



MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 19 MARCH 2020 COMMENCING AT 5.00 PM

12 March 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, 19 MARCH 2020**, commencing at **5.00 pm** and your attendance is requested.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES – Ordinary Mtg 20 February 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
 - HLF Ctee Mtgs, 12/02/20, 18/02/20, 25/02/20, 3/3/20
 - Local Traffic Ctee Mtg, 28/02/20
 - Noxious Weeds Ctee Mtg, 9/03/20
 - OLT Mtg, 17/03/20
14. TENDERS AND QUOTATIONS
15. QUESTIONS WITH NOTICE
16. CLOSED COUNCIL
17. RETURN TO OPEN COUNCIL
18. REPORT ON CLOSED COUNCIL
19. CLOSURE

PRESENT: The Mayor Cr M Liebich in the Chair, Crs P Best, C Bembrick, S O’Byrne, P Diprose, J Parlett, C Brown, S McKellar 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 Mayor read out the following:

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

At this point the Mayor welcomed everyone and advised that 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:

268 RESOLVED: Cr Diprose and Cr Bembrick that the Minutes of the Ordinary Meeting, held on 20 February 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.

Councillor	Item No	Nature of Interest	Type	Left the Room
Cr Liebich	C2	Vice President of PAH&I Association.	Pecuniary	Yes
Cr Best	DE7	Owner of Building in Main St.	Pecuniary	Yes
Cr Parlett	DE7	Shop owner in the Main St.	Pecuniary	Yes
Cr Bembrick	DE7	Shop owner in the Main St.	Pecuniary	Yes
Cr O’Byrne	C4	Four children at school.	Non-Pecuniary	Yes
	DE7	Shop owner in the Main St.	Pecuniary	Yes
Cr Diprose	C5	Wife is Chairperson of the Weddin Community Native Nursery	Pecuniary	Yes
Cr Brown	C4	Child at school.	Non-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.

The following applications have been received: -

Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

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

Cr Brown, the General Manager and I attended the Board meetings of Centroc and the Central NSW Joint Organisation (JO) on Thursday 27 February 2020 at the Community Hub Centre in Grenfell.



Reports from Centroc

In line with direction from the Auditor, windup is anticipated by June 30, 2020.

Reports from the CNSW Joint Organisation

Chairman's Minute

The Minute provided direction to the CNSWJO on activities and priorities for the year in the context of the broader JO Statement of Strategic Priorities. It was resolved that the overall focus for the year's effort is to align with the Federal Government's vision for an agricultural economy of \$100bn by 2030. This would be supported by activity in two areas.

- i. Watering the West
 - a. leveraging raising the wall at Wyangala; and
 - b. assuring urban water security in region; and
- ii. Freight links.

This region has four priorities in its Statement of Strategic Priorities, it was further suggested that there be a maximum of two headline priorities for the areas of Intergovernmental Cooperation and Regional Prosperity. The Board agreed to focus on the following activities within its Plan.

MAYORAL MINUTE

Intergovernmental Collaboration

1. Reporting value to members through the operational support program.
2. Supporting the sustainability of the broader JO network.

Regional Prosperity

1. Progressing support for the visitor economy.
2. Developing and monitoring the progress of the Regional Prosperity Subcommittee noting the agricultural focus.

Procurement and Administration

The Board approved

- a 12-month extension of the coldmix asphalt contract (S3_2018) with Boral Asphalt and Civil Independence until 31 May 2021;
- a 12-month extension of the compliance training contract (WHS1_2015) with Allens Training, ATAC, Mines Rescue and TAFE until 31 March 2021;
- a 6-month extension of the Asset Management Maturity Audit contract with University of Technology, Sydney; and
- a procurement process for the revaluation of water and sewer assets, including a 5% contract management fee payable to CNSWJO.

The new Logo was adopted and all collateral will be updated accordingly.



Energy Program

The Board were updated on the progress of the Southern Lights LED Streetlight rollouts in Bathurst and Orange.

Sourced Energy has calculated the cost savings that councils have achieved through the procurement process and the associated contracts with Energy Australia (large market sites) and Origin Energy (small market sites). The savings are based on forecast loads provided by councils, inclusive of energy efficiency upgrades (e.g. Southern Lights) and the installation of planned solar installations.

Report on JO Chairs Forum progress including feedback to the Minister on JO sustainability

The Board endorsed the advice provided to the Minister for Local Government's Advisory Committee with regard to sustainability of the broader network. The Board's policy position is that the focus of effort for JO sustainability be working, through the Minister's Office, with State agencies on a funding framework that offers value to both JO members and the State where the value to the State is recognised by remuneration.

Regional Transport

The Board were asked to provide feedback on the Central West and Orana Future Transport Regional Plan and comment on the suggested feedback already drafted.

MAYORAL MINUTE

The Board endorsed a submission on the Lithgow to Katoomba Corridor. A response to the independent panel for the Regional Road Transfer and NSW Road Classification Review Terms of reference was endorsed and the region has asked the Review Committee to meet with the JO.

Regional Water

Representation will be made to the Premier, Deputy Premier, Minister for Water and respective agencies providing advice on the challenges and solutions for this region in securing water.

Infrastructure Australia will be invited to the next meeting to provide advice on opportunities for this region identified in its recent Priority List 2020.

Financial report

It is anticipated a full year loss of \$60,601 at 30 June 2020 against a budgeted loss of \$52,128.

The increase in the anticipated loss against the budget is due to the reduction in expected interest income and the lesser LGP rebate income.

For Information



CR M J LIEBICH
MAYOR

269 **RESOLVED:** Cr Liebich and Cr Brown that the Mayoral Minute be adopted.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 19 MARCH 2020.**

SECTION A - Matters for information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 17 February, 2020.
- A2. Steph Cooke MP: Advising more than \$3.1 million will soon be making roads safer around the Cootamundra Electorate thanks to funding from the NSW Government.
- A3. Office of Local Government: Forwarding the Office of Local Government's fortnightly e-newsletter.
- A4. Electorate Office: Member for Cootamundra Steph Cooke will announce Safer Roads funding for Henry Lawson Way on Thursday, 20 February 2020. Ms Cooke will then announce funding for the Grenfell World War Two and will announce a Community Grant for Weddin Mobile Preschool.
- A5. The Hon Michael McCormack MP: Riverina MP and Deputy Prime Minister Michael McCormack is urging students throughout the Riverina and Central West to enter his 10th annual ANZAC competition.
- A6. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 24 & 28 February, 2020.
- A7. Local Government NSW, A3.8.2: Advising our LGNSW Conference was originally scheduled to run from Sunday, 11 October to Tuesday, 13 October – just four weeks after the 2020 local government elections.
- A8. Steph Cooke MP, A3.19.2: Events across the Cootamundra Electorate can now apply for \$1 million worth of grants to deliver events that attract visitors and provide an economic boost to local businesses.
- A9. Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke has announced a \$2,000 grant has been awarded to Weddin Shire Council as part of the Community War Memorials Fund.
- A10. Steph Cooke MP, A3.19.2: More children across the Cootamundra Electorate will have access to a quality early childhood education, with the NSW Government today announcing a \$10,000 investment in attendance-encouraging initiatives.
- A11. Steph Cooke MP, A3.19.2: The member for Cootamundra today met the newest addition to Grenfell Hospital's nursing staff.
- A12. Neil Hunt, R2.11.5: Forwarding a copy of correspondence addressed to Mr J Rath, Director Engineering.
- A13. Grenfell JRL, P2.1.6: Requesting permission to erect to our Club's Wally Gam Equipment Shed the awning that was removed from in front of the old canteen building.
- A14. Carol Phillips, E3.6.4: Advising I was thrilled to hear that Bogolong Dam was being resurrected.
- A15. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 20 February 2020.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 19 MARCH 2020.**

- A16. Local Government NSW, A3.8.2: The Commonwealth and State governments need to step up to cut waste and save recycling if Australia is to have any hope of addressing the ever-growing amount of waste being generated.
- A17. Office of Local Government, A3.9.3 The Office of Local Government has issued a discussion paper to seek the views of councils and their local communities on whether councillors should receive superannuation payments.
- A18. Noelene Brandt, C1.4.1: Thank you both for the all the help and advice on the festival.
- A19. Melanie Cooper, C2.9.14: Forwarding letter and documents in relation to some historical information signage that is being developed for Caragabal.
- A20. Kathy Godfrey from Local Government NSW: Local Land Services has released the Plan of Management for Travelling Stock Reserves (TSR) after consultation with stakeholders.
- A21. Family and Community Services, G2.55: Organisations in NSW can now apply for funding for programs which help keep our seniors social and connected with the community.
- A22. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 6 March, 2020.
- A23. Local Government NSW, A3.8.2: In response to repeated calls from local governments across NSW to secure the future of recycling, a raft of State Government proposals to tackle the use of plastics, reduce waste and pollution and increase recycling in NSW offered a constructive and future-focused approach.
- A24. Department of Infrastructure, Transport, Regional Development and Communication, A3.19.3: Writing to seek your assistance in fast-tracking the delivery of land transport infrastructure projects on local roads.
- A25. Grenfell Historical Society Inc, C1.3.15/C1.1.3: Writing on behalf of all executive officers and members of the Grenfell Historical Society and the Community that supports the work of this organisation.
- A26. The Hon Darren Chester MP, A3.6.1: Anzac Day is a nationally recognized day of commemoration held each year on 25 April. Every year, Australians join together to commemorate those who have served in wars and conflicts and peacekeeping operations.
- A27. Auditor General, A3.6.1: The Auditor-General for NSW, Margaret Crawford, released her report today on the Local Government section.
- A28. Office of Local Government, A3.9.3: The NSW Human Influenza Pandemic Plan is the whole-of-government plan for an influenza pandemic in NSW.
- A29. Pam Livingstone, E3.7.1: Please find attached an invitation to Weddin Community Native Nursery Grand Opening of a new shade structure 10:00 Monday, 23 March 2020.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 19 MARCH 2020.**

- A30. Live Better, C1.7.11: Advising we have our next Live Better 4 Seniors Program coming up. Topic – Grenfell Food Hall, Legal Aid, Community Health Services, Date – Wednesday, 18 March, Time – 10 am till 1 pm, Venue – Community Hub, 88 Main Street, Grenfell. RSVP 16/3/20 to Gabrielle on 1800 580 580.
- A31. Michael McCormack MP, A3.19.3: Writing after following receipt of two letters regarding the Australian Government’s extension to the Drought Communities Program (DCP) and additional funding through the Roads to Recovery Program for drought affected local government areas.

SECTION B - Matters for Report

- B1. Emma Weyers, A4.4.1: Writing to you to apply for permission to keep more than two dogs registered with Council to my name and kept on my residence in Greenethorpe.

270 **RESOLVED:** Cr Partlett and Cr Brown that Correspondence sections A and B be noted.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 19 MARCH 2020.**

SECTION C - Matters for consideration

- C1. The Henry Lawson High School, P2.1.6: Our school is seeking your permission to use Lawson Oval for a student cricket match on Friday, 20 March 2020 between 9 am and 3 pm.

Note: As the match had to be organised for 20 March 2020 approval was granted. A copy of their public liability policy was received.

RECOMMENDATION:

Confirm Action

271 RESOLVED: Cr Diprose and Cr Parlett that the action be confirmed.

- C2. Grenfell PAH & I Association Inc, C1.3.19/C1.1.1: Advising after a very successful and enjoyable event in 2019, the Grenfell Show Committee is preparing for the Show to be held Friday, 4th and Saturday, 5th September 2020.

RECOMMENDATION: that the Grenfell PAH&I Association be requested to make application for assistance under Council's Community Support Policy.

**Cr Liebich previously declared a written declaration of interest and left the room.
Cr Best took the chair**

272 RESOLVED: Cr McKellar and Cr Bembrick that the Grenfell PAH&I Association be requested to make application for assistance under Council's Community Support Policy.

Cr Liebich returned to the room and resumed the Chair.

- C3. Australian Local Government Association, A3.8.3: Releasing the 2020 National General Assembly and regional Forum Programs and confirming the dates and location for the 2020 National Local Roads and Transport Congress in Tasmania, on 16-18 November. The National General Assembly of Local Government will be held from 14-17 June 2020 in Canberra.

RECOMMENDATION:

For Council's consideration.

273 RESOLVED: Cr Bembrick and Cr McKellar that Council nominate the Mayor and the Director Engineering to attend the 2020 National Local Roads and Transport Congress in Tasmania, on 16-18 November 2020 and the Mayor and Deputy Mayor to attend the National General Assembly of Local Government to be held from 14-17 June 2020 in Canberra.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 19 MARCH 2020.**

- C4. The Henry Lawson High School, C1.4.8/C1.1.3: To celebrate NSW Youth Week 2020 The Henry Lawson High School has engaged Action Education to bring their Backflips Against Bullying performance to Grenfell on Wednesday, 1 April commencing at 9.30 am.

RECOMMENDATION:

For Council's consideration.

Crs O'Byrne and Brown previously declared written declarations of interest and left the room.

- 274 RESOLVED:** Cr Diprose and Cr Parlett that Council donate 50% of \$983 (\$491.50) shortfall to The Henry Lawson High School for their Backflips Against Bullying performance to celebrate Youth Week 2020.

Crs O'Byrne and Brown returned to the room.

- C5. Weddin Community Native Nursery, C1.1.3: Submitting a Community Project Support application for the partial funding for their DA fee to Council for construction of a metal frame shade structure.

RECOMMENDATION: that the non-statutory DA fees be reimbursed.

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

- 275 RESOLVED:** Cr Brown and Cr Bembrick that the non-statutory DA fees be reimbursed.

Cr Diprose returned to the room.

**LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
THE WEDDIN SHIRE COUNCIL HELD, 19 MARCH 2020**

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

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

C6. Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke MP today announced \$766,618 from the NSW Government's Stronger Communities Fund for projects in the Weddin.

RECOMMENDATION: that Council:

- i) write to the Hon Steph Cooke MP thanking the State Government for the grant funding
- ii) approve the signing of the grant funding deal under the Seal of Council if necessary.

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

- i) write to the Hon Steph Cooke MP thanking the State Government for the grant funding
- ii) approve the signing of the grant funding deal under the Seal of Council if necessary.

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

THE GENERAL MANAGER'S REPORT

12 March 2020

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. 2020/2021 Operational Plan, A3.4

As resolved at Council's February Meeting, the first step in the 2020/2021 Operational Plan process will be a workshop to be held at 9.30am on Thursday, 26 March 2020.

In accordance with the Division's Meeting Practice Note No. 16, the workshop will be an informal meeting conducted by staff to enable Councillors to discuss and ask questions about the list of possible works for 2019/2020. The workshop cannot make decisions or determine priorities.

Councillors' suggestions for new projects for next year were previously requested to be submitted in writing by 6 March 2020.

The Extra Ordinary estimates meeting has been scheduled for 9.30 am, Thursday, 9 April 2020 at the Council Chambers.

**For Information
Noted**

2. Policy for Fees, Expenses and Facilities for Councillors 2020/2021, C2.4.10

A copy of the 2019/2020 Policy (No.1.6.14) is included in Councillors' Policy Folders.

Council is required to review its policy for each financial year by the preceding 30 June and within twelve (12) months of an ordinary election. The policy is required to be placed on public exhibition each year.

An amended draft policy will be submitted to a subsequent council meeting. Once adopted in principle, the draft policy is required to be placed on public exhibition for a minimum of 28 days. This will not take place until the annual fees for Mayors and Councillors have been determined.

RECOMMENDATION: that:

- (i) any amendments to the current policy be determined, and;
- (ii) the draft policy for 2020/2021 be resubmitted to Council for public exhibition,
- (iii) the annual fees for the Mayor and Councillors be inserted when determined by Council.

279 **RESOLVED:** Cr O'Byrne and Cr Best that:

- (i) any amendments to the current policy be determined, and;
- (ii) the draft policy for 2020/2021 be resubmitted to Council for public exhibition,
- (iii) the annual fees for the Mayor and Councillors be inserted when determined by Council.

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

Stronger Country Communities Fund

Council's grant funding application under **Round 1** of the Stronger Country Communities Fund (SCCF) which is part of the NSW Government's \$1.3 billion Regional Growth Fund was successful with Council to receive \$768,982 to undertake the Main Street infrastructure project. The project will involve upgrading drainage and guttering infrastructure in the Main Street as well as improving Main Street amenity.

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

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

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

Listed below is an update on the Community projects:

- Grenfell Squash Courts – completed.
- Grenfell Rugby Club – Light poles installed. Lights to be installed shortly.
- Caragabal Country Golf Club – completed.
- Grenfell Tennis Club – completed.

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

Council's projects are in progress and are further reported in the respective Directors reports.

Council's grant funding application under **Round 3** of the Stronger Country Communities Fund (SCCF) has been submitted.

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

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

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

**For Information
Noted**

THE GENERAL MANAGER'S REPORT

Regional Cultural Fund

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

Works have commenced and progress on the project is further reported in the Acting Director Environmental Services report.

**For Information
Noted**

4. Drought Communities Program, C2.9.14

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

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

Listed below is an update on the Community projects:

- Weddin Mountains Muster Stable Project – in progress. Expected to finish 31/3/20.
- Grenfell Showground – 6 portable grand stands – completed.
- Netball courts upgrade – completed.
- Grenfell Country Club – tennis courts upgrade - completed.
- Greenethorpe Memorial Hall Upgrade – completed.
- Caragabal Memorial Hall Upgrade – in progress. Expected to finish 31/3/20.
- Quandialla Memorial Hall upgrade - toilet construction in progress. Anticipated completion date 31/3/20.
- Grenfell Preschool and Long Day Care – Green Space Project – final garden supplies being purchased. Anticipated completion date 31/3/20.
- Grenfell Rugby Club – light poles installed. Lights to be installed shortly.
- Caragabal Village water security – most infrastructure repairs complete. Current anticipated completion date 31/3/20.

THE GENERAL MANAGER'S REPORT

Project funding is intended to provide short-term support by boosting local employment and procurement, and addressing social and community needs. Council was required to complete the proposed local projects by 31 December 2019 however there have been various extensions received with a view to completing the projects by 31 March 2020.

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

Council's projects are in progress and are further reported in the respective Directors reports.

**For Information
Noted**

5. Drought Communities Program Extension, C2.9.14

As previously advised the Federal Government has recently announced they have committed to provide an additional \$1 million each to 122 drought-affected Councils under the Drought Community Program – Extension with Weddin Shire one of those Councils.

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

Types of projects that are able to be funded include:

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

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

A grant funding application will be required to be submitted to ensure the projects applied for meet the grant funding criteria. The grant funding deed will then be signed after approval. Community consultation has been undertaken to obtain community feedback on where the funding could be spent.

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

THE GENERAL MANAGER'S REPORT

It is proposed to engage external assistance similar to the initial Drought Communities Programme to administer the projects and ensure they are completed in the required timeframe and that the grant funding is acquitted.

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

RECOMMENDATION:

For Council's consideration

280 **RESOLVED:** Cr Diprose and Cr Parlett that the following list of projects be adopted and the projects be included in a grant funding application to be submitted under the Drought Communities Programme (DCP).

Project Description	Funds requested
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
Restoration of Heritage Advertising Signs in Grenfell	\$50,000
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
Other events support in the Shire	\$50,000
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
	\$1,000,000

6. Weddin Wellness Plan, H1.7.1

As reported to the February 2020 Council Meeting the Weddin Wellness Plan has been previously adopted by Council.

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

THE GENERAL MANAGER'S REPORT

The Wellness Plan identifies specific actions which we have completed and commenced actioning as detailed below:

- i. The Grenfell Medical Centre is complete and operating successfully as a well-integrated multidisciplinary patient-centred care.
- ii. A skeleton business case for aged accommodation is complete and was used as the basis of making a BBRF application for 13 new double units to be constructed in Parke Street Grenfell. The application was informed and supported by the Wellness Plan and is linked to Councils IP&R. These are significant outcomes.
- iii. Collaboration has commenced with the local Health Area looking to establish the Weddin Wellness Planning Network, which when established will be tasked with reviewing the Wellness Plan before resolving next steps. This is essential as the local health area has drawn on the Wellness Plan to commence developing their own action plan. Their plan will comprise new actions relevant to the Health Area as well as those set out in the Council's Wellness Plan. Their Health Plan is currently in draft form and is still with the Department of Health awaiting approval. It is proposed to initiate the Wellness Planning Network after the release of Health Department's Plan.

As mentioned above a skeleton business case for potential investors in a variety of possible provider areas is currently being used as the basis for an application under the Building Better Regions Fund (BBRF) for 6 new aged/pensioner units managed and administered by the Grenfell and District Seniors Welfare Committee. The business case will also be used to attract investment or grant funding in other health "gaps" such as the development of an aged persons hostel.

**For Information
Noted**

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

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

A combined draft list of actions has been prepared and brought into one document with each action having been discussed with the Directors. Draft priorities have been agreed with Directors and will now be discussed with myself leading to developing a template for the Action Plan for each priority action.

This will be undertaken in collaboration with the staff member responsible with a platform to track, report and deliver the outcomes required. This platform will allow a twice-yearly reporting mechanism for Council to ensure the improvement plan is being delivered.

**For Information
Noted**

THE GENERAL MANAGER’S REPORT

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

Mr David Gourlay has previously conducted various sessions with Councillors and staff in regards to our Connected Leadership program.

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

Mr Gourlay will be revisiting Grenfell from Monday, 30 March - Thursday, 2 April 2020 to review our progress with shifting our organisational culture as well as reviewing our social structures to support organisational and cultural change. Mr Gourlay will also be conducting sessions with Councillors and staff and if any Councillor would like a one-on-one session please advise myself as soon as possible.

It is also planned to review our systems to ensure we have the systems and resources in place to achieve our strategic and operational objectives.

A timetable is attached for Councillors information.

**For Information
Noted**

9. Council Meeting Agenda, C2.4.2

Council’s order of business or meeting agenda is as per 8.1 of Council’s Code of Meeting Practice previously adopted by Council.

To allow Council to take a much more strategic approach to the delivery of services and the management of assets it is proposed to alter the order of business to align reports to Council with the Strategic objectives as illustrated in our Community Strategic Plan (CSP) as follows:

NO.	STRATEGIC OBJECTIVE	KEY THEMES
1	Collaborative wealth building (strong, diverse and resilient local economy).	Economic
2	Innovation in service delivery (healthy, safe, and educated community).	Social
3	Democratic and engaged community supported by efficient internal systems.	Civic Leadership
4	Culturally rich, vibrant and inclusive community.	Social
5	Sustainable natural, agricultural and built environments.	Environment
6	Shire assets and services delivered effectively and efficiently.	Economic

THE GENERAL MANAGER'S REPORT

It is also proposed to change the structure of reports to Council to be able to identify the Strategic objective that is being addressed in the report.

It is planned to discuss the changes with Mr David Gourlay during his upcoming visit with a view to introducing the changes at the July Council meeting prior to the new Council beginning in September.

A further report will be submitted to Council in due course.

**For Information
Noted**

10. Sale of Building - 139 Burrangong Street, Grenfell, P2.12.9

Reference is made to the above whereby Council at its February 2020 Council Meeting resolved as follows:

“that Council sell the building at 139 Burrangong Street, Grenfell by public auction utilising both local real estate agents and delegate authority to the General Manager to determine the reserve price.”

A meeting has been held with both firms offering them the opportunity to be engaged to conduct the auction which was accepted. The reserve price, advertising proposal and other arrangements are currently being determined and will be confirmed in due course.

It is proposed to conduct the auction on Friday, 24 April 2020 at 11.00 am on site.

RECOMMENDATION: that the public auction to sell Council's building at 139 Burrangong Street, Grenfell be held on Friday, 24 April 2020 at 11.00 am on site.

The Director Corporate Services previously declared a pecuniary conflict of interest to the General Manager as the husband to an interested party and left the room.

281 RESOLVED: Cr Bembrick and Cr McKellar that the public auction to sell Council's building at 139 Burrangong Street, Grenfell be held on Friday, 24 April 2020 at 11.00 am on site.

The Director Corporate Services returned to the room.

11. 2017-2021 Delivery Program – Report to 31 December 2019

Under section 404 of the Local Government Act, 1993 Council is required to provide program reports at least every 6 months, with respect to the principal activities detailed in the Delivery Program.

THE GENERAL MANAGER'S REPORT

The report to 31 December 2019 is set out below:

ITEM	ACTION	REPORT
SO#1	Strong, Diverse and Resilient Local Economy	
1.1	Strong and progressive agricultural sector	Lobbying continued to reopen the Blayney-Demondrille rail line. Continue to carry out road upgrades under the FAG, R2R, Regional Roads, State Highway and National Highway programme and Fixing Country Roads. Advocacy and planning for a potential Shire wide connectivity project that would support agricultural innovation. Skill and Capacity Building workshops conducted. Lobbying for exceptional circumstances assistance conducted.
1.2	Weddin Shire's tourism potential maximised	Continued support provided to local events including but not limited to Henry Lawson Festival, Race days etc. Fortnightly grant funding information distributed as well as targeted grant information distributed to relevant groups when opportunities identified. Continued operation of accredited VIC including collaboration with surrounding VICs. Industrial Estate land promoted resulting in sales. Forbes Street caravan parking working well. Applications for Local Heritage Grants and Heritage Advisor Grants submitted. Active social media presence maintained with regular updates. Participation in Centroc tourism group initiatives. Ongoing application process to obtain approval for TASAC tourism signage. Destination Management Plan (DMP) in progress. Signage Concept Plan completed and adopted by Council.
1.3	Infrastructure and services to support business activity	Meetings held with TAFE to discuss training possibilities. TAFE programs being undertaken by staff. Support provided to TAFE during build of CLC. Support provided to staff members to undertake training via the training and expenses policy. Industrial waste management services provided. Grenfell Internet Centre maintained to provide continued IT services support to local businesses. Group and individual training conducted by CTC. Skill and capacity building workshops held including workshop to maximise local impact of the buy from the bush campaign. Recycling at Quandialla being monitored and working well.

THE GENERAL MANAGER'S REPORT

1.4	Support existing business & encourage new industries	<p>Continued liaison with and support of Central West RDA. Potential investors made aware of Council's incentive policies and opportunities.</p> <p>Grant funding information distributed fortnightly as well as targeted grant information distributed to relevant groups when opportunities identified.</p> <p>Four (4) Industrial Estate land sales completed. Five (5) others currently in progress. Installation of 3 phase power complete.</p> <p>Health and aged care needs analysis completed (Weddin Wellness Plan).</p> <p>Medical Centre operating well.</p>
1.5	Promote land zoned for development	<p>Industrial land promoted. Prospectuses distributed to promote the Weddin Shire.</p> <p>Strategies being developed for Businesses, Industrial and Residential zones to support LEP Review.</p> <p>Potential new businesses contacted by EDO.</p> <p>LSPS in progress with extensive consultation completed.</p> <p>Meetings held with property owners to outline positive impact of zoning changes.</p>
1.6	Foster partnerships to advance economic activity	<p>Networks maintained with surrounding shires in order to leverage these partnerships to the benefit of our shire.</p> <p>Continued liaison with and support of Central West RDA.</p> <p>Support provided to host NSW Department of Industry Business Connect Business Bus.</p> <p>Service NSW agency implemented and operating out of Council's administration office.</p> <p>Village progress societies consulted.</p> <p>Department of Human Services Access Point provided out of Community Technology Centre.</p> <p>Participated in review of strategy for new Functional Economic Region.</p> <p>Participated in planning for the delivery of Inland Rail.</p> <p>Explored potential opportunities flowing from Inland Rail and the Parkes Special Activation Precinct (SAP)</p>
1.7	Support expanded aged care facilities & services	<p>Weddin Wellness Plan completed and project agent engaged.</p> <p>Taxi Service maintained so as to maintain a subsidised form of public transport for the community including the aged.</p> <p>Support provided to numerous community organisations with strong connections to aged community members supporting social cohesion and connections for our elderly community members.</p> <p>Library house bound and MPS service maintained.</p> <p>Seniors resources maintained at the library.</p> <p>Department of Human Services Access Point operated out of CTC.</p> <p>Grenfell Internet Centre services maintained including individual IT skills lessons, IT information distribution and free IT classes in seniors week.</p> <p>Seniors IT classes held.</p> <p>Council engaged a consultant to assist the Grenfell Senior Citizens to lodge a grant funding application for the expansion of aged housing in Grenfell.</p>

THE GENERAL MANAGER'S REPORT

1.8	Support responsible mining	Mining operations are in closure and care mode.
1.9	Encourage renewable energy development	CEEP grant obtained through CENTROC for sewer relining and smoke detection. DA packs including renewable advice. Contact made with OEH to investigate solar Power Purchase Agreement (PPA).
1.10	Advocacy Strategies for capital funding	Grants applications and approaches for funding supported by ongoing use of advocacy strategies. Council also continues to provide advocacy support for community groups and other stakeholders to secure funding for infrastructure and services within the Weddin Shire.
SO#2	Healthy, safe, and educated community	
2.1	Encourage provision of quality medical facilities	Grenfell Medical Centre completed. Negotiations for lease of new Medical Centre completed. Dr Patrick Akhiwu continues to operate from the Main Street Surgery. Dr Neil Premaratne operating from the Weddin Street Surgery. Local GP's also being supported with subsidised housing. Chiropractor operating out of Council premises. Dental Services being provided to residents out of Council premises. Health and Aged Care future needs analysis undertaken with Weddin Wellness Plan completed and project agent appointed.
2.2	Promote and develop health education	Wellness Plan to be used to develop health education opportunities.
2.3	Support community transport	Taxi service maintained to provide subsidised form of public transport.
2.4	Support provision of adequate aged care service	Support provided to numerous community organisations with strong connections to aged community members supporting social cohesion and connections for our elderly community members. Department of Human Services Access Point operated out of CTC. House bound and MPS library service maintained. Seniors resources maintained at the library. Health and aged care needs analysis completed (Weddin Wellness Plan).
2.5	Maximise public health and safety	Complaints and inspections attended to as appropriate. Home swimming pool inspections program developed and adopted, inspections to commence. RFS SLA completed, RFS meetings attended, assistance given to SES as required. Public toilets maintained. SLA adopted. All meetings attended by delegates and Director Engineering. Co-operation with Local Units s as requested. Cleaning schedule for toilets and street cleaning etc adhered to, including for special events. Street lighting operating satisfactorily. No new streetlights installed. Finance and administrative support provided to facilitate RFS activities.

THE GENERAL MANAGER'S REPORT

2.6	Support local education institutions	<p>Support provided to all schools within the shire for their presentation days to assist in encouraging educational achievement.</p> <p>Education and training opportunities for Council staff supported and encouraged with several staff being supported to complete TAFE study.</p> <p>Australia Day academic award continued to recognise academic achievement.</p> <p>THLHS classes hosted for careers information session at Council administrative offices.</p> <p>Students hosted for work experience placements.</p>
2.7	Provide lifelong learning opportunities	<p>Library resources continually reviewed and updated.</p> <p>Access maintained to the State Library of NSW online resources via State Library E-Resources.</p> <p>Library supports special event and programs for all ages.</p> <p>The Grenfell Internet Centre supports the ongoing development of IT skills in the community.</p> <p>IT classes regularly held including free seniors week classes.</p> <p>IT articles submitted to the Grenfell Record, School Newsletters etc. and presentations and training conducted for community projects.</p> <p>Children's magic desktop computer station at Library implemented.</p> <p>Grant application submitted to upgrade Library furniture.</p> <p>Borrow Box eBooks subscription implemented via a library zone collaborative.</p> <p>Support provided to the local Country Education Foundation to support educational opportunities of the Shires's youth</p>
SO#3	Democratic and engaged community	
3.1	Develop leadership skills in the community	<p>Council staff encouraged and supported to take an active role in the community.</p> <p>Volunteers of community organisations encouraged and supported.</p> <p>Community volunteer database maintained.</p> <p>Staff actively participate in numerous community organisations and by doing so foster the development of community leadership skills.</p> <p>Skill and capacity building workshops undertaken.</p>
3.2	Implement Integrated Planning and Reporting	<p>IP & R documents implemented and reviewed on an ongoing basis. The 2017-2026 Community Strategic Plan (CSP) and the 2017-2021 Delivery Program commenced 1 July 2017.</p> <p>Ongoing liaison with Councils auditor undertaken to ensure Councils accounting practices conform to best practice.</p> <p>Accounting standards are monitored and any new requirements incorporated into Councils procedures.</p> <p>New Improvement Plan being developed out to be incorporated into Councils Resourcing Strategy.</p>
3.3	Support village progress organisation activities	<p>Liaison undertaken with village progress associations.</p> <p>Grant funding for village improvements facilitated by Council.</p>

THE GENERAL MANAGER'S REPORT

3.4	Harness and leverage existing leadership network	Information on grant funding opportunities distributed to community groups on a fortnightly basis and individually where a specific opportunity has been identified. Community networks leveraged to inform Council's strategic planning. Ongoing support provided to community groups and their initiatives. Administrative and other support provided to community groups. Digital Community Panel used on an ongoing basis.
3.5	Community consultation on major decisions	Community groups consulted where appropriate. Main Street upgrade. Quandialla regarding drainage improvements. Community groups are encouraged to provide feedback to and assist Council where relevant. Council policies and projects advertised publically for feedback and comment. Community members welcomed to address Council. Social media and website presence maintained to engage with and inform the community. Council is increasingly using technology platforms to engage and consult with our community e.g use of Digital Community Panel.
3.6	Educate Community on role of Council & Councillors	Weekly column placed in Grenfell Record and website. Website and social media presence in addition to weekly column. Council webcasting its meetings to enhance its engagement with the community.
3.7	Leverage internet and social media to engage community in local leadership and communication	Regular updates made via website and other social media platforms such as Facebook and twitter to engage and inform the community. Survey Monkey surveys undertaken to inform the Council planning and decision making process. Regular website, Facebook and twitter updates completed on an ongoing basis in addition to consistent Grenfell Record articles. Council is increasingly using technology platforms to engage and consult with our community.
3.8	Internet access in Rural Sector and Villages	Grant funding application secured to increase connectivity in the Shire.
3.9	Internal Systems and efficiencies reviewed	Systems reviewed as part of MLA 'Fitness Campaign' project completed. Improvement Plan to be Incorporated into Resourcing Strategy.
3.10	Review service level efficiencies	Revaluation of road infrastructure in progress with output to inform maintenance programs and service levels.
SO#4	Culturally rich, vibrant and inclusive community	
4.1	Maintain & develop sporting facilities & events	Numerous sporting facilities throughout the whole shire are upgraded with the assistance of grant funding facilitated by the Council.

THE GENERAL MANAGER'S REPORT

4.2	Maintain & develop recreational facilities & events	Reserves and all parks mowed and maintained with no complaints. Free usage by schools granted as requested. Skate park maintained in a clean condition. Youth Week grant to be obtained. Sporting groups consulted to inform recreational and sporting needs analysis/strategy/plan being completed. Numerous recreational facilities throughout the whole shire are being upgraded with the assistance of grant funding facilitated by the Council.
4.3	Maintain & develop cultural & arts facilities & events	Numerous events supported financially as well as with promotional support. Ongoing support of the Art Gallery and Henry Lawson Festival. Tourism staff organise promotional support of numerous local events and maintain an event calendar. Numerous events supported financially and through in kind support. Grant to fund Community Arts Centre upgrades secured. Repair and maintenance of Museum supported by Council with installation of new WC facility completed.
4.4	Develop strategy for attracting diverse cultures	Prospectus distributed to market the Weddin Shire to a diverse range of prospective residents.
4.5	Encourage sense of community & connectiveness	Community members encouraged to join community and Council committees and groups. Support provided to numerous community groups. Special events held and supported for all age groups and interests. Community volunteers invited to assist with events where appropriate via volunteer database. A Better Community Strategy (ABC's) developed to pursue a better community. Staff encouraged to be actively involved in community groups. Community facilities being upgraded to foster social connectivity and community connectedness.
4.6	Implement a social activities planning program	Seniors Weeks IT classes held in addition to regular IT Classes. Taxi service maintained to provide access to a form of public transport. Movie service maintained at Community Hub. Conference room made available for employment agencies and social groups/activities. Access Point Services established in CTC for the Department of Human Services. Volunteer thank you events held. Numerous social and literacy improvement activities hosted by the Library for all ages.

THE GENERAL MANAGER'S REPORT

SO#5	Cared for natural, agricultural & built environments	
5.1	Implement environmental regs & control in Council operations Investigation stage completed for development of Sewer Treatment Plant.	DA's being processed in appropriate and timely manner. State of Environment Report completed. Heritage advice applied to applicable DA's. Urban stormwater maintained. Emu Creek maintenance plan adopted. Grenfell sewerage scheme operating well and within statutory limits. Bogolong Dam Management Plan to be developed. Storm water systems maintained satisfactorily. IWCM actions to be carried out as funds become available. Domestic and commercial waste as well as recycling collected as per schedule.
5.2	Encourage waste reduction & recycling	Grenfell, Greenethorpe and Quandialla recycling services operating well. Caragabal services deferred. Program for education for recycling in schools and reminders to residents as to recyclable materials.
5.3	Raise awareness of sustainable practices	No grants available at this stage.
5.4	Improve environmental outcomes of Council operations.	Garbage collection services operating well. Landfills operated as prescribed. Mulching of Greenwaste and construction of new putrescible waste cell undertaken. Domestic, commercial waste and recycling carried out satisfactorily including E waste, oils, chemicals and metal/steel recycling programs. Solid Waste Management strategic review carried out for Grenfell, Caragabal and Quandialla facilities. Review of reveal tiles commenced. Trees planted depending on climatic conditions.
5.5	Inform local ag industry about sustainable practices Local builders/contractors	Local forums publicised in Council newsletter. Tree planting carried out as season allows. Skill and capacity building workshops held.
5.6	Preserve the heritage of built areas	Free Heritage Advisory service provided. Local heritage grants programs administered.
5.7	Preserve broader landscape connectivity for native fauna	Support given to schools for Tree Day as required. Roadside vegetation study for all roads in Weddin Shire completed.
5.8	Review level of parks services in villages	Being reviewed as part of MLA 'Fitness Campaign' project. Upgrades made to Caragabal Park.
5.9	Fiscal Responsibility Review	Completed as part of the MLA 'Fitness Campaign' project.

THE GENERAL MANAGER'S REPORT

SO#6	Well maintained & improving Shire assets and services	
6.1	Council operations meet reasonable community expectations	<p>Property/rating maintained up to date and approved SRV implemented.</p> <p>All rates notices issued on time.</p> <p>Sewerage Treatment Plant detailed design phase completed. Emu Creek Management Plan adopted and O'Briens Tributary drainage improvement being completed.</p> <p>Grant opportunities constantly reviewed and information distributed.</p> <p>Hub building services maintained and operated.</p> <p>Rehabilitate selected sewer main.</p> <p>Working with Centroc for sewer main rehabilitation and smoke detection project.</p> <p>Revaluation of road infrastructure in progress with output to inform maintenance programs and service levels.</p>
6.2	Maintain & improve Council's transport infrastructure	<p>All drainage and channels in Grenfell and Villages maintained.</p> <p>State, Regional, urban and rural roads, footpaths and drainage structures maintained in good order.</p> <p>Company Dam grounds and facilities maintained.</p> <p>Streetlight faults reported as required.</p> <p>Footpaths maintained as required.</p> <p>Re-evaluation of all road assets in Weddin Shire being carried out on an ongoing basis.</p> <p>Emu Creek floodplain upgrade has been commenced from 7 March, 2018.</p> <p>Quandialla Drainage commencing.</p> <p>Preparation updating data base and existing road network is complete.</p> <p>Urban streets maintenance is in progress.</p> <p>Maintenance on rural roads in progress.</p> <p>Highways/regional roads improved in accordance with Council adopted standards.</p>
6.3	<p>Maintain structural assets</p> <p>Lawson Park grandstand investigated for seat replacement</p> <p>Administration building investigated for works around cracking</p>	<p>All structural assets maintained as funds permit within the relevant asset management plans levels of service.</p> <p>Grenfell, Bimbi and Caragabal Cemeteries maintained to a high level.</p> <p>Cemetery records maintained.</p> <p>Management and maintenance Council cemetery at Grenfell, Caragabal and Bimbi are in progress.</p> <p>Construction at lawn cemetery beam has been installed from 26 February, 2018.</p>
6.4	<p>Position Weddin Shire as "employer of choice".</p> <p>Council dwellings inspections completed twice yearly with maintenance works actioned.</p>	<p>Employees encouraged and supported to identify and undertake continuing professional development and training.</p> <p>Regular WHS meeting held.</p> <p>High level of WHS attained.</p> <p>PPE and all necessary tools is in progress.</p>
6.5	Provide a modern plant fleet	<p>Light vehicles replaced as per policy. Plant maintained to high order.</p> <p>Equipment has been provided to staff.</p>

THE GENERAL MANAGER'S REPORT

6.6	Manage classified road on behalf of RMS	State, National and regional roads maintained within RMS standards. Maintenance of state road in accordance with new RMCC with RMS in progress. No complaints from RMS have been received in terms of Regional Road maintenance.
6.7	Participate in, & support, Destination 2036	Centroc membership maintained and activities supported where relevant to our Shire, including JO pilot planning and development, community infrastructure prioritisation matrix development, joint tenders and joint initiatives. Improvement plan developed and incorporated into Resourcing Strategy to ensure ongoing financial sustainability and continuous improvement.
6.8	Liaison & partnership with NSW State & federal govts	Continued liaison with key health sector stakeholders for the planning of the new Medical Centre. Liaison with and participation in Central NSW Tourism initiatives. Continued lobbying efforts in regard to Weddin Shire Council activities, grant funding submissions and capital projects with all levels of government. Service NSW outlet continues to operate from Council's administrative offices. Liaison with State and Federal Government departments undertaken where appropriate eg. Liaised with RMS in regards to the management of Bogolong Dam, liaison with NSW Medicare Local and NSW Rural Doctors Network regarding planning of proposed Medical Centre, NSW Trade and Investment for potential presenters to Weddin Development Committee. Utilise Floodplain grant from Office of Environment and Heritage for Emu Creek Management Plan and O'Briens Tributary Drainage Improvement.
6.9	Water needs of Caragabal are assessed during the life of the Plan.	Funding obtained by Central Tablelands Water to conduct a feasibility study to supply reliable potable water to Caragabal.
6.10	Weddin Shire Council investigates freight hub opportunities.	Opportunities to leverage Inland Rail and Parkes Special Activation Precinct (SAP) being investigated.

**For Information
Noted**



GLENN CARROLL
GENERAL MANAGER

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

THE DIRECTOR CORPORATE SERVICES' REPORT

12 March 2020

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

I wish to report as follows: -

1. Statement of Bank Balances as at 28 February 2020:

Bank Account	
Westpac	\$1,216,818.79
Short Term Deposits	
CBA	<u>6,500,000.00</u>
Total Investments	<u>\$6,500,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 28 February 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 28 February 2020:

Loans	
ANZ Loan No...43092	1,871,614.81
ANZ Loan No...43084	<u>1,892,365.24</u>
Total Loans	<u>\$3,763,980.05</u>

**For Information
Noted**

THE DIRECTOR CORPORATE SERVICES' REPORT

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

Rates Receipts	464,944.03
Credit Union Agency Commission	607.20
Service NSW Agency Commission	4,930.80
FAG Instalment	342,968.00
Workers Compensation Insurance	6,757.42
RMS Works	314,434.45
Emergency Services Levy Increase Grant	41,604.00
Development & Building Application Fees	10,128.00
CTC Income	7,076.05
Sale of Old Plant Income	7,467.00
Caravan Park Fees	2,237.00
Swimming Pool Entrance Charges	1,825.80
Other	11,461.06
Total	<u>\$1,216,440.81</u>

For Information
Noted

4. YTD Expenditure 2019/2020:

Year To Date (YTD) Income & Expenditure Summary

Income	Budget	YTD Amount
Rates and Annual Charges	\$3,671,038	\$3,422,217
User Charges and Fees	\$2,177,652	\$1,599,586
Interest and Investment Revenue	\$148,800	\$90,019
Other Revenues	\$288,800	\$71,492
Grants & Contributions - Operating	\$5,264,753	\$2,605,307
Total Operating Income	\$11,551,043	\$7,788,622
Grants and Contributions - Capital	\$2,148,581	\$1,391,741
Sale of P&E	\$150,000	\$126,364
Sale of Land	\$30,000	\$0
Total Capital Income	\$2,328,581	\$1,518,104
Total Income from continuing operations	\$13,879,624	\$9,306,726

THE DIRECTOR CORPORATE SERVICES' REPORT

Expenses		
Employee costs	\$4,335,604	\$2,768,684
Borrowing Costs	\$156,550	\$118,184
Materials & Contracts	\$3,024,185	\$1,848,517
Depreciation	\$2,615,582	\$0
Legal Costs	\$10,000	\$4,673
Consultants	\$0	\$0
Other Expenses	\$841,047	\$383,727
Total Operating Expenditure	\$10,982,968	\$5,123,785
Capital Projects	\$6,912,285	\$3,595,469
Purchase P&E	\$555,000	\$302,818
Purchase Land	\$60,000	\$0
Borrowing Costs	\$81,712	\$56,896
Total Capital Expenditure	\$7,608,997	\$3,955,183
Total Expenses from continuing operations	\$18,591,965	\$9,078,967
Net Operating Result (Excl. Capital Grants)	\$568,075	\$2,664,837
Net Capital Result	-\$5,280,416	-\$2,437,078
Net Result (Incl. Capital Grants)	-\$4,712,341	\$227,759

**For Information
Noted**

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

Debt recovery activity is as follows:

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

11 referred to Council Debt Collection Agency

- 6 paid
- 1 arrangement
- 1-part payment
- 3 no response

10 referred to Council Debt Collection Agency

- 7 paid
- 2 arrangements
- 1 no response

5 new arrangements made

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

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

**For Information
Noted**

6. NSW Auditor General Report on Local Government 2019, A1.6

On 5 March 2019 the NSW Auditor General presented their third report to the Parliament on the 2019 audits of local government councils in New South Wales. A full copy of the report is attached to the business paper.

The report notes that unqualified audit opinions were issued on the 2018–19 financial statements of 134 councils and 11 joint organisations. The opinion for one council was disclaimed and three audits are yet to complete.

The report also highlights improvements seen in financial reporting and governance arrangements across councils. Fewer errors were identified. More councils have audit, risk and improvement committees and internal audit functions. Risk management practices, including fraud control systems, have also improved.

However, the report also highlights there is more work to do, particularly to prepare for new accounting standards and to strengthen controls over information technology and cyber security management. Asset management practices can also be improved. The report provides some guidance to councils on these matters with key insights for Council's as follows:

Strengthen the quality and timeliness of financial reporting

Councils should:

- allocate sufficient time and resources to the financial reporting process. Refer to page 18 for better practice guidance
- have appropriate systems, processes and resources to implement the new accounting standards. Refer to page 20 for some key points to consider in the transition.

Improve governance and internal controls

Councils should:

- ensure that audit recommendations in our management letters are addressed in a timely manner. High risk issues need to be prioritised and repeat issues from prior years resolved
- have an audit, risk and improvement committee, which is a mandatory requirement by March 2021. Early adoption is encouraged
- have an internal audit function to support a risk and compliance culture
- have a legislative compliance framework to capture and monitor compliance with key laws and regulations
- continue improving their fraud control systems
- have adequate processes and controls to ensure compliance with their gifts and benefits policy and the Model Code of Conduct.

Strengthen IT controls and cyber security management

Councils should:

- ensure key IT policies are formalised and regularly reviewed to ensure emerging risks are considered and policies are reflective of changes to the IT environment
- ensure IT risks are identified and appropriately managed
- improve user access management processes to ensure that information systems are secure and that there are adequate controls for making changes to information systems
- implement at least the basic governance and internal controls to manage risks associated with cyber security.

Improve asset management practices

Councils should:

- regularly update asset registers, reconcile their asset registers with asset management systems and have suitable controls in place to ensure the integrity of manual spreadsheets
- start the asset valuation process earlier and ensure there is a clear plan to ensure valuations are managed and documented appropriately
- periodically reconcile asset registers to the Crown Land Information Database (CLID) and investigate any discrepancies in a timely manner
- review the methodology and assumptions in how they account for landfill sites.

**For Information
Noted**

7. Grenfell Library, C2.8.15

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

The monthly Saturday night movie Judy was a hit. The March movie will be Ford v Ferrari.

Interviews, appointments and training for the new Casual Library Assistants has occurred this month. This process has added 5 new casuals giving access to a pool of 8 casuals in total.

The first quarterly presentation for the 1,000 books before school program was held this month with multiple certificates being handed out to children. Certificates covered 50, 100 and 250 books read in the first 3 months. The next presentation morning will be at the end of May.

The weeding program this month continued with the nonfiction being cleaned up.

Stocktake has continued with the Biographies and Sport collections being completed.

This month we recommenced Storytime for kids aged 3 to 5 but we also introduced Baby Bounce for kids aged 0 to 2. This is a 15-minute session of songs and rhymes. Both sessions have been well attended.

This month I also organised for Australian author Annie Seaton to visit early next month. This was possible

The website has continued to be updated with new pages and tweaks.

THE DIRECTOR CORPORATE SERVICES' REPORT

With assistance from the CTC Officer, written instructions have been prepared on how to use BorrowBox ready for upcoming classes to be held in March.

Upcoming activities before the librarian goes on leave in mid-March include the CW Zone meeting, FOGL street Stall, Australian author – Annie Seaton, Baby Bounce, Storytime, PJ Storytime, two BorrowBox sessions and the March movie.

**For Information
Noted**

8. Economic Development, C2.8.13

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

Distributed funding opportunities to relevant local organisations and businesses.

Met with representative of Inland Rail to discuss application requirements for next round of the Interface Improvement Program. It was recommended that this is the appropriate process to raise safety concerns with the line, such as crossings without boom gates or lights, as well as the development of business cases for large strategic infrastructure projects such as extending the Grenfell branch line to Caragabal and developing an intermodal depot at Caragabal. Sourced previous applications from local stakeholder to commence research ahead of April 2020 application process.

Participated in teleconference with Local Government Procurement to discuss procurement options to progress the connectivity project.

Provided feedback on council's response to connectivity project, including confirming additional details with possible technology provider and local farmers.

Researched local, regional, state and international drought response plans and liaised with local and regional stakeholders including JO, RDA and grant and drought officers in neighbouring towns, to develop drought response action plan. Made contact with regional services and investigated options to increase service provision in Weddin.

Participated in teleconference with neighbouring council to discuss the funding of their Supported Independent Living house investment through TCorp and the process by which their organisation offers a Supported Independent Living service.

**For Information
Noted**

9. Tourism/Promotions, C2.8.11

Visitor Economic Contribution Update: -

Grenfell VIC recorded an increase in visitation of 40% during February 2020 compared with the same period in the previous year. There were 272 visitors serviced. Current Destination NSW data indicates a primary economic impact of **\$50,099** to the Weddin visitor economy (domestic overnight visitor@ \$181, domestic day trip visitor@ \$172 (Central NSW visitor profile year ending September 2019).

THE DIRECTOR CORPORATE SERVICES' REPORT

Staffed the Grenfell Accredited Visitor Information Centre as required. Liaised with casual staff over their shifts including filling gaps in the roster, key handover and preparation of tasks. Updated TV screen.

Attended Destination Country and Outback Night Sky Concept Plan presentation in Dubbo which identified the need to develop a second dark sky park in NSW. In addition, other major parts of the plan are to develop a mobile geodesic dome which can be transported around the region and use as a screen to project astro themed content, the need to develop a network of star bathing attractions and the adaptive reuse of a surplus observatory at Siding Spring. Also highlighted were the need to focus on capacity building, specifically delivering training in storytelling, for operators.

Developed brief, sought quote and coordinated photography shoot for the Love NSW, Destination NSW tourism promotion to overcome the current debilitating effects of drought, fire and coronavirus on the visitor economy.

Arranged to resume management of one B&B operators ATDW listing.

Addressed enquires received from Grenfell website and where appropriate forwarded enquires to relevant local stakeholders.

Prepared letter of support from council for local community event.

Liaised with heritage advisor over heritage conservation project for railway station, including coordinating joint workshop for tourism and heritage committees with Gary Escort from John Holland Rail and providing copies of tourism documents referencing the turntable.

Liaised with stakeholder from Caragabal over the development of a series of interpretive heritage signs. Provided branding guidelines and advice on development of a logo for the village. Sought input from the heritage advisor. Liaised with graphic designer over preparation of village logos including sourcing a quote and provision of branding materials.

Took enquires from the public on participating in the 2020 Grenfell Henry Lawson Festival of Arts as entertainers, market stalls, entrants, coordinators etc. Paid and approved festival invoices. Attended February Festival meeting. Attended multiple staff meetings relating to event on June long weekend. Met multiple times with members of new festival committee to assist with understanding coordinator positions, and the requirements of marketing the event in the tight time frame now available. Prepared multiple guidance documents including position descriptions for new coordinators. Responded to /forwarded festival enquires to festival president.

Investigated Model Code of Meeting Practice with Office of Local Government to determine if members can phone into committee meetings.

Researched local event calendar for 2020 to keep website up to date.

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

Continued to liaise with local stakeholder over concerts in Grenfell in June including the signing of a Community Projects Support Application, use of online ticketing platform and sources of funding.

THE DIRECTOR CORPORATE SERVICES' REPORT

Participated in promotions for Central NSW Councils including sourcing permissions and providing images for an astro-photography promotion.

Approved proof for promotion in caravanning magazine.

Coordinated community consultation for DMP consultant with cycling group. Coordinated presentation by DMP consultant at February Tourism meeting and also to the Mayor and GM. Attended February tourism meeting and prepared minutes.

Provided media coverage of Australia Day Ceremony to ambassador.

Sourced and accepted quote from landscape architect to further progress the signage project.

**For Information
Noted**

10. Arts/Tourism, C2.8.11

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

Art Gallery

- Organised replacement volunteers throughout the month when rostered volunteers were not available.
- Recorded Art Gallery visitor statistics, handled sales, completed daily reconciliations
- 'Delight in Diversity' exhibition
 - Liaised with Artists (x11)
 - Bumped Out exhibition
- 'Our Changing Landscape' exhibition
 - Liaised with Artists (x2)
 - Name Plates
 - Sales list
 - Bumped In Exhibition
 - Organised & attended Exhibition Opening
 - Delivered invites for 'Our Changing Landscape' exhibition
- 'Visitor' exhibition
 - Liaised with Artist
- Liaised with Artists & Co-ordinators – upcoming 2020 & 2021 exhibitions
- Provided content to Discover Magazine
- Reviewed exhibition options – June Long Weekend

Visitor Information Centre & Tourism

- Handled visitor enquires at VIC
- Handled walk in enquiries/directions
- Phone enquiries
- Contacted businesses regarding enquiries
- Joblink Plus enquiries
- Rural Financial Councillor enquiries
- Maintained brochures, maps etc.
- Recorded and collated Statistics
 - Daily counter
 - Monthly totals
 - Overnight/Passing
- Monthly Tourism Group survey
- The Hub - room hire
 - Booking enquiries – Conference room
 - Booking enquiries – Small office
 - Room setups
- Event promotion
- Social media content and posts
- #LoveNSW photoshoot
- WSC June drought event - Attended various meetings and started tasks that came from meetings
- Researched potential tourism opportunities from DMP presentation at tourism meeting
- Website updates
- Adding events to online event calendar – chasing community groups and organisations for event information
- Updated ATDW listings and added new listings
- Hub bookings
- Weekly Questions email to database and collate replies
- Answered enquiries – email, phone and VIC

Henry Lawson Festival

- Attended February community meeting and extra-ordinary meetings after hours
- Had multiple meetings, phone calls and emails with new coordinators looking for guidance on their new roles
 - Street Stalls
 - Street Entertainment
 - President
 - Merchandise
- Emailed coordinators requested documents and answered their questions
- Answered enquiries
- Examined what marketing opportunities are still available

For Information
Noted

11. Grenfell Internet Centre, C2.8.14

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

Sales and Services

Client Enquires

- 118 clients made enquires via telephone
- 219 clients made enquires in store
- 32 clients made enquires via email/website

Sales and Services

- Conducted Computer Repairs for 25 residential clients and 1 business clients
- Conducted Mobile Phone and Tablet setup for 4 residential clients
- Screen replacements for 2 residential clients
- Laptop sold to 1 residential client
- Sold secondhand PC's to 2 residential clients.
- ESET Products sold to 6 residential clients
- Software, parts, and accessories sold to 21 residential clients and 1 business clients
- Ink and toner cartridges sold to 2 residential clients and 1 business clients
- 58 Clients used Training Room for internet access and printing

Computer Tuition

- Delivered 5 individual lessons.

Printing

- Printing Criterion Hotel

Human Services Access Point

- Assist human services clients with access point usage

Client Websites

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Grenfell Rugby Club Website
- Migrate Jewelzntthings email server
- Domain/Email hosting Makcrete

Helpdesk & System Administration

This month

- Reset Password (Visitor Centre)
- Replace Toner (Visitor Centre)
- Reset Google Chrome Settings for uLaunch (Rates Clerk)
- Create pages and modify permissions (Library Website)
- Migrate Windows Update Updates Services to VM (hub)
- Organise replacement duress fob (VIC)
- Upgrade Training Room PCs to latest Windows Build
- Remove graphics card (Weeds)
- Create Shared Folder (Library)

THE DIRECTOR CORPORATE SERVICES' REPORT

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

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

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

Development

- PowerShell – update Automated Client Install Script (CTC)

Marketing (Internet Centre)

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

- Emergency Evacuation Plan and Resource:
<https://www.grenfellinternetcentre.com.au/emergency-evacuation-plan-and-resources/>
- ESET Internet Security: <https://www.grenfellinternetcentre.com.au/eset-internet-security/>

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

- Upgrade To Windows 10
<https://www.grenfellinternetcentre.com.au/upgrade-to-windows-10/>

Share Posts on Social Media

- Facebook
- Twitter
- Google Business

Search Engine Optimisation on Blog Posts

www.grenfellinternetcentre.com.au visited 287 times by 271 Users

**For Information
Noted**

THE DIRECTOR CORPORATE SERVICES' LATE REPORT

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

283 **RESOLVED:** Cr Brown and Cr O'Byrne that the Director Corporate Services' late report be received and dealt with because of the urgency of the matter.

12. New Shire Event, C2.8.11

As a result of the drought, bushfires and Covid 19 pandemic, Destination NSW has developed a round of funding to develop and hold micro events in NSW to rapidly boost the visitor economy and community spirit.

In order to deliver an economic impact in late 2020 Council tourism staff have prepared the attached report on a new proposed event to be held in late 2020 for Council's consideration.

RECOMMENDATION: that:

- i) \$40,000 seed funding from the DCP Extension be allocated to the development of a ticketed music event in in Grenfell in late 2020
- ii) staff apply for \$10,000 Micro Event funding for the new music event in 2020
- iii) a ticketed music event be developed by staff and held in late 2020.

284 **RESOLVED:** Cr Parlett and Cr Diprose that:

- i) \$40,000 seed funding from the DCP Extension be allocated to the development of a ticketed music event in in Grenfell in late 2020
- ii) staff apply for \$10,000 Micro Event funding for the new music event in 2020
- iii) a ticketed music event be developed by staff and held in late 2020.



LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

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

19 February 2020

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Works Report (1 February 2020 to 29 February 2020)

1.1 Highways - Capital and Maintenance Works

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

- SH6 (Mid-Western Highway)
- General Maintenance
 - Resealing works completed
 - Line marking ongoing - to be completed by 13th March
 - Brundah Rehabilitation works ongoing - has commenced on 24th February 2020.
 - Heavy Vehicle signage to Orange - ongoing

- SH17 (Newell Highway)
- General Maintenance
 - Resealing works completed
 - Line marking ongoing - to be completed by 13th March
 - RPM installation to be scheduled
 - Demolish & reconstruct two culverts to be scheduled - design & estimation stage.

1.2 Regional Roads - Capital and Maintenance Works

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

- MR398 (Mary Gilmore Way)
- General maintenance
 - Rehabilitation works under Repair Program to be scheduled
 - 2019-2020 Slashing program to recommence

- MR236 (Henry Lawson Way)
- General maintenance
 - Line marking is scheduled
 - Safer Roads grant awarded – works include safety upgrades including intersection upgrade
 - 2019-2020 Slashing program to recommence

THE DIRECTOR ENGINEERING'S REPORT

MR237 (Gooloogong Road)

- General maintenance
- 2019-2020 Slashing program to recommence

MR239 (Henry Lawson Way / Young Road)

- General maintenance
- Line marking scheduled
- 2019-2020 Slashing program to recommence
- Tree lopping commencing

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 – Sidetrack constructed

1.4 Rural Local Roads – Maintenance

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

- Goodes Lane
- Matchetts Lane
- Yambira Road

1.5 Urban Area - Capital and Maintenance Works

- General maintenance
- Numerous boundary traps located and raised
- Sewer Manholes raised to ground level
- Standpipe – Industrial Estate
- Industrial Estate table drain rehabilitation
- Sewer reuse main

**For Information
Noted**

2. Other Works

2.1 Parks & Ovals Report

- Henry Lawson Oval - Outdoor fitness circuit has commenced construction
- Railway Station – Spray white ants
- Taylor Park – Mowing and Gutters
- Soft-fall maintenance

THE DIRECTOR ENGINEERING'S REPORT

2.2 Cemeteries

The following graves were prepared from; 1st February to 29th February 2020:

Grenfell Lawn	–	1
Grenfell	–	1
Bimbi	–	0
Caragabal	–	1
Ashes Interment	–	1
Private property	–	0

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

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

2.3 Sewer Mains

Eight (8) sewer chokes have been attended to during the month of February 2020. None were in the relined sections. The cause of all chokes was root intrusion.

2.3.1 Sewer vent stack replacement

Five sewer vent stacks have been replaced this financial year.

2.4 Private Works

No private works carried out from the 1st February to 29th February 2020:

2.5 Village Area - Capital and Maintenance Works

- Quandialla drainage design completed and accepted – Seeking Quotations for materials
- Caragabal Park upgrades continuing

2.6 Vandalism

Rural -	Nil
Urban -	Nil

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

**For Information
Noted**

THE DIRECTOR ENGINEERING'S REPORT

3. Future Works (01.03.2020 onwards)

3.1 Highways

- General maintenance
- Weed Spraying
- Heavy patching
- Reseal
- Culvert replacement

3.2 Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- MR 236 – Safer Road Grant

3.3 Rural

- General maintenance
- Maintenance Grading:
 - Bradfords Rd
 - Hunts Rd
 - Haynes Ln
- Gravel re-sheeting as per operational plan
- Gravel Rd signage installation to continue
- Sucker control and table drain maintenance ongoing
- Hancock Flinns Rd – Rectifying road geometry (F.A.G & R2R)

3.4 Urban and Village

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

**For Information
Noted**

4. RMS RMCC Contract, R2.54.4

- Brundah School Rehabilitation - Project commenced on 24th February 2020
 - Work in progress
- Major Culvert replacement on Newell Highway
 - Detailed design provided by RMS

**For Information
Noted**

THE DIRECTOR ENGINEERING'S REPORT

5. Plant Report

The following Plant Maintenance was carried out in the month of February 2020 as outlined below:

PLANT NO	PLANT	DETAILS
1114	Taxi	Service, repairs and registration prep and inspection
3955	Culvert Truck	Rear brake and ABS overhaul, body repairs, oil leak repairs
4724	RFS 4x4	Servicing, repairs and registration inspection
4711	RFS 4x4	Servicing, repairs and registration inspection
4949	RFS 4x4	Servicing, repairs and registration inspection
3229	Truck	Belts and pulleys -replacement
2099	Ute	Service, toolbox and tray mods, light repairs, registration inspection.
3962	Truck	Registration inspection and repairs, replace windscreen and tyres
3961	Truck	Registration inspection, electrical upgrade, radios, handsfree etc
4107	Patch Truck	Broom repairs, hydraulic repairs, sensor upgrade, diagnosis of engine warnings
3964	Water Truck	Engine warning light diagnosis, air-con repairs & service
4101	Loader	Service and repairs, monitor of fatigue cracks on lift points
Town Pool	Plant Room /Tanks	Repairs to foot valves and cleaning of balance tanks (both pools). major repairs to the main pump and motor. vacuum diagnosis & send for repair upgrade
5240	Spray Rig	Damage repairs, electrical repairs
2098	Ute	Service and minor repairs, leaf spring repairs
3952	Prime Mover	Aircon repairs, wiper repairs
4108	Roller	Aircon repairs and other minor repairs
4113	Roller	Aircon repairs and other minor repairs
4109	Roller	Aircon repairs and other minor repairs

For Information
Noted

6. Noxious Weed Report – February 2020

<u>Activity</u>	<u>Location</u>
Administration	<ul style="list-style-type: none"> ● Monthly reporting ● Mapping ● BIS uploads ● Email replies to relevant emails

THE DIRECTOR ENGINEERING'S REPORT

Publicity	Ongoing publicity ideas in conjunction with LLS for weeds after the drought. Planning for rural mail drop on weeds in the hay on truck beds.
Mapping	1x'GETAC' tablet at CTC centre for improvements 1x Getac tablet operational & mapping areas
Meeting	MVWCM held here at Grenfell CWRWC at Dubbo
Training	Trainee booked for compliance training for Kai, Kai booked in for chemcert reaccreditation
Property Inspections	Monitoring 3 properties with current weed issues.
Roadside Inspections & Reactive Treatment of weeds if required	<ul style="list-style-type: none"> ● Inspections: ● Cemeteries ● State Highway SH6 ● State Highway SH17 ● Regional Roads
High-Risk Weed Road Inspections	<ul style="list-style-type: none"> ● Henry Lawson Way (MR239) – Weed marker maintenance
Weeds Treated	<ul style="list-style-type: none"> ● African boxthorn ● sweet Briar ● Silverleaf Nightshade ● St John's Wort ● Blue Heliotrope ● Agave ● Bathurst Burr ● <i>NOTE – Limited growth due to drought conditions</i>
Council Owned Land Inspections	<ul style="list-style-type: none"> ● Grenfell Town Area ● Caragabal area
TSR Inspection	<ul style="list-style-type: none"> ● SH6 ● Henry Lawson Way
Rail Inspection	<ul style="list-style-type: none"> ● Grenfell Town Area
Other High-Risk Weed Sites Inspected	<ul style="list-style-type: none"> ● Cemeteries ● Silos ● Rest Areas
Slashing Spraying Program	Awaiting rain to monitor growth
Sucker Control	Ongoing Sucker control various roads.

For Information
Noted

THE DIRECTOR ENGINEERING'S REPORT

7. Grenfell Main Street Renewal, R2.4.19

The draft technical design plans were put to the Local Traffic Committee Meeting on 28th February 2020 for consideration. Members of the committee decided it would be best to alter the disabled parking configuration, which was parallel to the kerb. It was agreed that many standard 45-degree parking spots were lost due to this. Several changes were also made to proposed layback locations.

The draft tender documents are still at 90% completion; they require the technical plans to be adopted before they can be 100% completed.

It is proposed to submit the amended technical design plans to an Extra-Ordinary Local Traffic Committee Meeting once finalised.

The Consultant could not indicate a timeframe but estimates it will be four weeks. Based on the details provided, this is the tentative timeline:

Grenfell Main Street Renewal Schedule	
Date	Activity
26/Mar/2020	Council to receive plans ready for review by the Local Traffic Committee. (LTC)
2/Apr/2020	· Local Traffic Committee Meeting held
	· Traffic Committee advise of changes required
	· Consultants to then finalise 'For Tender' documents
11/May/2020	· Tender Opened/Advertised for twenty-one (21) days
	· 'For Construction' Plans prepared and finished within twenty-one (21) day period
1/Jun/2020	Tenders close
2/Jun/2020	Tender evaluation for one week
5/Jun/2020	Tender assessment report finalised
12/Jun/2020	Extra Ordinary Council Meeting to consider the report

For Information

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

Noted

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

8. Caragabal Water Supply – U1.6.8

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

Sixty-one (61) residents are living in the village, and 22 non-residents school children attend the Caragabal Public School.

**For Information
Noted**

9. 2018-2019 Bimbi Floodplain Management Program

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

Three quotations have been received back from the request for quotation recently released by the council. Submissions to be evaluated in conjunction with the Department of Planning, Industry and Environment on Tuesday 17th March in Dubbo.

**For Information
Noted**

10. Sewer Reuse Main to Bembrick Oval

The installation of the sewer reuse main to Bembrick Oval is nearing completion. The pipe network, the storage tank and pump house have been installed. Irrigation pump has been programmed in to be installed.

**For Information
Noted**

11. Henry Lawson Oval - Outdoor Fitness equipment

The installation of the pad for the outdoor fitness equipment has been completed. The fitness equipment is scheduled to be installed 10 March 2020, with rubber soft-fall to be installed after that.

**For Information
Noted**

12. Grenfell and Quandialla Standpipes

The Grenfell and Quandialla standpipe installation are underway with both standpipes scheduled to be completed by the end of March 2020.

**For Information
Noted**

13. Bogolong Dam Upgrade

From the last Bogolong Dam Committee meeting recommendations being adopted, the council has sent out several requests for quotations for a geotechnical investigation into the structural integrity of the wall. This report will outline the Factors of Safety that are required and prescribe how they can be rectified if it is found that remediation works are to occur.

Council's weed officer will complete the spraying out of the Dam area by the 13th March 2020. From there, the council will engage RFS to burn out the vegetation at the inlet of the dam and survey.

**For Information
Noted**



**JAYMES RATH
DIRECTOR ENGINEERING**

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

12 March 2020

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

Dear Sir,

I wish to report as follows: -

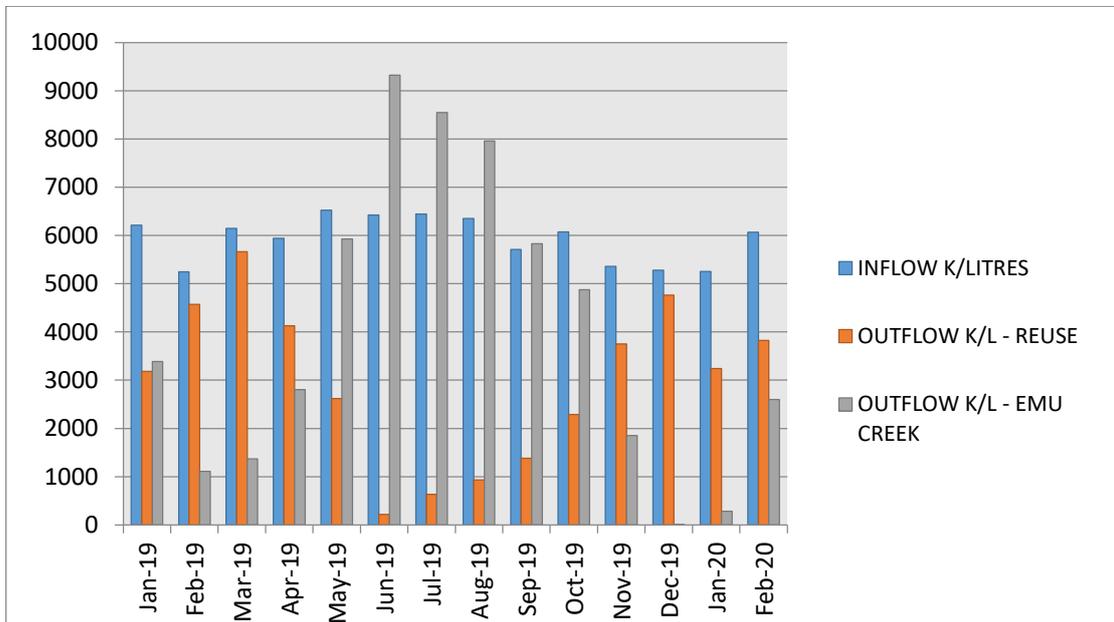
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during February was 6,066 kl with the daily average of 209.17 kl. Outflow for irrigation for reuse was 3,821 kl and discharge to Emu Creek 2,601.85 kl.

The highest daily recording of 311 kl occurred for the 24 hours ending 6.30 am on 11 February 2020 and the lowest of 153 kl for the 24 hours ending 6.30 am on the 27 February 2020.

A total rainfall of 39.5 mm was recorded for the month.



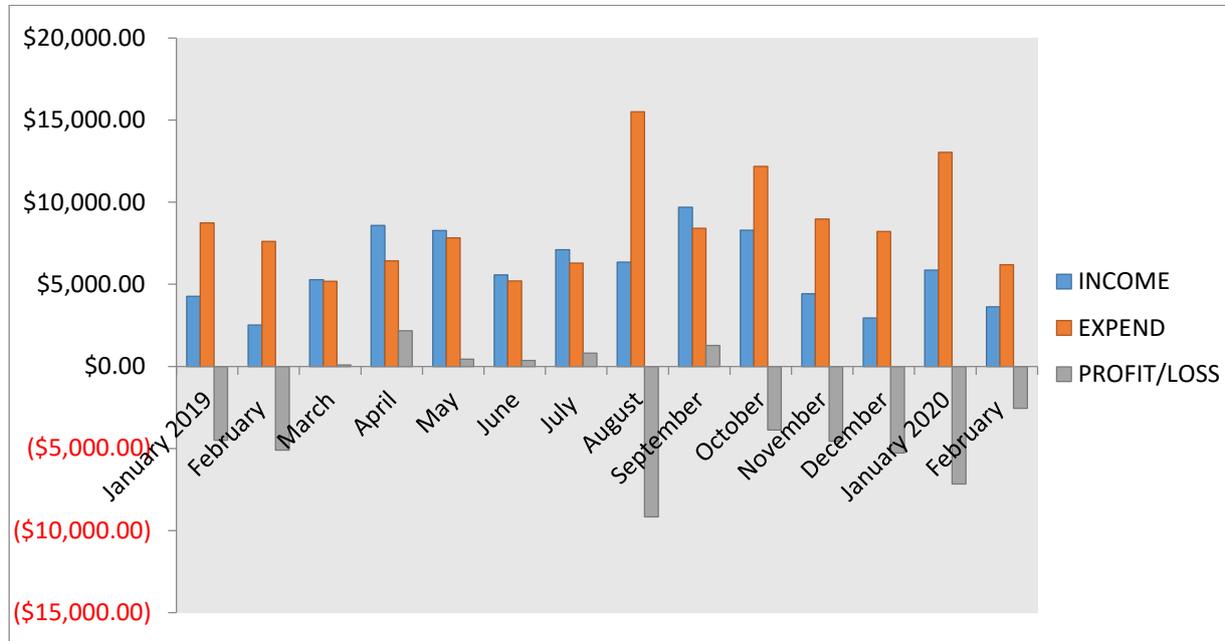
**For Council's Information
Noted**

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

Income for the month of February was \$3,629.00 with expenditure of \$6,190.76 resulting in an operational loss of \$2,561.76 the month.

There were 67 sites occupied for the month of February 2020.



**For Council's Information
Noted**

3. Animal Control, A4.4.4

a. Companion Animals

Animals Seized & Impounded :	0	Animals Destroyed:	0
Animals Straying/Returned to Owners immediately:	1	Animals Released:	3 (Dogs)
Animals Straying and Impounded:	3 (Dogs)	Animals Escaped:	0
Animals Surrendered:	5 (8wk old puppies)	Animals Rehomed:	5 (8wk old puppies)
		Animals Sold:	0

Other Activities

Companion Animals

- Contemporaneous notetaking
- 2 x “show cause” correspondence issued (stray dogs)
- 1 x possession notice correspondence issued
- 8 x registration notices issued
- Pound duties
- OLG Dog and Cat seizure reporting NSW OLG Database
- Hiring, collection and record keeping of animal traps

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- Maintenance and record keeping of activities for impounding facility
- Updating existing records on the NSW Pet Registry as per required under the NSW Companion Animals Act legislation
- Entering new data on the NSW Pet Registry as per legislative requirements
- Entering records on Council authority
- Verification of microchip/registration details
- Conversation/organization to rehome 5 surrendered cattle x kelpie pups – Central West Animal Rescue

Stock

- 1 callout cattle wandering unattended Young Road – cattle contained. Owner informed
- 1 x “show cause” correspondence issued
- 1 x report 30 head sheep wandering unattended Mid Western Highway – contained. Correspondence issued to owner
- 1 report cattle wandering Cowra Road. Owner informed. Contained and fence repairs commenced immediately

Environmental

- Inspections of complaints – privately owned overgrown blocks/untidy premises
- Appointment made with owner, inspection of property Greenethorpe. Reported.
- Inspection of Quandialla and Caragabal tips – reported
- Bumbaldry Bus Interchange inspection

Recycling

- Contamination of bin check
- Bind delivered to new dwellings

Advertising

- Grenfell Record Editorial – Dogs and Livestock
- Caragabal Public School Newsletter – Do you own a dog? – offences and responsibilities
- Quandialla Central School Newsletter – Do you own a dog? – offences and responsibilities
- Henry Lawson High School Newsletter – Do you own a dog? – offences and responsibilities
- Greenethorpe Village Monthly Newsletter – Do you own a dog? – offences and responsibilities

For Council's Information
Noted

4. Grenfell Aquatic Centre, P2.3.1

Total Attendance:	4306	Other Usage:	666
Daily Average:	148	School Usage:	762
Cash Attendance:	221 Child/Pensioner	Season Ticket Sales:	
	223 Adult	Child:	1
Season Ticket	1370 Child	Adult:	0
Attendance:	1064 Adult	Family:	0
		Pensioner:	0

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

All local schools held annual Swimming Carnivals, sport sessions and St Josephs Primary a 5-day Swim safe program.

The pool encountered 2 major issues during the month. The foot valve attached to the 50m pool become blocked which had no impact on patrons and the electrical pump that circulates water to the 50m pool failed, the electrical motor had done a bearing causing the facility to be closed for 3 days whilst repairs were being carried out.

A new electrical motor was purchased and fitted to get the facility opened, Shane Browne is going to refurbish old motor as a backup for any future problem.

There were no accidents or incidents during the month of February.

**For Council's Information
Noted**

5. Quandialla Swimming Pool, P2.3.2

Total Attendance: 1354
Daily Average: 46.7

Season Ticket Sales:
Single: 0
Family: 0
Aqua Class: 0

Activities for the month –

- Swimming Carnival held on the 22 February, 280 patrons entered. There were 95 swimmers from Quandialla, Grenfell, Cootamundra, Ungarie and other southern inland clubs.
- Swimming club, Squad, Aqua and lessons continued
- Bribbaree & Quandialla Public Schools visiting facility at least once a week. Staff providing swimming instructions.

**For Council's Information
Noted**

6. Grenfell Waste Facility, E3.3.2

Update on short term actions –

Council's Acting Director Environmental Services is conducting weekly inspections of the landfill site to ensure compliance with the NSW EPA Improvement Notice.

The 2.1m high litter fence is nearing completion.

A letter has been forwarded to NSW EPA seeking an exemption from the fine imposed with the Prevention Notice.

**For Council's Information
Noted**

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B. Planning and Development Matters:

1. Development Applications

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

DA NO.	Applicant	Construction	Value (\$)	Address
MOD 35/2019	Mr AR Brown	New Dwelling & Shed (Demolish Existing Dwelling – Revised Finished Floor Level	\$262,000	LOT: 4 SEC: 20 DP: 758473 8 Nash Street GRENFELL NSW 2810
51/2019	Andy Design & Drafting	New Dwelling	\$238,500	LOT: 28 DP: 1043691 4042 Mid Western Highway GRENFELL NSW 2810
1/2020	Caragabal West Water Line	Water Line	\$638,000	LOT: 1 DP: 336384 & Others Caragabal Parish GRENFELL NSW 2810
3/2020	Ms NR Case	Shed	\$16,000	LOT: 2 DP: 1243779 4A Palmer Street GRENFELL NSW 2810
4/2020	Anglian Diocese of Bathurst	Subdivision	\$0	LOTS: 1, 2 & 4 DP: 758473, LOT: 3 DP: 668331 & LOT: 3 DP: 1087971 Middle Street GRENFELL NSW 2810
5/2020	Mrs SE Armstrong	New Dwelling	\$607,200	LOT: 2 DP: 1177423 5023 Henry Lawson Way GRENFELL NSW 2810
6/2020	Mr B Hunt	Carport	\$8,000	LOT: 818 DP: 754578 3 Hilder Road GRENFELL NSW 2810
7/2020	Mr P Napier	Shed	\$6,665	LOT: 1 DP: 522554 54 East Street GRENFELL NSW 2810

For Council's Information
Noted

2. Construction Certificates

The undermentioned applications were received and determined under delegation:

CC NO.	Applicant	Construction	Address
3/2019	Andys Design & Drafting	Extension/Addition to Dwelling	LOT: 7 DP: 754610 3670 Mid Western Highway GRENFELL NSW 2810
32/2019	Mr NC Heatley	Shed	LOT: E DP: 336388 11 Rose Street GRENFELL NSW 2810
47/2019	Weddin Community Native Nursery	Shade Structure	LOT: 22 DP: 1244054 43 East Street GRENFELL NSW 2810
3/2020	Ms NR Case	Shed	LOT: 2 DP: 1243779 4A Palmer Street GRENFELL NSW 2810

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

6/2020	Mr B Hunt	Carport	LOT: 818 DP: 754578 3 Hilder Road GRENFELL NSW 2810
7/2020	Mr PC Napier	Shed	LOT: 1 DP: 522554 54 East Street GRENFELL NSW 2810

For Council's Information
Noted

3. Complying Development Applications

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

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

For Council's Information
Noted

4. Lawson Oval Amenities Project, P2.1.6

The purpose of the report is to provide an update on the upcoming activities for the Lawson Oval Amenities Building:

- WSC to undertake bulk earthworks to field side, north and south along with installation of sumps.
- Vinyl installation to commence on 9.3.20 for 4-5 days. Carpet installed after painting is completed
- Internal painting to commence on 10.3.20
- Brick Cleaner to commence on 10.3.20
- Plumber – excavation and install this week along with helping install the downpipe install
- Brick Layer to build the block retaining wall and brick retaining walls
- Concreter to pour last path this week
- Locksmiths to deliver locks on the 16.3.20
- Kitchen fit off is booked for the 18.3.20
- Tiler should be finished by the 19.3.20
- Electrical, AC and plumbing fit off is scheduled for the 18-31.3.20
- Roller shutter to be installed on 25-27.3.20
- Duracube installation is scheduled for 23-27.3.20
- Joinery is scheduled for 30.3.20
- Grandstand seating to be installed on the 23-26.3.20
- Timber Door installed by builder
- SS kick plates for all external sides of timber doors to be made

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

It is anticipated that the project should be completed by the 10 April 2020.

For Council's Information
Noted

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

Internal drainage, plumbing, slabs and brickwork have been completed with the roof trusses and roof sheeting to be installed next.

For Council's Information
Noted

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

Council's Acting Director Environmental Services attended a meeting on 25 February 2020 with Director Engineering, Director Corporate Services, Director Environmental Services, Project Supervisor, and DIPE to discuss the hand over off the project.

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

Date	Activity
13 February 2020	Call tenders
8 weeks	Tender period
07 April 2020	Tenders close
14 April 2020	Tender review Stage 1
By 05 June 2020	Tender review Stage 2
12 June 2020	Tender assessment report draft
19 June 2020	Assessment committee meeting
02 July 2020	Tender assessment report final
02 July 2020	Recommendation to Council
16 July 2020	Council meeting to consider report

The site preparation continues with design for power upgrade being completed, relocation of power supply to the existing STP and consideration of alternative power sources to supplement increased power demands in the new plant.

For Council's Information
Noted



A R LINDSAY
ACTING DIRECTOR ENVIRONMENTAL SERVICES

287 **RESOLVED:** Cr McKellar and Cr O'Byrne that except where otherwise dealt with the Acting Director Environmental Services' Report be adopted.

Weddin Landcare Steering Committee Inc. (“Weddin Landcare”)

The significant Weddin Landcare connected activities and events of recent times are outlined below.

Agreement with NSW Local Land Services

LachLandcare Inc. had previously hosted Weddin Landcare’s Local Landcare Coordinator but elected not to do so for the 2019 – 2023 NSW Landcare Program. Weddin Landcare determined to host the new position directly and a new Funding Deed was agreed and finalised with Local Land Services NSW commencing 18 December 2019. In short, the Funding Deed provides sufficient funds to support a 0.3 FTE position through to 30 June 2023.

The Key Deliverables of a Local Landcare Coordinator as defined in the Funding Deed include:

- Stimulate local community engagement and participation in Landcare
- Provide support to groups, networks, Landcarers and landholders to participate in natural resource management activities that address critical agricultural sustainability and environmental issues
- Undertake and support planning
- Develop partnerships and work to secure resourcing through project grants and other sources
- Monitor, evaluate and report on activities and outcomes
- Facilitate linkages between Landcare activities/projects, Local Land Services and Landcare NSW
- Participation in regional and state Community of Practice
- Work with Host and local groups to develop and implement a Local Priority Action Plan
- Work with the Regional Coordinator to develop and support the implementation of Regional Priority Plan

Appointment of Weddin Landcare’s Local Landcare Coordinator



Melanie Cooper was appointed to the role of Local Landcare Coordinator for Weddin Landcare and commenced Monday 20th January 2020.

Melanie is based at the Grenfell Local Land Services offices at 20A Warraderry Street.

Her working hours are Tuesdays and Wednesdays from 9 am to 3 pm. Melanie can be contacted during her working hours either at the LLS office or via:

- Mobile 0417 963 475; or
- Email: weddinlandcare@outlook.com

Melanie’s appointment is a great outcome for our community. She is highly experienced and regarded both locally and throughout the region.

DELEGATE'S REPORT

Appointment of people to Regional Landcare related roles for Central West LLS

The following people/positions cover the Central West (LLS) Region:

Position	Incumbent	Location	Host Organisation
Central West Regional Landcare Coordinator	Mel Kiel	Yeoval	Central West Lachlan Landcare Inc.
Central West Regional Agricultural Landcare Facilitator	Rohan Leach	Dubbo	Central West Local Land Services

Mel Kiel has a strong association with Landcare via her past involvement in Little River Landcare and will have considerable contact with Mel Cooper in a supportive context. Rohan Leach has a strong background in agronomy and will be focused on the full gambit of sustainable farming practices.

Mel Kiel is organising periodic gatherings and teleconferences for the Local Landcare Coordinators in the Central West LLS region. The physical locations of the the CWLLS-based LLCs are: Condobolin, Coonamble, Dunedoo, Grenfell, Lake Cargelligo, Narromine, Parkes and Wellington.

Weddin Landcare – Annual General Meeting

Weddin Landcare's AGM was held Monday 9th March 2020. The positions are held as follows:

Chairperson:	James Maslin	Vice Chairperson:	Keith Starr
Secretary:	Geoff Draffin	Delegate to WSC	Keith Starr
		Weeds Committee:	
Treasurer:	Robert Grimm	LLS Representative:	Stephen Pereira
WCN Nursery Rep.	Jan Diprose	WSC Councillor	Phillip Diprose
		Delegate	
Public Officer	John Johnson		

Weddin Community Native Nursery – Shade Structure.



A new shade structure was recently completed as seen in the accompanying photo. The structure was installed by James Hetherington and the shade cloth by Dennis Simpson. Funding was from the Nursery's own reserves together with \$1,000 from Environmental Philanthropist Michael King.

An official opening is planned for 10 AM Monday 23rd March 2020. All Councillors and senior staff are welcome to attend, as is the general public.

DELEGATE'S REPORT

Weddin Landcare Event – Screening of the “2040” documentary

Weddin Landcare will be hosting a screening of the documentary film “2040” at the Community Hub in Grenfell on Saturday 4th April. “2040” is an innovative and inspiring feature documentary that explores what the future could look like by the year 2040 if humanity simply embraced the best regenerative solutions to improve our planet that are already available. Following the screening of the film, there will be an open discussion around some of the key aspects of the film of interest to the Weddin Shire community including Regenerative Agriculture, Renewable Energy and Circular Economy. Supper will be provided, with doors opening at 6:30pm.

Current thinking is that ‘further down the track’ screenings of the film will also be conducted in Caragabal, Quandialla, Greenethorpe and Bribbaree as well as the three schools in Grenfell. It is hoped that the film will ‘kickstart’ a series of other events for Weddin Landcare such as a solar information day/s, regenerative agriculture field day/s and waste reduction campaigns. Council may choose to be involved in the latter of these activities at that time.

Clr Phillip Diprose

288 **RESOLVED:** Cr Diprose and Cr Brown that the Weddin Landcare Steering Committee Inc (“Weddin Landcare”) Delegates report be adopted.

ACTION LIST

INSPECTIONS AND MEETINGS		STATUS	BY
June 2019	1. <u>Downer</u> : the Mayor and General Manager to meet with representatives to discuss proposed location for a mobile phone base station in Bumbaldry.	In Progress	GM
February 2020	2. <u>2020/2021 Operational Plan</u> : arrange workshop to be held at 9.30 am Thursday, 26 March 2020.	In Progress	GM
	3. <u>2020/2021 Operational Plan</u> : arrange extra – ordinary estimates meeting to be held at 9.30 am Thursday, 9 April 2020.	In Progress	GM
DEFERRED ACTIVITIES			
April 2012	1. <u>Main Street Master Plan</u> : consider inclusion of heritage building signs.	Delete	DE/DES
November 2013	2. <u>O'Brien's Tributary – Drainage Improvement</u> : refer matter back to floodplain committee for further consideration and other possible options.	In Progress	DE
June 2015	3. <u>RMS</u> : develop plans for a roundabout at the end of the Main Street in Grenfell and refer the proposal to RMS for their consideration.	Preparation for business case – In Progress	DE
	4. <u>Pigeon Control – Main Street</u> : continue to investigate options (DES).	Delete	DES
April 2016	5. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES).	In Progress	DES
August 2016	6. <u>Policy for Planting of Vegetation along Kerbsides</u> : develop policy.	In Progress	DE/GM
	7. <u>NBN Fibre to the Premises</u> : make representations to ensure Industrial land vacant lots have access to NBN. Advocate for upgrade to the exchange to facilitate fibre to the premises.	Delete	DES/GM
May 2018	8. <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	9. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	10. <u>Removal of Trees – Weddin Street</u> : remove trees and replace path. Consider prior to scheduled foot paving works.	In Progress	DE
	11. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
April 2019	12. <u>Grenfell Ambulance Station</u> : make enquires to purchase for \$1.	Delete	GM
	13. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	14. <u>Grenfell Medical Centre Operation</u> : conduct a media and marketing campaign.	In Progress	DCS/GM
May 2019	15. <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

ACTION LIST

INSPECTIONS AND MEETINGS		STATUS	BY
June 2019	16. <u>Clean Up Australia Day</u> : contact Pat Soley regarding 2020 event.	Delete	DES
	17. <u>Aboriginal Land Claims Investigation Unit</u> : invite representatives to address Council.	In Progress	GM
July 2019	18. <u>Australian Government Black Spot Program</u> : submit formal request for a roundabout at the bottom of the Main Street.	In Progress	DE
October 2019	19. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment.	In Progress	DE
	20. <u>AR Bluett Memorial Award</u> : submit an entry in the 2020 AR Bluett Memorial Award.	In Progress	GM
November 2019	21. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
	22. <u>Grenfell Sewage Treatment Plant Upgrade</u> : call tenders on the acceptance of Detailed Design drawings.	In Progress	DES
December 2019	23. <u>Renew our Libraries Campaign</u> : make representations for a sustainable funding model.	In Progress	DCS/GM
	24. <u>Grenfell Waste Facility</u> : complete identified short term works. Consider future works as part of Council's 2020/2021 estimates process.	In Progress	DES
February 2020	25. <u>Sec 355 Committee</u> : review structure and operation of all current committees.	In Progress	GM
	26. <u>Inland Rail</u> : invite representatives to address Council.	In Progress	DCS/GM
	27. <u>Local Strategic Planning Statements</u> : forwarded the document to DPE for concurrence and exhibition.	In Progress	DES
	28. <u>ICOMOS Central West Study Tour</u> : supply 30 Weddin hessian bags.	Completed	DES
	29. <u>Council Building - 139 Burrangong Street</u> : sell by public auction.	In Progress	GM

For Information

- 289** **RESOLVED:** Cr Brown and Cr Parlett that Item 16 be updated on the Action list to next year's Clean Up Australia Day 2021.
- 290** **RESOLVED:** Cr Diprose and Cr Brown that Council nominate Cr Diprose and a staff member to represent Council and attend a meeting in Dubbo with the Aboriginal Land Claims Investigation Unit.

The Grenfell Henry Lawson Festival of the Arts General Meeting Minutes held Wednesday, 12 February 2020 at the Grenfell Bowling Club at 6.30 pm

1. **Present:** see attached list

Observers: Jan Parlett and Philip Diprose

2. **Apologies:** Alan Griffiths, Di Griffiths, Maria Neill, Mick Neill, Pene Starr, Keith Starr, Pam Livingstone, M Moffitt, G Eppelstun, C Logan, B Dykhoff, G Howell, T Carroll and Hugh Moffitt.

Resolved: Deidre Carroll/Chad White that the apologies be accepted.

3. **New members:**

Resolved: Andrea Ladlow/Chad White that the new members be accepted.

4. **Confirmation of Previous Minutes:**

Resolved: Deidre Carroll/Billo Wheatley that the minutes of 17 December 2019 be confirmed.

5. **Rescission Motion:**

Resolved: Cathy Gilbert / Robert Baldwin that the resolution in Item 7.4(i) from the Meeting held 17 December 2019 be rescinded:

“that the Henry Lawson Festival go into recess for 2020 pending an evaluation in July”

6. **Election of Office Bearers & Co-ordinators**

Peter Moffitt took the chair and acted as returning officer.

ROLE	NOMINATED	CARRIED
President Noelene Brandt	Shirley Ballard	✓
Vice President Belinda Power	Carolyn Shaw	✓
Secretary James Rowe	Already elected	
Minutes Secretary Cathy Gilbert	Kelly Frost	✓
Treasurer Amanda Protheroe	Caroline Shaw	✓
Assistant Treasurer Ray Smith	Robert Baldwin	✓

The meeting was adjourned for the festival executive to meet.

The meeting resumed.

7. **General Business**

Resolved: Ron McClelland and Robert Baldwin that in consultation with the Weddin Shire Council the Henry Lawson Festival and the street procession go ahead as in previous years in the same format as far as possible.

Meeting closed: 8.37 pm

Next AGM meeting date: Tuesday, 18 February 2020 at the Grenfell Bowling Club 6.30 pm.

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

Minutes of the Grenfell Henry Lawson Festival of Arts, Meeting, Tuesday, 18th February, 2020 at the Grenfell Bowling Club at 6.30pm.

1. **PRESENT:** Cathy Gilbert, Amanda Mason, Gordon Gam, Ray Smith, Cathy Lee, Noelene Brandt, Chad White, Jenny Hetherington, Maureen Oliver, Kellie Frost, Shirley Tognetti,, Jeffrey Hunter, Kelly Luthje, Bernadette Dykhoff, Sharon Eppelstun, Mary Hunter, Marie Cotter, Andrea Ladlow, Elaine Dumbrell, Betty Penrose, Virginia Osborne, James Rowe, Grant Simpson, Warwick Simpson, Cassie Griffin, Denise Yates, Anda-Leigh Reilly, Chris Moran, Kathryn Williams, Kelly Hillsley, Claire McCann, Billo Wheatley, Allan Hodgson, Glenda Howell

Observers: Carly Brown, Stephen Griffin, Jan Parlett, Ron McClelland, Jan McClelland, Carolyn Shaw, Mark Liebich, Deb Stanton

2. **APOLOGIES:** Cath Sullivan, June Iddon, Amanda Protheroe, Belinda Power, Steve O'Byrne, Mea O'Byrne Brooke Brown, Gina Chalker, Pam Livingstone, Deidre Carrol, Terry Carroll

Resolved Chad White / Mary Hunter that the apologies be accepted.

3. **PRESIDENT** Noelene Brandt welcomed everyone to the meeting and advised that if co-ordinators were not elected the 2020 festival would not go ahead.

4. **MINUTES:** 12 February 2020

Cathy Gilbert and Cathy Lee requested the following amendment to the minutes of 12 February 2020.

Attendees to be added:

Deidre Carroll, Mary Hunter, James Rowe, Elaine Dumbrell, Jenny Hetherington, Warwick Simpson, Cath Sullivan.

Observers to be added:

Jan Parlett, Philip Diprose

Apology to be added:

Hugh Moffitt

CARRIED

Ron McClelland and Jan McClelland requested the following amendment to the minutes of 12 February 2020.

That Ron McClelland's motion be altered to include the words "In consultation with the Weddin Shire Council" at the beginning of the motion.

CARRIED

Resolved: Cathy Gilbert and Glenda Howell that the remainder of the minutes be confirmed.

5. **BUSINESS ARISING:**
Nil

The secretary left the meeting

6. ELECTION OF CO-ORDINATORS:

ROLE	NOMINATED	SECONDED	CARRIED
Market Stalls RFS	Amanda Mason	Glenda Howell	Yes
Merchandise Carolyn Shaw	Cathy Gilbert	Chad White	Yes
Photography Cassie Griffin	Cathy Gilbert	Betty Penrose	Yes
Poetry on the boards Geoffrey Graham	Jenny Hetherington	Jan McClelland	Subject to acceptance
Procession RFS	Glenda Howell	Cathy Gilbert	Yes
Program Denise Yates	Cathy Gilbert	Carolyn Shaw	Yes
Publicity/Social Media Visitor Centre Staff	Cathy Gilbert	Amanda Mason	Subject to council agreement
Quilt Exhibition Keryl McCann	Carolyn Shaw	Cathy Lee	Yes
Raffle Ray Smith	Jan McClelland	Ron McClelland	Yes
Sponsorship Chad White	Chad White	Cathy Gilbert	Yes
Street Entertainment Amanda Mason	Cathy Gilbert	Virginia Osborne	Yes

7. GENERAL BUSINESS:

- **Venue for 2020 festival**

Carolyn Shaw and Chad White moved to rescind the motion from the December 2019 meeting that the festival be held at the Railway Station.

A discussion was had about the benefits of the showground vs the railway station, as a venue.

A vote was had with the following result.

Railway Station	26 votes
Showground	6 votes
Abstained	5

The venue for the 2020 festival is the Railway Station.

- **2020 Festival Theme**

Chad White and Jan McClelland moved to rescind the motion from the November 2019 meeting that the theme be 'The Loaded Dog'.

CARRIED

After some ideas and discussion Chad White and Ron McClelland moved that the theme for the 2020 festival be 'High and Dry'.

CARRIED

- **2020 Guest**

It was confirmed that the committee would ask John Schuman to be the official guest.

- **Councillors and the HLF**

Mark Liebich requested the committee to recommend to council to remove the words 'Councillors can only attend as observers' from the council charter that covers 355 committees.

- **Letter to council**

A letter is to be written to council to request the following:

- That council appoint Visitor Information Centre staff as publicity/social media co-ordinator for the 2020 festival.
- That council liaise with Denise Yates in the production of the program.

- **Buskers**

Andrea Ladlow and Mary Hunter moved that buskers are encouraged to be in the top half of Main St in the morning and attend the open mic at the Railway Station after the procession.

CARRIED

Andrea Ladlow and Deb Stanton moved that every member be given a copy of the Constitution and Code of Conduct.

This was not voted on and should addressed at the next meeting.

8. NEXT MEETING

An extraordinary meeting was called for 25 February 2020 at 6.30pm at the Grenfell Bowling Club.

9. CLOSURE There being no further business the meeting closed at 8.35pm

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

Minutes of the Grenfell Henry Lawson Festival of Arts, Extraordinary Meeting, Tuesday, 25th February 2020 at the Grenfell Bowling Club at 6.30pm.

- 1.** An email from James Rowe resigning from the Henry Lawson Festival Committee was read by the President.
 - Kelly Hillsley was nominated by Cathy Gilbert/Amanda Mason to fill the vacated position of secretary. **CARRIED**
- 2. PRESENT:** Cathy Gilbert, Amanda Mason, Andrea Ladlow, Betty Penrose, Kelly Hillsley, Bill Atchison, Maureen Oliver, Elaine Dumbrell, Jenny Hetherington, Betty Fittler, John Fittler, Raymond Smith, Grant Simpson, Chad White, Belinda Power, Noelene Brandt, Virginia Osborne, Glenda Howell, Carolyn Shaw, Sharon Eppelstun, Warwick Simpson, Amanda Protheroe.

OBSERVERS: Carly Brown, Stephen O'Byrne, Mark Liebich

- 3. APOLOGIES:** Pam Livingstone, Mary Moffitt, Shirley Tognetti, Claire McCann, Cath Sullivan, Mea O'Byrne, Cassie Griffin, Marie Cotter, Keryl McCann, Terry Carroll, Deidre Carroll.

Resolved: Andrea Ladlow/Amanda Mason that the apologies be accepted.

- 4. PRESIDENT** Noelene Brandt welcomed everyone to the meeting.
- 5. MINUTES:** The minutes of the general meeting of the 18th February 2020 were held over until the next general meeting.
- 6. BUSINESS ARISING:** Nil
- 7. CORRESPONDENCE:**

Inwards: Resignation email from James Rowe

Outwards: Letter to Jaymes Rath about the traffic management plan

Noted

- 8. TREASURER'S REPORT:** As the treasurer had only acquired the books that day, there was no current report. Instead the treasurer reiterated the profit and loss statements from the AGM held in October 2019.

Resolved: Amanda Protheroe/Grant Simpson that the treasurer's report be adopted.

- 9. GENERAL BUSINESS:**
 - A call was put out by the president for a publicity/media co-ordinator. Cathy Gilbert nominated Virginia Osborne, who declined.
 - The president proposed a breakdown of the budget to be assigned to each co-ordinator. This will need to be discussed by the treasurer and voted on at the next general meeting.
 - Cathy Gilbert discussed the Traffic Management Committee meeting and advised the new secretary that they needed the detailed traffic management plan by Thursday 27th February 2020.
 - Chad White/Amanda Protheroe moved that the constitution be available to all members on request. Please email minutes.hlf@gmail.com if you require a copy.
 - Noelene Brandt advised that she has started asking for donations for the raffle.

- Amanda Mason/Chad White moved that the motion from the meeting of 18th February 2020 that the festival theme be 'High and Dry', be rescinded. Amanda offered the following Henry Lawson poems as alternatives
 - The Water
 - Rain in the Mountains
 - The Southerly Buster

CARRIED

After some discussion a vote was held with the following result:

- The Water: 0 votes
- Rain in the Mountains: 14 votes
- The Southerly Buster: 0 votes

The were 5 who abstained from voting.

The theme of the 2020 festival is 'Rain in the Mountains'

- A discussion was had about announcing the King and Queen on Thursday 4th June 2020 at a wine and cheese night. Other winners could be announced from the main stage on the Saturday of the festival.
 - Chad White/Bill Atchison moved we have a King and Queen and they represent Grenfell over the weekend and throughout the year, to be announced at the wine and cheese night.

CARRIED

- Amanda Mason advised that Patron, Hilary Lindsay, would need someone to look after her needs. Chad White suggested Tara Anderson is asked to do it, if Judy Mitton declines.
- Elaine Dumbrell/Bill Atchison moved to support John Schumman in the amount of \$5000.

CARRIED

10.NEXT MEETING: Tuesday 10th March at 7pm

11.There being no further business the meeting was closed at 8.20pm.

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

Minutes of the Grenfell Henry Lawson Festival of Arts, Extraordinary Meeting, Tuesday, 3rd March 2020 at the Grenfell Bowling Club at 7pm.

1. The president received an email from Amanda Protheroe resigning from the position of treasurer.
2. Nominations were called to fill the vacated position.
 - Jan McClelland/Andrea Ladlow nominated Ray Smith
 - Cathy Gilbert/Amanda Mason nominated Angela HundyThe nominees gave a brief overview of their experience whereupon they were asked to leave the room. A vote was held and Ray Smith was elected as treasurer with Angela Hundy to fill the assistant treasurer's position.
3. **PRESENT:** Andrea Ladlow, Amanda Mason, Kelly Hillsley, Jenny Hetherington, Elaine Dumbrell, Betty Penrose, Maureen Oliver, Deb Stanton, Virginia Osborne, Sharon Eppelstun, Grant Simpson, Ray Smith, Emily Essex, May Logan, Brent Logan, Cathie Logan, Ron McClelland, Jan McClelland, Paige Martens, Lachie Martens, Noelene Brandt, Grace Eppelstun, Cathy Gilbert

OBSERVERS: Jan Parlett, Carly Brown

4. **APOLOGIES:** Cath Sullivan, Billo Wheatley, Allan Hodgson, Glenda Howell, Mark Liebich, Amanda Protheroe, Chris Moran, Kathy Williams, Stephen O'Byrne, Mea O'Byrne, Mary Moffitt, Belinda Power, Jeff Hunter, Cassie Griffin, Nev Essex, Maria Neill, Jan Myers, Kath Holz, Terry Carroll, Deidre Carroll, Chad White

Resolved Cathy Gilbert /Amanda Mason that the apologies be accepted.

5. **PRESIDENT** Noelene Brandt welcomed everyone to the meeting.
6. Andrea Ladlow/Amanda Mason moved that the new members be accepted. **CARRIED**
7. The President read an email she received from Glenn Carroll regarding the availability of the main street for the festival.
Andrea Ladlow/Emily Essex moved to rescind the motion recorded in the minutes of the 18th February 2020
"The venue for the 2020 festival is the Railway Station"
CARRIED
8. Following a short discussion Jan McClelland/Amanda Mason moved that, given the email from Glenn Carroll, the 2020 festival be held in the main street as usual.
CARRIED UNANIMOUSLY
9. The president expressed her thanks to Glenn Carroll and the council for their help.
10. **NEXT MEETING:** General meeting to be held Tuesday 10th March at 7pm at the Grenfell Bowling Club.
11. There being no further business the meeting was closed at 7.30pm

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

At this point the Mayor thanked the Henry Lawson Festival volunteers and staff.

295 **RESOLVED:** Cr Diprose and Cr Brown that Council write a letter to the Henry Lawson Festival Committee thanking the Festival volunteers for their efforts.

MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER AT 10.00 AM ON THURSDAY, 28 FEB 2020 (C2.6.3)

1. **PRESENT:** J Rath (Director Engineering), Michael Madgwick (NSW Police), Deanne Freeman (RMS Representative), Clr. Mayor Mark Liebich, Maurice Simpson (Local Representative)
2. **APOLOGIES:** NIL
3. **DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS:** NIL
4. **CONFIRMATIONS OF MINUTES OF PREVIOUS MEETING**

Minutes of Local Traffic Committee Meeting – 5th Dec 2019
<p>Recommendation: That the minutes of the Local Area Traffic Committee Meeting held 5th December 2019, having been circulated be confirmed as a true and accurate recording of that meeting.</p> <p>Moved: Clr. Mayor Mark Liebich Seconded : Maurice Simpson (Local Representative)</p>

5. **OUTSTANDING BUSINESSES**

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

Executive Summary

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

Date	Item no	Description	Recommendation	Status
1/02/2018	1	Pedestrian Safety Assessment in Main street to be conducted	a) Council to update the crossing to relevant standard and bring to committee meeting the changes.	In progress
		Potentially Rectified with the Main Street Upgrade.	a) Council to look in to requesting RMS introduce a 40 KMPH I pedestrian activity area.	In progress
05-04-18	2	Disable car park in Forbes street near the ramp to Pool in Grenfell.	Council adopted the 5 th December 2019 Design.	Complete
26-07-18	3	Disable car park in Weddin Street (Front of council building)	Council adopted the 5th December 2019 Design.	Complete

Date	Item no	Description	Recommendation	Status
26-07-18	4	Holy Camp Road and Mary Gilmore way intersection	Council adopted the 5th December 2019 Design after minor changes.	Complete
26-07-18	5	Advance warning sign at Railway crossing on Mary Gilmore Way near Bribbaree	Council adopted the 5th December 2019 Design after minor changes.	Complete
26-07-18	6	More signage regarding the caravan park on Forbes Street	Council to prepare a draft plan regarding the locations. The Proposed location on Highway be submitted to Deanne Freeman (RMS) and other locations be submitted to committee members for comments.	Ongoing
04/07/2019	7	B-Double Route – Midwestern Highway to Gooloogong Rd	Council adopted the 5th December 2019 Design after minor changes.	Complete
05/12/2019	8	75 Camp Street Re-development – Traffic Island Proposal	That the Council revisit the design at the next LTC Meeting with the design updated as per the discussion.	In Progress
05/12/2019	9	Level crossing improvement plan - Caragabal Crossing – Pedestrian crossing across the railway line, RMS Applying for a pedestrian crossing maze.	ARTC hold an IE (Interface Agreement) with Council. The enquiry has been put forward and are awaiting reply.	In progress

Date	Item no	Description	Recommendation	Status
05/12/2019	10	Camp St & Main St intersection to be considered for a roundabout during Main Street Upgrade.	A formal letter to be drafted for Transport NSW with a letter of support from NSW Police. Foot traffic from the free camp to the Main Street to be considered in this design.	In progress
05/12/2019	11	Approach to Quandialla from Bimbi requires a 50km sign to be installed before Grain Corp. This issue is to be referred to Transport NSW.	RMS have advised of the location and signage has been installed.	Complete
05/12/2019	12	Approach Red Bend School Bus for alternative locations for Drop off and Pick up in a designated Bus Zone area.	Forbes Street bus zone will be a suitable alternative location, post main street upgrade.	In progress

6. COMMITTEE BUSINESS

6.1 Grenfell Main Street Renewal

The technical design is attached for the Grenfell Main Street Renewal.

Grenfell Main Street Renewal
<p>Recommendation: That changes to the Main Street Renewal plan take place as per discussion. The revised plans are to then go back to the next LTCM.</p> <p>Moved: Clr. Mayor Mark Liebich Seconded : Michael Madgwick (NSW Police)</p>

7. GENERAL BUSINESS.

- 7.1 Service Station upgrade opposite to the Council Building has constructed a pedestrian refuge without running through LTC. It has not been constructed to current standards. Recommendation was discussed to fill in the pedestrian refuge.

- 7.2 With Anzac day fast approaching, council to contact the RSL club to find out where the Traffic Management Plan is for the event.
- 7.3 Train/Truck Accident on the Mary Gilmore Way – Council to install the recommended signage adopted in the December meeting.
- 7.4 Henry Lawson Festival Traffic Management Plan. With the festival fast approaching it would be great to get it accepted early by the LTC.
- 7.5 Memory Street – Extend the 50km/h zone for the Grenfell Sewer Treatment Plant Upgrade.
- 7.6 Henry Lawson Way (Young Rd) Extend both the 50km/h and 80 km/h zone to slow traffic in the newly developed rural living areas.
- 7.7 Safety Management Plan – Investigate on whether council has a safety management plan for such an accident that took place at the Bribbaree Truck/Train crash
8. **NEXT MEETING:** TBA – A two-week notice will be given based on the main street design amendments turnaround.
9. **CLOSE OF MEETING:** 11:56 am

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

MINUTES OF THE WEEDS COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 9th MARCH 2020, COMMENCING AT 5:00 PM (C2.6.13)

1. **PRESENT:** Jaymes Rath (Chair- Weddin Shire Council)
Cr John Niven (Weddin Shire Council)
Harvey Matthews (NSW farmers)
Keith Starr (Landcare-Grenfell)
Kai Chambers (Trainee Biosecurity Officer – Weddin Shire Council)

2. **APOLOGY:** James Ingrey (Agronomist)
Cr Paul Best (Weddin Shire Council)
Cr Mark Liebich (Weddin Shire Council)
Kellie Frost (Authorised Officer – weeds - Weddin Shire Council)
Cr Stuart McKellar (Weddin Shire Council)

Resolved: Harvey Matthews and Keith Starr that the apologies be accepted.

3. **MINUTES:** 17th December 2019

Resolved: Harvey Matthews and Cr John Niven that the minutes from 17th December 2019 be adopted.

4. **MATTERS ARISING:**

- a. Agave Cactus (*Agave americana* var. *americana* & *Agave americana* var. *expansa*)



- i. Control Method – Grazon/Diesel Mixture: Has been successful

c. Paterson's curse (*Echium plantagineum* L.)



- i. Has been observed in small groups around the shire. All of the groups have had the biological control the 'Taproot Flea Beetle' present.

Noted

5. **CORRESPONDENCE:**

Nil

Noted

6. **NOXIOUS WEEDS OFFICERS REPORT:**

Kai verbally updated the committee:

- a. Attended MVWC meeting held in Grenfell
 - i. The day was a success and had approx. 17 officers attend
- b. Kai commenced training at TOCAL College
- c. Completed his ChemCert Training
- d. Bogolong Dam – Total kill in the dam and surrounding area
- e. New spray nozzle types were discussed that are on the market
- f. 'Picture This' phone application was discussed – (<https://www.picturethisai.com/>)
- g. WAP Funding increase of \$20,000.00 (Reflected in Budget)
- h. Applied for a \$2,000.00 grant to fund legal training

- i. Blue Heliotrope (*Heliotropium amplexicaule*) spotted and sprayed on roadside inspections:



- j. St John's-Wort (*Hypericum perforatum*) spotted and sprayed on roadside inspections:



- k. Silverleaf nightshade (*Solanum elaeagnifolium*) spotted and sprayed on roadside inspections:



- l. All village footpaths were sprayed
- m. Caragabal and Bimbi Cemeteries were treated for Spiny Burrgrass – Spinifex (*Cenchrus spinifex*)



Noted

7. NOXIOUS WEEDS BUDGET

<u>2019/2020 Budget</u>		
<u>Decription</u>	<u>Amount Allocated</u>	<u>Expenditure</u>
Employee Wages	\$ 82,000.00	\$ 28,096.85
Extra (minus LCA commitment WAP)	\$ 7,083.18	
Noxious Pests	\$ 2,500.00	\$ -
WAP	\$ 21,054.00	\$ 5,466.70
Block 2019/2020	\$ 15,000.00	\$ -
FAG 2019/2020	\$ 15,000.00	\$ -
Totals	\$ 142,637.18	\$ 33,563.55
Available Budget	\$ 109,073.63	

<u>2019/2020 Budget</u>		
<u>Decription</u>	<u>Amount Allocated</u>	
Employee Wages	\$ 82,000.00	
Extra (minus LCA commitment WAP)	\$ 7,083.18	
Noxious Pests	\$ 2,500.00	
WAP	\$ 41,054.00	
Block 2019/2020	\$ 15,000.00	
FAG 2019/2020	\$ 15,000.00	Total Expenditure
Totals	\$ 162,637.18	\$ 69,831.68
Available Budget	\$ 92,805.50	

Noted

8. **BUSINESS WITH NOTICE**

Nil

9. **QUESTIONS WITH NOTICE**

Nil

10. **NEXT MEETING:**

Day	Date	Month	Year	Time	Venue
9	9/06/2020	June	2020	5:00 PM	Committee Room

11. **CLOSURE:** There being no further business to discuss the meeting closed at 06.05 pm

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

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD ON TUESDAY, 17 MARCH 2020 COMMENCING AT 8.30AM (C2.6.10)**

Present: Messrs Glenn Carroll, Lachlan Gibson and Alan Lindsay.

Apology: Jaymes Rath

Resolved: Lachlan and Alan that the apology be accepted.

Minutes: of 18 February 2020

Resolved: Lachlan and Alan that the minutes from 18 February 2020 be adopted.

1. PEOPLE:

<p><u>Learning & development</u> - Strategic</p>	<p>i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held.</p> <p>ii) <u>Annual Assessments</u></p> <ul style="list-style-type: none"> • Administration – completed • Engineering – in progress • Environmental – completed <p>iii) <u>Training Plans</u> – to be undertaken for individual employees.</p>	<p>DE</p> <p>GM/DE/ DES/DCS</p> <p>All</p>
<p><u>Resource planning</u> - Strategic</p>	<p>i) <u>New Improvement Plan</u>- currently being developed.</p> <p>ii) <u>RMS Contract</u> – reported in Director Engineering’s report.</p> <p>iii) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2019/2020. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.</p> <p>iv) <u>2020/2021 Operational Plan</u>: workshop and extra-ordinary meeting to be held to commence prioritising for the annual plan.</p>	<p>GM</p> <p>DE</p> <p>DE</p> <p>All</p>
<p>- Operational</p>	<p>i) <u>Other Programs</u> – in progress.</p>	<p>DE</p>
<p><u>Recruitment</u> - Operational</p>	<p>i) <u>Corporate Services</u> – Team Leader Finance – re-advertised. Closed 13 March 2020. Interviews to be arranged.</p> <p>ii) <u>Environmental Services</u> - Team Leader Environment – to be re-advertised.</p>	<p>DCS</p> <p>DES</p>
<p><u>Appointments</u> - Operational</p>		

<u>Health and Wellbeing</u> - Strategic	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. Results received. To be discussed and final outcomes to be presented to staff in the first quarterly meeting of 2020.	All
	ii) <u>Health and Wellbeing/Mental Health training</u> – to be organised in 2019/2020 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.	DES/DCS
	iii) <u>Grenfell Medical Centre plaque</u> – currently being arranged.	DES

2. RESOURCES

<u>Financial</u> - Strategic	i) <u>Grant Funding Applications</u> – Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.	All
<u>Information</u>	Nil	
<u>Physical – Assets</u> - Strategic	i) <u>Sewerage Treatment Works Upgrade</u> - detailed design completed. Land to be classified as operational land as per Local Government Act 1993. Tenders currently being called.	DES/GM/DCS
	ii) <u>Sewer Mains relining</u> – works in progress. Nearing completion.	DE
	iii) <u>Grenfell Main Street Upgrade</u> – awaiting engineering plans prior to tenders being called.	DE
- Operational	i) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring.	DE
	ii) <u>O’Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.	DE
	iii) <u>Emu Creek Project</u> – works continuing. Very good progress.	DE
	iv) <u>Industrial Land</u> – four sales completed. Sales process for five others in progress.	GM/DE/DES
	v) <u>Quandialla Drainage</u> – final stage to commence in May 2020.	DE
	vi) <u>Quandialla Pool Upgrade</u> – operating very well.	DES
	vii) <u>Annual Residence Inspections</u> – to be undertaken.	DES
<u>Human Resources</u>	i) <u>Organisational Review</u> – recommendations to be included in the new Improvement Plan. HR resources to be sourced in short term. To be further considered as part of year 2 of Organisation Structure review.	All
<u>Investment</u>		

3. SYSTEMS

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

4. COMMUNICATION AND ENGAGEMENT

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

5. **NEXT MEETING:** Wednesday, 15 April, 2020 at 8:30am.

6. **CLOSED:** There being no further business to discuss the meeting closed at 9.56 am

298 **RESOLVED:** Cr Diprose and Cr O'Byrne that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.

QUESTIONS

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

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

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

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

The following questions have been received:

Nil

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

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

10A

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

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

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

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

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

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

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

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

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

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

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

Nil

CLOSURE: There being no further business the meeting closed at 5.58 pm.