



REF:

## MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 18 FEBRUARY 2021 COMMENCING AT 5:00 PM

11 February 2021

Dear Councillors,

**NOTICE** is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 18 FEBRUARY 2021**, 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 17/12/2020
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
  - Bogolong Dam Ctee Mtg, 24/12/2020
  - The Grenfell Henry Lawson Festival of Arts Ctee EO Mtg, 06/01/2021
  - Australia Day Executive Ctee Mtg, 19/01/2021
  - Weddin Local Traffic Ctee Mtg, 04/02/2021
  - Heritage Ctee Mtg, 04/02/2021
  - Award Restructuring Consultative Ctee Mtg, 10/02/2021
  - Local Emergency Management Ctee Mtg, 10/02/2021
  - Rescue Ctee Mtg, 10/02/2021
  - Work Health & Safety Ctee Mtg, 10/02/2021
  - OLT Mtg, 16/02/2021
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, and J Niven.  
General Manager (G Carroll), Acting Director Environmental Services (A Lindsay), Director Corporate Services (M Chalmers) 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:** Cr S McKellar

**CONFIRMATION OF MINUTES:**

**255 RESOLVED:** Cr Diprose and Cr Parlett that the Minutes of the Ordinary Meeting, held on 17 December 2020 be taken as read and **CONFIRMED**.

## DISCLOSURES OF INTEREST

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

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

### **Previously Declared**

<b>Councillor</b>	<b>Item No</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Cr Best	NoM1	Owner of property on Adelargo Rd	Non-Pecuniary	Yes
	DE7	Owner of business in Main Street	Pecuniary	Yes
	DE16	Owner of business in Main Street	Pecuniary	Yes
	CC DE3	Owner of business in Main Street	Pecuniary	Yes
	CC DE4	Owner of business in Main Street	Pecuniary	Yes
Cr Bembrick	DE7	Owner of business in Main Street	Pecuniary	Yes
	DE16	Owner of business in Main Street	Pecuniary	Yes
	CC DE3	Owner of business in Main Street	Pecuniary	Yes
	CC DE4	Owner of business in Main Street	Pecuniary	Yes
Cr O'Byrne	DE7	Owner of business in Main Street	Pecuniary	Yes
	DE16	Owner of business in Main Street	Pecuniary	Yes
	CC DE3	Owner of business in Main Street	Pecuniary	Yes
	CC DE4	Owner of business in Main Street	Pecuniary	Yes
Cr Parlett	DE7	Owner of business in Main Street	Pecuniary	Yes
	DE16	Owner of business in Main Street	Pecuniary	Yes
	CC DE3	Owner of business in Main Street	Pecuniary	Yes
	CC DE4	Owner of business in Main Street	Pecuniary	Yes

### **Declared During the Meeting**

<b>Councillor</b>	<b>Item No</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Cr Best	DE10	Owner of business in Main Street	Pecuniary	Yes
Cr Bembrick	DE10	Owner of business in Main Street	Pecuniary	Yes
Cr O'Byrne	DE10	Owner of business in Main Street	Pecuniary	Yes
Cr Parlett	DE10	Owner of business in Main Street	Pecuniary	Yes

## **PUBLIC FORUM**

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

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

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

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The following applications have been received: -

Nil

## **MOTIONS WITH NOTICE**

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### **1. Safety Audit – Adelargo Road, C2.8.1/R2.10.004**

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

“that Council carry out a road safety audit on the full length of Adelargo Road in conjunction with the planned replacement of culverts.”

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

Existing culvert replacement budget.

**Supporting comments:**

Nil

Signed: Cr Stephen O'Byrne

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

**256 RESOLVED:** Cr O'Byrne and Cr Diprose that Council carry out a road safety audit on the full length of Adelargo Road in conjunction with the planned replacement of culverts.

**Cr Best returned to the room.**

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 FEBRUARY 2021.**

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**SECTION A - Matters for Information**

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 10 December 2020.
- A2. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 17 December 2020.
- A3. Office of Local Government, A3.6.54: COVID-19 Council update as at 10 December 2020.
- A4. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 11 December 2020.
- A5. The Hon. Michael McCormack MP, A3.19.3: Writing to advise that the Building Better Region Fund (BBRF) Round 5 applications open on January 12, 2021.
- A6. Aboriginal Land Claim Assessment Team, A3.6.52: Referring to Aboriginal Land Claims 24291 and 24647 lodged with the Registrar.
- A7. Water NSW, A3.6.48: Attaching a project update on the Lake Rowlands to Carcoar Dam Pipeline.
- A8. Forbes Shire Council, C2.9.5: Advising Forbes Shire Council is hosting an Australian Local Government Women's Association NSW female forum.
- A9. CEF Grenfell, C1.8.1: Thanking you for your great support this year. Enjoy the stories of our recipients.
- A10. Caragabal Public School, C1.8.10: Thanking you for your kind donation towards our presentation evening.
- A11. A Robinson, T5.60/2020: Regarding the application to open a Live Music and Arts venue at 18 George Street, Grenfell.
- A12. The Hon. Michael McCormack MP, A3.19.3: Paying tribute to former NSW Deputy Premier Ian Armstrong, OBE AM, who has died.
- A13. The Hon. Steph Cooke MP, A3.19.2: Offering her condolences to the family and loved ones of the Honourable Ian Armstrong AM OBE, who has passed away aged 83.
- A14. NSW Department Primary Industries, A3.6.45: NSW DPI COVID-19 update as at 19 December 2020.
- A15. Office of Local Government, A3.6.54: COVID-19 Council update as at 20 December 2020.
- A16. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 22 December 2020.
- A17. Office of Local Government, A3.9.3: Council Circular advising an Exposure Draft Bill has now been released for public consultation.
- A18. Audit Office of NSW, A1.2.1: Forwarding our management letter for the 30 June 2020 audit of financial statements.
- A19. NSW Department Primary Industries, A3.6.45: Regarding the NSW Government's Right to Farm Policy.
- A20. The Hon. Michael McCormack MP, A3.19.3: Mourning the loss of a stalwart of Australian politics, the Right Honourable Doug Anthony AC, CH.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 FEBRUARY 2021.**

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- A21. St Joseph's Primary School Grenfell, C1.8.4: Writing to thank the Weddin Shire Council for your fantastic ongoing and generous support of St Joseph's School.
- A22. Grenfell Public School, C1.8.2: Advising on behalf of the school community of Grenfell Public School, we would like to thank you for your continued support.
- A23. Quandialla Public School, C1.8.8: Advising the students and staff of Quandialla Public School would like to thank you very much for your kind donation towards our 2020 Presentation Day.
- A24. Mikla Lewis, E3.7.1: Writing regarding the high amount of grain that has been spilt on local roads during the recent harvest season and the impact this is having on our local wildlife.
- A25. Western NSW Local Health District, H1.6.1: Advising there are currently no confirmed cases of COVID-19 in the Far West NSW or Western NSW Local Health Districts.
- A26. NSW Office of Local Government, A3.6.54: COVID-19 Council update as at 20 January 2021.
- A27. Grenfell & District Senior Citizen's Welfare Committee Inc., G2.55: Thanking you for your letter regarding the BBRF Round 5 funding opportunity.
- A28. NSW Crown Lands, A3.6.52: Thanking you for your ongoing contribution to the management of NSW Crown reserves.
- A29. The Hon. Michael McCormack MP, A3.19.3: Encouraging manufacturers with shovel-ready projects to increase productivity to apply for a Federal Government grant.
- A30. The Hon. Michael McCormack MP, A3.19.3: Advising the first towers funded under Round 5 of the Mobile Black Spot Program now on-air delivering benefits and improving safety.
- A31. The Hon. Michael McCormack MP, A3.19.3: Announcing a loan program designed to support the next generation of farmers has now opened for applications.
- A32. NSW Rural Assistance Authority, A3.6.45: Advising the NSW Government is committed to supporting primary producers manage the ongoing impacts of drought.
- A33. Transport for NSW, R2.8.2: Advising lifesaving rumble strips are ready to be installed on the Newell Highway to help keep drivers alert and alive.
- A34. Dennis Hughes, T3.5.2: Advising the next meeting of the Lachlan Regional Transport Committee will be held at the Young Town Hall on 13 February 2021.
- A35. NSW Rural Fire Service, E1.3.4: Advising the Minister for Police and Emergency Services, the Hon. David Elliott MP has approved allocations for the 2020-2021 Rural Fire Fighting Fund.
- A36. Kai Chambers, P4.20192: Submitting my formal letter of resignation from the position of Trainee Biosecurity Officer at Weddin Shire Council.
- A37. The Hon. Steph Cooke MP, A3.19.2: Advising parents and carers of children in Kindergarten, and Years 1, 2 and 7 can enter school grounds on the first day of the new school year.
- A38. NSW Office of Local Government, A3.6.54: COVID-19 Council update as at 27 January 2021.
- A39. The Hon. Melanie Gibbons MP, E1.9.1: Referring to your correspondence to the Minister for Police and Emergency Services.
- A40. The Hon. Steph Cooke MP, A3.19.2: Announcing NSW Government funding to help finalise renovations at the Grenfell Picnic Race Club.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
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- A41. The Hon. Steph Cooke MP, A3.19.2: Advising the Grenfell Showground will be replacing its electrical infrastructure thanks to \$438,204 from the NSW Government.
- A42. The Hon. Steph Cooke MP, A3.19.2: Advising the Weddin Community Native Nursery will soon have new educational signs thanks to the Community Building Partnership program.
- A43. The Hon. Michael McCormack MP, A3.19.3: Forwarding updates from across regional Australia.
- A44. NSW Rural Fire Service, E1.3.1: Writing to introduce the new Area Commander – Western.
- A45. Australian Bureau of Statistics, A3.7.4: Advising that the ABS will commence advertising to recruit Census Field Managers for the 2021 Census.
- A46. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 5 February 2021.
- A47. Office of Local Government, A3.6.54: COVID-19 Council update as at 10 February 2021.
- A48. NSW Department of Primary Industries, A3.6.45: Forwarding NSW DPI COVID-19 update.
- A49. Craig Sargent, C1.2.5: Bringing up to date on the position at the Kart Track.
- A50. The Hon. Michael McCormack MP, A3.19.3: Regarding the \$2 million Alternative Voice Services Trails (AVST) Program.

**SECTION B - Matters for Report**

- B1. The Hon. Michael McCormack MP, A3.19.3: Writing to invite you to participate in Round 6 of the Stronger Communities Program (SCP).
- B2. Bimbi Rural Fire Brigade, P2.3.10: Referring to our Annual General Meeting held on Saturday, 29 October 2020.
- B3. Diane Donohue, P2.3.18: Thanking you for including me in the survey.
- B4. Pam Livingstone, P2.3.18: Regarding the Main Street furniture designs.
- B5. Jenny Hetherington, P2.3.18: Advising the historic Main Street of Grenfell is our most important asset for its appeal to tourists and visitors.
- B6. Grenfell Car Club, C1.3.0: Advising at the February meeting it was decided to proceed with the car show on the Sunday of the June long weekend 2021, subject to COVID-19 regulations.
- B7. Colin and Pip Wood, T5.7.2021: Presenting a submission in regard to DA 7/2021.

**257 RESOLVED:** Cr Brown and Cr Bembrick that Correspondence sections A and B be noted.

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

- C1. The Hon. Steph Cooke MP, A3.19.2: Advising the multimillion dollar upgrade of Grenfell's Main Street is underway with the Member for Cootamundra turning the first sod on the project.

**Copy forwarded to Councillors**

**For Information  
Noted**

- C2. The Hon. Steph Cooke MP, A3.19.2: Announcing applications are now open for the NSW Government's *Greater Cities and Regional Sport Facility Fund* to create and upgrade sports facilities.

This two-year program was a highlight of the recent budget and will see \$50 million available to organisations and councils in 2020/2021 with a further \$50 million available next financial year.

**Copy forwarded to Councillors**

**Note: The Regional Sport Facility Fund provides grants between \$100,000 and \$1 million. For projects costing more than \$1 million, a 25 percent financial co-contribution of the grant amount requested will be required.**

**RECOMMENDATION:** that: -

- i) a grant funding application be submitted for the Quandialla Pool Upgrade
- ii) Council also support the Grenfell Kart Club's grant funding application to upgrade the Bogolong track.

**258 RESOLVED:** Cr Diprose and Cr Niven that: -

- i) a grant funding application be submitted for the Quandialla Pool Upgrade
- ii) Council also support the Grenfell Kart Club's grant funding application to upgrade the Bogolong track.

- C3. The Hon. Steph Cooke MP, A3.19.2: Advising sporting facilities in the Cootamundra electorate will be able to apply for funding to create new or improved women's change rooms and amenities thanks to a boost from the NSW Government's \$2 billion Regional Growth Fund.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that a grant funding application be submitted for the Quandialla Pool amenities upgrade.

**259 RESOLVED:** Cr Diprose and Cr Best that a grant funding application be submitted for the Quandialla Pool amenities upgrade.

- C4. The Hon. Michael McCormack MP, A3.19.3: Advising Hilltops and Weddin Local Government Areas now have access to disaster assistance following severe storms which lashed the region from 28 November 2020 onwards.

**Copy forwarded to Councillors**

**For Information**

**260 RESOLVED:** Cr Diprose and Cr Best that Council write to the Hon. Michael McCormack MP thanking the Australian Government for the disaster assistance funding.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 FEBRUARY 2021.**

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- C5. The Hon. Paul Toole MP, A3.19.2: Advising the next step in investigating the potential reactivation of the Blayney to Demondrille railway is underway, with tenders open to develop a concept design that will examine the condition of the line and associated infrastructure.

**Copy forwarded to Councillors**

**For Information  
Noted**

- C6. Lorien Well, C1.1.3: Submitting an application for support for the inaugural Women's Day Event to be held Sunday 21 March 2021.

We appreciate your consideration of support for this exciting event.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that Council donate \$1,000 towards the event as requested.

**261 RESOLVED:** Cr Brown and Cr Parlett that: -

- i) Council donate \$1,000 towards the event as requested
- ii) the Mayor, Cr Brown and Cr Parlett attend the event as Council representatives.

- C7. Grenfell RSL Sub-Branch, C1.3.26: Advising the Grenfell RSL Sub-Branch would greatly appreciate if we would be able to have a number of significant items placed in the two Grenfell roundabouts for the commemoration of ANZAC Day this year.

The items would be 2x soldier silhouettes, 2x wooden crosses and 2x metal poppies per roundabout.

Thanking you in anticipation.

**Note: a copy of the Sub-Branch's Public Liability policy was provided.**

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

**262 RESOLVED:** Cr Diprose and Cr Best that the request be approved.

- C8. Grenfell Junior Rugby League, P2.1.6: Writing to confirm an oval booking for Thursday 21 January 2021 from 9am until 11am for the NRL to conduct a free Holiday Clinic.

Council should have a copy of the Club's Public Liability policy on file from the recent League Tag Gala Day.

**Note: as the event was held on 21 January 2021 approval was granted as requested.**

**RECOMMENDATION:**

Confirm Action.

**263 RESOLVED:** Cr Best and Cr Bembrick that the action be confirmed.

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

11 February 2021

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

**1. Australia Day Celebrations, C1.5.2**

Australia Day celebrations were held on Tuesday 26 January, 2021 at the Grenfell Bowling Club with a very good crowd in attendance given COVID-19 restrictions on public gatherings.

The Australia Day Special Guest Speaker, Mrs Vanessa Gibson was very well received by the crowd and MC Tom Robinson carried out his duties in a very articulate and efficient manner.

Winners of the main Awards are detailed below: -

**Citizen of the Year:** Lorette Walmsley  
**Senior Citizen of the Year:** Hugh Moffitt  
**Community Event/Organisation of the Year:** Rock 'till it Rains  
**Community Achievement:** Rod Kershaw  
Josh Taylor  
Anne Gault  
Lain Theil  
Grenfell Lions Club - Forget the Drought Day  
Grenfell Meals on Wheels Volunteers  
Grenfell Food Hall

Winners of the youth Awards are as follows: -

**Caragabal Public School:** James Death  
**Greenethorpe Public School:** Harry Murphy  
**Grenfell Public School:** Daisy McMahan  
**St Joseph's Primary School:** Hamish Gibson  
**Quandialla Public School:** Matilda Morley  
**The Henry Lawson High School:** Anna Hunt  
**HSC Achievement:** Tara Schaefer

It was wonderful to recognise, acknowledge and reward our residents who give freely of their time to volunteer in our community which is very much part of the Australian way of life.

All of the award winners were congratulated and thanked for their contribution to the Weddin Shire Community during 2020.

**For Information  
Noted**

### 2. COVID-19 Coronavirus, H1.6.1

The COVID-19 Coronavirus is continuing to have an impact on Communities and Council services although restrictions are gradually being lifted as we are endeavouring to return to normality.

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

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

**For Information  
Noted**

### 3. 2021/2022 Operational Plan, A3.4

The annual draft Operational Plan will be presented to Council's May Meeting (20<sup>th</sup>) and submitted for adoption at Council's June Meeting (17<sup>th</sup>).

It has been previous practice to hold a workshop and an Extra-Ordinary Council Meeting in late March/early April to commence the prioritising for the annual Plan. At this stage it is proposed to follow the same process as follows: -

- 1) Nomination of new projects – Friday 5 March 2021
- 2) Workshop – Thursday 25 March 2021
- 3) Extra-Ordinary Meeting – Thursday 8 April 2021

**RECOMMENDATION:** that the following dates be adopted for the 2021/2022 Operational Plan development process: -

Friday 5 March 2021 – closing date for new projects

Thursday 25 March 2021 – Workshop (9:30am)

Thursday 8 April 2021 – Extra Ordinary estimates meeting (9:30am)

**265** **RESOLVED:** Cr Brown and Cr Parlett that the following dates be adopted for the 2021/2022 Operational Plan development process: -

Friday 5 March 2021 – closing date for new projects

Thursday 25 March 2021 – Workshop (9:30am)

Thursday 8 April 2021 – Extra Ordinary estimates meeting (9:30am)

### 4. Regional Growth Fund, G2.1/A3.19.2

#### Stronger Country Communities Fund

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

## THE GENERAL MANAGER'S REPORT

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

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

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

**For Information  
Noted**

### **Regional Cultural Fund**

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

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

**For Information  
Noted**

### **5. Drought Communities Program – Extension, C2.9.14**

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

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

Works are in progress with Council required to ensure the projects are completed by 30 June 2021. The status of the Council projects is further reported in the respective Directors' reports and the status of the community projects is as follows: -

- Quandialla Hall – painting in progress. Expected to be complete by mid-February 2021.
- Grenfell Kart Club - drainage and trackwork – initial remediation works have begun. Inclement weather and consequential wet ground has delayed progress. It is hoped to complete project by end of March 2021.
- Caragabal Country Club Storage Shed – shed has been ordered and is ready for delivery. Pad has been levelled ready for concrete to be poured in February 2021. Build to take place in March 2021.
- Grenfell Racecourse Toilet Block – completed.
- Caragabal Signage – printing and installation of history signs will now take place in March 2021. Billboard has been printed. Surface to be prepared and installation to be carried out in February 2021.
- Scout and Guide Hall – completed.

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

**For Information  
Noted**

### **6. Weddin Wellness Plan, H1.7.1**

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

Council adopted the Weddin Wellness Network Action Plan at its last meeting in December 2020; the Plan is a dynamic document that sets out the delivery activities required to achieve the agreed highest priority outcomes for the Weddin community, informed by the Weddin Wellness Plan.

The Action Plan has now been settled with the Western Area Health team. The Weddin Wellness Network meet every 2 months to review outcomes, to facilitate strategic collaboration (big picture thinking on service delivery) and to re-visit the emerging priorities annually. The Wellness Network operates as an informal collaboration, where the Action Plan defines who is leading which activity. Action Plan milestones will be reported to Council by Council's EDO.

The Action Plan looks to link a wide variety of Wellness-related outcomes underpinned by training up local people into qualified roles to support aged and disability care, providing skills to deliver services in the community. The Plan has the scope to meet a variety of needs from:

- Disadvantaged supported accommodation - Grenfell Senior Citizens
- High Care as identified in the Clinical Services Plan – NSW Health
- In-home support for NDIS and Home Care Packages
- Exploration of private sector Residential Aged Care and related support
- Council and community advocacy to secure resources
- Ensuring smart use of technology and collaboration to deliver integrated wellness services

The Wellness Network met on Thursday 11 February 2021 with the Mayor as the Chair. The Network meeting provided positive feedback on the Wellness Action Plan, especially recommending that:

1. Social and Emotional Wellbeing Action 4 be reviewed with a view to recognising the importance of Youth Services, training and support – especially outside traditional sports activities.
2. The next meeting be held 15 April 2021 with a focus on the NSW Health Grenfell Clinical Services Plan.

**For Information  
Noted**

### **7. The Grenfell Henry Lawson Festival of Arts Committee, C2.6.32**

An Extra Ordinary meeting of The Grenfell Henry Lawson Festival of Arts Committee was held on Wednesday 6 January 2021 whereby the Committee resolved to recommend to Council that the 2021 Henry Lawson Festival be cancelled due to the COVID-19 Coronavirus pandemic.

The Committee resolved to hold the next Festival in 2022 on the June long weekend.

The Committee also resolved to recommend to Council that a full strategic review of the Festival be undertaken in 2021 and that a grant funding application be submitted under the BBRF Round 5 to fund the review. As the grant funding is not retrospective (meaning the review cannot commence until the outcome of the grant funding application is known) there was discussion that Council may fund the review to expedite the process however this will need to be considered by Council.

It was also resolved to recommend to Council that the festival website be reviewed/upgraded. It is proposed that this be undertaken after the Festival strategic review is completed to enable the web designer to know exactly what the Festival will be like in the future.

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

- i) the 2021 Grenfell Henry Lawson Festival of Arts be cancelled due to the COVID-19 Coronavirus pandemic
- ii) a full strategic review of the Festival be undertaken
- iii) Council fund the review to expedite the process and that funding be sourced at a subsequent Quarterly Budget Review
- iv) the Festival website be reviewed/upgraded upon completion of the review
- v) if grant funding cannot be obtained, Council fund the website upgrade with funding to be sourced at a subsequent Quarterly Budget Review.

#### **266 RESOLVED:** Cr Diprose and Cr Parlett that: -

- i) the 2021 Grenfell Henry Lawson Festival of Arts be cancelled due to the COVID-19 Coronavirus pandemic
- ii) a full strategic review of the Festival be undertaken
- iii) Council fund the review to expedite the process and that funding be sourced at a subsequent Quarterly Budget Review
- iv) the Festival website be reviewed/upgraded upon completion of the review
- v) if grant funding cannot be obtained, Council fund the website upgrade with funding to be sourced at a subsequent Quarterly Budget Review.

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

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### **8. Bogolong Dam Committee – Charter, C2.6.44**

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

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

**267 RESOLVED:** Cr Bembrick and Cr Brown that the Charter for the Bogolong Dam Committee be adopted as reviewed.

### **9. Heritage Committee – Charter, C2.6.22**

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

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

**268 RESOLVED:** Cr Diprose and Cr Brown that the Charter for the Heritage Committee be adopted as reviewed.

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

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

## ACTING DIRECTOR CORPORATE SERVICES' REPORT

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The Director Corporate Services Mr Michael Chalmers presented the report on behalf of Acting Director Corporate Services Mrs Vicki Carter.

11 February 2021

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

1. **Statement of Bank Balances as at 31 January 2021:**

Bank Account	
Westpac	\$2,697,672.65
Short Term Deposits	
CBA	9,000,000.00
<b>Total Investments</b>	<b><u>\$9,000,000.00</u></b>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 January 2021.

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

**For Information  
Noted**

2. **Statement of Loan Balances as at 31 January 2021:**

Loans	
ANZ Loan No...43092	1,828,974.65
ANZ Loan No...43084	1,855,776.30
<b>Total</b>	<b><u>\$3,684,750.95</u></b>

**For Information  
Noted**

## ACTING DIRECTOR CORPORATE SERVICES' REPORT

### **3. Summary of Income - 1 December 2020 to 31 January 2021:**

Rates Receipts	157,678.79
Credit Union Agency Commission	607.20
Service NSW Agency Commission	10,056.86
Interest on Term Deposits - Bank	3,417.53
Sec 603 Certificate	1,750.00
Block Grant - Roads	405,000.00
RMS Works	734,788.57
RFS	80,850.00
Noxious Weeds Certificate	40.00
Animal Control Income	1,600.00
Section 10.7 Certificates	999.00
Development & Building Application Fees	40,849.30
CTC Income	4,509.40
VIC Income (souvenirs etc.)	1,654.50
Library Income	337.30
Library Grant	69,733.00
Community Hub Conference Room Hire	135.00
Hire of Small Plant (port-a-loos etc.)	725.00
Tip Fees	924.00
S64 Contribution	3,730.00
Caravan Park Fees	12,305.00
Grenfell Aquatic Centre Entrance Charges	8,712.00
Quandialla Swimming Pool Entrance Charges	2,742.00
Other	49,199.74
<b>Total</b>	<b><u>\$1,592,344.19</u></b>

**For Information  
Noted**

### **4. Debt Recovery – Rates and Debtors, A1.7**

Debt recovery is as follows: -

Debt recovery activity for the period 1 December 2020 to 31 January 2021 has only been of a routine nature due to the COVID-19 Legislative Amendments made by the Office of Local Government. An update of debt recovery activity that commenced prior to this is as follows: -

24 previously referred to Council Debt Collection Agency

- 15 paid
- 2 arrangements
- 1 part payment
- 6 no response
  
- 2 new arrangements
  
- co-ordinating late intervention visits

## ACTING DIRECTOR CORPORATE SERVICES' REPORT

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Continued liaison with Council's Debt Recovery Firm Outstanding Collections, however due to COVID-19 actions have been limited.

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

**For Information  
Noted**

### 5. Grenfell Library, C2.8.15

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

#### STATISTICS

<b>Circulation:</b>	Total	December 2020	1057	0	Interlibrary Loans
	Total	January 2021	1131		
Daily Average		December 2020	58.72	47.35	November 2020
		January 2021	59.53	61.06	December 2019
<b>Library Visits:</b>	Total	December 2020	476	419	November 2020
		January 2021	434	543	December 2019
				871	January 2020
	Phone Enquiries	December 2020	22		
		January 2021	34		
	Reference Enquiries	December 2020	25		
		January 2021	68		
	Internet Desktop	December 2020	15		
		January 2021	21		
	Internet Wi-Fi	December 2020	4		
		January 2021	36		
	Microsoft Word	December 2020	2		
		January 2021	2		
	Facebook Visits	December 2020	3424		
		January 2021	3294		
<b>Click and Delivery:</b>	Total	December 2020	17	14	November 2020
		January 2021	11		
<b>Cost-Recovery Activities:</b>	Printing		\$155.20		
	Lamination		\$6.00		
	Photocopying		\$94.50		
	Scan + Email		\$85.00		
	Library Cards		\$3.00		
	Reservation		\$2.00		
<b>Interlibrary Loans:</b>	Requests		3		
<b>Registrations:</b>	New	December 2020	6	5	Adult
				1	Junior
	New	January 2021	7	6	Adult
				1	Senior
	Total	as at 31 Jan 2021	719	337	Adult
				247	Senior
				10	Housebound
				43	Your Adult
				76	Junior
				6	Institution

## ACTING DIRECTOR CORPORATE SERVICES' REPORT

<b>Additions of Stock:</b>	New	December 2020	167	12	Book Club kits	
		January 2021	130	4	BC	
					2	Binge DVD
					16	DVD
					16	E
					36	F
					18	JDVD
					50	JF
					3	JMAG
					8	JTBPL
					23	LP
					47	MAG
				43	NF	
				10	TBCD	
				11	YADVD	
				19	YF	
				2	YFMAG	
	Donated	December 2020	3			
		January 2021	20			
		Total Value	\$6,635.05			
<b>Deletions of Stock:</b>	Total	December 2020	111			
		January 2021	45			
		Total Value	\$1,977.47			
<b>Discretionary Spending as at 31 January 2021</b>	2020/2021	Book Vote	\$31,100.00			
		Book Vote	\$21,645.29		committed	
		Magazines	\$1,163.35		committed	
<b>BorrowBox:</b>	Dec 2020 Circulation	eAudiobooks	72	45	November 2020	
		eBooks	56	44	November 2020	
	Jan 2021 Circulation	eAudiobooks	81			
		eBooks	56			
	Dec 2020 Reservations	eAudiobooks	24	25	November 2020	
		eBooks	23	18	November 2020	
	Jan 2021 Reservations	eAudiobooks	39			
		eBooks	25			
	Dec 2020 Stock	eAudiobooks	4792	4752	November 2020	
		eBooks	4182	4119	November 2020	
	Dec 2020 Stock	eAudiobooks	4187			
		eBooks	4134			
Users	December 2020	105	105	November 2020		
	January 2021	107				
<b>Story Box Library:</b>	Site Access	December 2020	19	10	November 2020	
		January 2021	12			
<b>indyreads™:</b>	Loans	December 2020	1	3	November 2020	
		January 2021	0			
	Reservations	December 2020	0	0	November 2020	
		January 2021	2			
Users	December 2020	10	9	November 2020		
	January 2021	11				

### OTHER

#### December

- Another busy month since reopening after lockdown in June. Visits to the library have increased and are slowing increasing back to normal numbers.
- Mary Li online author talk attracted 487 from around the State. The statistics are not available by individual library. The program will return in 2021.
- Christmas card making sessions have been a hit as always with 12 children in attendance.
- The Summer Reading Club is now up and running for another summer. To date there are 22 children registered.
- Preschool Storytime has continued each Wednesday morning. It has been great to see so many families return to the library this month.

## ACTING DIRECTOR CORPORATE SERVICES' REPORT

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- PJ Storytime was a hit as always with the families. 4 families with a total of 10 children in attendance.
- Preparations for the summer holidays is well underway with activities planned throughout January.
- The usual programming of posts on Facebook and updates to the website have continued this month. Created a new page under Youth called HSC. This covers links to various sites for both students and parents to access for support.
- We appeared in issue 22 of *In the libraries* this past month:

### Binge watching at Grenfell Library



With a small community and the majority of the population outside of the main town limits on satellite internet, streaming services in Grenfell are unusable and costly. An announcement from Yass Library regarding their new DVD Binge collection provided a possible solution.

With perfect timing, the President of the Friends of Grenfell Library (FOGL) that same day asked if there was anything they could spend their money on for the library. With a commitment of \$1000 towards the creation of the new

collection, I jumped online and took advantage of a number of sales at some of the big commercial retailers, as well as purchasing triple DVD cases.

The launch of the collection was held in conjunction with a celebration of 20 years of FOGL. Since then the collection has become quite popular with everyone, particularly families on properties.

Image: The new DVD Binge collection.

Erica Kearnes, Grenfell Public Library

- Slowly reintroduced the toy collection back into the library with strict rules due to COVID-19. Each toy has been assessed to see if it can be cleaned easily. If not, it has been put back into storage until cleaning processes are eased. The toys are not to be played with while in the library, they are to be borrowed and taken home only.

### January

- As always January is known as the busiest month of the year. With COVID-19 restrictions constantly changing there was uncertainty as to what sort of month it was going to be. The first week back was hectic as normal, then we quietened down but with school heading back families returned to the library and we picked up the pace again.
- The 'decorate your own library bag' was a hit as always with kids' creativity coming alive.
- The planning for 2021 activities went into full swing. The usual Preschool Storytime, Baby Bounce, PJ Storytime and the Cinema have been planned out. This year I have added in a Junior Book Club for years 4, 5 and 6 and the option for other book clubs within the Shire to sign up and access Book Club book kits; thanks to the Riverina Regional Library for their donations of kits that are becoming available as well.
- The usual website updates and Facebook programming has continued.
- Spent a large amount of time helping community members set up the Service NSW app and teaching them how to use the QR code for signing in.
- The newly installed 'print from phone' option has become a hit with users this past month. So much easier than members trying to remember passwords to email accounts when logging into the public PC.

**For Information  
Noted**

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

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

- Promoted and coordinated November and December 'Shop Local' campaign draws across the Shire including collecting coupons from all participating businesses, topping up supplies of entry coupons, and securing local promotion including multiple articles in the local paper.
- Distributed funding opportunities to relevant local organisations and businesses.
- Participated in Project Control Group briefing and reviewed relevant documentation. Sourced additional stakeholder contact details, planned and promoted December consultation sessions including Grenfell drop-in session, business session, Mayoral and Councillor briefing. Promoted survey and distributed personal invites to local stakeholder to participate in the survey.
- Sourced content for WSC ED Facebook group.
- Coordinated interview with local stakeholders to promote regional relocation with a Weddin themed case study for the Regional Activators Alliance.
- Tentatively coordinated presentation to Council Pre-Meeting Briefing Session in April by Inland Rail.

**For Information  
Noted**

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

Visitor Economic Contribution Update: -

In December 2020 Grenfell VIC recorded visitation up 26% on the same month in the previous year and up 70% on the same month from 2018, before the Grenfell Commodities Silo Art was completed. There were 377 visitors serviced in December 2020 and current Destination NSW data indicates a primary economic impact of **\$84,754** to the Weddin visitor economy (domestic overnight visitor @ \$178, domestic day trip visitor @ \$167 (Central NSW visitor profile year ending June 2020)).

In January 2021 Grenfell VIC recorded visitation up 49% on the same month in the previous year and up 120% on the same month in 2019 (before the Grenfell Commodities Silo Art was complete). There were 528 visitors serviced in January 2021 and current Destination NSW data indicates a primary economic impact of **\$102,350** to the Weddin visitor economy (domestic overnight visitor @ \$178, domestic day trip visitor @ \$167 (Central NSW visitor profile year ending June 2020)).

- Coordinated all casual staff in the VIC including developing the 2021 roster, allocating tasks and coordinating the key handover. Secured new casual staff for the weekend roster. Staffed VIC as required, including processing art gallery sales, conference room bookings and policing the hand sanitiser and electronic sign-in station for all building users.
- Participated in the Centroc 'we want you back' tourism campaign.
- Addressed enquiries received from Grenfell website and forwarded to relevant stakeholders.
- Chaired Australia Day Committee meetings, prepared correspondence, minutes, agendas, program, thank you letters, secured pull up banners with marketing grant funding, prepared list of attendees for the Bowling Club for contact tracing, sourced recording of national anthem, withdrew from ambassador program and sourced alternative guest. Coordinated delivery of Council's Australia Day sponsorship to all village representatives. Prepared four Australia Day nominations at request of GM.

## ACTING DIRECTOR CORPORATE SERVICES' REPORT

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- Coordinated and promoted Grenfell Christmas competition, including coordinating judging, collating nominated addresses, developing certificates and securing prizemoney as well as accompanying the judge on the tour of Grenfell. Coordinated sponsorship donations from local stakeholders and coordinated delivery of Council's Christmas competition sponsorship to village representatives.
- Liaised with Heritage Advisor, landowner, graphic designer and sign manufacturer over Railway Station sign design. Prepared DA for signing by landowner for new Railway Station sign to be funded under the DCP - Extension.
- Finalised design elements including style and colours with Director Environmental Services, Heritage Advisor, land owner and sign writer and coordinated road closure requirements for the vintage sign writing project funded under the DCP - Extension. Coordinated payment of deposit.
- Liaised with *John Holland*, and Council's Planning and Engineering staff about the progress of the walking and cycling path including determining timeline for completion by the funding's June deadline.
- Prepared draft tender documents for gateway signage project at request of Director Engineering.
- Updated Event Decision Timeline Report and Flow Chart to reflect evolving State Government requirements.
- Coordinated replacement signs at O'Brien's Hill to rectify service request.
- Secured multiple quotes for new website at request of GM, including preparation of project scope and consultation with individual contractors to clarify requirements.
- Coordinated reprint of streetscapes visitor brochure.
- Investigated warranty repair to Newell Highway sign due to severe storm damage.
- Liaised at length with Council's insurer over the implications of a 2021 Festival.
- Researched and prepared report on Rail Trail feasibility study process.

For Information  
Noted

### 8. Grenfell to Greenethorpe Rail Trail - Feasibility Study, T4.3.1

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Report to: Council  
From: Economic Development Officer  
Date: 11 February 2021  
Attachments: Nil

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#### Purpose:

The purpose of this report is to provide information in relation to the process of developing a feasibility study for a Rail Trail from Grenfell to Greenethorpe.

#### Background:

The Weddin Shire *Destination Management Plan* (DMP), adopted by Council in October 2020, identified the development of a Rail Trail on the disused rail corridor from Grenfell to Greenethorpe as a 'game changing' project, able to drive growth in visitation, activating localities and attracting new investment.

*"A Rail Trail is a multi-use recreation trail constructed on a disused railway corridor (public land) for non-motorised users. There are over 100 established Rail Trails in Australia, many of which are in Victoria and they attract thousands of visitors from all over Australia... Although Rail Trails are extremely popular with all types of recreational cyclists, they are also very well used by walkers/hikers, horse riders (where permitted), joggers, trail runners, people in wheelchairs, people in mobility scooters (gophers), parents pushing prams, school groups, clubs and families"* (Monaro Rail Trail Feasibility Study, 2019).

There is broad support for the project from residents of Greenethorpe, as evidenced by over 70 signatures on a letter of support received during public exhibition of the draft DMP. The Greenethorpe community have instigated the 'Greene Bikes' initiative to advocate for the development of a Rail Trail from Grenfell to Greenethorpe.

At its October 2020 meeting Council resolved as follows: -

*"that Council investigate the steps required to develop a feasibility study into a Rail Trail from Grenfell to Greenethorpe."*

This report has been prepared to determine what is, and is not, part of a Rail Trail feasibility study as well as an indicative cost, if Council did choose to undertake such a study.

The State Government's position is that it will support any Rail Trail project which can demonstrate overwhelming community support.

An Act of NSW Parliament is required for non-operational state-owned rail lines to be officially closed; necessary for the land to be used for other purposes such as a Rail Trail. Five steps need to be undertaken before an application to close the railway corridor can be lodged:

1. Extensive community consultation (feasibility study)
2. Project is scoped out and planned (feasibility study)
3. Preparation of a Business Case that meets the NSW Treasury guidelines for capital funding.
4. Complete a Rail Trail Development Plan.
5. Secure funding

The *Biosecurity Act, 2015* is based on the principle that biosecurity is a shared responsibility between governments, industries, individuals, landholders, farmers and communities; in essence, everyone is responsible for ensuring that NSW remains bio secure. *Local Land Services (LLS)* has established a best practice assessment structure for 'Biosecurity Risks Associated with Rail Trails'.

The assessment considers the unique climate, geography, environment, land use and demography of the proposed Rail Trail location and identifies and assesses biosecurity risks and benefits to soils, livestock, companion animals, wildlife, the environment and the people within and adjoining the proposed Rail Trail corridor. This structure ranks identified risks against likelihoods and consequences and then prescribes actions to mitigate these risks. This LLS structure is considered best practice to address biosecurity concerns likely to be raised by affected landowners.

Funding has recently been announced by the State Government to develop concept designs and undertake further costings to reinstate rail freight on the Blayney to Demondrille Line, which includes the Grenfell branch line. Weddin Shire Council does not want to jeopardise the reopening of these lines to rail freight or risk fragile relationships in the region, including with the local member and with neighbouring Councils.

### Issues:

A feasibility study would examine the merits of developing a Rail Trail on the disused railway corridor as well as ascertaining whether it is a worthwhile project and whether the proposed Rail Trail would deliver the anticipated and desired benefits.

A feasibility study seeks to answer the following critical questions:

- Is there a viable Trail route, specifically, is a Trail route physically possible, or has essential corridor been lost, for example has land been sold?
- Are there alternative uses for the corridor that will provide more value to the community and are these alternative uses viable?

- Will the Rail Trail provide a quality user experience in terms of available terrain, landscape and local history?
- Is there a market for the proposed Trail, including locals and visitors?
- Will the Rail Trail create any unmanageable or unmitigated impacts on adjoining landholders' farming practices and lifestyles?
- Are local governments and key stakeholders supportive of the concept?
- Are there strong advocates for the project?
- Is there a supportive community?
- Would the Trail be value for money?
- Is there a commitment to the ongoing maintenance of the Trail by a "friends of ..." group?
- Will the Trail provide a unique experience?
- Is there a demonstrated benefit to Trail users and, especially, the host communities?

A feasibility study will include extensive community consultation; the results of the consultation, including prevailing community sentiment, will heavily inform the outcome of the report.

A feasibility study provides an estimate, not a quote, of the likely costs involved in establishing a Rail Trail.

There are numerous costs involved in converting a disused railway corridor into a Rail Trail. These include fencing, a good Trail surface, the provision of safe road crossings, Trailhead facilities such as car parking, picnic facilities, stock crossings where the Trail passes through paddocks, directional and interpretive signage, public toilets, shelters and the refurbishment of old bridges or installation of new bridges.

Typically, the corridor inspection undertaken during a feasibility study is via desktop research and visual observations and inspections at road crossings only; it does not involve physically traversing the full length of the corridor. This leads to significant inaccuracies in estimates. These figures are only indicative and frequently vary by up to 20% compared with actual construction costs.

Because of this, a feasibility study does not determine the construction cost of a Rail Trail and, on its own is not sufficient to support an application for infrastructure funding to construct a Trail.

Council's support to undertake a feasibility study does not guarantee Council's support for a Rail Trail's construction. A feasibility study will outline conditions on which Council's support for a Rail Trail might be dependent, for example: on the outcomes of a feasibility study, on the clear articulation of costs and benefits, and subject to a number of conditions such as the reinstatement of a rail freight service.

If, on completion of a feasibility study Council chose to further pursue a Rail Trail and be positioned to apply for infrastructure funding, it would require the development of a Trail Development Plan. A Trail Development Plan provides the necessary detail for a funding application and guides construction once funding has been obtained.

A Trail Development Plan will accurately locate the alignment of new fences, stock and machinery crossing points, trailside furniture, toilets and shelters, water points, interpretive panels, connecting tracks into each town, precise location of underpasses, and provide road crossing and trailhead designs. An extensive programme of one-on-one consultation with affected landowners would be undertaken to ascertain the need for security and privacy screening, the precise location of stock and machinery crossings, fencing alignments and other matters of concern to affected landowners.

## ACTING DIRECTOR CORPORATE SERVICES' REPORT

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Indicative quotes have recently been sourced to develop: -

- 1) a Rail Trail Feasibility Study - \$40,000 +GST; and
- 2) a Rail Trail Development Plan - \$30,000 +GST.

### Policy Implications:

While there are no policy implications arising from this report, a potential Rail Trail would deliver against the following:

The Community Strategic Plan *Weddin 2026* has the following relevant strategic objectives:

- 1.2 Weddin Shire's tourism potential maximised: through marketing, accommodation and activities.
- 1.4 Existing businesses and new industries are supported and encouraged so as to increase job opportunities.
- 2.2 Health education is promoted and developed, services are accessible and people are encouraged to take personal responsibility for their health.
- 3.3 Village progress societies and activities are supported.
- 4.2 Recreational facilities and events are maintained and developed.

The WSC Delivery Program 2017-2021 has the following relevant strategic objectives:

- 1.2.2 Develop regional tourism collaboration: trails; self drive apps; events what's on promotion.
- 1.2.5 Improve visitor experience: signage; destination plan; event calendar; product improvement.
- 1.4.4 Maintain and develop sporting, recreational and cultural facilities and events: main street development and support; ongoing sports maintenance; review multi use hall access/options.
- 1.6.3 Cooperate and liaise with local Progress Societies in expanding economic base in the villages.
- 4.1.2 Manage and maintain parks, reserves and sporting facilities in a safe and attractive condition which encourages frequent use by residents and visitors, consistent with agreed service levels.
- 6.1.1 Upgrade and maintain on an equitable basis for public facilities in Grenfell and the villages – public parks and spaces, public dams, picnic spots, footpaths, street lighting.

*A Better Community Strategy (ABCS of Weddin) 2018* has the following relevant strategic objectives:

- 4.4 Improve visitor experience.

*Weddin Wellness Plan – Embracing the Health of Our Community 2018-2022* has the following relevant strategic objectives:

- Objective 2.2 Encourage whole of community approach to healthy living and reducing risks in regard to chronic illness.

### Financial and Resource Implications:

There are no financial or resource implications arising from this report.

### Internal/External Consultation:

Council staff have consulted various stakeholders and external resources in developing this report including stakeholders of the Tumbarumba to Rosewood Rail Trail.

### Conclusion:

A feasibility study provides a tool to undertake community consultation and to determine the viability of a potential Rail Trail from Grenfell to Greenethorpe, without committing Council to construction of the project.

**For Information  
Noted**

## 9. Arts/Tourism, C2.8.11

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

### Art & Art Gallery

- 'McCue and Mackay' Exhibition
  - Liaised with artists
  - Organised special orders
  - Stocktake of exhibition
  - Bumped out exhibition
  - Organised letters of payment
- Grenfell Artists Inc. Exhibition
  - Liaised with group contact
  - Designed and distributed invitation
  - Designed and distributed poster and flyer
  - Created name plates and list of works
  - Attended and ran opening evening
  - Liaised with artists
  - Accepted deliveries of work
  - Installed exhibition
  - Hung additional artwork
- 'A Colourful Palette' Exhibition
  - Liaised with artist
  - Created name plates and list of works
  - Updated website with details
- Answered enquiries
- Organised volunteers and roster gaps. Confirmed all volunteers over Xmas/New Years period.
- Continued contacting potential gallery exhibitors for 2021/2022 and planning
- Contacted AOW to have upcoming exhibitions included in newsletter
- Started 2021 roster and reached out to volunteers to confirm their availability
- Started designing 2021 program for print – stalled due to motion about decision to hold 2021 HLF going to Council's February meeting

### Tourism & Visitor Information Centre

- COVID-19
  - Continued assisting/monitoring people entering the building (library, hub, gallery, VIC) to record their details for contact tracing as required by the NSW Government and per our COVIDSafe Plan. Encouraged people entering the building for the library to sign in at library
  - Set up ServiceNSW QR code checking for Grenfell Aquatic Centre and Quandialla Swimming Pool. Attempted to set up GAC iPad but faced out-of-date software issues
- Answered enquiries – email, phone and face-to-face
- Social media – December 2020
  - 28 Facebook posts
  - 19 Instagram posts
  - 5 posts to the Weddin Shire Council Economic Development business Facebook page
  - 11 WSC Facebook posts – including boosting the 4 Make the Move videos and filmed messages from Mayor (thank you for supporting ‘Shop Local’ campaign, Merry Christmas & COVID safe message)
  - Social media engagement
- Social media – January 2021
  - 12 Facebook posts
  - 6 Instagram posts
  - 1 post to the Weddin Shire Council Economic Development business Facebook page
  - 2 WSC Facebook posts
  - Social media engagement
- Website updates, including:
  - Business directory
  - Event listings
  - Grenfell Art Gallery exhibition information
- Weekly Questions email to database and collated replies
- November Report
- Managed community hub bookings
- Reordered souvenirs
- WSC ‘Shop Local’ campaign
  - Assisted with collecting docketts from businesses
  - Delivered more docketts to businesses that had run out
  - Organised and filmed draw of winner with Councillors – November draw and December draw
  - Organised presentation of money to winners with Councillors and took photos for media release
- Attended meeting with DNCO and NPNSW representatives
- ATDW listings
- Sourced quotes for TVC from Prime
- Had TVC updated to include new footage

- Took part in discussion with new HLF President about the event. Assisted with getting President in touch with previous co-ordinators as requested
- Forwarded relevant emails to committee
- Worked on WSC social media policy
- Organised GVIC staff training for early in 2021
- Opened and closed VIC for weekend workshop
- Organised staff name badges and uniforms

**For Information  
Noted**

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

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

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

##### **December 2020**

- Replace UPS damaged in storm (Community Hub Server)
- Setup conference room (GreX)
- Configure headphones (Engineering)
- Reboot Replication Server
- Contact Tracing iPad setup (Grenfell Pool)
- Troubleshoot scan to email settings (Library)
- Setup 2 x Aruba Switches (Depot)
- Setup 2 x Ruckus Access Point (Depot)
- Create page and set permissions (Library Website)
- Update Label Printer software (Library)
- Troubleshoot phone connection (Opac)

##### **January 2021**

- Reconfigure Email (Overseer)
- Update COVID sign-in iPad (Pool)
- Google Captcha for Suggested Purchases contact form (Library)
- Connect devices to WiFi x 5 (Depot)
- Troubleshoot PC not connecting to network (GM Secretary)
- Update bookings from (Caravan Park Website)
- Update SEO settings - remove Duplicate Title on pages (Caravan Park Website)
- Reset Outlook profile (account)
- Troubleshoot PC not connecting to shares (Customer Service)

### Ongoing

#### 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

#### Software Development

- PowerShell – update Automated Client Install Script (CTC)

### Marketing (Internet Centre)

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

- Christmas/New Year's Closure date: <https://www.grenfellinternetcentre.com.au/christmas-and-new-years-2020/>
- Share Posts on Social Media
  - Facebook
  - Twitter
  - Google Business
  - Instagram
- Search Engine Optimisation on Blog Posts
- [www.grenfellinternetcentre.com.au](https://www.grenfellinternetcentre.com.au) visited 302 times by 279 Users

### Sales and Services

#### Client Enquires

##### December 2020

- 76 clients made enquires via telephone
- 50 clients made enquires in store
- 21 clients made enquires via email/website

##### January 2021

- 116 clients made enquires via telephone
- 99 clients made enquires in store
- 39 clients made enquires via email/website

## **ACTING DIRECTOR CORPORATE SERVICES' REPORT**

---

### **Sales and Services**

#### **December 2020**

- Conducted Computer Repairs for 5 residential
- Conducted Mobile Phone and Tablet repairs for 5 residential clients
- 1 Remote sessions
- Laptop sold to 1 business client
- ESET Products sold to 2 residential clients and 1 business client
- Software, parts, and accessories sold to 11 residential clients and 5 business clients
- Ink and toner cartridges sold to 14 residential clients
- 2 clients for printing

#### **January 2021**

- Conducted Computer Repairs for 2 residential clients and 2 business clients
- Conducted Mobile Phone and Tablet repairs for 8 residential clients
- ESET Products sold to 2 residential clients 2 business clients
- Software, parts, and accessories sold to 10 residential clients and 3 business clients
- Ink and toner cartridges sold to 14 residential clients and 2 business clients
- 7 Client used printing and scanning services

### **Computer Tuition**

- Delivered 3 individual lessons

### **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
- Email hosting renewal (Schaefer)

**For Information  
Noted**

**VICKI CARTER**  
**ACTING DIRECTOR CORPORATE SERVICES**

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

11 February 2021

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

## **1. Works Report – 1 December 2020 to 31 January 2021:**

### 1.1. Highways – Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide posting has continued on major highways during the period 1 December 2020 to 31 January 2021.

SH6 (Mid Western Highway)

- General maintenance
- Heavy patching completed
- Mini rehab on S-bend completed
- Sealed shoulder widening completed
- Reseal program scheduled on February 2021

SH17 (Newell Highway)

- General maintenance
- Heavy patching completed
- Reseal program scheduled on February 2021

### 1.2. Regional Roads – Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide posting has continued on regional roads during the period 1 December 2020 to 31 January 2021.

MR398 (Mary Gilmore Way)

- General maintenance
- Signs and guidepost maintenance

MR236 (Henry Lawson Way)

- General maintenance

MR237 (Gooloogong Road)

- General maintenance

MR239 (Henry Lawson Way/Young Road)

- General maintenance
- Signs and guidepost maintenance

### 1.3. Rural Local Roads – Capital Works

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

- Quandialla-Caragabal Road - Culvert replacement completed.
- New Forbes Road - Culvert replacement construction commenced, side track monitoring.

## **DIRECTOR ENGINEERING'S REPORT**

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### 1.4. Rural Local Roads – Maintenance

Routine maintenance such as slashing, patching and guide posting has continued on rural local roads during the period 1 December 2020 to 31 January 2021.

#### Maintenance Grading

- Bimbi-Caragabal Road
- McAllisters Road
- Gibraltar Rocks Road
- Marsden-Morangarell Road
- Eurabba Lane
- Dunkleys Lane
- Barrs Lane
- Adams Lane
- Bobelar Lane
- Stewarts Road
- Taroon Lane
- Munks Lane
- Grimms Lane

#### Shoulder Maintenance

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

#### Culvert-Drainage Works

- Peaks Creek Road

#### Slashing

- Bland Road
- Bimbi-Quandialla Road
- Caragabal-Quandialla Road
- Birchs Lane
- Martins Lane
- Adelargo Road

#### Tree Maintenance

- Gooloogong Road
- Bumbaldry Road
- Mary Gilmore Way
- Adelargo Road

**For Information  
Noted**

## **DIRECTOR ENGINEERING'S REPORT**

---

### **2. Other Works:**

#### **2.1. Parks & Ovals Report**

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

#### **2.2. Cemeteries**

The following graves have been prepared during the period 1 December 2020 to 31 January 2021:

Grenfell Lawn	- 4
Grenfell	- 0
Bimbi	- 0
Caragabal	- 0
Ashes Internment	- 0
Private Property	- 0

The following maintenance has been carried out during the period 1 December 2020 to 31 January 2021:

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

#### **2.3. Sewer Mains**

One (1) sewer choke has been attended to during the period 1 December 2020 to 31 January 2021. It was not in the relined sections. The cause of the choke was root intrusion. This choke has been noted and will be prioritised in future sewer relining programs.

#### **2.4. Private Works**

Nil private works were carried out during the period 1 December 2020 to 31 January 2021.

#### **2.5. Village Area – Capital and Maintenance Works**

- Nil

## DIRECTOR ENGINEERING'S REPORT

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### 2.6. Vandalism

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

For Information  
Noted

### 3. Future Works – 1 February 2021 onwards:

#### 3.1. Highways

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

#### 3.2. Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- MR236 – Safer Road Grant project:
  - Survey complete
  - Design complete
  - RFQ prepared for culverts/gravel supply/guard railing

#### 3.3. Rural

- General maintenance
- Maintenance Grading:
  - Eves Lane
  - Lynchs Road
  - Gannon Lane
  - Maddens Lane
  - Nealons Lane
  - Napiers Lane
  - Reeves Lane
- Culvert Drainage Maintenance:
  - New Forbes Road
  - Lynchs Road
  - Stewarts Road
- Slashing Maintenance:
  - As required, weather permitting
- Gravel re-sheeting as per Operational Plan
- Sucker control and table drain maintenance ongoing

## DIRECTOR ENGINEERING'S REPORT

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- Back Piney Range Road Culvert replacement
- Hancock-Flinns Road Culvert replacement
- Arramagong Road Culvert replacement
- Heathcotes Lane Culvert replacement

### 3.4. Urban and Village

- General maintenance
- Quandialla Drainage program in its final year
- Tree trimming in various locations

**For Information  
Noted**

## 4. RMS RMCC Contract, R2.54.4

### Ordered Works

- Sealed Shoulder Widening on Mid Western Highway - completed
- Resealing Program on Newell and Mid Western Highways

**For Information  
Noted**

## 5. Plant Report, P6.1.1

The following Plant Maintenance was carried out during the period 1 December 2020 to 31 January 2021 as outlined below:

PLANT NO	PLANT	DETAILS
4106	BACKHOE	TRANS REPAIRS AND LIGHT REPAIRS, HYDRAULIC SIDE SHIFT RAMS OVERHAUL
3957	GRAVEL TRUCK	ROUTINE MAINTENANCE, REGO PREP AND REPAIRS
3958	GRAVEL TRUCK	ROUTINE MAINTENANCE, REGO PREP AND REPAIRS
3965	GARBAGE TRUCK	SERVICING & MAINTENANCE
4102	GRADER	HYDRAULIC AND TYRE REPAIRS
4110	MOWER	REPAIRS AND MAINTENANCE
4107	PATCH TRUCK	REPAIRS AND MAINTENANCE. REGO PREP, DIFF REPAIRS, BRAKES, ELECTRICAL, AIR SYSTEM, DETAIL, DRIVELINE, BODY AND PANEL REPAIRS ETC
Light Vehicle/Small Plant	NUMEROUS	SERVICING AND MINOR REPAIRS OF LIGHT VEHICLES AND SMALL PLANT ITEMS
4096	ROLLER	GEAR SELECTING REPAIRS, TRANS & ELECTRICAL SYSTEM REPAIRS
3959	DOG TRAILER	REGO PREP & REPAIRS
3960	DOG TRAILER	REGO PREP AND REPAIRS
4099	COMPACTOR	OVERHEATING REPAIRS
3964	WATER CART	REGO PREP AND MAINTENANCE, BODY REPAIRS & PAINT
5220	SPRAY RIG	CIRCUIT BOARD AND REEL REPAIRS
TOWN POOL	POOL	MAINTENANCE AND REPAIRS TO MAINS AND VACUUM
3955	TRUCK	REPAIRS AND MAINTENANCE

## DIRECTOR ENGINEERING'S REPORT

PLANT NO	PLANT	DETAILS
5106	PUMP TRAILER	OVERHAUL PUMP AND TRAILER AS REQUIRED CONT'D
4116	MOWER	MAINTENANCE AND REPAIRS
5425	SLASHER	DAMAGE REPAIRS, NEW CLUTCH, HOUSINGS & SKIDS REPAIRS AND MAINTENANCE
5288	SLASHER	REPAIRS AND MAINTENANCE, FRAME REPAIRS
2103	UTE	PREPARE FOR WORK
2102	UTE	PREPARE FOR WORK
5200	TRAILER	CONT'D FIT OUT FOR WORKSHOP TRAILER
2094	UTE	INTERCOOLER AND TURBO REPAIRS, INTAKE & ELECTRICAL REPAIRS AND MAJOR SERVICE
ADMIN	WORKSHOP /PLANT	PLANT REPLACEMENT PROGRAM, QUOTING, PROCUREMENT & NEW PLANT COMMISSIONING ETC
4117	MOWER	MAINTENANCE & REPAIRS
4103	TRACTOR	CLUTCH AND PTO REPAIRS CONT'D
5084	ROAD BROOMS	REPAIRS TO DRIVES AND BROOMS AS W.O.P
2098	UTE	SUSPENSION MODS AND FITMENT OF AIR SYSTEM
4108,4109,4113	ROLLER	ARTICULATION COUPLING FAULT - GROUNDED, ONGOING
3952	PRIME MOVER	FUEL RAIL AND HOUSING UPGRADE, HI/LOW SHIFT CONTROL REPAIRS
2100	UTE	PANEL REPAIRS
3965	GARBAGE TRUCK	ROUTINE MAINTENANCE, SERVICE AND REPAIRS
2083	SPRAY UTE	REPLACE CLUTCH AND FLYWHEEL ASSEMBLY, DAMAGE REPAIRS THROUGHOUT, SUSPENSION REPAIRS AND ENGINE SUMP
PLANT	TRAILERS	STRIP, PREP, BLAST AND REPAINT
4095	TRACTOR	OVERHEATING REPAIRS, STEERING AND SEAT REPAIRS
4069	TRACTOR	ENGINE FAILURE - OVERHAUL PUMP AND COOLING SYSTEM, REPAIRS THROUGHOUT
5240	PUMP	DAMAGE REPAIRS TO ENGINE, CASE PUMP AND DRIVE
4112	MOWER	MAINTENANCE AND REPAIRS, PTO DRIVE REPAIR
5421	MOWER	SERVICE AND REPAIRS
WSC FLEET/RFS	ALL LIGHT/HEAVY PLANT	PERFORM REGISTRATION INSPECTIONS OF ALL COMMON EXPIRY PLANT
PLANT INSPECTION	ROAD PLANT	INSPECTION FOR COMPLIANCE OF CONTRACTORS ROAD PLANT

**For Information  
Noted**

## DIRECTOR ENGINEERING'S REPORT

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

The following Noxious Weeds Activities were carried out during the period 1 December 2020 to 31 January 2021 as outlined below:

<u>Activity</u>	<u>Location</u>
Administration	Monthly reporting
	Mapping
	BIS uploads
	Email replies to relevant emails
Publicity	Public awareness: <ul style="list-style-type: none"> <li>• Green Cestrum – still receiving numerous calls in regards to plant ID, sightings and control measures</li> <li>• Parthenium PowerPoint presentation completed</li> </ul>
Mapping	BIS compliance - all fields working well & uploads completed each month
Meeting	Only 1 meeting via Zoom for mapping
Training	Possible training opportunities provided by MVWC & CWWC - 4WD, Conflict resolution DPI - Module 11Emtrain - completed
Property Inspections	Inspected & provided control advice on Green Cestrum All previous properties re-inspected for Blackberry – have been controlled
Roadside Inspections & Reactive Treatment of Weeds if required	Melyra Walla Walla Warraderry Coba Weddin Bumbaldry area Bungalong area landra area Cudgymagunty area Tyagong area Brundah area
High Risk Weed Road Inspections	Henry Lawson Way (MR239) SH17 & SH6: Several new incursion sites across the Central West – Parthenium Weed – no sightings in Weddin, regular inspections due to continuing Parthenium outbreaks Bland Road – a known Parthenium site
Weeds Treated	St Johns Wort, Scotch Thistle, Silver Leaf Nightshade, Blue Heliotrope, Spiny Burrgrass
Council Owned Land Inspections	Grenfell Town Area Caragabal area Bumbaldry area Bimbi area Quandialla area
TSR Inspection	SH6 Henry Lawson Way (MR236) Mary Gilmore Way Stock Route Road Gooloogong Road
Rail Inspection	Quandialla area Greenethorpe area

## DIRECTOR ENGINEERING'S REPORT

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

**For Information  
Noted**

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

Works commenced on the Grenfell Main Street Renewal in December 2020; a sod turning ceremony was hosted on December 23 by the Hon. Steph Cooke MP with Councillors and Staff in attendance.

After a break for the Christmas/New Year holiday period, works recommenced with the stormwater contractor re-establishing site on January 4.

Since construction commenced works completed include:

- Establishment of site compound
- Removal of several trees to allow traffic flow
- Installation of stormwater pits and pipe from the Railway Hotel to the Newsagency

The installation of the stormwater pipes has uncovered several underground services including old water mains and timber box culverts. These are being managed on a case-by-case basis as each is exposed.

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

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

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

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

Delivery of assets for installation has commenced with the last of the concrete pipes arriving within the next two weeks and nearly 1km of 'Draincoil' System now onsite. This will continue to expand as more deliveries arrive.

## DIRECTOR ENGINEERING'S REPORT

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Final work packages have been issued and are awaiting assessment for delivery, including:

- Gravel Supply
- Pavement Demolition/Installation
- Tree Planting/Installation package will be released March/April 2021
- Electrical Conduit Installation
- Automated Irrigation System Design/Installation

The Project timeline is on schedule as per below:

<b>Main Street Renewal Works Tentative Schedule</b>	
<b><u>Date</u></b>	<b><u>Activity</u></b>
January 2021	Re-establish and commence deconstruction/construction
March 2021	Relocate Essential Energy
April 2021	Disestablish for Easter
	Re-establish and commence construction of pavement
May 2021	Landscaping and Asphaltting
June 2021	Handover

**For Information**

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

**As there was no quorum the report was Noted.**

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

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

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

- Pullabooka Road Rehabilitation      \$3,898,702  
- due to commence in February 2021
- Nowlans Road Re-Sheeting              \$504,800  
- due to commence in February 2021
- Back Piney Range Road Sealing      \$213,410  
- sealing now completed

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

**For Information**  
**Noted**

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

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

The following projects have been resolved for construction:

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

As the winter crop harvest commences in October and will continue through to January, it is proposed to commence the culvert construction after this period so as to cause minimal disruption to farmers.

**For Information**  
**Noted**

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

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

The following projects were resolved for construction:

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

The Tender for Culvert Replacements on both Arramagong Road and Heathcotes Lane was awarded at the December 2020 Council meeting for a price of \$395,436 Ex GST.

Since the Tender was for design and construct, a large contingency was placed on the project as the pricing between Culverts and Bridges can be unpredictable.

Under the Roads to Recovery Program, \$257,033 Ex GST was already budgeted for the Arramagong Road Culvert project. Therefore, no co-funding is required from the LRCI Program Extension for the Arramagong Road Culvert Project.

**RECOMMENDATION:** that Council approve the amended project nomination of \$518,531 for the Grenfell Main Street Renewal Project.

**Crs Best, Bembrick, O'Byrne and Parlett declared a Pecuniary Conflict of Interest as business owners in the Main Street and left the room.**

**As there was no quorum the report was Noted.**

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

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

The successful tenderer of the Bogolong Dam Safety works has now completed the Dam Safety Analysis.

The report produced by *PSM Consult Pty Ltd* covers several different remediation options for Council to consider once a Masterplan is developed and adopted.

In summary, the results produced from this investigation indicate the levels of works required to bring the wall to standard, allowing Council to proceed to release an RFQ for the Masterplan design which incorporates the report's recommendations.

**RECOMMENDATION:** that Council adopt the Geotechnical Safety Assessment Report produced by *PSM Consult Pty Ltd* as presented.

**271** **RESOLVED:** Cr Diprose and Cr O'Byrne that Council adopt the Geotechnical Safety Assessment Report produced by *PSM Consult Pty Ltd* as presented.

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

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

**For Information  
Noted**

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

### 13. Toilet Block at Bimbi Rural Fire Brigade Shed, P2.3.10

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Report to: Council  
From: Director Engineering  
Date: 11 February 2021  
Attachments: Toilet Block at Bimbi Rural Fire Brigade Shed.pdf  
District Rural Fire Service Agreement.pdf  
Bimbi Toilet Block 1.jpg  
Bimbi Toilet Block 2.jpg

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#### **Purpose:**

The purpose of this report is to inform Council of the organisational impacts that would result if Council were to service the Toilet Block situated at the rear of the Bimbi Rural Fire Brigade shed.

#### **Background:**

The Bimbi Rural Fire Brigade has lodged a formal letter requesting that Council service the toilet block located at the rear of the existing Fire Brigade shed. The request was raised due to the lack of public amenity for those who attend ANZAC and Remembrance Day services.

#### **Issues:**

Council currently has a 'Weddin District Rural Fire Service Agreement' which was endorsed on 18 June 2009.

Paragraph 6.5(c) of the Agreement states:

*"The Commissioner of the NSW Rural Fire Service will keep the premises clean and tidy and carry out minor repairs and maintenance in accordance with paragraph 6.3;"*

Paragraph 6.3:

*"The Commissioner of the NSW Rural Fire Service has the legal right to possession and control over the premises and land upon which they are situated remains vested in the Council throughout the term of this license."*

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

If Council were to service the toilet block it would create an additional:

- 65.4 kilometres per round trip
- Approximately 1 hour 15 minutes additional time, including staff time cleaning the facility

Considering the facilities would need to be cleaned a minimum of twice a week this would noticeably increase the workload for Council's already low resourced cleaning division.

#### **Conclusion:**

Given the implications to Council's already stretched resources and that this service would directly contravene Council's Service Agreement with the NSW Fire Service, Council needs to consider that by allowing this service, it may create a precedent for other NSW Fire Service units located within the Weddin Local Government Area.

**RECOMMENDATION:** that Council reject the formal request to service the toilet blocks located at the Bimbi Rural Fire Brigade shed.

**272 RESOLVED:** Cr Best and Cr Bembrick that Council reject the formal request to service the toilet blocks located at the Bimbi Rural Fire Brigade shed.

## DIRECTOR ENGINEERING'S REPORT

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### 14. New Plant Deliveries, P6.1.1

Council has recently received delivery of:

- CAT 140 Grader with TOPCON 3D-MC<sup>2</sup> Machine control
- CAT 432 Backhoe

Staff were inducted in the safe use of both machines throughout the day and are ecstatic with their new plant.



For Information  
Noted

### 15. Cargo 2 Grenfell Fundraising Walk, T3.4.13

Council has received a request from the Cargo 2 Grenfell organiser for Council to donate:

- Two (2) staff members who possess Traffic Controller Certificates with vehicles for traffic control on Saturday 13 March 2021
- Port-a-loo for two (2) days of the event
- Two (2) bins for two (2) days of the event

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

- i) approval be granted to conduct the event subject to the Traffic Committee's approval
- ii) the General Manager be authorised to approve two (2) staff members to be paid to provide traffic control with vehicles for a single day on Saturday 13 March 2021
- iii) Council donate the use of a port-a-loo for two (2) days of the event as requested.

### 273 **RESOLVED:** Cr Brown and Cr Bembrick that: -

- i) approval be granted to conduct the event subject to the Traffic Committee's approval
- ii) the General Manager be authorised to approve two (2) staff members to be paid to provide traffic control with vehicles for a single day on Saturday 13 March 2021
- iii) Council donate the use of a port-a-loo for two (2) days of the event as requested.

### 16. Main Street Furniture Family, P2.3.18

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

*“that: -*

- i) the proposed options be approved for public exhibition over a period of 28 days*
- ii) the proposed options be submitted to the community panel for their preference.”*

Four (4) submissions were received. The comments contained therein are summarised below: -

#### **Resident 1:**

*“I have looked at the Council's Public Exhibition page & discovered the designs put forward to be most UN sympathetic with the heritage scheme. Attached please find some photos of furniture that are already in place around Grenfell.*

*In keeping with the Grenfell tourism logo, probably the colour needs to be dark red, or maroon, rather than the green in the photos.”*

#### **Resident 2:**

*“The historic Main Street of Grenfell is our most important asset for its appeal to tourists and visitors.*

*The ‘upgrade’ of the Street must maintain and enhance the ambience of the town. Installation of modern seating would be completely out of place. It would detract from the streetscape and would destroy what we have been striving to achieve over many years.*

*Seating MUST be sympathetic with the era of the town.”*

### Resident 3:

*"Hi,*

*Thanks for including me in the survey. I just tried to take the survey.*

*There is no 'none of the above' options for questions. And as I feel strongly about this, so I am motivated to email you.*

*Grenfell has a genuine, irreplaceable HERITAGE Main Street, with heritage listed features like lace ironwork and fancy veranda posts.*

*I only got as far as question 1.*

*Why is there no HERITAGE BOLLARD option, or 'none of the above' options?*

*Without supporting one of these poor options, I couldn't go further in the survey to see what else was on display. But if these also aren't HERITAGE, then why bother to 'heritage list' properties with commensurate strict control over their care and refurbishment?*

*I just want to strongly express my concern that this Main Street upgrade may be heading in the wrong direction.*

*I expect heritage bollards and street furniture is more expensive and fixed budget etc. But it's much better to do 'less', but correct, than 'more' with failure."*

### Resident 4:

*"Bollards: I wonder if they should be much lighter in colour, maybe white or cream for visual safety, especially for drivers at night. The wood inlay seems to be a possible ongoing maintenance situation also.*

*Seating: The dark framework would work well for these, pity to use wood again, for previous reasons.*

*Bins: The dark is suitable for these, so they are not so obvious, but again the use of wood is a questionable choice.*

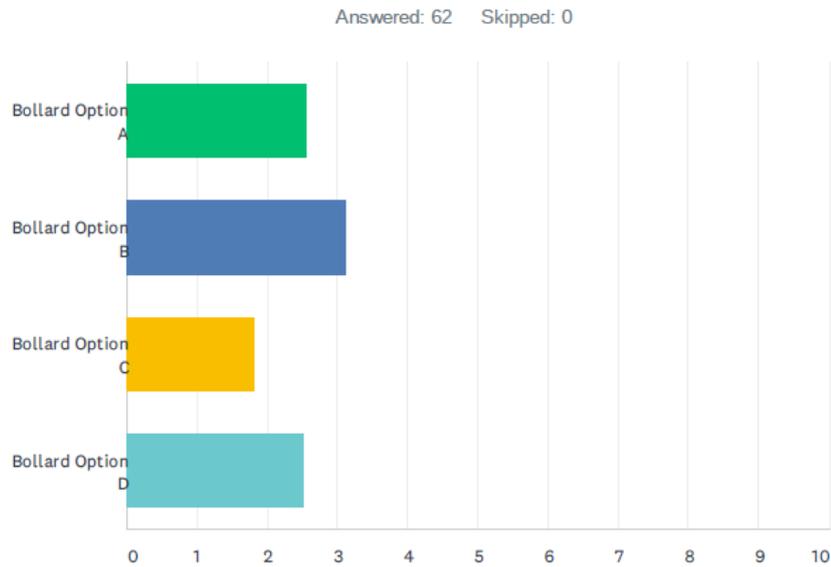
*There would be other options instead of using wood for these outdoor items, considering our climate for outdoor fixtures. I do like the use of the Shire logo on some of the surfaces, and the possible light in the bollards which would again be a safety issue at night for drivers.*

*Thank you for the opportunity to respond."*

# DIRECTOR ENGINEERING'S REPORT

The digital community panel had a total of 62 votes. Considering there is approx. 250 members on the panel that is only a 25% response rate. See the results below:

Q1 Please rank the following bollard design options from highest (1) to lowest (4) according to your preference.



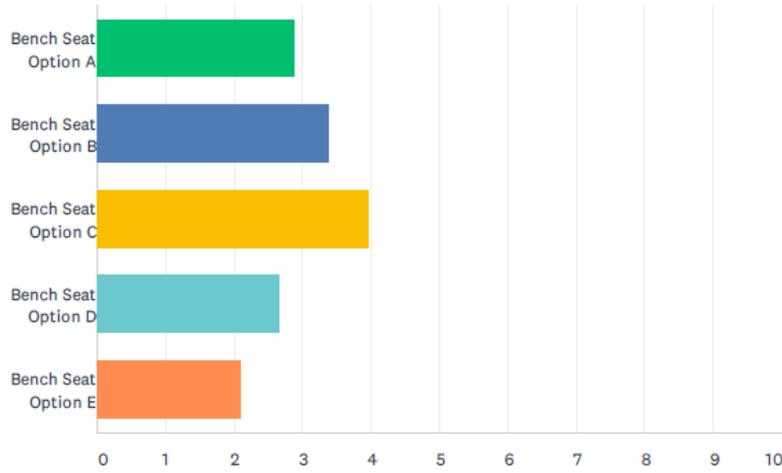
	1	2	3	4	TOTAL	SCORE
Bollard Option A	19.35% 12	37.10% 23	22.58% 14	20.97% 13	62	2.55
Bollard Option B	48.39% 30	20.97% 13	24.19% 15	6.45% 4	62	3.11
Bollard Option C	8.06% 5	16.13% 10	25.81% 16	50.00% 31	62	1.82
Bollard Option D	24.19% 15	25.81% 16	27.42% 17	22.58% 14	62	2.52



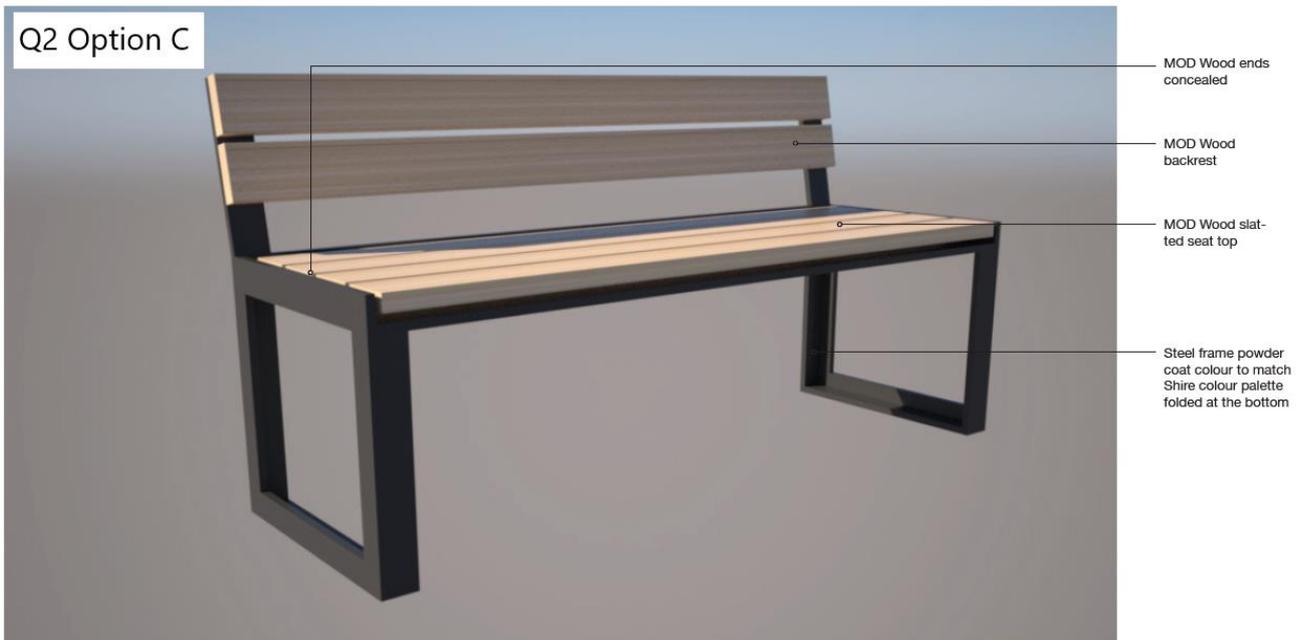
# DIRECTOR ENGINEERING'S REPORT

Q2 Please rank the following bench seat design options from highest (1) to lowest (5) according to your preference.

Answered: 59 Skipped: 3



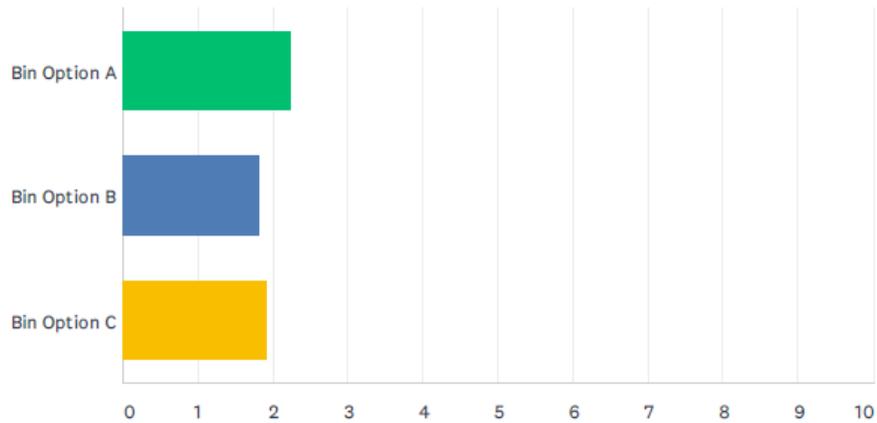
	1	2	3	4	5	TOTAL	SCORE
Bench Seat Option A	15.25% 9	25.42% 15	20.34% 12	10.17% 6	28.81% 17	59	2.88
Bench Seat Option B	22.03% 13	32.20% 19	15.25% 9	23.73% 14	6.78% 4	59	3.39
Bench Seat Option C	50.85% 30	6.78% 4	35.59% 21	1.69% 1	5.08% 3	59	3.97
Bench Seat Option D	5.08% 3	20.34% 12	18.64% 11	47.46% 28	8.47% 5	59	2.66
Bench Seat Option E	6.78% 4	15.25% 9	10.17% 6	16.95% 10	50.85% 30	59	2.10



## DIRECTOR ENGINEERING'S REPORT

Q3 Please rank the following bin design options from highest (1) to lowest (3) according to your preference.

Answered: 58 Skipped: 4



	1	2	3	TOTAL	SCORE
Bin Option A	51.72% 30	20.69% 12	27.59% 16	58	2.24
Bin Option B	22.41% 13	37.93% 22	39.66% 23	58	1.83
Bin Option C	25.86% 15	41.38% 24	32.76% 19	58	1.93



**RECOMMENDATION:** that Council: -

- i) adopt Option B for the proposed bollard design as presented
- ii) adopt Option C for the proposed bench seat design as presented
- iii) adopt Option A for the proposed bin design as presented.

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

**As there was no quorum the report was Noted.**

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

### 17. Draft Policy and Procedures for Closed Circuit Television (CCTV) in Public Places, C2.4.3

Council's CCTV project is nearing completion and, in order to supply footage to NSW Police Council requires a Policy and Procedures regarding how to handle classified footage and what to do when anyone requests footage.

In 2013 a NSW Council was found to breach the Information Privacy Principles with a resounding shortfall in its Policies and Procedures related to CCTV footage storage and access.

**RECOMMENDATION:** that Council approve the proposed 'DRAFT Policy - CCTV in Public Places' and 'DRAFT Procedures – CCTV in Public Places' for public exhibition over a period of 28 days.

**274 RESOLVED:** Cr Diprose and Cr Brown that Council approve the proposed 'DRAFT Policy - CCTV in Public Places' and 'DRAFT Procedures – CCTV in Public Places' for public exhibition over a period of 28 days.

### 18. Greenethorpe Soldiers' Memorial Hall Committee Request, P2.13.2

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Report to: Council  
From: Director Engineering  
Date: 11 February 2021  
Attachments: GSMHC Request.pdf

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#### **Purpose:**

The purpose of this report is to inform Council of the organisational impacts that would result if Council were to maintain the Greenethorpe Soldiers' Memorial Hall lawn area.

#### **Background:**

The Greenethorpe Soldiers' Memorial Hall Committee has lodged a formal letter requesting that Council maintain the newly-installed turf located around the Hall and History Room by utilising Council's Village maintenance employee for two more hours per week.

#### **Issues:**

1. Council does not own or manage the land on which the Soldiers Hall is located.
2. The Village maintenance staff are employed with an agreement reached at the inception of their employment for regular working hours.

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

The additional cost of maintenance cannot be charged to an asset which Council does not own or manage.

The additional work hours would be outside the village maintenance staff's normal working hours, therefore would be funded by overtime incurring higher employee wage costings.

### **Conclusion:**

Council need to consider that, by allowing this maintenance service it may create a precedent for other Non-Council owned assets within the Weddin Local Government Area that are managed by committees.

**RECOMMENDATION:** that Council reject the formal request from the Greenethorpe Memorial Soldiers' Hall Committee to maintain the lawn area located immediately outside the Hall and History Room.

**275 RESOLVED:** Cr O'Byrne and Cr Best that Council reject the formal request from the Greenethorpe Memorial Soldiers' Hall Committee to maintain the lawn area located immediately outside the Hall and History Room.

### **19. Staff Training: Best Practice - Unsealed Roads Training, P1.6.2**

Council recently contracted *Shepherd Services* to undertake training for Council's Grader crews.

The training was 'Best Practice – Unsealed Roads Training' and all staff reported only positive feedback from the course. The crews have stated they are excited to implement new and cost-effective methods of delivering Council's agreed level of service through maintenance grading.

Comments from *Shepherd Services* regarding the training are attached for Council's information.

**For Information  
Noted**

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

**276 RESOLVED:** Cr Brown and Cr Best that the Director Engineering's late report be received and dealt with because of the urgency of the matter.

### **20. Stronger Communities Program (Round 6) EOI, A3.19.3**

The Stronger Communities Program supports the Australian Government's commitment to deliver social benefits in communities across Australia by funding small capital projects in each of the 151 federal electorates.

The program is part of the Government's 2020-2021 budget initiatives focussed on making local economies stronger and boosting community organisations. Due to the delayed 2020-2021 budget, Round 6 of the Program will run through to 31 December 2021.

For Round 6 of the program, \$22.65 million is available in 2020-2021 to provide up to \$150,000 to each federal electorate for eligible small capital projects that encourage and support participation in local projects, improve local community participation and contribute to vibrant and viable communities.

A maximum of 20 projects will be funded in each federal electorate.

Round 6 of the program will support Australia's economic recovery from the COVID-19 pandemic. For this special round, the grant funding for each project will be up to 100 per cent of eligible project costs, except for local governing bodies where grant funding will be up to 50 per cent of eligible project costs. Local governing bodies will be required to provide matched funding contributions towards their eligible project.

It is proposed to lodge an Expression of Interest (EOI) under the Stronger Communities Program Round 6 for the following projects: -

1. Rotary Park: Replace barbeque, replace seats and paint the existing shelters
2. Caragabal Park: Purchase and install irrigation system (this will complete the Caragabal Park project).

The projects nominated will see large community benefit both economically and aesthetically.

**RECOMMENDATION:** that Council lodge an EOI for the following projects under the Stronger Communities Program (Round 6): -

- i) Rotary Park: Replace barbeque, replace seats and paint the existing shelters
- ii) Caragabal Park: Purchase and install irrigation system.

**277 RESOLVED:** Cr Diprose and Cr Parlett that Council lodge an EOI for the following projects under the Stronger Communities Program (Round 6): -

- i) Rotary Park: Replace barbeque, replace seats and paint the existing shelters
- ii) Caragabal Park: Purchase and install irrigation system.

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

**278 RESOLVED:** Cr Parlett and Cr Niven that except where otherwise dealt with the Director Engineering's Report be adopted.

11 February 2021

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

Dear Sir,

I wish to report as follows: -

**A Public Health and Environmental Matters**

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

December 2020

Total inflow through the Works during the period 1 December 2020 to 31 December 2020 was 6,952kL with a daily average of 224.25kL. Outflow for irrigation for reuse was 2,037kL and discharge to Emu Creek was 3,366.01kL.

The highest daily recording of 369kL occurred for the 24 hours ending 6:30am on 22 December 2020 and the lowest of 191kL for the 24 hours ending 6:30am on 11 December 2020.

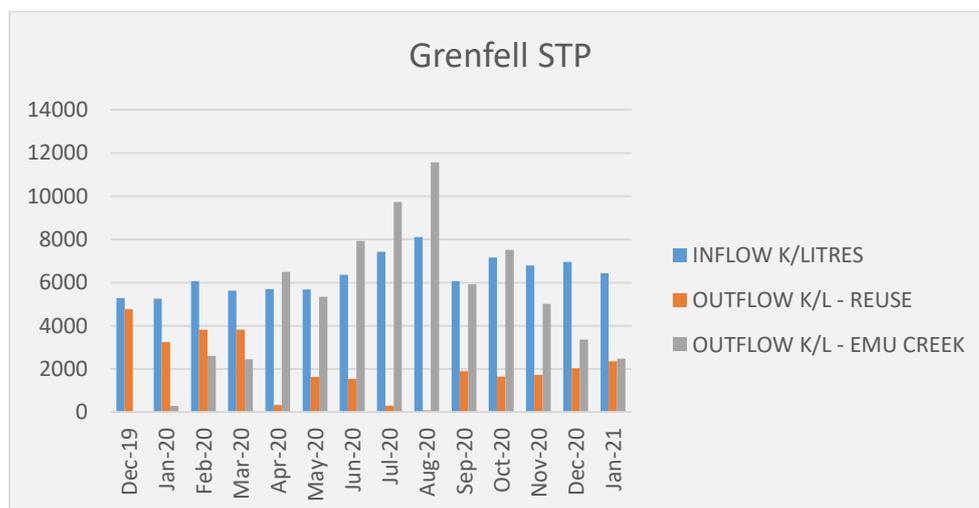
A total rainfall of 60mm was recorded for the month.

January 2021

Total inflow through the Works during the period 1 January 2021 to 31 January 2021 was 6,436kL with the daily average of 207.61kL. Outflow for irrigation for reuse was 2,362kL and discharge to Emu Creek 2,471.1kL.

The highest daily recording of 268kL occurred for the 24 hours ending 6:30 am on 30 January 2021 and the lowest of 162kL for the 24 hours ending 6:30 am on the 24 January 2021.

A total rainfall of 63.5mm was recorded for the month.



**For Information  
Noted**

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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

#### December 2020

Income during the period 1 December 2020 to 31 December 2020 was \$7,525.18 with expenditure of \$9,878.60 resulting in an operational loss of \$2,353.42 for the month.

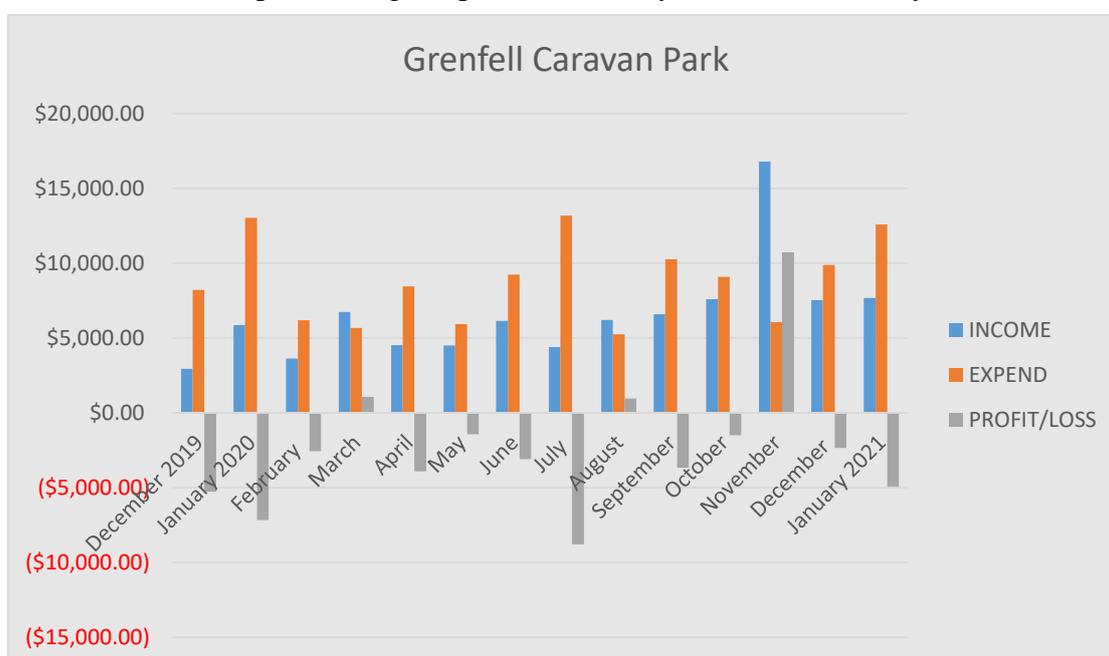
There were 234 sites occupied during the period 1 December 2020 to 31 December 2020.

31 January 2021.

#### January 2021

Income during the period 1 January 2021 to 31 January 2021 was \$7,668.00 with expenditure of \$12,591.80 (includes electricity \$2,241.47) resulting in an operational loss of \$4,923.80 for the month.

There were 195 sites occupied during the period 1 January 2021 to 31 January 2021.



**For Information  
Noted**

### **A3. Grenfell Caravan Park – Manager's Office, P2.3.3**

#### **Executive Summary**

This report provides a status update regarding Council's Caravan Park given the recent sale of the Manager's Dwelling.

#### **Report**

As previously reported to Council, the Manager's residence has now been sold and relocated to Simpson Drive by the purchaser. Following this, quotations were sought from local builders for a new site office and it has been decided to purchase a pre-fab site office due to the high construction cost of a new building.

Quotes are now being sought for a new accessible cabin for the Caravan Park.

**For Information  
Noted**

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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### **A4. Grenfell Aquatic Centre, P2.3.1**

#### December 2020

<b>Total Attendance:</b>	<b>5329</b>	<b>School Usage:</b>	1009
<b>Daily Average:</b>	172	<b>Other Usage:</b>	654
<b>Cash Attendance:</b>	566 (Child)	<b>Season Ticket Sales</b>	
	422 (Adult)	Adult:	2
<b>Season Ticket Attendance:</b>	1455 (Child)	Pensioner:	5
	1223 (Adult)	Child:	1
		Family:	4

#### January 2021

<b>Total Attendance:</b>	<b>4650</b>	<b>School Usage:</b>	0
<b>Daily Average:</b>	150	<b>Other Usage:</b>	648
<b>Cash Attendance:</b>	557 (Child)	<b>Season Ticket Sales</b>	
	417 (Adult)	Adult:	1
<b>Season Ticket Attendance:</b>	1580 (Child)	Pensioner:	1
	1448 (Adult)	Child:	0
		Family:	2

**For Information  
Noted**

### **A5. Quandialla Swimming Pool, P2.3.2**

#### December 2020

<b>Total Attendance:</b>	<b>1180</b>	<b>School Usage:</b>	Bribbaree Quandialla Caragabal
<b>Daily Average:</b>	38	<b>Other Usage:</b>	Aqua Fitness Classes Swimming Club Swimming Lessons Bootcamp
<b>Cash Attendance:</b>	34 (Child)	<b>Season Ticket Sales</b>	
	48 (Adult)	Adult:	2
<b>Season Ticket Attendance:</b>	354 (Child)	Pensioner:	1
	168 (Adult)	Child:	0
		Family:	4

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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January 2021

**Total Attendance:** 739  
**Daily Average:** 24

**School Usage:** Nil

**Other Usage:** Aqua Fitness Classes  
Swimming Club  
Swimming Lessons  
Bootcamp

**Cash Attendance:** 42 (Child)  
54 (Adult)

**Season Ticket Sales**  
Adult: 0  
Pensioner: 0  
Child: 0  
Family: 1

**Season Ticket Attendance:** 359 (Child)  
228 (Adult)

**For Information  
Noted**

### **A6. NetWaste Forum, E3.3.12**

#### **Executive Summary**

This report provides information on the upcoming NetWaste Forum to be held in GRENFELL.

#### **Report**

The NetWaste Group is made up of twenty-six (26) member Councils that have volunteered to take part in sharing knowledge and discussing projects. Councils take turns in hosting the meetings throughout the region and Grenfell has been selected for the first quarterly forum in 2021 on Friday 26 February.

The Mayor has accepted an invitation to officially welcome the delegates to the area and *Haslin Constructions* have kindly agreed to hosting the delegates at a site visit to Council's new Sewer Treatment Plant which is currently under construction.

The forum will be held in the Community Hub.

**For Information  
Noted**

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

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

#### **B1. Development Applications**

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

#### December 2020

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
62/2020	Mr TG & Mrs R Mawhinney	New Dwelling, Swimming Pool & Boundary Fence	\$500,000	LOT: 450 DP: 754578 39 Bradley Street GRENFELL NSW 2810
67/2020	Balance Accountants & Advisors	Internal Alterations to Building	\$90,000	LOT: 1 DP: 370182 139 Burrangong Street GRENFELL NSW 2810
68/2020	Mr GA Smith	Shed	\$40,386	LOT: 846 DP: 754578 Manganese Road GRENFELL NSW 2810
69/2020	Ms TL Sheer	Dwelling (Relocatable) & Carport	\$50,000	LOT: 14 SEC: 2 LOT: 7763 18 Third Street QUANDIALLA NSW 2721
71/2020	Mr NJ O'Brien	Shed	\$40,000	LOT: 286 DP: 754578 39 Brundah Street GRENFELL NSW 2810
72/2020	Mr CD Baker	New Dwelling	\$220,000	LOT: 1351 DP: 754578 5021 Henry Lawson Way GRENFELL NSW 2810
73/2020	Mr GJ & Mrs RJ Hicks	Carport	\$3,900	LOT: 30 DP: 1264908 15-17 Makins Street GRENFELL NSW 2810
77/2020	Ms BL Mawhinney	Alterations and Additions to Commercial	\$90,000	LOT: 2 DP: 580237 38 Main Street GRENFELL NSW 2810
78/2020	Mr JN & Mrs C Glanville	Alterations and Additions to Residential	\$523,000	LOT: 1 DP: 1083845 1841 Mary Gilmore Way GRENFELL NSW 2810
80/2020	Mr B Fitzsimmons	Transportable Dwelling	\$85,000	LOT: 4 DP: 1070179 19 Bradley Street GRENFELL NSW 2810

#### January 2021

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
70/2020	Mrs AF Hunter	Change of Use (CWA to Restaurant & B&B) and Disabled Toilet	\$10,000	LOT: 19 SEC: 5 DP: 758473 1 Church Street GRENFELL NSW 2810
74/2020	Andy's Design & Drafting	Shed with Amenities & Demolish Existing Shed	\$38,000	LOT: 21 DP: 825829 Manganese Road GRENFELL NSW 2810
75/2020	Mr LA Armstrong	Shed	\$16,000	LOT: 20 SEC: 1 DP: 758473 11 Wood Street GRENFELL NSW 2810
76/2020	Mr JT & Mrs RL Conron	New Shed/Retail Premises & 3 Lot Subdivision	\$600,000	LOT: 1&2 DP: 569688 13 Berrys Road GRENFELL NSW 2810

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

DA NO.	Applicant	Construction	Value (\$)	Address
79/2020	Mr MA Liebich	Shed & Demolish Existing Shed	\$15,000	LOT: 12 DP: 844482 110 Mid Western Highway GRENFELL NSW 2810
81/2020	Mr PE Hemming	Relocatable Dwelling	\$100,000	LOT: 13 DP: 1063500 147B Simpson Drive GRENFELL NSW 2810
1/2021	Weddin Shire Council	New Amenities Block & Demolish Existing Toilet Block	\$45,074	LOT: 1 DP: 1172801 Brundah Parish GRENFELL NSW 2810
3/2021	Mr GJ Day	Alterations & Additions to Dwelling	\$229,570	LOT: 1188 DP: 754578 25A Star Street GRENFELL NSW 2810
5/2021	Mrs KS Mitton	Swimming Pool	\$54,000	LOT: 1262 DP: 754578 70-72 Gooloogong Road GRENFELL NSW 2810

**For Information  
Noted**

### **B2. Construction Certificates**

The undermentioned applications were received and determined under delegation.

#### December 2020

CC NO.	Applicant	Construction	Address
62/2020	Mr TG Mawhinney	New Dwelling and Boundary Fencing	LOT: 450 DP: 754578 39 Bradley Street GRENFELL NSW 2810
67/2020	Balance Accountants and Advisors	Internal Alterations to Building	LOT:1 DP: 370182 139 Burrangong Street GRENFELL NSW 2810
68/2020	Mr GA Smith	Shed	LOT: 846 DP: 754578 Manganese Road GRENFELL NSW 2810
69/2020	Ms TL Sheer	Dwelling Footings & Carport only	LOT: 14 SEC: 2 DP: 7763 18 Third Street Quandialla NSW 2721
71/2020	Mr NJ O'Brien	Shed	LOT: 286 DP: 754578 39 Brundah Street GRENFELL NSW 2810
73/2020	Mr GJ Hicks	Carport	LOT: 30 DP: 1264908 15-17 Makins Street GRENFELL NSW 2810
77/2020	Ms BL Mawhinney	Alterations & Additions to Commercial	LOT: 2 DP: 580237 38 Main Street GRENFELL NSW 2810

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

January 2021

CC NO.	Applicant	Construction	Address
74/2020	Andy's Design and Drafting	Shed with Amenities	LOT: 21 DP: 825829 Manganese Road GRENFELL NSW 2810
75/2020	Mr LA Armstrong	Shed	LOT: 20 SEC:1 DP: 758473 11 Wood Street GRENFELL NSW 2810
79/2020	Mr MA Liebich	New Shed	LOT: 12 DP: 84482 110 Mid Western Highway GRENFELL NSW 2810
81/2020	Mr PE Hemming	Relocatable Dwelling – Footings Only	LOT: 13 DP: 1063500 147B Simpson Drive GRENFELL NSW 2810
3/2021	Mr GJ Day	Alterations/Additions to Dwelling	LOT: 1188 DP: 754578 25A Star Street GRENFELL NSW 2810

For Information  
Noted

### B3. Complying Development Applications

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

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

For Information  
Noted

### B4. ePlanning Digital Services, A3.6.57

#### Executive Summary

This report provides a status update regarding the introduction of the ePlanning Digital Services by the NSW Department of Planning, Industry and Environment for mandatory use for all council applications relating to development and impacts on Council's application processes.

#### Report

ePlanning Digital Services have been progressed in stages from 1 January 2021. This meant that from 1 January 2021, applicants have been able to lodge their DA, CDC and Post Consent Certificate applications electronically with some NSW Councils via the NSW Planning Portal.

***By 1 July 2021 it will be compulsory and a requirement that all the above-mentioned applications are lodged and processed via the ePlanning portal.***

There are currently 68 of the 128 Councils in NSW using the ePlanning Digital Services.

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

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Information sessions have been made available for the following digital services:

- Online Development Applications integrated with;
  - Concurrence and Referrals
  - Planning Panels
- Complying Development Certificates
- Post Consent Certificates

Council staff have been involved in the discussions regarding ePlanning for several years. The development was to follow a slow rollout with pilot Councils from metropolitan areas. It was then advised that they would rollout the system with large regional Councils at their discretion. i.e. Wagga/Tamworth.

Just last year Council staff attended an information/training day for ePlanning. Further training is proposed for the Environmental Services staff via Zoom meetings in March.

The implementation of ePlanning Digital Services in the Weddin Shire will involve Council contacting its IT provider to develop an API (Application Programming Interface) which can facilitate synchronised workflows and exchange of data/information between the ePlanning portal and Council systems.

This API needs to be created to remove any manual data entry thereby enabling automated transfer between the digital application form and the Council system. The automated handling of information is essential to provide the controlled flow of data between the systems which will minimise data errors, limit duplication of workflow procedures across two systems and provide applicants with digital status updates.

Council is not using the ePlanning Digital Services system at this time and the NSW Department of Planning, Industry and Environment has made no commitment to assist Councils with funding for the changes required to transfer our system to the ePlanning portal.

The implications to Council are on three fronts:

1. The technical development around the API (costs associated with this);
2. Most importantly the impact of submission procedures at the front counter for customers;
3. The training of the public and others in the need to submit applications online instead of face-to-face at Council's front counter.

The development of the API will require substantial commitment in time, staff resources, contractor availability and cost.

The customer service impacts will revolve around the public being aware of and having the ability to use the online submission process. Council may need to invest in a lodgement portal station as legislation restricts Council from lodging an application for a third party.

It is noted that consultation with the community from the State Government regarding these changes has been minimal. The community was more broadly consulted regarding the initial iteration of ePlanning (the Electronic Housing Code) however, was not widely accepted by the Weddin Shire community.

**For Information  
Noted**

**B5. Broula King Mine, DA 26/2005**

**Executive Summary**

This report provides a status update regarding the Broula King Mine.

**Report**

The Broula King Mine has recently been purchased by *Sunshine Reclamations Pty Ltd* and the Acting Director Environmental Services has had some preliminary meetings and correspondence with the new owners.

The current status of the Broula King Mine is currently in a state of care and maintenance program only and the Development Approval DA 26/2005 has ceased to have effect. A new Development Application will need to be lodged by the new owners to Council for consideration and assessment and this has been relayed to the new owners in writing.

The new owners are proposing a development that will bring ore in from other derelict plants for processing. Full details will be provided in the new DA.

**For Information  
Noted**

**B6. Administration Building – Committee Room, P2.3.6**

**Executive Summary**

This report provides a status update regarding the painting of the Committee Room.

**Report**

Council's Committee Room was recently repainted by a local painter, as well as one of the walls in the front administration office. It is now proposed to complete the painting to the front office and also to the interview room.

This follows on from the recent completion of the Mayor's new office, which showed up the interior of the rest of the Administration Building enormously.

The building maintenance funds have been used for this work.

**For Information  
Noted**

**B7. State Significant Development – New Poultry Farm, DA 75/2002**

**Executive Summary**

This report provides a status update regarding a State Significant Development.

**Report**

The NSW Department of Planning Industry & Environment (DPIE) recently held a Scoping Meeting via Zoom with interested stakeholders for a new Poultry Farm in Weddin Shire.

Council has previously given approval on the same site for a smaller poultry farm and this new application for a larger enterprise will supersede the previously approved Development Application (DA75/2002).

The scoping meeting provided the different government agencies to voice any concerns with the proposal which will be taken on board by the applicant to develop a comprehensive Environmental Impact Statement (EIS) in accordance with the NSW Government's Critical State Significant Infrastructure Standard Secretary's Environment Assessment Requirements (SEARS).

The Development Application will be determined by the State Government.

**For Information  
Noted**

### **B8. Joint Regional Planning Panel, T2.3.14**

#### **Executive Summary**

This report provides a status update regarding the appointments by Council to the Joint Regional Planning Panel.

#### **Report**

At its meeting held on 21 November 2019, Council considered a report from the Director Environmental Services in regard to nominees for the Western Regional Planning Panel. Council resolved to invite Mr Peter Moffitt and Mr Geoff Cunningham to be Weddin Shire Council's members for the Western Regional Planning Panel and appoint on their acceptance.

Mr Peter Moffitt has duly accepted and his appointment relayed to the Department, however despite several attempts to contact Mr Geoff Cunningham no response has been received and the Department has requested the second nominee from Council to be filled.

I have contacted Mrs Ruth Fagan who has verbally indicated her acceptance to be Council's second appointment for the Planning Panel. Mrs Fagan is currently a Councillor at Cowra Shire Council and has served on Planning Panels before, her resume is as below:

*“Cr Ruth Fagan has extensive advisory board experience in both a state and regional capacity. She has been involved in a range of industries, including tourism, agriculture, planning and retail.*

*Cr Fagan is a state-appointed member of the Joint Regional Planning Panel for the Western Region, a Board member of Central West Regional Development Australia and a Cowra Shire Councillor for three terms.*

*Trained as a journalist, she has worked in print media, as a tourism manager and operated a number of successful businesses in Cowra including a gift shop, a motel, a vineyard and a dress shop.*

*She is a member of the Cowra Showground, Paceway and Race Course Trust and is an active member of many local committees.*

*Cr Fagan holds a Bachelor of Business Studies from Charles Sturt University and is the Director of Clear Connections, a media consulting business. She was Executive Officer for the Western Division Councils of NSW for seven years”.*

I feel that Mrs Fagan would be an ideal substitute for Mr Geoff Cunningham.

**RECOMMENDATION:** that Council invite Mrs R Fagan to be a representative for Weddin Shire Council's Planning Panel and appoint on acceptance.

**279** **RESOLVED:** Cr Brown and Cr Best that Council invite Mrs R Fagan to be a representative for Weddin Shire Council's Planning Panel and appoint on acceptance.

**B9. Administration Building, P2.3.6**

**Executive Summary**

This report provides a status update regarding the plans for the Administration Building re-design.

**Report**

Council, at its meeting held on November 2020, resolved as follows: -

*“that Council accept the fee quote from Design West for \$10,000 + GST to prepare sketch plans and elevations and Quantity surveyor cost estimate for the proposal.”*

*Design West* have now notified that they will be retiring shortly and will not be able to complete the contract.

**RECOMMENDATION:** that Council:

- i) rescind Resolution 195 *“that Council accept the fee quote from Design West for \$10,000 + GST to prepare sketch plans and elevations and Quantity surveyor cost estimate for the proposal.”*
- ii) seek expressions of interest from local architects and designers for a sketch plan of an update to the existing Administration Building.

**280** **RESOLVED:** Cr Parlett and Cr Niven that Council: -

- i) rescind Resolution 195 *“that Council accept the fee quote from Design West for \$10,000 + GST to prepare sketch plans and elevations and Quantity surveyor cost estimate for the proposal.”*
- ii) seek expressions of interest from local architects and designers for a sketch plan of an update to the existing Administration Building.

**B10. Development Application – Change of Use Old Cordial Factory to a Live Music Venue, Lot 16 DP 964560 & Lot 1 DP 10918778 – 18 George Street, Grenfell, DA 60/2020**

**Precis:** The Development Application DA 60/2020 is reported to Council because a submission has been received objecting to the proposed development following Council's neighbour notification/advertising process.

**Budget:** Nil

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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### **RECOMMENDATION:** that Council: -

- i) note that the reason for the decision is that the proposal largely complies with Section 4.15 of the *Environmental Planning and Assessment Act 1979*, and the application was publicly advertised and notified, and the submission received has been addressed in the planning report.
- ii) approve Development Application 60/2020 for a proposed Change of Use to a Live Music Venue on Lot 16 DP 964560 & Lot 1 DP 1091878 – 18 George Street GRENFELL, subject to the following conditions.

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

#### **1. MANDATORY GENERAL**

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

<b>Plan</b>	<b>Prepared by/Reference</b>	<b>Weddin Shire Council Reference</b>
Site Plan	-	Received 2/11/20020
Floor Plan	Applicant	Received 2/11/2020
Statement of Environmental Effects	Applicant	Received 2/11/2020
Amended Statement of Environmental Effects	Applicant	Received 23 December 2020

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

- (2) Prior to commencement of any works, a Construction Certificate is to be obtained and where Council is not the PCA, a copy is submitted to Council.

*Reason: Statutory requirement*

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

*Reason: Statutory requirement*

- (4) Prior to the commencement of works, the applicant shall install and maintain adequate sediment and soil erosion controls.

*Reason: Statutory requirement and Public interest*

- (5) Provide a clearly visible sign to the site stating:
- a) Unauthorised entry is prohibited;
  - b) Builders name and licence number; or owner builders permit number;
  - c) Street number or lot number;
  - d) Contact telephone number/after hours number;
  - e) Identification of Principal Certifying Authority.

*Reason: Statutory requirement*

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

Note: 48 hours notice is required prior for all inspections

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

- (7) Reinforced concrete footings are to comply with Australian Standard 2870-1996.

*Reason: to ensure compliance with the relevant standard.*

## **2. NOISE**

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

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

*Reason: Statutory requirement and Public interest*

**3. DEMOLITION**

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

*Reason: Statutory requirement and Public interest*

**4. DRAINAGE - BUILDING**

- (1) All roofed and paved areas are to be drained and the water from those areas and from any other drainage must be conveyed to:

- a) the gutter in George street

Storm water disposal drains shall be connected to all roof gutter down pipes within fourteen (14) days of installation of the down pipes and/or the construction of hard standing areas, as may be appropriate, to discharge roof water to the approved method of disposal.

Where kerb and gutter is constructed, an approved PVC or galvanised steel kerb adaptor (either roll over kerb adaptor or upright kerb adaptor) shall be installed in the kerb.

*Note 1: Two copies of a plan showing the location of the storm water disposal system are to be submitted to Council before occupation.*

*Note 2: ‘Pump-out’ storm water drainage systems are not acceptable.*

*Reason: Statutory requirement and Public interest*

**5. POEO**

- (1) The proposed use of the premises and the operation of all plant and equipment shall not give rise to an ‘offensive noise’ as defined in the Protection of the Environment Operations Act 1997 and Regulations.

*Reason: to ensure that noise emissions from the development satisfy legislative requirements and maintain reasonable levels of amenity to the area:*

- (2) In this regard, the operation of the premises and plant and equipment shall not give rise to a sound pressure level at any affected premises that exceeds the background (LA90), 15 min noise level, measured in the absence of the noise source/s under consideration by more than 5dB(A). The source noise level shall be assessed as an LAeq, 15 min and adjusted in accordance with the NSW Environmental Protection Authority’s Industrial Noise Policy 2000 and Environmental Noise Control Manual (sleep disturbance).

*Reason: to ensure that noise emissions from the development satisfy legislative requirements and maintain reasonable levels of amenity to the area.*

**6. PLANNING GENERAL**

- (1) The loading and unloading of all vehicles must be done entirely within the property and not upon the road reserve or footpath.

*Reason: Public interest*

- (2) The development shall only be conducted maximum twice monthly on Wednesday to Sunday only between 12pm and 12 midnight.

*Reason: Statutory requirement and Public interest*

**7. AMENITY**

- (1) Spillage of light, if any, shall be controlled so as not to cause nuisance to the amenity of adjoining land.

*Reason: Public Amenity*

**8. PARKING & MANOEUVRING**

- (1) All parking and/or loading bays shall be permanently marked out on the pavement surface with loading bays and visitor parking facilities being clearly indicated by means of appropriate signs to facilitate the orderly and efficient use of on-site parking and loading/unloading facilities.

*Note: If other hard standing, dust free and weather proof surfaces are proposed other than concrete, written approval is to be obtained from Council that the proposed alternative is acceptable.*

*Reason: Statutory requirement*

- (2) That a minimum of one (1) spaces separately delineated and individually marked be provided for persons whom are access impaired. The car parking spaces together with continuous paths of travel to the main entry of the premises, or reasonable equivalent is to be constructed in accordance with AS 1428.

### PLANNING REPORT

#### Introduction

Development Application 60/2020 proposes a Change of Use of the Old Cordial Factory building to a Live Music Venue on Lot 16 DP 964560 & Lot 1 DP 1091878, 18 George Street GRENFELL. A copy of the site and plans of the building is included in Attachment 'A' to this report and a copy of the Statement of Environmental Effects is included in Attachment 'B'.

The application was lodged with Council on 2 November 2020 by the owners Luke & Kristie Armstrong.

#### Description of Site

Lot 16 DP 964560 & Lot 1 DP 1091878, 18 George Street GRENFELL. The lot is Zoned as R1 General Residential zone under Weddin Local Environmental Plan (LEP) 2011. A location plan is included as Attachment 'C'. The surrounding area is characterised as a commercial/industrial area. An aerial photograph is included in Attachment 'D' to this report.

An existing single storey shed exists the old cordial factory.

#### Environmental Impact Assessment

Environmental Impact Assessment in determining a development application, a consent authority is to take into consideration such of the matters as are of relevance to the development in accordance with Section 4.15(1) of the Environmental Planning and Assessment Act 1979. The following section provides an evaluation of the relevant Section 4.15 Matters for consideration for DA 60/2020:

##### *Section 4.15(1) Evaluation Matters*

#### Environmental Impact Assessment

In determining a development application, a consent authority is to take into consideration such of the matters as are of relevance to the development in accordance with Section 4.15(1) of the Environmental Planning and Assessment Act 1979. The following section provides an evaluation of the relevant Section 4.15 Matters for consideration for DA 29/2020:

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

The subject land is zoned R1 General Residential under the provisions of the Weddin Local Environmental Plan 2011. The use of the land would have existing use rights for commercial/industrial purposes so the use proposed is permitted in the zone with development consent. Clause 2.3(2) of the Weddin Local Environmental Plan 2011 (WLEP) requires that "The consent authority must have regard to the objectives for development in a zone when determining a development application in respect of land within the zone". The zone objectives are included as follows:

- *To provide for the housing needs of the community*
- *To provide for a variety of housing types and density*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents*

The proposal meets the objectives of the zone as an existing use right.

### ***S4.15(1)(a)(iii) Any Development Control Plan (DCP) Weddin Shire Council Development Control Plan 2014***

Chapter 10 Commercial The proposal generally meets the requirements of the Weddin Shire Council Development Control Plan 2014.

### ***S 4.15(1)(a)(iii)(a) provisions of any Planning Agreement(s)***

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

### ***S4.15(C)(1)(a)(iv) The EP & A Regulations***

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

- **Clause 92 – The Government Coastal Policy** - does not apply to Weddin Shire and therefore Clause 92(1)(a) and (b) are not applicable to this development proposal. The proposal does not involve demolition of a building and therefore the requirements of AS 2601 do not need to be considered in accordance with Clause 92(2).
- **Clause 93** – The proposal involves a change of use of an existing building and therefore the requirement to consider fire safety and structural adequacy of buildings in accordance with Clause 93 has been undertaken.
- **Clause 94** – The proposal does involve the alteration of an existing building or place of public entertainment and therefore the requirement to consider the upgrading of buildings into total or partial conformity with the Building Code of Australia has been undertaken.
- **Clause 94A** – The proposal does not involve the erection of a temporary structure and therefore the requirements to consider fire safety and structural adequacy is unnecessary.

### ***S 4.15(1)(b) the likely impact on the natural and built environment(s) and the likely social and/or economic impact on the locality***

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

#### **Context and Setting**

The area is characterised by existing commercial and industrial and ancillary buildings on nearby allotments including: The Railway Hotel & Peter Mellon Car Repair Station. The proposed development is consistent with the character of development in the area and is appropriate given its local context and setting.

#### **Access, Transport and Traffic**

The property is accessible from George Street, and the rear lane which is a sealed Council road. The access driveway is existing from the rear lane and off street parking is proposed at the rear of the building. There is sufficient area onsite for car parking associated with the proposal.

#### **Public Domain**

The proposal will not have a negative impact on public recreational opportunities or public spaces in the locality.

### **Heritage**

There are no items listed in schedule 5 of the Weddin Local Environmental Plan 2011, however the building is located within the Grenfell Heritage Urban Conservation area but no external works are proposed to the existing building, any signage proposed will be referred to Council's Heritage Advisor for comment and a search of the AHIMS records did not reveal any items or places of Aboriginal Cultural Significance identified as present on the land. Other Land Resources - The land does not contain any recorded mineral deposits and the proposal will not negatively impact any water catchment areas.

### **Water, Sewerage and Stormwater**

The property is connected to Central Tablelands reticulated water supply and Weddin Shire Council's reticulated sewerage scheme.

No impact.

### **Soils**

No impact identified.

### **Air and Microclimate**

Minimal amounts of dust may be generated during the construction period. Once construction works are complete the development will not impact on air quality.

### **Flora and Fauna**

The proposal does not require the removal of any trees. Council records do not indicate that there are any areas of sensitive biodiversity near the development site. The development is not expected to impact on any critical habitats or threatened species.

### **Waste**

Any construction waste will be removed from the site and appropriately recycled or catered for at a licensed waste management facility.

### **Noise and Vibration**

Some noise will occur during the construction period, but is not expected to adversely impact on any surrounding land uses. Council's standard condition regarding construction hours is recommended. The constructed development will not result in any ongoing noise or vibration.

### **Natural Hazards**

The development site is identified as flood prone land but not bushfire prone.

### **Technological Hazards**

Review of Council's records and inspection of the site did not reveal any technological hazards affecting the site. Council is not aware of and the SOEE submitted with the application did not make reference to any previous land use likely to have resulted in contamination.

### **Safety, Security and Crime Prevention**

This development will not generate any activity likely to promote any safety or security problems to the subject land or surrounding area.

### **Social and Economic**

Impacts on the locality - The proposed development will not result in any negative social or economic impacts.

### **Site Design and Internal Design**

The design of the development is satisfactory for the site and without any identified adverse impacts.

### **Construction**

A Construction Certificate is required and a condition has been provided in this determination of the Development Application. The proposed development will be built in accordance with the Building Code of Australia. No adverse impacts are anticipated to occur as a result of the development.

### **Cumulative impacts**

The proposal is not expected to generate any ongoing negative cumulative impacts. A minimal increase in traffic activity on site will occur during the construction phase. This will be limited by a condition of consent and will not continue once construction is completed.

### ***S4.15(1)(c) The Suitability of the Site for the Development***

The development is consistent with the zone objectives and consideration has been given to the impacts the development will have within the locality. It is considered that the proposed development will not create adverse impacts within its local setting. It is assessed that the development will not impact upon any existing services. The development site is identified as flood prone however it is an existing building with no structural alterations and is not identified as being bushfire prone land or otherwise unsatisfactorily constrained by natural features. The site is considered suitable for the development subject to the imposition of appropriate conditions of consent.

### ***S 4.15(1)(d) any submissions made in accordance with the Regulation(s)***

#### **Public Consultation**

The Development Application was both notified to adjoining owners in writing from 24 November 2020 until 15 December 2020 and locally advertised in accordance with Council's Notification Policy.

A submission was received in relation to the proposed development which expressed an objection to the proposal. Copy of the submission is included in Attachment 'E' to this report.

The applicants have been provided a copy of the submission to try and negotiate with the objector but to date has been unsuccessful in contacting the objector. The applicants have refined their Statement of Environmental Effects (SOEE) to state that the proposal is to operate only certain times and hours (See attachment 'F' applicants letter to objector).

The following is a summary of the concerns expressed in the submission, followed by some assessment comments:

- Amplified Music late at night Wednesday to Sunday 12pm to 12midnight

**Assessment comments:** The proposal is not intended to have amplified music Wednesdays to Sundays 12pm to 12 Midnight but only once a month maximum two (2) nights only and condition number five of DA addresses noise pollution.

- People talking loudly after a performance outside the venue, car doors slamming open and shut all the while echoing loudly

**Assessment comments:** The applicant will be responsible for patron's behavior

- Vehicles driving up & down the laneway at the rear & George Street

**Assessment comments:** They are both public roadways and have traffic already using these roadways

- No objection to use of the building on Friday & Saturday nights

**Assessment comments:** The applicants only propose to use the building at the most two (2) nights a month.

### **Public Authority Consultation**

There are no public authority consultation requirements with this development application.

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

The proposed development has been considered in terms of the context and setting of the locality in previous sections to this report and has been advertised and notified to adjoining landowners. The proposed development will not impose any identified adverse economic or social impacts on the local community.

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

Not applicable.

### ***Section 7.11 (formerly S94)***

Not applicable.

### **Conclusion**

Development Application 60/2020, on Lot 16 DP 964560 & Lot 1 DP 1091878 – 18 George Street GRENFELL, proposed Change of Use to a Live Music Venue, lodged by Luke & Kristie Armstrong.

The application was supported by a Statement of Environmental Effects (amended) and development plans prepared by the applicant, which provide sufficient information to allow assessment of the proposal. The proposed development has been assessed to be consistent with the requirements of the *Weddin Local Environmental Plan 2011*, relating to development in an R1 General Residential zone and is consistent with the existing land-use activities of the locality. The development application was notified in accordance with Council's procedures. One objection was received following the consultation process and the concerns raised by the submission have been addressed adequately in the assessment report.

Having considered the documentation supplied by the applicant, the findings of site inspection(s) and the comments made from consultation, it is assessed that the impacts of the proposal and the likely environmental interactions between the proposed development and the environment are such that Council should not refuse the development application.

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

**Attachments:** Attachment A - Development Plans, Attachment B - Statement of Environmental Effects, Attachment C - Location Map, Attachment D - Aerial Photograph, Attachment E - Copy of the submission, Attachment F – Applicants Letter to Objector

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

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- 281 RESOLVED:** Cr Parlett and Cr Niven that Council: -
- i) note that the reason for the decision is that the proposal largely complies with Section 4.15 of the *Environmental Planning and Assessment Act 1979*, and the application was publicly advertised and notified, and the submission received has been addressed in the planning report.
  - ii) approve Development Application 60/2020 for a proposed Change of Use to a Live Music Venue on Lot 16 DP 964560 & Lot 1 DP 1091878 – 18 George Street GRENFELL, subject to the above conditions.

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

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

**AGAINST:** Nil

**ALAN LINDSAY**

**ACTING DIRECTOR ENVIRONMENTAL SERVICES**

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

February 2021

### **WEDDIN LANDCARE STEERING COMMITTEE INC. ("WEDDIN LANDCARE")**

The significant Weddin Landcare connected activities and events of the past 12 months are outlined below.

#### **LOCAL LANDCARE COORDINATOR**

Melanie Cooper remains the Local Landcare Coordinator for the Weddin District. Her working hours are Tuesdays and Wednesdays from 9am to 3pm. Melanie can be contacted during her working hours at the LLS office or via mobile 0417 963 475 or via email [weddinlandcare@outlook.com](mailto:weddinlandcare@outlook.com)

At the Local level, Weddin Landcare has 171 subscribers (members), which has not changed a lot in the past year. Several new committee members have joined the Steering Committee. Following a better season in 2020 for our farmers, Weddin Landcare hopes to re-engage the farming sector in Landcare activities and continue its work within urban areas.

#### **REGIONAL LANDCARE NETWORK - CENTRAL WEST LLS**

Melanie has been working with the Regional and State Landcare Network who offer support, training and connections for Landcare. Monthly teleconferences are held with the Central West Regional Landcare Coordinator, Mel Kiel, and Central West Regional Agricultural Landcare Facilitator, Rohan Leach. Several vacancies persist within the Central West Region in terms of Local Coordinators however, Melanie has been working symbiotically with neighbouring districts where Coordinators are active including Central West Lachlan Landcare (Forbes/Parkes) and Mid-Lachlan Landcare (Cowra).

#### **LACHLANDCARE INCORPORATED**

I have maintained my role as Weddin Landcare's delegate to Lachlandcare Incorporated. This organisation focuses on the environmental health of the Lachlan River catchment and continues to run several initiatives; one being the 'Saving our Superb Parrot' project. The project objective is to enhance habitat throughout the eastern end of the catchment for this endangered species. Three landholders in the Weddin Shire have on-ground works at various stages. Bill and Coral White have completed plantings on one hectare of their place in Grenfell, which is a significant amount in an urban setting.



Lachlandcare's AGM is scheduled for 11:30am Friday 12 March 2021 at the JT Pridham Centre, DPI, 296 Binni Creek Road, Cowra. A strategic direction workshop will follow the AGM.

## DELEGATE'S REPORT

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### WEDDIN LANDCARE – ANNUAL GENERAL MEETING

Weddin Landcare's AGM will be held from 7pm on Monday 8 March 2021 at The Grenfell Community Hub; followed by a general meeting. Central West Regional Landcare Coordinator, Mel Kiel, will be in attendance.

### WEDDIN LANDCARE PROJECTS

In June 2020, the Weddin Landcare Steering Committee held a strategic planning session to prioritise projects and activities for the next three years. The planning session was incredibly useful, providing a flexible 'road map' for projects over the next few years and giving focus to Coordinator activities and fundraising efforts.

Weddin Landcare has been able to leverage funding for numerous small-scale projects in the past ten months. Our active projects are outlined below:

#### Caragabal Bird Art



The Caragabal Bird Art project has been an incredibly successful project for Weddin Landcare. It is the result of a terrific partnership between Caragabal Public School, the Caragabal Progress Group and Weddin Landcare, with generous input from local community members and businesses. Weddin Landcare managed the project and was successful in gaining funding through the Central West Local Land Services' *Resilient Communities Small Grants* program to match the funding we had allocated for the project.

The project involved an educational component, with Melanie Cooper working with the students from Caragabal Public School. Students learnt about threatening processes and researched the local bird species. They then voted on which birds should be included on the artwork, based on 'pitch' presentations given by the students.

The artwork was designed by Camila De Gregorio and Christopher Macaluso, who operate a well-known Sydney-based design studio called *Eggpicnic* which is devoted to wildlife conservation. Camila and Chris were incredibly supportive of this project, being one of the first of their major artworks outside of Sydney.

The artwork, located along the Mid-Western Highway at Caragabal, aims to celebrate the unique local bird life at Caragabal and raise awareness of local threatened species. It was officially opened on 16 December 2020 and has received much praise and attention from the community and media. It is now listed on the Visit NSW website and Arts OutWest, Grenfell Tourism, Central West Culture Map and Google Maps.

## DELEGATE'S REPORT

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### Vaughn's Dam Reserve Habitat Restoration

In 2020, Weddin Landcare received funding through the WIRES and Landcare Australia *Wildlife Relief and Recovery Grants* to restore some of the habitat features of the Box-Gum Grassy Woodland at Vaughn's Dam Reserve. Five working bees have been held at the Reserve to remove rubbish and woody weeds. Other areas have been selectively weeded or slashed to improve native groundcover survival.

In Autumn this year, it is hoped that we will be able to do a cool burn of the site to reduce fuel load and improve the biodiversity of the ground layer. Trees and shrubs will be planted along the creekline and several cluster plantings of understory shrubs will be completed within the woodland area.

Twenty nest boxes for a variety of local birds and mammals will also be installed and monitored at the site. As part of the project, monitoring equipment has been purchased to help monitor activity within the Reserve and nest boxes.

Further works are also planned for the Reserve including woody weed removal, direct seeding and a nature walk with signage.



### Replacement Trees

Weddin Landcare has also secured funding through Landcare NSW's *Natural Disaster Seed Fund* to purchase replacement trees, shrubs and guards. The replacement plants will go to landholders who completed revegetation projects under our 2016-2017 *Small Environmental Grants* program who, despite their best efforts, lost a percentage of their plants during the drought. This project will be completed in Autumn 2021.

### **Birds, Bats and Bugs project**

Following the success of the Caragabal Bird Art project, Weddin Landcare has decided to build upon it, extend it to other schools and include some on-ground (or 'in-tree') components. The Birds, Bats and Bugs project will involve the three village schools – Caragabal Public School, Greenethorpe Public School and Quandialla Public School.

Each school will adopt an 'Ecosystem Benefactor'. Caragabal has claimed birds, Greenethorpe will be microbats and Quandialla will be bugs. Students will learn about the important roles these animals play in different ecosystems and ways to encourage more of them in our landscape. Students will then be able to put some of their learnings into action with the installation of artificial habitats for their chosen ecosystem benefactors at their schools (bird nesting boxes, microbat boxes and native bee hotels). An ongoing monitoring program will also be conducted with the schools.

### **Small Environmental Grants 2021**

The Weddin Landcare *Small Environmental Grants* for 2021 aim to assist landholders within the Weddin Landcare District address or prevent erosion on their property. Weddin Landcare has allocated a total of \$20,000 towards this funding round. Landholders can apply for up to 50% of the total cost of their project, to a maximum of \$4,000. Applications opened on 8 February 2021 and close on 31 March 2021.

### **EVENTS**

COVID-19 certainly impacted on Weddin Landcare's activities in 2020, with planned events such as the screening of the documentary '2040' and annual Wattle Day Walk put on hold and hesitation in organising other events.

#### **2040 Documentary Screening**

Our planned screenings of the documentary film '2040' did not go ahead last year due to COVID-19. Now that the restrictions have eased a little and the events seem more manageable, Weddin Landcare plan to host a community screening of '2040' in Grenfell in the coming months and work with The Henry Lawson High School to hold a school screening. It is hoped that the film will 'kickstart' a series of other events for Weddin Landcare such as a solar information day, regenerative agriculture support network and waste reduction campaigns.

### Wattle Day video

Again, due to COVID-19, our annual Wattle Day Walk did not go ahead in late August. This day usually draws a good crowd from afar, with education on the identification, qualities and benefits of wattles in our landscape and on our farms. In lieu of the Wattle Walk, Melanie Cooper and Mikla Lewis OAM recorded a virtual Wattle Day Walk on Mikla and her partner, Wayne Lavers' property near Grenfell. The video is a fantastic educational resource, which was well received and captures the invaluable knowledge of one of our passionate Landcarers. Weddin Landcare hope to produce more videos like this in the future for a variety of topics.



### Wildflower Walks

The fantastic seasonal conditions last year provided for a burst in wildflowers in the Weddin Shire. Weddin Landcare, together with the Weddin Community Native Nursery, hosted two Wildflower Walks in September 2020.

With limitations on numbers, the Wildflower Walks were booked out with 38 participants over the two days. Car convoys travelled to three sites which included Vaughn's Dam Reserve, Pinnacle Roadside and James and Linda Maslin's property 'Caragabal West' near Caragabal, where the natural open grasslands, lack of cultivation, good grazing practices and good winter rainfall resulted in a mass of wildflowers as far as the eye could see, with over 70 species of native plants identified.

Participants were guided by Melanie Cooper and Mikla Lewis who spoke about the different qualities of the vegetation communities and identified the plants. All participants remarked how enjoyable the day was and that they had a new-found appreciation for the diversity and beauty of our local native plants. This is something we hope to do again and Melanie is working with Grenfell Tourism to incorporate information on wildflowers into tourism products.



## DELEGATE'S REPORT

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### Advanced Spray Application Training

Weddin Landcare assisted with the organisation of an Advanced Spray Application training day at Caragabal on 2 Feb 2021. The training was conducted by Craig Day from *Spray Safe and Save* and funded by the Agskilled 2.0 Program. The training aimed to improve spray efficiencies and safe application of chemicals. It included a one-day workshop covering weather, drift management, nozzle selection, water quality, mixing order, WH&S, legislation, spray planning, fenceline spraying and more and was followed up by a workplace visit to create winter and summer spray plans, calibrate spray equipment and fine tune application.

### COMMUNICATIONS

#### Newsletter

A monthly newsletter is produced by Weddin Landcare and sent to subscribers/members with upcoming events, project updates, funding opportunities and general information/facts including the 'Weddin Wonder'.

#### Social Media

Weddin Landcare has increased its social media profile, maintaining an active Facebook page and Twitter feed. We have had 117 new page likes on Facebook in the past 12 months. Our Caragabal Bird Art posts reached approximately 15,000 people. Chris and Camila at *Eggpicnic* have also been promoting the Bird Art via their social media pages, with the reach now being in excess of one million views.

### COLLABORATION WITH COUNCIL

In mid-2020, Committee members James Maslin, Phillip Diprose and Jan Diprose as well as Melanie Cooper met with the Director Engineering, Jaymes Rath and Acting Director Environmental Services, Alan Lindsay. Weddin Landcare members provided an update on our key focus areas, current and planned activities, and ideas for collaboration. This was well-received by the Directors, who offered support to Weddin Landcare's activities, sought directional input for several policies and suggested partnership opportunities. Both Jaymes and Alan have been supportive of Weddin Landcare activities and requests to date.

Melanie Cooper has also developed a good working relationship with the Economic Development Officer, Auburn Carr and Grenfell Tourism Officer, Claire McCann, to progress various projects that have mutual benefits for tourism and the environment e.g. Weddin Bird Trails, Caragabal Bird Art, Nature Walks.

### WEDDIN COMMUNITY NATIVE NURSERY

The Weddin Community Native Nursery has been a hive of activity over the past twelve months. The COVID-19 situation saw a boost in sales, with people spending more time at home and wanting to get outdoors. Plant orders have been maximised for Autumn 2021, with some orders as large as 10,000 plants currently being prepared.

Volunteers have worked hard to maintain the facilities, propagate plants and serve customers as well as finding the time to work on a front entrance garden, near the new kerbside access (completed by Council). They have also participated in grafting workshops.

## DELEGATE'S REPORT

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### Solar Panels

The Nursery was successful in their application for funding for solar panels through the *Community Energy Efficiency and Solar Grants 2020* in August 2020. In November, a 6.6kW solar panel system was installed, consisting of eighteen 370W solar panels, a battery-ready inverter and a production and consumption monitor.

The solar panels will significantly benefit the Nursery by lowering their power bill and reducing their reliance on non-renewable energy sources. Earlier this year the Deputy PM, the Honorable Michael McCormack visited the Nursery to acknowledge the project.



### Signage

The Weddin Community Native Nursery, together with Weddin Landcare, was successful in gaining funding through the *Community Building Partnerships Program* late last year to develop and manufacture 10 signs for the Nursery.

The signage will educate customers/visitors about the important roles endemic plants play in the environment and how to select appropriate native plant species to benefit biodiversity, improve farm productivity or tackle specific environmental issues. They will also help to logically section the Nursery's saleable plants, making the task of finding suitable plants easier for both volunteer staff and customers.

In January the local State MP, the Honourable Steph Cooke visited Grenfell and presented the Nursery with the cheque for the funding. The signs will be developed over the next twelve months, with the aim of having them in place for the 2022 planting season.



## **DELEGATE'S REPORT**

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### **IN CONCLUSION**

Rather than submitting intermittent reports, it has been agreed that, in future an annual report be submitted so as to align with reporting requirements of the 2019 – 2023 NSW Landcare Program and subsequent to the convening of the AGM's for both Weddin Landcare and the Nursery. Thus the next report will fall due around March 2022.

It has been an absolute pleasure being Council's delegate to Weddin Landcare during the past year. This is due to the positive efforts of so many community volunteers throughout our Shire who are passionate about their involvement; coupled with Melanie's extraordinary efforts in difficult times. My personal thanks go to her also for drafting the bulk of this report.

Cr PHILLIP DIPROSE

WSC DELEGATE

**283 RESOLVED:** Cr Brown and Cr Parlett that the Weddin Landcare Delegate's Report be adopted.

## ACTION LIST

<b>INSPECTIONS AND MEETINGS</b>		<b>STATUS</b>	<b>BY</b>
March 2020	1. <u>Aboriginal Land Claims Investigation Unit</u> : Cr Diprose and a staff member to attend meeting in Dubbo.	In Progress	GM
<b>DEFERRED ACTIVITIES</b>			
April 2016	1. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES).	In Progress	DES
May 2018	2. <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	3. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	4. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
April 2019	5. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	6. <u>Grenfell Medical Centre Operation</u> : conduct a media and marketing campaign.	In Progress	DCS/GM
May 2019	7. <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.	Completed	DCS/DE/ DES/GM
October 2019	8. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment.	In Progress	DE
November 2019	9. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
March 2020	10. <u>Council Meeting Agenda</u> : alter Agenda and Reports to align with CSP.	In Progress	GM
July 2020	11. <u>Marketing Video</u> : produce video.	Completed	DCS
August 2020	12. <u>Annual Returns of Interest</u> : place on Council's website. Review other positions.	In Progress	GM
	13. <u>Council Meetings – Webcasting</u> : investigate option to livestream remotely.	In Progress	GM/DCS
October 2020	14. <u>Sec 355 Committees Review</u> : submit draft Operational Manual and Event Management Guidelines to Council for formal adoption.	In Progress	GM
	15. <u>Destination Management Plan</u> : investigate the steps required to develop a feasibility study for a rail trail from Grenfell to Greenethorpe.	In Progress	DCS
	16. <u>Proposed Bumbaldry Recycling Service</u> : extend garbage service to Bumbaldry area.	In Progress	DES

## ACTION LIST

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November 2020	17. <u>Historic Homes Books</u> : forward books to Historical Society. Develop options for memento acknowledging the Grenfell Sesquicentenary.	Completed In Progress	GM
	18. <u>Annual Report 2019/2020</u> : resubmit to December 2020 Council meeting for formal adoption.	Completed	GM
	19. <u>Main Street Furniture Family</u> : place design proposals on public exhibition and submit to community panel for feedback. Resubmit to Council for formal adoption.	Completed	DE
	20. <u>Administration Building</u> : accept quotation to prepare plans and cost estimate.	Delete	DES
December 2020	21. <u>Building Better Regions Fund Round 5</u> : submit grant funding applications.	In Progress	DES/DCS/ GM
	22. <u>NetWaste Chemical Cleanout</u> : participate in the 2021 Regional Household Chemical Cleanout.	In Progress	DES

**For Information  
Noted**

**MINUTES OF THE BOGOLONG DAM COMMITTEE MEETING  
HELD THURSDAY 24 DECEMBER 2020 COMMENCING AT 9:30AM (C2.6.44)**

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1. **PRESENT:** Cr Liebich, Cr O’Byrne, R Grimm, A Griffiths, J Rath

2. **APOLOGY:** G Carroll, Cr Best, D Nealon

**Resolved:** A Griffiths and R Grimm that the apologies be accepted.

3. **MINUTES:** 1 October 2020

**Resolved:** Cr Liebich and A Griffiths that the minutes of the meeting held 1 October 2020 be adopted.

4. **MATTERS ARISING:**  
Nil

5. **CORRESPONDENCE:**  
Nil

6. **GENERAL BUSINESS:**

6.1. **Draft Report - Bogolong Dam Geotechnical Safety Assessment:**  
Council has now received the Draft Report for Bogolong Dam Geotechnical Safety Assessment.

**RECOMMENDATION:** that the Committee adopt the Draft Report as presented.

**Resolved:** R Grimm and S O’Byrne that the Draft Report for Bogolong Dam Geotechnical Safety Assessment be adopted as presented.

6.2. **Budget Update:** DE presented up-to-date expenditure in regards to the project as follows:

<b>Bogolong Dam Budget</b>	<b>Amount</b>	<b>Expended</b>
SCCF Rnd 2	\$ 110,000.00	\$ 110,000.00
DPI Fish Cleaning Table	\$ 15,000.00	\$ -
SCCF Rnd 3	\$ 300,000.00	\$ 41,575.84
Drought Communities Program (Extension)	\$ 95,000.00	\$ 6,572.06
Grenfell BNS Group, Held In trust	\$ 13,000.00	\$ -
Carry Forward Weddin Landcare	\$ 10,000.00	\$ -
Operational Budget (Carry Forward)	\$ 30,000.00	\$ 30,000.00
<b>Totals</b>	\$ 573,000.00	\$ 188,147.90
<b>Remaining</b>	\$ 384,852.10	

7. **NEXT MEETING:** Thursday, 4 February 2021 at 3:30pm.

8. **CLOSURE:** There being no further business to discuss the meeting closed at 10:45am.

**284 RESOLVED:** Cr O’Byrne and Cr Bembrick that except where otherwise dealt with the Minutes of the Bogolong Dam Committee meeting be adopted.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS COMMITTEE  
EXTRA ORDINARY MEETING  
HELD WEDNESDAY 6 JANUARY 2021 COMMENCING AT 7:00 PM (C2.6.32)**

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**1. ATTENDANCE:** Cathy Gilbert, Belinda Power, Kelly Hillsley, Chad White, Ray Smith, Carly Brown, Maurice Simpson, Amanda Kania, Amanda Mason, Glenn Carroll, Liz Carroll, Joan Eppelstun, Mark Liebich, Sharon Eppelstun, Glenda Howell, Grant Simpson, Virginia Osborne, Jan Parlett, Deb Stanton, Jason Kenah, Phillip Diprose (observer)

**2. APOLOGIES:** Peter Moffitt, Mary Moffitt, Graham Eppelstun, Cassie Eppelstun, Kellie Frost, Warwick Crampton, Stephen O'Byrne, Terry Carroll, Deidre Carroll, Ange Hundy

**Resolved** Maurice Simpson/Mark Liebich that the apologies be accepted.

**3. PRESIDENT'S WELCOME:** President Belinda Power welcomed everyone to the meeting and spoke about the update she had prepared. See attached

**4. MINUTES:**

**Resolved** Glenn Carroll/Carly Brown that the minutes of the previous meeting be confirmed.

**5. BUSINESS ARISING:** Moved to General Business

**6. GENERAL BUSINESS:**

- A long discussion was had about the likelihood of the 2021 Festival being able to go ahead, considering the current pandemic. Many ideas were discussed and considered.

**Resolved** Chad White/Cathy Gilbert that the Committee ask Council to support them in their decision to cancel the 2021 Festival due to COVID-19 and to claim the date for the 2022 Festival which is the 100<sup>th</sup> anniversary of Henry Lawson's passing. **CARRIED**

**Resolved** Mark Liebich/Virginia Osborne that the meetings be bi-monthly until the 2021 AGM. **CARRIED**

- The Building Better Regions Fund (BBRF) grant was discussed.

**Resolved** Mark Liebich/Chad White that the Committee ask Council to complete the BBRF submission. **CARRIED**

- It was confirmed that buskers must have their own insurance.
- As stated in the President's update the website needs a major upgrade.

**Resolved** Chad White/Amanda Mason that the Committee request that Council consider financing a review of the website. **CARRIED**

- Jan Parlett did some research about signatories on the Committee's bank account.

**Resolved** Mark Liebich/Cathy Gilbert that the motion carried at the meeting held 2 December 2020, that Jan Parlett be the Council representative signatory, be rescinded and that the Director Corporate Services be appointed as Council signatory. **CARRIED**

- Cathy Gilbert advised that those who were marked as pending on the Coordinators election list from the last meeting have all declined the positions.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS COMMITTEE  
EXTRA ORDINARY MEETING  
HELD WEDNESDAY 6 JANUARY 2021 COMMENCING AT 7:00 PM (C2.6.32)**

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- Glenn Carroll thanked the Executive for all their hard work over the last couple of months. Mark Liebich added his thanks and also thanked the Coordinators.

**7. DATE FOR NEXT MEETING:** 3 March 2021

**8. CLOSE:** There being no further business the meeting was closed at 8.07pm

**285 RESOLVED:** Cr Niven and Cr Parlett that except where otherwise dealt with the Minutes of The Grenfell Henry Lawson Festival of Arts Committee Extra-Ordinary meeting be adopted.

**MINUTES OF THE AUSTRALIA DAY EXECUTIVE COMMITTEE MEETING  
HELD TUESDAY 19 JANUARY 2021 COMMENCING AT 9:00 AM (C2.6.34)**

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1. **Present:** P. Moffitt, D Carroll, K Engelsman, I Pitt, A Carr
2. **Apologies:** Nil
3. **Confirmation of Minutes:** 15 December 2020

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

4. **Correspondence:**

**In:**

- Australia Day Ambassador Program
- Glen Ivins- RSL will place the Australian flag
- Terry Carroll confirmed invitation

**Out:**

- Terry Carroll- Acknowledgement of Country

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

5. **Program for 2021:**

**Set up**

Historical Society will not decorate outside of the Bowling Club to discourage walk-in attendees.

5x pull up banners funded through an Australia Day grant must be displayed at the ceremony and photographed in situ.

**Theme**

Reflect, Respect, Celebrate

**Ceremony**

Master of Ceremonies – Tom Robinson has commenced mentoring with Peter Moffitt.

Ambassador- Clyde Campbell from Sydney has been allocated.

**Resolved:** P Moffitt and K Engelsman that, due to the current NSW Government health advice on delaying non-essential travel within NSW – especially between greater Sydney and regional areas, the offer of the ambassador be declined and a locally based special guest be sourced.

Vanessa Gibson, Clemence Matchett and Pauline Tregenza be approached in that order.

Award Nominees - to be handled by Weddin Shire Council. Letters have been sent to all nominees and contact details for friends and family are currently being received. It is likely that there will be capacity for a small portion of the community to attend. A limited amount of publicity will be undertaken inviting people in the community who would like to attend to make contact and have their names added to the attendee list. The venue capacity remains 220.

National Anthem – A recording featuring the new anthem wording to be secured from Weddin's sister city Hawkesbury City Council.

**MINUTES OF THE AUSTRALIA DAY EXECUTIVE COMMITTEE MEETING  
HELD TUESDAY 19 JANUARY 2021 COMMENCING AT 9:00 AM (C2.6.34)**

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Flag placing –RSL have accepted, specific person to be confirmed.

Prayer of Thanks – Steven Hay has accepted.

Acknowledgement of Country- Terry Carrol has accepted.

**Entertainment**

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

**Catering**

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

**6. General Business:**

Media campaign to be developed to ensure the community is aware that out of an abundance of caution and to protect the community from the risk of COVID-19, that the Ambassador has been cancelled, and that attendance at this year's Grenfell Australia Day Ceremony will be by prior registration only.

Audio on the PA system at the Bowling Club to be checked, including that the anthem audio file will work.

Contact tracing database to be provided to the Grenfell Bowling Club by Friday 22<sup>nd</sup> January.

Deidre Carroll to be official photographer as the Record will not send a photographer.

**7. Next Meeting:** 16 November 2021 at 9am in the Council Meeting Room.

**8. Closure:** Meeting closed at 9.24am

**286 RESOLVED:** Cr Bembrick and Cr Brown that except where otherwise dealt with the Minutes of the Australia Day Executive Committee meeting be adopted.

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING  
HELD THURSDAY 4 FEBRUARY 2021 COMMENCING AT 10:00AM (C2.6.3)**

1. **PRESENT:** Ms Deanne Freeman (dialled in)  
Mr Maurice Simpson  
Mr Jaymes Rath (Chair)
2. **APOLOGIES:** Cr Mark Liebich  
Leading Constable Patrick Smith  
Senior Constable Thomas Hood  
Mr Michael Madgwick

<b>Apologies: 4 February 2021</b>	
<b>Recommendation:</b>	that the apologies be accepted.
<b>Support for Recommendation:</b>	Unanimous

3. **DECLARATION OF INTERESTS:**  
NIL

4. **MINUTES:** 10 September 2021

<b>Previous Minutes: 10 September 2020</b>	
<b>Recommendation:</b>	that the minutes of the Weddin Local Traffic Committee meeting held 10 September 2020, having been circulated be confirmed as a true and accurate record of that meeting.
<b>Support for Recommendation:</b>	Unanimous

5. **OUTSTANDING BUSINESS**

The following summary outlines matters that are outstanding from previous meetings of the Weddin Local Traffic Committee.

Meeting Date	Item No.	Description	Recommendation	Status
1 February 2018	1	Pedestrian Safety Assessment in Main St to be conducted Potentially rectified with the Main Street Upgrade.	a) Council to update the crossing to the relevant standard and bring changes to LTC meeting	In progress
			b) Council to look into requesting RMS introduce a 40km/hr I pedestrian activity area	In progress
5 December 2019	2	Level Crossing Improvement Plan for Caragabal crossing – pedestrian crossing across the railway line Council applying for a pedestrian crossing maze	ARTC hold an IA (Interface Agreement) with Council. The enquiry has been put forward – awaiting reply	In progress

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING  
HELD THURSDAY 4 FEBRUARY 2021 COMMENCING AT 10:00AM (C2.6.3)**

5 December 2019	3	Approach Red Bend School Bus for alternative locations for drop-off and pick-up in designated Bus Zone area	Forbes Street Bus Zone will be suitable alternative location post Main Street Upgrade	In progress
28 February 2020	4	Service Station upgrade opposite to Council Administration Office has constructed pedestrian refuge without running through LTC – it has not been built to current standards	Engage RSA to conduct audit and determine suitable design to standard	In progress
	5	Train/Truck accident on Mary Gilmore Way	Council to install the recommended signage adopted in the December 2019 meeting Investigate whether Council has a Safety Management Plan for such an accident that took place at the Bribbaree Truck/Train crash	In progress
	6	Memory Street – extend the 50km/hr zone for the Grenfell Sewer Treatment Plant Upgrade	Lodge the proposal with RMS to extend the 50km/hr zone to Holy Camp Rd	In progress
30 April 2020	7	Old Forbes Road (Hilltops section) – Heavy Vehicle sign indicates that B-Doubles are accepted Check with Hilltops Shire Council and NHVR-accepted routes	Verify any discrepancies with Hilltops Shire Council and report back	In progress
	8	Review of speed limits on approach to Greenethorpe	Conduct a speed limit review for Greenethorpe village approaches	Complete

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING  
HELD THURSDAY 4 FEBRUARY 2021 COMMENCING AT 10:00AM (C2.6.3)**

30 April 2020	9	Parking at Hospital and Melyra St (Public School)	Conduct on-site technical survey	In progress
	10	Mid Western Highway & Main St roundabout proposal	Council to address the previous RSA issues highlighted on the local road.	In progress
10 September 2020	11	Signage Upgrades	Council to install all proposed signage upgrades	In progress
	12	Weddin Active Transport Plan	To be brought to next meeting in response to issue raised regarding safe crossing of Mid Western Highway	In progress
	13	Grenfell Public School Signage	Council to look at signage to determine what needs to be replaced	In progress
	14	Fatal Crash Findings (Quandialla)	Findings of crash investigation to be brought to next meeting.	In progress

**6. COMMITTEE BUSINESS:**

<b>6.1. MELYRA STREET PARKING</b>	
<b>Recommendation:</b>	that Council investigate the following Proposals: - <ul style="list-style-type: none"> <li>• Parking Signage (Timed)</li> <li>• One way Street</li> </ul>
<b>Support for Recommendation:</b>	Unanimous

**7. CORRESPONDENCE:**

<b>7.1. INWARDS - HAYLEY GRIFFITHS RE: TAYLOR PARK ACCESSIBILITY</b>	
<b>Recommendation:</b>	that the correspondence be noted.
<b>Support for Recommendation:</b>	Unanimous

**8. GENERAL BUSINESS:**

<b>8.1. CARGO 2 GRENFELL FUNDRAISER WALK</b>	
<b>Recommendation:</b>	that the Traffic Management Plans be updated and distributed electronically to the Committee.
<b>Support for Recommendation:</b>	Unanimous

**9. NEXT MEETING:** Thursday, 6 May 2021 at 10:00am.

**10. CLOSURE:** There being no further business to discuss the meeting closed at 10:47am.

**287 RESOLVED:** Cr Brown and Cr Bembrick that except where otherwise dealt with the Minutes of the Weddin Local Traffic Committee meeting be adopted.

**MINUTES OF THE HERITAGE COMMITTEE MEETING  
HELD THURSDAY 4 FEBRUARY 2021 COMMENCING AT 4:30 PM (C2.6.22)**

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1. **PRESENT:** Clr C Brown, Clr P Diprose, Mrs S Hughes (Historical Society), Mr J Hetherington, Mr W Matchett, Mr A Lindsay (Chair - ADES) and Mrs S Jackson-Stepowski (Heritage Advisor)

2. **APOLOGIES:** Clr J Parlett and Mrs I Holmes (Observer)

**Resolved:** Clr C Brown and Mrs S Hughes that the apologies be accepted.

3. **CONFIRMATION OF MINUTES:** 1 October 2020

**Resolved:** Clr P Diprose and Clr C Brown that the minutes of 1 October 2020 be adopted.

4. **CONFLICTS OF INTEREST:**

Nil

5. **MATTERS ARISING:**

5.1 Strategic Plan Development for direction of Heritage

The following outcomes were discussed:

i) **Heritage Promotion** - deferred to the next meeting.

ii) **Heritage Booklet** - in development. Clr C Brown noted that this is intended to be given to new residents.

iii) **Building Plaques** - the first example will be a simple plaque attached to the Weddin Shire Council building. Mrs I Holmes is attending to this.

5.2 Signage – Cobb & Co

Mr A Lindsay advised that a letter has been sent to the landowner requesting access to the land and to Mark Taylor (Signwriter). Clr C Brown noted that similar reverse image is on the Lionel Lindsay Art Gallery (Toowoomba) web site.

**Resolved:** Clr C Brown and Mrs S Hughes that Council write to Toowoomba Gallery to ask if there is a link between the two artists.

5.3 2020/2021 Heritage Funding Applications

Mrs S Jackson-Stepowski advised that she understands that all applicants have been notified about the deadline to complete works.

6. **CORRESPONDENCE:**

6.1 Marker 78-1 – Cobb & Co Sign (updated)

**Noted**

6.2 National Trust membership renewal

**Noted**

6.3 Weddin HA visit – October 2020

Mrs S Jackson-Stepowski discussed the Lehane Collection.

**Resolved:** Clr C Brown and Mr J Hetherington that Council update its Asset Register to include the Lehane Collection that was donated to the Weddin Shire Council.

**MINUTES OF THE HERITAGE COMMITTEE MEETING  
HELD THURSDAY 4 FEBRUARY 2021 COMMENCING AT 4:30 PM (C2.6.22)**

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6.4 Heritage Festival for 2021 – Theme ‘Our heritage, for the future’

Due to the COVID-19 pandemic it is too late to be organised for 2020. Mrs S Jackson-Stepowski suggested for the Heritage Festival in 2022, a site visit of the former ANZ Bank (77 Main Street, Grenfell). Mr and Mrs Benson have undertaken an excellent restoration of the building. One target group could be land owners/tenants to show how drainage works were undertaken to reduce overland flows and impacts from damp. A community tour could outline the extensive research done by Mr and Mrs Benson and how this informed how restoration was pursued and choices made.

6.5 NSW Government Smarty Grants 2021/23

Applications for the Heritage Advisor and Local Heritage Fund were due on 8 February 2021. Mr A Lindsay advised that the applications have been submitted.

**7. BUSINESS WITH NOTICE**

**Resolved:** Mr J Hetherington and Mrs S Hughes that the late item 7.1 be accepted.

7.1 Main Street Furniture

Mr J Hetherington raised concerns about the proposed designs. Clr C Brown and Clr P Diprose outlined the legal process that Council must follow prior to a decision being made.

**Resolved:** Mr J Hetherington and Mrs S Hughes that more designs be sourced and submitted to Council before any decision about the street furniture is considered by Council.

**8. HERITAGE ADVISORS REPORT**

Mrs S Jackson-Stepowski provided a verbal report of her activities during this visit:

- A severe storm in December 2020 damaged several structures at Iandra - currently working with the owners for an emergency grant for the Church roof and for insurance claims on two other buildings. It was also noted the roof tiles on Mt Oriel were also damaged.
- Inspected the excellent restoration works and especially the site drainage at the former ANZ Bank (77 Main Street, Grenfell) with the owners, Mr and Mr Benson. There has also been substantial research to inform how decisions were made. This project should have due recognition and Mrs Jackson-Stepowski would support a 2022 NSW Heritage Award nomination.
- Working with RSL sub-group undertaking grave marker project at the Grenfell Cemetery. This project intends to replace circa 1950s wooden crosses on graves of return service persons, some of which have disappeared, with more permanent markers. It will link into Council’s GIS that has identified each above-ground grave as well as with the NSW ‘Saluting Their Service’ website. Noted Council will undertake a Master Plan for the Grenfell Cemetery.
- The Henry Lawson Festival ‘plaque’ that was originally placed outside the former shop in Burrangong Street is yet to be reinstated in the new pavement outside Medical Centre Dentist.

**Resolved:** Clr C Brown and Clr P Diprose that the Festival plaque be restated forthwith.

**9. QUESTIONS:** Nil

**10. NEXT MEETING:** Thursday 1 April 2021

**11. CLOSURE:** There being no further business the meeting closed at 5:55 pm.

**288 RESOLVED:** Cr Diprose and Cr Brown that except where otherwise dealt with the Minutes of the Heritage Committee meeting be adopted.

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE  
MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 COMMENCING AT 8:30AM (C2.6.12)**

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Apologies were received from a number of Committee Members.

As there was no quorum, the meeting was not held.

**Noted**

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 COMMENCING AT 10:30AM (E1.1.5)**

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1. **PRESENT:** Jaymes Rath (Chair – WSC)  
Thomas Hood (LEOCON)  
Craig Johnson (Fire & Rescue NSW)  
Dean Campbell (Fire & Rescue NSW)  
Angus Nielson (RFS)  
Andrew Noble (Ambulance NSW)  
Steven Pereira (LLS)
  
2. **APOLOGIES:** Paul Lloyd (REMO)  
Michael Madgwick (Police NSW)  
David Sheehan (SES)  
Trish Malone (SES)  
Mark Hughes (Fire & Rescue NSW)  
Robyn Favelle (RFS)  
Jackie Skinner (NSW Health)  
Harvey Nicholson (Risk Manager – Cowra Shire Council)  
Maurice Simpson (Observer – SES)

**Resolved:** S Pereira and A Noble that the apologies be accepted.

3. **MINUTES:**  
Nil
  
4. **MATTERS ARISING:**  
Nil
  
5. **CORRESPONDENCE:**  
Nil
  
6. **MEMBERS' REPORTS:**
  - 6.1. REMO Report  
Nil
  - 6.2. Police NSW  
No Emergency Management incidents since last meeting.
  - 6.3. Weddin Shire Council  
Council has received funding of approx. \$50,000 for the storm damaged tree removal along Henry Lawson Way (Young Road)
  - 6.4. Ambulance NSW  
Nil
  - 6.5. Fire & Rescue NSW  
8 members, two are upcoming. A further three have displayed interest. Fire and Rescue are entitled to 12 members and are trying to boost it to 14 members.
  - 6.6. State Emergency Service  
Nil
  - 6.7. Rural Fire Service  
Refer to attached report.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 COMMENCING AT 10:30AM (E1.1.5)**

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6.8. Health NSW

Nil

6.9. Local Land Services

- Locusts – Lake Cargelligo, Nyngan
- Mice Plague – LLS do not have any input with mice baiting, people are to now attend local ag stores to purchase baits.

7. **GENERAL BUSINESS:**

7.1. Recent Storm Cell:

- consider opening an Emergency Operations Centre (EOC) for major events
- look into funding for a mock trial run of EOC for a small event.

8. **NEXT MEETING:** Tuesday, 20 April 2021 at 2:30pm.

9. **CLOSURE:** There being no further business to discuss the meeting closed at 10:49am.

**Noted**

**MINUTES OF THE RESCUE COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 (E1.1.5)**

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1. **PRESENT:** Jaymes Rath (Chair – WSC)  
Thomas Hood (LEOCON)  
Craig Johnson (Fire & Rescue NSW)  
Dean Campbell (Fire & Rescue NSW)  
Angus Nielson (RFS)  
Andrew Noble (Ambulance NSW)
  
2. **APOLOGIES:** Paul Lloyd (REMO)  
Michael Madgwick (Police NSW)  
David Sheehan (SES)  
Trish Malone (SES)  
Mark Hughes (Fire & Rescue NSW)  
Robyn Favelle (RFS)  
Jackie Skinner (NSW Health)  
Harvey Nicholson (Risk Manager – Cowra Shire Council)  
Maurice Simpson (Observer – SES)

**Resolved:** A Nielson and C Johnson that the apologies be accepted.

3. **MINUTES:**  
Nil
  
4. **MATTERS ARISING:**  
Nil
  
5. **CORRESPONDENCE:**  
Nil
  
6. **MEMBERS' REPORTS:**
  - 6.1. Police NSW  
Body recovery – if an incident occurs, Police NSW are still the first point of call who can then delegate based on the situation.
  
  - 6.2. Ambulance NSW  
SES are currently undertaking a 6-month trial of PAD defibrillators.
  
  - 6.3. Fire & Rescue NSW  
A chainsaw is now on the pumper. 5 members out of 8 are now trained therefore can assist the RFS/SES in any situation.
  
  - 6.4. State Emergency Service  
Nil
  
  - 6.5. Rural Fire Service  
Nil

**MINUTES OF THE RESCUE COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 (E1.1.5)**

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**7. GENERAL BUSINESS:**

7.1. Dual responses for General Land Rescue (GLR): Fire and Rescue were not called to attend the following: -

- quad bike rollover
- incident of persons being crushed by car on Manganese Road

**8. NEXT MEETING:** Wednesday 21 April 2021 following the LEMC meeting.

**9. CLOSURE:** There being no further business to discuss the meeting closed at 11:04am.

**289 RESOLVED:** Cr Brown and Cr Best that except where otherwise dealt with the Minutes of the Rescue Committee meeting be noted.

**MINUTES OF THE WORK HEALTH & SAFETY COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 COMMENCING AT 2:30PM (C2.6.14)**

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1. **PRESENT:** J Rath, A Lindsay, L Woods (Chair), M Conway
2. **APOLOGY:** R Greenaway, L Logan

**Resolved:** A Lindsay and M Conway that the apologies be accepted.

3. **MINUTES:** 6 October 2020

**Resolved:** A Lindsay and L Woods that the minutes of the meeting held 6 October 2020 be adopted.

4. **MATTERS ARISING:**

- 4.1. Review the Constitutions in line with *WH&S Act 2011*
- 4.2. Add a Medical Register for staff to determine all medical issues
- 4.3. Discuss the meeting frequency to make it monthly

5. **CORRESPONDENCE:**

- 5.1. Global Safety Systems:  
Council is currently investigating the use of an all-round safety system for the organisation which best suits Council's needs and wants.
- 5.2. SafeWork Traffic Control Training:  
Discussion around the refresher requirements with TfNSW being every two years even though the new standard states certificates will not expire.

**Resolved:** L Woods and A Lindsay that the correspondence be accepted.

6. **GENERAL BUSINESS:**

- 6.1. Draft WHS Committee Constitution

**Resolved:** A Lindsay and M Conway that the Committee Constitution be adopted as presented

- 6.2. Draft WHS Management System

**Resolved:** L Woods and A Lindsay that the DRAFT WHS Management System be adopted as presented.

**MINUTES OF THE WORK HEALTH & SAFETY COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 COMMENCING AT 2:30PM (C2.6.14)**

6.3. Injury/Incident Incidents:

Incident Number	Incident	Further action required	Responsible Officer	Status
	Reversing Truck and Dog out of shed – Dog hit Ute and caused damage to the front guard	Action taken by DE to extend shed and allow trucks to park under larger shed meaning no reversing will occur in the yard of Truck and Dogs	DE	
	Rolling gravel road – Roller snapped in half as Operator executed a turn into driveway	Currently under investigation with SafeWork. Results will be released at the next Committee meeting	DE	
	Guide Posting Machine damaged – Operator error	Resolved by delivering training x 2	Works Overseer	Completed
	Bent blinker arm and bonnet guard on Grader – hit trees	Reminder to staff to fully complete the forms	Works Foreman	
	Back injury	Safe lifting technique not followed – Safety Hub Course on manual handling practices	Clive Rassack	
	Damage to Council vehicle whilst operating Taxi	Circulate ZURICH safe driver information to Council staff	DF to provide documentation. LW to provide information to Council staff	
	Lower back injury – incorrect lifting procedure	Safety Hub Course on manual handling practices	Clive Rassack	
	Personal injury picking up tree limbs	Safety Hub Course on manual handling practices	Clive Rassack	
	Damage to plant – broken window	Not enough information, refer to employee.	Works Overseer	
	Kicked ring feeder on Truck and Dog while trying to engage feeder and hurt leg	Refer to workshop for proper action, ensure startup has greasing point nominated on ring feeder.	Workshop Foreman	
	Private vehicle damaged by spray boom – Weeds Vehicle - boom was not secured in the startup procedure	Operator knowingly operating machine without fully verifying the startup problem	Works Overseer	
	Weeds Vehicle – lost a spare tyre on highway	Workshop rectified – Pre-startup. Ensure pre-startup checks are carried out.	Works Overseer	
	Brown snake encounter	Lack of awareness of hazards and surroundings – review First Aid kits in all vehicles	Stores	
	Aggravation of existing injury – sharp pain in lower back from exiting Council vehicle	Return to work formulated. Safety Hub Course on manual handling practices	Clive Rassack	
	Damage to plant (Taxi) - RHS damaged while unattended	Review Taxi Parking	DF	
	Pulled muscle in leg while climbing onto float	Verify steps are located on plant item – utilise steps on plant item to clip onto deck – ensure 3 points of contact.	Workshop Foreman	
	Cut thumb on angle grinder while removing slasher blades	Refer plant issues to workshop. Ensure appropriate PPE	Workshop Foreman	
	Damage to plant – plant reversed into fence	Paperwork not sufficiently filled out – refer to staff to be filled in correctly	Works Overseer	

**MINUTES OF THE WORK HEALTH & SAFETY COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 COMMENCING AT 2:30PM (C2.6.14)**

Incident Number	Incident	Further action required	Responsible Officer	Status
	Damage to plant – hand pinned under water tank trailer	Ensure risk assessment conducted. Risk assessment training if required	Clive Rassack	
	Hired Backhoe – rear window damage – damage was not reported to workshop	Potentially hire company fault if the strut was broken upon receipt from rental company - Review pre-inspection report upon receiving plant items which are hired.	Workshop Foreman	
	Weeds Vehicle – nozzle not secured properly and fell off back of Ute and dragged along road - no longer usable	Appropriate plant inspection to be carried out before driving vehicle	Works Overseer	
001-2021	Reflective tape on high visibility vest – purchase high vis without	Purchase the vests to have in stock	Storeperson	
002-2021	Sliced finger - was wearing gloves at the time but sliced through	No further action required. Ensure PPE is in working condition	No further action required	
003-2021	Foreign object in eye - dismantling mud guard from trailer and object flicked into eye	Safety glasses to be worn	No further action required	
004-2021	Jammed finger while connecting trailer	Be aware of surroundings and perform risk assessment	No further action required	
005-2021	Jammed finger in ladder	Perform risk assessment and be aware of surroundings.	No further action required	
006-2021	Bitten by Centipede – Staff member was bitten by centipede on hip. Experienced severe pain after bite	Be aware of surroundings – Was taken to doctors for observation and given 24 hours off work	No further action required	
007-2021	Jarred right hand whilst whipper snipping (Grillo) and sliced hand - did not require stitches	Be aware of surroundings – PPE; Risk Assessment	No further action required	
008-2021	Splinter through finger on left hand whilst picking up palm fronds	Wear appropriate PPE	No further action required	
009-2021	Wasp sting on left side of neck – swelling, nausea and dizziness	Be aware of surroundings. Ensure appropriate medication is carried if allergic.	No further action required	
010-2021	Strained neck whilst whipper snipping	Change work type intermittently throughout the day	No further action required	
011-2021	Injured lower back whilst moving fallen trees after storm	Lift within limitations of body	No further action required	
012-2021	Hand injury – dislocated finger whilst dropping a tyre off back of ute, bounced up and injured fingers	Do not bounce tyres off utility. Use suitable lifting equipment for lifting. Review manual handling training	No further action required	
013-2021	Knee popped whilst undertaking general duties	Correctly fill incident form, be aware of surroundings, risk assessment	No further action required	

6.4. Inspections: Formulate an inspection calendar and allocate staff to relevant areas.

6.5. Future Inspections

**MINUTES OF THE WORK HEALTH & SAFETY COMMITTEE MEETING  
HELD WEDNESDAY 10 FEBRUARY 2021 COMMENCING AT 2:30PM (C2.6.14)**

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**7. ACTION LIST:**

<u>Description</u>	<u>Task</u>	<u>Responsible Officer</u>	<u>Completion Date</u>
WHS Incident Reporting	Issue a MEMO from the Committee for all staff to fill out incident reports	Committee	
DRAFT Uniform Procedure	Mediate to a Procedures document in which all divisions of Council are in agreeance with	Committee	

**8. NEXT MEETING:** Wednesday, 1 April 2021 at 2:30pm.

**9. CLOSURE:** There being no further business to discuss the meeting closed at 3:30pm.

**290 RESOLVED:** Cr Brown and Cr Best that except where otherwise dealt with the Minutes of the Work Health & Safety Committee meeting be noted.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY 16 FEBRUARY 2021 COMMENCING AT 8:00 AM (C2.6.10)**

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1. **PRESENT:** G Carroll, J Rath, A Lindsay and M Chalmers
2. **APOLOGY:** Nil
3. **MINUTES:** 15 December 2020

**Resolved:** A Lindsay and J Rath that the minutes of the meeting held 15 December 2020 be adopted.

4. **PEOPLE:**

<b><u>Learning development</u></b> - Strategic	i) <b><u>Traffic Control/Signage:</u></b> process implemented to ensure signage inspected on a regular basis.	DE
	ii) <b><u>Annual Assessments:</u></b> <ul style="list-style-type: none"> <li>- Administration – in progress</li> <li>- Engineering – in progress</li> <li>- Environmental – completed</li> </ul>	All
	iii) <b><u>Training Plans:</u></b> to be undertaken for individual employees emanating from Annual Assessments.	All
	iv) <b><u>Henry Lawson Festival:</u></b> extraordinary meeting held 6 January 2021. Further reported in General Manager’s report.	All
<b><u>Resource planning</u></b> - Strategic	i) <b><u>New Improvement Plan:</u></b> completed. Action Plan to be monitored and implemented.	GM
	ii) <b><u>RMS Contract:</u></b> reported in Director Engineering’s report.	DE
	iii) <b><u>Engineering Strategic Planning Meetings:</u></b> held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2020/2021. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	DE
	iv) <b><u>2021/2022 Operational Plan:</u></b> Workshop and Extra Ordinary meeting to be held to commence prioritising for the annual Plan.	All
- Operational	v) <b><u>Other Programs:</u></b> in progress.	DE
<b><u>Recruitment</u></b> - Operational	i) <b><u>Engineering:</u></b> Contracts Engineer to be re-advertised.	DE
<b><u>Appointments</u></b> - Operational	i) <b><u>Corporate Services:</u></b> Casey Hewen appointed as Creditors/Customer Service Officer. Commenced 18 January 2021.	DCS
	ii) <b><u>Corporate Services:</u></b> Sarah Connell appointed as Customer Service Officer. Commenced 11 January 2021.	DCS
	iii) <b><u>Corporate Services:</u></b> Blake Bradtke appointed as Finance Support trainee. Commenced 27 January 2021.	DCS
	iv) <b><u>Environmental Services:</u></b> Lucy Rassack appointed as Environmental Services Support trainee. Commenced 8 February 2021.	DES
	v) <b><u>Corporate Services:</u></b> Michael Chalmers appointed as Director Corporate Services. Commenced 15 February 2021.	GM
	vi) <b><u>Environmental Services:</u></b> Luke Sheehan appointed as Director Environmental Services. To commence 15 March 2021.	GM

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY 16 FEBRUARY 2021 COMMENCING AT 8:00 AM (C2.6.10)**

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<b><u>Health and Wellbeing</u></b> - Strategic	i) <b><u>Proposal for Health and Wellbeing:</u></b> 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 as soon as possible after COVID-19 restrictions are lifted.	All
	ii) <b><u>Health and Wellbeing/Mental Health training:</u></b> to be organised in 2020/2021 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.	DES/DCS

**5. RESOURCES:**

<b><u>Financial</u></b> - Strategic	i) <b><u>Grant Funding Applications:</u></b> Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.	All	
<b><u>Information</u></b>	Nil		
<b><u>Physical – Assets</u></b> - Strategic	i) <b><u>Sewerage Treatment Works Upgrade:</u></b> in progress. Further reported in DES report.	DES	
	ii) <b><u>Grenfell Main Street Renewal:</u></b> Project Management Office (PMO) engaged to analyse and estimate total project costing and also develop work packages incorporating tender documents where appropriate for all components of the project.  Further reported in DE report.	DE	
- Operational	iii) <b><u>Quandialla Recycling Depot:</u></b> operating very well. Director Engineering monitoring.	DE	
	iv) <b><u>O'Brien's Tributary:</u></b> preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.	DE	
	v) <b><u>Industrial Land:</u></b> consideration being given to purchasing additional land.	GM/DE/DES	
	vi) <b><u>Quandialla Drainage:</u></b> works nearing completion.	DE	
	vii) <b><u>Warraderry Street Residence:</u></b> Raihan Rafiq and his family occupying residence.	DE	
	viii) <b><u>Annual Residence Inspections:</u></b> in progress.	DES	
	ix) <b><u>Quandialla Pool:</u></b> operating very well.	DES	
	x) <b><u>Overgrown Blocks:</u></b> letters requesting blocks to be slashed sent. Works in progress.	DE	
	xi) <b><u>Village/Roadside Slashing/Spraying:</u></b> works in progress.	DE	
	<b><u>Human Resources</u></b>	i) <b><u>HR Resources:</u></b> Peter Quinn engaged to provide HR services. To be further considered as part of Year 3 of the Organisation Structure review.	All

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY 16 FEBRUARY 2021 COMMENCING AT 8:00 AM (C2.6.10)**

<b><u>Risk Management</u></b>	i) <b><u>WHS Resources</u></b> : to be further considered as part of Organisation Structure review.	All
<b><u>Information Technology</u></b>	i) <b><u>IT Resources</u></b> : to be further considered as part of the Organisational Structure review.	All
<b><u>Investment</u></b>	Nil	

**6. SYSTEMS:**

<b><u>Governance</u></b>	Nil	
<b><u>Compliance</u></b> - Strategic	i) <b><u>Systems Review</u></b> : systems such as procurement and delegations to be reviewed.	DCS/DE/GM
	ii) <b><u>Local Environment Plan (LEP) Review</u></b> : development of land use strategy in progress.	DES
	iii) <b><u>Waste Strategy</u></b> : actions in progress.	DES
	iv) <b><u>Webcasting of Council Meeting</u></b> : currently being undertaken as per Councils Code of Meeting Practice. Livestreaming of Council meetings remotely to be investigated.	GM/DCS
<b><u>Risk</u></b> - Operational	i) <b><u>Department of Fair Trading (DFT)</u></b> : compliance reporting systems regarding building inspections to be implemented. Monthly reporting continuing to be provided to the Department of Fair Trading through internal system.	DES
	ii) <b><u>Submission of DA's</u></b> : on-line service available to specific Councils. To be instigated 1 July 2021 for all Councils.	DES

**7. COMMUNICATIONS AND ENGAGEMENT:**

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

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

**9. CLOSURE:** There being no further business to discuss the meeting closed at 10:37am.

**291 RESOLVED:** Cr Diprose and Cr Parlett that except where otherwise dealt with the Minutes of the Organisational Leadership Team (OLT) meeting be noted.

## QUESTIONS WITH NOTICE

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

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

Questions should not be used to introduce **business without notice**. This is covered in clause 3 of Council's **Code of Meeting Practice**.

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

The following questions have been received:

Nil

### THE LOCAL GOVERNMENT ACT

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

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

**10A**

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

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

**10C**

- Part of a meeting of a council, or of a committee of the council of which all the members are councillors, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in section 10A(2), and
  - (b) the council or committee, after considering any representations made under section 10A(4), resolves that further discussion of the matter:
    - (i) should not be deferred (because of the urgency of the matter), and
    - (ii) should take place in a part of the meeting that is closed to the public.

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

**10D**

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

## **CLOSED COUNCIL**

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

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

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

- 292 **RESOLVED:** Cr Diprose and Cr Best that Council form a Closed Council to consider the items listed below, AND THAT the Press and the public be excluded from the Meeting of the Closed Council because of the confidential nature of the business to be transacted.

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

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

1. **The Grenfell Henry Lawson Festival of Arts Review, C1.4.1/C2.6.32**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
2. **Live Better Proposal, H1.7.1**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

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

1. **Request for Quotation (RFQ) Q10/2020 – SUPPLY RANGERS UTE PLANT No. 2085**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
2. **Tvagong Creek – Hunters Bridge Remedial Works, T21/2020**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
3. **Main Street Renewal Project – Supply of Pavement Materials, T23/2020**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
4. **Main Street Renewal Project – Demolition and Pavement Construction, T19/2020**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

297 **RESOLVED:** Cr Brown and Cr Diprose that the meeting return to Open Council.

**REPORT ON CLOSED COUNCIL**

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

**GENERAL MANAGER'S REPORT**

1. **The Grenfell Henry Lawson Festival of Arts Review, C1.4.1/C2.6.32**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**RESOLVED:** that Council accept the proposal from *Tilma Group* to undertake The Grenfell Henry Lawson Festival of Arts strategic review.

2. **Live Better Proposal, H1.7.1**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**RESOLVED:** that: -

- i) the General Manager coordinate discussion with *Live Better* to secure their services based in Grenfell
- ii) the agreement be subject to a Social Contract between *Live Better* and Council put in place to ensure the services proposed are delivered, in collaboration with existing service providers where possible
- iii) Council work with *Live Better* to identify accommodation options and provide reasonable support to attract the new service to Grenfell.

**DIRECTOR ENGINEERING'S REPORT**

1. **Request for Quotation (RFQ) Q10/2020 – SUPPLY RANGERS UTE PLANT No. 2085**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**RESOLVED:** that Council accept the quotation received from 'Bathurst Toyota' for a 'TOYOTA Hilux 4x4 Workmate 2.4L T Diesel Automatic Extra Cab C/C' at a price of \$56,755.39 INC GST.

2. **Tyagong Creek – Hunters Bridge Remedial Works, T21/2020**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**RESOLVED:** that Council endorse the recommendation of the Evaluation Committee, being that the Tender received from '*Transbridge Pty Ltd*' for \$197,142.00 INC GST be accepted.

3. **Main Street Renewal Project – Supply of Pavement Materials, T23/2020**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

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

**As there was no quorum the report was Noted.**

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

4. **Main Street Renewal Project – Demolition and Pavement Construction, T19/2020**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

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

**As there was no quorum the report was Noted.**

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

**CLOSURE:** There being no further business the meeting closed at 6:29pm.