



MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 29 JULY 2021 COMMENCING AT 5:00 PM

22 July 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, 29 JULY 2021**, commencing at **5:00 PM** and your attendance is requested.

***** PLEASE NOTE: The meeting will be preceded by a presentation on the Weddin Renewable Energy Action Plan (REAP) by 100% Renewables, commencing at 4:30pm.**

Yours faithfully

MICHAEL CHALMERS
ACTING GENERAL MANAGER

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES
 - Ordinary Mtg 24/06/2021
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) Acting General Manager
 - (B) Director Corporate Services
 - (C) Director Engineering
 - (D) Director Environmental Services
 - (E) Delegates
12. ACTION LIST
13. COMMITTEES MINUTES
 - The Grenfell Henry Lawson Festival of Arts Committee Mtg, 07/07/2021
 - The Grenfell Henry Lawson Festival of Arts Committee Extra-Ordinary Mtg, 21/07/2021
 - Local Emergency Management Committee Mtg, 23/07/2021
 - Rescue Committee Mtg, 23/07/2021
 - Bogolong Dam Precinct Committee Mtg, 23/07/2021
 - OLT Mtg, 27/07/2021
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, S McKellar, J Parlett, C Brown, and J Niven.
Acting General Manager and Director Corporate Services (M Chalmers), Director Environmental Services (L Sheehan) 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.

At this point a minutes’ silence was held in memory of former Councillor and Deputy Mayor Nevin Hughes who recently passed away.

APOLOGY: Nil

CONFIRMATION OF MINUTES:

- 001 RESOLVED:** Cr McKellar and Cr Niven that an amendment to Resolution No. 474 be made.
- 002 RESOLVED:** Cr Niven and Cr Brown that Resolution No. 426 be rescinded and that the Minutes of the Ordinary Meeting, held on 20 May 2021 be now taken as read and **CONFIRMED**.
- 003 RESOLVED:** Cr Brown and Cr Niven that the Minutes of the Ordinary Meeting, held on 24 June 2021 be taken as read and **CONFIRMED** as **AMENDED**.

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

Councillor	Item No	Nature of Interest	Type	Left the Room
Cr Liebich	C2	Vice President of Show Society	Pecuniary	Yes
	DE17	Vice President of Show Society	Pecuniary	Yes
Cr Best	DE7	Owner of property in Main Street	Pecuniary	Yes
	DE8	Owner of property in Main Street	Pecuniary	Yes
	CC DE2	Owner of property in Main Street	Pecuniary	Yes
Cr Bembrick	DE7	Owner of property in Main Street	Pecuniary	Yes
	DE8	Owner of property in Main Street	Pecuniary	Yes
	CC DE2	Owner of property in Main Street	Pecuniary	Yes
Cr O'Byrne	DE7	Owner of property in Main Street	Pecuniary	Yes
	DE8	Owner of property in Main Street	Pecuniary	Yes
	CC DE2	Owner of property in Main Street	Pecuniary	Yes
Cr Parlett	DE7	Owner of property in Main Street	Pecuniary	Yes
	DE8	Owner of property in Main Street	Pecuniary	Yes
	CC DE2	Owner of property 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.

The following applications have been received: -

Nil

22 July 2021

Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

1. The General Manager's 360-degree Review, P4.10015/4

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

“that: -

- i) Resolution No. 420 from the May 2021 Council meeting, which reads “*that the General Manager complete a 360-degree review as part of this upcoming annual review*” be rescinded
- ii) the above be replaced with the following: -
 - “that: -
 - a. *the completed 360-degree review of the General Manager be referred to the General Manager's Performance Review Panel*
 - b. *the Panel use the 360-degree review results solely for the General Manager's use and development.*

M J LIEBICH
MAYOR

004 RESOLVED: Cr Liebich that the matter be considered in Closed Council.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 29 JULY 2021.**

SECTION A - Matters for Information

- A1. NSW Office of Local Government A3.6.54: Forwarding a message from Minister Hancock.
- A2. NSW Office of Local Government A3.9.3: Circular to Councils advising the Minister for Local Government has announced a review of general manager and senior staff remuneration.
- A3. The Hon. Michael McCormack MP, A3.19.3: Thanking the people of the Riverina and Central West.
- A4. Dams Safety NSW, A3.6.11: Advising the proposed dam safety levy will not be introduced in July 2021.
- A5. NSW Office of Sport, G2.1: Thanking you for your application under the 2020/2021 Regional Sport Facility Fund.
- A6. nbn Co., U1.1.13: Announcing its \$300 million Regional Co-investment Fund is intended to further enhance broadband services for Australians living in regional areas.
- A7. The Hon. Steph Cooke MP, A3.19.2: Advising applications are open for the \$30 million Regional Tourism Activation Fund.
- A8. The Hon. Michael McCormack MP, A3.19.3: Advising the new Free Trade Agreement (FTA) with the United Kingdom will open opportunities throughout the Riverina and Central West.
- A9. The Hon. Steph Cooke MP, A3.19.2: Advising the NSW Nationals in Government have delivered vital funding in the 2021-22 NSW Budget.
- A10. The Hon. Steph Cooke MP, A3.19.2: Advising funding has been confirmed in the 2021/2022 NSW Budget for community and mobile preschools.
- A11. The Hon. Steph Cooke MP, A3.19.2: Advising hundreds of children and teenagers across the Cootamundra electorate will have access to specialised mental health care.
- A12. The Hon. Michael McCormack MP, A3.19.3: Advising a new round of Men's Shed Grants are open for application.
- A13. Lachlan Regional Transport Committee, T3.5.2: Forwarding correspondence received from the Hon. Michael McCormack MP.
- A14. Grenfell Car Club, C1.1.3: Offering thanks on behalf of the committee and members for the generous sponsorship provided by Council for the 2021 Car Show.
- A15. Grenfell RSL Sub-Branch, C1.3.26: Inviting the General Manager and Councillors to attend the Grenfell Long Tan/Vietnam Veterans Day Commemorative Service and Dinner.
- A16. NSW Office of Local Government, A3.6.54: Forwarding fortnightly eNewsletter dated 25 June 2021.
- A17. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 25 June 2021.
- A18. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 26 June 2021.
- A19. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 27 June 2021.
- A20. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 28 June 2021.
- A21. NSW Office of Local Government, A3.9.3: Council Circular regarding COVID-19 restrictions and council meetings.
- A22. Western NSW Local Health District, H1.7.17: Advising there are no cases of COVID-19 in the Western NSW Local Health District.
- A23. Western NSW Local Health District, H1.7.17: Advising the latest health orders will result in some changes for local health services.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 29 JULY 2021.**

- A24. NSW Department of Primary Industries, A3.6.45: Forwarding NSW DPI COVID-19 update.
- A25. The Hon. Michael McCormack MP, A3.19.3: Advising the past week has been one of the most interesting in more than 10 years of politics.
- A26. Independent Pricing and Regulatory Tribunal, A3.6.64: Releasing its Draft Report on the review of the current system for setting council rates revenue to include population growth.
- A27. NSW Auditor-General, A3.6.50: Advising Intentus has been re-appointed as Audit Service Provider on the audit of Weddin Shire Council.
- A28. The Hon. Steph Cooke MP, A3.19.2: Advising increased funding will allow the Regional Seniors Travel Card to be extended from 2022 to additional seniors in the region.
- A29. James McGregor, P4.20286: Advising he will be concluding his employment with the Weddin Shire Council as of 25 June 2021.
- A30. Daniel Green, P4.20284: Advising he will be resigning effective two weeks from Monday 28 June 2021.
- A31. NSW Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 1 July 2021.
- A32. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 2 July 2021.
- A33. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 5 July 2021.
- A34. NSW Electoral Commission, C2.1.11: Advising the Candidate Handbook has now been published and can be found online.
- A35. The Hon. Paul Toole MP, A3.19.3: Advising speed limits for drivers approaching 13 level crossings on the state and local road network across the region have been reduced.
- A36. The Hon. Michael McCormack MP, A3.19.3: Confirming my letter of support will be attached to your application for funding through the Regional Events Acceleration Fund.
- A37. The Hon. Steph Cooke MP, A3.19.2: Advising the next round of the NSW Government's Infrastructure Grants program is now open.
- A38. Department of Regional NSW, G2.1: Making contact to find out more about project milestones and potential media opportunities related to NSW Government funding programs.
- A39. Department of Regional NSW, A3.6.35: Advising the NSW Government has released Future Ready Regions.
- A40. Lachlan Regional Transport Committee, T3.5.2: Forwarding a response from the Hon. Paul Toole MP regarding the Cowra line and new rolling stock.
- A41. Crown Lands, A3.6.52: Advising Reserve 71869 (for public recreation, public hall) at Quandialla has been affected by the Minister's granting of Aboriginal Land Claim 24647.
- A42. Arts OutWest, C1.3.16: Advising Arts OutWest continues to deliver a busy program of work.
- A43. NSW Touch Football, C1.2.1: Advising tenders for the Junior State Cup Northern and Southern Conferences for the next 2 years, being 2022 and 2023 are closing.
- A44. The Hon. Steph Cooke MP, A3.19.2: Advising TAFE NSW has installed digitally enabled virtual teaching and learning spaces at campuses in Cootamundra, Cowra, Temora and Young.
- A45. Nick Guise, P4.20191: Forwarding his formal resignation from the position of Apprentice Diesel Mechanic.
- A46. Judith Taylor, A3.30.21: Complimenting Weddin Shire Council Outdoor Staff for cleaning up the Main Street.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 29 JULY 2021.**

- A47. NSW Office of Local Government, A3.9.3: Council Circular regarding Council decision-making prior to the September 2021 local government elections.
- A48. Central Tablelands Water, U1.6.7: Forwarding a summary of the main items considered at the last CTW Council meeting held 16 June 2021.
- A49. Quandialla Swimming Pool Committee, P2.3.2: Forwarding a progress report on the Quandialla Swimming Pool's 50th birthday celebrations.
- A50. Melissa Ward, A3.4.1: Forwarding the signed agreement for the delivery of Plans of Management for Crown Reserves within the Weddin LGA.
- A51. The Hon. Steph Cooke MP, A3.19.2: Announcing a \$842,339 grant for major upgrades at the Grenfell Kart Track.
- A52. The Hon. Steph Cooke MP, A3.19.2: Urging eligible farmers and businesses to apply for a quad bike rebate.
- A53. The Hon. Michael McCormack MP, A3.19.3: Advising hotels across the Riverina and Central West are receiving support from the Federal Government to cut their energy costs.
- A54. The Hon. Michael McCormack MP, A3.19.3: Urging those with a disability in the Riverina and Central West to take advantage of a new national referral and support service.
- A55. NSW Department of Education, A3.6.1: Inviting you to attend the 2021 Research Symposium.
- A56. Western NSW Local Health District, H1.7.17: Advising a confirmed COVID-19 case travelled through the region for work purposes, stopping in locations in Bathurst, Parkes and Blayney.
- A57. NSW Office of Local Government A3.6.54: Advising the NSW Government has extended the current restrictions currently in place until 11:59pm on Friday 30 July 2021.
- A58. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 15 July 2021.
- A59. Western NSW Local Health District, H1.7.17: Advising there are currently no confirmed cases in the Western NSW Local Health District as at 19 July 2021.
- A60. NSW Department of Primary Industries, A3.6.45: NSW DPI COVID-19 update as at 19 July 2021.
- A61. The Hon. Steph Cooke MP, A3.19.2: Welcoming a package of measures to support individuals and businesses impacted by the latest COVID-19 outbreak.
- A62. Cowra Freight, T1.3.1: Advising that strict measures will be implemented in an attempt to stop the spread of COVID-19 throughout regional areas of NSW.
- A63. NSW Land Registry Services, A3.6.46: Thanking its customers for working together to help keep everyone safe whilst the NSW LRS has been operating on an appointment-only basis.
- A64. NSW Office of Local Government, A3.9.3: Council Circular advising the Calendar of Compliance and Reporting Requirements for councils and county councils has been updated.
- A65. NSW Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock.
- A66. NSW Department of Planning, Industry & Environment, A3.6.57: Advising the NSW Government's flood-prone land package commenced on 14 July 2021.
- A67. Lord Mayor of Sydney, C2.9.1: Writing about the changes to infrastructure contributions that the State Government is trying to rush through Parliament under cover of the Budget.
- A68. Bathurst Regional Council, C2.9.1: Advising a mayoral election was held whereby Cr Ian North was elected unopposed as Mayor and Cr Monica Morse OAM was elected unopposed as Deputy Mayor.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 29 JULY 2021.**

- A69. Mental Health Commissioner of NSW, C1.7.14: Writing regarding resources for local government staff.
- A70. The Hon. Steph Cooke MP, A3.19.2: Advising a series of Mental Health and Suicide Prevention Information Evenings has commenced in the Cootamundra electorate.
- A71. The Nationals, A3.19.3: Welcoming the latest round of the Federal Government's Black Spot Program funding.
- A72. The Nationals, A3.19.3: Welcoming the Federal Government's investment in boosting local fuel supplies.
- A73. The Hon. Michael McCormack MP, A3.19.3: Advising community-building projects throughout the Riverina and Central West have received a big boost from Inland Rail.

SECTION B - Matters for Report

- B1. Quandialla Progress Association, P2.13.1: Requesting Council to add cleaning of its new Disabled Toilet to the existing list of tasks within Quandialla.
- B2. Weddin Mountain Muster Committee, C1.4.13: Submitting an Event Application to hold its annual trail riding event from Sunday 19 September 2021 through to Friday 24 September 2021.

005 RESOLVED: Cr Niven and Cr Bembrick that Correspondence sections A and B be noted.

SECTION C - Matters for Consideration

- C1. Grenfell RSL Sub-Branch, C1.3.26: Requesting the usage of the Grenfell Memorial Park for the Commemorative Service of Long Tan/Vietnam Veterans Day.

The details of the service are as follows: -

Date: Wednesday 18 August 2021
Time: 5:45pm – approx. 6:30pm
Location: Grenfell Memorial Park

Thanking you in anticipation.

RECOMMENDATION: that the request be granted.

006 RESOLVED: Cr Diprose and Cr O'Byrne that the request be granted.

- C2. Weddin Mountain Muster Committee, C1.4.13: Requesting assistance from Weddin Shire Council to hold the 2021 Weddin Mountain Muster event similarly to previous years.

Copy forwarded to Councillors

RECOMMENDATION: that the Weddin Mountain Muster Committee be requested to submit a Community Project Support Application.

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

Cr Best took the Chair.

007 RESOLVED: Cr McKellar and Cr Parlett that the Weddin Mountain Muster Committee be requested to submit a Community Project Support Application.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 29 JULY 2021.**

Cr Liebich returned to the room and resumed the Chair.

- C3. NSW Rural Doctors Network, H1.1.6: Inviting you to participate in the Bush Bursary/Country Women's Association of NSW Scholarship Program in 2021.

The NSW Rural Doctors Network (RDN) Bush Bursaries and CWA of NSW Scholarship is a student initiative aimed to attract and encourage a passionate and sustainable future health workforce to consider rural and remote opportunities.

Copy forwarded to Councillors

RECOMMENDATION:

For Council's consideration

- 008 RESOLVED:** Cr Parlett and Cr Diprose that the Director Corporate Services investigate further and submit a report on the request to the August 2021 Council meeting for consideration.

- C4. Riley Pout, C1.8.10: Writing about something close to his heart, his little community.

I strongly believe that we need a skate park in this small town of Caragabal. We do have a park already but that is a bit ordinary. I meet new people who have kids; they ask me if there is a skate park here and when I say no they are so disappointed. I love making people happy but I can't until we get a skate park.

The people of Caragabal will respectfully look after the new skate park when we get it.

I know it's a lot to ask for but when we get a skate park it needs a cover from the sun; after all the sun is a number one killer in Australia.

RECOMMENDATION:

For Council's consideration

At this point the Mayor advised he has responded on behalf of Council, thanking Mr Pout for his letter and advising his request will be considered as part of the Estimates process.

- 009 RESOLVED:** Cr Diprose and Cr O'Byrne that the action be confirmed.

- 010 RESOLVED:** Cr Best and Cr Brown that the Correspondence be noted except where otherwise resolved.

22 July 2021

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

1. COVID-19 Coronavirus, H1.6.1

As Councillors are aware there has been a recent outbreak of COVID-19 cases in NSW and movement of infectious persons throughout surrounding local government areas. In response, the NSW Government has enforced tighter restrictions across the State that will remain in place until 28 August 2021.

We are currently taking the following measures to safeguard the health and wellbeing of Councillors, staff and community members in the provision of services: -

- Sewer and waste collection services and the Shire's Waste Depots continue to be maintained, as well as road maintenance and construction
- Council's Administration Office including the Service NSW Agency remains open with all customers required to wear a face mask and check in to the premises
- Working from home arrangements have been put in place for applicable Council staff in accordance with NSW Government Public Health Orders
- The Grenfell Community Hub is currently closed to the public until 2 August 2021, whereupon opening hours will be restricted to weekdays only for a period of two (2) weeks

We will continue to monitor the situation and respond as it develops to protect the health and safety of Councillors, staff and community members; this remains Council's top priority.

For Information
Noted

2. Special Leave for COVID-19 Vaccinations, P1.5.1

Under the current *Local Government (COVID-19) Splinter (Interim) Award* employees are entitled to leave without loss of pay for the time reasonably required to receive a Therapeutic Goods Approved vaccination for COVID-19. Council did not sign up to the Splinter Award as it was not beneficial to all staff and the risk of having to use it was deemed low in regional NSW.

It is proposed that Council implement a similar leave plan that would allow all Council employees up to a total of 4 hours leave to receive two (2) Therapeutic Goods Approved vaccinations for COVID-19. A healthy workforce is essential to Council continuing to provide critical services to the community and this proposed plan could encourage employees who are reluctant to get vaccinated due to lack of leave available to them.

THE ACTING GENERAL MANAGER'S REPORT

The maximum approximate cost of implementing such a plan is \$20,000, calculated under the assumption that every staff member gets vaccinated. It is proposed that the cost be built into Council's oncosts and spread across all business units of Council.

RECOMMENDATION: that: -

- i) Council grant all applicable employees up to a maximum of 4 hours special COVID-19 leave to be used to receive two (2) Therapeutic Goods Approved vaccinations for COVID-19
- ii) any employee that has used leave to date to receive a Therapeutic Goods Approved vaccination for COVID-19 be reimbursed the leave used up to a total of 4 hours
- iii) no reimbursement be provided for vaccinations administered on weekends or employee-nominated RDO's
- iv) casual employees be granted the special COVID-19 leave subject to approval by the relevant Director
- v) the special COVID-19 leave be subject to the provision of sufficient evidence that two (2) Therapeutic Goods Approved vaccinations have been administered.

011 RESOLVED: Cr Brown and Cr Bembrick that: -

- i) Council grant all applicable employees up to a maximum of 4 hours special COVID-19 leave to be used to receive two (2) Therapeutic Goods Approved vaccinations for COVID-19
- ii) any employee that has used leave to date to receive a Therapeutic Goods Approved vaccination for COVID-19 be reimbursed the leave used up to a total of 4 hours
- iii) no reimbursement be provided for vaccinations administered on weekends or employee-nominated RDO's
- iv) casual employees be granted the special COVID-19 leave subject to approval by the relevant Director
- v) the special COVID-19 leave be subject to the provision of sufficient evidence that two (2) Therapeutic Goods Approved vaccinations have been administered.

3. Integrated Planning Process, A3.4.10

The beginning of the new financial year on 1 July 2021 has seen the continuation of Council's Integrated Planning and Reporting (IPR) process. Council has developed the following plans which continue to be and are effective from 1 July: -

- 2017-2026 Community Strategic Plan – *Weddin 2026*
- 2017-2022 Delivery Program
- 2021/2022 Operational Plan
- Resourcing Strategy (including the Asset Management Plan (AMP), Long Term Financial Plan (LTFP) and Workforce Plan).

The overarching strategic direction for Weddin over a ten-year period is translated into actions that Council will undertake during its five-year term in the 2017-2022 Delivery Program. The 2021/2022 Operational Plan details the tasks to be undertaken during this financial year to deliver the commitments in the Delivery Program.

It is very pleasing to advise that, of the top three (3) priorities in the Delivery Program two have been completed, being the Grenfell Aquatic Centre and the Grenfell Medical Centre, with the Grenfell Main Street Renewal currently in progress which is tremendous and a real credit to Council.

THE ACTING GENERAL MANAGER'S REPORT

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

- administration projects such as the internal auditor, replacement of IT equipment, continuation of Weddin Wellness Plan implementation;
- organisational improvement detailed in Council's Improvement Plan;
- continuation of the Grenfell Sewer Treatment Plant Upgrade;
- maintenance and capital works on Council's road network;
- Grenfell and Villages Waste Facility Works upgrades;
- Bimbi Flood Study finalisation;
- Stronger Country Communities Fund (SCCF) projects; and
- continuation of strong support for The Grenfell Henry Lawson Festival of Arts as well as other events.

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

**For Information
Noted**

4. 2021/2022 Fees and Charges Amendment, A3.4.3

Fee 10.1.1 (c) Request for access under GIPA Act (FOI) - \$35.00 (nil GST) is a statutory fee and has been incorrectly listed in the Fees and Charges for 2021/2022.

The formal application fee is \$30.00 (nil GST) and there is an additional statutory \$30.00/hr processing charge to cover the cost of staff involved in supplying the information; there are a number of discounts that can be applied.

As they are statutory and therefore there is no need for public consultation, the fees and charges can be amended as shown below.

RECOMMENDATION: that Council amend the 2021/2022 10.1.1 (c) Fee and Charges as follows: -

Fee Number	Fee Description	2021/2022 Fee	GST
10.1.1 (c) i	GIPA Formal application fee	\$30	No
10.1.1 (c) ii	GIPA Processing charge (per hour)	Statutory (POA)	No

*POA – Price on application

012 RESOLVED: Cr Diprose and Cr O'Byrne that Council amend the 2021/2022 10.1.1 (c) Fee and Charges as shown in the above table.

THE ACTING GENERAL MANAGER'S REPORT

5. Local Government NSW Annual Conference, A3.18.3

The 2021 Local Government NSW Annual Conference will be held at the Hyatt Regency Hotel, Sydney from 28 – 30 November 2021, subject to COVID-19 Public Health Orders.

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

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

RECOMMENDATION: that: -

- i) Council appoint and nominate its official delegate for voting purposes
- ii) any other delegates also be appointed and nominated
- iii) the General Manager be authorised to attend.

013 RESOLVED: Cr Niven and Cr McKellar that: -

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

6. Annual Returns of Disclosure of Interests, C2.2.2

The annual returns are required under the *Local Government Act 1993* to be lodged by 30 September 2021 by all Councillors and other designated persons. Returns forms will be separately forwarded.

The completed returns will be available on Council's website for inspection by the public.

**For Information
Noted**

7. 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 receiving \$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.

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.

THE ACTING GENERAL MANAGER'S REPORT

Council's grant funding application under **Round 4** of the Stronger Country Communities Fund (SCCF) has been submitted.

Council's grant funding application was for Options 1 and 2, being various projects that have previously missed out on funding and Quandialla Swimming Pool upgrade respectively.

The grant funding available for projects in the Weddin Shire is \$772,850 which is available for Council and the Community whereby 50% of the grant funding is required to be spent on projects that increase female participation in sport and enhance female sporting facilities.

The outcome of Council's grant funding application should be known September 2021.

**For Information
Noted**

Regional Cultural Fund

Council was successful with its Grenfell Community Arts Centre building refurbishment grant funding application.

The project is in the final stages of completion.

**For Information
Noted**

8. The Grenfell Henry Lawson Festival of Arts Review, C1.4.1

The Grenfell Henry Lawson Festival of Arts strategic review being conducted by the *Tilma Group Pty Ltd* is continuing.

The Steering Committee has been meeting on a regular basis providing assistance to the *Tilma Group* in conducting the review.

It is anticipated the Final Report will be submitted to Council for consideration at its August 2021 Council meeting.

**For Information
Noted**

**MICHAEL CHALMERS
ACTING GENERAL MANAGER**

014 RESOLVED: Cr Best and Cr Diprose that except where otherwise dealt with the Acting General Manager's Report be adopted.

DIRECTOR CORPORATE SERVICES' REPORT

22 July 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 30 June 2021:

Bank Account	
Westpac	2,439,246.89
Short Term Deposits	
CBA	12,500,000.00
Total Investments	<u>\$14,939,246.89</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 June 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 30 June 2021:

Loans	
ANZ Loan No...43092	1,818,138.49
ANZ Loan No...43084	1,846,445.72
Total	<u>\$3,664,584.21</u>

**For Information
Noted**

DIRECTOR CORPORATE SERVICES' REPORT

3. Summary of Income - 1 June 2021 to 30 June 2021:

Rates Receipts	95,243.22
Service NSW Agency Commission	5,028.43
RMCC Works	1,029,355.05
Workers Compensation Insurance	4,880.00
Interest on Investments	2,019.45
Invoices Raised	579,126.76
ESL 2021/2022 Increase Funding	10,230.70
Grant - Stronger Communities	4,200.00
Grant – Cemetery Facilities	150,000.00
Grant – FAG General	983,653.00
Grant – FAG Roads	544,784.00
Grant – Safer Roads	148,240.00
Fixing Local Roads Grant Instalment	3,014,087.30
Property Rental	1,034.52
Sec 603 Certificates	1,565.00
Section 10.7 Certificates	1,105.00
Section 138 Road Permit	83.80
Section 64 Contributions	3,730.00
DPIE Deposit	9,428.57
Building & Development Fees	15,504.40
Sewer Diagram Charges	680.00
Dog/Cat Regos & Fees	2748.00
Grenfell Technology Centre Income	12,647.55
Community Hub Conference Room Hire	45.00
VIC Centre Income - Souvenirs/Advertising	388.00
Art Gallery Income	880.00
History Book Sales	48.00
Caravan Park Fees	7,533.00
Tip Fees	118.00
Recycling Income	25,865.40
Hire of small plant i.e. port-a-loos	341.00
Deposit – General Cemetery	44.00
Sundry Income – Photocopying etc.	900.25
Total	<u>\$6,655,537.40</u>

For Information
Noted

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

Debt recovery is as follows: -

Debt recovery activity for the period 1 June 2021 to 30 June 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: -

- 33 referred to Debt Recovery firm Recoupa
 - 14 paid in full
 - 7 part payments
 - 8 no response
 - 4 response – no payment
- Late intervention visits regarding above no responses - ReCoupa visited rate payers and spoke to ratepayers to arrange payments or scheduled follow-ups

Continued monitoring 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

Circulation: 1,017 (including 0 ILL) over 22 days at a daily average of 46.23 (May 2021 – 44.24, June 2020 – 42.33).

Library Visits: 488 (May 2021 - 453). Phone enquiries: 29. Reference enquiries: 35. Internet desktop: 31. Internet Wi-Fi: 12. Kids Games: 0. Word: 1. Facebook visits: 6,556.

Bag Delivery: 9 (May 2021 - 26).

Cost-Recovery Activities: Printing: \$64.50. Photocopy: \$24.40. Scan + email: \$30.

Interlibrary Loans: 1 request.

Registrations: New registrations during June – 3 (2 Adults, 1 Senior). Total registrations as of 30th June 2021 – 735 (347 Adult, 10 Housebound, 6 Institutions, 70 Junior, 254 Seniors, 48 Young Adult).

Additions of Stock: 192 new and 0 donated items valued at \$2,965.02 (5 BC, 7 DVD, 13 E, 3 EB, 26 F, 1 JDVD, 16 JF, 1 J MAG, 10 JTBPL, 30 LP, 23 MAGS, 2 Microfilms, 13 NF, 1 REF, 2 YADVD, 10 YF, 30 YTBPL).

Deletions of Stock: 4 items valued at \$184.90.

Discretionary Spending

Book Vote: 2020/21 - \$33,819.47.

Book Vote \$30,157.37 committed; this includes standing orders set up for the year.

Magazines: \$2,427.67 committed.

DIRECTOR CORPORATE SERVICES' REPORT

BorrowBox

Circulation: 55 eAudiobooks and 63 eBooks (May 2021 37 eAudiobooks and 76 eBooks).
Reservations: 18 eAudiobooks and 23 eBooks (May 2021 11 eAudiobooks and 22 eBooks).
Stock: 5079 eAudiobooks and 4409 eBooks (May 2021 5037 eAudiobooks and 4417 eBooks).
Users: 114 (May 2021 114).

Story Box Library

Site Access: 80 (69 May 2021).

indyreads™

Loans: 1 (2 May 2021).
Reservations: 0 (1 May 2021).
Users: 11 (11 May 2021).

OTHER

The following programs were held with good turnouts for all sessions: -

- Preschool Storytime
- Junior Book Club
- Cinema

The movie this month was well attended, as always. Next month is planned with a kid's movie added in for the holidays.

Visitor and loan numbers are down on previous months; COVID-19 has definitely played a huge part in the lower numbers this financial year. All libraries, metropolitan and regional are noticing members are not returning in pre-COVID numbers.

The usual programming of posts on Facebook and updates to the website have continued this month.

Planning has continued for the July school holidays, Book Week and other events.

Another 25 boxes containing 493 items have been sent to James Bennett for distribution under the sustainability program. This brings us to a total of 105 boxes and 2,117 items.

I took a week's leave and would like to thank Margaret Lynch and Sandra Frame for standing in for me.

Upon returning from leave, COVID-19 restrictions were again enforced by the State Government. This meant the following measures were put in place: a single computer for quick prints only, sanitising all returns, quarantining of magazines for 48 hours, 1 person per 4sqm rule and mandatory face masks. Changes to the holiday activity planning has resulted.

As Council is a member of the NSW Department of Planning, Industry and Environment's Sustainable Councils and Communities Program (SCC), the library will be receiving two (2) Save Power Kits to be added to the collection for members to borrow and test their electronic devices around the home. This will measure how much electricity is used and the estimated cost of running the item.

The month ended with advice that the library has been awarded \$1,500 under the National Backyard Cricket Grant in support of Australia's country (rural, regional and remote) public libraries. I acknowledge the hard work of Friends of Libraries Australia in their fundraising efforts and the generosity of the retailer Harvey Norman who has provided gift cards that will enable FOLA to assist more libraries to acquire hardware and other items to support their local communities. These funds have been earmarked to purchase more talking books due to the high cost per item.

**For Information
Noted**

6. Tourism/Promotions, C2.8.11

Visitor Economic Contribution Update: -

Tourism & Visitor Information Centre

There were approximately 452 people serviced through the Visitor Information Centre in June. That brings the total number of people serviced for 20/21 to approximately 7,453.

The previous year (normal, not closed down year) of 18/19 was 4,823. So that is 2,630 more, or 7.2 people more per day based on the 363 days we are open. This is wonderful for rural and regional towns. Now is the time Weddin needs to be putting its best foot forward in order to capture this market, as it's only a matter of time before the international borders reopen and we no longer have this opportunity.

- COVID-19:
 - Enforced mandatory face masks for everyone entering the building.
 - 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 COVID-Safe Plan. Encouraged people entering the building for the library to sign in at library to avoid congestion at front doors.
- Social media:
 - 21 Facebook posts
 - 19 Instagram posts
 - Filmed/edited videos/photos for posts
 - 7 posts to the WSC Economic Development Business Facebook page
 - Social media engagement
 - Gathered content for June long weekend promotions – contacted businesses individually who hadn't replied to previous emails
- Website updates, including:
 - Business directory
 - Event listings
 - Grenfell Art Gallery exhibition information
 - Community Guide updates
- Distributed Weekly Questions email to database and collated replies.
- Managed Community Hub bookings and keys.
- May report
- Liaised with designer and finished Company Dam signage/brochure.
- Henry Lawson Festival Review:
 - Provided risk documents and 2019 program.
- Liaised with CTC about phone issues in Hub.
- Continued to liaise with Works Supervisor to have remaining bird trails signs installed and Company Dam signage installed.
- Set tasks for weekend staff.
- Managed and set tasks for work experience student.
- Arranged staff to cover EDO annual leave.
- Liaised with Acting Principal of St Josephs to attend meeting at school.
 - Attended meeting.

- Approached Henry Lawson Gulgong Centre about updating/adding links to their site as suggested by Museum volunteer.
- Approached local businesses about creating unique products/produce to offer as souvenirs through VIC.
- Sourced Hub map.
- Gold Trails enquiry
- Town tour enquiry
- Crisis accommodation enquiry
- Circulated Destination NSW 'Impact of lockdown' questions to local operators.
- Arranged Community Directory information callout.

**For Information
Noted**

7. Arts/Tourism, C2.8.11

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

Art & Art Gallery

- 'The Visitor' exhibition
 - Liaised with artist re storage and collection of work
 - Letter of payment
- 'SEWN IN' exhibition
 - Liaised with group leader
 - Created list of works/record of sale
 - Updated website exhibition information
 - Submitted information to Grenfell Record and Deidre Carroll
 - Letters of payment
- 'Views and Releam' exhibition
 - Liaised with artist
 - Submitted information about exhibition to discover magazine
- 'The Art of Ageing' exhibition
 - Contacted freight companies to arrange freight to next host gallery
 - Arranged and assisted with installation
 - Completed and returned condition report to DCJ
 - Submitted information to Grenfell Record and Deidre Carroll
 - Requested transit insurance from DCS
 - Provided images of packaging and artwork to Corowa
- Updated website GAG page
- Answered enquiries
- Organised volunteers and roster gaps
- Booking artists for 22/23
- Attended volunteer trip to National Gallery to see Botticelli to Van Gogh exhibition
- Living Legends Gallery enquiry

**For Information
Noted**

8. Grenfell Internet Centre, C2.8.14

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

Helpdesk & System Administration

This month

- Configure phone & transfer data/settings – Caravan Park
- Update phone number website – Caravan Park
- Unlock user account - Library User Casual
- Replace CMOS Battery - Weeds
- Supply config info for NSWnet Statewide Database - Library
- Troubleshoot printer issue – Library
- Upgrade Windows 10 – Weeds
- Setup PC - Engineering

On going

Install Operating System & Software Updates for On-Prem Servers

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

Manage Operating System & Software Updates for Workstations via WSUS

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

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

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

Software Development

- PowerShell – update Automated Client Install Script (CTC)

Marketing (Internet Centre)

- Publish Blog Posts (<https://www.grenfellinternetcentre.com.au>)
- Australian Government Mobile Service Centre coming to Grenfell:
<https://www.grenfellinternetcentre.com.au/australian-government-mobile-service-centre-coming-to-grenfell/>
- Share Posts on Social Media
 - Facebook
 - Twitter
 - Google Business
 - Instagram
- Search Engine Optimisation on Blog Posts
- www.grenfellinternetcentre.com.au visited 2189 times by 2170 Users

DIRECTOR CORPORATE SERVICES' REPORT

Sales and Services

Client Enquires

- 86 clients made enquires via telephone
- 111 clients made enquires in store
- 34 clients made enquires via email/website

Sales and Services

- Conducted Computer Repairs for 21 residential clients
- Conducted Mobile Phone and Tablet Repairs for 7 residential clients
- 1 Remote Sessions
- Laptops/PC sold to 5 residential clients
- ESET Products sold to 10 residential clients
- Software, Parts and Accessories sold to 33 residential clients and 5 business clients
- Ink and Toner Cartridges sold to 2 residential clients and 2 business clients
- 21 clients used printing and photocopying services

Computer Tuition

- Delivered 5 individual lessons

Printing

- Criterion Hotel
- Anoint

Human Services Access Point

- Assist human services clients with access point usage

Client Websites

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

**For Information
Noted**

**MICHAEL CHALMERS
DIRECTOR CORPORATE SERVICES**

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

22 July 2021

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

1. Works Report – 1 June 2021 to 30 June 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 June 2021 to 30 June 2021.

SH6 (Mid Western Highway)

- General maintenance
- Rest area maintenance
- Culvert maintenance
- Guide posting
- Slashing
- Bitumen patching
- Crack sealing at roundabout
- Installation of Raised Pavement Markers (RPM) on centrelines of five (5) narrow bridges
- Linemarking patches and narrow bridges

SH17 (Newell Highway)

- General maintenance
- Rest area maintenance
- Culvert maintenance
- Bridge Maintenance Program for TfNSW
- Guide posting
- Slashing
- Bitumen patching
- Sealing edges of asphalt patch at Marsden

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 June 2021 to 30 June 2021.

MR398 (Mary Gilmore Way)

- General maintenance
- Signs and guidepost maintenance
- Pavement maintenance
- Crack sealing

MR236 (Henry Lawson Way/Forbes Road)

- General maintenance
- Signs and guidepost maintenance
- Culvert extensions

DIRECTOR ENGINEERING'S REPORT

- MR237 (Gooloogong Road)
- General maintenance
 - Culvert maintenance
 - Signs and guidepost maintenance
 - Slashing maintenance
 - Tree maintenance
- MR239 (Henry Lawson Way/Young Road)
- General maintenance
 - Signs and guidepost maintenance
 - Reseal works
 - Culvert maintenance

1.3. Rural Local Roads – Capital Works

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

- New Forbes Road - Culvert replacement
- Nowlans Road – Gravel resheeting

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 June 2021 to 30 June 2021.

- Tree Maintenance:
 - Adelargo Road
- Culvert/Drainage Maintenance:
 - New Forbes Road

For Information
Noted

2. Other Works:

2.1. Parks & Ovals Report

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

2.2. Cemeteries

The following graves have been prepared during the period 1 June 2021 to 30 June 2021:

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

DIRECTOR ENGINEERING'S REPORT

The following maintenance has been carried out during the period 1 June 2021 to 30 June 2021:

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

2.3. Sewer Mains

Two (2) sewer chokes have been attended to during the period 1 June 2021 to 30 June 2021. The cause of the chokes was root intrusion. These chokes have been noted and will be prioritised in future sewer relining programs.

2.4. Private Works

Nil private works was carried out during the period 1 June 2021 to 30 June 2021.

2.5. Village Area – Capital and Maintenance Works

- Nil

2.6. Vandalism

Rural	- Nil
Urban	- Nil
Progressive Cost Rural	\$ 0.00
Progressive Cost Urban	\$ 0.00

**For Information
Noted**

3. Future Works – 1 July 2021 onwards:

3.1. Highways

SH6 (Mid Western Highway)

- General Maintenance
- Routine Maintenance Annual Program (RMAP)
- Grading table drain and shoulders for November Reseal Program
- Remove/cut and seal surface failures

SH17 (Newell Highway)

- General maintenance
- Routine Maintenance Annual Program (RMAP)
- Cold mix repairs (ongoing)

DIRECTOR ENGINEERING'S REPORT

3.2. Regional Roads

- | | |
|--------------------------------------|--|
| MR398 (Mary Gilmore Way) | - General maintenance
- Signs and guidepost maintenance |
| MR236 (Henry Lawson Way/Forbes Road) | - General maintenance
- Sucker spraying and removal to continue
- Safer Road Grant Project: shoulder/culvert/guard railing works to commence |
| MR237 (Gooloogong Road) | - General maintenance |
| MR239 (Henry Lawson Way/Young Road) | - General maintenance
- Signs and guidepost maintenance
- Tree maintenance
- Hunters Bridge approach works to commence |

3.3. Rural

- General maintenance
- Maintenance Grading
 - Kangaroooby Road
 - Beazleys Lane
 - Major West Road
 - Hancock-Williams Road
 - Hancock-Flinns Road
 - Moores Lane
 - Fitches Lane/Melyra Street intersection
 - Harris Lane
 - Young Street, Bimbi
 - Grimms Lane
 - Lynches Lane
- Culvert/Drainage Maintenance
 - New Forbes Road
 - Arramagong Road
 - Kangaroooby Road
- Slashing Maintenance:
 - Adelargo Road
- Gravel re-sheeting as per Operational Plan
- Sucker control and table drain maintenance ongoing
- 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
- Tree trimming in various locations

**For Information
Noted**

DIRECTOR ENGINEERING'S REPORT

4. RMS RMCC Contract, R2.54.4

Transport for NSW (TfNSW) approached Council to temporarily undertake their Bridge Inspection/Maintenance Program due to the current unprecedented workload on their staff.

The increase in staffing numbers from Council's new organisational structure has enabled us to undertake these inspections whilst still conducting the daily duties required under the RMCC Contract.

Ordered Works

- Bridge Maintenance Program for TfNSW

**For Information
Noted**

5. Plant Report, P6.1.1

The following Plant Maintenance was carried out during the period 1 June 2021 to 30 June 2021 as outlined below:

PLANT NO	PLANT	DETAILS
4106	BACKHOE	SEAT AND DOOR REPAIRS
5296	TRAFFIC LIGHTS	ELECTRICAL REPAIRS
4107	PATCH TRUCK	REPAIRS AND MAINTENANCE
Light Vehicle/Small Plant	VARIOUS	SERVICING AND REPAIRS OF LIGHT VEHICLES AND SMALL PLANT ITEMS
ADMIN	WORKSHOP/PLANT	PLANT REPLACEMENT PROGRAM, QUOTING, PROCUREMENT & NEW PLANT COMMISSIONING ETC.
2100-2103	UTE	REPAIR/REPLACE UHF RADIO SYSTEMS
3965	GARBAGE TRUCK	ROUTINE MAINTENANCE AND REPAIRS
3963	TRUCK	REPLACE EGR COOLERS
4095	TRACTOR	RETROFIT NEW SEAT, REPAIR STEERING, REPAIR COLD START INJECTION SYSTEM
4110	MOWER	ROUTINE MAINTENANCE AND REPAIRS
4116	MOWER	ROUTINE MAINTENANCE AND REPAIRS
5106	PUMP	PUMP OVERHAUL
4118	CARAVAN	ROOF LEAK REPAIRS
RFS	RFS- TRUCKS & UTES (etc)	YEARLY SERVICE, REPAIR & REGISTRATION INSPECTION SCHEDULE
WSC FLEET	ALL LIGHT/HEAVY PLANT	INSPECTIONS
PLANT INSPECTION	ROAD PLANT	INSPECTION FOR COMPLIANCE OF CONTRACTORS ROAD PLANT
WORKSHOP	OILS AND STORES	20/21 STOCKTAKE

**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 June 2021 to 30 June 2021 as outlined below:

<u>Activity</u>	<u>Location</u>
Administration	Monthly reporting
	Mapping
	BIS uploads
	Email replies to relevant emails
Publicity	Blue Heliotrope - Central West awareness campaign has begun with TV ads already receiving a great response; Blue Heliotrope merchandise will arrive soon
Mapping	BIS compliance - all fields working well & uploads completed each month
Meeting	CWRWC @ Wellington
Training	4WD training - August, online WIDX reporting training locked in for July & August
Roadside Inspections & Reactive Treatment of Weeds if required	MR237 - Gooloogong Road 491 - Barkers Road 261 - Bald Hills Road MR236 - Henry Lawson Way 329 - Pinnacle Road 260 - Mortray Road 404 - Ballendene Road
High Risk Weed Road Inspections	450 - Bland Road SH17 MR239 – Henry Lawson Way
Weeds Treated	Bridal Creeper
Council Owned Land Inspections	Railway Park Bogolong Dam Company Dam O'Briens lookout Cemeteries (Grenfell, Caragabal and Bland)
TSR Inspection	SH6 SH17 MR237 MR236 378 – Stock Route
Other High Risk Weed Sites Inspections	Campgrounds Rest areas Tourist parking areas Sporting grounds Cemeteries
Sucker Control	Continuous sucker control on various roads On request or sightings

**For Information
Noted**

7. Grenfell Main Street Renewal, R2.4.19

Works installing the stormwater in Stages 1 and 2 of the project have been completed, some minor capping of pits and installation of lintels will occur after pavement works have commenced. Issues with the existing stormwater network which necessitated the scope of works in Stage 2 to be expanded to include the replacement of an existing vitrified clay pipe situated adjacent to the Forbes Street Motel has been completed without incident.

This month works completed include: further installation of stormwater pits and pipes, installation of smaller (225mm diameter) concrete and uPVC pipes for use in future garden beds.

The installation of the stormwater pipes continues to uncover various buried assets and other latent site conditions; this month excavations near the Albion Hotel uncovered existing brick stormwater culverts, but no evidence of rumoured tunnels.

The relocation of the Essential Energy assets continues to be the critical limiting factor to works. Pavement construction cannot commence before the electrical assets are relocated however, the approvals process for the relocation is controlled by Essential Energy. Council's decision to install private street lighting will allow us to shortcut this process which should occur this month.

The inclement weather currently being experienced, in addition to the street light electrical conduit issues have resulted in the project being pushed back. The completion date has been revised in consultation with engineers and forecasted for October 2021; this will allow contingency for further inclement weather.

Council is regularly updating the 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/>

Last month the Mayor, Director Engineering and Council's Project Engineer walked the Main Street updating shop owners on the revised timeline to which all owners were very understanding in such frustrating times.

All major procurement for materials on the Project has been secured, including:

- Stormwater Pipes
- Strata-Vault System for Trees
- Trees (Being held by nursery until required)
- Street Signs

A site on the western side of the Grenfell Railway Station has been cleared for road material during demolition, this has been expanded this month to include additional stockpile space for the pavement materials.

Final work packages have been awarded with no more tenders for the works outstanding, contracts awarded include:

- Gravel Supply
- Pavement Demolition/Installation
- Tree Planting/Installation
- Electrical Conduit Installation
- Automated Irrigation System Design/Installation

DIRECTOR ENGINEERING'S REPORT

The revised Project timeline is as follows: -

Main Street Renewal Works Tentative Schedule	
<u>Date</u>	<u>Activity</u>
January 2021	Re-establish and commence deconstruction/construction
March 2021	Relocate Other services
April 2021	Disestablish for Easter, re-establish and continue with preliminaries and stormwater installation
June 2021	Finalise stormwater installation
July 2021	Demolition and conduit installation
August/September 2021	Pavement work
October 2021	Handover

For Information

Crs Best, Bembrick, O'Byrne and Parlett previously submitted written declarations of interest for items 7 and 8 and left the room.

Noted

8. Grenfell Main Street Renewal Design Amendment, R2.4.19

The current stormwater design for the Eastern End has proved problematic regarding the Trunk main proposed for the Nash Street section adjacent to the Albion Hotel. A dilapidation report conducted by Council on the adjacent building has determined this as being a high risk activity.

An alternative alignment for the stormwater has been proposed down Short Street which has been hydraulically designed to withstand the 1-in-10-year event or 10% Annual Exceedance Probability (AEP) identical to the rest of the Main Street Hydraulic design. The alternate alignment will ensure the aged building infrastructure adjacent to the path is undisturbed.

This amendment will incur minimal extra cost, less than \$10,000 which is still within the original estimation for the Stormwater component of the project.

RECOMMENDATION: that Council approve the amended stormwater design for the Grenfell Main Street Renewal project.

016 RESOLVED: Cr Diprose and Cr McKellar that Council approve the amended stormwater design for the Grenfell Main Street Renewal project.

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

9. Fixing Local Roads Program, R2.52.1

Council has secured \$4.83 million under the Fixing Local Roads program which will see a positive impact on tourism and heavy vehicle routes. The projects which received funding under this program are:

- \$3,898,702 for Pullabooka Road Rehabilitation
 - due to commence in August
- \$504,800 for Nowlans Road Re-Sheeting
 - project now 50% complete
- \$213,410 for Back Piney Range Road Sealing
 - project is complete

**For Information
Noted**

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

Council has received \$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 projects which received funding under this program are as follows: -

- \$117,655 for the Replacement of Back Piney Range Road Culvert (ID: CU0084)
 - culvert base slab concreting completed and precast concrete box culverts delivered to site; contractor is waiting for creek bed to dry before proceeding
- \$117,655 for the Replacement of Hancock-Flinns Road Culvert (ID: CU0532)
 - culvert base slab concreting completed and precast concrete box culverts delivered to site; contractor is waiting for creek bed to dry before proceeding
- \$21,000 for the Geometry Rectification through Stabilisation of Hancock-Flinns Road
 - works completed
- \$259,025 to go toward the Main Street Renewal
 - works currently in progress
- \$120,000 to go toward the Grenfell Signage Rollout
 - tenders have now been released

**For Information
Noted**

11. 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 projects which received funding under this program are as follows: -

- \$518,531 to go toward the Main Street Renewal Project
 - works are currently in progress

**For Information
Noted**

12. Bogolong Dam – Masterplan/Technical Design Development, E3.6.4/T1.6.101

Civille Pty Ltd has been engaged for the Site Visit/Consultation and Masterplan/Technical Design Development of the Bogolong Dam Precinct.

The DRAFT Bogolong Dam Masterplan was recently received and will be considered by the Bogolong Dam Precinct Committee at its next meeting on Friday 23 July 2021. A further report will be submitted to Council in due course.

For Information
Noted

13. 2018-2019 Bimbi Floodplain Management Program, T1.6.75

As previously reported Council has awarded the successful tenderer for the project. The project timeline and status report is shown on the following page.

For Information
Noted

DIRECTOR ENGINEERING'S REPORT

Milestone number	Milestone	Activities	Outputs	Projected milestone completion date	Status
1	Data collection review	Hydrologic and hydraulic data collection, inception meeting, field inspection	Progress Report Stage 1	20-08-20	Completed
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	21-05-21	Completed
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)	30-07-21	
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	10-09-21	
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	30-10-21	
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	

14. Fixing Local Roads Program – Round 3, R2.52.1

Council has lodged two applications for the following projects: -

- Greenethorpe Koorawatha Road Safety Improvements \$2,493,670
- Back Piney Range Road Safety Improvements \$2,213,561

If successful, these projects will see a positive impact on heavy vehicles routes allowing for quicker truck turnaround times in winter crop harvests.

**For Information
Noted**

15. Quandialla Progress Association Request, P2.13.1

Report to: Council
From: Director Engineering
Date: 22 June 2021
Attachments: QPA Request.pdf

Purpose:

The purpose of this report is to inform Council of the organisational impacts that would result if Council were to maintain the disabled toilets at the Quandialla Soldiers Memorial Hall as requested.

Background:

The Quandialla Progress Association has lodged a formal request for Council to maintain the new disabled toilet located at the Quandialla Soldiers Memorial Hall by utilising Council's existing Village Maintenance employee.

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 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 Quandialla Progress Association to maintain the disabled toilets located at the Quandialla Soldiers Memorial Hall.

017 RESOLVED: Cr Niven and Cr Diprose that the matter be referred to the August 2021 Council meeting for consideration.

16. Pollie Pedal Event, T3.4.1

The Pollie Pedal event organisers are seeking approval for the 2021 event to take place in the Weddin Shire LGA.

The event will be held over eight (8) days, passing through seven (7) different LGA's commencing and concluding at the Australian War Memorial, Canberra.

RECOMMENDATION: that Council approve the request for the Pollie Pedal event to take place from 5 September 2021 to 12 September 2021, pending:

- a) the provision of a Certificate of Currency
- b) the provision of all necessary COVID-Safe Plans
- c) satisfactory completion of a Council Event Application Form (EA-1)
- d) endorsement of the Traffic Management Plan(s) by the Weddin Local Traffic Committee.

018 RESOLVED: Cr Diprose and Cr Brown that Council approve the request for the Pollie Pedal event to take place from 5 September 2021 to 12 September 2021, pending:

- a) the provision of a Certificate of Currency
- b) the provision of all necessary COVID-Safe Plans
- c) satisfactory completion of a Council Event Application Form (EA-1)
- d) endorsement of the Traffic Management Plan(s) by the Weddin Local Traffic Committee.

17. Weddin Mountain Muster Event, C1.4.13

The Weddin Mountain Muster Committee has requested approval for the use of roadways within the Weddin Shire LGA to conduct the 2021 Muster event.

The event will be based at the Grenfell Showground and run from Sunday 19 September 2021 through to Friday 24 September 2021.

The horse-riding component of the event will run from Monday 20 September 2021 to Friday 24 September 2021. All rides will start and finish at the Grenfell Showground, Alexandra St, Grenfell during daylight hours.

RECOMMENDATION: that Council approve the request from the Weddin Mountain Muster Committee to hold the event from Sunday 19 September 2021 to Friday 24 September 2021, pending:

- a) the provision of a Certificate of Currency
- b) the provision of all necessary COVID-Safe Plans
- c) satisfactory completion of a Council Event Application Form (EA-1)
- d) endorsement of the Traffic Management Plan(s) by the Weddin Local Traffic Committee.

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

Cr Best took the Chair.

019 RESOLVED: Cr McKellar and Cr Brown that Council approve the request from the Weddin Mountain Muster Committee to hold the event from Sunday 19 September 2021 to Friday 24 September 2021, pending:

- a) the provision of a Certificate of Currency
- b) the provision of all necessary COVID-Safe Plans
- c) satisfactory completion of a Council Event Application Form (EA-1)
- d) endorsement of the Traffic Management Plan(s) by the Weddin Local Traffic Committee.

Cr Liebich returned to the room and resumed the Chair.

DIRECTOR ENGINEERING'S LATE REPORT

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

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

18. Grenfell, Bimbi and Caragabal Cemetery Masterplan Development, T3.6.103

Reference is made to DE Closed Council Report Item 1 at the June 2021 Council meeting whereby it was resolved to accepted a tender from *Moir Landscape Architects* of \$33,330.00 for the Grenfell Cemetery Masterplan Development.

Council decided it would be ideal to develop a Masterplan for all cemeteries within the Shire so as to ensure uniformity and connection between them.

Moir Landscape Architects were also recently engaged by Council to develop the entry signage designs, meaning they already have an in-depth understanding of Council's aspirations and Weddin Shire's history. The cost of developing the two (2) additional Masterplans for Caragabal and Bimbi Cemeteries was quoted by *Moir Landscape Architects* at \$7,700.00 (Ex GST) which has been accepted under the Director Engineering's delegation.

**For Information
Noted**

**JAYMES RATH
DIRECTOR ENGINEERING**

021 RESOLVED: Cr Parlett and Cr O'Byrne that except where otherwise dealt with the Director Engineering's Report be adopted.

22 July 2021

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

Dear Sir,

I wish to report as follows: -

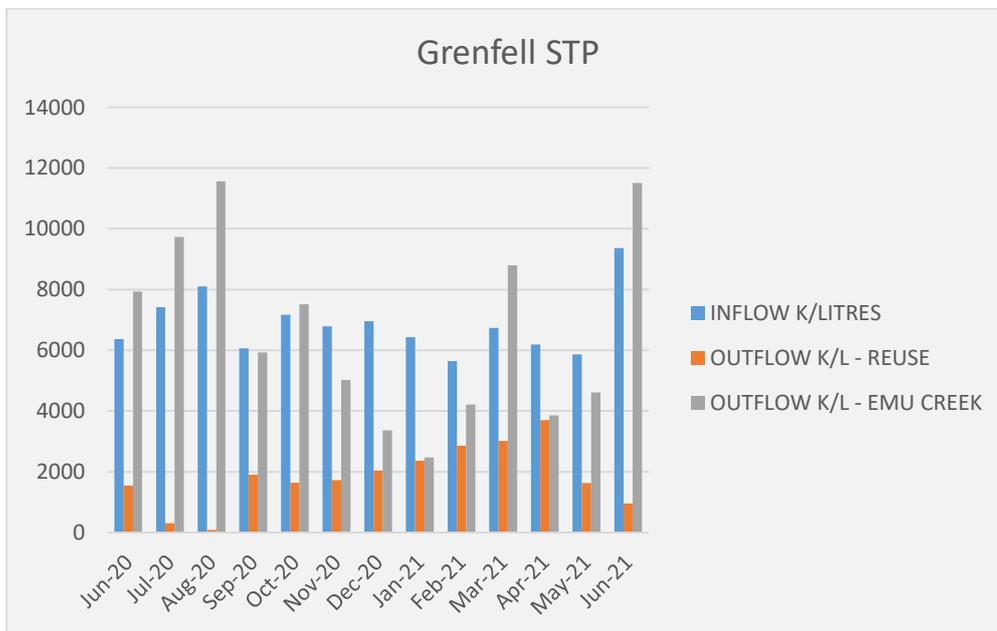
A Public Health and Environmental Matters

A1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during the period 1 June 2021 to 30 June 2021 was 9,359kL with a daily average of 311.96kL. Outflow for irrigation for reuse was 952kL and discharge to Emu Creek was 11,506.3kL.

The highest daily recording of 573kL occurred for the 24 hours ending 6:30am on 26 June 2021 and the lowest of 187kL for the 24 hours ending 6:30am on 2 June 2021.

A total rainfall of 131mm was recorded for the month.



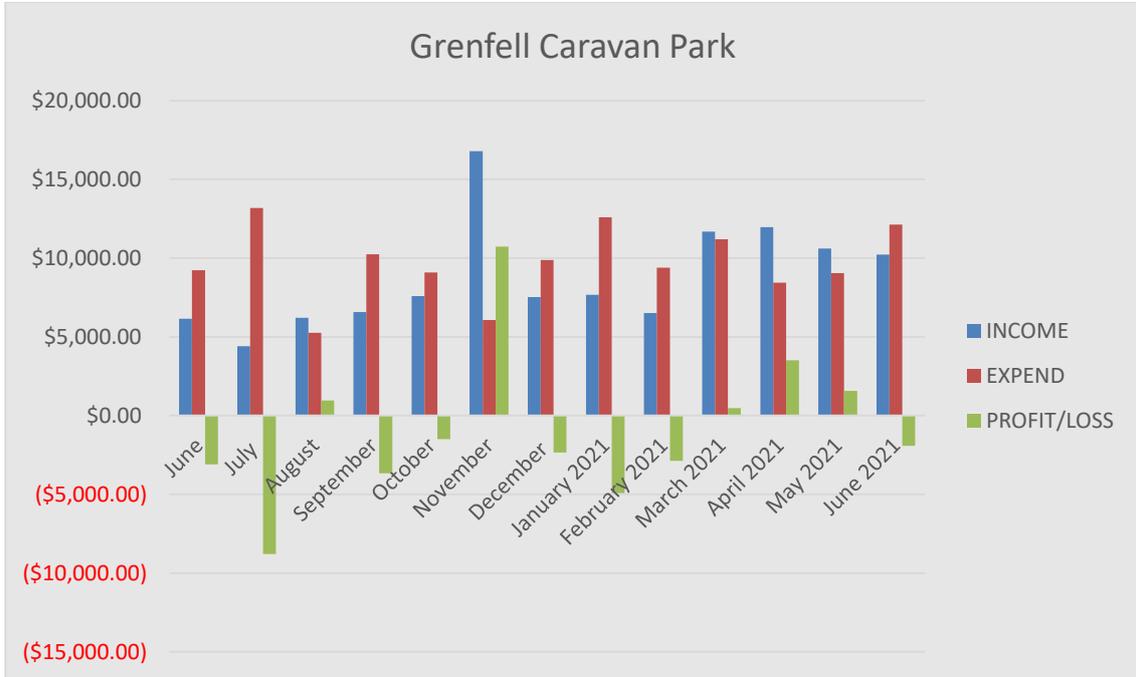
**For Information
Noted**

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

A2. Caravan Park Operations, P2.3.3

Income during the period 1 June 2021 to 30 June 2021 was \$10,218.00 with expenditure of \$12,130.79 resulting in an operational loss of \$1,912.79 for the month.

There were 287 sites occupied during the period 1 June 2021 to 30 June 2021.



**For Information
Noted**

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 16 March 2017 (Res. No. 371).

DA NO.	Applicant	Construction	Value (\$)	Address
76/2020 Mod	Mrs RL Conron	New Shed/Retail Premises & 2 Lot Subdivision	\$600,000	LOT: 1 DP: 569688 13 Berrys Road GRENFELL NSW 2810
18/2021	CPC Land Development Consultants	Subdivision	\$0	LOT: 358 DP: 754578 78 Holy Camp Road GRENFELL NSW 2810
21/2021	CPC Land Development Consultants	Subdivision	\$0	LOT: 212 DP: 754583 Coba Parish GRENFELL NSW 2810
22/2021	Mr RG Reeves	Dwelling & Shed	\$250,000	LOT: 4 ALT: A SEC: 23 DP: 7584 5 Cross Street GRENFELL NSW 2810
23/2021	Mr SL & Mrs N Kilby	Shed	\$28,000	LOT: 120 DP: 1081488 14 Huckel Close GRENFELL NSW 2810
24/2021	Ms NF Turner	Dwelling Additions (Enclosure of Verandah)	\$16,000	LOT: 1 SEC: 29 DP: 758473 25 Grafton Street GRENFELL NSW 2810
25/2021	Mrs JM Dawes	Shed	\$24,000	LOT: 1 DP: 724965 72 West Street GRENFELL NSW 2810
27/2021	Mrs DA Yates	Dwelling Additions (Studio, deck, carport, store & pergola)	\$280,000	LOT: 380 DP: 754578 LOT: 10 DP: 112286 Forbes Street GRENFELL NSW 2810
28/2021	Mr PH Best	Shed	\$12,000	LOT: 1 DP: 1037088 Wallah Wallah Parish GRENFELL NSW 2810
30/2021	Andy's Design & Drafting	Alterations/ Additions to Residential	\$110,000	LOT: 4 DP: 872222 3650 Henry Lawson Way GRENFELL NSW 2810

**For Information
Noted**

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B2. Construction Certificates

The undermentioned applications were received and determined under delegation.

CC NO.	Applicant	Construction	Address
23/2021	Mr SL & Mrs N Kilby	Shed	LOT: 120 DP: 1081488 14 Huckel Close GRENFELL NSW 2810
24/2021	Ms NF Turner	Dwelling Additions (Enclosure to Verandah)	LOT: 1 DP: 578473 25 Grafton Street GRENFELL NSW 2810
25/2021	Mrs JM Dawes	Shed	LOT: 1 DP: 724965 72 West Street GRENFELL NSW 2810
27/2021	Mrs DA Yates	Dwelling Additions (Studio, Deck, Carport, Store & Pergola)	LOT: 308 DP: 754578 LOT: 10 DP: 112286 Forbes Street GRENFELL NSW 2810
28/2021	Mr PH Best	Shed	LOT: 1 DP: 1037088 Wallah Wallah Parish 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
3/2021	Steadfast Homes	Dwelling	\$344,600	LOT: 4 DP: 1113505 8 Lawson Drive GRENFELL NSW 2810

**For Information
Noted**

B4. New Grenfell Sewage Treatment Plant (STP), S1.1.5

Work is proceeding according to schedule despite the recent rain and COVID-19 interruptions. Final construction works are currently being completed with works on the road and fencing to follow.

A commissioning workshop is planned for Tuesday 2 August 2021 onsite.

Recent progress photos have been distributed to Councillors on a regular basis; as soon as the site is ready an onsite viewing will be arranged for Councillors and interested staff.

**For Information
Noted**

B5. DrumMuster Collection Site at Quandialla Waste Facility, E3.3.13/E3.3.4

Precis: A DrumMuster collection site is proposed at the Quandialla Waste Facility to be run by a community organisation. The site will enable eligible chemical containers to be recycled.

Budget: Nil

DrumMuster is a stewardship program of [Agsafe](#) funded by an ACCC-authorized levy. [AgStewardship](#) is responsible for collection and governance of the levy; its members are CropLife Australia, Animal Medicines Australia Limited, Veterinary Manufacturers and Distributors Association and the National Farmers Federation.

DrumMuster provides an easy, environmentally-friendly way of disposing of empty farming chemical containers across rural Australia. DrumMuster collection sites are currently operating at both the Grenfell and Caragabal Waste Facilities.

Councils and other organisations, including community groups become involved in the program by signing an agreement with [Agsafe](#) to provide DrumMuster services. By being a part of the program, partners are directly contributing to: -

- less crop production and animal health chemical containers ending up in landfill;
- finding an environmental and sustainable solution to agvet container disposal issues for farmers and other chemical users;
- the conversion of waste into a valuable resource; and
- a cleaner environment.

The program provides regular training for councils and/or collection agency staff in the safe handling, cleanliness, inspection and storage of the returned containers. Training also covers the reporting required to track the program's performance at each site. Collection agencies are eligible for a reimbursement for each container which is processed through the DrumMuster site.

When a collection site is full, recycling processors retrieve the containers which are either baled or chipped onsite then transported to a recycling depot for processing. Recycled plastic remanufacturers then create useful products from the product such as wheelie bins, cable covers, public furniture, road markers, construction materials and garden equipment.

Currently, there is a large number of chemical containers stored at the Quandialla Waste Facility. The local community has raised a number of safety concerns about the stockpiled containers. Recent discussions with a representative of DrumMuster has revealed that a new collection site could be established at Quandialla Waste Facility which would involve Council permitting a mobile steel cage to be located within the facility to allow eligible chemical containers to be stored once they have been checked by an authorised person. This would include all eligible containers currently stockpiled at the facility once they have been checked.

The Grenfell and Caragabal DrumMuster collection sites are currently run by community groups; they have members suitably trained and they organise the various collection days during the year. The community groups then receive the reimbursement for the number of containers processed at their facility. As volunteers, community groups can be covered by Council's insurance policy.

RECOMMENDATION: that Council permit a DrumMuster collection site to be established at the Quandialla Waste Facility, to be run by a local community group.

022 RESOLVED: Cr Brown and Cr Best that Council permit a DrumMuster collection site to be established at the Quandialla Waste Facility, to be run by a local community group.

B6. Keeping Cats Safe at Home Project, A4.4.10

Precis: Council has been successful with its expression of interest to be part of a 'Keeping Cats Safe at Home' 4-year behavioural change project.

Budget: \$2,500 Inc. GST + In-Kind Contribution

In January 2021 RSPCA NSW invited all NSW Councils to lodge an expression of interest to be a part of a 'Keeping Cats Safe at Home' 4-year behavioural change project. The project aims to encourage cat owners to keep their cats safe at home either exclusively indoors or indoors and outdoors using cat enclosures or modified fencing.

Council lodged an expression of interest to be a part of the project with letters of support from Birding NSW, National Parks and Wildlife, WIRES and Weddin Landcare. Council has recently been advised that it was one of the 10 successful Councils to be included in the project.

As part of the project, RSPCA NSW will develop tailored behavioural change strategies for the local government area based on extensive consultation with all stakeholder groups, especially cat owners. The RSPCA NSW project team will deliver the project, with support from Council to engage with the local community, disseminate project messaging and assist with local project activities. The final project activities will be informed by the community consultation but may include some combination of: -

- a social marketing campaign using traditional and social media;
- educational visits for local schools;
- community engagement events for cat owners such as Safe, Happy Cat Days;
- incentives for cat owners such as free or subsidised desexing, cat enclosures or modified fencing;
- behaviour and enrichment advice for keeping cats happy at home;
- other engagement initiatives such as GPS cat-tracker collars to allow local cat owners to understand the impact of their cat.

As part of the project, Council is responsible for providing an in-kind contribution of up to 0.2 x Full Time Employee during the 4-year project and a one-off financial contribution of \$5,000. Weddin Landcare have advised Council they are willing to fund 50% of the required contribution, resulting in Council's contribution being \$2,500.

Council's Animal Control Officer is able to satisfy the in-kind contribution via devoted time to the project as part of her current role, which already includes cat-related duties. Council's \$2,500 contribution will be funded from the Strategic Capital Reserve.

RECOMMENDATION: that Council: -

- i) note its successful expression of interest to be part of the 'Keeping Cats Safe at Home' 4-year behavioral change project
- ii) fund 50% of the required one-off financial contribution, being \$2500 including GST from the Strategic Capital Reserve
- iii) write to Birding NSW, National Parks and Wildlife Service, WIRES and Weddin Landcare thanking them for their letters of support and informing them of Council's successful expression of interest to be included in the project.

023 RESOLVED: Cr Diprose and Cr Best that Council: -

- i) note its successful expression of interest to be part of the 'Keeping Cats Safe at Home' 4-year behavioral change project
- ii) fund 50% of the required one-off financial contribution, being \$2500 including GST from the Strategic Capital Reserve
- iii) write to Birding NSW, National Parks and Wildlife Service, WIRES and Weddin Landcare thanking them for their letters of support and informing them of Council's successful expression of interest to be included in the project.

B7. Renewable Energy Action Plan, U1.3.10

Precis: The Draft Weddin Shire Council Renewable Energy Action Plan was placed on public exhibition for a period of 28 days; no submissions were received. The Final Plan is now being submitted to Council for formal adoption.

Budget: Nil

Council, at its meeting held on 24 June 2021 resolved to place the Draft Weddin Shire Council Renewable Energy Action Plan on public exhibition for a period of 28 days. The exhibition of the Plan has been completed with no submissions being received.

The Final Plan is now presented to Council for formal adoption. The Final Plan includes a number of updates primarily to include some framing on regional initiatives that the Central NSW Joint Organisation is leading. The Plan also references Council's Resolution No. 404 iii) to source 50% of electricity from renewables if this is financially feasible as well as expanding on information in support of the action plans listed in the Plan.

RECOMMENDATION: that Council: -

- i) adopt the Weddin Shire Council Renewable Energy Action Plan as presented
- ii) investigate the implementation of the action plans listed in the Plan.

024 RESOLVED: Cr Parlett and Cr Diprose that Council: -

- i) adopt the Weddin Shire Council Renewable Energy Action Plan as presented
- ii) investigate the implementation of the action plans listed in the Plan.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B8. Development Application – 66 Main Street GRENFELL, DA 20/2021

Subject: Development Application No. 20/2021, Lot 2 DP 233852, 66 Main Street, Grenfell, additions to retail premises (verandah and awning), lodged by Andy's Design and Drafting.

Precis: Development Application No. 20/221 for additions to a commercial premises (verandah and awning) is reported to Council for determination because the application involves a building over Council land (footpath area).

Budget: Nil

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

RECOMMENDATION: that: -

- i) Council 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*.
- ii) the Development Application No. 20/2021, for additions to an existing commercial premises (verandah and awning) on Lot 2 DP 233852, 66 Main Street Grenfell, be approved subject to the following conditions:

GENERAL CONDITIONS

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.

Plan No./ Supporting Document	Prepared by/Reference Details	Weddin Shire Council Reference
Architectural Plans Pages 1-6	Andy's Design and Drafting Dated 16/4/21	Stamped No. 20/2021
Statement of Environmental Effects	Andy's Design and Drafting	Stamped No. 20/2021

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. The applicant shall comply with all relevant prescribed conditions of development consent under Part 6, Division 8A of the *Environmental Planning and Assessment Regulation 2000* (see attached Advisory Note).

3. Where the proposed building works necessitate the cutting-in of new stormwater outlets into the existing street kerb, the Applicant and plumbing/drainage contractor shall ensure that the following procedures are carried out:
 - (i) A kerb adaptor suitable for the particular kerb profile and capable of withstanding vehicle loadings is to be utilised;
 - (ii) The opening in the kerb is created by either a saw cut or bored hole only. Breaking out the kerb by impact methods is not permitted;
 - (iii) The kerb adaptor is to be kept flush with the top and outside face of the kerb; and
 - (iv) The fixing of the kerb adapter and filling in of side gaps is to be undertaken by the use of an epoxy resin. Mortar or concrete is not to be used.

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS

4. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifier, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Weddin Shire Council Engineering Standards prior to any building and or subdivision works commencing. No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificates have been obtained. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.
5. The Applicant is to submit to Weddin Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building Works' form.
6. Prior to the commencement of work on the site, all erosion and sediment control measures shall be implemented and maintained prior to, during and after the construction phase of the development. Controls shall be installed in accordance with the 'Guidelines for Erosion and Sediment Control on Building Sites' developed by the Department of Land and Water Conservation 2001 as published on the NSW Department of Planning, Industry and Environment website - <https://www.environment.nsw.gov.au/-/media/OEH/Corporate-Site/Documents/Land-and-soil/guidelines-erosion-sediment-control-building-sites.pdf>
7. Prior to undertaking any works within the road reserve area (footpath), the Applicant must obtain consent from the roads authority (Council) pursuant to Section 138 of the Roads Act 1993 for the carrying out of works in a road reserve.
8. All building rubbish and debris, including that which can be windblown, shall be contained on site in a suitable container for disposal at an approved Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project. No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road. The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

9. Prior to the issue of a Construction Certificate, structural certification is to be provided to Weddin Shire Council prepared by a qualified practicing structural engineer, certifying that the changes to the existing awning, and new verandah and awning will comply with the Performance Requirements of Part 2.1, Structure, of the Building Code of Australia. The certification is to take into account likely incidental impact by vehicles.
10. Detailed plans of the proposed verandah and awning indicating the following elements must be submitted to Weddin Shire Council for approval, prior to the issue of a construction certificate:
 - (i) The verandah and awning must not extend past the inside line of the existing street gutter;
 - (ii) Galvanised roofing and drainage elements to be used throughout the building;
 - (iii) Roof sheeting to have corrugate profile;
 - (iv) Quad profile gutters with external brackets to be used;
 - (v) Round downpipes and spreaders to be used;
 - (vi) The underside of the verandah and upper awning are not to have soffits or linings;
 - (vii) The window is to change to a French window;
 - (viii) External colours for each building element to be in keeping with the heritage conservation area;
 - (ix) Changes or intervention into the original building fabric to incorporate soft mortars with no hard cements and impervious joints between the original building and new work.

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

11. The rare 'Bushell's' sign located on the shop front window must be maintained and protected at all times during the construction process.
12. In accordance with Clause 162A of the Environmental Planning and Assessment Regulation 2000, where Council is nominated as the Certifier, the works must be inspected by Council at the times specified below:
 - (a) After excavation for, and prior to the placement of, any footings;
 - (b) In the case of a swimming pool, as soon as practicable after the barrier (if one is required under the Swimming Pools Act 1992) has been erected;
 - (c) Prior to pouring any in-situ reinforced concrete building element;
 - (d) Prior to covering of the framework for any floor, wall, roof or other building element;
 - (e) Prior to covering waterproofing in any wet areas;
 - (f) Prior to covering any stormwater drainage connections; and
 - (g) After the building work has been completed and prior to any Occupation Certificate being issued in relation to the building.

Where Weddin Shire Council is required to carry out inspections the principal contractor for the building site, or the owner-builder, must notify Council at least 48 hours before each required inspection needs to be carried out. Failure to obtain an inspection of the works at the times specified above may prevent an Occupation Certificate being issued for the development.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

13. The demolition works shall comply with the provisions of Australian Standard AS2601:2001 The Demolition of Structures and the Work Health and Safety Act 2011.
14. Demolition works are to be carried out so as not to cause damage to adjacent and adjoining properties. All damage arising from the removal of the existing awning is to be made good and any necessary repairs and renovations are to be carried out immediately.
15. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.
16. All storage of goods and building materials and the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. All vehicles must be parked legally and no vehicles are permitted to be parked over the public footpath. The unloading of building materials over any part of a public road by means of a lift, hoist or tackle projecting over the footway will require separate approval under Section 68 of the Local Government Act 1993.
17. Building activities and excavation work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on weekdays and 8.00 am and 1.00 pm on Saturdays. No work on Sundays or Public Holidays is permitted.
18. All roofed and paved areas are to be properly drained in accordance with the Plumbing Code of Australia and discharged to Council's Stormwater Management System in Main Street.
19. As soon as is practical, and within a maximum of 7 days following the placement of any roofing material, all guttering and downpipes must be installed and connected to Council's drainage system.
20. The new verandah and awning must not extend past the inside line of the existing street gutter.

CONDITIONS TO BE COMPLIED WITH PRIOR TO OCCUPATION OR COMMENCEMENT OF USE

21. Prior to occupation or use of the verandah and awning the existing building, smoke alarms within the entire building are to be upgraded where necessary to comply with the requirements of the Building Code of Australia.
22. The Applicant must not commence occupation or use of the verandah and awning until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.\

ADVICE

Aboriginal Heritage

If, during work, an Aboriginal object is uncovered then WORK IS TO CEASE IMMEDIATELY and the Office of Environment & Heritage is to be contacted urgently on (02) 6883 5300. Under the National Parks and Wildlife Act 1974 it is an offence to harm an Aboriginal object or place without an 'Aboriginal heritage impact permit' (AHIP). Before making an application for an AHIP, the applicant must undertake Aboriginal community consultation in accordance with clause 80C of the NPW Regulation.

Dial Before You Dig

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

Telecommunications Act 1997 (Commonwealth)

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on Phone Number 1800 810443.

Water Supply

Reticulated water mains in the Weddin Shire Council are controlled and managed by Central Tablelands Water. Where a new or modified connection to the water mains system is needed, you must contact Central Tablelands Water on 02 63917200 or at water@ctw.nsw.gov.au

ASSESSMENT REPORT

Introduction

Development Application No. 20/2021 proposes additions to an existing commercial building (verandah and awning) located at Lot 2 DP 233852, 66 Main Street Grenfell. Copies of the site plan, elevation plans and Statement of Environmental Effects are included in the Attachment to this report. The application was lodged by Andy's Design and Drafting.

Description of Site

The site is located in the lower end of Main Street and has a total area of 714.91m². Vehicular access to the site is gained from George Street which is a sealed road. A two (2) storey building is located on the southern portion of the property facing Main Street, with an awning extending from this building over Council's footpath area. The lower storey of the building is used for commercial purposes, with the upper storey historically being used for residential accommodation and storage. A galvanised iron shed building is located on the northern portion of the site. The property is generally surrounded by other commercial developments.

Description of Proposal

The applicant proposes additions to the existing building facing Main Street comprising of a new verandah and awning extending over Councils footpath area. The new structures will require the partial demolition of the existing street awning attached to building. An upper storey window will also be modified to a doorway in order to allow access to the new verandah.

The new verandah and awning are proposed as timber framed structures with a metal sheet roof. The structures aim to replicate a historical verandah and awning which was attached to the subject building.

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 20/2021:

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

Weddin Local Environmental Plan 2011

The subject land is zoned B2 Local Centre under the provisions of Weddin Local Environmental Plan 2011. Additions to an existing commercial building is permissible with consent in the B2 Local Centre zone.

Clause 2.3(2) of the Weddin Local Environmental Plan 2011 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 objectives of the B2 Local Centre zone are as follows:

B2 Local Centre

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

The proposal will add to the current retail and business use of the property and serve the needs of the current occupants. The current commercial use of the premises encourages employment opportunities in the central business district and enables customers which utilise public transport or walk and cycle to the area to patronise the business.

Clause 5.10 Heritage Conservation

The subject allotment is located within a Heritage Conservation Area. In accordance with clause 5.10(4) of the LEP, a consent authority must, before granting consent, consider the effect of the proposed development on the heritage significance of the item or area concerned.

Historic photographic evidence from circa 1880's and 1915 indicates that the building on the allotment originally contained a two-storey posted verandah and awning extending over the footpath area. It appears that the verandah was removed from the building sometime after this era and replaced with the current awning. The first storey doors which lead to the verandah were also converted to the current windows.

The development application was referred to Councils Heritage Advisor for comment. No objection was raised to the development subject to compliance with recommended conditions being included in the development consent. Details relating to the Heritage Advisors comments are referred to later in this report.

The proposed development aims to reinstate the verandah and awning to the building to be similar to its original form. It is assessed that the proposed development will not unduly effect the heritage significance of the building or wider heritage conservation area, subject to compliance with those conditions included in the recommendation. It is considered that the proposal will help to reinstate the building to its original form and add to the character of the Main Street.

State Environmental Planning Policies

The following State Environmental Planning Policies are considered relevant to Council's consideration:

State Environmental Planning Policy (SEPP) No 55—Remediation of Land

Under SEPP 55 a consent authority must not consent to the carrying out of any development on land unless:

- (a) it has considered whether the land is contaminated, and
- (b) if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and
- (c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose

There are no known prior land-uses on the development site that are likely to have resulted in the contamination of the land. A site inspection of the property did not reveal any evidence of contamination. The Statement of Environmental Effects submitted with the application does not mention any previous land use likely to have resulted in contamination of the site. It is assessed that no further investigation regarding land contamination is warranted.

S4.15 (1) (a) (ii) Any draft Environmental Planning Instrument

There are no draft Environmental Planning Instruments that apply to the development.

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

Weddin Shire Development Control Plan 2014

Chapter 10 – Commercial Development.

The proposed development has been assessed to comply with the applicable requirements of Chapter 10 of Weddin Shire DCP.

Chapter 12 – Demolition

Subject to compliance with the recommended conditions of consent, the proposed development has been assessed to comply with the requirements of Chapter 12 – Demolition of the Weddin Shire DCP.

Chapter 13 – Heritage

Subject to compliance with the recommended conditions of consent, the proposed development has been assessed to comply with the requirements of Chapter 13 – Heritage, of the Weddin Shire DCP. The application was referred to Councils Heritage Advisor, who raised no objection to the development subject to the conditions included in the recommendation.

S 4.15(1)(a)(iiia) 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(1)(a)(iv) The EP & A Regulations

Section 4.15(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 the Weddin Shire and therefore Clause 92(1) (a) and (b) are not applicable to this development proposal. The proposal does involve a small amount of demolition work associated with the partial demolition of the existing street awning and the conversion of an upper storey window to a door. A condition has been included in the recommendation requiring compliance with AS 2601 in accordance with Clause 92(2).
- Clause 93 – The proposal does not involve the change of a building use for an existing building, or the use of an existing building as a place of public entertainment and therefore the requirement to consider fire safety and structural adequacy of buildings in accordance with Clause 93 is unnecessary.
- Clause 94 – The proposal does involve the rebuilding, alteration, enlargement or extension of an existing building or place of public entertainment and therefore a consent authority must consider the upgrading of buildings into total or partial conformity with the Building Code of Australia. It is considered appropriate that suitable fire safety measures are upgraded to service the upstairs area. A condition has been included in the recommendation that smoke alarms complying with the Building Code of Australia be installed to service the upper floor area of the building.
- 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.

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

Section 4.15(1)(b) requires 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 property is located within the CBD area of Grenfell. The area is characterised by a variety of commercial businesses, some of which incorporate residential accommodation on the upper storeys. There are a number of buildings in the surrounding area which incorporate front verandah and awnings. The proposed development is considered to be consistent with the character and setting of the area.

Access, Transport and Traffic

Vehicular access to the site is currently gained via George Street. Pedestrian access for customers and occupants can be gained via the main points of entry to the building off Main Street. The proposed development will not significantly impact on access, transport or traffic. A condition has been included in the recommendation to ensure that the proposed verandah and awning does not extend past the kerb and gutter line in the Main Street.

Public Domain

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

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Heritage

As discussed in other parts of this report, the development site is located within a Heritage Conservation Area. The proposal is to reinstate a verandah and awning which was historically attached to the building. Subject to compliance with the conditions included in the recommendation, the proposal will add to the character of the building and will not unduly impact on the heritage significance of the building or surrounding area.

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 application will not impact on existing water, sewer or stormwater infrastructure. The application is unlikely to create any adverse impacts on surface water or groundwater as previously addressed in this report.

Soils

The application will not have a negative impact on soils in the locality.

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. 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.

Energy

The proposed buildings are not expected to greatly increase the use of energy and are Basix excluded development under the Environmental Planning and Assessment Regulation 2000. Therefore a Basix certificate is not required.

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.

Natural Hazards

The land is not mapped as bushfire or flood prone land or subject to any other identified natural hazards.

Technological Hazards

There are no identified technological hazards.

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

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.

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 not identified as bushfire or flood prone 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 Act or Regulation(s)

Public Consultation

The Development Application was not required to be advertised or notified in accordance with Council's Development Control Plan 2014. As a result, no objections were received in relation to the proposed development.

Public Authority Consultation:

The subject development application did not require any consultation with public authorities.

S4.15(1)(d) 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. The proposed development will not impose any identified adverse economic or social impacts on the local community.

Internal Referrals

Council Engineering Department

The development application was referred to Council's Engineering Department for comment. The following two (2) conditions were recommend for inclusion in the development consent.

Application for consent for works & structures in/on a public road

Where works are proposed within the road reserve, formal approval must be obtained from Council (as the Roads Authority or as required under Section 138 of the Roads Act 1993). Works within the road reserve may include activities like erecting a structure, digging up or disturbing the surface of a public road to construct a driveway, removing or interfering with a formation, or any other activities as defined within the Roads Act 1993.

Stormwater drainage

Stormwater and roof water drainage runoff from the structure must be piped and connected to the nearest Street kerb.

Council Heritage Advisor

The development application was referred to Council's Heritage Advisor with the following comments being received:

Historic evidence supports a 'reconstruction' of a posted verandah, however better and clearer detailing is necessary.

Note: Burra Charter definition 1.8 "Reconstruction means returning a place to a known earlier state and is distinguished from restoration by the introduction of new material."

No objection on heritage grounds subject to the above and conditions below:

1. Solid protection over the plate glass window containing the rare 'Bushell's' sign, to be erected prior to any working commencing on site,
2. Detailed drawings are to be provided to the satisfaction of the Heritage Advisor prior to the issuing of a Construction Certificate.
3. Only to use galvanised roofing and associated drainage elements throughout: no colour, colorbond or zinalume. Materials to be, but not exclusively elements such as:
4. Roof sheets corrugate profile
5. Quad profile gutters with external brackets
6. Round down pipes and spreaders.
7. Verandah upper and street level roofs to have no soffits or linings.
8. Wind and vehicle impact to be to engineering specifications.
9. Change window to a French Window.
10. External colours to be agreed with the Council's Heritage Advisor, prior to issuing a Construction Certificate.
11. Where changes or intervention into the original fabric, only soft mortars to be use, no hard cements and impervious joints between original and new work.

Section 7.11 & 7.12 Contributions

Council does not have a Section 7.11 or Section 7.12 Contributions Policy and therefore such contributions are not applicable to the proposed development.

CONCLUSION

Development Application No. 20/2018 proposes additions to an existing commercial premises (verandah and awning) on Lot 2 DP 233352, 66 Main Street, Grenfell.

The application was supported by a Statement of Environmental Effects 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 the B2 Local Centre zone and is consistent with the existing land-use activities of the locality.

Having considered the documentation supplied by the applicant, the findings of site inspection(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

Development Plans and Statement of Environmental Effects

025 **RESOLVED:** Cr Brown and Cr Bembrick that: -

- i) Council 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*.
- ii) the Development Application No. 20/2021, for additions to an existing commercial premises (verandah and awning) on Lot 2 DP 233852, 66 Main Street Grenfell, be approved subject to the conditions stipulated above.

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

FOR: Crs Liebich, Best, Bembrick, Brown, Diprose, McKellar, Niven, O'Byrne and Parlett.

AGAINST: Nil

LUKE SHEEHAN

DIRECTOR ENVIRONMENTAL SERVICES

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

ACTION LIST

INSPECTIONS AND MEETINGS		STATUS	BY
March 2020	1. <u>Aboriginal Land Claims Investigation Unit</u> : Cr Diprose and a staff member to attend meeting in Dubbo.	In Progress	GM
April 2021	2. <u>New Grenfell Sewer Treatment Plant</u> : conduct a commissioning workshop for Councillors.	In Progress	DES
June 2021	3. <u>Draft Renewable Energy Action Plan</u> : organise a presentation by <i>100% Renewables</i> to Councillors.	In Progress	DES
DEFERRED ACTIVITIES			
May 2018	1. <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	2. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	3. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
November 2019	4. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
March 2020	5. <u>Council Meeting Agenda</u> : alter Agenda and Reports to align with CSP.	In Progress	GM
August 2020	6. <u>Annual Returns of Interest</u> : review other positions.	In Progress	GM
	7. <u>Council Meetings – Webcasting</u> : investigate option to livestream remotely.	In Progress	GM/DCS
October 2020	8. <u>Sec 355 Committees Review</u> : submit draft Operational Manual and Event Management Guidelines to Council for formal adoption.	In Progress	GM
	9. <u>Proposed Bumbaldry Recycling Service</u> : extend garbage service to Bumbaldry area.	In Progress	DES
November 2020	10. <u>Historic Homes Books</u> : Develop options for memento acknowledging the Grenfell Sesquicentenary.	In Progress	GM
February 2021	11. <u>Safety Audit – Adelargo Road</u> : conduct road safety audit.	In Progress	DE
	12. <u>The Grenfell Henry Lawson Festival of Arts</u> : undertake website upgrade.	In Progress	GM/DCS
March 2021	13. <u>Grenfell Main Street Renewal Modification</u> : run a conduit pipe for future electric car charging stations.	In Progress	DE
	14. <u>Regional Events Acceleration Fund</u> : submit grant funding application for Henry Lawson Festival.	In Progress	GM/DCS
April 2021	15. <u>Policy for Naming/Renaming of Council Assets</u> : resubmit policy to Council for formal adoption.	In Progress	DE
May 2021	16. <u>Memorial Plaque – Lawson Oval</u> : arrange plaque installation.	In Progress	DES
	17. <u>Extension of DWM Service</u> : extend service.	In Progress	DES/DE

ACTION LIST

June 2021	18. <u>Membership of Council Committees:</u> invite applications for community representative positions.	In Progress	GM
	19. <u>Draft Renewable Energy Action Plan:</u> resubmit to Council for formal adoption.	In Progress	DES
	20. <u>LiveBetter Proposal:</u> sign the lease of the Grenfell Internet Centre.	In Progress	GM
	21. <u>Grenfell Main Street Renewal:</u> engage a contractor to install private street lighting and liaise with Heritage Advisor to determine suitable colour.	In Progress	DE

**For Information
Noted**

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

- 1. ATTENDANCE:** Belinda Power, Chad White, Kelly Hillsley, Cathy Gilbert, Ray Smith, Cr Carly Brown, Cr Jan Parlett, Virginia Osborne, Lance Troy, Grant Simpson, Maurice Simpson
- 2. APOLOGIES:** Cr Mark Liebich, Cr Steve O'Byrne, Marie Cotter, Warwick Crampton, Joan Eppelstun, Glenda Howell, Glenn Carroll, Liz Carroll, Amber Atkins, Warwick Simpson

Resolved: Lance Troy/Grant Simpson that the apologies be accepted. **CARRIED**

- 3. PRESIDENT'S WELCOME:** President Belinda Power welcomed everyone to the meeting.

- 4. MINUTES:** 5 May 2021

Resolved: Cr Carly Brown/Chad White that the minutes of the previous meeting be confirmed. **CARRIED**

- 5. BUSINESS ARISING:** Nil

- 6. CORRESPONDENCE:**

Incoming

- Murphy's Puppets email
- Australia Post statement

Outgoing

- Nil

Resolved: Cr Jan Parlett/Lance Troy that the inwards and outwards correspondence be received and endorsed. **CARRIED**

- 7. TREASURERS REPORT:**

- The financial year has changed to 1 July – 30 June to align with Section 355 committee rules.

Resolved: Ray Smith/Cathy Gilbert called for membership nominations. **CARRIED**

- All those present paid the membership fee.
- MYOB is being reconstructed
- May and June reconciliations were tabled. See attached.

Resolved: Lance Troy/Chad White that the HLF committee request that Council provide advice and guidance regarding the roles, responsibilities and financial obligations of a Section 355 committee. **CARRIED**

- There will be an ongoing membership register created within MYOB

Resolved: Ray Smith/Lance Troy that the treasurer's report be accepted. **CARRIED**

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

8. GENERAL BUSINESS:

- The next Council meeting is 29th July 2021 before Council goes into caretaker mode.
- A report from the Tilma Group is due 19th July 2021.
- The Steering Committee will meet 20th July 2021 to discuss the report.

Resolved: Maurice Simpson/Lance Troy that Cathy Gilbert approach the General Manager to advise there will be late business for the Council meeting of the 29th July, including recommendations from the Tilma Group Report. **CARRIED**

Resolved: Grant Simpson/Chad White that the HLF committee hold an extraordinary meeting on 21st July at 7pm to consider the recommendations of the strategic review. **CARRIED**

- Cathy and Belinda thanked everyone who filled out a survey. There was a good response.
- An REAF grant application was submitted for \$50,000 for a potential concert to be held during the 2022 festival
 - Held at the showground
 - Maurice attended a meeting of the showground trust who were not happy that they weren't approached, after they heard rumours about it.
 - The Showground Trust will accept an EOI

Resolved: Cr Carly Brown/Grant Simpson that the HLF committee endorse the steering committee application to REAF. **CARRIED**

Resolved: Cr Jan Parlett/Grant Simpson that Belinda Power attend the next meeting of the Showground Trust to express an interest in using the showground during HLF 2022 to possibly stage a concert, subject to grant success. **CARRIED**

- An email will be sent to Leigh Hay advising that the possible theme for the 2022 festival will be "100, Not Out", and that the committee has applied for funding for a concert.

9. DATE FOR NEXT MEETING: An extraordinary meeting will be held 21st July at 7pm

10. CLOSE: 9:15pm

027 RESOLVED: Cr Brown and Cr Parlett that except where otherwise dealt with the Minutes of The Grenfell Henry Lawson Festival of Arts Committee meeting be adopted.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS COMMITTEE
EXTRA-ORDINARY MEETING HELD WEDNESDAY 21 JULY 2021 AT 7:00PM (C2.6.32)**

- 1. ATTENDANCE:** Belinda Power, Chad White, Cathy Gilbert, Ray Smith, Cr Mark Liebich, Cr Steve O'Byrne, Cr Jan Parlett, Warwick Simpson, Deb Stanton, Sharon Eppelstun, Grant Simpson, Ginny Osborne.
- 2. APOLOGIES:** Kelly Hillsley, Cr Carly Brown, Warwick Crampton, Terry Carroll, Deidre Carroll, Glenn Carroll, Liz Carroll, Lance Troy, Glenda Howell, Maurice Simpson.

Resolved: Chad White/Ginny Osborne that the apologies be accepted. **CARRIED**

- 3. PRESIDENT'S WELCOME:** President Belinda Power welcomed everyone to the meeting and thanked them for coming.

4. FESTIVAL REVIEW DRAFT:

- The draft of the festival review was received on Tuesday 20th July 2021.
- The steering committee met and agreed on amendments to the draft, which were forwarded to the Tilma Group.
- The objectives of the festival, as noted by the Tilma Group, were read to the meeting.
- A discussion was had about the need for Council to hire a Community Development Officer, and what their role would be.

Resolved: Cathy Gilbert/Ray Smith that the committee recommend to Council that they advertise and commence the Community Development Officer Role immediately. **CARRIED**

Resolved: Cathy Gilbert/Warwick Simpson that the committee recommend to Council that the Community Development Officer be advertised as full-time. **CARRIED**

- The review will be submitted to Council by Friday 23rd July 2021

- 5. CLOSE:** 7.23pm

028 RESOLVED: Cr Diprose and Cr Brown that: –

- i) except where otherwise dealt with the Minutes of The Grenfell Henry Lawson Festival of Arts Extra-Ordinary meeting be adopted
- ii) Council support the Committee's recommendations in principle, subject to the receipt and consideration of the strategic review Final Report as well as a further report by the Director Corporate Services regarding the suggested Community Development Officer position.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD FRIDAY 23 JULY 2021 COMMENCING AT 10:00AM (E1.1.5)**

1. **PRESENT:**
 - Jaymes Rath (Chair – WSC)
 - Jacob Reeves (Acting LEOCON)
 - Andrew Noble (Ambulance NSW)
 - Dean Campbell (Fire & Rescue NSW)
 - David Sheehan (SES)
 - Trish Malone (REMO)
 - Jackie Skinner (NSW Health)
 - Steven Pereira (LLS)
 - Harvey Nicholson (Risk Manager – Cowra Shire Council)
 - Pauline Rowston (NSW Health)

2. **APOLOGIES:**
 - Maurice Simpson (Observer – SES)
 - Robyn Favelle (RFS)
 - Paul Lloyd (REMO)
 - Matthew Johnson (Fire & Rescue NSW)

Resolved: David Sheehan and Andrew Noble that the apologies be accepted.

3. **MINUTES:** 27 April 2021

Resolved: Trish Malone and David Sheehan that the minutes of the meeting held 27 April 2021 be adopted.

4. **MATTERS ARISING:**
 - Nil

5. **CORRESPONDENCE:**
 - Nil

6. **MEMBERS' REPORTS:**

- 6.1. **REMO Report**

Closely monitoring COVID-19 situation; had to cancel training for the month of August; informing LEMC as information comes through.

- 6.2. **Police NSW**

Monitoring COVID situation closely, trying to prevent the spread from metropolitan areas to regional areas.

Looking at random breath testing as a form of a check point to ensure there is no travel between those areas.

Police are actively speaking with businesses.

The major risk in Grenfell is people in regional areas sneaking to the coast for the weekend and returning without self-isolating.

- 6.3. **Weddin Shire Council**

Closely monitoring; have organised the location for a mass testing facility.

- 6.4. **Ambulance NSW**

Introduced Daniel Clark from Orange.

Monitoring PPE levels and all seem to be adequate. Now transferring patients to Bathurst instead of Orange to keep out of the red zone.

- 6.5. **Fire & Rescue NSW**

Current Industrial issues with staff being forced to attend work in Red zones.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD FRIDAY 23 JULY 2021 COMMENCING AT 10:00AM (E1.1.5)**

6.6. Rural Fire Service

No training face-to-face; staff separated in different vehicles. Business as usual.

6.7. State Emergency Service (SES)

Cancelled all face-to-face training; currently utilising Microsoft Teams platform for training. Still fully operational.

6.8. Local Land Services

Face to face training has been cancelled.

Training co-ordinator has been seconded.

Mice Plague: estimating that numbers will be higher than average. Lots of hay lost on the western side of the Shire.

6.9. NSW Health

Pauline Rowston introduced herself and spoke about a mass testing clinic in Grenfell. Henry Lawson Oval was agreed upon as the appropriate location.

400 people have been tested in one day at Blayney; prepare for those kind of numbers at Henry Lawson Oval if Grenfell has any confirmed cases.

Hospital staff will help at HLO if deemed necessary.

Contingency planning in place for backup staff crews. Sydney staff who travel to Grenfell on a regular basis have been undertaking mandatory testing regularly to ensure the safety of the population.

7. **GENERAL BUSINESS:**

7.1. Training

Register for online courses as they are available now. All of August cancelled. Resilience training is the Emergency Management courses.

8. **NEXT MEETING:** 6 August 2021 at 10:00am.

9. **CLOSURE:** There being no further business to discuss the meeting closed at 10.26am.

029 **RESOLVED:** Cr Brown and Cr McKellar that except where otherwise dealt with the Minutes of the Local Emergency Management Committee meeting be noted.

**MINUTES OF THE RESCUE COMMITTEE MEETING
HELD FRIDAY 23 JULY 2021 COMMENCING AT 10:28AM (E1.1.5)**

1. **PRESENT:** Jaymes Rath (Chair – WSC)
Jacob Reeves (Acting LEOCON)
Andrew Noble (Ambulance NSW)
Dean Campbell (Fire & Rescue NSW)
David Sheehan (SES)
Trish Malone (REMO)
2. **APOLOGIES:** Maurice Simpson (Observer – SES)
Harvey Nicholson (Risk Manager – Cowra Shire Council)
Robyn Favelle (RFS)
Paul Lloyd (REMO)
Matthew Johnson (Fire & Rescue NSW)

3. **MINUTES:** 27 April 2021

Resolved: Trish Malone and David Sheehan that the minutes of the meeting held 27 April 2021 be adopted.

4. **MATTERS ARISING:**

Nil

5. **CORRESPONDENCE:**

Nil

6. **MEMBERS' REPORTS:**

- 6.1. Police NSW

Crash at Bumbaldry and acknowledged all the good work from the volunteer agencies. New LEOCON has been nominated and selected.

- 6.2. Weddin Shire Council

Flooding on roads, deteriorating conditions, currently in the process of lodging a natural disaster claim.

- 6.3. Ambulance NSW

Nothing to report, quiet.

- 6.4. Fire & Rescue NSW

Lost Regional Rescue Instructor, have currently got the job advertised.

- 6.5. Rural Fire Service (RFS)

Quiet with the wet weather. Have had approximately 10 jobs since last meeting.

- 6.6. State Emergency Service (SES)

Water over road on New Forbes Road.

7. **GENERAL BUSINESS:**

Nil

8. **NEXT MEETING:** 6 October 2021 following the LEMC meeting.

9. **CLOSURE:** There being no further business to discuss the meeting closed at 10:40am.

030 RESOLVED: Cr Bembrick and Cr Diprose that except where otherwise dealt with the Minutes of the Rescue Committee be noted.

**MINUTES OF THE BOGOLONG DAM PRECINCT COMMITTEE MEETING
HELD FRIDAY 23 JULY 2021 COMMENCING AT 2:00PM (C2.6.44)**

1. **WELCOME:** by Chairperson
2. **PRESENT:** J Rath, Cr M Liebich, D Nealon, R Grimm, Alan Griffiths
3. **APOLOGIES:** G Carroll, Cr S O'Byrne, Cr P Best

Resolved: J Rath and R Grimm that the apologies be accepted.

4. **MINUTES:** 21 April 2021

Resolved: J Rath and D Nealon that the minutes of the meeting held 21 April 2021 be adopted.

5. **MATTERS ARISING:**
Nil

6. **CORRESPONDENCE:**
Nil

7. **BUDGET UPDATE:**
J Rath presented up-to-date expenditure regarding the project.

Noted

8. **GENERAL BUSINESS:**

- 8.1. **DRAFT Bogolong Dam Precinct Masterplan:**
The draft Masterplan was discussed and changes were proposed for the Consultant to update before it is submitted to Council. The draft Masterplan will be submitted to the August 2021 Council meeting.

Noted

9. **BUSINESS WITHOUT NOTICE:**
Nil

10. **NEXT MEETING:** 8 October 2021 commencing at 2:00pm.

11. **CLOSURE:** There being no further business to discuss the meeting closed at 3:00pm.

031 RESOLVED: Cr Brown and Cr McKellar that except where otherwise dealt with the Minutes of the Bogolong Dam Precinct Committee meeting be adopted.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 27 JULY 2021 COMMENCING AT 8:30 AM (C2.6.10)**

1. **PRESENT:** M Chalmers, L Sheehan and J Rath
2. **APOLOGY:** G Carroll
3. **MINUTES:** 22 June 2021

Resolved: J Rath and L Sheehan that the minutes of the meeting held 22 June 2021 be adopted.

4. **PEOPLE:**

<u>Learning development</u> - Strategic	i) <u>Traffic Control/Signage:</u> process implemented to ensure signage inspected on a regular basis. Process reviewed on a regular basis. ii) <u>Training Plans:</u> to be undertaken for individual employees emanating from Annual Assessments. iii) <u>Henry Lawson Festival:</u> strategic review completed. Further reported in Acting General Manager's report.	DE All All
<u>Resource planning</u> - Strategic	i) <u>Resourcing Strategy:</u> formally adopted at the June 2021 Council meeting. ii) <u>Operational Plan 2021/2022:</u> Completed iii) <u>Annual Report:</u> to be forwarded to the Office of Local Government by 30 November 2021. iv) <u>New Improvement Plan:</u> action plan being implemented. v) <u>RMS Contract:</u> reported in Director Engineering's report. vi) <u>Engineering Strategic Planning Meetings:</u> held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2021/2022. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	GM All GM GM DE DE
- Operational	vii) <u>Other Programs:</u> in progress.	DE
<u>Recruitment</u> - Operational	i) <u>Engineering:</u> General Labourer currently being advertised internally. Applications close 4 August 2021. ii) <u>Engineering:</u> 3 x General Labourer (Temporary up to 12 months) currently being advertised. Applications close 9 August 2021. iii) <u>Corporate Services:</u> IT Projects Officer (Temporary up to 3 years) currently being advertised. Applications close 20 August 2021. iv) <u>Environmental:</u> Resourcing at Council pools needs to be investigated for the 2021/22 season.	DE DE DCS DES/DCS
<u>Appointments</u> - Operational	i) <u>Engineering:</u> Storeperson appointed. Commenced 5 July 2021. ii) <u>Engineering:</u> Trainee Biosecurity Officer appointed. Commenced 12 July 2021.	DE DE

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 27 JULY 2021 COMMENCING AT 8:30 AM (C2.6.10)**

<u>Health and Wellbeing</u> - Strategic	i) <u>Proposal for Health and Wellbeing:</u> Health and Wellbeing program previously developed on a voluntary basis to improve the Health and Wellbeing of staff as individuals and team members. OZhelp provides programs that will be able to assist. The program includes a benchmarking report to employers giving them a snapshot of the overall health of their workforce. Activity completed and overall acceptance of success of program. Results received. To be discussed and final outcomes to be presented to staff as soon as possible after COVID-19 restrictions are lifted.	All
	ii) <u>Health and Wellbeing/Mental Health training:</u> to be organised in 2020/2021 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace. DCS, DES, and DE have attended training in July.	DES/DCS

5. RESOURCES:

<u>Financial</u> - Strategic	i) <u>Grant Funding Applications:</u> Council contribution required to be identified prior to application being submitted. Future capital projects reserve will be able to assist in sourcing Council's contribution.	All
<u>Information</u>	Nil	
<u>Physical – Assets</u> - Strategic	i) <u>Sewerage Treatment Works Upgrade:</u> in progress. Further reported in DES report. Will be reported in DE report moving forward.	DES
	ii) <u>Grenfell Main Street Renewal:</u> works in progress. Contractor to be engaged to install private street lighting. Further reported in DE report.	DE
- Operational	iii) <u>Quandialla Recycling Depot:</u> operating very well. Director Environmental Services monitoring.	DES
	iv) <u>O'Brien's Tributary:</u> preferred schemes currently being investigated by the Flood Management committee. Funding to be then sourced.	DE
	v) <u>Industrial Land:</u> consideration being given to purchasing additional land.	GM/DE/DES
<u>Human Resources</u>	i) <u>HR Resources:</u> Peter Quinn engaged to provide HR services. To be further considered in future Organisation Structure review.	All
<u>Risk Management</u>	i) <u>WHS Resources:</u> to be further considered in future Organisation Structure review. Interim arrangements to be made.	All
<u>Information Technology</u>	i) <u>IT Resources:</u> to be further considered in future Organisational Structure review. Interim arrangements to be made.	All
<u>Investment</u>	Nil	

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 27 JULY 2021 COMMENCING AT 8:30 AM (C2.6.10)**

6. SYSTEMS:

<u>Governance</u>	Nil	
<u>Compliance</u> - Strategic	i) <u>Systems Review</u> : systems such as procurement and delegations to be reviewed. ii) <u>Local Environment Plan (LEP) Review</u> : development of land use strategy in progress. iii) <u>Waste Strategy</u> : to be submitted to Council for formal adoption. iv) <u>Webcasting of Council Meeting</u> : currently being undertaken as per Council's Code of Meeting Practice.	DCS/DE/GM DES DES GM/DCS
<u>Risk</u> - Operational	i) <u>Department of Fair Trading (DFT)</u> : compliance reporting systems regarding building inspections to be implemented. Monthly reporting continuing to be provided to the Department of Fair Trading through internal system. ii) <u>Submission of DA's</u> : all submissions processed online from 1 July 2021.	DES DES

7. COMMUNICATIONS AND ENGAGEMENT:

<u>Agendas for OLT and OET</u>	Being utilised.	GM
<u>Charters for OLT and OET</u>	Being utilised.	GM
<u>Communication Plan and Engagement Strategy</u>	Being utilised.	DCS
<u>OLT and OET Terms of Reference</u>	Being utilised.	DES
<u>Staff engagement – Organisational Engagement Team</u>	<ul style="list-style-type: none"> • Meetings held. • Store system / Depot Improvement Plan being implemented. • Other recommendations to be pursued when submitted. • Quarterly meetings being held with indoor and outdoor staff. Next meetings to be held Thursday 29 July 2021. 	GM DCS/DE All All

8. NEXT MEETING: Tuesday, 17 August 2021 at 8:30am.

9. CLOSURE: There being no further business to discuss the meeting closed at 4:38pm.

032 RESOLVED: Cr McKellar and Cr Bembrick that except where otherwise dealt with the Minutes of the Organisational Leadership Team (OLT) meeting be noted.

QUESTIONS WITH NOTICE

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

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.

- 033 RESOLVED:** Cr Diprose and Cr Bembrick 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

MAYORAL MINUTE

1. **The General Manager's 360-degree Review, P4.10015/4**

LATE MOTION WITH NOTICE

1. **The General Manager's 360-degree Review, P4.10015/4**
Reason for confidentiality: staff matter (Section 10A(2)(a))

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

1. **Proposed Extension of Kerbside Waste Collection Service to Villages, E3.3.1**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

DIRECTOR ENGINEERING'S REPORT

1. **Regional Contract for the Supply and Delivery of Linemarking Services, T1.8.6**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

DIRECTOR ENGINEERING'S LATE REPORT

2. **Grenfell Main Street Renewal - Supply and Lay by Night of AC10 Asphalt, T1.2.5**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

038 RESOLVED: Cr Parlett and Cr Diprose that the meeting return to Open Council.

REPORT ON CLOSED COUNCIL

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

MAYORAL MINUTE

1. The General Manager's 360-degree Review, P4.10015/4

MOVED: that: -

- i) Resolution No. 420 from the May 2021 Council meeting, which reads "*that the General Manager complete a 360-degree review as part of this upcoming annual review*" be rescinded
- ii) the above be replaced with the following: -
 - "that: -
 - a. *the completed 360-degree review of the General Manager be referred to the General Manager's Performance Review Panel*
 - b. *the Panel use the 360-degree review results solely for the General Manager's use and development.*"

Motion WITHDRAWN

LATE MOTION WITH NOTICE

1. The General Manager's 360-degree Review, P4.10015/4

Reason for confidentiality: staff matter (Section 10A(2)(a))

MOVED: that: -

- i) Resolution No. 420 from the May 2021 Council meeting, which reads "*that the General Manager complete a 360-degree review as part of this upcoming annual review*" be rescinded
- ii) the above be replaced with the following wording: "*that the General Manager complete a 360-degree review as part of his upcoming annual review, with the output being exclusively for his own use and development*".

Motion WITHDRAWN

RESOLVED: that: -

- i) Mr Glenn Inglis or a suitable HR consultant be engaged to work with the General Manager to develop a performance review plan based on the 360-degree review
- ii) Mr Inglis or a suitable HR consultant present the above at the General Manager's Review.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

1. **Proposed Extension of Kerbside Waste Collection Service to Villages, E3.3.1**

Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

Noted

DIRECTOR ENGINEERING'S REPORT

1. **Regional Contract for the Supply and Delivery of Linemarking Services, T1.8.6**

Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

RESOLVED: that Council agree to participate in a regional contract for the supply and delivery of linemarking services and advise CNSWJO accordingly.

DIRECTOR ENGINEERING'S LATE REPORT

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

2. **Grenfell Main Street Renewal - Supply and Lay by Night of AC10 Asphalt, T1.2.5**

Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

RESOLVED: that Council endorse the recommendation outlined in the Evaluation Report that the Tender received from '*State Asphalt Services Pty Ltd*' for \$322,220.20 INC GST be accepted.

CLOSURE: There being no further business the meeting closed at 7:46pm.