITIONING REPAIRS, EXHAUST REPAIRS, ELECTRICAL REPAIRS
PLANT INSPECTION	ROAD PLANT	INSPECTION FOR COMPLIANCE OF CONTRACTORS ROAD PLANT.

**For Information  
Noted**

## THE DIRECTOR ENGINEERING'S REPORT

### 6. Noxious Weeds Report, C2.8.12

The following Noxious Weeds Activities were carried out during the period 1 November 2020 to 30 November 2020 as outlined below:

<u>Activity</u>	<u>Location</u>
Administration	Monthly reporting
	Mapping
	BIS uploads
	Email replies to relevant emails
Publicity	Public awareness: Green Cestrum - great result, have received numerous calls in regards to plant ID also control measures
Mapping	BIS compliance - all fields working well & uploads completed each month
Meeting	MVWC & LVWC, Joint meeting held, emailed report Weddin presentation on Coolatai Grass: DPI & RPO very happy with presentation, emailed copy
Training	Biosecurity Trainee – Tocal college, completed Cert III – Conservation Land Management
Property Inspections	Inspected & provided control advice on Green Cestrum Attended a property that reported to have Broomrape, have confirmed it is Broomrape - Minor which is no concern, it is not prohibited
Roadside Inspections & Reactive Treatment of Wweeds if required	Yambira area Bumbaldry area Bungalong area landra area Cudgymagunty area Tyagong area Brundah area
High Risk Weed Road Inspections	Henry Lawson Way (MR239): Weed marker maintenance SH17 & SH6: Several new incursion sites across the Central West – Parthenium Weed – no sightings in Weddin, regular inspections due to continuing Parthenium outbreaks Bland Road – a known Parthenium site
Weeds Treated	Prickly Pear, St Johns Wort, Scotch thistle, Sweet Briar
Council Owned Land Inspections	Grenfell Town Area Caragabal area Bumbaldry area Bimbi area Quandialla area
TSR Inspection	SH6 Driftway Road Henry Lawson Way (MR236) Mary Gilmore Way Stock Route Road Gooloogong Road
Rail Inspection	Quandialla area Grenfell town area Greenethorpe area

**THE DIRECTOR ENGINEERING’S REPORT**

Other High Risk Weed Sites Inspections	Cemeteries Camping areas Rest stops Tourist sites Silos Reserves
Slashing Spraying Program	Slashing in progress
Sucker Control	Continuous sucker control on various roads On request or sightings Various vegetation control being carried out

**For Information  
Noted**

**7. Grenfell Main Street Renewal, R2.4.19**

At its 2020 August meeting, Council resolved to decline all tenders received and engage a project management office (PMO) to analyse and estimate the total project costing.

Council has been working closely with the PMO to develop a preliminary timeline which is pragmatic and derived from a holistic approach.

On Wednesday, 25 November 2020 Council’s Mayor, General Manager, Director Engineering, Team Leader - Engineering, and Project Engineer met with the businesses that are to be directly affected by the works. Each business was provided a set of plans detailing the construction and landscaping works. This was well received and provided valuable feedback which prompted Council to make minor alterations, preventing issues before they had the opportunity to arise.

From all accounts the contact was well received, the consensus remains that everyone is looking forward to seeing the works come to fruition.

The relocation of Essential Energy assets continues to be the limiting factor on the critical path. Pavement construction cannot commence before the electrical assets are relocated however, the approvals process for the relocation is controlled by Essential Energy. Council have engaged a contractor to undertake a ‘design and construct’ to manage both the relocation and approvals process.

The scope of the Stormwater and Kerbing proposed in front of the Railway Hotel, due to commence prior to Christmas, has been reduced to minimise impacts on the businesses trading in their busiest time of year.

The additional geotechnical testing that Council undertook has returned, confirming that the initial design for the pavement on the Eastern section was overly conservative and can be reduced saving extra funds.

Council has created a project webpage to give frequent updates to the community and enable any member of the public to ascertain the latest project information. The URL of the webpage is <https://grenfell-main-street-renewal-weddin.hub.arcgis.com/>

## THE DIRECTOR ENGINEERING'S REPORT

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At present the following Items have been secured for the Project:

- Stormwater Pipes
- Strata-Vault System for Trees
- Trees - Will be held by nursery until required
- Street Signs

Delivery of assets for installation has commenced with several concrete pipes and nearly 1km of drainage coil now onsite. This will continue to expand as more deliveries arrive, however should not overly impact on the amenity of those caravanning on the grounds currently.

Final work packages are nearing completion with a select few mentioned below:

- Gravel supply - Awaiting confirmation of pavement depths before Council can release a package
- Tree planting/installation package will be released next year with landscaping not proposed until May 2021
- Large electrical conduit installation
- Automated irrigation system installation

The Project timeline is on schedule as per below:

<b>Main Street Renewal Works Tentative Schedule</b>	
<b><u>Date</u></b>	<b><u>Activity</u></b>
19 November 2020	Appoint contractor to undertake stormwater installation
December 2020	Sod-Turning Ceremony
	Establish and commence Western part of Stage 1
	Disestablish for Christmas
January 2021	Re-establish and commence deconstruction/construction
March 2021	Relocate Essential Energy
April 2021	Disestablish for Easter
	Re-establish and commence construction of pavement
May 2021	Landscaping and Asphaltting
June 2021	Handover

**For Information**

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

**Noted**

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

### 8. Fixing Local Roads Program, R2.52.1

Council has secured \$4.83 million under the Fixing Local Roads program. The projects which received funding under this program are:

- Pullabooka Road Rehabilitation      \$3,898,702
  - due to commence in February 2021
- Nowlans Road Re-Sheeting            \$504,800
  - due to commence in February 2021
- Back Piney Range Road Sealing      \$213,410
  - sealing has commenced with the remaining works to be completed in January 2021

The successful projects will see a positive impact on tourism and heavy vehicle routes.

**Cr McKellar previously submitted a written declaration of interest for items 8 and 9 and left the room.**

**For Information  
Noted**

### 9. Local Roads and Community Infrastructure Program, R2.78

Council has been offered \$635,335 under the Local Roads and Community Infrastructure (LRCI) Program. The program aims to assist a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement.

The following projects were nominated for funding and the successful Tenderer was awarded by Council at its November 2020 meeting:

- Replacement of Back Piney Range Road Culvert (ID: CU0084)
- Replacement of Hancock-Flinns Road Culvert (ID: CU0532)

The initial cost estimate of the above projects was greater than that of the Tender awarded, \$235,310 (Excl GST) and as such it is now proposed to allocate the funding as follows:

- \$117,655 for the Replacement of Back Piney Range Road Culvert (ID: CU0084)
- \$117,655 for the Replacement of Hancock-Flinns Road Culvert (ID: CU0532)
- \$21,000 for the Geometry Rectification through Stabilisation of Hancock-Flinns Road
- \$259,025 to go toward the Main Street Renewal

As the winter crop harvest commences in October and will continue through to January, it is proposed to commence the culvert construction after this period so as to cause minimal disruption to farmers. The culverts do have a reduced speed limit enforced along with a single traffic lane width to safely allow B-doubles access.

**RECOMMENDATION:** that Council approve the amended project nomination as follows: -

- i) \$117,655 for the Replacement of Back Piney Range Road Culvert (ID: CU0084)
- ii) \$117,655 for the Replacement of Hancock-Flinns Road Culvert (ID: CU0532)
- iii) \$21,000 for the Geometry Rectification through Stabilisation of Hancock-Flinns Road
- iv) \$259,025 to go toward the Main Street Renewal.

**237 RESOLVED:** Cr Diprose and Cr Brown that Council approve the amended project nomination as follows: -

- i) \$117,655 for the Replacement of Back Piney Range Road Culvert (ID: CU0084)
- ii) \$117,655 for the Replacement of Hancock-Flinns Road Culvert (ID: CU0532)
- iii) \$21,000 for the Geometry Rectification through Stabilisation of Hancock-Flinns Road
- iv) \$259,025 to go toward the Main Street Renewal.

**Cr McKellar returned to the room.**

#### **10. Local Roads and Community Infrastructure Program Extension, R2.78**

Council has secured a further \$518,531 in funding under the Local Roads and Community Infrastructure (LRCI) Extension Program.

The following projects have been resolved for construction:

- \$303,683 for the replacement of Arramagong Road Culvert (ID: CU0075)
- \$214,848 to go toward the Main Street Renewal Project

Tenders have now closed on Tenderlink and the tender evaluation and recommendation will be reported to Closed Council.

As above, it is proposed to commence the culvert construction after the harvest period so as to cause minimal disruption to farmers.

**For Information  
Noted**

#### **11. Bogolong Dam Safety Analysis, E3.6.4**

The successful tenderer of the Bogolong Dam Safety works has issued a project timeline, which is outlined below.

In recent conversations with the contractor they have stated that they have completed the laboratory testing and are in the final stages of the slope stability assessment.

A draft Final Report will be issued to Council on 18 December 2020. This Report will be addressed at the next meeting of the Bogolong Dam Committee before being submitted to Council at its February 2021 meeting.

<b>Bogolong Dam Tentative Safety Works Schedule</b>	
<b><u>Date</u></b>	<b><u>Activity</u></b>
14-Sept-2020 to 06-Oct-2020	Drilling Onsite investigation - completed
07-Oct-2020 to 06-Oct-2020	Laboratory testing - completed
27-Oct-2020 to 14-Dec-2020	Remedial options design phase
	Stability analysis design phase
	Piping risk assessment
15-Dec-2020 to 23-Dec-2020	Final Reporting Issued to Council

**For Information  
Noted**

**12. 2018-2019 Bimbi Floodplain Management Program, T1.6.75**

As previously reported Council has awarded the successful tenderer for the project. The project timeline is attached on the following page.

**For Information  
Noted**

## THE DIRECTOR ENGINEERING'S REPORT

Milestone number	Milestone	Activities	Outputs	Projected milestone completion date (dd/mm/yyyy)
1	Data collection review	Hydrologic and hydraulic data collection, inception meeting, field inspection	Progress Report Stage 1	20-08-20
2	Hydrologic and hydraulic modelling, community survey	Model for different design storm events on existing conditions, hydrographs, flood mapping, hazard assessment, community survey submissions assessed, submit draft Flood Study, initial FRMC meeting	Initial community consultation, draft Flood Study	22-01-21
3	Flood damages, hazard category and FRM options assessment	Assessment of floodplain risk management options	Draft Flood Risk Management Study (FRMS) report completed progress on Flood Risk Management Plan (FRMP)	30-04-21
4	Public exhibition of draft FRMS	Community consultation, FRMC meeting, public exhibition of draft FRMS	Final Flood Study report and draft Flood Risk Management Study publically exhibited	30-07-21
5	Final FRMS and draft FRMP	Assessment of exhibition comments, FRMC meeting, final assessments of future management options, preparation of final FRMP, prepare files for handover	Public submissions assessed and FRMP finalised based on submissions, final FRMS&P completed.	30-09-21
6	Completion of Flood Study, Flood risk Management study and plan.	Submit final plan to Council for adoption. Handover Study Material	Flood Risk Management Study & Plan adopted by Council, handover materials submitted to Council and uploaded to NSW DPIE portal	30-11-21
7	Final Report		Grant acquitted	31-12-21

**13. Quandialla-Caragabal Road Major Culvert (CU0243) Replacement, R2.10.129**

Council has now completed the Major Culvert Replacement on Quandialla-Caragabal Road.

Through extensive mediation and communication with key community member representatives, Council was able to successfully complete the project prior to harvest thereby minimising community disruption.



**For Information  
Noted**

**14. Off-Leash Dog Park, A4.4.1**

Council has initiated the project and is on track to be completed April 2021. The following project items are currently underway:

- Fencing
- Shelters
- Agility Course Equipment
- Seating



The trees and vegetation planting will commence in February 2021. This will avoid planting during extreme heat as specified and recommended by the supplying nursery.

**For Information  
Noted**

**15. Launch of Your High Street Grant Program, G2.11.1**

The Department of Planning, Industry and Environment (the Department) is inviting local Councils to apply for up to \$1 million in grants as part of the \$15 million Your High Street program to make permanent changes that improve the amenity of a high street in their area.

Council intends to nominate a project which aims to update the existing street furniture within the Main Street, Grenfell.

The Main Street Renewal Masterplan outlines only existing street furniture relocation. If Council was successful under this grant it would allow the furniture family recently placed on public exhibition to be implemented upon its adoption.

**RECOMMENDATION:** that Council approve the project nomination under the 'Launch of Your High Street Grant Program' for the upgrade of furniture on the Grenfell Main Street.

**238** **RESOLVED:** Cr Brown and Cr McKellar that Council approve the project nomination under the 'Launch of Your High Street Grant Program' for the upgrade of furniture on the Grenfell Main Street.

**At this point the Director Engineering expressed his gratitude to the Director Corporate Services for their time working together and wished him well in his future endeavours.**

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

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

**At this point the Mayor thanked the Director Engineering for his efforts during the past year in delivering a number of large projects for the Weddin Shire.**

10 December 2020

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

Dear Sir,

I wish to report as follows: -

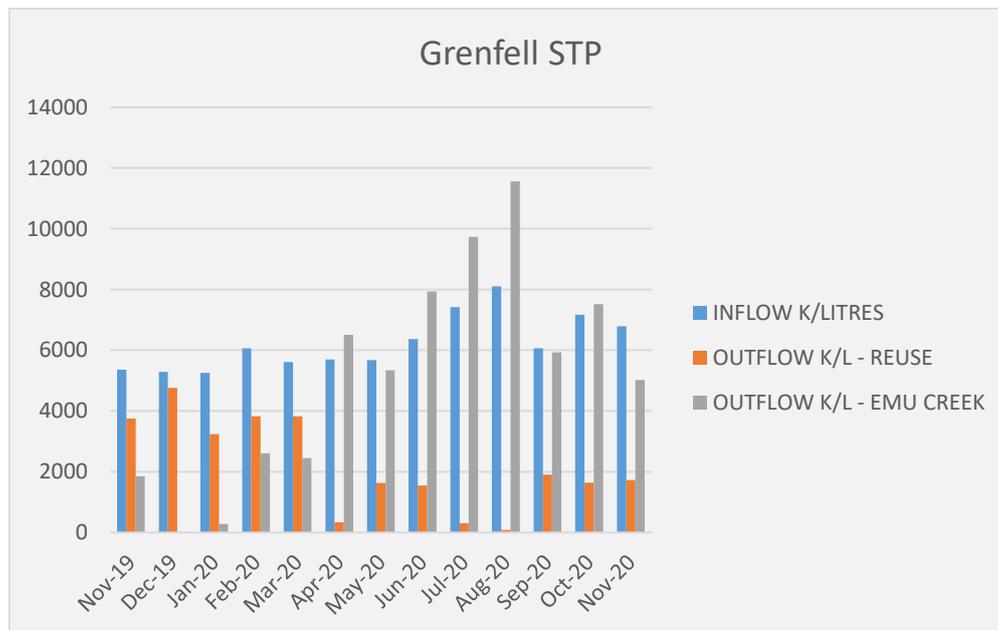
**A Public Health and Environmental Matters**

**A1. Sewerage Treatment Works, S1.1.1**

Total inflow through the Works during the period 1 November 2020 to 30 November 2020 was 6,790kL with a daily average of 226.33kL. Outflow for irrigation for reuse was 1,726kL and discharge to Emu Creek was 5,021.7kL.

The highest daily recording of 280kL occurred for the 24 hours ending 6:30am on 24 November 2020 and the lowest of 179kL for the 24 hours ending 6:30am on 27 November 2020.

A total rainfall of 37.5mm was recorded for the month.



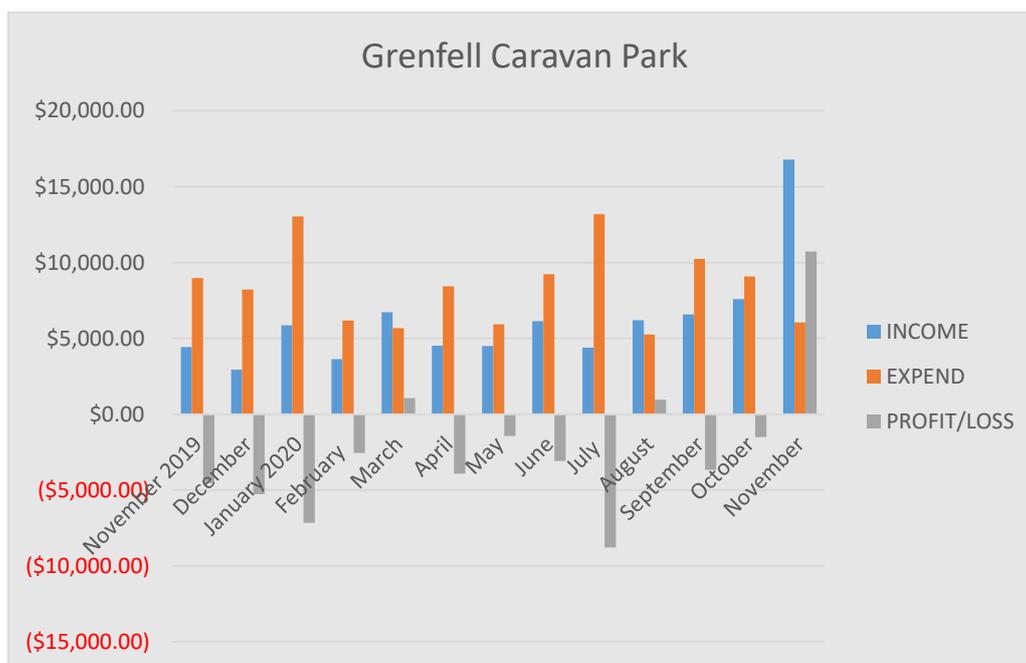
**For Information  
Noted**

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

### A2. Caravan Park Operations, P2.3.3

Income during the period 1 November 2020 to 30 November 2020 was \$16,795.00 with expenditure of \$6,061.01 resulting in an operational profit of \$10,733.99 for the month. The income for November was higher than normal due to staff accommodation being paid for the previous 4 months.

There were 317 sites occupied during the period 1 November 2020 to 30 November 2020.



For Information  
Noted

### A3. Grenfell Aquatic Centre, P2.3.1

<b>Total Attendance:</b>	<b>5301</b>	<b>School Usage:</b>	856
<b>Daily Average:</b>	176	<b>Other Usage:</b>	856
<b>Cash Attendance:</b>	335 (Child)	<b>Season Ticket Sales</b>	
	265 (Adult)	Adult:	3
		Pensioner:	16
<b>Season Ticket Attendance:</b>	1788 (Child)	Family:	25
	1204 (Adult)	Child:	12

For Information  
Noted

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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### **A4. Quandialla Swimming Pool, P2.3.2**

<b>Total Attendance:</b>	<b>703</b>	<b>School Usage:</b>	35 (Bribbaree)
<b>Daily Average:</b>	23		25 (Quandialla)
			38 (Caragabal)
<b>Cash Attendance:</b>	63 (Child)	<b>Season Ticket Sales</b>	
	46 (Adult)	Adult:	5
		Pensioner:	0
<b>Season Ticket Attendance:</b>	318 (Child)	Family:	25
	169 (Adult)	Child:	8

Activities for the month –

- School Swimming Program began Monday 30 November with Bribbaree, Quandialla and Caragabal Public Schools.
- Bribbaree Public School attending every Friday during November.

**For Information  
Noted**

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

### **B Planning and Development Matters**

#### **B1. 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).

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
61/2020	Weddin Shire Council	Signage on side of IGA	\$7,500	LOT: 6 DP: 449868 110 Main Street GRENFELL NSW 2810
64/2020	Mrs JM Dawes	Shed	\$27,000	LOT: 1 DP: 724965 72 West Street GRENFELL NSW 2810
65/2020	Mr WB Harris	Verandah Roof	\$6,500	LOT: 1393 DP: 754578 165 Gooloogong Road GRENFELL NSW 2810
66/2020	Mr S James	Inground Swimming Pool	\$38,380	LOT: 2 DP: 1177423 5023 Henry Lawson Way GRENFELL NSW 2810

**For Information  
Noted**

#### **B2. Construction Certificates**

The undermentioned applications were received and determined under delegation.

<b>CC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Address</b>
22/2020	Mr PJ Mellon	Shed	LOT: 582 DP: 754578 28 Star Street GRENFELL NSW 2810
64/2020	Mrs JM Dawes	Shed	LOT: 1 DP: 724965 72 West Street GRENFELL NSW 2810
65/2020	Mr WB Harris	Verandah Roof	LOT: 1393 DP: 754578 165 Gooloogong Road GRENFELL NSW 2810
66/2020	Mr S James	Inground Swimming Pool	LOT: 2 DP: 1177423 5023 Henry Lawson Way GRENFELL NSW 2810

**For Information  
Noted**

**B3. Complying Development Applications**

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

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

**For Information  
Noted**

**B4. Grenfell Sewerage Treatment Plant (STP) Upgrades, S1.1.5**

The site inspection held on Wednesday, 2 December 2020 for Councillors and senior staff was a success and those attending gained firsthand knowledge of the new Sewer Treatment Plant construction and were treated to a BBQ breakfast organised by *Haslin Constructions*. Progress photos have been circulated.

**RECOMMENDATION:** that Council write to *Haslin Constructions* expressing its appreciation of the site visit.

**240** **RESOLVED:** Cr Brown and Cr McKellar that Council write to *Haslin Constructions* expressing its appreciation of the site visit.

**B5. Community Arts Building, Rose Street, Grenfell, P2.3.17**

Work on the Community Arts Building is progressing with the front verandah now completed and side verandah next for demolition. Reconstruction photos have been circulated.

**For Information  
Noted**

**B6. Grenfell Racecourse Trust – Public Amenities Building & Demolish Existing Building DA 52/2020**

The Grenfell Racecourse amenities building has now been completed using local Tradesman Mr D Lennane, Mr R Walsh and Mr T Hazell. See photos attached.

**For Information  
Noted**

**B7. Mayor's New Office, C2.2.7**

The Mayor's office has now been completed, again local contractors, Mr D Lennane and Mr L Armstrong, were employed.

**For Information  
Noted**

**B8. Planning Strategy, T2.3.1**

Following the recent adoption of the Local Strategic Planning Statement (LSPS) by Council, it is proposed to have Mr Andrew Napier of iPlan Projects address Council at its February 2021 meeting in regards to the way forward in implementing some of the planning strategies identified such as:

- the preparation of an integrated Village Enhancement Plan (VEP)
- identified possible future industrial land areas.

**For Information  
Noted**

**B9. Iandra Caste, Greenethorpe, H2.4.7**

Iandra Castle buildings sustained significant damage during the severe storm experienced recently on Tuesday, 1 December 2020.

The owner (Rod Kershaw) has applied to NSW State Heritage for emergency heritage funding for the following storm-damaged buildings located on the State Heritage listed site:

1. Church
2. Blacksmith Shop
3. Bookkeeper's Cottage
4. Blade Shearing Shed.

**For Information  
Noted**

**B10. Fencing Application from N O'Brien – 39 Brundah Street, Grenfell, B1.11.3**

A fencing application has been received from the owner of 39 Brundah Street, Grenfell. The application does not conform to Council's fencing policy, and the applicant/owner requests a variation to the fencing policy.

The proposal is for a front boundary colorbond fence that is 1.5m tall (see attached diagram and photos) whereas Council's fencing policy stipulates a maximum height of 1.2m for a front boundary fence.

The adjoining allotment is Crown Lease land and no effect on traffic sighting is involved with the application.

**RECOMMENDATION:** that Council's fencing policy, in this instance be varied to allow for a 1.5m tall front boundary colorbond fence as detailed on the submitted plan.

**241** **RESOLVED:** Cr Brown and Cr Bembrick that Council's fencing policy, in this instance be varied to allow for a 1.5m tall front boundary colorbond fence as detailed on the submitted plan.

### **B11. NetWaste Chemical Cleanout, E3.3.12**

#### **EXECUTIVE SUMMARY**

A selective quotation process was coordinated by NetWaste in September 2020, on behalf of sixteen (16) participating NetWaste Councils.

The services required from the successful quote on behalf of the participating Councils include:

- Undertaking the servicing of each HCC event within the required timeframes in April/May 2021
- Provide safe EPA licensed and environmentally approved transport, disposal, and reprocessing methods to the household chemical products collected within the NetWaste region
- Provide and collate reports to NetWaste, and the respective Councils as required outlining the volume and range of chemicals collected from each participating HCC Council event

The purpose of this report is to seek Council's endorsement to engage a contractor to collect, transport, and dispose/recycle household hazardous chemicals collected from the nominated Collection Centres and specified Storage Enclosures throughout the region.

#### **FINANCIAL IMPLICATIONS**

Chemical collection event 100% funded by DPIE/EPA, Paintback LTD, and NetWaste - NIL cost for event hosting and chemical collection.

Nominal advertising charge for each Council \$1000 for each half day event, \$2000 for each full day event (includes TV, Radio, Print, and Social Media).

#### **POLICY AND GOVERNANCE IMPLICATIONS**

A contract will result from the appointment of a Contractor for the period for the collection, removal, storage, and disposal of chemicals collected from the nominated Collection Centres.

It is recommended that if Council confirm participation in the NetWaste contract, notification be given to Council insurers about the upcoming service due to the hazardous nature of the material collected and responsibilities under the *Protection of the Environment Operations Act 1997* (POEO Act).

**RECOMMENDATION:** that Council confirms its acceptance of the quotation submitted by *Environmental Treatment Solutions* (ETS) dated 25 September 2020, and to take part in the 2021 Regional Household Chemical Clean Out contract.

#### **FURTHER CONSIDERATIONS**

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

#### **SUPPORTING INFORMATION**

The term of the service is for 37 days for all Regional Councils hosting their own Household Chemical Collection event at their nominated site(s).

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Upon the quotation being awarded, each Council shall enter a separate identical Contract with the Contractor. The sixteen (16) NetWaste Councils committed to participating in the quotation process include:

- |                              |                                  |
|------------------------------|----------------------------------|
| 1. Bathurst Regional Council | 9. Lithgow City Council          |
| 2. Blayney Shire Council     | 10. Mid-Western Regional Council |
| 3. Bogan Shire Council       | 11. Narromine Shire Council      |
| 4. Broken Hill City Council  | 12. Orange City Council          |
| 5. Cabonne Council           | 13. Parkes Shire Council         |
| 6. Dubbo Regional Council    | 14. Warren Shire Council         |
| 7. Forbes Shire Council      | 15. Warrumbungle Shire Council   |
| 8. Lachlan Shire Council     | 16. Weddin Shire Council         |

The selective quotation process (F3536) began on 7 September 2020 and closed at 2pm on 25 September 2020 with two (2) submissions received from *Cleanaway* and *Environmental Treatment Solutions* (ETS).

The quotations were evaluated against the following criteria and weightings:

- Quotation Price(s) (40% weighting);
- Supplier's experience in relation to and working with multiple Councils individually and through regional waste groups such as NetWaste (20% weighting);
- Demonstrated capacity to provide the service (20% weighting);
- Ability to undertake works within required timeframes (15% weighting); and
- Environmental Management and Work Health and Safety systems (5% weighting).

Evaluation Criteria	Commentary & Summary of scoring
Quotation Price(s)  <b>(40% weighting)</b>	<p><b>Primary Considerations:</b> The standard formula to score each submission was not utilised due to the nature of the tender. However, the quote was scored as a raw score based on whether the quoted rates was satisfactory or not.</p> <p><b>Score (out of 5):</b>            Environmental Treatment Solutions (ETS) scored 5, as it was satisfactory that Councils would not have to further fund the collection of scheduled chemicals and event hosting.            Cleanaway scored 3 due their quote being much higher, which could not guarantee either full event funding by the EPA, and that Councils may have had to co-contribute funds for the collection events.</p>

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Evaluation Criteria	Commentary & Summary of scoring
<p>Supplier's experience in relation to and working with multiple Councils individually and through regional waste groups such as NetWaste</p> <p><b>(20% weighting)</b></p>	<p><b>Primary Considerations:</b> Required information supplied by tenderer, including level of detail provided; transport, processing, and recycling; level of experience in a regional setting; licencing from relevant authorities including EPA.</p> <p><b>Score awarded (out of 5):</b> ETS scored 4 due to their local and regional experience. Cleanaway scored 4.5 due to their other extensive regional campaigns, and State-wide Community Recycling Centre contract.</p>
<p>Demonstrated capacity to provide the services</p> <p><b>(20% weighting)</b></p>	<p><b>Primary considerations:</b> Required information supplied by service provider. Staff allocation, equipment, material processing ability. Performance in meeting contract requirements from the Council events.</p> <p><b>Score awarded (out of 5):</b> ETS scored 4 due to their previous work with regional chemical collection. Cleanaway scored slightly higher at 4.5 due to similar ability, and were able to provide a forklift for events at no charge to Councils.</p>
<p>Ability to undertake works within a required timeframe</p> <p><b>(15% weighting)</b></p>	<p><b>Primary Considerations:</b> Workable timeframes</p> <p><b>Score awarded (out of 5):</b> ETS scored 4 (37-day cycle). Cleanaway scored 4.5 (31-day cycle) due to a slightly shorter timeframe.</p>
<p>Environmental Management and Work Health and Safety (WHS) systems</p> <p><b>(5% weighting)</b></p>	<p><b>Primary Considerations:</b> Has an environmental sustainability strategy; complying with relevant Work Health and Safety requirements; quality management system in place.</p> <p><b>Score awarded (out of 5):</b> Both ETS and Cleanaway scored 4 due to identical environmental management systems (EMS) that are independently audited. Both were able to present a high level of corporate documentation including environmental strategy, work health and safety systems, and EPA licenced facilities.</p>

The total score out of 5 was as follows:

Tenderer	Score
ETS	4.2/5
Cleanaway	4.1/5

Environmental Treatment Solutions has worked with NetWaste on many occasions and are local to the region. Up to 70% of the material collected will be processed at their Blayney treatment plant stimulating the local economy. In their quotation submission they were able to present a high level of documentation, demonstrating their capacity as an organisation to deliver the service to the 16 participating Councils in the NetWaste region, including an independently audited Environmental Management System (ISO14001) that meets international standards.

NetWaste is contributing a significant amount of funding to coordinate a regional advertising campaign through both radio and television to ensure a strong response from the community.

Each participating Council to the resultant Contract will enter a separate Contract in accordance with the General Conditions of Contract. Individual contracts will be issued to each of the 16 Councils with the service to commence in late April to May 2021.

- 242** **RESOLVED:** Cr Diprose and Cr Niven that Council confirms its acceptance of the quotation submitted by *Environmental Treatment Solutions* (ETS) dated 25 September 2020, and to take part in the 2021 Regional Household Chemical Clean Out contract.

**B12. Development Application DA 67/2020 – Lot 1 DP 370182, 139 Burrangong Street, Grenfell (Former Medical Centre)**

**Precis:** The Development Application DA 67/2020 - Proposed alterations to an existing building is reported to Council, as the advice of Council's Heritage Advisor in this instance has not been fully implemented.

**Budget:** Nil

**RECOMMENDATION:** that Council: -

- i) note the reason for the decision is that the proposal largely complies with Section 4.15 of the *Environmental Planning and Assessment Act 1979*
- ii) approve Development Application DA 67/2020 for alterations to the existing building at Lot 1 DP 371082 - 139 Burrangong Street. Grenfell subject to the conditions stipulated below.

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

**1. MANDATORY GENERAL**

- (1) Development is to be in accordance with the approved plans. The development is to be implemented in accordance with the plans and supporting documents stamped and approved and set out in the following table except where modified by any conditions of this consent:

<b>Plan</b>	<b>Prepared by/Reference /Dated</b>
Demolition/Construction Plan	Lil Wilson Design Dated 19/11/2020
New Floor Plan	Lil Wilson Design Dated 19/11/2020
Existing & Proposed Elevations	Lil Wilson Design Dated 19/11/2020

## **ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

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In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

- (2) Prior to the occupation or use of the building an Occupation Certificate is to be obtained and where the Council is not the PCA a copy submitted to Council.

*Reason: Statutory requirement*

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

Note: 48 hours’ notice is required prior for all inspections

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

## **2. NOISE**

- (1) Construction or demolition work must only be carried out within the following times:
- a) Monday to Friday – 7:00 am to 7:00 pm;
  - b) Saturday – 8:00 am to 1:00 pm if audible on other residential premises, otherwise 7:00 am to 5:00 pm;
  - c) No work to be carried out on Sunday or Public Holidays if it is audible on other residential premises.

*Note: The principal contractor shall be responsible to instruct and control their sub-contractors regarding the hours of work.*

*Reason: Statutory requirement and Public interest*

**3. DEMOLITION**

- (1) The demolition work is to be undertaken in accordance with the requirements of Australian Standards AS2601 – 1991 – ‘The Demolition of Structures’ and NSW Workcover requirements

*Reason: Statutory requirement and Public interest*

**4. PLANNING GENERAL**

- (1) The development shall only be conducted on: Monday – Friday between 8.00am – 6.00pm and Saturday 8.00am – 12.00pm. No work on Sunday or Public Holidays.

*Reason: Statutory requirement and Public interest*

**5. CHANGE OF USE**

- (1) A hoarding or fence must be erected between the work and the public place. If necessary an awning is to be erected, sufficient to prevent any substance from or in connection with the work falling into the public place. Further, the work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

*Note 1: Any such hoarding, fence or awning is to be removed when the work has been completed.*

*Note 2: Any external lighting required by this condition is to be designed and positioned so that at no time will any light be cast upon any adjoining property.*

*Reason: Public Amenity*

**6. BCA**

- (1) A final fire safety certificate must be issued for the building prior to the issue of an Occupation Certificate. As soon as practicable after a Final Fire Safety Certificate is issued, the owner of the building to which it relates:
- i) must cause a copy of the certificate (together with a copy of the current fire safety schedule) to be given to the Commissioner of New South Wales Fire Brigades; and
  - ii) must cause a further copy of the certificate (together with a copy of the current fire safety schedule) to be prominently displayed in the building.

## **ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

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- (2) On completion of the proposed building work, the owner shall provide Council with a certificate from a competent person in respect of each Essential Service installed in the building. The owner of the building shall provide Council with a further Certificate (with respect to each Essential Service installed in the building) at least once in every twelve (12) months thereafter.

*Reason: To ensure the compliance with relevant legislation and risk to occupants is minimised.*

- (3) An emergency lighting system shall be provided within the building. The emergency lighting system shall comply with Australian Standard 2293.1.

*Reason: To ensure the compliance with relevant legislation and risk to occupants is minimised.*

- (4) Portable fire extinguishers containing an extinguishing agent suitable for the risk being protected must be installed in accordance with Australian Standard 2444 and Table E1.6 of the Building Code of Australia.

*Reason: to ensure the compliance with relevant legislation and minimise risk to occupants.*

- (5) A door forming part of a required exit must be readily openable without a key from the side that faces a person seeking egress, by a single hand downward action or pushing action on a single device, which is located between 900 mm and 1200 mm from the floor.

*Reason: to ensure the compliance with relevant legislation and minimise risk to occupants.*

## **PLANNING REPORT**

### **Introduction**

Development Application DA 67/2020 proposes alterations to the existing building including a new office layout and disabled WC and new façade comprising a rendered front over the existing brickwork in “Dune” colour, new entry doors and business signage (See elevation plan).

The application was lodged with Council on 8 November 2020 following email advice back and forth with the applicant. The applicant is Lil Wilson Design on behalf of the owners Balance Accountants and Advisers.

### **Description of site**

Lot 1 DP 370152 - 139 Burrangong Street GRENFELL (former old medical centre). The Lot is Zoned B2 Local Centre and is within Grenfell Heritage Conservation Zone.

An existing single storey commercial office building is currently existing on the site which is proposed to have internal office alterations, rendered facade and new entry doors.

### **Environmental Impact Assessment**

In determining a Development Application, a Consent Authority is to take into consideration such of the matters as are of relevance to the Development in accordance with Section 4.15(1) of the *Environmental Planning and Assessment Act 1979*. The following section provides an evaluation of the relevant Section 4.15 matters for consideration of DA 67/2020:

#### S4.15(1)(a)(i) Any Environmental Planning Instrument

The subject land is Zoned B2 Local Centre under the provisions of the Weddin Shire Council Local Environmental Plan 2011. The use of the land for commercial purposes (offices) is permitted in the zone with consent.

Clause 2.3(2) of the Weddin Shire Council Local Environmental Plan 2011 (WLEP) requires that:

*“The Consent Authority must have regards to the objectives for development in a zone when determining a Development Application in respect of land within that zone”*

The B2 Local Centre Zone objectives are:

- *To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.*
- *To encourage employment opportunities in accessible locations.*
- *To maximise public transport patronage and encourage walking and cycling*

The proposal meets the objectives of the Zone.

#### S4.15(1)(a)(iii) Any Development Control Plan (DCP)

Chapter 10 Commercial Development in Weddin Shire Council DCP applies and the proposal is generally in accordance with Cl 10 of the Weddin Shire Council DCP.

Chapter 13 Heritage - the building is not a listed Heritage Item but is within the Grenfell's Urban Conservation Area and the application has been referred to Council's Heritage Advisor. Whilst the response was not timely from the Heritage Advisor the comments of the Heritage Advisor have been considered and whilst the Heritage Advisor's advice is to paint the existing front red brick wall in a light cream colour and no render it is felt that the proposed render in a dune colour is acceptable in this instance as proposed by the applicant (copy of Heritage Advisor's advice dated 14 October received by email on 26 October attached).

#### S4.15(1)(a)(iii)(a) Provision of any Planning Agreement

There has been no planning agreement entered into under Section 7.4 of the *Environmental Planning and Assessment Act 1979* by the applicant in relation to the proposed Development. Similarly, the applicant has not volunteered to enter into a draft planning agreement for the proposal.

#### S4.15(C)(1)(a)(iv) The Environmental Planning and Assessment Regulations 2012

Section 4.5(1)(a)(iv) requires Council to also consider Clauses 92, 93 and 94A of the EPA Regulation. The following provides an assessment of the relevant clauses of the Regulation:

- **Clause 92 – The Government Coastal Policy** – The policy does not apply to Weddin Shire therefore CI92(1)(a) and(b) are not applicable to this Development proposal. The proposal does involve the demolition of part of the internal to the building and the requirements of AS 2601 have been considered in accordance with Clause 92(2) and appropriate condition of approval placed on the DA.
- **Clause 93** – The proposal includes the necessity to consider fire safety measures for the building and these requirements have been assessed and a Fire Safety Schedule will be issued as part of the approval process for Essential Fire Safety Measures.
- **Clause 94** – The proposal includes rebuilding internally part of the building and the requirements for upgrading into conformity with the Building Code of Australia have been taken into consideration as part of the approval process.
- **Clause 94A** – The proposal does not involve the erection of a temporary structure and therefore the requirements to consider fire safety and structural adequacy of a temporary structure is unnecessary.

### S4.15(1)(b) the likely impact on the natural and built environment (s) and the likely social and/or economic impact on the locality

Section 4.15(1)(b) requires Council to consider the likely impacts of the Development, including environmental impacts on both the natural and built environment as well as the social and economic impacts in the locality. The following provides an assessment of the impacts of the Development proposed:

- **Context and Setting**  
The building is an existing building in the main commercial street of Grenfell. The proposed Development is consistent with the character of development in the area and is appropriate given its local context and setting.
- **Access, Transport and Traffic**  
The building being an existing building has limited off-street parking and no additional area is being added to the building. The existing accessible entrance is proposed access, transport and traffic are considered adequate for the Development.
- **Public Domain**  
The proposal will not have a negative impact on public recreational opportunities or public spaces in the locality.
- **Heritage**  
The building is in a conservation area and this has been covered previously in the report.
- **Water, Sewerage and Stormwater**  
The building is connected to Central Tablelands reticulated water supply and Weddin Shire Council's reticulated sewerage scheme and storm water disposal is existing. No impact identified.
- **Soils**  
Existing building no impact identified.
- **Air & Microclimate**  
Minimal amounts of dust may be generated during the construction period. Once construction works are complete the Development will not impact on air quality.

- **Flora & Fauna**  
The proposal does not involve the removal of any trees or fauna. Council records do not indicate that there are any areas of sensitive biodiversity near the Development. The Development is not expected to have any impact on any critical habitats or threatened species.
- **Waste**  
Any construction waste will be removed from the site and appropriately recycled or catered for at a licensed waste management facility.
- **Noise and Vibration**  
Some noise will occur during the construction period, but is not expected to adversely impact on any surrounding properties. Council's standard condition regarding construction hours is recommended. The constructed Development will not result in any ongoing noise or vibration.
- **Natural Hazards**  
The Development is not identified as bushfire or flood prone land.
- **Technological Hazards**  
Review of Council's records and inspection of the site did not reveal any technological hazards affecting the site. Council is not aware of, nor did the application make reference to any previous land uses likely to have resulted in contamination.
- **Safety, Security and Crime Prevention**  
This Development will not generate any activity likely to promote any safety or security problems to the subject land or surrounding area.
- **Social and Economic**  
The proposal will not result in any negative social or economic impacts and the re-use of the building will be positive for the main street businesses.
- **Site Design and Internal Design**  
The design of the Development is considered appropriate and without any identified adverse impacts and will result in an empty commercial building being re-used.
- **Construction**  
A Construction Certificate is required and has been applied for as part of the application. The proposed Development will be constructed in accordance with the Building Code of Australia. No adverse impacts are anticipated to occur as a result of the Development.
- **Cumulative Impacts**  
The proposal is not expected to generate any ongoing negative cumulative impacts. A minimal increase in traffic activity will occur during the construction phase. This will be limited by a condition of consent and will not continue once construction is completed.

### S4.15(1)(d) any submission made in accordance with the Regulations Public Consultation

The Development Application was neither advertised or notified in accordance with Council's notification policy and no submissions have been received.

- **Public Authority Consultation**  
There are no public authority consultation requirements with this Development Application.

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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### S4.15(1)(e) The Public Interest Community Interest

The proposed Development has been considered in terms of the context and setting of the locality and the proposed Development will not impose any identified adverse economic or social impacts on the local community.

### Section 7.11 & 7.12 Contributions/Water Supply Authorities Act 1987

Not applicable.

### Section 7.11 (formerly S94)

Not applicable.

### **Conclusion**

Development Application DA 67/2020, Lot 1 DP 370182 – 139 Burrangong Street GRENFELL proposed alterations to an existing building lodged by Balance Accountants & Advisors. The Development Application was supported by plans prepared by Lil Wilson Design which provide sufficient information to allow assessment of the proposal.

The proposed Development has been assessed to be consistent with the requirements of the Weddin Local Environment Plan 2011, relating to development in the B2 Local Centre zone and is consistent with the existing land use activities of the locality.

Having considered the documentation supplied by the applicant, the findings of site inspection and the comments made from consultation with Council's Heritage Advisor, it is assessed that the impacts of the proposal and the likely environmental interactions between the proposed Development and the environment are such that Council should not refuse the Development Application.

Accordingly, a recommendation of conditional approval is listed in the recommendation.

**Attachments:** Attachment A Development Plans, Attachment B Location Map, Attachment C Site Photo, Attachment E Heritage Advisors Report.

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

**The Director Corporate Services previously declared a pecuniary conflict of interest to the General Manager as a future employee of Balance Accountants and Advisors and left the room.**

**243 RESOLVED:** Cr Parlett and Cr McKellar that Council: -

- i) note the reason for the decision is that the proposal largely complies with Section 4.15 of the *Environmental Planning and Assessment Act 1979*
- ii) approve Development Application DA 67/2020 for alterations to the existing building at Lot 1 DP 371082 - 139 Burrangong Street. Grenfell subject to the conditions stipulated above.

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

**FOR:** Crs Liebich, Best, Bembrick, S O'Byrne, S McKellar, J Parlett, C Brown, and J Niven.

**AGAINST:** Nil

**Cr Diprose and the Director Corporate Services returned to the room.**

**At this point the Acting Director Environmental Services congratulated the Director Corporate Services on his appointment and thanked Councillors for their support whilst he has been Acting at Weddin Shire Council before wishing everyone a Merry Christmas.**

**ALAN LINDSAY**

**ACTING DIRECTOR ENVIRONMENTAL SERVICES**

**244 RESOLVED:** Cr Best and Cr Parlett that except where otherwise dealt with the Acting Director Environmental Services' Report be adopted.

**At this point the Mayor thanked the Acting Director Environmental Services for his efforts whilst at Weddin Shire Council in getting various projects completed.**

## ACTION LIST

<b>INSPECTIONS AND MEETINGS</b>		<b>STATUS</b>	<b>BY</b>
March 2020	1. <u>Aboriginal Land Claims Investigation Unit</u> : Cr Diprose and a staff member to attend meeting in Dubbo.	In Progress	GM
August 2020	2. <u>National Local Roads and Transport Congress</u> : Mayor and DE authorised to attend virtual conference.	Completed	DE
September 2020	3. <u>Local Government NSW Annual Conference</u> : Mayor and General Manager to attend conference online.	Completed	GM
<b>DEFERRED ACTIVITIES</b>			
November 2013	1. <u>O'Brien's Tributary – Drainage Improvement</u> : refer matter back to Floodplain Committee for further consideration and other possible outcomes.	Completed	DE
April 2016	2. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES).	In Progress	DES
May 2018	3. <u>Bimbi War Memorial 'Avenue of Trees'</u> : refer proposal to Heritage Committee for further consideration and report back to Council.	In Progress	DE
December 2018	4. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	5. <u>Removal of Trees – Weddin Street</u> : remove trees and replace path. Consider prior to scheduled foot paving works.	Refer to Estimates	DE
	6. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
April 2019	7. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	8. <u>Grenfell Medical Centre Operation</u> : conduct a media and marketing campaign.	In Progress	DCS/GM
May 2019	9. <u>Councils Self Promotion</u> : take digital photos of Councils projects and display them in the Council Chambers. Council's Main Street to be promoted.	In Progress	DCS/DE/ DES/GM
October 2019	10. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment.	In Progress	DE
November 2019	11. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
March 2020	12. <u>Council Meeting Agenda</u> : alter Agenda and Reports to align with CSP.	In Progress	GM
July 2020	13. <u>Marketing Video</u> : produce video.	In Progress	DCS
August 2020	14. <u>Annual Returns of Interest</u> : place on Council's website. Review other positions.	In Progress	GM
	15. <u>Council Meetings – Webcasting</u> : investigate option to livestream remotely.	In Progress	GM/DCS
	16. <u>Drought Communities Project – Extension</u> : submit a request for alteration to the program.	Completed	DCS/GM
September 2020	17. <u>Company Dam Amenities Upgrade</u> : place design proposals on public exhibition and submit to community panel for feedback.	Completed	DE
	18. <u>Mayor's New Office</u> : construct and fund the expenditure at the next quarterly budget review.	Completed	DES/DCS/ GM

## ACTION LIST

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October 2020	19. <u>Local Roads and Community Infrastructure (LRCI) Program</u> : submit further report to Council to determine allocation of funding.	Completed	DE
	20. <u>Organisational Improvement Plan</u> : develop action plan and submit to November 2020 Council meeting.	Completed	GM
	21. <u>Sec 355 Committees Review</u> : submit draft Operational Manual and Event Management Guidelines to Council for formal adoption.	In Progress	GM
	22. <u>Destination Management Plan</u> : investigate the steps required to develop a feasibility study for a rail trail from Grenfell to Greenethorpe.	In Progress	DCS
	23. <u>Proposed Bumbaldry Recycling Service</u> : extend garbage service to Bumbaldry area.	In Progress	DES
November 2020	24. <u>Historic Homes Books</u> : forward books to Historical Society. Develop options for memento acknowledging the Grenfell Sesquicentenary.	In Progress	GM
	25. <u>Annual Report 2019/2020</u> : resubmit to December 2020 Council meeting for formal adoption.	In Progress	GM
	26. <u>Event Decision Flow Chart</u> : utilise in decision making. Forward to Sec 355 Committees.	Completed	DCS/GM
	27. <u>NBN</u> : write requesting that Grenfell be included in Fibre to the Premises rollout.	Completed	DCS/GM
	28. <u>Main Street Furniture Family</u> : place design proposals on public exhibition and submit to community panel for feedback. Resubmit to Council for formal adoption.	In Progress	DE
	29. <u>Administration Building</u> : accept quotation to prepare plans and cost estimate.	In Progress	DES

**For Information  
Noted**

**MINUTES OF THE QUANDIALLA SWIMMING POOL COMMITTEE ANNUAL  
GENERAL MEETING (AGM)  
HELD WEDNESDAY 25 NOVEMBER 2020 COMMENCING AT 12:35 PM (C2.6.39)**

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**PRESENT:** Kim Broomby (via telephone), Bronwyn Morley, Francesca Taylor, Clr Phillip Diprose, Clr Carly Brown, Alan Lindsay (Director of Environmental Services WSC), Annette Katona, Angela Sweeny, Jeremy Tancred

**APOLOGIES:** Penny Edgerton, Jennifer Kelly, Anne Dixon, Shea Broomby, John Niven, Grace Kelly

<b>MOTION:</b> that the apologies be accepted.
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<b>MOVED:</b> Clr Carly Brown
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<b>SECONDED:</b> Alan Lindsay
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**ELECTION OF RETURNING OFFICER:**

<b>MOTION:</b> that Clr Phillip Diprose be nominated as the Returning Officer.
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<b>MOVED:</b> Clr Carly Brown
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<b>SECONDED:</b> Alan Lindsay
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**MINUTES:** 2019 Annual General Meeting (AGM)

<b>MOTION:</b> that the minutes be accepted as read, and are true and correct.
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<b>MOVED:</b> Bronwyn Morley
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<b>SECONDED:</b> Francesca Taylor
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**PRESIDENT'S REPORT:**

See attached report.

<b>MOTION:</b> that the President's Report be accepted as read.
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<b>MOVED:</b> Angela Sweeny
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<b>SECONDED:</b> Bronwyn Morley
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**TREASURER'S REPORT:**

See attached report.

The financial position for the pool is poorer than previous years. The pool operated at a loss of \$6137.55 for the last financial year. This is reduction on loss for the previous year, however it should be noted that for the 2020/2021 financial year the financial operation of the pool will be managed by Weddin Shire Council.

The current bank account will undergo a name change and become a fundraising account.

<b>MOTION:</b> that the Treasurer's Report be accepted as read.
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<b>MOVED:</b> Francesca Taylor
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<b>SECONDED:</b> Angela Sweeny
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**MINUTES OF THE QUANDIALLA SWIMMING POOL COMMITTEE ANNUAL  
GENERAL MEETING (AGM)  
HELD WEDNESDAY 25 NOVEMBER 2020 COMMENCING AT 12:35 PM (C2.6.39)**

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**ELECTION OF OFFICE BEARERS:**

POSITION	NOMINEE	NOMINATOR	SECONDED
<b>President</b>	Angela Sweeny	Bronwyn Morley	Kim Broomby
<b>Vice President</b>	Anne Dixon	Kim Broomby	Francesca Taylor
<b>Secretary</b>	Bronwyn Morley	Francesca Taylor	Angela Sweeny
<b>Treasurer</b>	Francesca Taylor	Kim Broomby	Angela Sweeny
<b>Ordinary Members</b>	Jeremy Tancred Jennifer Kelly Shea Broomby	Bronwyn Morley	Kim Broomby

As single nominations were designated for each executive position, no voting occurred and all positions were accepted.

**CLOSURE:** There being no further business the meeting closed at 1:05pm.

**245** **RESOLVED:** Cr Diprose and Cr Brown that except where otherwise dealt with the Minutes of the Quandialla Swimming Pool Committee meeting be adopted.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS  
COMMITTEE MEETING HELD WEDNESDAY 2 DECEMBER 2020  
COMMENCING AT 7:00 PM (C2.6.32)**

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- 1. ATTENDANCE:** Cathy Gilbert, Amanda Mason, Kelly Hillsley, Belinda Power, Ray Smith, Glenn Carroll, Joan Eppelstun, Deb Stanton, Peter Moffitt, Grant Simpson, Sharon Eppelstun, Jeannie Murray, Glenda Howell, Liz Carroll, Warwick Simpson, Deidre Carroll, Clr Mark Liebich, Clr Carly Brown, Clr Jan Parlett, Paul Hennock (Statewide Mutual, Guest Speaker)
- 2. APOLOGIES:** Steve O'Byrne, Warwick Frame, Sandra Frame, Lance Troy, Billo Wheatley, Phil Diprose, Cassie Griffin, Terry Carroll, Carolyn Shaw, Angela Hundy

**Resolved** Glenn Carroll/Liz Carroll that the apologies be accepted. **CARRIED**

- 3. PRESIDENT'S WELCOME:** President Belinda Power welcomed everyone to the meeting.
- 4. MINUTES:**  
Amendments:
  - Attendances – Phil Diprose to be added as observer
  - Apologies – Amanda Mason to be added

**Resolved** Cathy Gilbert/Kelly Hillsley that the minutes of the previous meeting be confirmed, as amended. **CARRIED**

- 5. BUSINESS ARISING:**
  - i.** Clr Carly Brown took the HLF Committee's request to amend the meeting dates in the Charter to the 1<sup>st</sup> Wednesday of the stated months. This was approved by Council.
- 6. CORRESPONDENCE:**
  - IN – Nil
  - OUT –
    - Letters from the Secretary to Jenny Hetherington, Ron & Jan McClelland and Wendy Johnson thanking them for their past involvement in the Festival

**Resolved** Kelly Hillsley/Glenn Carroll that the inwards and outwards correspondence be received and endorsed. **CARRIED**

- 7. TREASURERS REPORT:**
  - i.** The new bank account at the Bendigo Bank will be opened by Friday 4<sup>th</sup> December 2020.
  - ii.** MYOB needs to be upgraded.
  - iii.** The term deposit interest was discussed.

**Resolved:** Ray Smith/Grant Simpson that the interest from the term deposit be deposited directly to the operating account. **CARRIED**

- iv.** See attached profit and loss.
- v.** The Council signatory for the account was discussed.

**Resolved:** Glenn Carroll/Deb Stanton that Clr Jan Parlett be the Council representative signatory on the bank account. **CARRIED**

**Resolved** Ray Smith/Clr Carly Brown that the Treasurer's report be accepted. **CARRIED**

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS  
COMMITTEE MEETING HELD WEDNESDAY 2 DECEMBER 2020  
COMMENCING AT 7:00 PM (C2.6.32)**

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**8. GENERAL BUSINESS:**

- i. Guest speaker Paul Hennock from Statewide Mutual addressed the Committee regarding what Statewide Mutual do, his role as Regional Risk Manager within Mutual and how COVID-19 is affecting everyone. He pointed out that Section 355 Committees are a part of Council and their operating boundaries protect volunteers from insurance claims, provided we stay within those boundaries.
- ii. A long discussion was had about the timeline for the decision of whether the Festival would go ahead next year and it was decided to delay any decision making until an Extraordinary meeting in January 2021.
- iii. Discussion about the possible options of the way the 2021 Festival will be presented was also discussed.

**Resolved:** Clr Carly Brown/Grant Simpson that the Executive present a two tiers option at the Extraordinary meeting in January 2021. **CARRIED**

**Resolved:** Clr Mark Liebich/Cathy Gilbert that the Treasurer present a budget for co-ordinators based on past Festivals. **CARRIED**

- iv. It was suggested that the Executive contact Claire or Auburn about previous TV advertising costs.
- v. Submissions for the Festival review were received from The Tilma Group, SLS and Earth Check.

**Resolved:** Glenn Carroll/Peter Moffitt that consideration of the review be deferred until after the Extraordinary meeting on 6 January 2021. **CARRIED**

- vi. An election of Coordinators was held.

<b>ROLE</b>	<b>VOLUNTEERED/ ELECTED</b>	<b>NOMINATED BY</b>	<b>ACCEPTED Y/N</b>
<b>Art</b>			
<b>Awards Dinner</b> Jeannie Murray	Volunteered		Y
<b>Busking</b> Andrea Ladlow	Elected	Carly Brown/ Cathy Gilbert	Pending
<b>Car Show</b> Billo Wheatley	Volunteered		Y
<b>Children's Competition</b> Cathy Gilbert	Volunteered		Y
<b>Concert – Friday Night</b>			
<b>Covid 19 Officer</b> Angela Hundy	Volunteered		Y
<b>Fun Run</b>			
<b>Guineapig Races</b>			
<b>Indigenous Welcome</b> Terry Carroll	Volunteered		Y
<b>King/Queen</b> Chad White	Elected	Cathy Gilbert/ Kelly Hillsley	Pending
<b>Market Stalls</b> Mark Liebich	Volunteered		Y

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS  
COMMITTEE MEETING HELD WEDNESDAY 2 DECEMBER 2020  
COMMENCING AT 7:00 PM (C2.6.32)**

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<b>Merchandise</b> Carolyn Shaw	Volunteered		Y
<b>Photography</b> Cassie Griffin	Volunteered		Y
<b>Poetry Slam/On the Boards</b>			
<b>Procession</b>			
<b>Procession Marshall</b> Mark Liebich	Volunteered		Y
<b>Program</b>			
<b>Publicity/Social Engagement</b> Kelly Hillsley/Belinda Power	Volunteered		Y
<b>Quilt Exhibition</b>			
<b>Raffle</b> Ray Smith	Volunteered		Y
<b>Sponsorship</b>			
<b>Street Entertainment</b> Amanda Mason	Volunteered		Y
<b>Sunday Morning Damper</b>			
<b>Sunday Morning Poetry</b> Matt Lynch	Elected	Deidre Carroll/ Cathy Gilbert	Pending
<b>Verse &amp; Short Story</b> Mary Moffitt	Elected	Carly Brown/ Kelly Hillsley	Pending
<b>Vintage Engines</b> Warwick Simpson	Volunteered		Y
<b>Window Dressing</b> Joan Eppelstun	Volunteered		Y
<b>Wood Chop</b> Terry & Deidre Carroll	Volunteered		Y

**9. DATE FOR NEXT MEETING:** 6 January 2021

**10. CLOSURE:** There being no further business the meeting was closed at 8.53pm.

**246 RESOLVED:** Cr Bembrick and Cr Best that except where otherwise dealt with the Minutes of The Grenfell Henry Lawson Festival of Arts Committee meeting be adopted with the addition of the election of Coordinators.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY 15 DECEMBER 2020 COMMENCING AT 8:00 AM (C2.6.10)**

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1. **PRESENT:** G Carroll, J Rath, A Lindsay and L Gibson
2. **APOLOGY:** Nil
3. **MINUTES:** 17 November 2020

**Resolved:** A Lindsay and J Rath that the minutes of the meeting held 17 November 2020 be adopted.

4. **PEOPLE:**

<b><u>Learning development</u></b> - Strategic	i) <b><u>Traffic Control/Signage:</u></b> process implemented to ensure signage inspected on a regular basis.  ii) <b><u>Annual Assessments:</u></b> - Administration – in progress - Engineering – in progress - Environmental – in progress  iii) <b><u>Training Plans:</u></b> to be undertaken for individual employees emanating from Annual Assessments.  iv) <b><u>Henry Lawson Festival:</u></b> extraordinary meeting to be held 6 January 2021.	DE           All           All           All
<b><u>Resource planning</u></b> - Strategic	i) <b><u>New Improvement Plan:</u></b> completed. Action Plan to be monitored and implemented.  ii) <b><u>Annual Report:</u></b> to be forwarded to the Office of Local Government by 31 December 2020.  iii) <b><u>RMS Contract:</u></b> reported in Director Engineering’s report.  iv) <b><u>Engineering Strategic Planning Meetings:</u></b> held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2020/2021. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.  v) <b><u>January Council Meeting:</u></b> consideration to be given to cancelling the January 2021 Council meeting. Further reported in General Manager’s report.	GM           GM           DE           DE           GM
- Operational	vi) <b><u>Christmas Closedown:</u></b> arrangements to be made for respective departments. Emergency call out list to be compiled and distributed to Councillors and Senior Staff.  vii) <b><u>Other Programs:</u></b> in progress.	All           DE

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY 15 DECEMBER 2020 COMMENCING AT 8:00 AM (C2.6.10)**

<p><b><u>Recruitment</u></b> - Operational</p>	<p>i) <u>Corporate Services:</u> Creditors /Customer Service Officer advertised. Interviews held. Appointment in progress.</p> <p>ii) <u>Corporate Services:</u> Customer Service Officer advertised. Interviews held. Appointment in progress.</p> <p>iii) <u>Corporate Services:</u> Finance Support trainee advertised. Interviews held. Appointment in progress.</p> <p>iv) <u>Environmental Services:</u> Environmental Services Support trainee advertised. Interviews held. Appointment in progress.</p> <p>v) <u>Corporate Services:</u> Director Corporate Services currently being advertised. Applications close 4 January 2021.</p> <p>vi) <u>Environmental Services:</u> Director Environmental Services currently being advertised. Applications close 4 January 2021.</p> <p>vii) <u>Engineering:</u> Contracts Engineer currently being advertised. Applications close 4 January 2021.</p>	<p>DCS</p> <p>DCS</p> <p>DCS</p> <p>DES</p> <p>GM</p> <p>GM</p> <p>DE</p>
<p><b><u>Appointments</u></b> - Operational</p>	<p>i) <u>Engineering:</u> Ray Egan appointed as Works Supervisor. To commence 4 January 2021.</p>	<p>DE</p>
<p><b><u>Health and Wellbeing</u></b> - Strategic</p>	<p>i) <u>Proposal for Health and Wellbeing:</u> Health and Wellbeing program previously developed on a voluntary basis to improve the Health and Wellbeing of staff as individuals and team members. OZhelp provides programs that will be able to assist. The program includes a benchmarking report to employers giving them a snapshot of the overall health of their workforce. Activity completed and overall acceptance of success of program.</p> <p>Results received. To be discussed and final outcomes to be presented to staff as soon as possible after COVID-19 restrictions are lifted.</p> <p>ii) <u>Health and Wellbeing/Mental Health training:</u> to be organised in 2020/2021 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.</p>	<p>All</p> <p>DES/DCS</p>

**5. RESOURCES:**

<p><b><u>Financial</u></b> - Strategic</p>	<p>i) <u>Grant Funding Applications:</u> Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.</p>	<p>All</p>
<p><b><u>Information</u></b></p>	<p>Nil</p>	
<p><b><u>Physical – Assets</u></b> - Strategic</p>	<p>i) <u>Sewerage Treatment Works Upgrade:</u> in progress. Further reported in DES report.</p> <p>ii) <u>Grenfell Main Street Renewal:</u> Project Management Office (PMO) engaged to analyse and estimate total project costing and also develop work packages incorporating tender documents where appropriate for all components of the project.</p> <p>Further reported in DE report.</p>	<p>DES</p> <p>DE</p>

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY 15 DECEMBER 2020 COMMENCING AT 8:00 AM (C2.6.10)**

- Operational	iii) <u>Quandialla Recycling Depot</u> : operating very well. Director Engineering monitoring.	DE
	iv) <u>O'Brien's Tributary</u> : preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.	DE
	v) <u>Industrial Land</u> : consideration being given to purchasing additional land.	GM/DE/DES
	vi) <u>Quandialla Drainage</u> : works nearing completion.	DE
	vii) <u>Annual Residence Inspections</u> : in progress.	DES
	viii) <u>Quandialla Pool</u> : upgrade works undertaken. Operating very well.	DES
	viii) <u>Overgrown Blocks</u> : letters requesting blocks to be slashed sent. Works in progress.	DE
	ix) <u>Village/Roadside Slashing/Spraying</u> : works in progress.	DE
<b><u>Human Resources</u></b>	i) <u>HR Resources</u> : Peter Quinn engaged to provide HR services. To be further considered as part of the Organisation Structure review.	All
<b><u>Risk Management</u></b>	i) <u>WHS Resources</u> : to be further considered as part of Organisation Structure review.	All
<b><u>Information Technology</u></b>	i) <u>IT Resources</u> : to be further considered as part of the Organisational Structure review.	All
<b><u>Investment</u></b>	Nil	

**6. SYSTEMS:**

<b><u>Governance</u></b>	Nil	
<b><u>Compliance</u></b> - Strategic	i) <u>Systems Review</u> : Systems such as procurement and delegations to be reviewed.	DCS/DE/GM
	ii) <u>Local Environment Plan (LEP) Review</u> : development of land use strategy in progress.	DES
	iii) <u>Waste Strategy</u> : actions in progress.	DES
	iv) <u>Webcasting of Council Meeting</u> : currently being undertaken as per Councils Code of Meeting Practice. Livestreaming of Council meetings remotely to be investigated.	GM/DCS
<b><u>Risk</u></b> - Operational	i) <u>Department of Fair Trading (DFT)</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. To be instigated 1 July 2021 for all Councils.	DES

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY 15 DECEMBER 2020 COMMENCING AT 8:00 AM (C2.6.10)**

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**7. COMMUNICATIONS AND ENGAGEMENT:**

<b><u>Agendas for OLT and OET</u></b>	Being utilised.	GM
<b><u>Charters for OLT and OET</u></b>	Being utilised.	GM
<b><u>Communication Plan and Engagement Strategy</u></b>	Being utilised.	DCS
<b><u>OLT and OET Terms of Reference</u></b>	Being utilised.	DES
<b><u>Staff engagement – Organisational Engagement Team</u></b>	<ul style="list-style-type: none"> <li>• Meetings held.</li> <li>• Store system / Depot Improvement Plan being implemented.</li> <li>• Other recommendations to be pursued when submitted.</li> <li>• Quarterly meetings being held with indoor and outdoor staff. Next meeting to be held Thursday 4 March 2021.</li> </ul>	<p align="center">GM DCS/DE All All</p>

**8. NEXT MEETING:** Tuesday, 16 February 2021 at 8:30am.

**9. CLOSURE:** There being no further business to discuss the meeting closed at 9:28am.

**247 RESOLVED:** Cr Diprose and Cr McKellar that the Minutes of the Organisational Leadership Team (OLT) meeting be noted.

**MINUTES OF THE AUSTRALIA DAY EXECUTIVE COMMITTEE MEETING HELD  
TUESDAY 15 DECEMBER 2020 COMMENCING AT 9:00 AM (C2.6.34)**

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1. **Present:** P. Moffitt, D Carroll, K Engelsman, I Pitt, A Carr

2. **Apologies:** R McLelland

**Resolved:** P Moffitt/ K Engelsman that the apology be received.

3. **Confirmation of Minutes:** 17 November 2020

**Resolved:** P Moffitt/ K Engelsman that the minutes be confirmed.

4. **Correspondence:**

In:

- Australia Day Ambassador Program, Ambassador has been allocated
- Tom Robinson - confirmation
- Steven Hay - confirmation
- Grenfell Public School - Daisy McMahon will read a poem
- St Joseph's School - Hamish Gibson will read a poem
- Henry Lawson High School - Anna Hunt will read a poem
- Cadets declined

Out:

- Stage 2, 3 Application for Ambassador Program
- THLHS - request for poem
- GPS - request for poem
- St Josephs - request for poem
- Grenfell Cadets - request for flag raising
- Tom Robinson - Request for MC
- Stephen Hay - request for prayer
- Grenfell Bowling Club - venue booking confirmed

**Resolved:** A Carr/ I Pitt that the correspondence be accepted.

5. **Program for 2021:**

**Implications of COVID-19 on Community Events-** The COVID-19 Public Health Order for gatherings and movement has recently changed. Despite this, the Committee decided to proceed with the venue as the Grenfell Bowling Club. It is likely that the capacity of the venue, which is now one person /2m<sup>2</sup> rule (220 people), will allow close to a normal number of attendees. Attendance will still be prioritised to family and friends of Award nominees. There may be capacity for a small number of the broader community to attend however this will be managed through a registration process- there will not be open access to the ceremony as in previous years.

**Resolved:** P Moffitt/ K Engelsman that the 2021 Australia Day Ceremony continue to be held at the Grenfell Bowling Club, subject to compliance with the Public Health Order (COVID-19).

**Set up**

The Grenfell Bowling Club is confirmed as the venue with all equipment within the venue to be utilised including chairs, tables, rostrum and PA.

Historical Society to decorate outside of the Bowling Club with bunting and flags.

RSL to provide an alternative to a flag raising, to be confirmed through Glen Ivins/RSL.

**MINUTES OF THE AUSTRALIA DAY EXECUTIVE COMMITTEE MEETING HELD  
TUESDAY 15 DECEMBER 2020 COMMENCING AT 9:00 AM (C2.6.34)**

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**Theme**

Reflect, Respect, Celebrate

**Ceremony**

Master of Ceremonies – Tom Robinson has accepted the invitation and has requested assistance. Peter Moffitt to provide.

Ambassador – Clyde Campbell has been allocated.

Award Nominees - to be handled by Weddin Shire Council. Nominations have closed.

National Anthem – A recording featuring vocals be secured to minimise singing in an enclosed space.

Flag raising – Cadets have declined, RSL/Glen Ivins to be approached. It will likely be a 'flag placing' due to being an indoor venue.

Prayer of Thanks – Steven Hay has accepted the invitation.

Acknowledgement of Country- Terry Carrol to be formally invited.

**Entertainment**

Poetry – Each school in Grenfell has confirmed a student to read an Australian themed poem.

**Catering**

The only catering available on site will be drinks ordered over the bar of the Bowling Club.

**6. General Business:**

Media campaign to be developed to ensure the community is aware that, out of an abundance of caution and to protect the community from the risk of COVID-19, attendance at this year's Grenfell Australia Day Ceremony will be by registration only. Give thought to people who should be included on the attendance list.

That letters of thanks be prepared for E Baker and P Moffitt for their service to the Australia Day Committee over many years.

**7. Next Meeting:** 19 January 2021 at 9am in the Council Meeting Room.

**8. Closure:** Meeting closed at 9:15am.

**248 RESOLVED:** Cr Diprose and Cr Parlett that except where otherwise dealt with the Minutes of the Australia Day Executive Committee meeting be adopted.

## QUESTIONS WITH NOTICE

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**Questions** may be put to Councillors and Council employees in accordance with clause 9 of Council's **Code of Meeting Practice**, as follows: -

- “(9.14) A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.9 and 3.13.*
- (9.15) A councillor may, through the chairperson, put a question to another councillor about a matter on the agenda.*
- (9.16) A councillor may, through the general manager, put a question to a council employee about a matter on the agenda. Council employees are only obliged to answer a question put to them through the general manager at the direction of the general manager.*
- (9.17) 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. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.*
- (9.18) Councillors must put questions directly, succinctly, respectfully and without argument.*
- (9.19) The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.”*

Questions should not be used to introduce **business without notice**. This is covered in clause 3 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

### THE LOCAL GOVERNMENT ACT

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

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

**10A**

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

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

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

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

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

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

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

## **CLOSED COUNCIL**

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**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.

- 249** **RESOLVED:** Cr Niven 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**

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

1. **T22/2020: Arramagong Road and Heathcotes Lane Culvert Replacements, T1.6.94**  
Reason for confidentiality: commercial information (Section 10A(2)(d))

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

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

2. **Regional Contract for the Supply and Delivery of Road Signs, T1.8.24**  
Reason for confidentiality: commercial information (Section 10A(2)(d))

#### **ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

1. **Variation to Grenfell Waste Facility Contract, T1.6.56/E3.3.2**  
Reason for confidentiality: commercial information (Section 10A(2)(d))

254 **RESOLVED:** Cr McKellar and Cr Bembrick that the meeting return to Open Council.

**REPORT ON CLOSED COUNCIL**

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

**DIRECTOR ENGINEERING'S REPORT**

1. **T22/2020: Arramagong Road and Heathcotes Lane Culvert Replacements, T1.6.94**  
Reason for confidentiality: commercial information (Section 10A(2)(d))

**RESOLVED:** that Council endorse the recommendation of the evaluation committee being that the RFT received from 'Transbridge Group' of \$434,980.00 INC GST be accepted.

**DIRECTOR ENGINEERING'S LATE REPORT**

**RESOLVED:** that the Director Engineering's late Closed Council report be received and dealt with because of the urgency of the matter.

2. **Regional Contract for the Supply and Delivery of Road Signs, T1.8.24**  
Reason for confidentiality: commercial information (Section 10A(2)(d))

**RESOLVED:** that Council accept and sign contracts with *Artcraft, Barrier Signs, Central Signs and Road Safety, DeNeefe Signs* and *Hi-Vis Group* for the supply and delivery of road signs.

**ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

1. **Variation to Grenfell Waste Facility Contract, T1.6.56/E3.3.2**  
Reason for confidentiality: commercial information (Section 10A(2)(d))

**RESOLVED:** that: -

- i) Council accept the offer of \$27,500 plus GST for Plant No 4099 (Compactor)
- ii) the *Calvani Haulage* contract be varied for the next two (2) years to include daily coverage of the tip face for a fee of \$2,000 per week plus GST.

**At this point the Mayor gave a verbal summary of the year and thanked Councillors and staff for their work during the last 12 months.**

**At this point Crs Bembrick, Diprose and Parlett thanked the Director Corporate Services for his contribution to Weddin Shire Council and advised he will be sorely missed.**

**CLOSURE:** There being no further business the meeting closed at 9:03am.