



# **MINUTES**

## **Ordinary Council Meeting Thursday, 15 September 2022**

**Date: Thursday, 15 September 2022**

**Time: 5:00pm**

**Location: Council Chambers  
Cnr Camp & Weddin Streets  
GRENFELL NSW 2810**

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**MINUTES OF WEDDIN SHIRE COUNCIL  
ORDINARY MEETING  
HELD AT THE COUNCIL CHAMBERS, CNR CAMP & WEDDIN STREETS, GRENFELL NSW 2810  
ON THURSDAY, 15 SEPTEMBER 2022 AT 5:00PM**

**1 OPENING**

In accordance with the WSC Code of Meeting Practice, this meeting will be recorded for the purposes of audio-visual livestreaming via Council's website and Facebook page. Those in attendance are asked to refrain from making any defamatory statements and comply with all relevant WSC codes, policies and procedures at all times.

**2 ACKNOWLEDGEMENT OF COUNTRY**

Weddin Shire Council would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land.

Weddin Shire Council 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.

**3 ATTENDANCE AND APPLICATIONS FOR LEAVE****ATTENDANCE****PRESENT:**

Cr Craig Bembrick (Mayor), Cr Paul Best (Deputy Mayor) [arrived at 5:16pm], Cr Jason Kenah, Cr Michelle Cook, Cr Phillip Diprose, Cr Glenda Howell, Cr Stuart McKellar, Cr Warwick Frame, Cr Jan Parlett

**IN ATTENDANCE:**

Ms Noreen Vu (General Manager), Mr Michael Chalmers (Director Corporate Services), Mr Luke Sheehan (Director Environmental Services)

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Mrs Linda Woods (Acting Director Infrastructure Services)

**LEAVE OF ABSENCE APPLICATION**

**4 CONFIRMATION OF MINUTES**

**RESOLUTION 246/22**

Moved: Cr Diprose

Seconded: Cr Parlett

That Minutes of the Ordinary Council Meeting held 18 August 2022 be taken as read and CONFIRMED.

**CARRIED**

**5 DISCLOSURES OF INTEREST**

<b>Item number and title</b>	11.7: HENRY LAWSON FESTIVAL OF ARTS COMMITTEE
<b>Name</b>	Cr JP Parlett
<b>Type of interest</b>	Non-Pecuniary and Significant (leaving the room)
<b>Interest description</b>	Committee Member – Executive, Main Street Business

<b>Item number and title</b>	11.8: GRENFELL GUNYAH CRAFT SHOP INC
<b>Name</b>	Cr J Kenah
<b>Type of interest</b>	Non-Pecuniary and Not Significant (staying in the room)
<b>Interest description</b>	Declared Non-Pecuniary interest

<b>Item number and title</b>	12.2: GRENFELL MAIN STREET RENEWAL - SEPTEMBER UPDATE
<b>Name</b>	Cr JP Parlett
<b>Type of interest</b>	Pecuniary and Significant (leaving the room)
<b>Interest description</b>	Business Owner Main Street

<b>Item number and title</b>	12.2: GRENFELL MAIN STREET RENEWAL - SEPTEMBER UPDATE
<b>Name</b>	Cr C Bembrick
<b>Type of interest</b>	Pecuniary and Significant (leaving the room)
<b>Interest description</b>	Business Owner

**6 PUBLIC FORUM**

**7 MAYORAL REPORTS/MINUTES****7.1 MAYORAL MINUTE - CONDITIONS OF OUR ROADS****File Number:****Attachments:** Nil**CSP Objective:** Shire assets and services delivered effectively and efficiently**Budget:** \$-**RECOMMENDATION**

That the report be noted as presented.

**RESOLUTION 247/22**

Moved: Cr Frame

Seconded: Cr McKellar

That the report be noted as presented.

**CARRIED**

With all the recent wet weather events and Natural Disaster declared events, our road network has been significantly impacted. I understand that there are many frustrated community members who have been impacted by this. The Weddin Local Government Area was successful in being Declared under the Natural Disaster Declaration for the November 2021 and January 2022 events. Council is currently waiting to hear for the approval of the current August 2022 event. When a Natural Disaster event is declared, this means costs to do emergency repairs and subsequent repairs and constructions will be funded through the NSW Government.

I am told that when these events occur, Council Officers must provide a report to Resilience NSW, outlining the damage that has occurred. Our Shire has 431 kilometres of sealed roads and 527 kilometres of unsealed road infrastructure and our team here do the best that they can do ensure this information is captured. In order to ensure proper accounting and reporting, this requires photos of before the damage has occurred, and providing evidence that the damage has occurred. Council must then estimate the cost of repairs. Emergency repairs are undertaken and then Council must wait for the approval from Resilience NSW before we can commence on the Reconstruction Works. Approval can take up to two (2) months.

It is likely that these works for the recent events will take up to two (2) years to complete. Just like every shire in NSW that has impacted by the significant rainfall events, with some meteorologist reporting that rain has not occurred like this for 60 years, I ask for your patience. We know that the roads require our attention. In the event that you feel that the roads are not passable, please contact the Council's Infrastructure Team.

I understand that some community members have been reporting these matters to me directly and/or to other councillors. These requests are being put into the Council's

customer service request system and they are being noted, inspected and will be programmed to be actioned where required. As a smaller Council, there are many competing pressures that are currently occurring and I want you to know that we empathise with your problem.

Please ensure you travel safely and drive with extreme caution and to the conditions of the road.

**7.2 MAYORAL MINUTE - REPORT ON CENTRAL NSW JOINT ORGANISATION CONFERENCE 25 AUGUST 2022**

**File Number:** C2.2.7

**Attachments:** 1. C2.2.7 - ATT 1 - CNSWJO Conference Report\_Final

**CSP Objective:** Shire assets and services delivered effectively and efficiently

**Budget:** NIL

**RECOMMENDATION**

1. That the following report be noted.

**RESOLUTION 248/22**

Moved: Cr Parlett

Seconded: Cr Diprose

1. That the following report be noted.

**CARRIED**

On Thursday 25 August 2022, I, the Deputy Mayor and General Manager attended the Central NSW Joint Organisation (CNSWJO) Statement of Strategic Regional Priorities discussion held in Orange NSW. Along with the other General Managers and Mayors of the CNSWJO, we had an in depth discussion on opportunities and challenges for our region to be considered in the future Statement of Strategic Regional Priorities.

The conference was generously hosted by Charles Sturt University in the Bloomfield Medical Campus and was free to attend.

This report provides cover to an attachment including all presentations to the conference and next steps.

Under the Local Government Act, JOs are required to develop a Statement of Strategic Regional Priorities (SSRP) which sets out a vision for the region and provides an overview of the actions required to deliver the vision. Please see the current Statement of Strategic Regional Priorities (SSRP) where the review is due in December 2022. [FINAL-Centroc-JO-Strategic-Plan-edited-3-March-2020.pdf \(nsw.gov.au\)](#)

The SSRP must draw from the Community Strategic Plans (CSPs) of member Councils, regional-level plans and other state strategic documents to clearly identify the highest regional priorities.

The Central NSW Board identified new priorities for the region's Councils and Councillors to consider.

Attendees enjoyed presentations on a variety of challenges and opportunities for the region including productive water, energy, transport links between Central NSW and Sydney, circular economy, health and ageing.

Feedback was provided from the floor and prioritisation was undertaken by attendees spending \$10m of unreal money.

This feedback and prioritisation will inform the SSRP which must be adopted by the Board by the end of this calendar year. Other actions identified by attendees and included in the attached report will also be provided to the Board for progression.

Background documents were provided prior to the Conference on 25 August 2022 to assist with the priority discussions, the CNSWJO provided environmental Scans of all the councils documents in the following areas:

1. Community Strategic Plans
2. Local Strategic Planning Statement
3. Economic and Social
4. Central NSW Joint Organisation JO Priorities Paper.

All of these documents can be found online at : <https://www.centraljo.nsw.gov.au/reports-policies/> and have been provided by the CNSWJO.

This was an informative discussion that highlighted the work that has been done on the above plans and the direction and opportunities for the Councils belonging to the CNSWJO. The CNSWJO Conference Report is attached for your information.

**8 MOTIONS/QUESTIONS WITH NOTICE****QUESTIONS WITH NOTICE - CR COOK - FINANCIAL STATEMENT****File Number:** C3.1.1**Author:** Director Corporate Services**Attachments:** 1. Attachment A**Precis:** Cr Cook has submitted questions with notice regarding agenda item 11.2**Budget:** \$ NIL to be sourced from xxx**QUESTIONS WITH NOTICE**

Cr Michelle Cook submitted a Questions with Notice on 12 September 2022 at 4:52pm. Attachment A provides the request and background information.

*The Report to councillors' states that the council will be applying for an extension to the 2022 financial year financial statements. The reason for this is cited as the late withdrawal of a contract accountant.*

*Therefore, I ask some further questions in regards to this:*

- 1. Is the Financial Statements the responsibility of the Director of Corporate Services?*
- 2. What is the consequences for not submitting the Financial Statements to Council within 4 months, as required under IP&R obligations?*
- 3. Why is a "contractor" rather than a staff member responsible for the Council Financial Reports?*
- 4. How has that delayed the completion of the financial statements?*
- 5. When will the draft financial statements be presented to Councillors?*
- 6. Under the IP&R guidelines, the QBRS is due within 2 months of the end of each Quarter.*
- 7. The September 2021 QBRS should have been presented in November 2021 but was not presented until February 2022*
- 8. The December 2021 QBRS should have been presented in February 2022 but was not presented until my Notice of Motion in March 2022*
- 9. We have not had any financial reports or updates since March 2022*
- 10. The 2021 Financial Reports were delayed, and an extension requested*
- 11. The Financial Reports were not made available until March 2022 – 9 months into the new financial year.*
- 12. "my audit procedures identified a material deficiency in the councils accounting records" and "the accounting records were not maintained in a manner and form that facilitated the preparation and the effective audit of*

*the GPFS" (The Auditor's Conclusion Page 83)*

*13. It seems we have failed to address the Auditors concerns that accounting records have not been maintained in a manner that facilitates the preparation of the Financial Statements.*

#### **DIRECTOR CORPORATE SERVICES RESPONSE**

##### ***Question 1: Is the Financial Statements the responsibility of the Director of Corporate Services?***

The completion of the financial statements is under the Director Corporate Services portfolio.

##### ***Question 2: What is the consequences for not submitting the Financial Statements to Council within 4 months, as required under IP&R obligations?***

Initial correspondence indicates there will be no "consequences" for requesting an extension.

##### ***Question 3: Why is a "contractor" rather than a staff member responsible for the Council Financial Reports?***

I refer the Councillor to the Workforce Management Plan that was adopted by Council at the Extraordinary Meeting on 30 June 2022 (Resolution 193/22). Under 8.0 Appendix page 21, the Accountant's position is not part of the organisational structure that is currently funded through our operational budget. The position of Accountant has been included in as a predicted new position that is currently not funded. I would be fully supportive if the role was a fully funded fulltime position and increase the FTE.

To compensate for the lack of such an important position, Council has set aside funding through the operational budget to engage the services of a contractor, as it has done in previous financial years. The use of a contractor is required to assist with the completion but they are not responsible for the financial statements or any other financial reports.

##### ***Question 4: How has that delayed the completion of the financial statements?***

There is not enough adequate work time with Council's current resourcing to complete the financial statements without the assistance of contract workers.

##### ***Question 5: When will the draft financial statements be presented to Councillors?***

The optimistic plan would be by the October 2022 meeting but without contract worker in place there is no confirmed timeline. A meeting with a new contractor scheduled for Thursday 15 September 2022.

**Commentary from the General Manager**

**Questions (points) 6 - 7**

Questions 6 – 7 are points without a question and have been discussed and resolved and prior Council Meetings or do not relate to any agenda item in this business paper.

As the Questions with Notice also relate to items not registered in the Agenda Item and/or Business Paper, we can provide a more comprehensive answer at the October Ordinary meeting to comply with the provisions set out in the Code of Meeting Practice.

However, may I remind Council of the Code of Meeting Practice provision 3.14:

*3.14. A Councillor is not permitted to ask a question with notice under clause 3.13 that comprises a complaint against the General Manager or a member of staff of Council, or a question that implies wrongdoing by the General Manager or a member of staff of Council.*

**Question (point) 8: The December QBRS should have been presented in February 2022 but was not presented until my notice of motion in March 2022.**

This Question with Notice/point does not relate specifically to the agenda item. However please note that an excerpt from the Notice of Motion from the 24 March 2022 Ordinary meeting (page. 13) is provided for reference on what occurred for transparency:

Ordinary Council Meeting Agenda

24 March 2022

**09 MOTIONS/QUESTIONS WITH NOTICE**

**09.01 ANNUAL AUDITED STATEMENTS**

**File Number:** C2.8.1/A1.2.1  
**Mover:** Cr Michelle Cook  
**Attachments:** 01. Question with Notice Annual Financial Statements  
**Budget:** \$ -

**QUESTION**

**When will the June 2021 Annual Financial Statements be presented to Council?**

**SUPPORTING COMMENTS**

Under the NSW Government’s Integrated Planning and Reporting Legislation for Local Government, Council is required to present the Annual Financial Statements that outline Council’s operating

I refer the Councillor to the Acting General Manager staff comments to the notice of motion:

*“Reference is made to Corporate Services Report 10.07 included in the Agenda for the Ordinary Council meeting held **17 February 2022**, whereby Council resolved to adopt the QBRS as at 30 September 2021. The Director – Corporate Services advised Councillors during the relevant Pre-Meeting Briefing Session (PMBS) that the QBRS as at September 2021 was unable to be submitted to the Ordinary Council meeting held in November 2021 due to the extenuating circumstances that delayed the preparation and auditing of its 2020/2021 Financial Statements. Given there was no*

Ordinary Council meetings held during the months of December 2021 and January 2022, it follows that the next opportunity for Council to consider the QBRS as at September 2021 was during the meeting held 17 February 2022. The DCS advised Councillors as such verbally at both the relevant PMBS and during the Ordinary Council meeting, and explained how this would delay consideration of the QBRS as at December 2021 until the next Ordinary meeting to be held 17 March 2022. Refer to Corporate Services Report 10.08 and the included recommendation that "The Quarterly Budget Review Statement as at 31 December 2021 be adopted as presented."

**Question (point) 10: The 2021 Financial Reports were delayed, and extension requested.**

This is a point without a question but to summarise, yes, the 2021 Financial Reports were delayed and the extension as granted. This was publicly reported and the Council were informed along the way as pointed out above.

**Question (point) 11: The 2021 Financial Reports were not made available until March 2022 – 9 months into the new financial year.**

The Financial Statements were initially presented to Council in the January 2022 Extra-Ordinary Council Meeting. It was a report 09.09 page 25, resolution 8/2022, and the Councillor was in attendance. This was the first available meeting after the granted extension due to the Council elections in December.

Extraordinary Council Meeting Minutes

11 January 2022

**09 CORPORATE SERVICES REPORTS**

**09.09 AUDITED FINANCIAL STATEMENTS**

File Number: A1.2.1  
 Author: Director Corporate Services  
 Authoriser: Director Corporate Services  
 Attachments: nil  
 Precis: Council's external auditor has presented the 20/21 Financial Statements  
 Budget: \$ -

**RECOMMENDATION**

- i) Council consider any submissions for the audited Financial Statements during the public exhibition period
- ii) Council note the audited Financial Statements for the financial year ending 30 June 2021.

**RESOLUTION 008/2022**

Moved: Cr Diprose  
 Seconded: Cr White

- i) Council consider any submissions for the audited Financial Statements during the public exhibition period
- ii) Council note the audited Financial Statements for the financial year ending 30 June 2021.

**CARRIED**

The Consultation period ended after the February 2022 and the statements were adopted and present on the 24 March 2022 Ordinary Meeting.

**Commentary from the General Manager****Questions (points) 11 - 12**

Questions 11 and 12 are points without a question and have been discussed and resolved and prior Council Meetings. To make a statement the “we a failed to address auditors concerns” is not a relevant statement as the current financial statements have not been presented to Councillors Auditors to form an opinion.

However, may I remind Council of the Code of Meeting Practice provision 3.14:

*3.14. A Councillor is not permitted to ask a question with notice under clause 3.13 that comprises a complaint against the General Manager or a member of staff of Council, or a question that implies wrongdoing by the General Manager or a member of staff of Council.*

**11.1 QUESTIONS WITH NOTICE - CR COOK - REQUEST FOR SUPPORT THROUGH SCCF: GROW GRENFELL GROUP****File Number:** C3.1.1**Author:** Director Corporate Services**Attachments:** 1. Questions with Notice - Cr Cook**Precis:** Cr Cook has submitted questions with notice regarding agenda item 11.1**Budget:** \$ NIL to be sourced from xxx**QUESTIONS WITH NOTICE**

Cr Michelle Cook submitted a Questions with Notice on 12 September 2022. Attachment A provides the request and background information.

I am reading Agenda Item 11.10 that discusses the project does not align with council DMP and community consultation should be required for the scope of the project.

Therefore, I ask questions on

1. When is Community Consultation Scheduled to occur
2. Why the Council Tourism committee has yet to meet, since the election of the new council
3. When will a Tourism Meeting will be scheduled to a "more suitable date?"

**DIRECTOR CORPORATE SERVICES RESPONSE*****Question 1: When is Community Consultation Scheduled to occur***

Report 11.10 is not a Council project, Council would not be responsible for community consultation. However, in the instance that the Grow Grenfell Inc wished to work with Council on a community consultation process prior to lodgement of a development application, we will work with them, when the time comes. In the instance that a development application is

lodged and where neighbour notification is required, this will be done in accordance with the *Environmental Planning and Assessment Act 1979* requirements.

***Question 2: Why the Council Tourism committee has yet to meet, since the election of the new council***

The Council Tourism committee does not relate to the Agenda Item. In accordance with Council's Code of Meeting Practice:

"3.13 A Councillor may, by way of a notice submitted under clause 3.9, ask a question for response by the General Manager about the performance or operations of Council.

3.9. A Councillor may give notice of any business they wish to be considered by Council at its next Ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing of the approved form and must be submitted at least eight (8) business days before the meeting is to be held."

***Question 3: When will a Tourism Meeting will be scheduled to a "more suitable date?"***

The Tourism Meeting date does not relate to the Agenda Item. In accordance with Council's Code of Meeting Practice, clauses 3.13 and 3.9 above apply.

**Commentary from the General Manager**

As the Questions with Notice also relate to items not registered in the Agenda Item and/or Business Paper, we can provide a more comprehensive answer at the October Ordinary meeting to comply with the provisions set out in the Code of Meeting Practice.

However, may I remind Council of the Code of Meeting Practice provision 3.14:

*3.14. A Councillor is not permitted to ask a question with notice under clause 3.13 that comprises a complaint against the General Manager or a member of staff of Council, or a question that implies wrongdoing by the General Manager or a member of staff of Council.*

**9        CORRESPONDENCE**

Nil

**10 GENERAL MANAGER REPORTS****10.1 WRITTEN RETURN OF INTERESTS**

<b>File Number:</b>	<b>C2.2.2</b>
<b>Author:</b>	<b>General Manager</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. 1.1.4_Written Return of Interests 30 June 2022 2. A Guide to Completing Returns of Interests</b>
<b>CSP Objective:</b>	<b>Shire assets and services delivered effectively and efficiently</b>
<b>Precis:</b>	<b>June 2022 Written Return of Interests</b>
<b>Budget:</b>	<b>\$ -</b>

**RECOMMENDATION**

That:

1. Councillors and Designated persons review their personal circumstances and determine if they are required to lodge a Written Return of Interests within three (3) months of 30 June 2022.

**RESOLUTION 249/22**

Moved: Cr McKellar

Seconded: Cr Frame

That:

1. Councillors and Designated persons review their personal circumstances and determine if they are required to lodge a Written Return of Interests within three (3) months of 30 June 2022

**.CARRIED**

**PURPOSE**

The purpose of this report is to provide Councillors and Designated persons a formal reminder on their requirement to lodge a Written Return of Interest within three months of 30 June 2022.

**BACKGROUND**

Under the 'Model Code of Conduct for Local Councils in NSW' (the Model Code of Conduct), all Councillors and Designated persons are required to disclose their personal interests in publically available returns of interests. These operate as a key transparency mechanism for promoting community confidence in Council decision making. Council's Draft Model Code of Conduct 2022 was recommended for public exhibition at the July Ordinary Meeting however the provisions around Written Returns of Interest have not changed.

Councillors must make and lodge with the General Manager a return in the attached form, disclosing their interests within three (3) months after: -

- (a) becoming a Councillor; and
- (b) 30 June each year; and
- (c) becoming aware of an interest they are required to disclose under schedule 1 of the Model Code of Conduct that has not been previously disclosed in a return lodged under (a) or (b).

## ISSUES AND COMMENTS

Council must make all returns of interests publically available in accordance with the requirements of the *Government Information (Public Access) Act, 2009*, the *Government Information (Public Access) Regulation, 2018* and relevant guidelines issued by the NSW Information Commissioner.

Information Access Guideline 1 states that Councillors' returns of interests must be made publicly available free of charge on Council's website, unless there is an overriding public interest against disclosure of the information contained in them or to do so would impose unreasonable additional costs on Council. It is open to Council to redact information from returns of interests (e.g. a person's signature and residential address) when publishing returns on its website where there is an overriding public interest against the disclosure that information.

The returns specifically referenced in this Council report is for the return period of **1 July 2021 to 30 June 2022**.

A return lodged within three (3) months of 30 June must be tabled at the first Council meeting after the last day the return was required to be lodged. That is 30 September 2022.

A copy of the form can be found in Attachment 1 and a guide on how to complete it at Attachment 2.

To date, completed returns for the return period 1 July 2021 - 30 June 2022 have been received from:

- Cr W Frame
- Cr P Diprose
- Acting Director Infrastructure Services - Mrs L Woods.
- Director Corporate Services – Mr M Chalmers
- Cr G Howell
- Cr J Parlett
- Director Environmental Services – Mr L Sheehan
- Cr M Cook

## POLICY/LEGAL IMPLICATIONS

There is no direct policy or legal implication with this report. However, failure to submit the return within the three (3) months – 30 September 2022, will be in breach of the Model Code of Conduct and breaches of these requirements are to be referred to the Office of Local Government. Failure to disclose information will also be in breach of the Model Code of Conduct.

## FINANCIAL/RESOURCE IMPLICATIONS

There are no direct financial or resourcing implications arising from this report.

**INTERNAL/EXTERNAL CONSULTATION**

This report is being brought to Council for information and does not require consultation.

**CONCLUSION**

Under the 'Model Code of Conduct for Local Councils in NSW' (the Model Code of Conduct), all Councillors and Designated persons are required to disclose their personal interests in publically available returns of interests. These operate as a key transparency mechanism for promoting community confidence in Council decision making.

The report provides Councillors and Designated staff a kind reminder to submit these to the General Manager by 30 September 2022 for the period of **1 July 2021 to 30 June 2022**.

**10.2 RESOLUTION REGISTER - SEPTEMBER**

<b>File Number:</b>	<b>C2.3.3</b>
<b>Author:</b>	<b>General Manager</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. 20220908_Actions Register</b>
<b>CSP Objective:</b>	<b>Shire assets and services delivered effectively and efficiently</b>
<b>Precis:</b>	<b>Resolution Register Report</b>
<b>Budget:</b>	<b>\$ -</b>

For Council's information the latest Resolution Register Report is provided.

**Commentary from the General Manager:**

Councillors, please note that at the 18 August 2022 Ordinary Meeting, it was stated that the resolutions register was to include previous resolutions. I stated I would take this on notice, as the Resolution Register would have been established through a previous resolution of Council and should have captured a time period of when it was to commence.

Council considered at the 26 May 2022 Ordinary Meeting the Establishment of a Council Action Report, the Resolution Register. Resolution 145/22 stated that:

**Resolution 145/22**

Moved: Cr Parlett

Seconded: Cr Cook

That:

1. Council endorse the establishment of the resolution register on a trial basis.
2. This trial be reviewed by the incoming General Manager and Council September 2022.

I note in the report that the resolution register, if adopted, was to commence from the April 2022 Ordinary Meeting resolutions. However, the status of resolutions prior to this time is often raised with me. I am asking for my team to go back into the system and commence the resolution register of outstanding actions since January 2022 and input it into the InfoCouncil system. This will reflect this current Council term and allow for a better review process to occur. Councillors should have a more comprehensive action list next month.

**10.3 REVOCATION/RETIREMENT OF VARIOUS POLICIES****File Number:****Author: General Manager****Authoriser: General Manager****Attachments: 1. Attachment A - Fourteen (14) policies to be revoked and retired****CSP Objective: Democratic and engaged community supported by efficient internal systems****Precis: Revocation and retirement of a number of redundant policies****Budget: \$ 0 to be sourced from No budget required****RECOMMENDATION**

That: -

- a) Council revoke the fourteen (14) policies listed in Attachment A and that these policies are retired as per section 165 of the Local Government Act 1993.
- b) Council note that the General Manager will place a public notice on Council's website on the revocation of the fourteen (14) policies listed in Attachment A.

**MOTION**

Moved: Cr Cook

Seconded: Cr Parlett

That: -

Motion moved this item is deferred

**DEFEATED****RESOLUTION 250/22**

Moved: Cr Diprose

Seconded: Cr McKellar

That: -

- a) Council revoke the fourteen (14) policies listed in Attachment A and that these policies are retired as per section 165 of the Local Government Act 1993.
- b) Council note that the General Manager will place a public notice on Council's website on the revocation of the fourteen (14) policies listed in Attachment A

**CARRIED**

Cr Best entered the room at 5:16pm

**PURPOSE**

The purpose of this report is to seek the Council's endorsement to retire a number of redundant Council policies.

**BACKGROUND**

The operation of Council is guided by a range of laws, regulations and policies to support the organisation to make good decisions. This then creates positive, reputable and repeatable outcomes for our local community.

From time to time, some of these policies become redundant through changes in legislation, changes to the way the organisation undertakes business or consolidation of historic policies with new combined policies.

For this reason, a number of the Council policies have been deemed redundant and recommended to be retired.

**ISSUES AND COMMENTS**

Part 3 of the Local Government Act 1993 specifies the provisions on drafting local policies for approval. In essence, policies require to specify the circumstances (if any) in which a person would be exempt from the necessity to obtain a particular approval, criteria of the policy and any other matters relating to the approvals. Section 165 provides the provision of revocation of local policies at any time.

The local policies cover a number of areas and Attachment A provides an overview of which policies are being recommended for revocation, the date adopted and commentary on why they should be revoked/retired.

In summary the fourteen (14) policies to be revoked and retired include:

NUMBER	POLICIES
1.9.5	Undertaking Private Works
1.14.3	Email Communications with Council
1.18.3	Asset Management
1.19.2	Gathering Information
1.21.2	Taking Photographs in the Grenfell Art Gallery
1.27.1	Sustainable Best Value
2.3.3	Travelling Stock in Grenfell
3.2.3	No Smoking – Public Places and Council Owned Land
12.3.5	Incentives for New Businesses (Shops)
12.4.5	Incentives for New Businesses (General)
12.5.5	Incentives for Expansion of Existing Businesses
14.2.4	Statements of Liability
14.11.2	Smoke Free Areas
14.13.4	Telephone Reimbursement

The summary of why these policies should be revoked and retired include:

- Duplication with existing legislation,
- Legislation that has been repealed and no longer applicable,
- Technological changes,
- Duplication with the integrated planning and reporting framework requirements,
- Lack of applicability and reflection in the operational budget to support the policy.

### **POLICY/LEGAL IMPLICATIONS**

The policy implication of this report will mean that redundant policies will be revoked from the local policy register and subsequently retired. This enables the organisation to utilise the most current policy, law or regulation to ensure the effective and efficient operation of Council. There are no direct legal implications associated with this report.

### **FINANCIAL/RESOURCE IMPLICATIONS**

There are no direct financial or resourcing implications arising from this report.

### **INTERNAL/EXTERNAL CONSULTATION**

The policies outlined in Attachment A for revocation has been internally consulted with all Directors. Following the revocation of these local policies, this will be publicly notified through Council's website.

### **CONCLUSION**

The operation of Council is guided by a range of laws, regulations and policies to support the organisation to make good decisions. This then creates positive, reputable and repeatable outcomes for our local community.

From time to time, some of these policies become redundant through changes in legislation, changes to the way the organisation undertakes business or consolidation of historic policies with new combined policies.

For this reason, fourteen (14) of the Council policies have been deemed redundant and recommended to be retired.

**10.4 DRAFT SOCIAL MEDIA POLICY - COUNCILLORS**

**File Number:** C2.4.17  
**Author:** General Manager  
**Authoriser:** General Manager  
**Attachments:** 1. C2.4.17 - DRAFT Social Media Policy - Councillors  
**CSP Objective:** Culturally rich, vibrant and inclusive community  
**Precis:** Creation of Draft Social Media Policy - Councillors  
**Budget:** NIL

**RECOMMENDATION**

That Council:

- Places the Draft Social Media Policy – Councillors, on Public Exhibition for a period of 28 days for the purpose of inviting submissions from the community.
- Requests the General Manager to present a further report, together with all submissions received, to Council at the conclusion of the Public Exhibition period for Council's further consideration and adoption of the Social Media Policy – Councillors (with or without changes) at Council Meeting of November 2022.

**RESOLUTION 251/22**

Moved: Cr Diprose  
Seconded: Cr McKellar

That Council:

- Places the Draft Social Media Policy – Councillors, on Public Exhibition for a period of 28 days for the purpose of inviting submissions from the community.
- Requests the General Manager to present a further report, together with all submissions received, to Council at the conclusion of the Public Exhibition period for Council's further consideration and adoption of the Social Media Policy – Councillors (with or without changes) at Council Meeting of November 2022

**.CARRIED**

**PURPOSE**

The purpose of the Social Media Policy – Councillors, is to provide a clear standard of conduct for the Weddin Shire Councillors in relation to social media use. The policy is adopted from the Model Social Media Policy template, developed by the Office of Local Government.

**BACKGROUND**

The Model Social Media Policy template has been developed by the Office of Local Government (OLG) in consultation with councils. The Model Social Media Policy sets out an exemplar approach by incorporating examples of best practice from the social media

policies of a diverse range of NSW councils, as well as from Commonwealth and State Government agencies.

The draft Weddin Shire Council (WSC) Social Media Policy – Councillors, is adopted from the OLG Model Social Media Policy providing a robust framework for the administration and management of Council's social media platforms. The policy sets the standards of conduct for all council officials who use social media in their official capacity.

Weddin Shire Council is currently undertaking a review of all policies and is in the process of updating policies. It was noted that WSC did not have a Social Media Policy and to ensure WSC complies with the Office of Local Government NSW 'Best Practice Policies' and our own internal governance processes.

A separate policy for Council Officers is also being considered separately to this report.

## **ISSUES AND COMMENTS**

As in the federal and state jurisdictions, social media has become an important tool in government and political discourse at the local level. In the context of NSW local government, social media has two primary functions:

- it is used by councils to interact and share information with their communities in an accessible and often more informal format.
- it enables councillors to promote their achievements and address their constituents directly about community issues and events in ways that either complement or bypass traditional news and print media.

In addition, many councils use social media as the platform through which they webcast their meetings. This increases transparency by providing visibility of council decision making in real time.

However, councils and councillors are not immune from the challenges associated with social media, which can pose a significant risk both in a legal sense, and in terms of a council's ability to operate in a unified and coordinated way. It is therefore vital that councils have the right policy settings in place so that both councils and councillors can realise the full benefits of social media whilst mitigating risk.

While not mandatory, the Model Social Media Policy reflects best practice and all councils, county councils and joint organisations are encouraged to adopt it.

## **POLICY/LEGAL IMPLICATIONS**

Once adopted by Council, the Social Media Policy – Councillors, will be a new Policy of Council. There are no direct legal implications arising from this report, other than those which have already been addressed above and within the draft policy.

Clause 3.1(b) of the *Model Code of Conduct for Local Councils in NSW* provides that council officials must not conduct themselves in a manner that is contrary to a council's policies. If adopted by a council, a breach of the Social Media Policy – Councillors will be a breach of the council's code of conduct.

## **FINANCIAL/RESOURCE IMPLICATIONS**

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

## **INTERNAL/EXTERNAL CONSULTATION**

The Social Media Policy – Councillors be placed on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.

**CONCLUSION**

The Social Media Policy – Councillors, has been drafted from the Model Social Media Policy template, developed by the Office of Local Government.

The Social Media Policy – Councillors, was developed to provide a clear standard of conduct for the Weddin Shire Councillors in relation to social media use. The Social Media Policy – Councillors is to be placed on Public Exhibition for a period of 28 days for the purpose of inviting submissions from the community.

The Social Media Policy – Councillors, will be presented to Council with a further report, together with all submissions received, for Council's further consideration and adoption at the November 2022 Ordinary Meeting.

**10.5 DRAFT SOCIAL MEDIA POLICY - STAFF**

<b>File Number:</b>	<b>C2.4.17</b>
<b>Author:</b>	<b>General Manager</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. DRAFT SOCIAL MEDIA POLICY - STAFF</b>
<b>CSP Objective:</b>	<b>Culturally rich, vibrant and inclusive community</b>
<b>Precis:</b>	<b>Creation of Draft Social Media Policy - Staff</b>
<b>Budget:</b>	<b>NIL</b>

**RECOMMENDATION**

That Council

- Agrees to provide the Draft Social Media Policy – Staff, to all Council staff for consultation.
- Places the Draft Social Media Policy – Staff, on Public Exhibition for a period of 28 days for the purpose of inviting submissions from the community.
- Requests the General Manager to present a further report, together with all submissions received, to Council at the conclusion of the Public Exhibition period for Council’s further consideration and adoption of the Social Media Policy – Staff (with or without changes) at Council Meeting of November 2022.

**RESOLUTION 252/22**

Moved: Cr McKellar

Seconded: Cr Frame

That Council

- Agrees to provide the Draft Social Media Policy – Staff, to all Council staff for consultation.
- Places the Draft Social Media Policy – Staff, on Public Exhibition for a period of 28 days for the purpose of inviting submissions from the community.
- Requests the General Manager to present a further report, together with all submissions received, to Council at the conclusion of the Public Exhibition period for Council’s further consideration and adoption of the Social Media Policy – Staff (with or without changes) at Council Meeting of November 2022.

**CARRIED**

**PURPOSE**

The purpose of the Social Media Policy – Staff, is to provide a clear standard of conduct for all staff of Weddin Shire Council in relation to social media use. The policy is adopted from the Model Social Media Policy template, developed by the Office of Local Government.

## **BACKGROUND**

The Model Social Media Policy template has been developed by the Office of Local Government (OLG) in consultation with councils. The Model Social Media Policy sets out an exemplar approach by incorporating examples of best practice from the social media policies of a diverse range of NSW councils, as well as from Commonwealth and State Government agencies.

The draft Weddin Shire Council (WSC) Social Media Policy – Staff, is adopted from the OLG Model Social Media Policy providing a robust framework for the administration and management of Council's social media platforms. The policy sets the standards of conduct for all council officials who use social media in their official capacity.

Weddin Shire Council is currently undertaking a review of all policies and is in the process of updating policies. It was noted that WSC did not have a Social Media Policy and to ensure WSC complies with the Office of Local Government NSW 'Best Practice Policies' and our own internal governance processes.

A separate policy for Councillors is also being considered separately to this report.

## **ISSUES AND COMMENTS**

As in the federal and state jurisdictions, social media has become an important tool in government and political discourse at the local level. In the context of NSW local government, social media has two primary functions:

- it is used by councils to interact and share information with their communities in an accessible and often more informal format.
- it enables councillors to promote their achievements and address their constituents directly about community issues and events in ways that either complement or bypass traditional news and print media.

In addition, many councils use social media as the platform through which they webcast their meetings. This increases transparency by providing visibility of council decision making in real time.

However, councils and councillors are not immune from the challenges associated with social media, which can pose a significant risk both in a legal sense, and in terms of a council's ability to operate in a unified and coordinated way. It is therefore vital that councils have the right policy settings in place so that both councils and councillors can realise the full benefits of social media whilst mitigating risk.

While not mandatory, the Model Social Media Policy reflects best practice and all councils, county councils and joint organisations are encouraged to adopt it.

The reason for the separation of the policies for staff and Councillors is because the OLG Template policy was a long policy document and the delineation will assist Council Officers in the implementation of the policy into a succinct policy.

The approach has been utilised by other councils and is similar to the Model Code of Conduct for Councillors and the Model Code of Conduct for Staff.

## **POLICY/LEGAL IMPLICATIONS**

Once adopted by Council, the Social Media Policy – Staff, will be a new Policy of Council. There are no direct legal implications arising from this report, other than those which have already been addressed above and within the draft policy.

Clause 3.1(b) of the Model Code of Conduct for Local Councils in NSW provides that council officials must not conduct themselves in a manner that is contrary to a council's policies. If adopted by a council, a breach of the Social Media Policy – Staff, will be a breach of the council's code of conduct.

#### **FINANCIAL/RESOURCE IMPLICATIONS**

NIL

#### **INTERNAL/EXTERNAL CONSULTATION**

The Social Media Policy – Staff, be placed on public exhibition for a period of 28 days for the purpose of inviting submissions from the community. In addition, the policy will be provided to all WSC staff for consultation.

#### **CONCLUSION**

The Social Media Policy – Staff, has been adopted from the Model Social Media Policy, developed by the Office of Local Government.

The Social Media Policy – Staff, was developed to provide a clear standard of conduct for all staff of the Weddin Shire Council, in relation to social media use. The Social Media Policy – Staff, is to be placed on Public Exhibition for a period of 28 days for the purpose of inviting submissions from the community and will be provided to all staff for consultation.

The Social Media Policy – Staff, will be presented to Council with a further report, together with all submissions received, for Council's further consideration and adoption at the November 2022 Ordinary Meeting.

**11 CORPORATE SERVICES REPORTS****11.1 STATEMENT OF BANK BALANCES****File Number:****Author: Director Corporate Services****Authoriser: Director Corporate Services****Attachments: Nil****CSP Objective: Shire assets and services delivered effectively and efficiently****Precis: Statement of Bank Balances****Budget: \$ Nil**

Bank Account Westpac	\$3,054,305.91
Short Term Deposits CBA	<u>\$11,000,000.00</u>
Total	<u>\$14,054,305,.91</u>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 August 2022.

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.

**11.2 FINANCIAL STATEMENTS****File Number:****Author:** Director Corporate Services**Authoriser:** General Manager**Attachments:** Nil**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** Financial Statements 2022**Budget:** \$ Nil**Financial Statements 2022 Financial Year Update**

This is an update to inform the Weddin Shire Council residents and Councillors that Council will be applying for an extension to complete the 2022 Financial Year Financial Statements.

Council have had an unexpected turnover of contract staff and have been left in a position that the work would only be 85% complete by the time the auditors arrive on-site. Due to late withdrawal of the last contractor Council would not be able to source another contractor in a suitable timeframe.

In consultation with staff, auditors, and the General Manager it was decided the prudent course of action was to seek an extension. It is an inconvenience but the best course of action. The news was also welcomed by the Auditors.

**11.3 DRAFT COUNCILLOR EXPENSES AND FACILITIES POLICY****File Number: C2.4.10****Author: Director Corporate Services****Attachments: 1. Draft Councillor Expenses & Facilities Policy****CSP Objective: Democratic and engaged community supported by efficient internal systems****Precis: Community Project Support Application****Budget: \$ 10,000 to be sourced from unrestricted funds****RECOMMENDATION**

That: -

- a) Council place the draft Councillor Expenses and Facilities Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community
- b) Council request the Director of Corporate Services to present a further report, together with all submissions received, to Council at the conclusion of the public exhibition and submission period for Council's further consideration and adoption of the Councillor Expenses and Facilities Policy (with or without changes) at its November 2022 Ordinary Meeting
- c) In the event of no submissions being received within the prescribed number of days, Council formally adopt the Councillors Expenses and Facilities Policy, without any changes, as a policy of Council.
- d) Council approves the variation to the Councillor expenses vote to include separate budget items for the Mayoral position for General Travel Expenses of up to \$5,000 and Professional Development of up to \$5,000 for the 2022-23 period.
- e) Council approves a Mayoral General Travel Expenses vote and Mayoral Professional Development vote as part of its operational budget moving forward.

**RESOLUTION 253/22**

Moved: Cr Diprose

Seconded: Cr McKellar

That: -

- a) Council place the draft Councillor Expenses and Facilities Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community
- b) Council request the Director of Corporate Services to present a further report, together with all submissions received, to Council at the conclusion of the public exhibition and submission period for Council's further consideration and

adoption of the Councillor Expenses and Facilities Policy (with or without changes) at its November 2022 Ordinary Meeting

- c) In the event of no submissions being received within the prescribed number of days, Council formally adopt the Councillors Expenses and Facilities Policy, without any changes, as a policy of Council.
- d) Council approves the variation to the Councillor expenses vote to include separate budget items for the Mayoral position for General Travel Expenses of up to \$5,000 and Professional Development of up to \$5,000 for the 2022-23 period.
- e) Council approves a Mayoral General Travel Expenses vote and Mayoral Professional Development vote as part of its operational budget moving forward.

**.CARRIED**

**PURPOSE**

The purpose of this report is to Council a community support request from the Grow Grenfell Group.

**BACKGROUND**

Council is required to review all of its policies within 12 months of the commencement of a new council term. WSC Policy 1.6.16 for Fees, Expenses and Facilities for Councillors 2021/2022 has been reviewed and the draft Councillors Expenses and Facilities Policy attached to this report is to replace it.

The Office of Local Government’s (OLG’s) policy template for the payment of expenses and provision of facilities to mayors and councillors was used to develop the attached draft policy. The Policy Template was released on 27 June 2017 and has not been utilised by Council. It is timely now to consider the best practice template introduced by the OLG.

A report with the now superseded draft policy was presented to Council at the 18 August Ordinary Meeting, and Council resolved to defer the matter until a Councillor workshop was undertaken. This occurred on 1 September 2022 and the Draft Policy presents the changes that the Councillors requested at this workshop.

**ISSUES AND COMMENTS**

A number of amendments were made to the OLG’s template so as to better suit local needs and circumstances; these changes are listed here for information: -

- Red text with a strike through is suggested changes to be removed from the OLG template,
- Green highlighted text is Weddin Shire additions.

The main expenses and facilities are summarised in the table below.

Professional development	\$10,000 total for all councillors	Per year
Conferences and seminars	\$15,000 total for all councillors	Per year

Following the Councillor workshop, an additional line item was also added in by the General Manager to include separation of the Mayoral expenses to include the following:

Professional development	\$5,000 total for the Mayor	Per year
General travel expenses	\$5,000 total for the Mayor	Per year

The Mayoral expenses for professional development will allow for travel and attendance to events such as the delegate conferences, meetings with the Joint Organisation or Country Mayors Association and provide delineation between the Councillor's Professional Development and Conferences and Seminars budget items. The reason for this addition is because of the number of events the Mayor attends and under the Local Government Capability Framework, the additional attributes required to undertake the role of Mayor.

The Local Government Capability Framework can be found here: <https://capability.lgnsw.org.au/?elected-member>.

### **POLICY/LEGAL IMPLICATIONS**

As previously mentioned, reviewing this policy is necessary for Council's compliance with the *Local Government Act 1993* and Council's policy register will be updated accordingly upon adoption of the Councillor Expenses and Facilities Policy.

### **FINANCIAL/RESOURCE IMPLICATIONS**

The public exhibition of the draft Councillor Expenses and Facilities Policy will be advertised in Council's weekly newsletter in the Grenfell Record as well as online via Council's website and Facebook page; advertising expenses are contained within existing budgets therefore there are no direct financial or resourcing implications arising from the public exhibition.

It is proposed that there is a \$5,000 budget allocation to the Mayor's General Travel Expenses and \$5,000 budget allocation to Professional Development for the Mayor through the unrestricted budget. Furthermore, that it is separate to the Councillor's Professional Development and Conference and Seminars budget items for the 2022-23 period.

It is proposed that a vote/budget item for the Mayor's General Travel Expenses and Professional Development for the Mayor continues in the operational budget, however the amount can be adjusted in accordance to the needs of the position. This is in line with best practice and what other Councils are doing for the accounting of the mayor's additional expenses.

### **INTERNAL/EXTERNAL CONSULTATION**

As with all Council policies, the draft Councillor Expenses and Facilities Policy is required to be placed on public exhibition for a period of 28 days prior to its adoption for the purpose of inviting submissions from the community so as to ensure the policy aligns with community expectations.

### **CONCLUSION**

Council's policy for the reimbursement of expenses and the provision of facilities to Councillors has been updated to align with the Office of Local Government's recommended template for all NSW councils. It is recommended that the draft policy, as attached to this report, be placed on public exhibition prior to its adoption by Council. It is further recommended that Council adopts the additional mayoral general travel expenses and professional development vote for the 2022-23 period and also for future operational budgets, although the amount can be adjusted in accordance to the need.

**11.4 AMEND RESOLUTION 199/2022 FOR RATES LEVIES 2022/2023**

**File Number:** A3.4.13  
**Author:** Director Corporate Services  
**Authoriser:** General Manager  
**Attachments:** 1. Report 5.1  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Statutory Reporting  
**Budget:** \$ - to be sourced from

**RECOMMENDATION**

That Council amend resolution 199/2022 for the Grenfell Ad Valorem, Farmland Base Charge, Connected Sewer Charge to the following:

- Grenfell Residential Ad Valorem 0.998976,
- the Farmland Base charge of \$304, and
- the Connected Sewer Charge of \$640 that was advertised on public display for a period of 28 days in Council's Operational Plan and levied as reported.

**RESOLUTION 254/22**

Moved: Cr Best  
Seconded: Cr Frame

That Council amend resolution 199/2022 for the Grenfell Ad Valorem, Farmland Base Charge, Connected Sewer Charge to the following:

- Grenfell Residential Ad Valorem 0.998976,
- the Farmland Base charge of \$304, and
- the Connected Sewer Charge of \$640 that was advertised on public display for a period of 28 days in Council's Operational Plan and levied as reported

**.CARRIED**

**PURPOSE**

To report typographical errors that were discovered in a quality assurance review by Council staff in regards to Council resolution 199/2022.

**BACKGROUND**

On 30 June 2022 Council levied the rates for the 2023 rating year. It has been discovered that there is typographic errors between the Operational Plan and report 5.1 in the June Extra-Ordinary Council Meeting. The Operational Plan was the document on public display and the figures are correct and have been adopted by Council's rating department.

Levy	Operational Plan Public Display	Report 5.1	Levied
Grenfell Ad Valorem	0.998976	0.997976	0.998976
Farmland Base Charge	\$304	\$301	\$304
Connected Sewer Charge	\$640	\$640	\$640

However the Council Business Paper reported a slight variance.

### **POLICY/LLEGAL IMPLICATIONS**

Section 405 Local Government Act 1993.

### **INTERNAL/EXTERNAL CONSULTATION**

The attached document was on public display for a period of at least 28 days.

### **CONCLUSION**

In accordance with 20.26 in the Code of Meeting Practice Council amend the 2023 rating year levies and charges to the correct following rates; Grenfell Residential Ad Valorem 0.998976, the Farmland Base charge of \$304, and the Connected Sewer Charge of \$640 that was advertised on public display for a period of 28 days in Council's Operational Plan and levied as reported.

**11.5 FINAL MODEL CODE OF CONDUCT POLICY AND PROCEDURE**

<b>File Number:</b>	<b>C4.2.1</b>
<b>Author:</b>	<b>Director Corporate Services</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. Final Model Code of Conduct and Procedures Policy</b>
<b>CSP Objective:</b>	<b>Democratic and engaged community supported by efficient internal systems</b>
<b>Precis:</b>	<b>For Council to adopt the final Code of Conduct and Procedures Policy 2022</b>
<b>Budget:</b>	<b>Nil</b>

**RECOMMENDATION**

That:

1. Council adopt the Draft Code of Conduct and Procedures Policy as presented.

**RESOLUTION 255/22**

Moved: Cr Kenah

Seconded: Cr McKellar

That:

1. Council adopt the Draft Code of Conduct and Procedures Policy as presented.

**CARRIED**

**PURPOSE**

The purpose of this report is to adopt the Code of Conduct Policy and Procedures in line with the NSW Government Office of Local Government Model Code of Conduct Policy that was revised in 2020.

**BACKGROUND**

As per Council resolution 209/2022 in the July 2022 Council Meeting the draft Code of Conduct and Procedures Policy was placed on public display for a period of 28 days.

**ISSUES AND COMMENTS**

The draft policy had been on public display for a period greater than 28 days and no public or Councillor Submissions were received.

**POLICY/LEGAL IMPLICATIONS**

Once adopted by Council, the Code of Conduct Policy and Procedures will be an updated Policy of Council. There are no direct legal implications arising from this report, other than those which have already been addressed above and within the draft policy.

**FINANCIAL/RESOURCE IMPLICATIONS**

There are no direct financial or resourcing implications with arising from this paper.

**INTERNAL/EXTERNAL CONSULTATION**

The Code of Conduct Policy and Procedures was placed on public exhibition for a period of 28 days for the purpose of inviting submissions from the community, however no submissions were received. The public exhibition was advertised on Council's website and in the Grenfell Record.

**CONCLUSION**

The Code of Conduct Policy and Procedures has been updated in line with the latest Model Code of Conduct and has been placed on public exhibition for a period of 28 days for the purpose of inviting submissions from the community. There were no submissions and it is recommended that the policy be adopted as presented.

**11.6 OLD GRENFELL AMBULANCE STATION**

<b>File Number:</b>	<b>C2.4.3</b>
<b>Author:</b>	<b>Director Corporate Services</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. Previous Email Attachment Tabled at the April 2022 Ordinary Meeting</b>
<b>CSP Objective:</b>	<b>Shire assets and services delivered effectively and efficiently</b>
<b>Precis:</b>	<b>Council Site Visit</b>
<b>Budget:</b>	<b>\$ 0 to be sourced from No budget required</b>

**RECOMMENDATION**

- 1) That Council rescind resolution 122/2022.
- 2) That Council make an application to the NSW State Government to transfer the old Grenfell Ambulance Station at 79 Main Grenfell to Council for a nominal fee of \$1.
- 3) Upon successful transfer to Council the building to be sold for private investment.

**RESOLUTION 256/22**

Moved: Cr Kenah  
Seconded: Cr Diprose

- 1) That Council rescind resolution 122/2022.
- 2) That Council make an application to the NSW State Government to transfer the old Grenfell Ambulance Station at 79 Main Grenfell to Council for a nominal fee of \$1.
- 3) Upon successful transfer to Council the building to be sold for private or community investment

**.CARRIED**

**PURPOSE**

To rescind Council Resolution 122/2022 and request a property transfer.

**BACKGROUND**

At the April 2022 Ordinary Council Meeting Council, a report was provided to Council following a request from the local Station Officer regarding the Grenfell Ambulance Station at 79 Main Street, Grenfell. The request was to gauge Council's interest in procuring the property. Council resolved to the below.

**RESOLUTION 122/2022**

Moved: Cr S McKellar  
Seconded: Cr W Frame

Council write to NSW Ambulance informing them that Council is not interested in acquiring the old Ambulance Station at 79 Main Street Grenfell.

**ISSUES AND COMMENTS**

After reconsideration by Council Staff, a further request by local ambulance officers, and a site visit by Councillors, the general consensus was it would be waste to let the building decline and become unusable.

The site visit showed the building is solid and has the opportunity/potential to be successfully converted to a contributing business in the Main Street with private investment. If left unattended, bureaucracy will get the better of the building, the building will remain vacant and decline to an unrepairable state. The building in its current state does have some pigeon issues however, the building was considered to be structurally stable.

**POLICY/LEGAL IMPLICATIONS**

There are no policy or legal implication with this report.

**FINANCIAL/RESOURCE IMPLICATIONS**

There are no financial or resource implication with this report.

**INTERNAL/EXTERNAL CONSULTATION**

No consultation is required for this report.

**CONCLUSION**

It is recommended the efficient way to save the building is to have the property transferred to Council so it can be sold for private investment. Private investment or private enterprise would allow another business in the Main Street and would release Council of the burden of using ratepayer funds to restore the building. Grant funding is difficult to obtain for building that do not provide an essential function of Council or an essential need of the town.

Cr Parlett declared a non-pecuniary conflict of interest in Item 11.7 (detailed in Item 5).

<b>11.7 HENRY LAWSON FESTIVAL OF ARTS COMMITTEE</b>
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**File Number:** C1.4.1  
**Author:** Director Corporate Services  
**Authoriser:** General Manager  
**Attachments:** 1. HLF Budget Request  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Henry Lawson Festival Budget Request  
**Budget:** \$ 40,000 to be sourced from unrestricted funds

Cr Parlett left the room at 5:34 pm

### **RECOMMENDATION**

That:

- 1) Council allocate \$20,000 for in-kind support and \$20,000 for Event Management and Marketing annually for the Henry Lawson Festival to be reviewed annually.
- 2) An updated Henry Lawson Festival of Arts Committee charter be presented to October Council Meeting for adoption.
- 3) Council staff create a procedure document for delegations, responsibility, communication between Council staff and the Henry Lawson Festival of Arts Committee to be approved by the General Manager.
- 4) Council allocate \$1,500 to purchase the inquisitive art work winner at the 2023 Henry Lawson Festival.

---

### **RESOLUTION 257/22**

Moved: Cr Best  
Seconded: Cr Kenah

That:

- 1) Council allocate \$20,000 for in-kind support and \$20,000 for Event Management and Marketing annually for the Henry Lawson Festival to be reviewed annually.
- 2) An updated Henry Lawson Festival of Arts Committee charter be presented to October Council Meeting for adoption.
- 3) Council staff create a procedure document for delegations, responsibility, communication between Council staff and the Henry Lawson Festival of Arts Committee to be approved by the General Manager.
- 4) Council allocate \$1,500 to purchase the inquisitive art work winner at the 2023 Henry Lawson Festival.

**CARRIED**

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Cr Parlett entered the room at 5:39 pm.

## PURPOSE

The purpose of this report is to respond to a budget request for the 2023 Henry Lawson Festival.

## BACKGROUND

As per resolution 227/2022 Council held a workshop with Belinda Power (President) and Cllr Jan Parlett (Executive Members) to discuss the future of the Henry Lawson Festival and the budget requirements for the 2023 Festival.

Councillors acknowledged the hard work and difficulties the Committee had delivering the 2022 festival and there was spirited debate over the following topics:

- The Henry Lawson of Arts Committee becoming an incorporated body
- The Council running the Festival
- Updates to the current Charter
- The creation of a procedure manual for the Committee and Council
- The budget requirements for future festivals
- Delegations for the Committee
- Financial reporting.

## ISSUES AND COMMENTS

The Committee have requested the following:

- \$5,000 of the remaining website development budget be allocated to Ready Marketing to move the website. This is an operational matter that does not require Council approval.
- Council Officers provide monthly financial updates to the Committee of funds spent through Council's financial system.
- \$30,000 of in-kind support on an annual basis.
- \$40,000 to re-engage Ready Marketing for Event Management and Marketing for the festival.

As the 2023 Festival will not have a Concert the financial requirements for the event will be reduced. Traffic management, Council staff, and insurance expenses will dramatically decrease the in-kind budget.

Additionally, the request for Event Management of \$40,000 is considered high and in regards to Council's other competing priorities, it is recommended the appropriate amount is \$20,000. Last year the cost towards event management was \$31,150.70 which included the Concert. However, it was indicated that a concert would not form part of the 2023 event which realistically should reduce the event management costs.

In comparison, Council is holding a \$120,000 "Light up the Night" Event in February 2023 and the expected costs for Marketing and Event Management are \$10,000. In considering this request, the budget allocation of \$40,000 could employ a fulltime Council employee to carry out the service and provide support to other Council events for six months.

A fiscally appropriate budget would be \$20,000 for in-kind support, \$20,000 for Marketing and Event Management, with all other income and expenses being sourced from the Committees bank account. It does not preclude a review of the budget in later months to come.

**POLICY/LEGAL IMPLICATIONS**

A \$40,000 request to engage a specific company for Event Management and Marketing cannot be resolved by Council as it is non-compliant to Council's Procurement and Sale of Assets Policy. Purchases over \$15,000 require two quotations and will need to be evaluated based on best practice procurement principles and value for money.

**FINANCIAL/RESOURCE IMPLICATIONS**

If Council adopts the original Committee request the cost to Council's unrestricted funds will be \$70,000 (\$30,000 in-kind contribution and \$40,000 to re-engage Ready Marketing). Adoption of this request will have significant implications.

After review of Council's current operating budget and the previous costs towards the festival the revised figure of \$40,000 to include \$20,000 in-kind contribution and 20,000 for Marketing and Event Management, with all other income and expenses being sourced from the Committees bank account. The Committee and Council must also be reminded of their need to adhere to Council's Procurement and Sale of Assets Policy.

**INTERNAL/EXTERNAL CONSULTATION**

A Councillor Workshop with the HLF Committee was undertaken on 1 September 2022.

**CONCLUSION**

Based on the data provided it is recommended that Council adopt a budget of \$20,000 for in-kind support and \$20,000 for Event Management and Marketing for the 2023 Henry Lawson Festival.

That Council staff work in consultation with the Committee to present an updated charter and procedures that encapsulates financial reporting and delegations at the October 2022 Council Meeting.

Even though it was not requested that Council endorse \$1,500 to purchase the inquisitive art work at the 2023 festival.

Cr J Kenah declared a non-pecuniary conflict of interest in Item 11.8 (detailed in Item 5) and stayed in the room.

**11.8 GRENFELL GUNYAH CRAFT SHOP INC**

**File Number:** C1.1.3  
**Author:** Director Corporate Services  
**Authoriser:** General Manager  
**Attachments:** 1. Donation Request GGCS  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Donation Request  
**Budget:** \$ 446.26 to be sourced from Community Donation Budget

**RECOMMENDATION**

That Council donates the \$446.26 to Grenfell Gunyah Shop Inc through the Community Support Project budget.

**RESOLUTION 258/22**

Moved: Cr Diprose  
Seconded: Cr McKellar

That Council donates the \$446.26 to Grenfell Gunyah Shop Inc through the Community Support Project budget.

**CARRIED**

**PURPOSE**

The purpose of this report is to respond to donation request from the Grenfell Gunyah Craft Shop Inc.

**BACKGROUND**

Council is in receipt of correspondence from the Grenfell Gunyah Craft Shop Inc. dated 15 August 2022 requesting a rebate on their council rates.

Council has continued to give the Grenfell Gunyah Craft Shop Inc. an annual rates donation since 2001. The donations have traditionally been 25% of their annual levy.

**ISSUES AND COMMENTS**

The annual levy was \$1,785.02 for the 2023 financial year.

**POLICY/LEGAL IMPLICATIONS**

There is no current policy on the guidelines for Council to give rates donations. However, there is a resolution 180/2021 to develop a policy which will be presented to Council in the

current financial year.

## FINANCIAL/RESOURCE IMPLICATIONS

\$446.26 from the community donations budget, which has been calculated at 25% of the annual levy.

<b>DONATIONS 2023 FINANCIAL YEAR</b>				
<b>Organisation</b>	<b>Event</b>	<b>Request</b>	<b>Resolution</b>	<b>Amount</b>
Caragabal Country Club	Caragabal Sheep Races	1 x Barrier Mesh	210/2022	\$ 32.00
Caragabal Country Club	Caragabal Sheep Races	1 x Cool	210/2022	\$ -
Weddin Mountain Muster	Trail Ride Event	Multiple items	225/2022	\$ 2,500.00
The Jockey Club Inc	Race Meeting	Multiple items	229/2022	\$ 400.00
Grenfell Gonyah Craft Shop Inc	Nil	Rates		\$ 446.26
<b>Total</b>				<b>\$ 3,378.26</b>
<b>Budget</b>				<b>\$ 15,000.00</b>
<b>Budget Remaining</b>				<b>\$ 11,621.74</b>

## INTERNAL/EXTERNAL CONSULTATION

No consultation is required for this application.

## CONCLUSION

There is budget available and the request to apply a 25% rebate to the value of \$446.26 should be supported as it has since 2001.

**11.9 GRENFELL P.A.H & I ASSOCIATION INC**

**File Number:** C1.1.3  
**Author:** Director Corporate Services  
**Authoriser:** General Manager  
**Attachments:** 1. PAH Donation Request  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Donation Request  
**Budget:** \$ 475 to be sourced from Community Donation Budget

**RECOMMENDATION**

That Council:

1. Donate \$475 to the Grenfell P.A.H & I Association Inc for sewer rates levy.
2. The Director of Corporate and Director of Infrastructure investigate alternative options for the individual levy of water closets and urinals for the 2024 rating year.

**RESOLUTION 259/22**

Moved: Cr McKellar

Seconded: Cr Parlett

That Council:

1. Donate 50% rebate of the Grenfell P.A.H & I Association Inc for sewer rates levy.
2. The Director of Corporate and Director of Infrastructure investigate alternative options for the individual levy of water closets and urinals for the 2024 rating year.

**CARRIED**

**PURPOSE**

The purpose of this report is to respond to donation request from the Grenfell P.A.H & I Association Inc.

**BACKGROUND**

Council is in receipt of correspondence from the Grenfell P.A.H & I Association Inc. dated 12 August 2022 requesting a rebate on their annual sewer rates.

Council has given the Grenfell P.A.H & I Association Inc. an annual sewer rates donation since 1996. The donations has traditionally been 25% of their annual levy.

**ISSUES AND COMMENTS**

The annual levy was \$1,900 for the 2023 financial year.

## POLICY/LEGAL IMPLICATIONS

There is no current policy on the guidelines for Council to give rates donations. However, there is a resolution 180/2021 to develop a policy which will be presented to Council in the current financial year.

## FINANCIAL/RESOURCE IMPLICATIONS

\$475 from the community donations budget, which has been calculated at 25% of the annual levy.

<b>DONATIONS 2023 FINANCIAL YEAR</b>				
<b>Organisation</b>	<b>Event</b>	<b>Request</b>	<b>Resolution</b>	<b>Amount</b>
Caragabal Country Club	Caragabal Sheep Races	1 x Barrier Mesh	210/2022	\$ 32.00
Caragabal Country Club	Caragabal Sheep Races	1 x Cool	210/2022	\$ -
Weddin Mountain Muster	Trail Ride Event	Multiple items	225/2022	\$ 2,500.00
The Jockey Club Inc	Race Meeting	Multiple items	229/2022	\$ 400.00
Grenfell Gonyah Craft Shop Inc	Nil	Rates		\$ 446.26
Grenfell P.A.H & I Association Inc	Nil	Rates		\$ 475.00
<b>Total</b>				<b>\$ 3,853.26</b>
<b>Budget</b>				<b>\$ 15,000.00</b>
<b>Budget Remaining</b>				<b>\$ 11,146.74</b>

## INTERNAL/EXTERNAL CONSULTATION

No consultation is required for this application.

## CONCLUSION

There is budget available and the request should be supported as it has since 1996. As sewer levy for water closets and urinals is regularly requested as a rebate and donation it is recommended that the Director of Corporate and Director of Infrastructure review the levies for the 2024 rating year for viable alternatives.

**11.10 REQUEST FOR SUPPORT THROUGH SCCF: GROW GRENFELL GROUP**

**File Number:** C3.1.1  
**Author:** Director Corporate Services

**Attachments:** 1. Grow Grenfell Group Request  
**CSP Objective:** Culturally rich, vibrant and inclusive community  
**Precis:** Project Support Request  
**Budget:** \$ 0 to be sourced from No budget required

**RECOMMENDATION**

That Council supports the aims of the Grow Grenfell Group to promote tourism and grow the population but won't be supporting the project for the Stronger Country Communities Round 5 application due to the limited information provided.

**RESOLUTION 260/22**

Moved: Cr Diprose

Seconded: Cr Parlett

That Council supports the aims of the Grow Grenfell Group to promote tourism and grow the population but won't be supporting the project for the Stronger Country Communities Round 5 application due to the limited information provided.

Council provides support to assist the organisation to be ready to apply for grants

**.CARRIED**

**PURPOSE**

The purpose of this report is to respond to a request from the Grow Grenfell Group.

**BACKGROUND**

The Grow Grenfell Group Inc. has an aim to light up the buildings in the town of Grenfell. Increasing tourism and increasing the town's population.

**ISSUES & COMMENTS**

The funding application being prepared by the Grow Grenfell Group will be for an amount \$152,750.00 and focused on securing funding for the Grenfell Lights initiative from the Stronger Country Communities Fund Round 5 (SCCF5).

The proposal is to light-up;

- The front of the Weddin Shire Council Chambers
- Historical Society Building
- The Rotunda in Taylor Park

- Grenfell Medical Centre
- Community Arts building
- A number of other Council owned buildings.

The Grow Grenfell Group have provided an amount however the breakdown of the amount is unclear, including the cost for hardware, the cost to install and the responsibilities of supply of goods and services. In some instances, it may also require a development application however Council staff are unable to assess the situation due to the limited information provided in the proposal.

The issues from a Council perspective are;

- The project does not align with Council's Destination Management Plan (DMP), that is the area has been identified as an opportunity for the night skies concept,
- Who is responsible for the ongoing operational costs?
  - Maintenance
  - Utility costs
  - Replacement costs should there be vandalism
- Development Applications could be required
- The project has the potential to impact on neighbours and therefore community consultation should be required for this project.
- Council staff are not objecting to the concept however believe that extensive community consultation needs to occur and an understanding of the points above before Council can commit to supporting the proposal. Due to the ambiguity and uncertainty of these requirements, it is unlikely that the SCCF would be supported by the funding body and due to the limited time to undertake the consultation, proof of concept and analysis of the development application requirements, it would be in the best interest of the Grow Grenfell Group to work with Council on developing a concept plan first in order to support future grant application processes. It will also help the reputation of the Grow Grenfell Group to have a thorough proof of concept and concept plan in place prior to any grant submission process.

### **POLICY/LEGAL IMPLICATIONS**

The potential legal implications are who would have ownership and maintenance of the assets. The unknown development application requirements and lack of community consultation could lead to light pollution complaints.

### **FINANCIAL/RESOURCE IMPLICATIONS**

The financial implications are if Council is responsible for the ongoing costs of the project and potential replacement costs.

### **INTERNAL/EXTERNAL CONSULTATION**

As this project does not align with Council DMP community consultation should be required for the scope of the project.

**CONCLUSION**

Council is supportive of the aims of the Grow Grenfell Group to promote tourism and increase Grenfell's population. The project requires proper plans, consultation, and agreements in place.

Additionally, the project objectives for SCCF5 aims to boost the wellbeing of communities in regional areas by providing new or upgraded social and sporting infrastructure, or community programs that have strong local support. This project would fail to meet those parameters in its current format.

Council could provide a letter of support but it would have to address Council's concerns in the letter.

A better alternative would be for the Grow Grenfell Group to provide a more detailed concept plan which outlines all the issues highlighted above which could support a future funding application, with a better chance of approval.

**12 INFRASTRUCTURE SERVICES REPORTS****12.1 REVIEW LANDSCAPING ON NATURE STRIPS POLICY**

**File Number:** 5.12.2  
**Author:** Team Leader - Infrastructure  
**Attachments:** 1. Draft 5.12.2 Landscaping on Nature Strips Policy 2022  
**Precis:** Review of Landscaping on Nature Strips Policy  
**Budget:** Nil

**RECOMMENDATION**

That Council:

1. Place the Draft Review of Landscaping on Nature Strips Policy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.
2. Council request the Director of Infrastructure Services to present a further report, together with all submissions received, to Council at the conclusion of the public exhibition and submission period for Council's further consideration and adoption of the Policy for the Landscaping on Nature Strips (with or without changes) at its November 2022 Ordinary Meeting
3. In the event of no submissions being received within the prescribed number of days, Council formally adopt the Policy for the Landscaping on Nature Strips, without any changes, as a policy of Council.

**RESOLUTION 261/22**

Moved: Cr McKellar

Seconded: Cr Best

That Council:

1. Place the Draft Review of Landscaping on Nature Strips Policy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.
2. Council request the Director of Infrastructure Services to present a further report, together with all submissions received, to Council at the conclusion of the public exhibition and submission period for Council's further consideration and adoption of the Policy for the Landscaping on Nature Strips (with or without changes) at its November 2022 Ordinary Meeting
3. In the event of no submissions being received within the prescribed number of days, Council formally adopt the Policy for the Landscaping on Nature Strips, without any changes, as a policy of Council.

**CARRIED**

## **PURPOSE**

The purpose of this report is to present the draft Policy for Landscaping on Nature Strips to Council for Consideration.

## **BACKGROUND**

The Policy for Landscaping on Nature Strips ('the policy') commenced from the adoption by Council on 20 August 2020. The policy is due for a review.

## **ISSUES AND COMMENTS**

The policy was reviewed in to ensure the currency of legislation and applicability. The changes presented are minor. This includes updating the policy to the new template which moves the previous policy content into section 6 of the policy template, under the heading of Policy.

### **1. PURPOSE OF THE POLICY**

The purpose of this report is to keep the policy up to date with regulations, technology, and industry best practices and ensure that the policy is consistent and effective.

The Policy is a local supplement to the provisions of the *Biosecurity Act 2016 No 63*, *Environmental Planning and Assessment Act 1979* and *Roads Act 1993* (NSW).

### **2. POLICY OBJECTIVES**

- The establishment and maintenance of landscape plantings that are sympathetic to the local environment and meet functional requirements;
- Landscaping practices that provide a unifying element which emphasise the landscape character of the Weddin Shire Local Government Area and prioritise indigenous and native plantings;
- The preservation of trees and other vegetation, particularly trees of significance;
- The retention and maintenance of the maximum possible number of existing trees, particularly native and endemic trees, in healthy condition and with natural form and shape improves the environmental sustainability and the general amenity of the local area; and
- Planting and preservation practices that enhance the environmental sustainability of the area including the protection of existing indigenous bushland areas and the provision of wildlife corridors and habitats.

### **3. LEGISLATION**

The Policy relates to the *Biosecurity Act 2016 No 63* and the Provisions relating to regulation or enforcement of native vegetation, in particular section 14.7A of the Act.

#### **4. APPLICATION/SCOPE**

This Policy applies at all times to the management of all trees and vegetation within Weddin Local Government Area.

#### **POLICY/LEGAL IMPLICATIONS**

Once adopted by Council, the Review of Landscaping on Nature Strips Policy will be an updated Policy of Council. There are no direct legal implications arising from this report, other than those which have already been addressed above and within the draft policy.

#### **FINANCIAL/RESOURCE IMPLICATIONS**

There are no direct financial or resourcing implications arising from this report.

#### **INTERNAL/EXTERNAL CONSULTATION**

The review of Landscaping on Nature Strips Policy be placed on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.

#### **CONCLUSION**

This review of the Landscaping on Nature Strips Policy ensures this policy is in line with current Council procedures and any Government regulations that relate to document.

Cr JP Parlett declared a conflict of interest in Item 12.2 (detailed in Item 5).

Cr C Bembrick declared a conflict of interest in Item 12.2 (detailed in Item 5).

<b>12.2    GRENFELL MAIN STREET RENEWAL - SEPTEMBER UPDATE</b>
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<b>File Number:</b>	<b>P2.3.18</b>
<b>Author:</b>	<b>General Manager</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>Nil</b>
<b>CSP Objective:</b>	<b>Shire assets and services delivered effectively and efficiently</b>
<b>Precis:</b>	<b>Update to the Grenfell Community on the status of the Main Street Renewal Project</b>
<b>Budget:</b>	<b>\$ - to be sourced from -</b>

Cr Stuart McKellar was nominated to take the Chair

Moved by Cr Diprose, Seconded by Cr Parlett

Cr Bembrick left the room at 5:56 pm

Cr Best left the room at 5:56 pm..

Cr Parlett left the room at 5:56 pm.

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Cr Bembrick entered the room at 5:59 pm.

Cr Parlett entered the room at 6:00 pm.

Cr Best entered the room at 6:00 pm.

Mayor Bembrick resumed the Chair.

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## **PURPOSE**

The purpose of this report to inform the community on the status of the Grenfell Main Street Renewal project.

## **BACKGROUND**

The Grenfell Main Street Project has presented a number of challenging problems since its commencement in December 2020. Council and the community have received a number of briefings which included project summary status, upcoming activities and budgetary expenditure.

Council resolved to engage Public Works Advisory (PWA) at the 18 August 2022 Ordinary Meeting to provide project management services for the Main Street.

Council has previously worked the PWA since early May 2022. Instructions by PWA to rehabilitate the Main Street for the Henry Lawson Festival for the June Long Weekend was completed and was utilised for the festival.

The Grenfell Main Street Project September Update includes information on recent meetings and discussions.

## **ISSUES AND COMMENTS**

### **Engagement of Project Engineers**

Council has recently employed two project engineers who are experienced engineers in road construction and have managed main street constructions in the past. Mr Michael (Mike) Ryan is an ex General Manager and Director whilst Mr Robert (Bob) Cohen has worked as a Director in other neighbouring Councils. We are grateful to have their experience and expertise. The Project Engineers will be situated generally down at the Grenfell Hub as they undertake the project review and coordination.

### **Traffic Water Bollards**

Following consultation with PWA on the water bollards currently positioned in the main street, it appears that Council is closer to providing an interim traffic management solution that has less of a visual impact and cost effective solution for the main street. The traffic lane separators have been purchased and will replace the water bollards. The purpose of the traffic lane separators is to stop vehicles from turning across the median strip and driving over the streetlight infrastructure.



### **Public Works Advisory Engagement**

Following last month's Council resolution, the General Manager and Director of Infrastructure met with PWA and the two Project Engineers to discuss the project and procedure moving forward. Finalisation of the contract is currently occurring with some project elements being reviewed and revised.

### **Project Review**

The two Project Engineers are currently reviewing all the documentation and providing a project plan for further design work and review of the future cost estimate. It is envisaged that a community consultation forum will occur with the community within the next 8 weeks with a clearer path to be promoted in the community.

### **POLICY/LEGAL IMPLICATIONS**

There are no direct policy implications or legal implications arising from this report.

### **FINANCIAL/RESOURCE IMPLICATIONS**

A snapshot of the budget is below. The unforeseeable geotechnical conditions have significantly affected the budget in this project.

<b>Grenfell Main Street Renewal Budget Snapshot</b>	
Budget Fully Grant Funded	\$3,959,858.00 (includes 22/23 RTR \$636,355)
Previously reported Grant Funded	(\$3,323,503.00)
Expenditure to date	\$2,924,467.43
Works for HLF and subsequent repairs	\$190,277.02*
Remaining Budget	\$1,035,390.57*

The following table provides Council information on the description of works that has been undertaken.

	<b>Description of works undertaken</b>
<b>2020</b>	Final design / construction plans. Tendering for the construction of the Main Street project. Utility services location investigation works. Geotech investigation works carried out. Environmental Impact report.
<b>2021</b>	Site establishment. Stormwater construction, conduit installation for irrigation and street lighting, essential energy relocation, POSI Survey, Kerb and gutter and footpath construction
<b>2022</b>	Stage 1 - Pavement works commenced. Works carried out as per Public Works request for the Henry Lawson Festival. Water bollard hire.

The original estimation for the project was \$3,200,000. This was under the impression that all geotechnical conditions matched the conducted testing. The cost overrun of the project is currently being estimated by the project development team in conjunction with PWA.

**INTERNAL/EXTERNAL CONSULTATION**

New updates on the Main Street Project are being advertised through the Council news section in the Grenfell Record. External consultation with the community is likely to occur following the review and submission to PWA on the revised project plan.

**CONCLUSION**

Council is looking forward to working collaboratively with Public Works Advisory.

**12.3 SEWER EXTENSION FOR CAMPBELL STREET AND QUONDONG ROAD GRENFELL**

<b>File Number:</b>	<b>S1.2.3</b>
<b>Author:</b>	<b>Acting Director Infrastructure Services</b>
<b>Authoriser:</b>	<b>Acting Director Infrastructure Services</b>
<b>Attachments:</b>	<b>Nil</b>
<b>CSP Objective:</b>	<b>Shire assets and services delivered effectively and efficiently</b>
<b>Precis:</b>	<b>Sewer Extension at Campbell Street and Quondong Road, Grenfell.</b>
<b>Budget:</b>	<b>\$75,000 to be sourced from the Federal Assistance Funding Grant (FAG) and \$110,000 from the Sewer Reserve Funds</b>

**RECOMMENDATION**

It is recommended that:

1. Council to approve the revised estimate of \$185,000 for the sewer extension along Campbell St, Grenfell.
2. Allocate additional funds (\$110,000) above the FAG funding from the Sewer Reserve Funds.

**RESOLUTION 262/22**

Moved: Cr Diprose

Seconded: Cr McKellar

It is recommended that:

1. Council to approve the revised estimate of \$185,000 for the sewer extension along Campbell St, Grenfell.
2. Allocate additional funds (\$110,000) above the FAG funding from the Sewer Reserve Funds.

**CARRIED**

**PURPOSE**

The purpose of this report is to provide Council a revised estimate for the sewer extension along Campbell St, Grenfell and request the funding through the Financial Assistance Grant (FAG) Program of \$75,000 and allocate additional funds of \$110,000 from the Sewer Reserve Funds.

**BACKGROUND**

The Council approved the Development Application and Construction Certificates for two (2) properties along Campbell Street and Quondong Road, Grenfell. The approval was granted for the two (2) properties to connect to the Council sewer main.

The proposed work by the Council includes laying approximately 280m of new sewer pipes, the installation of five (5) manholes and two (2) road crossings. Due to the proposed location

of the sewer, ground conditions, depth of sewer and site services, the cost to complete the sewer extension is \$185,000.00. The proposed sewer will serve up to seven (7) properties along Campbell Street and Quondong Road, Grenfell.

It was previously reported that the cost would be funded through the FAG Program to the value of \$75,000. However, the current estimate exceeds this previous estimate which was costed by former staff.

It is proposed that the shortfall of \$110,000.00 will be made available from the Sewer Reserve Funds.

This report recommends the revised estimate to be approved to allow Council work to be completed for the timely connection of the proposed developments and the additional funds to be made available from the sewer reserve funds.

## **ISSUES AND COMMENTS**

There are few considerations to be resolved with regard to:

- Removal of several trees located on Council nature strip along Campbell Street as they are in line with the proposed sewer trench.
- Consultations with property owners is ongoing and they have given the Council an initial approval to remove the affected trees in close proximity to the sewer trench.

## **POLICY/LEGAL IMPLICATIONS**

The risk of not carrying out the sewer extension by Council could lead to further compensation and possibly legal action being brought by the property owners as their design and proposed construction is based on the sewer main to be available for connection as part of their DA approval.

## **FINANCIAL/RESOURCE IMPLICATIONS**

\$75,000.00 from the Federal Assistance Grant (FAG) and the remaining \$110,000.00 from the Sewer Reserve Funds. The Sewer Reserve Funds has an allocation of \$900,000.

## **INTERNAL/EXTERNAL CONSULTATION**

Consultations have been ongoing with the affected property owners with regard to tree removal and trimming as required to allow for the sewer installation and construction. Also consultations have been ongoing with Weddin Landcare at Grenfell on the tree removal. Council also provided a public notice of the intent to remove the trees through Public Exhibition in the Grenfell Record, Facebook and website.

## **CONCLUSION**

The new sewer extension along Campbell Street and Quondong Road, Grenfell is required to service the currently approved development applications for a total estimate of \$185,000.00. The funds available from FAG Program is \$75,000.00 and the Council will contribute the remaining \$110,000.00 from the Sewer Reserve Funds which currently has \$900,000.00 available.

**13 ENVIRONMENTAL SERVICES REPORTS****13.1 DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES**

<b>File Number:</b>	<b>T5</b>
<b>Author:</b>	<b>Executive Assistant to the Director Environmental Services</b>
<b>Authoriser:</b>	<b>Director Environmental Services</b>
<b>Attachments:</b>	<b>Nil</b>
<b>CSP Objective:</b>	<b>Sustainable natural, agricultural and built environments</b>
<b>Precis:</b>	List of development application, construction certificate and complying development application determined during the period 1 August to 31 August 2022
<b>Budget:</b>	<b>Nil</b>

**BACKGROUND**

Under s. 4.16 of the *Environmental Planning and Assessment Act 1979*, under delegated authority Council Officers can exercise the power to determine development applications and post consent certificates such as construction certificates and complying development certificates. The following provides a list of the development applications, complying development applications and construction certificate applications determined within the Weddin Shire during the month of August 2022.

**Development Applications Determined by Council**

The undermentioned applications were received and determined subject to specified conditions, by the Director Environmental Services under delegated authority:

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
16/2022 – Mod	Mr NF Stokes	Shed	\$16,200	LOT: C DP: 352089 36 East Street GRENFELL NSW 2810
19/2022	Mr Karl Lupis	8 Lot Subdivision	\$0	LOTS: 392, 393 & 394 DP: 754578 Murrays Lane GRENFELL NSW 2810
20/2022	Mr Karl Lupis	2 Lot Subdivision	\$0	LOT: 183 DP: 754578 8 O'Brien Street GRENFELL NSW 2810
29/2022	Miss R Smith	New Dwelling	\$359,400	LOT: 1 DP: 1113505 2 Lawson Drive GRENFELL NSW 2810
32/2022	Graincorp Ltd	Boundary Realignment	\$20,000	LOTS: 20 & 21 DP: 1021581 Bimbi-Quandialla Road QUANDIALLA NSW 2721

### Complying Development Applications

There were no complying development certificate applications approved within the Shire in August 2022 by Council or any other Principal Certifiers.

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

### Construction Certificates

The undermentioned applications were received and determined by the Director Environmental Services under delegation:

CC NO.	Applicant	Construction	Address
6/2022	Mrs KP Ingold	New Dwelling	LOT: 1165 DP: 754578 32 Makins Street GRENFELL NSW 2810
17/2022	Mr AR Lindsay	Amenities Building (Cemetery)	LOT: 7369 DP: 1179298 Brundah Parish GRENFELL NSW 2810
26/2022	Graincorp Ltd	Installation/Commissioning of Sample Stand building & Relocate existing stand	LOT: 20 DP: 1021581 Euroka Parish QUANDIALLA NSW 2721
29/2022	Ms R Smith	New Dwelling	LOT: 1 DP: 113505 2 Lawson Drive GRENFELL NSW 2810

**13.2 DRAFT WEDDIN SHIRE ASBESTOS POLICY**

<b>File Number:</b>	<b>C2.4.15</b>
<b>Author:</b>	<b>Director Environmental Services</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. Weddin Shire Asbestos Policy 2022</b>
<b>CSP Objective:</b>	<b>Innovation in service delivery (healthy, safe and educated community)</b>
<b>Precis:</b>	<b>The Weddin Shire Asbestos Policy has been reviewed and updated to be consistent with the Model Asbestos Policy.</b>
<b>Budget:</b>	<b>The proposed policy does not require a specific budget allocation</b>

**RECOMMENDATION**

That:

1. Council place the draft Weddin Shire Asbestos Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.
2. The Director of Environmental Services present a further report to Council with all submissions received at the conclusion of the public exhibition period for Council's further consideration and adoption of the Policy, or in the event that no submissions are received during the exhibition period, Council formally adopt the Policy, without any changes, as a policy of Council.

**RESOLUTION 263/22**

Moved: Cr Best

Seconded: Cr Frame

That:

1. Council place the draft Weddin Shire Asbestos Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.
2. The Director of Environmental Services present a further report to Council with all submissions received at the conclusion of the public exhibition period for Council's further consideration and adoption of the Policy, or in the event that no submissions are received during the exhibition period, Council formally adopt the Policy, without any changes, as a policy of Council.

**CARRIED**

**PURPOSE**

The purpose of this report is to present the draft Weddin Shire Asbestos Policy to Council for consideration and request the draft policy to be placed on public exhibition inviting submissions from the community.

## BACKGROUND

In Australia, asbestos was gradually phased out of building materials in the 1980s and the supply and installation of asbestos containing goods has been prohibited since 31 December 2003. Yet asbestos legacy materials still exist in many homes, buildings and other assets and infrastructure. It is estimated that one in three Australian homes contains asbestos.

Council has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for both:

- residents and the public within the Local Government Area (LGA)
- workers (employees and other persons) in council workplaces.

Weddin Shire Council adopted a Policy for the Management of Asbestos on 16 May 2013 (Policy 5.7.2). The policy was reviewed and amended by Council on 20 April 2017. The draft policy included in the **Attachment** to this report is proposed to supersede the previously adopted policy.

## ISSUES AND COMMENTS

Since the adoption of Council's current Policy for the Management of Asbestos, a new Model Asbestos Policy for NSW Councils was developed by the Heads of Asbestos Coordination Authorities to promote a consistent Local Government approach to asbestos management across NSW. The Draft Weddin Shire Asbestos Policy has been formulated to be consistent with the Model Asbestos Policy.

## POLICY/LEGAL IMPLICATIONS

Once adopted, the draft Weddin Shire Asbestos Policy will supersede the previous Policy adopted by Council on 20 April 2017 and be a local policy of Council.

## FINANCIAL/RESOURCE IMPLICATIONS

There are no financial or resource implications as a result of the modified policy.

## INTERNAL/EXTERNAL CONSULTATION

As part of the review of the Asbestos Management Policy, no external consultation was required.

## CONCLUSION

Council's current Asbestos Management Policy has been reviewed and a number of changes proposed which are in line with the Model Asbestos Policy. The draft policy is proposed to be placed on public exhibition for a period of 28 days, for the purpose of inviting submissions from the community.

**14 DELEGATE(S) REPORTS**

Nil

**15 MINUTES OF COMMITTEE MEETINGS**

Nil

**16 CLOSED COUNCIL****RECOMMENDATION**

The meeting now be closed to the public under Section 10A(2) of the *Local Government Act 1993* to consider the items following because of their confidential nature:

**16.1 RESCIND RESOLUTION 171/22 ON CODE OF CONDUCT COMPLAINT**

This matter is considered to be confidential under Section 10A(2) - a of the *Local Government Act 1993*, and Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

**16.2 PURCHASE AND SALE OF PROPERTY**

This matter is considered to be confidential under Section 10A(2) - d(ii) of the *Local Government Act 1993*, and Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council.

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**RESOLUTION 264/22**

Moved: Cr McKellar

Seconded: Cr Frame

The meeting now be closed to the public under Section 10A(2) of the *Local Government Act 1993* to consider the items following because of their confidential nature:

**16.1 RESCIND RESOLUTION 171/22 ON CODE OF CONDUCT COMPLAINT**

This matter is considered to be confidential under Section 10A(2) - a of the *Local Government Act 1993*, and Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

**16.2 PURCHASE AND SALE OF PROPERTY**

This matter is considered to be confidential under Section 10A(2) - d(ii) of the *Local Government Act 1993*, and Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council.

**CARRIED**

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**RECOMMENDATION**

The meeting return to Open Council.

**RECOMMENDATION**

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The meeting return to Open Council.

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**17 RETURN TO OPEN COUNCIL**

**RESOLUTION 265/22**

Moved: Cr McKellar

Seconded: Cr Best

That Council return to Open Council

**CARRIED**

**18 REPORT ON CLOSED COUNCIL**

**RESOLUTION 266/22**

Moved: Cr Kenah

Seconded: Cr McKellar

That Council:

- 1) Note and accept the information provided by the Code of Conduct Investigator at its 26 May 2022 Ordinary Meeting.
- 2) Under s. 440AA(5)(b)(ii) of the *Local Government Act 1993* “ *the adopted procedure is inconsistent with the model procedure*”, rescinds the previous resolution 171/22 from the 26 May 2022 Ordinary Meeting based on the advice from the Office of Local Government.

**CARRIED**

**AGAINST: Crs Cook and Parlett**

**RESOLUTION 267/22**

Moved: Cr McKellar

Seconded: Cr Kenah

That:

- 1) Due to the confidential nature of the report, Council endorse option 2 of the recommendation in the conclusion of this report.

**CARRIED**

**AGAINST: Cr Cook**

**19 CLOSURE**

**The Meeting closed at 7:44pm.**

Moved: Cr Frame

Seconded: Cr Howell

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 October 2022.....**

**CHAIRPERSON**