



**I hereby give notice that an Ordinary Meeting of Council will be held on:**

**Date: Thursday, 15 December 2022**

**Time: 8:00am**

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

# **AGENDA**

## **Ordinary Council Meeting 15 December 2022**

**Noreen Vu  
General Manager**

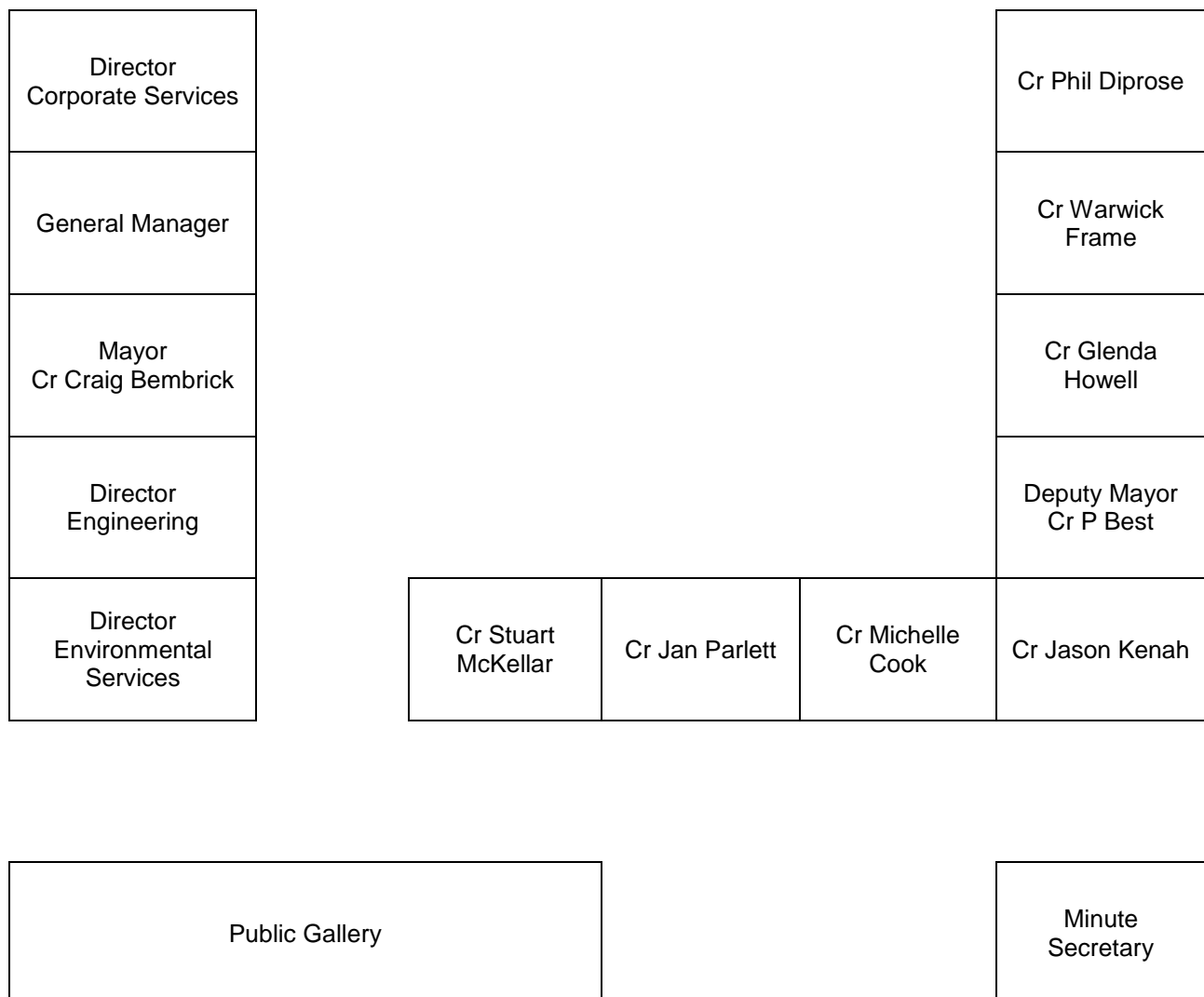
## ***“Weddin Shire Council – working for and with the community”***

Council's Mission Statement









Councillors (from left to right) Phillip Diprose, Stuart McKellar, Warwick Frame, Craig Bembrick (Mayor), Glenda Howell, Paul Best (Deputy Mayor), Jason Kenah, Jan Parlett and Michelle Cook.

## COUNCIL CHAMBERS LAYOUT



## WSC STRATEGIC DIRECTION

To attain the overarching objective of the Community Strategic Plan (CSP), population growth, Council will work together with the Weddin Community to achieve the following strategic objectives, listed in priority order:

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



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## **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**

**APOLOGIES**

**LEAVE OF ABSENCE**

**LEAVE OF ABSENCE APPLICATION**

## **4 CONFIRMATION OF MINUTES**

### **RECOMMENDATION**

That Minutes of the Ordinary Council Meeting held 17 November 2022 be taken as read and CONFIRMED.

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## **5 DISCLOSURES OF INTEREST**

## **6 PUBLIC FORUM**

## 7 MAYORAL REPORTS/MINUTES

### 7.1 MAYORAL MINUTE - DECLARATION OF STATEWIDE ROAD EMERGENCY

**File Number:** C2.2.7

**Attachment:** Nil

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

**Budget:** Nil

#### RECOMMENDATION

That:

1. Weddin Shire Council joins with Local Government NSW and Country Mayors Association of NSW in declaring a Statewide Road Emergency.
2. The Mayor writes to Prime Minister Anthony Albanese and the NSW Premier Dominic Perrottet echoing the sentiments expressed in this Mayoral Minute to declare a Statewide Road Emergency.

Councillors,

We are all well aware the Weddin Shire has been hit by a seemingly relentless wave of flood events in the past 12 months.

And we are not alone. A total of 126 of New South Wales' 128 local government areas have had natural disaster declarations within the last 12 months, according to the President of Local Government NSW, Darriea Turley.

On the third of November 2022, Local Government NSW declared a Statewide Roads Emergency.

The declaration – and urgent call for the NSW and Federal governments to increase their existing road funding commitments in the wake of the floods – comes on the back of an estimated \$2.5 billion in road damages and a collapse of the local and regional road network.

I call on Weddin Shire Council to show our support for this move and whole-heartedly endorse the Local Government NSW declaration of Statewide Road Emergency.

The declaration has already been publicly supported by our peak regional body, the Country Mayors Association of New South Wales.

As part of the Statewide Roads Emergency, LGA NSW and Country Mayors Association of NSW are calling for:

- An acceleration and significant increase in funding for the \$1.1 billion Fixing Local Roads and Fixing Country Bridges program from the New South Wales Government
- A boost to Road Block Grant funding to compensate for the damage to the regional road network from the Federal Government
- New funding to provide councils with plant machinery and skilled workers to expedite road repairs from the Federal Government.

We have faced, and may continue to face, an unprecedented and unrelenting series of natural disasters that has seen residents and business owners cleaning up again and again, people isolated, workers unable to get to work, and students unable to get to training or school.

Add to this our very real and immediate concern for our primary producers.

This latest rain event has hit at a critical time. Winter crops are ready to be harvested and the window for planting summer crops, for those that do, only lasts a short period of time.

Livestock are ready to go to sale and once crops are able to be harvested this will also be reliant on the roads network.

The local and regional road network is critically-enabling infrastructure. It is absolutely vital to our primary producers, and the key to keeping affordable food on the table across New South Wales and beyond.

Our road network, and the road network of shires across the state, have disastrous damage. We are facing a task that is beyond the reasonable scope of any local government authority. We face an unprecedented disaster that requires an unprecedented response.

The focus on the road hierarchy is important, however our primary producers are suffering because of the limited resourcing, the continued wet weather and forecasted wet summer means our unsealed road networks are in disrepair. We need a call to action now on ways that the State and Federal governments can assist all local councils across the state to ensure that the unsealed road networks are not forgotten.

We need help. Our community needs help. Other regional and rural communities across the state and beyond need help. We desperately need our leaders to lead.

We need to support our peak bodies in their declaration of Statewide Road Emergency.

This is an emergency, and it is time to seek help, and by supporting this Mayoral Minute you are endorsing that I write to the Prime Minister of Australia Anthony Albanese and the Premier of New South Wales Dominic Perrottet pleading for immediate action.

Mayor Craig Bembrick

**7.2 MAYORAL MINUTE - GENERAL MANAGER PERFORMANCE REVIEW COMMITTEE**

**File Number:**

**Attachments:** 1. **GENERAL MANAGER PERFORMANCE REVIEW COMMITTEE (To be adopted)**

**CSP Objective:** Democratic and engaged community supported by efficient internal systems

**Budget:** Nil.

**RECOMMENDATION**

That Council:

1. Nominate a Cr\_\_\_\_\_ (Councillor nominated by Council).
2. Endorses the General Manager Performance Review Committee Charter.
3. Delegate the Council Committee the task of conducting the Performance Review, reporting the findings and recommendations of those reviews to Council.
4. Note the General Manager's request for a mid-term performance review on 8 February 2023.

Councillors,

The purpose of this Mayoral Minute is to establish a Performance Review Panel of Councillors to undertake the performance review of our General Manager, Noreen Vu. The review process can occur at least annually, noting that our General Manager has been here for almost six months.

Following the Local Government elections in December 2021, and the appointment of Council's new General Manager in July 2022, membership of the General Manager's Performance Review Panel has not yet been determined.

The Office of Local Government (OLG) Guidelines for the Appointment and Oversight of the General Managers (2022) states that the panel should consist of:

1. The Mayor
2. The Deputy Mayor
3. A Councillor nominated by Council, and
4. A Councillor nominated by the General Manager.

An independent person with relevant local government skills and experience will be invited to act as Facilitator on the Panel as a non-voting member. During the recruitment process, Mr Christian Morris (LG NSW) was also engaged to undertake the performance review for the General Manager in her first year.

Council should delegate the task of performance reviews of the General Manager to this Panel including discussions about performance, any actions that should be taken and the determination of the new performance agreement. Councillors not involved on the Panel will



be provided opportunities to give feedback and input prior to the Panel convening their meetings.

In summary Council's requirements are to:

- Ensure that performance is reviewed at least annually.
- Establish a Performance Review Panel, comprising of the Mayor, Deputy Mayor, another Councillor nominated by Council and a Councillor nominated by the General Manager.
- Ensure that panel members are trained in performance management of General Managers.
- Delegate the role of conducting the performance review, reporting findings and recommendations to Council and developing the Performance Agreement, to the Panel.
- Ensure that all Councillors are notified of the relevant dates for the review and that those not on the panel can contribute by providing feedback to the Mayor.
- Ensure that statutory requirements under s223 under the Local Government Act (1993) to monitor performance of the General Manager are adhered to. The Mayor also has statutory requirements under s226 under the Local Government Act, to lead the performance review.

The General Manager has requested that a Performance Review be undertaken on Wednesday 8 February 2023 which suits the availability of Mr Morris. As a new General Manager, I think we should be supportive in providing constructive and respectful feedback. Under the Local Government NSW Performance Agreement, feedback can occur mid-term and/or annually. This will align with the mid-term feedback process.

C2.6.46

**WEDDIN SHIRE COUNCIL****CHARTER FOR THE GENERAL MANAGER'S PERFORMANCE REVIEW PANEL**

<b>Membership</b>	- Four (4) Councillors: 1. Mayor 2. Deputy Mayor 3. One (1) Councillor nominated by Council 4. One (1) Councillor nominated by the General Manager.
<b>Appointment</b>	- Bi-annually at Council's September meeting, unless otherwise resolved by Council.
<b>Chair</b>	- Mayor
<b>Quorum</b>	- Three (3) members.
<b>Meetings Held</b>	- At minimum annually or as requested.
<b>Notice</b>	- Ten (10) days.
<b>Conduct of Meetings</b>	- Meetings shall be conducted in accordance with Council's adopted Code of Meeting Practice, as amended from time to time.  - Members are also to comply with Council's current Code of Conduct, as amended from time to time.  Copies of these Codes are available on Council's website as well as from the General Manager's Secretary.
<b>Type of Committee</b>	- Review Panel
<b>Reports to</b>	- Council
<b>Functions</b>	- to plan and undertake the General Manager's performance review in accordance with the 'Guidelines for the appointment and oversight of General Managers' (2022).  - to finalise the General Manager's performance review.  - to make a recommendation to Council on the outcome of the review and any remuneration increase.
<b>Independent Facilitator</b>	- An independent person with relevant local government skills will be invited to act as Facilitator on the Panel as a non-voting member.

\\GIS.weddin.nsw.gov.au\Infocouncil\Attachments\18\256\CHARTER\_GeneralManagersPerformanceReviewPanel.docx

<b>Current Membership</b>	<p>This person will be selected by the Mayor in consultation with the Panel.</p> <ul style="list-style-type: none"><li>- <b>Mayor:</b> Cr Craig Bembrick</li><li>- <b>Deputy Mayor:</b> Cr Paul Best</li><li>- <b>Council's nominee:</b> Cr _____</li><li>- <b>General Manager's nominee:</b> _____</li></ul>
<b>Attendance</b>	<ul style="list-style-type: none"><li>- The General Manager (for part of)</li><li>- Panel members only</li><li>- Independent Facilitator</li></ul>
<b>Reference Document</b>	<ul style="list-style-type: none"><li>- Guidelines for the Appointment and Oversight of General Managers 2022</li></ul>

## 8 MOTIONS/QUESTIONS WITH NOTICE

### 8.1 NOTICE OF MOTION - THE MAURICE 'MO' SIMPSON MEMORIAL BOARD

**File Number:**

**Mover:** Cr Stuart McKellar

**Attachments:** 1. NOTICE OF MOTION - THE MAURICE 'MO' SIMPSON MEMORIAL BOARD

**CSP Objective:** Culturally rich, vibrant and inclusive community

**Budget:** \$3,000 from the Councillor Operations Vote

#### **MOTION**

That Council:

1. In honour of the recent passing of Maurice 'Mo' Simpson, endorses the commemoration of the life of this extraordinary man through the establishment of the Maurice 'Mo' Simpson Honour Board.
2. Endorses that the Maurice 'Mo' Simpson Honour Board will contain the names of Mayors who have served, serving and will serve the Weddin Shire Council.
3. Endorses that the Maurice 'Mo' Simpson Honour Board will be hung in the Weddin Shire Council Chambers.
4. Endorses that the Simpson family and friends are welcomed to the Weddin Shire Council Chambers for an unveiling of the Honour Board.

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#### **SUPPORTING COMMENTS**

We are all hurting for such a loss. Mo Simpson provided 17 years' total service to the Weddin Shire Council. He was elected as Councillor in September 1995 then elected as Mayor in September 1999, serving as Mayor for 13 years. He was a role model Mayor and by having an Honour Board hung within the Weddin Shire Council Chambers will serve as a reminder to Councillors both current and future of the legendary man that served our community and a friend to all.

#### **SOURCE OF FUNDING**

\$3,000 from the Councillor Operations Vote to allow for the Board to be created and delivered.

#### **STAFF COMMENTS**

#### **FINANCIAL/RESOURCING IMPLICATIONS**

The Councillor Operations Vote will allow for a purchase of the Honour Board. Preliminary discussions with a couple of suppliers, suggest that an honour board with 90 names on timber is approximately \$2,000 (does not include delivery).

**CONCLUDING COMMENTS**

The Maurice “Mo” Simpson Honour Board will be a sincere and respectful gesture.



# WEDDIN SHIRE COUNCIL

## NOTICE OF MOTION

**REFERENCE:** The Maurice 'Mo' Simpson Memorial Board

**MOTION:**

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

That Council:

1. In honour of the recent passing of Maurice 'Mo' Simpson, endorses the commemoration of the life of this extraordinary man through the establishment of the Maurice 'Mo' Simpson Honour Board.
2. Endorses that the Maurice 'Mo' Simpson Honour Board will contain the names of Mayors who have served, serving and will serve the Weddin Shire Council.
3. Endorses that the Maurice 'Mo' Simpson Honour Board will be hung in the Weddin Shire Council Chambers.
4. Endorses that the Simpson family and friends are welcomed to the Weddin Shire Council Chambers for an unveiling of the Honour Board.

**SUPPORTING COMMENTS: (optional)**

We are all hurting for such a loss. Mo Simpson provided 17 years' total service to the Weddin Shire Council. He was elected as Councillor in September 1995 then elected as Mayor in September 1999, serving as Mayor for 13 years. He was a role model Mayor and by having an Honour Board hung within the Weddin Shire Council Chambers will serve as a reminder to Councillors both current and future of the legendary man that served our community and a friend to all.

**SOURCE OF FUNDING:**

\$3,000 from the Councillor Operations Vote to allow for the Board to be created and delivered.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**8.2 NOTICE OF MOTION - THAT COUNCIL REVIEW THE CURRENT LG HUB SYSTEM TO ASSESS ITS SUITABILITY TO MEET CURRENT AND FUTURE DEMANDS.****File Number:****Mover:** Cr Jan Parlett**Attachments:** 1. NOTICE OF MOTION - THAT COUNCIL REVIEW THE CURRENT LG HUB SYSTEM TO ASSESS ITS SUITABILITY TO MEET CURRENT AND FUTURE DEMANDS**CSP Objective:** Shire assets and services delivered effectively and efficiently**Budget:** Nil**MOTION****THAT COUNCIL REVIEW THE CURRENT LG HUB SYSTEM TO ASSESS ITS SUITABILITY TO MEET CURRENT AND FUTURE DEMANDS****SUPPORTING COMMENTS**

The current LG Hub system has obvious 'glitches' with some Councillors regularly not having access to monthly Agendas and requiring paper copies for meetings. This creates inconvenience to Councillors as they do not have the required information in time for considered decision making. This creates additional work for staff, and additional cost for considerable printing of documents.

It might be beneficial to be using a system that is being used by most of the Central NSW Joint Organisation councils. If we look to installing a system that is favoured by most councils within the region, this would be helpful when staff are appointed from other councils, as they may be familiar with a universal system

Our 'old' system gave Councillors more access to documents and storage. Councillors did not experience the problems with access to information they are now having. While change is inevitable with technology, one would expect we would be improving our system and aligning with what councils in our region offer that does not create problems with access to information.

**FUNDING SOURCE**

An appropriate starting point is the convening of a (say, one hour) session early in 2023 within our normal monthly workshops where all councillors can outline the specific challenges they are experiencing with the LG Hub system and any other suggestions they may have. Thus, the initial activity will be within our existing baseline budget and we can progress from there.

## **STAFF COMMENTS**

### **BACKGROUND**

InfoCouncil is a compilation software that is used amongst the majority of Councils in NSW. A survey of Councils across the Central NSW Joint Organisation (CNSWJO) found that nine of the ten Councils utilise InfoCouncil. Often the platform recommended with InfoCouncil is LG Hub (Big Tin Can). A survey of Councils across the CNSWJO found that there were a variety of platforms that Councils were using to distribute papers to the Councillors. Of the nine other Councils the following provides a summary of software utilised:

- LG Hub (Big Tin Can) – Orange, Forbes (2023), Cowra, Lachlan and Parkes (2023).
- Own developed portal – Blayney, Oberon and Bathurst
- One Drive combined with PDF Expert - Cabonne

This means within the CNSWJO, there are six of the ten councils currently utilising LG Hub. In addition, further enquiries were placed with CNSWJO and Central Tablelands Water on their mechanism to distribute papers:

- CNSWJO – Hightail however noting that Hightail only provides links to the paper and is not a portal whereby you can pull up previous information.
- Email (mostly) or PDF Expert (for large file exchanges) – Central Tablelands Water

### **FINANCIAL/RESOURCING IMPLICATIONS**

Council does not have the technical expertise or financial resourcing to look at building its own portal and the upkeep of a such a tool. Suggestions from the CNSWJO Councils based on their own experiences with LG Hub included:

- Engaging with LG Hub to come and provide Councillors training. Past experiences showed that Councillors were able to overcome the integration and implementation glitches.
- User issues due to the country of origin reverting to the US which can lock Councillors out. Past experiences showed that Councillors needed to select the right country of origin before logging on to ensure its accessibility.
- Cookies in the web browser limiting accessibility with a suggestion of clearing the Cookies on a regular basis.

The cost of implementing LG Hub is \$7,700 per annum.

### **CONCLUDING COMMENTS**

Councillors need to be supported with the tools to assist them in their role as elected officials.

Council Officers do not have an opinion on the platform on which the Councillors wish to use, so long as it is user friendly, accessible and does not create any additional workload for Council Officers to utilise. Council Officers are supportive of electronic distribution of Council Business Papers over paper based. It is recommended that Council consider an alternative recommendation in looking at engaging with LG Hub first with training and trialling it for a further six months. In the meantime Council staff can also investigate potential platform options to come back to Council early next year.

## **WEDDIN SHIRE COUNCIL**

### **NOTICE OF MOTION**

#### **MOTION:**

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

"that Council review the current LG Hub system to assess its suitability to meet current and future demands."

#### **FUNDING SOURCE (where expenditure is sought):**

An appropriate starting point is the convening of a (say, one hour) session early in 2023 within our normal monthly workshops where all councillors can outline the specific challenges they are experiencing with the LG Hub system and any other suggestions they may have. Thus, the initial activity will be within our existing baseline budget and we can progress from there.

#### **SUPPORTING COMMENTS:**

The current LG Hub system has obvious 'glitches' with some Councillors regularly not having access to monthly Agendas and requiring paper copies for meetings. This creates inconvenience to Councillors as they do not have the required information in time for considered decision making. This creates additional work for staff, and additional cost for considerable printing of documents.

It might be beneficial to be using a system that is being used by most of the Central NSW Joint Organisation councils. If we look to installing a system that is favoured by most councils within the region, this would be helpful when staff are appointed from other councils, as they may be familiar with a universal system

Our 'old' system gave Councillors more access to documents and storage. Councillors did not experience the problems with access to information they are now having. While change is inevitable with technology, one would expect we would be improving our system and aligning with what councils in our region offer that does not create problems with access to information.



Cr Jan Parlett

Date: 2/12/22

**8.3 NOTICE OF MOTION - FEE WAIVER FOR SHOP OWNERS IN THE MAIN STREET****File Number:****Mover:** Cr Jason Kenah**Attachments:** 1. NOTICE OF MOTION - FEE WAIVER FOR SHOP OWNERS IN THE MAIN STREET**CSP Objective:** Collaborative wealth building (strong, diverse and resilient local economy)**Budget:** Approximately \$1,000 across 2022-23 and 2023-24 period**MOTION****That Council:**

1. Waives the payment of the 'application fee' as defined under the Policy for Footpath Restaurants and Street Trading and its reference in Council's 2022-23 Fees and Charges for businesses in the Main Street, Grenfell for the 2023-23 and 2023-24 period, and
2. the waiver of payment is in line with s. 610E of the Local Government Act 1993, and
3. the fee waiver is publically notified in accordance with the provisions of s. 610E and s. 610F of the Local Government Act 1993.
4. Following the public notice of the fee waiver, that Council's General Manager write to all business owners on Main Street, Grenfell of the news and include the application form.

**SUPPORTING COMMENTS**

The administration of the Policy for Footpath Restaurants and Street Trading is an important policy within our local government area to regulate the use of public assets and ensuring the safety for all of those involve. Street trading through tables and chairs and signage is a great way to promote our businesses in our Main Street, Grenfell. The Main Street Renewal Project has run into significant issues leading to a number of delays. This motion does not discredit the work that has recently been done to date.

Under the current policy, if endorsed by Council, the fee waiver does not forego the businesses' responsibilities to ensure that they still seek approval for a local approval as defined under s. 68 of the *Local Government Act 1993*. The s. 68 (local approval) will still be required by business owners and it will still be their responsibility to obtain this approval from Council. Ensuring public liability and safety is always important in our community. However, I would encourage that if this motion is endorsed by Council and following the formal processes required, that Council's General Manager proactively writes to all business owners to promote the free application process.

Ensuring compliance with the Policy is important in reducing risks to people working, enjoying and living near public assets.

**SOURCE OF FUNDING:**

Application fee per business waiver. 'Loss of revenue' to be provided by staff report.

The administration must process these applications on an annual basis therefore this already forms part of the operational budget. The additional administration of the notification of the fee waiver if endorsed, should only be an additional five hours of work for staff to administer. I acknowledge that these requests from time to time add onto the workload of staff and would like to thank them for enacting our resolutions.

**STAFF COMMENTS****BACKGROUND**

The Policy Footpath and Restaurants and Street Trading was first adopted by Council in June 2006. The purpose of the policy is to:

1. To promote the regulated use of public assets with the aim of promoting and consolidating the viability of existing commercial areas within the Shire.
2. To inject vitality, amenity and ambience into the street environment through the expansion of permitted activities on public land.
3. To protect existing levels of public amenity and safety from the adverse impact of street trading activities by adequately addressing potential risk management issues.
4. To maintain equity in the regulation of restricted public land usage by promoting both fairness and certainty to street traders and existing business and house owners within the Shire.
5. Protect the financial interest of ratepayers by charging a reasonable fee to administer the commercial use of public assets.

As a section 68 approval under the *Local Government Act 1993* is referred to as a local approval.

**FINANCIAL/RESOURCING IMPLICATIONS**

In the past the Section 68 local approvals were granted for a period of 5 years, however the fees and charges sets out a per annum charge. In addition, the policy sets out a different public liability insurance cap versus what is stated on Council's Fees and Charges.

Based on the strategic intent of section 68 approvals, it would be encouraged that the policy is revised to consider a shorter time period of approval to ensure that applicants have the right public liability insurance in place without the overburden of administration for business owners. A suggested revision of a two-year period will allow Council to review public liability insurance and compliance that meets public safety and a charge that covers a two-year period rather than annually. This can be amended in the revision of the policy in 2023.

Notwithstanding that, a current audit of businesses shows that a number of approvals have expired or due to expire. A desktop audit has determined that there are approximately 13 businesses that have sought previous approvals with Council. The current fees and charges for this function are:

- \$30.00 per annum for signage
- \$40.00 per annum for set of table and chairs.



In relation to this Notice of Motion, based on the 13 businesses having a sign and a set of table and chairs, this would equate to approximately \$910 of administration fees.

However, there are five businesses with valid approvals and therefore the annual waiver will be less this total. The fee waiver across the 2022-23 and 2023-24 periods should be supported as it has negligible impact on Council's operating budget.

### **CONCLUDING COMMENTS**

The community and business owners need to be supported with policies that address public safety and amenity provisions. The fee waiver will not relinquish the individual businesses who require the correct local approvals to operate. It will still be the responsibility of the local businesses in the Main Street to provide their applications to Council. Council Officers are in support of being proactive and contacting the local businesses on the fee waiver and assisting them, wherever possible, to ensure they have the correct approvals in place. Approved street trading activities such as tables and signage ensures unobstructed clearways and reduces the hazard risks to members of the community.

Thank you to Cr Kenah for the acknowledgement of Council Officers enacting the council resolutions.

# WEDDIN SHIRE COUNCIL

## NOTICE OF MOTION

**REFERENCE:** Fee waiver for applications under the Street Dining Permit for businesses in the Main Street, Grenfell

### **MOTION:**

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

That Council:

1. Waives the payment of the 'application fee' as defined under the Policy for Footpath Restaurants and Street Trading and its reference in Council's 2022-23 Fees and Charges for businesses in the Main Street, Grenfell for the 2023-23 and 2023-24 period, and
2. The waiver of payment is in line with s. 610E of the Local Government Act 1993, and
3. The fee waiver is publically notified in accordance with the provisions of s. 610E and s. 610F of the Local Government Act 1993.
4. Following the public notice of the fee waiver, that Council's General Manager write to all business owners in on Main Street, Grenfell of the news and include the application form.

### **SUPPORTING COMMENTS: (optional)**

The administration of the Policy for Footpath Restaurants and Street Trading is an important policy within our local government area to regulate the use of public assets and ensuring the safety for all of those involve. Street trading through tables and chairs and signage is a great way to promote our businesses in our Main Street, Grenfell. The Main Street Renewal Project has run into significant issues leading to a number of delays. This motion does not discredit the work that has recently been done to date.

Under the current policy, if endorsed by Council, the fee waiver does not forego the businesses' responsibilities to ensure that they still seek approval for a local approval as defined under s. 68 of the Local Government Act 1993. The s. 68 (local approval) will still be required by business owners and it will still be their responsibility to obtain this approval from Council. Ensuring public liability and safety is always important in our community. However I would encourage that if this motion is endorsed by Council and following the formal processes required, that Council's General Manager proactively writes to all business owners to promote the free application process.

Ensuring compliance with the Policy is important in reducing risks to people working, enjoying and living near public assets.

**SOURCE OF FUNDING:**

Application fee per business waiver. 'Loss of revenue' to be provided by staff report.

The administration must process these applications on an annual basis therefore this already forms part of the operational budget. The additional administration of the notification of the fee waiver if endorsed, should only be an additional five hours of work for staff to administer. I acknowledge that these requests from time to time add onto the workload of staff and would like to thank them for enacting our resolutions.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**8.4 NOTICE OF MOTION - LINKS TO MEETING MINUTES AND LINKS TO WEBCASTS****File Number:****Mover:** Cr Phillip Diprose**Attachments:** 1. NOTICE OF MOTION - LINKS TO MEETING MINUTES AND LINKS TO MEETING WEBCASTS**CSP Objective:** Democratic and engaged community supported by efficient internal systems**Budget:** Sourced from within existing operational budgets and staff capabilities.**MOTION**

We hereby give notice of the following motions, for discussion as separate items, at Council's next meeting:

"that Council:

1. Reinstate to the new website the Council meeting minutes going back to 2007
2. Include links to individual Council meeting audio visual webcasts on Council's website adjacent to the respective meeting Minutes"

**SUPPORTING COMMENTS**

Our previous website contained soft copies of minutes from Council meetings going back to 2007. At the time the new website was proposed late last year Councillors were assured that these would be carried forward/not be deleted. At this point in time only the documents for the current calendar year are on the website. Whilst we recognise that having documents on the website going back as far as 2007 most likely exceeds relevant requirements the file sizes are small and it is good for the community to have ready access to them online.

Including the hyperlinks as proposed creates a 'one stop place' for the community to access all of the relevant publicly available information specific to a particular meeting and is consistent with paragraph 5.36 of our Code of Meeting Practice. Below is a screen print from Council's website showing what's in place for our October 2022 meeting. We are simply proposing that when the Minutes of a meeting are uploaded an extra step is taken to also include a link to the meeting recording.

**20 October 2022 Ordinary Meeting**

A Ordinary Council Meeting will be held on Thursday 20 October 2022.


**Time**

05:00 PM

**Location**

Council Chambers, Camp Street GRENFELL NSW, 2810 [View Map](#)

**Agenda**

 [Download PDF](#) (24MB)

**Minutes**

 [Download PDF](#) (1MB)

\_\_\_\_\_  
Date: Cllr Phillip Diprose

\_\_\_\_\_  
Date: Cllr Warwick Frame

**FUNDING SOURCE**

The work involved is not material and can be done from within existing operational budgets and staff capabilities.

**STAFF COMMENTS****BACKGROUND**

Council Elected Officials should be supported with the tools and resourcing to support their role as Councillors. The Council Meeting Minutes and links to the webcast have previously been discussed with the General Manager.

The General Manger sought a quotation on 23 November 2022 to continue the implementation of existing information and roll out of new information on the new website platform prior to the submission of this Notice of Motion. This forms an operational matter, one of which is already in action.

However, notwithstanding that, the motion highlighted Council needs to review its Records Management Policy.

**FINANCIAL/RESOURCE IMPLICATIONS**

Council is not operationally resourced to undertake the function of uploading 14 years' worth of Council Minutes to Council's website. Uploading of previous meeting minutes to 2007 (approximately uploading 170+ documents) will take a professional up to 25 hours. Uploading content onto a website requires coding and script writing. This will be carried out by a contractor to the value of \$1,500. This will also include coding the website links to the last 12 months of webcasting on Council's website. There are more efficiencies in terms of time and costs in outsourcing this to a qualified professional.

Council's previous meeting minutes are also able to be access through the Government Information (Public Access) Act 2009.

**Commentary from the General Manager**

The Notice of Motion has highlighted to me that Council's Record Management Policy needs to be updated to support our strategic and operational needs. In reviewing and developing the revised policy the following needs to be considered:

- Council's Business Paper and Minutes need to be shared as Open Access Information as defined under the Government Information (Public Access) Act 2009. Minutes are archived at the Council Chambers and Archives, that date back before 2007.
- Council's website only has a certain storage capacity. Operating rules need to apply on when the information can be removed off Council's website and archived in accordance with the NSW State Archives and Records process. It was suggested by other Councils, adding in time limits or data limits in the Records Management Policy for it to be available online to avoid adding to operational costs such as data storage.
- Council is exploring webcasting options that move away from Facebook and therefore this may also further limit the storage capacity on the website.
- In line NSW State Archives and Records guidance on webcasting of Council meetings and clause 236 of the *Local Government (General) Regulation 2021*:



*“The disposal action for this class is to retain until administrative or reference use ceases. Councils are advised to conduct a risk assessment to determine the appropriate retention period for retaining the recordings of Council meetings on the website or other streaming platforms. This will be based on how long after a meeting the recordings are being accessed so this may not be able to be determined until a certain period of time after the practice of webcasting has been initiated. Councils are advised to include a statement advising users of how long the webcasts will be available.”*

- Council’s Facebook page currently has all webcasts online which highlights a lack of good governance. It is advisable that the Records Management Policy includes provisions on the 12-month retention of webcasts online.
- Despite the above, the Records Management Policy may want to make provision for archiving webcasts on Council’s Server for a set period of time after it is removed from the Council website (or Facebook) and this can be determined next year. Retrieval of such records from archives will then form a GIPA request process.
- Cyber risk in all of the instances above will need to be taken into consideration. Council is not resourced to undertake a cyber-risk incident response plan, however, noting that this has been something that General Managers have flagged as a priority with the Central NSW Joint Organisation. Reducing the amount of data online can reduce the severity of a cyber-risk incident.
- Council should note changes to the recordkeeping policy framework in New South Wales were recently passed by Parliament.
- The changes effectively result in the provisions of the current State Records Act 1998 being administered by two new statutory bodies, the State Records Authority of NSW (State Records NSW) and Museums of History NSW (MHNSW) both of which will be established as of 31 December 2022 pursuant to the recently created Museums of History NSW Act 2022 and an amended State Records Act. The Agency service team at the newly formed Museums of History NSW are responsible for supporting all NSW Government Public Offices in implementing the changes to the State Records Act under Part 4: Entitlement to control (transfer) and Part 6: Public access to State Records. There is a 12-month transition period in place before these changes come into effect on 1 January 2024.
- In the interim, a revised Records Management Policy to address some short to medium term concerns is achievable in our business as usual approach.

### **CONCLUDING COMMENTS**

The Notice of Motion of providing accessibility to council meeting minutes dating back to 2007 is already in the process of being actioned. This will also include links to the last 12 months of webcasting.

## **WEDDIN SHIRE COUNCIL**

### **NOTICE OF MOTION**

#### **MOTION:**

We hereby give notice of the following motions, for discussion as separate items, at Council's next meeting:

"that Council:

1. Reinstate to the new website the Council meeting minutes going back to 2007
2. Include links to individual Council meeting audio visual webcasts on Council's website adjacent to the respective meeting Minutes"

#### **FUNDING SOURCE (where expenditure is sought):**

The work involved is not material and can be done from within existing operational budgets and staff capabilities.

#### **SUPPORTING COMMENTS:**

Our previous website contained soft copies of minutes from Council meetings going back to 2007. At the time the new website was proposed late last year Councillors were assured that these would be carried forward/not be deleted. At this point in time only the documents for the current calendar year are on the website. Whilst we recognise that having documents on the website going back as far as 2007 most likely exceeds relevant requirements the file sizes are small and it is good for the community to have ready access to them online.

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### Time

05:00 PM

### Location

Council Chambers, Camp Street GRENFELL NSW, 2810 [View Map](#)

### Agenda

[Download PDF](#) (24MB)

### Minutes

[Download PDF](#) (1MB)

[Redacted Signature]

Clr Phillip Diprose

Date: 30/11/22

[Redacted Signature]

Clr Warwick Frame

Date: 30/11/22

## **9      CORRESPONDENCE**

Nil

## 10 GENERAL MANAGER REPORTS

### 10.1 DRAFT MODEL COUNCILLOR AND STAFF INTERACTION POLICY

**File Number:****Author:** General Manager**Authoriser:** General Manager**Attachments:** Nil**CSP Objective:** Democratic and engaged community supported by efficient internal systems**Precis:** To provide an updated Councillor and Staff Interaction Policy**Budget:** Nil

### RECOMMENDATION

**That Council:**

1. Place the draft Model Councillor and Staff Interaction Policy, as attached to the report, on public exhibition for a period of 42 days for the purpose of inviting submissions from the community.
2. Request the General Manager 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 Model Councillor and Staff Interaction Policy (with or without changes) at its February 2023 Ordinary Meeting.
3. In the event of no submissions being received within the prescribed number of days, Council formally adopt the Model Councillor and Staff Interaction Policy, without any changes as a local policy of Council.

### PURPOSE

To provide Council with an updated Councillor and Staff Interaction Policy which now aligns to the Office of Local Government's model policy.

### BACKGROUND

The Councillor and Staff Interaction Policy provides a framework for Councillors when exercising their civic functions by specifically addressing their ability to interact with, and receive advice, authorised by staff.

### ISSUES AND COMMENTS

Council has been supported with the Policy 15.8.1 – Interaction between Councillors and Staff since it was adopted on 19 December 2019. The Office of Local Government released a Model policy in 2021 and this version is now provided to Council as a draft. The intention will be that it supersedes the previous policy.

The Policy complements and should be read in conjunction with Council's Code of Conduct and Procedures. 1.3 The aim of the Policy is to facilitate a positive working relationship

between councillors, as the community's elected representatives, and staff, who are employed to administer the operations of the Council. The Policy provides direction on interactions between councillors and staff to assist both parties in carrying out their day-to-day duties professionally, ethically and respectfully.

### **POLICY/LEGAL IMPLICATIONS**

The Draft Policy has been created using the Office of Local Government's Model Policy. At the time of development Model Policy, Office of Local Government analysed other existing policies and determined this as the "best of breed" approach. Once adopted, this policy will become a local policy and supersede the 15.8.1 – Policy Interaction between Councillors and Staff.

### **FINANCIAL/RESOURCE IMPLICATIONS**

There are no direct financial or resourcing implications associated with this report.

### **INTERNAL/EXTERNAL CONSULTATION**

The Office of Local Government has analysed and consulted with councils in developing its standard model policy. As with all Council policies, the draft Model Councillor and Staff Interaction Policy will be placed on public exhibition for a period of 42 days in accordance with s. 160 of the *Local Government Act 1993* to invite submissions from the community, and to factor in the Christmas and New Year period.

### **CONCLUSION**

The Councillor and Staff Interaction Policy provides a framework for Councillors when exercising their civic functions by specifically addressing their ability to interact with, and receive advice, authorised by staff. The draft will be placed on public exhibition for a period of 42 days in accordance with s. 160 of the *Local Government Act 1993* to invite submissions from the community.

## 11 CORPORATE SERVICES REPORTS

### 11.1 DRAFT 2021/22 ANNUAL FINANCIAL STATEMENTS

<b>File Number:</b>	<b>A1.6</b>
<b>Author:</b>	<b>Director Corporate Services</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. SUMMARY OF ANNUAL FINANCIAL STATEMENTS 2021-22</b>
<b>CSP Objective:</b>	<b>Democratic and engaged community supported by efficient internal systems</b>
<b>Precis:</b>	Statutory Report
<b>Budget:</b>	<b>\$ Nil to be sourced from</b>

### RECOMMENDATION

That:

1. The statement in accordance with Section 413(2)(c) of the *Local Government Act 1993*, Clause 215 of the Local Government (General) Regulation 2021, for the General Purpose Financial Statements for the year ending 30 June 2022 be made;
2. The statement in requirements of the Code of Accounting Practice in relation to the Special Purpose Financial Statements for the year ending 30 June 2022 be made;
3. The statement be signed by the Mayor, Deputy Mayor, General Manager, and Responsible Accounting Officer;
4. The General Purpose Financial Statements, Special Purpose Financial Statements, and Special Schedules be referred for audit;
5. Council reaffirms its position on the non-recognition of Rural Fire Service assets in the Financial Statements;
6. Council notes that the audit opinion to be issue by the Audit Office of NSW will be a qualified opinion for the non-recognition of Rural Fire Service assets in the Financial Statements;
7. All statements present fairly the operating result and the financial position for the year and Council is not aware of any matter that would render the statements false or misleading in any way.

### PURPOSE

Council is required to formally resolve to refer all accounts to the Audit Office of NSW for the 2021/22 Financial Audit. Council has prepared a draft set of Annual Financial Statements for the 2021/22 period. This paper seeks approval for the statements to be referred to audit. A summary of the Draft Statements is attached.



## **BACKGROUND**

A preliminary audit was conducted in June 2022 and auditing of the Annual Financial Statements has commenced on 5 December 2022. The drafts set of statements was sent to the Audit Office of NSW 30 November 2022.

All statements have been compared to comply with the requirements of the Local Government Act 1993, the Australian Accounting Standards, and the Local Government Code of Accounting Practice and Financial Reporting.

At the July 2022 Meeting Council (203/22) resolved not to recognise the “Red Fleet” the Rural Fire Service (RFS) assets on the balance sheet. This position will result in a qualified audit opinion for the non-recognition of RFS assets. A position paper has been written to avoid this but the outcome won't be known until audit completion.

## **ISSUES AND COMMENTS**

Although this report seeks a resolution to submit the draft Annual Financial Statements to the auditors, due to their availability the audit will have commenced prior to the council meeting. The auditors have not raised any concerns but Council will need the resolution before the statements can be signed off on.

## **POLICY/LEGAL IMPLICATIONS**

There are no direct policy or legal implications. However, noting that the resolution is required before the Mayor, Deputy Mayor, General Manager, and Responsible Accounting Officer are able to sign off.

## **FINANCIAL/RESOURCE IMPLICATIONS**

There are no financial or resource implications for this report.

## **INTERNAL/EXTERNAL CONSULTATION**

Once the Annual Financial Statements have been signed off on by the Audit Office of NSW. The Annual Financial Statements be placed on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.

## **CONCLUSION**

The draft set of Annual Financial Statements for 2021/22 period has been prepared. This paper seeks approval for the statements to be referred to audit. A summary of the Draft Statements is attached and that the recommendation be resolved by Council.



# Weddin Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2022



## Weddin Shire Council

### General Purpose Financial Statements

for the year ended 30 June 2022

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## Overview

Weddin Shire Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

Corner Camp & Weddin Streets  
Grenfell NSW 2810

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: [www.weddin.nsw.gov.au](http://www.weddin.nsw.gov.au).

## Weddin Shire Council

### General Purpose Financial Statements

for the year ended 30 June 2022

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Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 15 December 2022.

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Cr Craig Bembrick  
Mayor  
15 December 2022

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Paul Best  
Councillor  
15 December 2022

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Noreen Vu  
General Manager  
15 December 2022

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Michael Chaimers  
Responsible Accounting Officer  
15 December 2022

## Weddin Shire Council

### Income Statement

for the year ended 30 June 2022

Original unaudited budget 2022	\$ '000	Notes	Actual 2022	Actual 2021
	<b>Income from continuing operations</b>			
4,010	Rates and annual charges	B2-1	4,016	3,777
2,528	User charges and fees	B2-2	2,506	2,915
151	Other revenues	B2-3	289	223
4,968	Grants and contributions provided for operating purposes	B2-4	6,126	5,465
4,307	Grants and contributions provided for capital purposes	B2-4	5,221	10,870
32	Interest and investment income	B2-5	66	44
97	Other income	B2-6	454	343
95	Net gain from the disposal of assets	B4-1	—	91
16,188	<b>Total income from continuing operations</b>		<b>18,678</b>	<b>23,728</b>
	<b>Expenses from continuing operations</b>			
4,962	Employee benefits and on-costs	B3-1	4,312	4,213
2,720	Materials and services	B3-2	5,788	4,794
51	Borrowing costs	B3-3	209	182
2,899	Depreciation, amortisation and impairment of non-financial assets	B3-4	3,248	2,964
828	Other expenses	B3-5	313	364
11,460	<b>Total expenses from continuing operations</b>		<b>13,870</b>	<b>12,517</b>
4,728	<b>Operating result from continuing operations</b>		<b>4,808</b>	<b>11,211</b>
4,728	<b>Net operating result for the year attributable to Council</b>		<b>4,808</b>	<b>11,211</b>
421	<b>Net operating result for the year before grants and contributions provided for capital purposes</b>		<b>(413)</b>	<b>341</b>

The above Income Statement should be read in conjunction with the accompanying notes.

Weddin Shire Council | Statement of Comprehensive Income | for the year ended 30 June 2022

## Weddin Shire Council

Statement of Comprehensive Income  
for the year ended 30 June 2022

\$ '000	Notes	2022	2021
<b>Net operating result for the year – from Income Statement</b>		<b>4,808</b>	<b>11,211</b>
<b>Other comprehensive income:</b>			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	19,047	1,082
Other comprehensive income – joint ventures and associates		4,544	447
<b>Total items which will not be reclassified subsequently to the operating result</b>		<b>23,591</b>	<b>1,529</b>
<b>Total other comprehensive income for the year</b>		<b>23,591</b>	<b>1,529</b>
<b>Total comprehensive income for the year attributable to Council</b>		<b>28,399</b>	<b>12,740</b>

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Weddin Shire Council | Statement of Financial Position | for the year ended 30 June 2022

## Weddin Shire Council

## Statement of Financial Position

as at 30 June 2022

\$ '000	Notes	2022	2021
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	C1-1	13,850	12,454
Investments	C1-2	—	2,500
Receivables	C1-4	890	1,542
Inventories	C1-5	327	198
<b>Total current assets</b>		<b>15,067</b>	<b>16,694</b>
<b>Non-current assets</b>			
Receivables	C1-4	147	263
Inventories	C1-5	83	83
Infrastructure, property, plant and equipment (IPPE)	C1-7	231,926	207,257
Right of use assets	C2-1	8	17
Investments accounted for using the equity method		34,721	29,812
<b>Total non-current assets</b>		<b>266,885</b>	<b>237,432</b>
<b>Total assets</b>		<b>281,952</b>	<b>254,126</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	C3-1	1,297	1,823
Contract liabilities	C3-2	7,465	6,671
Lease liabilities	C2-1	9	9
Borrowings	C3-3	397	263
Employee benefit provisions	C3-4	1,073	1,623
<b>Total current liabilities</b>		<b>10,241</b>	<b>10,389</b>
<b>Non-current liabilities</b>			
Payables	C3-1	1	2
Lease liabilities	C2-1	—	9
Borrowings	C3-3	4,083	4,308
Employee benefit provisions	C3-4	26	40
Provisions	C3-5	581	757
<b>Total non-current liabilities</b>		<b>4,691</b>	<b>5,116</b>
<b>Total liabilities</b>		<b>14,932</b>	<b>15,505</b>
<b>Net assets</b>		<b>267,020</b>	<b>238,621</b>
<b>EQUITY</b>			
Accumulated surplus	C4-1	176,146	166,794
IPPE revaluation reserve	C4-1	90,874	71,827
<b>Council equity interest</b>		<b>267,020</b>	<b>238,621</b>
<b>Total equity</b>		<b>267,020</b>	<b>238,621</b>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Weddin Shire Council | Statement of Changes in Equity | for the year ended 30 June 2022

## Weddin Shire Council

## Statement of Changes in Equity

for the year ended 30 June 2022

\$ '000	Notes	2022			2021		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
Opening balance at 1 July		166,794	71,827	238,621	155,136	70,745	225,881
Net operating result for the year		4,808	–	4,808	11,211	–	11,211
<b>Other comprehensive income</b>							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	19,047	19,047	–	1,082	1,082
Joint ventures and associates		4,544	–	4,544	447	–	447
<b>Other comprehensive income</b>		<b>4,544</b>	<b>19,047</b>	<b>23,591</b>	<b>447</b>	<b>1,082</b>	<b>1,529</b>
<b>Total comprehensive income</b>		<b>9,352</b>	<b>19,047</b>	<b>28,399</b>	<b>11,658</b>	<b>1,082</b>	<b>12,740</b>
<b>Closing balance at 30 June</b>		<b>176,146</b>	<b>90,874</b>	<b>267,020</b>	<b>166,794</b>	<b>71,827</b>	<b>238,621</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

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Weddin Shire Council | Statement of Cash Flows | for the year ended 30 June 2022

## Weddin Shire Council

Statement of Cash Flows  
for the year ended 30 June 2022

Original unaudited budget 2022	\$ '000	Notes	Actual 2022	Actual 2021
<b>Cash flows from operating activities</b>				
<i>Receipts:</i>				
4,010	Rates and annual charges		3,947	3,734
2,528	User charges and fees		2,960	2,531
32	Interest received		66	44
9,275	Grants and contributions		12,141	23,079
—	Bonds, deposits and retentions received		6	4
246	Other		637	1,608
<i>Payments:</i>				
(4,962)	Payments to employees		(4,815)	(4,208)
(2,720)	Payments for materials and services		(6,509)	(4,555)
(51)	Borrowing costs		(165)	(171)
(828)	Other		(527)	(1,624)
7,530	<b>Net cash flows from operating activities</b>	G1-1	<b>7,741</b>	<b>20,442</b>
<b>Cash flows from investing activities</b>				
<i>Receipts:</i>				
—	Sale of real estate assets		—	101
—	Proceeds from sale of IPPE		—	257
—	Deferred debtors receipts		116	75
<i>Payments:</i>				
—	Acquisition of term deposits		2,500	(2,500)
(7,652)	Payments for IPPE		(8,861)	(14,238)
—	Deferred debtors and advances made		—	(111)
(7,652)	<b>Net cash flows from investing activities</b>		<b>(6,245)</b>	<b>(16,416)</b>
<b>Cash flows from financing activities</b>				
<i>Payments:</i>				
(287)	Repayment of borrowings		(91)	(147)
—	Principal component of lease payments		(9)	(8)
(287)	<b>Net cash flows from financing activities</b>		<b>(100)</b>	<b>(155)</b>
(409)	<b>Net change in cash and cash equivalents</b>		<b>1,396</b>	<b>3,871</b>
—	Cash and cash equivalents at beginning of year		12,454	8,583
(409)	<b>Cash and cash equivalents at end of year</b>	C1-1	<b>13,850</b>	<b>12,454</b>
—	plus: Investments on hand at end of year	C1-2	—	2,500
(409)	<b>Total cash, cash equivalents and investments</b>		<b>13,850</b>	<b>14,954</b>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.



**C1-3 Restricted and allocated cash, cash equivalents and investments**

<b>\$ '000</b>	<b>2022</b>	<b>2021</b>
(a) Externally restricted cash, cash equivalents and investments		
<b>Total cash, cash equivalents and investments</b>	<b>13,850</b>	<b>14,954</b>
<b>Cash, cash equivalents and investments not subject to external restrictions</b>	<b>5,194</b>	<b>7,046</b>
<b>External restrictions</b>		
<b>External restrictions – included in liabilities</b>		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	7,465	6,671
<b>External restrictions – included in liabilities</b>	<b>7,465</b>	<b>6,671</b>
<b>External restrictions – other</b>		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – sewer fund	58	222
Specific purpose unexpended grants - general fund	28	28
Sewer fund	1,105	987
<b>External restrictions – other</b>	<b>1,191</b>	<b>1,237</b>
<b>Total external restrictions</b>	<b>8,656</b>	<b>7,908</b>

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

<b>\$ '000</b>	<b>2022</b>	<b>2021</b>
(b) Internal allocations		
<b>Cash, cash equivalents and investments not subject to external restrictions</b>	<b>5,194</b>	<b>7,046</b>
<b>Unrestricted and unallocated cash, cash equivalents and investments</b>	<b>425</b>	<b>2,107</b>
<b>Internal allocations</b>		
At 30 June, Council has internally allocated funds to the following:		
Plant and vehicle replacement	287	287
Employees leave entitlement	500	500
Domestic Waste Management	50	50
Development projects	81	81
Gravel pits	36	36
Office equipment	40	40
Town and shire works	2,432	2,416
Financial Assistance Grant advance payment	1,343	1,529
<b>Total internal allocations</b>	<b>4,769</b>	<b>4,939</b>

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

<b>\$ '000</b>	<b>2022</b>	<b>2021</b>
(c) Unrestricted and unallocated		
<b>Unrestricted and unallocated cash, cash equivalents and investments</b>	<b>425</b>	<b>2,107</b>

## C1-7 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2021			Asset movements during the reporting period					At 30 June 2022		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals <sup>1</sup>	Additions new assets	Depreciation expense	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
<b>\$ '000</b>											
Capital work in progress	12,190	–	12,190	1,300	1,832	–	(11,030)	–	4,292	–	4,292
Plant and equipment	7,070	(3,983)	3,087	23	320	(499)	–	–	7,412	(4,483)	2,929
Office equipment	1,203	(998)	205	–	149	(42)	–	–	1,352	(1,040)	312
Furniture and fittings	182	(133)	49	–	3	(9)	–	–	186	(142)	44
<b>Land:</b>											
– Operational land	1,353	–	1,353	–	–	–	108	112	1,574	–	1,574
– Community land	1,439	–	1,439	–	–	–	–	119	1,558	–	1,558
<b>Infrastructure:</b>											
– Buildings – non-specialised	14,505	(7,805)	6,700	–	–	(395)	–	575	15,617	(8,737)	6,880
– Buildings – specialised	5,877	(2,459)	3,418	–	–	(141)	–	319	6,447	(2,851)	3,596
– Other structures	3,127	(576)	2,551	25	130	(95)	–	237	3,585	(737)	2,848
– Roads	117,227	(51,461)	65,766	1,559	–	(1,196)	540	4,964	128,339	(56,706)	71,633
– Bridges	44,151	(13,342)	30,809	264	–	(257)	–	2,350	47,810	(14,644)	33,166
– Footpaths	1,659	(664)	995	382	–	(35)	–	75	2,170	(753)	1,417
– Bulk earthworks (non-depreciable)	63,434	–	63,434	169	–	–	–	4,878	68,481	–	68,481
– Stormwater drainage	10,971	(4,508)	6,463	–	817	(71)	–	366	12,417	(4,842)	7,575
– Sewerage network	13,475	(11,309)	2,166	–	2,064	(273)	10,382	4,491	25,399	(6,569)	18,830
– Swimming pools	7,139	(1,229)	5,910	–	–	(165)	–	557	7,832	(1,530)	6,302
<b>Other assets:</b>											
– Library books	617	(462)	155	–	29	(27)	–	–	646	(489)	157
– Other	72	(36)	36	–	–	(1)	–	4	79	(40)	39
<b>Reinstatement, rehabilitation and restoration assets (refer Note C3-5):</b>											
– Tip assets	830	(299)	531	–	–	(33)	(205)	–	625	(332)	293
<b>Total infrastructure, property, plant and equipment</b>	<b>306,521</b>	<b>(99,264)</b>	<b>207,257</b>	<b>3,722</b>	<b>5,344</b>	<b>(3,239)</b>	<b>(205)</b>	<b>19,047</b>	<b>335,821</b>	<b>(103,895)</b>	<b>231,926</b>

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

continued on next page

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## G5 Statement of performance measures

### G5-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2022	Indicator 2022	Indicators 2021	Indicators 2020	Benchmark
<b>1. Operating performance ratio</b>					
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup>	(769)	(5.87)%	(0.25)%	(4.12)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>	13,092				
<b>2. Own source operating revenue ratio</b>					
Total continuing operating revenue excluding all grants and contributions <sup>1</sup>	6,966	38.04%	30.14%	44.77%	> 60.00%
Total continuing operating revenue <sup>1</sup>	18,313				
<b>3. Unrestricted current ratio</b>					
Current assets less all external restrictions	6,347	3.39x	5.90x	6.31x	> 1.50x
Current liabilities less specific purpose liabilities	1,871				
<b>4. Debt service cover ratio</b>					
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>	2,688	8.70x	9.24x	10.16x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	309				
<b>5. Rates and annual charges outstanding percentage</b>					
Rates and annual charges outstanding	393	9.02%	7.96%	6.83%	< 10.00%
Rates and annual charges collectable	4,359				
<b>6. Cash expense cover ratio</b>					
Current year's cash and cash equivalents plus all term deposits	13,850	13.72	16.75	8.50	> 3.00
Monthly payments from cash flow of operating and financing activities	1,010	months	months	months	months

(1) Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

(2) Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets and net loss on share of interests in joint ventures and associates using the equity method

## G5-2 Statement of performance measures by fund

\$ '000	General Indicators <sup>3</sup>		Sewer Indicators		Benchmark
	2022	2021	2022	2021	
<b>1. Operating performance ratio</b>					
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup>					
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>	(5.69)%	(1.81)%	(9.47)%	32.80%	> 0.00%
<b>2. Own source operating revenue ratio</b>					
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>					
Total continuing operating revenue <sup>1</sup>	40.57%	47.72%	23.25%	5.76%	> 60.00%
<b>3. Unrestricted current ratio</b>					
Current assets less all external restrictions					
Current liabilities less specific purpose liabilities	3.39x	5.90x	40.90x	1.75x	> 1.50x
<b>4. Debt service cover ratio</b>					
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>					
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	8.01x	8.47x	∞	∞	> 2.00x
<b>5. Rates and annual charges outstanding percentage</b>					
Rates and annual charges outstanding					
Rates and annual charges collectable	8.73%	7.87%	10.81%	8.53%	< 10.00%
<b>6. Cash expense cover ratio</b>					
Current year's cash and cash equivalents plus all term deposits					
Monthly payments from cash flow of operating and financing activities	12.57 months	15.84 months	∞	47.88 months	> 3.00 months

(1) - (2) Refer to Notes at Note G4-1 above.

(3) General fund refers to all of Council's activities except for its sewer activities which are listed separately.

## H Additional Council disclosures (unaudited)

### H1-1 Council information and contact details

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**Principal place of business:**  
Corner of Camp & Weddin Streets  
Grenfell NSW 2810

#### Contact details

**Mailing Address:**  
PO Box 125  
GRENFELL NSW 2810

**Telephone:** 02 6343 1212

**Opening hours:**  
8.30 am - 4.00 pm Monday - Friday  
Grenfell Waste Depot:  
Tue, Thurs, Sat, Sun: 10.00 am - 4.00 pm

**Internet:** [www.weddin.nsw.gov.au](http://www.weddin.nsw.gov.au)

**Email:** [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au)

#### Officers

**General Manager**  
Noreen Vu

**Responsible Accounting Officer**  
Michael Chalmers

**Public Officer**  
Michael Chalmers

**Auditors**  
Audit Office of NSW  
GPO Box 12  
Sydney NSW 2001

#### Elected members

##### Mayor

Cr Craig Bembrick

##### Councillors

Cr Craig Bembrick  
Cr Paul Best - Deputy Mayor  
Cr Phillip Diprose  
Cr Stuart McKellar  
Cr Warwick Frame  
Cr Michelle Cook  
Cr Jan Parlett  
Cr Glenda Howell  
Cr Jason Kenah

#### Other information

**ABN:** 73 819 323 291

# Weddin Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2022

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## Weddin Shire Council

### Special Purpose Financial Statements

for the year ended 30 June 2022

#### Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 15 December 2022.

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Cr Craig Bembrick  
Mayor  
15 December 2022

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Paul Best  
Councillor  
15 December 2022

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Noreen Vu  
General Manager  
15 December 2022

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Michael Chalmers  
Responsible Accounting Officer  
15 December 2022

Weddin Shire Council | Statement of Financial Position of sewerage business activity | for the year ended 30 June 2022

## Weddin Shire Council

Statement of Financial Position of sewerage business activity  
as at 30 June 2022

\$ '000	2022	2021
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	1,163	1,209
Receivables	64	802
<b>Total current assets</b>	<b>1,227</b>	<b>2,011</b>
<b>Non-current assets</b>		
Infrastructure, property, plant and equipment	19,123	12,828
<b>Total non-current assets</b>	<b>19,123</b>	<b>12,828</b>
<b>Total assets</b>	<b>20,350</b>	<b>14,839</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	–	984
Employee benefit provisions	30	36
<b>Total current liabilities</b>	<b>30</b>	<b>1,020</b>
<b>Total liabilities</b>	<b>30</b>	<b>1,020</b>
<b>Net assets</b>	<b>20,320</b>	<b>13,819</b>
<b>EQUITY</b>		
Accumulated surplus	15,209	13,213
Revaluation reserves	5,111	606
<b>Total equity</b>	<b>20,320</b>	<b>13,819</b>



Weddin Shire Council | Income Statement of sewerage business activity | for the year ended 30 June 2022

## Weddin Shire Council

Income Statement of sewerage business activity  
for the year ended 30 June 2022

\$ '000	2022	2021
<b>Income from continuing operations</b>		
Access charges	592	537
User charges	27	24
Interest and investment income	4	3
<b>Total income from continuing operations</b>	<b>623</b>	<b>564</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	222	220
Materials and services	187	84
Depreciation, amortisation and impairment	273	75
<b>Total expenses from continuing operations</b>	<b>682</b>	<b>379</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(59)</b>	<b>185</b>
Grants and contributions provided for capital purposes	2,057	9,232
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>1,998</b>	<b>9,417</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>1,998</b>	<b>9,417</b>
Less: corporate taxation equivalent (XX%) [based on result before capital]	–	(48)
<b>Surplus (deficit) after tax</b>	<b>1,998</b>	<b>9,369</b>
<b>Plus accumulated surplus</b>	<b>13,213</b>	<b>3,796</b>
<b>Plus adjustments for amounts unpaid:</b>		
– Corporate taxation equivalent	–	48
<b>Closing accumulated surplus</b>	<b>15,211</b>	<b>13,213</b>
<b>Return on capital %</b>	<b>(0.3)%</b>	<b>1.4%</b>
<b>Subsidy from Council</b>	<b>759</b>	<b>6</b>
<b>Calculation of dividend payable:</b>		
Surplus (deficit) after tax	1,998	9,369
Less: capital grants and contributions (excluding developer contributions)	(2,057)	(9,232)
<b>Surplus for dividend calculation purposes</b>	<b>–</b>	<b>137</b>
<b>Potential dividend calculated from surplus</b>	<b>–</b>	<b>69</b>

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# Weddin Shire Council

SPECIAL SCHEDULES  
for the year ended 30 June 2022

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Weddin Shire Council | Permissible income for general rates | for the year ended 30 June 2022

## Weddin Shire Council

## Permissible income for general rates

\$ '000	Notes	Calculation 2021/22	Calculation 2022/23
<b>Notional general income calculation <sup>1</sup></b>			
Last year notional general income yield	a	2,902	2,962
Plus or minus adjustments <sup>2</sup>	b	2	6
<b>Notional general income</b>	$c = a + b$	<b>2,904</b>	<b>2,968</b>
<b>Permissible income calculation</b>			
Or rate peg percentage	e	2.00%	2.50%
Or plus rate peg amount	$i = e \times (c + g)$	58	74
<b>Sub-total</b>	$k = (c + g + h + i + j)$	<b>2,962</b>	<b>3,042</b>
Plus (or minus) last year's carry forward total	l	14	2
<b>Sub-total</b>	$n = (l + m)$	<b>14</b>	<b>2</b>
<b>Total permissible income</b>	$o = k + n$	<b>2,976</b>	<b>3,044</b>
Less notional general income yield	p	2,962	3,043
<b>Catch-up or (excess) result</b>	$q = o - p$	<b>14</b>	<b>1</b>
Less unused catch-up <sup>5</sup>	s	(11)	—
<b>Carry forward to next year <sup>6</sup></b>	$r = q + r + s$	<b>3</b>	<b>1</b>

## Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.
- (5) Unused catch-up amounts or the rate peg balance amounts will be deducted if they are not caught up within ten years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for when setting the rates in a future year.
- (6) Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

## Weddin Shire Council

## Report on infrastructure assets as at 30 June 2022

Infrastructure asset performance indicators (consolidated) <sup>\*</sup>

\$ '000	Amounts 2022	Indicator 2022	Indicators 2021 2020		Benchmark
<b>Buildings and infrastructure renewals ratio</b>					
Asset renewals <sup>1</sup>	—	0.00%	526.65%	163.89%	>= 100.00%
Depreciation, amortisation and impairment	2,628				
<b>Infrastructure backlog ratio</b>					
Estimated cost to bring assets to a satisfactory standard	1,317	0.59%	0.58%	1.88%	< 2.00%
Net carrying amount of infrastructure assets	225,020				
<b>Asset maintenance ratio</b>					
Actual asset maintenance	1,620	123.01%	124.35%	138.70%	> 100.00%
Required asset maintenance	1,317				
<b>Cost to bring assets to agreed service level</b>					
Estimated cost to bring assets to an agreed service level set by Council	1,317	0.41%	0.41%	1.64%	
Gross replacement cost	318,097				

(\*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Weddin Shire Council | Report on infrastructure assets as at 30 June 2022 | for the year ended 30 June 2022

## Weddin Shire Council

## Report on infrastructure assets as at 30 June 2022

Asset Class	Asset Category	Estimated cost	Estimated cost	2021/22	2021/22	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
		to bring assets to satisfactory standard	to bring to the agreed level of service set by Council	Required maintenance ^	Actual maintenance			1	2	3	4	5
		\$ '000	\$ '000	\$ '000	\$ '000							
Buildings	Buildings	107	107	107	26	10,476	22,064	41.0%	13.1%	45.9%	0.0%	0.0%
	Sub-total	107	107	107	26	10,476	22,064	41.0%	13.1%	45.9%	0.0%	0.0%
Other structures	Other structures	22	22	22	45	2,848	3,585	27.5%	32.6%	39.5%	0.2%	0.2%
	Sub-total	22	22	22	45	2,848	3,585	27.5%	32.6%	39.5%	0.2%	0.2%
Roads	Transport Assets	1,064	1,064	1,064	1,462	174,697	246,800	38.8%	39.6%	13.2%	5.5%	2.9%
	Sub-total	1,064	1,064	1,064	1,462	174,697	246,800	38.8%	39.6%	13.2%	5.5%	2.9%
Sewerage network	Sewerage network	80	80	80	14	18,830	25,399	0.0%	0.0%	0.0%	0.0%	100.0%
	Sub-total	80	80	80	14	18,830	25,399	0.0%	0.0%	0.0%	0.0%	100.0%
Stormwater drainage	Stormwater	20	20	20	62	7,575	12,417	0.0%	0.0%	72.4%	27.6%	0.0%
	Sub-total	20	20	20	62	7,575	12,417	0.0%	0.0%	72.4%	27.6%	0.0%
Open space / recreational assets	Swimming pools	24	24	24	11	6,302	7,832	87.8%	0.0%	12.2%	0.0%	0.0%
	Sub-total	24	24	24	11	6,302	7,832	87.8%	0.0%	12.2%	0.0%	0.0%
Total – all assets		1,317	1,317	1,317	1,620	220,728	318,097	35.4%	32.0%	17.0%	5.3%	10.2%

(a) Required maintenance is the amount identified in Council's asset management plans.

## Infrastructure asset condition assessment 'key'

#	Condition	Integrated planning and reporting (IP&R) description
1	Excellent/very good	No work required (normal maintenance)
2	Good	Only minor maintenance work required
3	Satisfactory	Maintenance work required
4	Poor	Renewal required
5	Very poor	Urgent renewal/upgrading required

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**11.2 ACCESS TO INFORMATION POLICY**

<b>File Number:</b>	<b>C2.4</b>
<b>Author:</b>	<b>Director Corporate Services</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>1. ACCESS TO INFORMATION POLICY (To be adopted)</b>
<b>CSP Objective:</b>	<b>Democratic and engaged community supported by efficient internal systems</b>
<b>Precis:</b>	<b>The Access to Information Policy is required to be adopted</b>
<b>Budget:</b>	<b>Nil</b>

**RECOMMENDATION**

That Council adopt the Access to Information Policy as a new policy of Council.

**PURPOSE**

The purpose of this report is to provide Council with the public submissions from the Draft Access to Information Policy being on public exhibition and to adopt the policy.

**BACKGROUND**

At the October Council Meeting Council resolved (272/2022) to place the Draft Access to Information Policy, on Public Exhibition for a period of 28 days for the purpose of inviting submissions from the community.

No submission was received.

**ISSUES AND COMMENTS**

As the policy is a new policy, the practice is to bring the Policy back to Council for formal adoption.

**POLICY/LEGAL IMPLICATIONS**

Once adopted by Council, the Access to Information Policy will be a new Policy of Council.

**FINANCIAL/RESOURCE IMPLICATIONS**

There are no direct financial implications arising from this report.

**INTERNAL/EXTERNAL CONSULTATION**

The draft policy was on public exhibition for a period greater than 28 days for the purpose of inviting submissions from the community. No submissions were received.

**CONCLUSION**

The Access to Information Policy be adopted as recommended.



## ACCESS TO INFORMATION POLICY

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### 1. BACKGROUND

The Access to Information Policy is a local policy to assist in applications for documents that will be assessed in accordance with the *Government Information (Public Access) Act 2009*. The local policy utilises the NSW Information and Privacy Commission 'Information Access Guideline 6: Agency Information Guides' (2020). The object of the *Government Information (Public Access) Act 2009* is to open government information to the public to maintain and advance a system of responsible and representative democratic government.

### 2. PURPOSE

The purpose of this policy is to ensure Council is proactively releasing appropriate information to members of the public. Open access information is published on the Council Website or provided through the Customer Service Counter.

Council as a local authority, is subject to the *Government Information (Public Access) Act 2009* ('GIPA Act') and accordingly acknowledges the right of the public to obtain information about Council's structure, plans and policies, information about development applications and any other information as prescribed by the Act and any accompanying regulations and guidelines.

As part of our commitment to the GIPA Act, Council endeavours to release open access information at the request of the customer within 20 days of the request.

The Policy is a local supplement to the provisions of the Act.

### 3. POLICY OBJECTIVES

The objectives of this Policy are to ensure that Council:

- Maintains the highest possible integrity for the GIPA Act related services provided by Council,
- Facilitates the public's right to access Council information under the GIPA Act,
- Administers and encourages proactive release of Council information,
- Provides Council Officers and the community with a framework for access to information, and
- Appropriately administers the access to open information in accordance with the GIPA Act and any supporting documentation.





#### 4. LEGISLATION

The Policy relates to the GIPA Act. However, there are also a number of legislation and regulations applicable to this policy:

- Government Information (Public Access) Act 2009
- Privacy and Personal Information Protection Act 1998
- Health Records and Information Privacy Act 2002
- State Records Act 1998
- Local Government Act 1993
- Environmental Planning and Assessment (EPA) Act 1979
- Companion Animals Act 1998
- NSW Government Information (Public Access) Act 2009
- NSW Local Government Act NSW 1993 (LGA)
- NSW Local Government Regulations
- NSW Privacy Code of Practice (Local Government)
- Federal Copyright Act 1968
- NSW Information and Privacy Commission 'Information Access Guideline 6: Agency Information Guides' (2020).

#### 5. APPLICATION/SCOPE

This Policy applies to all Council Officials and members of the public wishing to access Council information.

#### 6. POLICY

##### 6.1. Roles and Responsibilities

The following table outlines the roles and responsibilities of personnel. Noting that the position titles may change, however, the responsibilities remain the same.

There are specific delegations associated with releasing information under the GIPA Act.

Roles	Responsibility
The Elected Council	To support Council delegates to administer the policy.  Refer to section 6.6 for Access to Information for Councillors.
General Manager	The General Manager is responsible for the overall control and implementation of the Policy.  The General Manager is Council's Principal Officer. The Principal Officer's role and responsibility is outlined in the





Roles	Responsibility
	<p><a href="#">Information and Privacy Commission's factsheet</a> however namely focuses on:</p> <ul style="list-style-type: none"> <li>• Upholding the Public Sector's leadership commitment</li> <li>• Promote the four pathways</li> <li>• Promote a pro-disclosure culture</li> <li>• Raise awareness of information access issues regularly and proactively</li> <li>• Assess whether to release data and other information under authorised proactive release</li> <li>• Ensure Council has sound record keeping practices</li> <li>• Support informed and independent decision-making by Right to Information Officers</li> <li>• Review the resources available for dealing with access requests</li> <li>• Performance monitoring</li> </ul>
Director of Corporate Services	<p>The Director of Corporate Services is responsible for the administration of this Policy.</p> <p>The Director of Corporate Services is the Right to Information Officer (RIO).</p> <p>The RIO is delegated and responsible to meet Council's day-to-day obligations under the GIPA Act.</p>
Other Directors	<p>In the absence of the RIO, Council's Principal Officer will appoint another Director to undertake the role of the RIO.</p>
Council Staff	<p>Council staff who are directly involved in an access to information request including but not limited to:</p> <ul style="list-style-type: none"> <li>• Council's Records Officer</li> <li>• Council's Customer Service and Administration Officers</li> <li>• Other Council Executives and Managers.</li> </ul>
General Public	<p>The general public must act in accordance with this policy and abide by any determination made as a result of this policy.</p>

## 6.2. ACCESSING INFORMATION

The Right to Information Officer (RIO) will deal with requests to inspect documents in accordance with the GIPA Act, free of charge but reasonable photocopying fees may apply under the Act.

Under the GIPA Act, a person seeking access to Council information has a right to be provided with access unless there is an overriding public interest against disclosure of the information.



In accordance with Part 2, Division 1 of the GIPA Act, access to government information may be exercised in four ways:

**1. Open access information (mandatory release)**

Under the law, Council is to publicly release certain information on the website unless there is an overriding public interest against doing so. Generally, open access information must be available on an agency's website. A list of particular information needed to be released is provided in a regulation under the GIPA Act. The following publication constitutes open access information:

- Agency Information Guide - provides the community with the structure and functions of Council and details on how each function affects them. In the guide it identifies what information is publicly available to members of the public, how to access government information and how to be involved in Council's decisions making processes.
- Disclosure log of formal access applications where in Council's opinion the information released may be of interest to other members of the public.
- Register of contracts worth more than \$150,000 that Council has with private sector bodies.
- Additional open access information.

**2. Authorise proactive release**

If it is in the public interest, Council is authorised and encouraged to release as much other information as possible, free of charge or at the lowest possible cost.

**3. Information release of information**

Customer to contact Council and ask for information. This is known as an informal request. Agencies can release information informally, subject to any reasonable conditions.

**4. Access application (formal application) of release of information**

If the information cannot be accessed through the above methods, customers can make an access application.

**6.3. FEES AND CHARGES**

For all fees and charges associated with access to Council information, please refer to Council's Fees and Charges.



#### **6.4. EXEMPTION TO ACCESS**

In determining whether there is an overriding public interest against the disclosure of the information, Council will fully consider the Public Interest Test.

Council will not classify information as exempt unless there are clear reasons for doing so. If documents contain exempt information in part, only this information will be withheld, and the remaining information will be made available under the Act.

The GIPA Act provides an exhaustive list of public interest considerations against disclosure and these are the only considerations against disclosure that Council will utilise when applying the public interest test. Considerations are grouped under the following test:

- responsible and effective government
- law enforcement and security
- individual rights, judicial processes and natural justice
- business interests of agencies and other persons
- environment, culture, economy and general matters
- secrecy provisions (in legislation other than those listed in Schedule 1)
- exempt documents under Freedom of Information legislation in all Australian States except NSW

In applying the public interest test, Council will not take into the account:

- that disclosure might cause embarrassment to, or loss of confidence in, the Council;
- that information disclosed might be misinterpreted or misunderstood by any person.

#### **6.5. PRIVACY CONSIDERATIONS**

The GIPA Act recognises privacy as a key principle against disclosure. Where an application for access to information involves the disclosure of personal information about a person other than the applicant, Council must gain permission from that other person before providing access to the information requested.

#### **6.6. ACCESS TO INFORMATION BY COUNCILLORS**

Councillors have a right to access Council information that is reasonably necessary for exercising the function of their Civic Office, including communication Council policy and decisions to the community, exercising community leadership and representing the views of residents and the ratepayers.



Councillors are to seek information in alignment with the Access to Information requirements set out in the GIPA Act, Guideline and in accordance to this Policy and the Interaction Between Councillors and Staff Policy (15.8.1).

Councillors may also apply for information as a member of the general public by making either a Formal or Informal application with the associated fees and charges.

#### **6.7. COPYRIGHT**

A large amount of information which is available for public access belongs to third parties and is the subject of copyright. These can include plans and reports submitted with development applications. Access to this information is provided to members of the public in accordance with GIPA Act and other relevant legislation, such as the Environmental Planning and Assessment Act 1979. As copyright laws apply to this information, Council must first seek the approval of the copyright owner before it reproduces this information, and applicants are encouraged to seek the consent of the copyright owner before reproducing, distributing or amending the information provided to them in any way.

#### **6.8. COUNCIL WEBSITE**

Council's website will have accessible information on the Access to Information process including forms.

#### **6.9. TIME LIMITS**

Council will acknowledge receipt of a formal access application within five working days. Council will further notify applicants of its decision within 20 working days unless the Applicant agrees to extend the time.

Informal applications will be assessed within 20 working days.

Council may extend the time by up to 15 working days where consultation is required with a third party or if Council needs to retrieve records from archives.

If access is deferred by Council, then the applicant will be notified, provided a reason for the deferral and given the date that the access will be provided. A decision to defer access to formal applications is reviewable (see Rights of Review and Appeal).

If Council does not decide the applicant's formal access application within the above timeframe, it is deemed 'refused' and Council will refund the application fee and the applicant may seek an internal or external review (see Rights of





Review) of this refusal. This will not apply if an extension of time has been arranged or payment of an advance deposit is pending.

#### **6.10. BREACHES OF THIS POLICY**

Breaches of this policy will be investigated in accordance with the appropriate mechanism, including but not limited to, Council's Code of Conduct.

#### **6.11. RIGHTS OF REVIEW**

In accordance with the GIPA Act, any member of the public who is dissatisfied with Council's decision in regard to a formal application for information may lodge a request for review. Under the Act, there are three options for review of a Council decision:

##### **1. Internal Review**

This is a review by someone within Council more senior than the original decision maker. That is, the Principal Officer undertaking a review of the RIO's original decision.

An application for internal review must be made within 20 working days of receiving Council's decision. Please refer to Council's most recent Fees and Charges schedule to see fee associated.

##### **2. Review by the Information and Privacy Commissioner**

If an applicant is not satisfied with the internal review, or does not wish one to be conducted, they can ask for a review by the Information and Privacy Commissioner.

Applicants have eight weeks from notification that their original application has been reused to ask for a review.

##### **3. Review by the Administrative Decisions Tribunal (NCAT)**

If an applicant is not satisfied with the decision of the Information and Privacy Commissioner or the internal review or if they do not wish to exercise these options, applicants can apply to the NSW Civil & Administrative Tribunal (NCAT). Applicants must apply for this review within 8 weeks of Council's decision or if a review by the Information and Privacy Commissioner has been undertaken, four weeks after the decision from that review or in accordance to the provisions outlined in the Guideline should it superseded the local policy.



## 7. DEFINITIONS

Key Terms	Meaning
Council	Weddin Shire Council
Council Officials	Includes Councillors, members of the staff of Council, administrators, council committee members, conduct reviewers and delegates of Council.
Contract Register	A register of government contracts that records information about each government contract to which Council is a party that has a value of \$150,000 or more.
Disclose information	Making information available for release or providing access to publicly available information.
Disclosure log	A list of documents released as a result of a decision about a valid Formal Application for access under the Act, which is published on Council's website.
Government information	Information contained in a record held by Council includes: <ul style="list-style-type: none"> <li>any paper or other material on which there is writing.</li> <li>any paper or other material on which there are marks, figures, symbols or perforations having a meaning for a person qualified to interpret them.</li> <li>any disc, tape or other article or any material from which sounds, images, writings or messages are capable of being produced or reproduced (with or without the aid of another article or device).</li> </ul>
Personal information	Information or an opinion about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion (definition from NSW Privacy and Personal Information Protection Act 1998).
Against disclosure	There is an "overriding public interest against disclosure" of government information for the purposes of GIPA Act if (and only if) there are public interest considerations against disclosure and, on balance, those considerations outweigh the public interest considerations in favour of disclosure.
Informal release	An agency is authorised to release government information held by it to a person in response to an informal request by the person (that is, a request that is not an access application) unless there is an overriding public interest against disclosure of the information.



<b>Title: Access to Information Policy</b>		
<b>Department: Corporate Services</b>		
<b>Version</b>	<b>Date</b>	<b>Author</b>
0.1	27/9/2022	General Manager
0.2	20/10/2022	General Manager
1.0	15/12/2022	General Manager
This policy may be amended or revoked at any time and must be reviewed at least three (3) years since its adoption (or latest amendment). The Director Corporate Services will be responsible for the review of this policy. Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guideline.		
<b>Review Date: 15/12/2025</b>		
<b>Amendments in the release</b>		
<b>Amendment History</b>	<b>Date</b>	<b>Detail</b>
Finalisation and adoption of policy	15/12/2022	
<b>Annexure Attached:</b>		
Noreen Vu General Manager		

**11.3 STATEMENT OF BANK BALANCES****File Number:****Author:** Team Leader - Finance**Authoriser:** Director Corporate Services**Attachments:** Nil**CSP Objective:** Collaborative wealth building (strong, diverse and resilient local economy)**Precis:** Statement of Bank Balances as at 30/11/2022**Budget:** \$ NIL

Bank Account	
Westpac	\$1,374,063.96
Short Term Deposits	
CBA	<u>\$11,000,000.00</u>
Total	<u>\$12,374,063.96</u>

**CERTIFICATE OF RECONCILIATION**

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



**11.4 COMMUNITY SUPPORT APPLICATION CARGO TO GRENFELL WALK**

**File Number:** C1.1.3  
**Author:** Director Corporate Services  
**Authoriser:** General Manager  
**Attachments:** 1. CSA Cargo to Grenfell  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Community Support Application  
**Budget:** \$ 500 to be sourced from Community Donation Budget

**RECOMMENDATION**

That Council:

1. Reject the Community Support Application for two (2) traffic controllers and Portaloo toilet and
2. Endorses the offer of a \$500 donation towards the event in its place.

**PURPOSE**

To provide Council information on the Cargo to Grenfell Walk Community Support Application.

**BACKGROUND**

The C2G Walk is a 96km fundraiser walk that takes place in the Central West, NSW over three days in the second week of March. The walk is from Cargo to Canowindra to Gooloogong then concluding at Grenfell. This initiative was created with the purpose to assist people suffering from mental health-related issues through a community-driven environment dedicated to bringing essential programs, courses and workshops to the Region.

Council has previously supported the walk however noting that Weddin Shire Council is the only Council that provides in-kind support amongst the three Council areas that this walk crosses over. At the March 2022 Council resolved (86/2022) to review that position.

The event organisers have requested two Traffic Controllers with two vehicles for the three full days. As well as a Portaloo toilet for the three days.

**ISSUES AND COMMENTS**

The issue for the March 2023 walk is that Council will not have staff available for the event. Council's main priority is the repair of the damaged road network caused from recent natural disasters and the work will continue well into the next calendar year. The Council's resources are small and having two qualified traffic controllers will cause major delays to project.

Council's 2022 support included \$3,816 in-kind support.

**POLICY/LEGAL IMPLICATIONS**

There are no direct policy or legal implications.

**FINANCIAL/RESOURCE IMPLICATIONS**

The previous event cost Council \$3,305 in employee costs and plant hire.

<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 Coolroom	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 Gunyah Craft Shop	Nil	Rates	258/2022	\$ 446.20
Grenfell P.A.H&I Association inc	Nil	Rates	258/2022	\$ 950.00
Grenfell RSL Sub-Branch	Remembrance Day	Traffic Control	277/2022	\$ 1,000.00
Criterion Hotel	December Markets	Multiple items	278/2022	\$ 500.00
Cargo to Grenfell	Walk	Multiple items		\$ 500.00
		<b>Total</b>		\$ 6,328.20
		<b>Budget</b>		\$ 15,000.00
		<b>Budget Remaining</b>		\$ 8,671.80

**INTERNAL/EXTERNAL CONSULTATION**

No consultation is required.

**CONCLUSION**

The Cargo to Grenfell walk is a worthy cause, however Council cannot continue to be the only Council that contribute to the event given the limited resources. A path forward for the 2023 event would be to offer a \$500 donation towards the event and review again next year.



## WEDDIN SHIRE COUNCIL

### COMMUNITY PROJECT SUPPORT APPLICATION – LARGE (>\$1,000)

#### **Introduction**

Weddin Shire Council is committed to the continued development of community capacity and sustainable communities through the provision of support to community organisations.

This form should be used to submit requests for Council assistance including financial and/or in kind assistance (e.g. staff time, Council equipment such as cool room, bins etc.) where the total value is over \$1,000. Information on the cost of Council equipment can be found in Councils Fees & Charges Schedule which forms part of Councils Operational Plan.

Applicants should submit completed applications to Council no later than the first Friday of the month for the application to be considered at the next Council meeting on the Third Thursday of the month. Note – Council does not currently meet in January. Applications should be submitted at least two months prior to project commencement. Please submit the completed applications and any required supporting information to Weddin Shire Council at:

Email: [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au) Post: Weddin Shire Council  
PO Box 125  
GRENFELL NSW 2810

Deliver: Councils Administration Office  
Corner of Camp & Weddin Streets  
GRENFELL NSW

**Project Title**

Cargo to Grenfell Fundraiser Walk

**Project Location**

Cargo to Canowindra to Gooloogong to Grenfell NSW

Do you require approval from landowner to undertake works/activities on their land?

Yes ☐ No ☒ *If yes, please attach*

**Community Organisation**

Cargo to Grenfell Fundraiser Walk

Is the organisation a not-for-profit entity? Yes ☒ No ☐

Public Liability Insurance Policy No: NFPIBEC/238856

**Please attach your organisation's Public Liability policy with your grant application**

**Project Contacts**

Primary Contact		Secondary Contact	
<b>Name</b>	Tobias Barons	<b>Name</b>	Danielle Smith
<b>Position</b>	Director	<b>Position</b>	Event Coordinator
<b>Postal Address</b>	Unit 5, 18-20 Lindsay St Wentworthville NSW 2145	<b>Postal Address</b>	Unit 19, 315-321 Bondi Rd Bondi NSW 2026
<b>Phone</b>		<b>Phone</b>	
<b>Mobile</b>	0421880088	<b>Mobile</b>	0408877646
<b>Email Address</b>	c2gwalk@gmail.com	<b>Email Address</b>	c2gwalk@gmail.com

**Bank account details for payment of funds**

<b>Account name</b>	Cargo to Grenfell Fundraiser Walk
<b>Bank State Branch Number (BSB)</b>	062703

**Account number**

10604010

**Project outline** – Please provide details of the project including details of all project planning completed to date and details of how the funds requested will be used

The C2G Walk is a 96km fundraiser walk which takes place in Central West, NSW over three days in the second week of March. The walk is from Cargo to Canowindra to Gooloogong then concluding at Grenfell. An initiative which was created with the purpose to assist people suffering with mental health related issues through a community driven environment dedicated to bringing essential programs, courses and workshops to the Region.

**What is requested from Council** – Please provide details of what is requested from Council

2x Traffic Controllers inclusive of 2x vehicles for full 3 days (9th - 11th March 2023)  
1x Portaloo for full 3 days (9th -11th March 2023)

**Project objectives/benefits and community need** – Please demonstrate the community need for the project and details of the project objectives/benefits that will be delivered and details of who directly benefits from the project

Our purpose is to coordinate an event as a fundraiser for mental health in Central West NSW and we also work with charities to facilitate mental health programs in the region, a resource which we have identified as a need within this community/area.

**Links to Weddin Community Strategic Plan – Please identify how the project objectives/benefits link with the Weddin Community Strategic Plan objectives**

Please refer to the attached application which details council and community benefits.

**Other information – Please provide details of any other information that is relevant to your application**

The C2G event is an all inclusive fundraiser that runs annually and aims to bring the community together to engage in a physical and mental challenge that enlightens and builds connections and friendships. Participants of the walk are from the towns which the event is held and also external participants, bringing people together from different communities. The C2G walk provides an opportunity for community members to be involved in building awareness and funds for mental health in Central West NSW, which most community members can relate to on an individual basis and are aligned with the goals of providing resources for the region.

**Is planning, building or any other approvals required to undertake this project?**

Yes ☒ No ☐

*If yes, please provide details of progress made to date to obtain these*

Council authority and consent - All council required documentation and forms completed or in progress (within required timeframes)

Police State Planning Unit - Required documentation and forms completed and in progress for approval.

#### Timeline

<b>Start date</b>	9th March 2023
<b>Finish date</b>	11th March 2023

**Budget** – Please complete the Budget including details of all funding sources and all expenses.

*Please attach copies of supplier quotes to the application*

INCOME	AMOUNT	EXPENDITURE	AMOUNT
Participant Registrations		Participant Care	8900
		Legal Costs	6300
		Volunteer Costs	1100
		Safety Costs	600
		Prizes and Awards	2600
		Advertising	1700
		Entertainment & Media Costs	1800
		Miscellaneous & Additional Costs	1500
<b>Total In Kind Contribution</b> (Including any In Kind assistance requested from Council)	TBA by Weddin Shire Council		
<b>TOTAL INCOME</b>	<b>TBA</b>	<b>TOTAL EXPENDITURE</b>	<b>\$24,500</b>

**In Kind Calculator** - Please provide details of how any In Kind contribution has been calculated

GOODS OR SERVICE	SUPPLIER	HOURS/ QUANTITY	RATE	TOTAL VALUE
2x Traffic Controllers	Weddin Shire Council	TBA by Weddin Shire Council		
2x Vehicles with Traffic Controllers	Weddin Shire Council	TBA by Weddin Shire Council		
1x Portaloo	Weddin Shire Council	TBA by Weddin Shire Council		
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
<b>TOTAL IN KIND CONTRIBUTION</b>				<b>TBA</b>

**Example budget** – (based on a \$5,000 project)

INCOME	AMOUNT	EXPENDITURE	AMOUNT
<b>Donation Amount Requested</b>	<b>\$1,000</b>	Materials Purchased	<b>\$1,000</b>
Ticket Sales/Entry Fees	\$2,000	Contract Services	\$3,000
Sponsorship	\$ 500	In Kind donated materials	\$ 500
Merchandise Sales	\$ 500	In kind site preparation & clean up	\$ 500
<b>Total In Kind Contribution</b>	<b>\$1,000</b>		
<b>TOTAL INCOME</b>	<b>\$5,000</b>	<b>TOTAL EXPENDITURE</b>	<b>\$5,000</b>

#### Undertaking and Authorisation/Declaration

In submitting this application, we hereby undertake to be bound by the following General Terms and Conditions and any additional Specific Terms and Conditions as resolved by Council when determining our community project support application.



**GENERAL TERMS AND CONDITIONS:**

1. Approved Community Project Support Funds will only be used for the purpose as outlined in this application, unless written permission for a variation has been obtained from Council prior to the funds being spent.
2. All required permits, licenses, approvals and insurance will be obtained.
3. We will acknowledge the assistance of Weddin Shire Council in all related promotions and promotional material. Approval by Council Officers will be sought for Artwork featuring Council's logo.
4. We will complete a final report to Council no later than one month after the event or project completion which includes:
  - a. A final budget summary
  - b. Confirmation on how the Approved Community Project Support Funds were spent
  - c. Evaluation of the event and measurement of the benefits delivered objectives obtained
  - d. Participation rates/attendance figures
  - e. Copies of promotional material and media coverage generated
  - f. Details of the acknowledgement of Weddin Shire Council's support
5. We will manage the resources of our organisation to the best of our ability and as efficiently as possible.
6. We will maintain appropriate internal controls over the finances and day to day operations of our organisation.
7. We indemnify, and promise to keep forever indemnified, Council, their respective officers, servants, agents and employees against all actions, suits, claims, demands, costs and other liabilities whatsoever of any nature which we or any third party now has or at any time may have, in equity, at law, under statute or otherwise, arising either directly or indirectly from, or in any way connected with the project/event for which this application of funding is being made.
8. We forever release and forever discharge Council from all actions, suits, claims, demands, costs and other liabilities whatsoever of any nature which we now have or at any time may have, in equity, at law, under statute or otherwise arising either directly from, or in any way connected with the project/event for which this application of funding is being made.

I certify to the best of my knowledge, the information contained within this application is true and correct.

C2G Walk Director



<b>Name</b>	Tobias Barons
<b>Date</b>	08/10/2022

Please submit the completed application and any required supporting information to Weddin Shire Council at:

Email: [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au)

Post: Weddin Shire Council  
PO Box 125  
GRENFELL NSW 2810



Deliver: Councils Administration Office  
Corner of Camp & Weddin Streets  
GRENFELL NSW

**Final Report****Project Title**

Click or tap here to enter text.

**Evaluation/ report on achievement of the project objectives/benefits** – Please provide a project evaluation (including participation rates/attendance etc.) to demonstrate achievement of the proposed project objectives/benefits OR outline reasons as to why they were not achieved. Please also outline participation rates

Click or tap here to enter text.

**Final Budget – Please complete a final Budget including details of all funding sources and all expenses.**

INCOME	AMOUNT	EXPENDITURE	AMOUNT
<b>Donation Amount Received</b>	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
<b>Total In Kind Contribution</b>	Click or tap here to enter text.		
<b>TOTAL INCOME</b>	Click or tap here to enter text.	<b>TOTAL EXPENDITURE</b>	Click or tap here to enter text.

**Explanation of significant budget differences – Please provide details of any significant variation to the original budget included in the original application**

Click or tap here to enter text.

**Acknowledgement of Support – Please provide details of how Council's support was acknowledged**

Click or tap here to enter text.

**Other – Please provide any other feedback you would like to provide**

Click or tap here to enter text.

Please attach and/or email to [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au):

- any photos you would like to share
- a copy of any promotional material and media coverage generated in relation to your project

I sincerely declare that the project stated herein, funded in partnership with Weddin Shire Council Community Project Support, has been satisfactorily completed.

I declare that the funding committed to the project was spent in accordance with the approved Community Project Support Application or approved variation.

I certify to the best of my knowledge, the information contained within this final report is true and correct.

\_\_\_\_\_  
**President**

<b>Name</b>	Click or tap here to enter text.
<b>Date</b>	Click or tap here to enter text.

**11.5 COMMUNITY PROJECT SUPPORT APPLICATION LACHLAN & WESTERN REGIONAL HEALTH SERVICES**

**File Number:** C1.1.3  
**Author:** Director Corporate Services  
**Authoriser:** General Manager  
**Attachments:** 1. CSA LWRHS  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Community Project Support Application  
**Budget:** \$ 1000 to be sourced from Community Donation Budget

**RECOMMENDATION**

That Council endorse the Community Support Application and donate \$1,000 requested to the Lachlan and Western Regional Services Inc.

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**PURPOSE**

The purpose of this report is to respond to Community Project Support Application from Lachlan and Western Regional Services Inc for their youth podcast.

**BACKGROUND**

Lachlan and Western Regional Services Inc would like to work alongside community members to provide a means for our youth to engage with activities, services, and opportunities in our towns and villages. The goal of this project is to create an online media platform (podcast and social media page) where youth can connect with the project. The podcast will showcase interviews with local participants about various topics ranging from general questions to specific interviews about business, study, future prospects, and hobbies.

The podcast will also include information about mental health and support services in each episode and act as a connectable to professional assistance for those in need.

Ideally, we aim to provide an insight into how youth can become involved in existing community-run projects and clubs to promote interconnectedness and expand the net of support for youth in our area.

Lachlan and Western Regional Services will have funding cease for the Weddin LGA as of June 2023.

This project will be set out in a way that if successful, could be taken into the hands of volunteers for ongoing youth engagement in our community.

Their goal is to have 15 episodes released before the end of June 2023, one episode per fortnight, with a pilot episode released in November.

## ISSUES AND COMMENTS

The cut-off for submissions is 31 December 2022 for the Children and Young People Wellbeing Recovery Initiative grant (\$10,000 - \$50,000), which could be of great benefit to the Weddin Shire. Through the application process they have stated, “we hope that this podcast may also contribute to grant applications, and potentially inspire the creation of a youth centre OR expanding existing clubs, organisations, or businesses to support their own youth program and offer local supports and extracurricular/leisure activities to our kids.”

Participation in the podcast is voluntary and the interviews for segments can be tweaked to suit individual preference if any questions seem uncomfortable or irrelevant to the specific participant.

The \$1000 grant will go towards hardware such as a portable microphone and software for podcast editing, which can be used by the community post June 2023 to continue with the project. Through the application process they have stated, “we also plan to have a launch party and to purchase prizes for the kids involved to encourage participation. Ideally, we hope to bolster and support existing clubs and organisations within the Weddin Shire to increase their capacity and youth reach, and will cater for ‘meet and greet’ events such as showcase days to promote interest. The \$1000 grant would also contribute to these events in the form of catering and community transport where necessary.”

## POLICY/LEGAL IMPLICATIONS

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

## FINANCIAL/RESOURCE IMPLICATIONS

DONATIONS 2023 FINANCIAL YEAR				
Organisation	Event	Request	Resolution	Amount
Caragabal Country Club	Caragabal Sheep Races	1 x Barrier Mesh	210/2022	\$ 32.00
Caragabal Country Club	Caragabal Sheep Races	1 x Coolroom	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 Gunyah Craft Shop	Nil	Rates	258/2022	\$ 446.20
Grenfell P.A.H&I Association inc	Nil	Rates	258/2022	\$ 950.00
Grenfell RSL Sub-Branch	Remembrance Day	Traffic Control	277/2022	\$ 1,000.00
Criterion Hotel	December Markets	Multiple items	278/2022	\$ 500.00
Cargo to Grenfell	Walk	Multiple items		\$ 500.00
Lachlan & Western Regional Services	Nil	Donation		\$ 1,000.00
		<b>Total</b>		\$ 7,328.20
		<b>Budget</b>		\$ 15,000.00
		<b>Budget Remaining</b>		\$ 7,671.80

## INTERNAL/EXTERNAL CONSULTATION

No consultation is required for this application, however noting that the Lachlan and Western Regional Services met with the General Manager to discuss the concept prior to submitting this application.

**CONCLUSION**

The application meets the criteria for Community Support Application and is worthwhile cause that will provide a benefit to the community, in particular the youth.



**WEDDIN SHIRE COUNCIL**  
**COMMUNITY PROJECT SUPPORT**  
**APPLICATION – SMALL (<\$1,000)**

Weddin Shire Council is committed to the continued development of community capacity and sustainable communities through the provision of support to community organisations.



**Introduction**

This form should be used to submit requests for Council assistance including financial and/or in kind assistance (e.g. staff time, Council equipment such as cool room, bins etc.) where the total value is under \$1,000. Information on the cost of Council equipment can be found in Councils Fees & Charges Schedule which forms part of Councils Operational Plan.

Applicants should submit completed applications to Council no later than the first Friday of the month for the application to be considered at the next Council meeting on the Third Thursday of the month. Note – Council does not currently meet in January. Applications should be submitted at least two months prior to project commencement. Please submit the completed applications and any required supporting information to Weddin Shire Council at:

Email: [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au) Post: Weddin Shire Council  
PO Box 125  
GRENFELL NSW 2810

Deliver: Councils Administration Office  
Corner of Camp & Weddin Streets  
GRENFELL NSW

**Project Title**

Youth Yarn – Weddin Shire

**Project Location**

Weddin Shire

Have you obtained all necessary permits, licenses, approvals and insurance? Yes ☒ No ☐

**Community Organisation**

Lachlan and Western Regional Services

Is the organisation a not-for-profit entity? Yes ☒ No ☐

**Project Contacts**

Primary Contact		Secondary Contact	
Name	Jaime Elms	Name	Ros Patton
Position	Project Officer	Position	Project Officer
Postal Address	97 Main Street Grenfell NSW 2810	Postal Address	18 William Street Condobolin NSW 2877
Phone	0437229092	Phone	0437635535
Mobile	0437229092	Mobile	0437635535
Email Address	weddinspt@gmail.com	Email Address	rospattonspwprd@gmail.com

**Bank account details for payment of funds**

Account name	Education
Bank State Branch Number (BSB)	112-879
Account number	488270521

**What is requested from Council – Please provide details of what is requested from Council**

The \$1000 grant will go towards hardware such as a portable microphone and software for podcast editing, which can be used by the community post June 2023 to continue with the project. We also plan to have a launch party and to purchase prizes for the kids involved to encourage participation. Ideally, we hope to bolster and support existing clubs and organisations within the Weddin Shire to increase their capacity and youth reach, and will cater for 'meet and greet' events such as showcase days to promote interest. The \$1000 grant would also contribute to these events in the form of catering and community transport where necessary.

**Project outline – Please provide details of the project**

Lachlan and Western Regional Services would like to work alongside community members to provide a means for our youth to engage with activities, services, and opportunities in our towns and villages. The goal of this project is to create an online media platform (podcast and social media page) where youth can connect with the project. The podcast will showcase interviews with local participants about various topics ranging from general questions to specific interviews about business, study, future prospects, and hobbies. The podcast will also include information about mental health and support services in each episode and act as a connectable to professional assistance for those in need.

Ideally, we aim to provide an insight into how youth can become involved in existing community-run projects and clubs to promote interconnectedness and expand the net of support for youth in our area.

Lachlan and Western Regional Services will have funding cease for the Weddin LGA as of June 2023.

This project will be set out in a way that if successful, could be taken into the hands of volunteers for ongoing youth engagement in our community.

Our goal is to have 15 episodes released before the end of June 2023, one episode per fortnight, with a pilot episode released in November.

December 31<sup>st</sup> 2022 is the cut-off for submissions for the Children and Young People Wellbeing Recovery Initiative grant (\$10,000 - \$50 000), which could be of great benefit to the Weddin Shire. We hope that this podcast may also contribute to grant applications, and potentially inspire the creation of a youth centre OR expanding existing clubs, organisations, or businesses to support their own youth program and offer local supports and extracurricular/leisure activities to our kids.

Participation in the podcast is voluntary and the interviews for segments can be tweaked to suit individual preference if any questions seem uncomfortable or irrelevant to the specific participant.

**Timeline**

<b>Start date</b>	<b>November 18<sup>th</sup> 2022</b>
<b>Finish date</b>	<b>30<sup>th</sup> June 2023 (With hopes to continue if successful)</b>

**Other information – Please provide details of any other information that is relevant to your application**

Click or tap here to enter text.

**Undertaking and Authorisation/Declaration**

In submitting this application, we hereby undertake to be bound by the following General Terms and Conditions and any additional Specific Terms and Conditions as resolved by Council when determining our community project support application.

**GENERAL TERMS AND CONDITIONS:**

1. Approved Community Project Support Funds will only be used for the purpose as outlined in this application, unless written permission for a variation has been obtained from Council prior to the funds being spent.
2. All required permits, licenses, approvals and insurance will be obtained.
3. We will acknowledge the assistance of Weddin Shire Council in all related promotions and promotional material. Approval by Council Officers will be sought for Artwork featuring Council's logo.
4. After the project/event we will complete a letter including:
  - a. Confirmation of the successful completion of the project/event
  - b. Confirmation the Approved Community Project Support Funds were spent as approved
  - c. Details of the project/event including participation rates/attendance figures
  - d. Confirmation of the acknowledgement of Weddin Shire Council's support
5. We will manage the resources of our organisation to the best of our ability and as efficiently as possible.
6. We will maintain appropriate internal controls over the finances and day to day operations of our organisation.
7. We indemnify, and promise to keep forever indemnified, Council, their respective officers, servants, agents and employees against all actions, suits, claims, demands, costs and other liabilities whatsoever of any nature which we or any third party now has or at any time may have, in equity, at law, under statute or otherwise, arising either directly or indirectly from, or in any way connected with the project/event for which this application of funding is being made.
8. We forever release and forever discharge Council from all actions, suits, claims, demands, costs and other liabilities whatsoever of any nature which we now have or at any time may have, in equity, at law, under statute or otherwise arising either directly from, or in any way connected with the project/event for which this application of funding is being made.

I certify to the best of my knowledge, the information contained within this application is true and correct.

---

**President**

<b>Name</b>	Click or tap here to enter text.
<b>Date</b>	Click or tap here to enter text.

Please submit the completed application and any required supporting information to Weddin Shire Council at:

Email: [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au)

Post: Weddin Shire Council  
PO Box 125  
GRENFELL NSW 2810

Deliver: Councils Administration Office  
Corner of Camp & Weddin Streets  
GRENFELL NSW

**11.6 WEDDIN COMMUNITY NATIVE NURSERY**

**File Number:** C1.1.3  
**Author:** Director Corporate Services  
**Authoriser:** General Manager  
**Attachments:** 1. Donation Request  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Donation Request  
**Budget:** \$ 298.75 to be sourced from Community Donation Budget

**RECOMMENDATION**

That Council donate \$298.75 to the Weddin Community Native Nursery.

---

**PURPOSE**

The purpose of this report is to respond to a rates donation request from Weddin Community Native Nursery (WCNN).

**BACKGROUND**

The WCNN have requested and received a donation for their rates for the last two financial years.

The WCNN was established in 2012 specialising in propagating native plants of the Weddin Shire; with a secondary goal of preserving for future generations threatened species within the shire.

WCNN is a not-for-profit organisation managed by volunteers and is a sub-committee of Weddin Landcare Steering Committee.

Volunteers collect seed from across the shire. At the nursery the seed is cleaned and propagated. Propagation is also done from cuttings and divisions.

The rates donation is traditionally 25% of the rates levied for the WCNN it will be \$298.75.

**ISSUES AND COMMENTS**

There are no direct issues or comments arising from this report.

**POLICY/LEGAL IMPLICATIONS**

There are no direct policy or legal implications noting that the application process aligns with the Community Project Support policy.

**FINANCIAL/RESOURCE IMPLICATIONS**

<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 Coolroom	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 Gunyah Craft Shop	Nil	Rates	258/2022	\$ 446.20
Grenfell P.A.H&I Association inc	Nil	Rates	258/2022	\$ 950.00
Grenfell RSL Sub-Branch	Remembrance Day	Traffic Control	277/2022	\$ 1,000.00
Criterion Hotel	December Markets	Multiple items	278/2022	\$ 500.00
Cargo to Grenfell	Walk	Multiple items		\$ 500.00
Lachlan & Western Regional Services	Nil	Donation		\$ 1,000.00
WCNN	Nil	Donation		\$ 298.75
		<b>Total</b>		\$ 7,626.95
		<b>Budget</b>		\$ 15,000.00
		<b>Budget Remaining</b>		\$ 7,373.05

**INTERNAL/EXTERNAL CONSULTATION**

No consultation is required for this application.

**CONCLUSION**

That Council make the donation as requested and donate the value of \$298.75 to the WCNN.



03/10/2022

General Manager,  
Weddin Shire Council,  
Camp Street,  
GRENFELL. NSW. 2810  
Email: [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au)

Dear Noreen,

**Re: Rates & Charges Notice – Assessment #**

We are in receipt of the above Rates and Charges annual assessment for \$1,194.99 and processed full payment on 01/09/2022.

It is our understanding that:

- Council is prepared to consider requests for concessions on rates and charges for not-for-profit community organisations
- these are funded from the Community Support Project budget; and
- such donations have traditionally been 25% of the total annual rates assessment.

That being the case we would be most grateful you could review our assessment in this light and advise the outcome in due course.

Thanks and regards

Lorraine Seery

Treasurer  
Weddin Community Native Nursery  
(on behalf of Weddin Landcare Steering Committee Inc.,) Weddin Shire Council

WEDDIN SHIRE COUNCIL

14 NOV 2022

REG No 002445

FILE No 011-3

NOTE	DCS
ATTEND	DCS
ORT	
REPLY	
COPY	

Specialising in propagating plants of the Weddin Shire





**11.7 IMPROVING MOBILE COVERAGE IN WEDDIN SHIRE COUNCIL****File Number:****Author:** Director Corporate Services**Authoriser:** General Manager**Attachments:** 1. Document from Department of Regional NSW\_06 December 2022 re Improving mobile coverage in Weddin Shire Council**CSP Objective:** Innovation in service delivery (healthy, safe and educated community)**Precis:** To provide Council information on how to improve mobile coverage in Weddin Shire Council**Budget:** Nil**RECOMMENDATION**

That Council (to be confirmed):

1. Agree to the Department of Regional NSW (DRNSW) Regional Digital Connectivity (RDC) team undertake procurement on behalf of Council to identify mobile carrier/s to deliver a network sharing solution
2. Note, if Council endorses DRNSW RDC team to undertake procurement activity, Council will be consulted and is under no obligation to proceed with a proposed solution.

**PURPOSE**

To seek Council's endorsement to proceed with DRNSW RDC team to improve mobile coverage in Weddin Shire, noting that a late report will be tabled in place of this document.

**BACKGROUND**

In late 2019 Weddin Shire Council was awarded \$1,000,000 under the Regional Growth Funds Drought Stimulus Package. This funding was announced in unusual circumstances. While Council has been advocating strongly since 2017 on matters relating to digital connectivity, Council never submitted a funding application to the Drought Stimulus Package specifically proposing how funding would be used to address digital connectivity. The funding announcement was unprompted.

The State Government elected to form a Project Control Group with members from various State Government departments and Weddin Shire Council. The Project Control Group engaged a consultant to develop a strategy with projects and actions on how the funding could be spent. The strategy was funded from the \$1,000,000, as such only \$850,000 remains.

During the strategy's preparation there were significant advancements in digital connectivity as the availability of Low Earth Orbiting satellites shifted from an emerging technology into a transformative reality in the space of a few months with the availability of Starlink in southern NSW from mid 2021. Concurrently Telstra and Optus redefined their business goals in Australia to focus on 5G in the highly profitable high population density areas of the

state and set about reframing expectations about service delivery in low population density regional and remote areas, highlighting the existence of market failure.

The strategy did not pivot in response to these transformative shifts in the regional connectivity landscape. As a result, the strategy was deemed to not meet the tenacious expectations of Weddin Shire Council to deliver meaningful change to the Shire's agricultural communities in the 0-4year timeline. The strategy's short-term focus on improving 'community access' via 'hubs', and developing 'trail sites' in Grenfell, the only town in the Weddin Shire that already had excellent fixed internet and mobile coverage, was not considered sufficiently transformative. In addition, the strategies projects had significant ongoing resource implications to Council.

The remaining funding has not been released to Council. Regional NSW have approached Council ([Attachment A](#)) to identify a better procurement solution for the unexpended fund.

## **ISSUES AND COMMENTS**

The Regional NSW Digital Connectivity team has approached Council on an opportunity to identify mobile carrier/s to deliver a network sharing solution in the Weddin Local Government Area and provide better coverage and roaming opportunities for residents. This activity can be incorporated into some existing procurement activities the Department has planned for the regional digital connectivity program early next year.

At the time of writing this report, Council had just received late correspondence from the Department of Regional NSW and was holding a meeting on the afternoon of 8 December 2022. In order to give Council, the best opportunity to understand the project, this report will be replaced with a late report to be tabled next week.

## **POLICY/LEGAL IMPLICATIONS**

There are no direct policy or legal implications arising from this report, noting that Department of Regional NSW have stated we can share this information.

## **FINANCIAL/RESOURCE IMPLICATIONS**

There will be no direct financial implications to Council, however noting that there may be a commitment of the Weddin grant funds from the Drought Stimulus Package to contribute towards this project.

## **INTERNAL/EXTERNAL CONSULTATION**

At the time of writing this report, Council Officers were meeting with the Department of Regional NSW, the Regional Digital Connectivity team to discuss the proposal with more information to be provided to Council as a late paper.

## **CONCLUSION**

Residents in the Weddin Shire Council area have faced many issues relating to mobile coverage and reliability of fixed internet services. A late paper will be tabled to support the proposal provided by the Department of Regional NSW regarding improving mobile coverage and looking at ways to share networks across the region.

Department of Regional NSW  
Regional Digital Connectivity



06 December 2022

## Improving mobile coverage in Weddin Shire Council

Residents in the Weddin Shire Council area face issues with mobile coverage and the reliability of fixed internet services.

Previous analysis of mobile coverage in the area shows significant coverage blackspots and limited options/choice of providers. Telstra and Optus are the two main providers in the area with residents impacted by deficiencies in the footprint of each network's coverage. Some users are carrying two (2) mobiles (different provider SIMs) to improve coverage; adding additional costs with limited practical benefits.

To address similar mobile coverage issues/challenges across regional NSW, the Department of Regional NSW's (DRNSW) Regional Digital Connectivity (RDC) team is working on unique initiatives to assess and implement value for money active sharing solutions i.e. the sharing by mobile network providers of electronic network infrastructure to deliver new and improved mobile coverage. In future government investments, communities will get better access to shared infrastructure services to improve voice and data access, regardless of which mobile service provider is selected.

The RDC team can support Weddin Shire Council to deliver the Weddin Digital Connectivity initiatives using grant funds awarded under the Drought Stimulus Package and leveraging learnings from existing DRNSW connectivity programs.

### *Current activities*

Commitment of existing Weddin grant funds: Nil

DRNSW engaged a service provider to conduct an independent mobile coverage assessment for the three major mobile operators (Telstra, Optus, and TPG/Vodafone) within the Weddin Shire Council area. The service provider used specialized tools and processes to test signal quality, signal strength, quality/failure of voice calls and consistency as well as speed of the mobile data. These tests were performed around the areas of Grenfell, Greenthorpe and Caragabal.

The service provider was also asked to assess the mobile coverage along the 123km stretch of Mid-Western Highway passing through the Weddin Shire Council area. This assessment is now complete and highlights the significant coverage blackspots and limited options/choice of mobile providers (Appendix 1).

### *Suggested approach*

#### **Step 1**

Commitment of Weddin grant funds: \$650,000

The RDC team undertake a procurement on behalf of Weddin Shire Council, to identify mobile carrier/s to deliver a network sharing solution in the Weddin Shire Council area and provide better coverage and roaming opportunities for residents. This activity can be incorporated into some existing procurement activities the Department has planned for the regional digital connectivity program early next year.

Weddin Shire Council will be consulted throughout the proposed procurement process. Weddin Shire Council will have an opportunity to review the proposed solutions following the procurement and will

be under no obligation to proceed with a proposed solution. If the procurement results in a suitable solution (as agreed with Weddin Shire Council), DRNSW will contract for delivery of services, using grant funds up to \$650,000. The likely period of network sharing service delivery that will be secured is minimum ten years.

Under the NSW Government's Mobile Coverage Project, DRNSW worked with Mobile Network Operators (MNOs) and Mobile Network Infrastructure Providers (MNIPs) to develop active sharing partnerships to benefit rural and regional communities in NSW over a 15-week period. Four partnerships developed the technical and commercial agreements needed to deploy shared mobile infrastructure. This means for future government funded infrastructure, mobile subscribers on one carrier's network will be able to make and receive phone calls in the coverage area of another carrier's network.

Organisations who participated in phase one of the Active Sharing Partnership program were invited to submit applications for funding through the \$30 million grant funding opportunity. Applications for the grant funding opportunity closed on Monday 14 November 2022. The proposed solutions will focus on implementing innovative solutions to improve mobile coverage along road corridors, in small population centres, and at key tourism locations. Evaluation of the applications is now underway, and further updates are expected to be available in early 2023.

The Weddin Shire Council procurement approach will be based on learnings from the Active Sharing Partnership program and other aspects of the Mobile Coverage Project. More information on the Mobile Coverage Project can be found at <https://www.nsw.gov.au/snowy-hydro-legacy-fund/regional-digital-connectivity-program/mobile-coverage-project>.

In terms of the Weddin Shire Council procurement, examples of possible outcomes for residents may include:

- improved or new 4G coverage
- establishing 5G coverage upgrades in the future
- access to other carriers' roaming network across the shire.

These outcomes will be determined when responses to the procurement are received.

#### Step 2:

The Regional Digital Connectivity team run a half-day workshop for Weddin Shire Council, to evaluate options for the application of the balance of the Drought Stimulus Package digital connectivity grant funding (Starlink internet subsidy) and to discuss other digital connectivity opportunities. This will include briefings on the NSW Government GigState Internet and Farms of The Future programs.

Commitment of grant funds: Nil cost for workshop

**Appendix 1 – Independent mobile coverage assessment results – Weddin Shire Council Area**

The findings confirm that Telstra and Optus are the two main providers in the area with residents impacted by deficiencies in the footprint of each network's coverage.

*Voice Analysis:*

- The best call reliability and speech quality in all four areas measured is provided by Telstra.
- In Caragabal, all three operators show room for improvement regarding call reliability and speech quality.
- Despite Telstra and Optus showing good performance in Greenthorpe, TPG achieved only 14.4% reliable calls, LTE in this area is not provided and 3G coverage is limited.
- Most of the call failures occur due to RF (Radio Frequency) problems such as in the case of TPG due to almost no Home Network Coverage, while on Telstra and Optus due to 4G coverage performance.

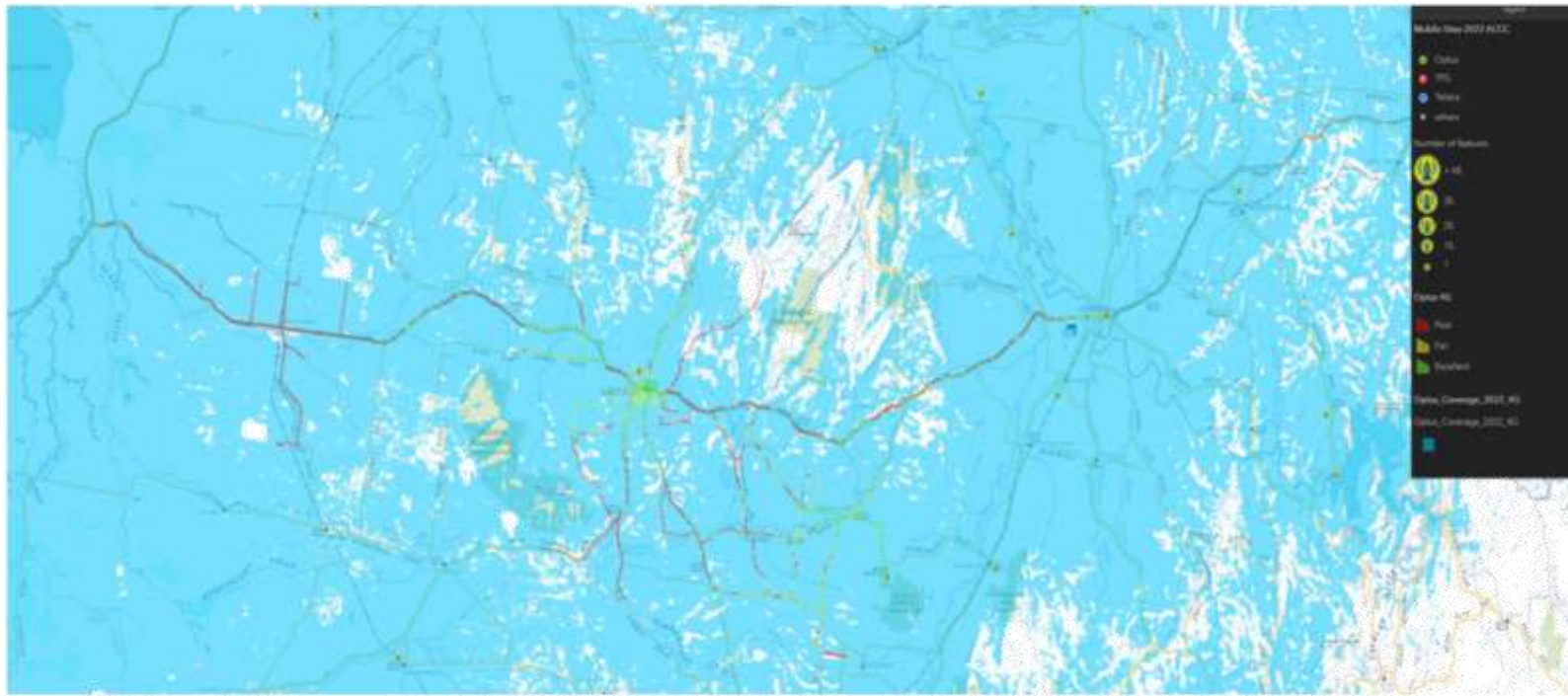
*Data Analysis:*

- Telstra provided the best overall performance across all 4 routes/areas measured however Optus is better in some areas.
- TPG has very high share of "No Network" samples on 3 out of 4 routes, hence they are significantly behind the other two operators.
- Telstra offers the best downlink performance in terms of all scoring KPIs.
- Optus shows the best uplink reliability in Greenthorpe and Mid-Western Highway while Telstra is better in Caragabal. Telstra offers generally better uplink data rates.
- For Web browsing and YouTube, Telstra and Optus both have problems on some routes.

*Graphical Representation of Coverage (next page):*

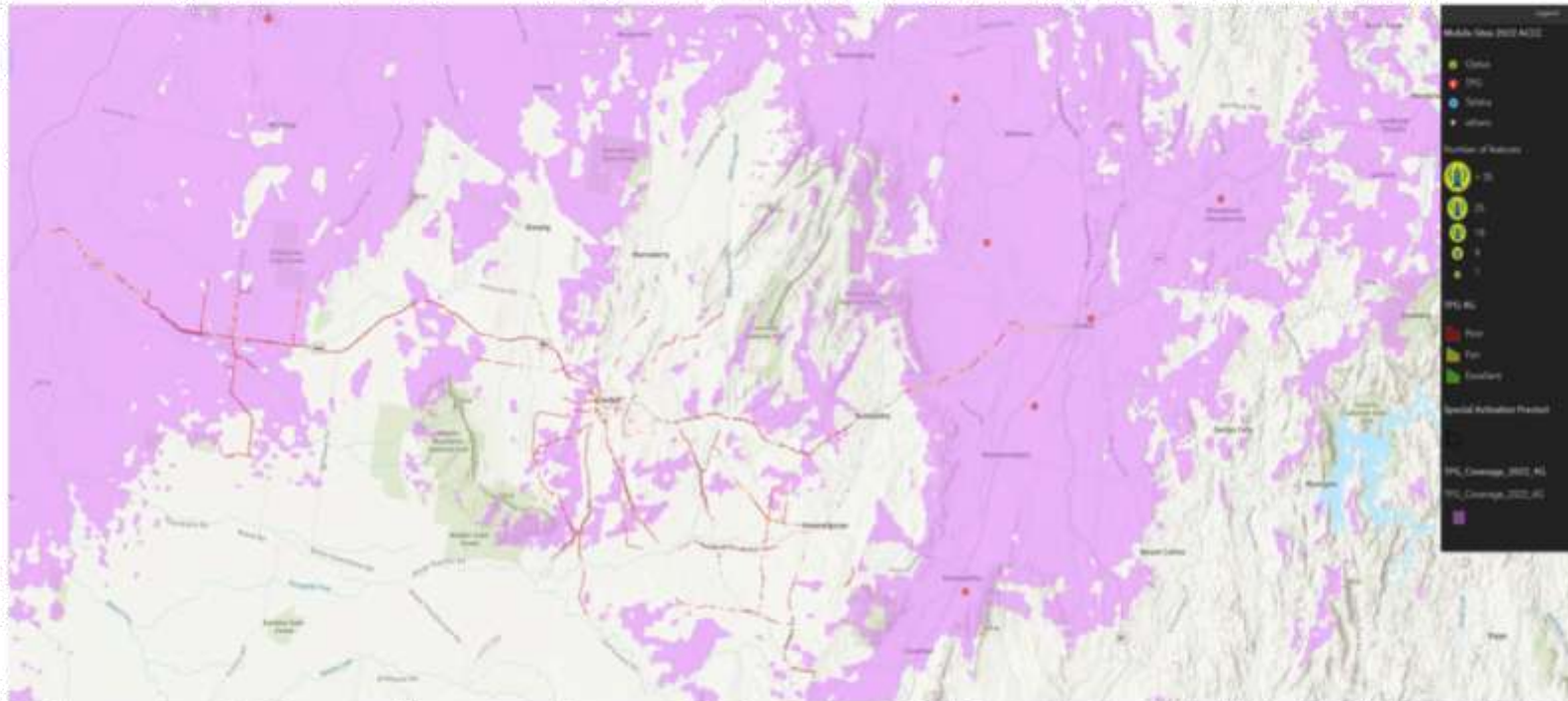


## Weddin Shire – Optus 4G Coverage Claimed vs Measured



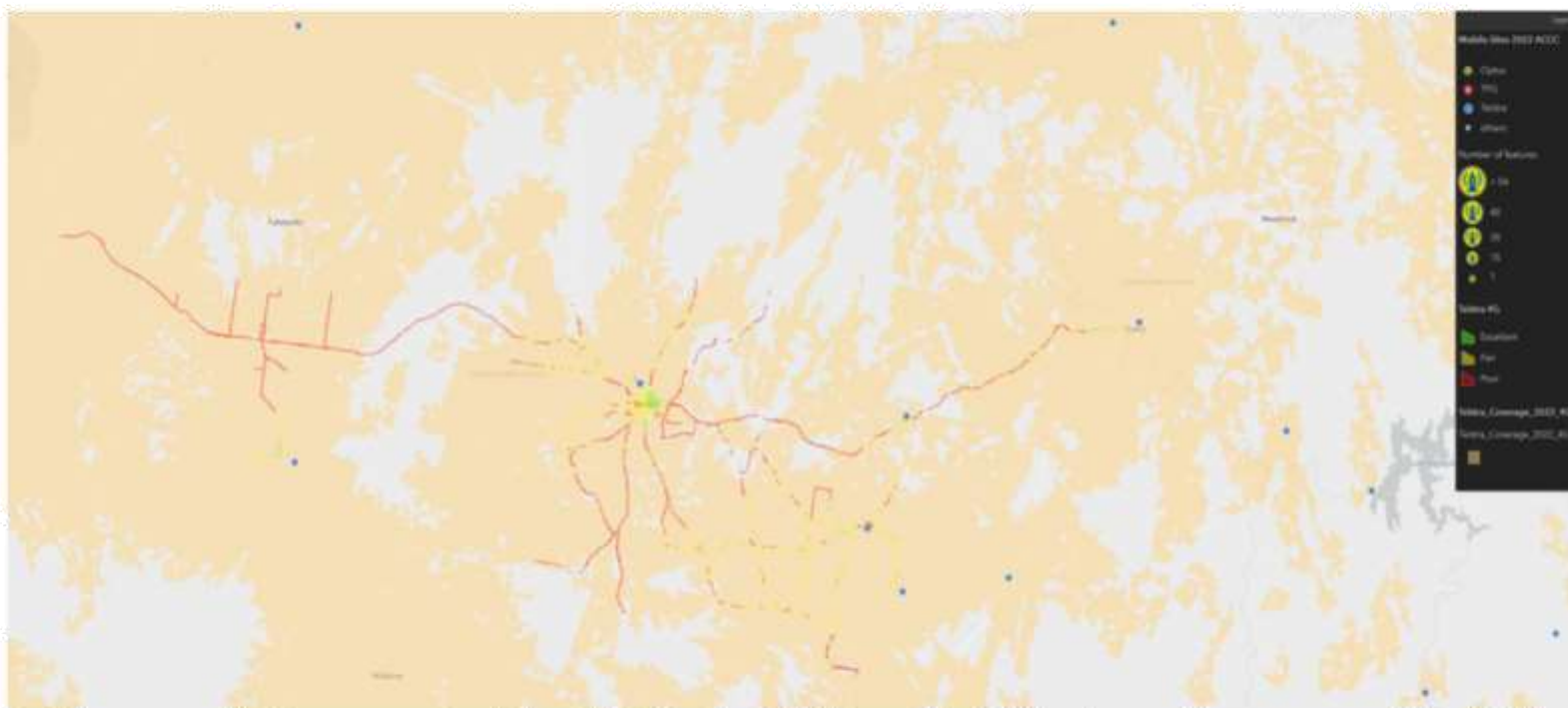
- Blue shaded area represents the 4G coverage claimed by Optus. Red, Yellow and Green represent Poor, Fair and Good coverage respectively based on the tests done by the coverage assessment Service provider.

## Weddin Shire – TPG 4G Coverage Claimed vs Measured



- Pink shaded area represents the 4G coverage claimed by TPG. Red, Yellow and Green represent Poor, Fair and Good coverage respectively based on the tests done by the coverage assessment Service provider.

## Weddin Shire – Telstra 4G Coverage Claimed vs Measured



- Orange shaded area represents the 4G coverage claimed by Telstra. Red, Yellow and Green represent Poor, Fair and Good coverage respectively based on the tests done by the coverage assessment Service provider.

Note:

- The drive tests were only along the identified routes where the red, yellow and green “dots” are displayed.
- The drive test results have been overlayed on the carrier publicly available coverage maps.
- Only 4G coverage maps are shown here as carrier/s will be closing the 3G network soon - (<https://www.telstra.com.au/business-enterprise/support/3g-service-closure>).



**11.8 REQUEST FROM GRENFELL JUNIOR RUGBY LEAGUE FOOTBALL CLUB****File Number:****Author:** Director Corporate Services**Authoriser:** Director Corporate Services**Attachments:** 1. Request to waiver oval hire fees - Grenfell Junior Rugby League Football Club**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** The Grenfell Junior Rugby League Football Club have sought a request to waiver the oval hire fee**Budget:** To be confirmed - \$640**RECOMMENDATION****To be confirmed**

Council is in receipt of correspondence from the Grenfell Junior Rugby League Football Club dated 27 November 2022 to waiver the oval hire fees of \$640.00 as the Grenfell Junior Rugby League Football Club is a non-for-profit organisation and are running this competition for the benefit of the whole community.

Due to the auditing process of our financial statements and staffing resourcing this week, we were unable to complete this report and a final version will be tabled at the Council meeting as a 'late report'. This covering paper has been provided in place of the late report to provide Council as much information as possible. We apologise for the inconvenience caused.

**GRENFELL JUNIOR RUGBY LEAGUE FOOTBALL CLUB**

**PO BOX 59**

**GRENFELL NSW 2810**

**E: grenfelljrl@hotmail.com**

**PRESIDENT - James O'Loughlin 0427333144**



27<sup>th</sup> November 2022

The Executive Assistant Engineering

Weddin Shire Council

Dear Kylie,

Grenfell Junior Rugby League Football Club would like to thank the Weddin Shire Council for approval to use Lawson Oval for the running of the 2022/2023 Summer League Tag Competition.

We would like to ask that WSC waives its Oval Hire Fee of \$640 as the Grenfell Junior Rugby League Football Club are a non-for-profit organisation and are running this competition for the benefit of the whole community.

We charge minimal fees to participants purely to cover insurance and basic running costs, which includes the power bill for overhead lighting.

This year we are adding the option for children as young as 8 years old to be able to play and we cater from that age up to players in their mid 60's.

The Summer League Tag Competition is a great social night out with last year having just over 100 participants enjoying fun and fitness in our community.

GJRL are committed to maintaining the oval to the highest standards to ensure the safety of all our participants and to limit any upkeep by council during the period of our competition.

We thank you again for your assistance with this matter.

Kind Regards

James O'Loughlin

GJRL PRESIDENT

## 12 INFRASTRUCTURE SERVICES REPORTS

### 12.1 INFRASTRUCTURE WORKS REPORT

**File Number:** C2.8.16  
**Author:** Acting Director Infrastructure Services  
**Authoriser:** General Manager  
**Attachments:** Nil  
**CSP Objective:** Shire assets and services delivered effectively and efficiently  
**Precis:** Infrastructure works program update  
**Budget:** NIL

#### EXECUTIVE SUMMARY

The following information is provided to update Councillors and the community on matters associated with Construction and Maintenance of Roads, Parks and Gardens, Sewerage, and Plant for the month of November and into the New Year.

#### RECOMMENDATION

That Council:

1. Receive and note the information provided on works completed and works planned for November into the New Year.

#### NATURAL DISASTERS

Due to the rain event on Monday 31 November 2022, a large number of roads suffered extra damage including Peaks Creek Road and sections of Adelargo Road.

The first 5.5 km of Peaks Creek Road suffered extensive damage that made the road impassable other than to 4x4 vehicles and a tractor.

Large sections of Peaks Creek Road were washed away and 85% of road base was lost, culverts had road base and sub grade washed away exposing a number of culverts that needed to be made safe.

It was ten (10) days later when the roadway had dried enough to get plant onto the road, emergency work was started, and work will be claimed under the most recent Event claim for both emergency work and repair works.

After waiting ten (10) days for the road to dry out enough, Council staff and contractors still had issues with plant getting bogged (grader on three (3) occasions with the roller twice), but was able to do enough repairs to get the road open again. Residents have been very grateful and understanding.



Emergency work that was completed on Kangaroo Road from the previous storm event again suffered damage at two (2) culverts where the road base was washed away. Repairs were again completed to enable farmers access to/from their properties. There is still more emergency work to be completed as time and resources permits.

Council will be engaging Contractors to remove timber and debris from against bridges and culvert structures next week.

Other roads reinspected after the latest storm event are listed below as all of these roads suffered various degrees of damage which will be added to the claim:

- Adams Lane North
- Abbots Lane
- Bald Hill Road
- Barkers Road
- Beazleys Lane

- Bogolong Dam Road
- Back Piney Range Road
- Campbell's Lane
- Dunkleys Road
- Gibraltar Rocks Road
- Goodes Road
- Hancock Williams Road
- Hancock Flinns Road
- Holy Camp Road
- Iandra Road
- Kangaroooby Road
- Major West Road
- Morans Road
- McDonalds Road
- Melyra Street, Grenfell
- Memory Street, Grenfell
- North Street, Grenfell
- Oloughlins Lane
- Pinnacle Road Culvert
- Sandy Creek Road
- South Street Grenfell
- West Street Grenfell
- Yambira Road

Council also has a number of roads that we are unable to access due to being under water and will be inspected when conditions allow.

These include

- Marsden –Morangarell Road (Horror Stretch)
- Caragabal – Bimbi Road
- Bewleys Lane

## **STATE ROADS**

Following the flooding emergency on the Newell Highway between Marsden and the Forbes Council boundary, this section of road has been closed and remains closed to through traffic.

24 hr traffic control and detour is currently in place at the Newell Highway/Mid Western Highway intersection.

In addition, due to the flooding emergency at Lignum Creek, the Mid Western Highway between Marsden and Grenfell was also closed for a period of about two (2) weeks.

During the road closure period Transport for NSW (TfNSW) carried out extensive asphalt overlay work at Lignum Creek to raise the level of the road slightly.

TfNSW also required that Council carry out extensive bitumen patching work on the closed section of Mid Western Highway during the road closure period.

Mid Western Highway is now open all the way to the Cowra Shire Council boundary.

## **MAJOR WORKS**

### **Pullabooka Road Rehabilitation**

Project under Fixing Local Roads Round One. The project involves works along a road length of 11km and Council received funding for \$3.9M.

Work is currently on target for completion by mid-March 2023.

- 75% of the road rehabilitation works have been completed.
- The remaining works are on hold due to inclement weather and flooding.
- Minor seal correction work is planned for December 2022.

### **New Forbes Road Rehabilitation**

Project under Fixing Local Roads Round Two (2). The project involves works along a road length of 16km and Council received funding for \$4.3M.

Work is currently on target for completion by end May 2023.

- The tree removal work has been completed.
- Council is undertaking drainage works which currently includes culvert extensions.
- Council has started Table Drain construction work.

### **Greenethorpe Road Rehabilitation**

Project under Fixing Local Roads Round Three (3). The project involves the road length of 7.1km and Council received funding for \$2.9M.

- Council is currently undertaking the project procurement works. Tree removal Contractor has been engaged. Work is expected to start in December 2022.
- Gravel Crushing Tender has closed. Tender evaluation process is underway. Successful Contractor is expected to be engaged mid-January 2023.

### **Back Piney Range Road Culvert Replacement**

- 80% finished backfill around wingwalls required by Contractor, works halted due to weather.
- Council is in the process of updating the design and construct culvert top slab which will be more resilient to severe weather conditions.

### **Hancock-Flinns Road Culvert Replacement**

- 80% finished backfill around wingwalls required by Contractor, works halted due to weather.
- Council is the process of updating the design and construct culvert top slab which will be more resilient to severe weather conditions.

### **Arramagong Road Culvert Replacement**

- The creek bed is full of water.
- Council is planning to commence the construction next year.

### **Heathcotes Lane Culvert Replacement**

- The whole road is under water due to recent flooding.
- Culvert works are on hold due to water.

**Adelargo Road Culvert Replacement**

- The creek bed is full of water.
- Culvert works are on hold due to water.

**Weddin Shire Road Entry Signs**

- Approval has been received from TfNSW for installing signs at roadside of state roads.
- Contractor has completed the Geotechnical investigation.
- Construction will start from January 2023.

**Railway Walking Track**

- Discussion ongoing with the designer to change the track location of stage-2.

**Caragabal Shared Pathway**

Council has received approval from ARTC and TfNSW for the design and for the crossing location of the shared pathway over the railway corridor. Council is now working with ARTC and TfNSW with the required documentation and is now at the stage of being able to seek tenders for the construction.

**Grenfell Cemetery Amenities**

The Grenfell Cemetery Amenities Building to date:

- Expressions of interest sought from plan drawers
- Plan drawer appointed
- Draft plans provided
- Final plan
- Submission of Development Application
- Development Application approved
- Expressions of interest sought from Structural Engineers
- Expression of interest sought from consultants for soil test and waste water report
- Appointment of Structural Engineer
- Appointment of Consultant for soil test and Waste Water Report
- Structural Plans received
- Soil Classification and Waste
- Water Report received
- Submission of Construction Certificate application
- Submission of Section 68 application
- Expressions of interests sought from local builders
- Construction Certificate approval received
- Section 68 approval received
- Quotes sought from builders
- Expressions of interests sought for grave survey of the site (this has been held up by the current inclement weather).

**FOOTPATH /KERB AND GUTTER WORKS****Third Street Quandialla**

- Procurement process ongoing to select suitable construction contractor for kerb & gutter replacement.



**ROAD MAINTENANCE WORKS**

Road maintenance works including pothole patching, vegetation management, gravel road maintenance and signage works have been undertaken in the past few months.

**Maintenance Grading**

<b>Roads</b>	<b>Commencement</b>	<b>Completion</b>	<b>Comment</b>
Brundah Halls Road	07/11/2022	22/11/2022	
Dunkleys Road	15/11/2022	22/11/2022	
Morans Road	25/11/2022	30/11/2022	
Peaks Creek Road	25/11/2022	30/11/2022	
Gibraltar Rocks Road	25/11/2022	26/11/2022	
McKays Lane	25/11/2022	26/11/2022	
Forbes Road	02/12/2022	07/12/2022	
Driftway Road	06/12/2022	07/12/2022	
Greenethorpe-Wirega Road	28/11/2022		60% finished, halted due to weather
Campbell's Lane	07/12/2022		Commenced
Grimms Lane	08/12/2022		

**Maintenance Grading – Works Planned: 9 December 2022 – 10 February 2023**

- Eves Lane
- Lynches Lane
- Taylors Road
- Nealons Lane
- Gannons Lane
- Gaults Lane
- Kerrs Lane
- Barrs lane
- Adams Lane
- Stock Route Road

**Slashing**

- Holy Camp Road - Completed
- Eualdrie Road - Completed

**Slashing - Works Planned: 9 December 2022 – 10 February 2023**

- Henry Lawson Way (Young Road)
- Mary Gilmore Way
- Bimbi Road
- Tyagong Road
- Tyagong Hall Road
- landra Road
- Gerrybang Road
- Sandy Creek Road
- Back Pine Range Road
- Pinnacle Road

- Mortray Road
- Piney Range Hall Road
- Deaths Lane

**Gravel Re-sheeting**

At this present time there is no re-sheeting happening due to the weather.

**PARKS AND RECREATION**

The Parks and Gardens team are carrying out routine maintenance such as mowing, whipper snipping, tree trimming within sporting fields and the open space network.

**Park Maintenance**

- Caught up on all mowing in parks and garden areas
- Mowed neglected areas at cemetery
- Sprinkler maintenance and repairs to all parks & garden, cemeteries
- Weed checks for cat heads.

**Oval Maintenance**

- Mowing and whipper snipping
- Prepare grounds for cricket season
- Weed checks for cat heads.

**Town Maintenance**

- Plant trees at cemetery
- Plant trees for Rose St Island
- Prepare garden bed for planting
- Keeping on top of weeds around town
- Trim back trees at Caragabal & Quandialla
- Mowing, whipper snipping, and gardening at Quandialla, Caragabal and Greenethorpe
- Trim back low hanging branches around town.

**Garden Island Planting**

Weeding and planting has taken place on the island on Dagmar and Camp Streets.

**Parks and Gardens - 9 December 2022 – 10 February 2023**

- Replant trees at Forbes Street Memorial Ave
- Plant native's at Memorial Ave island beds
- Plant trees at cemetery
- Trees for Rose Street Island
- Town parks and garden areas
- Maintain overgrown grass areas around structures at O'Briens Hill

**PLANT REPORT**

<b>Plant Report</b>			
<b>Plant Number</b>	<b>Plant Description</b>	<b>Fault</b>	<b>Repairs</b>
3229	Daihatsu	Break Down	Re-wire fuel pump wiring
4116	Mower	Blades Replace	Service Repair oil leaks and starter solenoid
4117	Mower	Blades Replace	Service repair deck bearings and pulleys
4103	Tractor	Full Service	
2099	Hilux	Full Service	
3965	Garbage Truck	Full Service	
6038	Bfo	Fire Truck	Emu Creek repairs
2101	Hilux	Full Service	Engine fault codes - Toyota Hilux
4109	Roller	Park Brake Faults	
5215	Brush Cutter	Repairs	Whipper snipper repairs
3962	Tri Axle Tipper	Starter Motor	Replacement
4110	Toro Mower	Wear And Tear	Toro mower deck bearings Broken pulley throttle Solenoid broken
4109	Roller	Park Brake Faults	118h roller remove wiring harness for repair
4103	Tractor	Break Down	td 80 tractor - engine faults
4107	Patch Truck	Radiator Service	Patch truck - replace radiator Full service clear fault codes
5407	Traffic Lights	Faults	Traffic lights
4116	Toro Mower	Overheating	Toro mower deck bearings Broken pulley throttle Solenoid broken
3958	Western Star	Seat Repairs	Western Star
3964	Water Truck	Training	Operation of the machine x3 water truck
5257	Brush Cutter	Service	Whipper snipper repairs
5311	Mower	Tyres	mtd mower
5314	Slasher Mower	Blades Replace	slasher
5319	Air Blower	Tune Up	blower still
5355	Mower	Service Check Oil Leaks	gravely mower
5357	Mower	Service Check Oil Leaks	gravely mower

Plant Report			
Plant Number	Plant Description	Fault	Repairs
2100	Ute Hilux	Limp Mode	Hilux - water in engine
3959	Tri Axle Trailer	Brakes	Tri axle tipper - brake valves worn
4111	Roller	Steering	Multi pac roller repairs
4105	Grader	Batteries	120 grader remove and recharge
4112	Mower Iseki	Drive Belt	iseki mower
3961	Isuzu Tipper	Starter Motor	isuzu 155 npr
5215	Brush Cutter	Wont Start	husqvarna brush cutter
3956	Float Trailer	Tyres	float tyres
5343	Generator	Wont Start	honda generator service
1129	Toyota Kluger	Service Check Oil Leaks	toyota

## 13 ENVIRONMENTAL SERVICES REPORTS

### 13.1 NAMING OF GRENFELL DOG PARK

<b>File Number:</b>	<b>A4.4.1</b>
<b>Author:</b>	<b>Director Environmental Services</b>
<b>Authoriser:</b>	<b>General Manager</b>
<b>Attachments:</b>	<b>Nil</b>
<b>CSP Objective:</b>	<b>Culturally rich, vibrant and inclusive community</b>
<b>Precis:</b>	<b>Community consultation to name Grenfell Dog Park</b>
<b>Budget:</b>	<b>\$1500 Sourced from Council Existing Operational Budget</b>

#### RECOMMENDATION

That Council name the off leash dog park located on the Corner of West Street and South Street, the 'Grenfell Dog Park – In Memory of Amy Brown. A local Icon'.

#### PURPOSE

The purpose of this report is to finalise a name for the newly constructed Grenfell off leash dog park.

#### BACKGROUND

Council recently completed the construction of a new off leash dog park on the corner of West Street and South Street, Grenfell. In August 2022, Council received correspondence from a member of the public suggesting that the facility needs to be given an official name.

Council at its Ordinary Meeting held on 20 October 2022 resolved to undertake community consultation for the naming of the facility, and upon completion of the community consultation period a further report be provided to Council including the full list of suggested names for Council's consideration and determination on the official name of the facility.

Community consultation was undertaken for a period of 21 days including on social media, Council website and in the local paper. The community was requested to suggest names for the facility.

#### PROPOSED

As a result of the community consultation process, the following names for the facility were suggested:

<b>Suggested Name</b>	<b>Method of Submission</b>
The Amy Brown Dog Park	Facebook

Suggested Name	Method of Submission
Grenfell Dog Park	Facebook
Puppyville	Facebook
The Dog Park	Facebook
The Loaded Dog Park	Facebook
Mirri Weedin Dog Park <i>Mirri – Wiradjuri for dog</i> <i>Weedin – Wiradjuri for sit, stay and remain</i>	Email
Sunny's Side (small dog park) Second name (large dog park)	Mail
Tally Park (The Loaded Dog – Henry Lawson)	Email
Sunny's Dog Park	Mail
Grenfell's Doggie Domain	Mail

The most popular suggestion on social media were the 'Amy Brown Dog Park' and the 'Grenfell Dog Park'. Amy Brown was a unique local icon of Grenfell and is well remembered for her dogs.

Based on the feedback received, it is recommended that Council name the facility the Grenfell Dog Park - In Memory of Amy Brown, a local icon. It is also suggested that a story board could be installed at the facility with pictures and stories of Amy Brown.

## POLICY/LEGAL IMPLICATIONS

There are no policy or legal implications resulting from the proposed naming of the newly constructed off leash dog park.

## FINANCIAL/RESOURCE IMPLICATIONS

It is anticipated that signage costs will be within a budget of \$1,500 which can be funded from the existing operational budget.

## INTERNAL/EXTERNAL CONSULTATION

Community consultation was undertaken via advertising on social media, Council website to invite submissions and in the Grenfell Record.

## CONCLUSION

Council recently completed the construction of a new off leash dog park on the corner of West Street and South Street, Grenfell. Community consultation was undertaken for a period of 21 days including on social media, Council website and in the local paper, requesting suggested names for the facility.

Based on feedback received from the community it is recommended that the facility be named 'The Grenfell Dog Park – In Memory of Amy Brown. A Local Icon'.

## 13.2 DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES & COMPLYING DEVELOPMENT CERTIFICATES

**File Number:** T5

**Author:** Executive Assistant to the Director Environmental Services

**Authoriser:** Director Environmental Services

**Attachments:** Nil

**CSP Objective:** Sustainable natural, agricultural and built environments

**Precis:** List of development application, construction certificate and complying development application determined during the period 1 November to 30 November 2022.

**Budget:** Nil

### 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 November 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:

DA NO.	Applicant	Construction	Value (\$)	Address
19/2022 MOD	Mr K Lupis	Staged, 8 Lot Residential Subdivision	\$0	LOTS: 392, 393 & 394 DP: 754578 & LOT: 1 DP: 1178073 Murrays Lane GRENFELL NSW 2810
34/2022	Mrs RL Chown	Garage with Carport	\$20,289	LOT: 321 DP: 754578 153 Mary Gilmore Way GRENFELL NSW 2810
36/2022	Mr DH Troy	Shed	\$30,000	LOT: 10 DP: 513844 5 Dradys Lane GRENFELL NSW 2810
38/2022	Mr DG Keough	Shed Extension	\$15,000	LOT: 1 DP: 855481 16-18 Henry Lawson Way GRENFELL NSW 2810
40/2022	Mr PJ Grossman	Shed	\$19,362	LOT: 2 DP: 1052759 19 Star Street GRENFELL NSW 2810



**Complying Development Applications**

The complying development certificate applications approved within the Shire in November 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
33/2018	Mr RC Grimm & Ms T Starr	Extensions/Additions to Dwelling	LOT: 219 DP: 754583 1035 Mary Gilmore Way GRENFELL NSW 2810
28/2022	Andy's Design & Drafting	Shed	LOT: 6 DP: 1072519 64 Quondong Road GRENFELL NSW 2810
40/2022	Mr PJ Grossman	Shed	LOT: 2 DP: 1052759 19 Star Street GRENFELL NSW 2810

**13.3 DEVELOPMENT APPLICATION 37/2022 - RURAL INDUSTRY (GRAIN SILOS AND ASSOCIATED CONVEYORS)**

**File Number:** DA 37.2022

**Author:** Director Environmental Services

**Authoriser:** Director Environmental Services

**Attachments:** 1. DA 37.2022 SEE, Site Plan & Elevation Plans  
2. DA 37.2022 Applicant Response to Submissions

**CSP Objective:** Sustainable natural, agricultural and built environments

**Precis:** Development Application No. 37/2022 proposes a Rural Industry development on Lot 26 DP 1224552, to be used in conjunction with and existing business located on an adjoining allotment. The application is referred to Council for determination as it includes a request to vary the front building line setback requirement of Weddin Shire Council DCP and three (3) submissions were received as a result of the public consultation process.

**Budget:** There are no budget implications associated with the determination of the development application.

**RECOMMENDATION**

That:

1. Council notes that the reason for the decision is that the proposal largely complies with Section 4.15 of the Environmental Planning and Assessment Act 1979.
2. Council approve the request to vary the front building line setback from Phil Aston Place, Grenfell from 15 metres to 10 metres, in this instance.
3. Development Application No. 37/2022, being for a Rural Industry Development consisting of ten (10) grain silos and associated conveyors on Lot 26 DP 1224552, known as 7 Phil Aston Place, Grenfell to be used in conjunction with an existing grain handling business located on the adjoining Lot 2 DP 1142180, known as 10-12 Davies Place, Grenfell, be approved subject to the recommended conditions listed in Appendix A to the Assessment Report and by signed under delegated authority by the Director Environmental Services.
4. The General Manager register this planning decision in line with s. 375A of the Local Government Act 1993 and the names of the Councillors who supported the decision and the names of any Councillors who opposed (or are taken to have opposed) the decision.

## ASSESSMENT REPORT

### INTRODUCTION

Development Application No. 37/2022 proposes a Rural Industry Development consisting of grain silos and associated conveyors on Lot 26 DP 1224552, known as 7 Phil Aston Place, Grenfell. The development has been designed to be used in conjunction with an existing grain handling business located on the adjoining Lot 2 DP 1142180, known as 10-12 Davies Place, Grenfell.

The Development Application includes a request to vary the front building line setback requirement of clause 11.13.2 of the Weddin Development Control Plan (DCP) from 15 metres to 10 metres.

A copy of the proposed site plan, elevation plans and statement of environmental effects (SEE), are included in **Attachment 1** to this report. The application was lodged by Mrs Mary Ray with the consent of the owners of the land being Mr MJ & Mrs KA McCann.

### DESCRIPTION OF SITE

The development site is freehold land being Lot 26 DP 1224552. Lot 2 DP 1142180 also forms part of the development site as the proposed development will be used in conjunction with an existing development on this site. The development site is located within the Grenfell Industrial Estate and is zoned IN1 – General Industrial under Weddin Local Environmental Plan 2011 ('Weddin LEP'). A map showing the location of the development site in relation to the surrounding locality is provided in Figure 1 below.



**Figure 1. Locality Plan**

Lot 26 DP 1224552 has an area of 9886.84m<sup>2</sup> and Lot 2 DP 1142180 has an area of 11076.3m<sup>2</sup>, giving a total combined area of 20963.14m<sup>2</sup>. Lot 2 contains an existing storage shed and existing grain silos, while Lot 26 is vacant. The site has vehicular access from both Davies Place and Phil Aston Place. An overhead power line and associated easement affects both the allotments.

**BACKGROUND**

The existing storage building located on Lot 2 was approved by Council as part of Development Consent 22/2005. The grain silos on Lot 2 were approved by Council as part of Development Consent 74/2007. A modification to Development Consent 74/2007 was approved in 2016 to extend the operating hours of the development during the harvest period.

**DESCRIPTION OF PROPOSAL**

Development Application 37/2022 proposes a Rural Industry comprising of ten (10) grain silos and associated conveyors on Lot 26 DP 1224552. The new development will be used in conjunction with an existing grain handling business located on adjoining land to the north, being Lot 2 DP 1142180, and therefore the applicant intends to consolidate the two (2) allotments.

The grain silos and associated infrastructure are proposed wholly on Lot 26 DP 1224552 with a setback 30 metres from the northern boundary, 20 metres from the eastern boundary, 46 metres from the southern boundary and 10 metres from the western boundary. The application includes a request to reduce the building line setback from Phil Aston Place from 15 metres to 10 metres.

The proposed development will be used to store grain obtained by the business mainly during the normal harvest period before on-selling to other companies. Smaller amounts of grain may be moved to the site outside of the normal harvest season, when required.

The existing business has vehicular access from Davies Place, which is a sealed road. Vehicular access is also provided to the new site from Phil Aston Place, which is also a sealed road.

Further details on the proposed development are included in the submitted plans and Statement of Environmental Effects which are included in **Attachment 1**.

**ENVIRONMENTAL IMPACT ASSESSMENT**

In determining a development application, a consent authority is to take into consideration such of the matters as are of relevance to the development in accordance with Section 4.15(1) of the *Environmental Planning and Assessment Act 1979*. The following section provides an evaluation of the relevant Section 4.15 Matters for consideration for DA 37/2022:

**S4.15(1)(a)(i) Any Environmental Planning Instrument****Weddin Local Environmental Plan 2011**

The development site is zoned IN1 General Industrial under the provisions of Weddin LEP 2011. Rural Industries are permissible in the IN1 zone with consent. The consolidation of allotments does not fall within the definition of development under the *Environmental Planning and Assessment Act 1979*, and therefore does not need development consent. However, due to the proposed development being used in conjunction with the business on an adjoining allotment, a condition has been included in the recommendation requiring the two (2) allotments to be consolidated.

### Clause 2.3

Clause 2.3(2) of the Weddin Local Environmental Plan 2011 requires that *“The consent authority must have regard to the objectives for development in a zone when determining a development application in respect of land within the zone”*. The objectives of the IN1 General Industrial zone are as follows:

#### **Zone IN1 General Industrial**

##### **1 Objectives of zone**

- *To provide a wide range of industrial and warehouse land uses.*
- *To encourage employment opportunities.*
- *To minimise any adverse effect of industry on other land uses.*
- *To support and protect industrial land for industrial uses.*

The proposed development is an industrial land use and is an extension of the existing industrial business operating from the northern allotment of the site. The proposal encourages further on-site and off-site employment opportunities by expanding the current industrial business operating from the site. The development site is immediately surrounded by other industrial land and is unlikely to unduly impact on this land. The nature of the proposed development as explained in the SEE and supporting information means that the development will have limited impacts outside the primary harvest period. Further to this a number of conditions are included in the recommendation to this report to limit impacts on nearby residential land uses. Further details in this regard are provided in the proceeding parts of this report.

It is assessed that the proposed development is consistent with the IN1 General Industrial zone objectives.

### Clause 5.21 Flood Planning

Clause 5.21 states that:

*Development consent must not be granted to development on land the consent authority considers to be within the flood planning area unless the consent authority is satisfied the development—*

- (a) is compatible with the flood function and behaviour on the land, and*
- (b) will not adversely affect flood behaviour in a way that results in detrimental increases in the potential flood affectation of other development or properties, and*
- (c) will not adversely affect the safe occupation and efficient evacuation of people or exceed the capacity of existing evacuation routes for the surrounding area in the event of a flood, and*
- (d) incorporates appropriate measures to manage risk to life in the event of a flood, and*

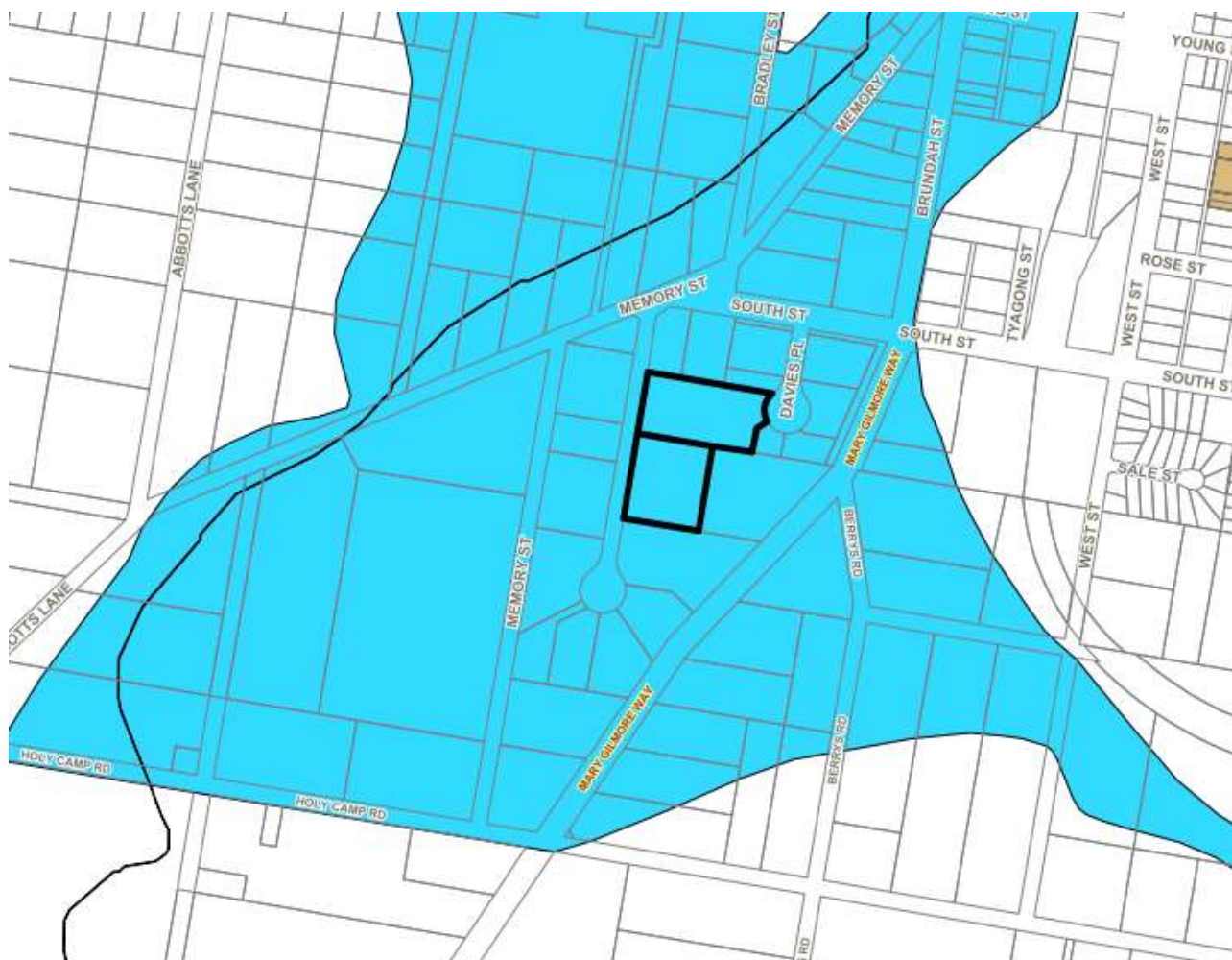


*(e) will not adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.*

*In deciding whether to grant development consent on land to which this clause applies, the consent authority must consider the following matters—*

- (a) the impact of the development on projected changes to flood behaviour as a result of climate change,*
- (b) the intended design and scale of buildings resulting from the development,*
- (c) whether the development incorporates measures to minimise the risk to life and ensure the safe evacuation of people in the event of a flood,*
- (d) the potential to modify, relocate or remove buildings resulting from development if the surrounding area is impacted by flooding or coastal erosion.*

The development site is identified as being within a flood planning area under Weddin LEP 2011, as shown in **Figure 2** below. A review of the Emu Creek Floodplain Risk Management Study and Plan 2012 reveals that the development site is located outside the mapped floodway and floodplain areas as shown in **Figure 3** below. However, the site is included within the flood planning area due to the 500mm freeboard level being added to the identified flood level in the surrounding area.



**Figure 2.** Weddin LEP Flood Planning Map



**Figure 3.** Emu Creek Floodplain Risk Management Study and Plan 2012 flood mapping.

It is assessed that given the development site is not within the identified floodway or floodplain, the proposal:

1. is compatible with the flood function and behavior of the land;
2. will not adversely affect flood behavior or increase the potential flood affectation of other properties in the area;
3. will not adversely affect the safe occupation and efficient evacuation of people;
4. will not create a risk to life in a flood event; and
5. will not adversely affect the environment or watercourses.

The proposed development is unlikely to impact on projected changes to flood behaviours as a result of climate change. The design of the proposed development is considered appropriate, given the land is not within the identified floodway or floodplain. Occupants of the site would be provided with sufficient notice to safely evacuate the area in the case of a flood event. It is unlikely that any buildings on the site would need to be modified, relocated, or removed as a result of the impacts of flooding.

## Clause 6.6

Clause 6.6 of the Weddin LEP 2011 states that:

*Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the proposed development are available or that adequate arrangements have been made to make them available when required —*

- (a) the supply of water,*
- (b) the supply of electricity,*
- (c) the disposal and management of sewage,*
- (d) stormwater drainage or on-site conservation,*
- (e) suitable road access.*

The existing business is currently serviced by the reticulated water supply and electricity. The proposed development will significantly impact on these utilities or create additional demands on the disposal and management of sewage. Stormwater from the proposed development is capable of being managed via the existing stormwater system servicing the development site, and suitable road access is available to the property from both Davies Place and Phil Aston Place.

## **State Environmental Planning Policies**

The following State Environmental Planning Policies are considered relevant to Council's assessment of the development proposal:

### State Environmental Planning Policy (Biodiversity and Conservation) 2021

Chapter 3 of the SEPP requires Council to assess if the development site is core Koala habitat and if the proposed development will have any impact on that habitat. There is no evidence to suggest that the development site is core Koala habitat. The land is extensively cleared, with the development application does not propose the removal of any additional trees. It is assessed that the proposed development will not impact any Koala habitat.

### State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004

The proposed development is not a BASIX affected building as defined under the Environmental Planning and Assessment Act 1979 and therefore the requirements of SEPP (Building Sustainability Index: BASIX) 2004 do not apply.

### State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

The proposed development is not identified as being either exempt or complying development in accordance with the SEPP. The applicant has lodged a development application for the proposed development and therefore the requirements of SEPP (Exempt and Complying Development Codes) 2008 do not apply.

### State Environmental Planning Policy (Housing) 2021

The proposed development does not include any form of housing and therefore there are no requirements under the SEPP which apply to the proposal.



State Environmental Planning Policy (Industry and Employment) 2021

An assessment of the proposed development has revealed that there are no applicable requirements under SEPP (Industry and Employment) 2021 that apply to the development.

State Environmental Planning Policy No. 65 – Design Quality of Residential Flat Development

The proposed development does not propose a residential flat development and therefore the requirements of SEPP No. 65 – Design Quality of Residential Flat Development, do not apply.

State Environmental Planning Policy (Planning Systems) 2021

The proposed development is not assessed as being State Significant or Regionally Significant development and therefore the requirements of the SEPP are not applicable.

State Environmental Planning Policy (Precincts-Regional) 2021

An assessment of SEPP (Precincts-Regional) 2021 has identified that there are no part of the SEPP which apply to the proposed development.

State Environmental Planning Policy (Primary Production) 2021

The proposed development does not include State Significant Agricultural Land and does not propose a farm dam or other small scale and low risk artificial waterbodies. It is assessed that there are no requirements under the SEPP which would apply to the proposed development.

State Environmental Planning Policy (Resilience and Hazards) 2021

Under Clause 4.6 of the SEPP a consent authority must not consent to the carrying out of and development on land unless:

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

There are no known prior land-uses on the site that are likely to have resulted in the contamination of the land. Site inspection carried out did not reveal any evidence of contamination of the site. The SEE submitted with the application does not mention any previous land uses that are likely to have resulted in contamination of the site. No further investigation is warranted in this instance.

State Environmental Planning Policy (Resources and Energy) 2021

There are no requirements within the SEPP which are applicable to the proposed development.

State Environmental Planning Policy (Transport and Infrastructure) 2021

The proposed new buildings are located outside the electricity easement affecting the land and are not within a distance which requires referral to the electricity supply authority.

The proposed development is not classified as a traffic-generating development under Schedule 3 and therefore was not required to be referred to Transport for NSW under the provisions of the SEPP.

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

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

**S4.15 (1) (a) (iii) Any Development Control Plan (DCP)**Weddin Shire Development Control Plan 2014*Chapter 4 – Flooding and Flood Affected Land*

The development site is identified as being within a flood planning area under Weddin LEP. As previously discussed in this report, an assessment has identified that the development site is located outside the mapped floodway and floodplain areas. The proposed development is not expected to impact on or be impact by flooding and therefore it is consistent with the requirements of Chapter 4 of the DCP.

*Chapter 11 – Industrial Development*

The proposed development is consistent with the requirements of chapter 11 of the DCP with the exception of clause 11.13.2. In this regard the application seeks a variation to this front building line setback from Phil Aston Place from 15 metres to 10 metres.

The initial application included 11 silos with a building line setback of 5 metres. The applicant has amended the application to reduce the number of silos to 10 in order to increase the building line setback to 10 metres. The reduce building line setback is assessed as being appropriate in this instance, due to the following:

- The allotment is affected by an electricity easement which prevents the silos being setback further on the allotment;
- The development site is located within an industrial area and the reduced building line setback is not expected to greatly impact on the character or amenity of the area;
- The allotment is 106 metres wide. The silos will only impact on the small portion of the total width of the allotment when viewed from Phil Aston Place.

*Chapter 15 – Public Consultation*

The development application was advertised and notified in accordance with the requirements of Chapter 15 of Weddin DCP 2014. Three (3) submissions were received as a result of the public consultation process which will be discussed further in the proceeding parts of this report.

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

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

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

Section 4.15(1)(a)(iv) requires Council to also consider Clauses 61, 62, 63, & 64 of the Environmental Planning and Assessment Regulation 2021. The following provides an assessment of the relevant Clauses of the Regulation:

- Clause 61 – The proposal does not involve the demolition of a building and the land is not subject to a subdivision order or the Dark Sky Planning Guideline. The application does not propose a manor house or multi dwelling housing and therefore the requirements to consider the *Low Rise Housing Diversity Design Guide for Development Applications* does not apply. There are no other matters under clause 61 which apply to the development.
- Clause 62 – The proposal does not involve the change of a building use therefore the requirement to consider the fire protection and structural capacity of a building's proposed use is not required.
- Clause 63 – The proposal does not involve the erection of a temporary structure and therefore there are no matters under clause 63 which are relevant to the proposed development.
- Clause 64 – The proposal does not involve the rebuilding or alteration of an existing building and therefore the requirements of clause 64 do not apply to the development.

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

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

**Context and Setting**

The development site is made up of two (2) allotments being Lot 2 DP 1142180 and Lot 26 DP 1224552. The site is zoned IN1 – General Industrial under Weddin Local Environmental Plan 2011. An existing grain handling business is established on Lot 2 and includes an industrial building along with grain storage silos. Lot 26 is vacant of any buildings and is relatively flat with a slight fall from east to west.

The development site is located within the Grenfell Industrial Estate and is immediately surrounded by other industrial land. It is assessed that the proposed development is consistent with the character and setting of the area.

### Access, Transport and Traffic

The development site is serviced by an existing vehicular access from Davies Place which is a sealed Council road. Access to the site is also available from Phil Aston Place which is also a sealed Council road. The applicant has described in the SEE that the nature of the business will not result in a significant increase in traffic in the area. Trucks currently enter the site for weighing and testing before unloading grain off site. The proposed development will allow some of these existing trucks to unload grain on the site before exiting, therefore not resulting in a significant increase in traffic movements. The location of the existing access points to the property are considered appropriate subject to being upgraded to Councils entrance standards. A condition has been included in the recommendation to this report to require this upgrading works.

### Public Domain

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

### Heritage

The development site is not located within a heritage conservation area and does not contain any items of environmental heritage listed in schedule 5 of the Weddin Local Environmental Plan 2011. It is assessed that the proposed development will not impact on any heritage items in the vicinity.

### Other Land Resources

The land does not contain any recorded mineral deposits and the proposal will not negatively impact any water catchment areas or waterways.

### Water, Sewerage and Stormwater

The proposed development is not a water use development and will not require a connection to sewer. Each silo does not contain guttering and down pipes and therefore any stormwater will be diverted to the street drainage system via overland flow. The location of the new silos is already a hardstand area and therefore post development flows are not expected to greatly increase above pre-development flows.

### Soils

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

### Air and Microclimate

The proposed development will not significantly increase traffic and dust on the site. The applicant has advised that during the harvest period, the internal driveway and manoeuvring areas will be watered when needed to limit dust generation. The applicant has also advised that it is intended to resurface the new development and existing silo complex with DGS20 roadbase in order to further limit dust generated on the site. The development does not propose the processing of any grain on the site and there is minimal dust generated during the storage process.

### Flora and Fauna

The development does not propose any major earthworks or the removal of any trees or natural vegetation. It is assessed that the proposal will not create any additional impacts on flora and fauna in the area.

### Waste

Any waste generated during the construction process can be disposed of at a licensed waste management facility. The ongoing use of the development will not create any significant waste streams which need to be dealt with.

### Energy

The proposed development will not significantly increase energy usage on the site.

### Noise and Vibration

The proposed development is located within an industrial estate and setback in excess of 200 metres from the closest residential receivers. The harvest period (1 September to 31 December) operating hours for the existing development is limited to 7.00am to 9.00pm Monday to Sunday (excluding Public Holidays). The applicant has outlined that during this period there would be approximately 1.36 trucks per hour entering the site during the permitted hours in order to fill the proposed silos. Operating hours outside the harvest period are limited to 7.00am to 6.00pm Monday to Saturday (excluding Public Holidays). A condition has been included in the recommendation to this report in order to limit the operating hours of the new development to those imposed on the existing business.

The use of conveyors and augers on the site will be limited to the abovementioned operating hours. This equipment is only used during unloading and loading and therefore it is assessed that these will not create significant noise impacts on residential receivers.

The application describes that silo aerators are used on the existing silo complex and proposed on the new silo development. These aerators are used to control weevils without relying on chemicals. The aerators are computer controlled to operate when needed in order to control temperature and humidity in the silos. The applicant has stated that the aerators operate for approximately 24 hours per week.

The aerators are considered to be one of the main noise sources on the site, particularly at night when there is limited background noise. The applicant is proposing to install fan mufflers to each aerator in order to limit noise emissions from the site. An inspection of the site during which a trial muffler was fitted to an aerator fan found a noticeable decrease in the noise being emitted. The new development will also be setback further from residential receivers than the existing development. A condition has been included in the recommendation to require fan mufflers to be installed on each aerator in order to reduce noise impacts.

Some noise will occur during the construction period, but is not expected to adversely impact on any surrounding land uses. Council's standard condition regarding construction hours is included in the recommendation.

### Natural Hazards

The development site is identified as being within a flood planning area under Weddin LEP. An assessment has identified that the development site is located outside the mapped floodway and floodplain areas. As discussed in previous sections of this report, the proposed development is not expected to impact on or be impact by flooding.

There are no other identified natural hazards applying to the land.

### Technological Hazards

There are no identified technological hazards relating to the proposed development.

### Safety, Security and Crime Prevention

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

### Social and Economic Impacts on the locality

The proposed development will not result in any negative social or economic impacts. The development will provide additional grain storage capacity for an existing businesses and therefore provide a positive economic impact to the locality.

### Site Design and Internal Design

The proposed development includes a request to reduce the front building line setback to Phil Aston Place from 15 metres to 10 metres. This reduction is considered appropriate in the circumstances. The design of the proposed development is considered appropriate for an industrial property.

### Construction

The proposed development will be built in accordance with the Building Code of Australia and engineering standards. No adverse impacts are anticipated to occur as a result of the construction of the development.

### Cumulative impacts

The proposal is not expected to generate any ongoing negative cumulative impacts. The development will be used in conjunction with the existing business operating from the site. As discussed above, noise attenuation measures will be put in place to limit noise impacts along with a number of conditions of consent to limit operating hours and noise emissions.

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

The development is consistent with the zone objectives and consideration has been given to the impacts the development will have within the locality. It is considered that the proposed development will not create adverse impacts within its local setting. It is further assessed that the development will not unduly impact upon any existing services.

The application includes a request for a reduction in the required building line setback from Phil Aston Place from 15 metres to 10 metres. It has been assessed that the variation is reasonable and justified in the circumstances.

The site is not constrained by natural features and is considered suitable for the development subject to the imposition of appropriate conditions of consent.

### Public Consultation

The Development Application was advertised and notified in accordance with Council's Development Control Plan 2014 from 10 October 2022 to 31 October 2022. A total of three (3) submission were received. The reference to harvest period is seen between 1 September to 31 December. Below is a summary of the concerns raised in the submissions along with corresponding assessment comments:

#### **Submission**

*"Our main complaint is about the noise when they are putting grain into the silos or taking the grain out of the silos, which we have already complained about to Council, when they are operating out of hours. Also during the night we can hear noises coming from the silos that are already there."*

#### **Comment**

A number of conditions have been included in the recommendation to this report to restrict the operating hours of the development. Non-compliance with approved operating hours can be regulated under the Environmental Planning and Assessment Act 1979 via the issuing of Orders and/or Penalty Notices.

The applicant is proposing to install fan mufflers to each fan in order to limit noise emissions from the site. A condition has been included in the recommendation to require fan mufflers to be installed on each fan in order to reduce noise impacts. The new development will also be setback further from residential receivers than the existing development.

#### **Submission**

*"This development will impact us as we live approximately 200 metres from the existing silos and when looking out our front windows silos will be all we see."*

#### **Comment**

The applicant has revised the initial application to delete one silo in order to increase the building line setback from Phil Aston Place from 5 metres to 10 metres. The development site is located within an industrial area, with the new silo development being located in excess of 200 metres from the closest residence in Memory Street. The proposed silos and associated infrastructure will be partially screened by the existing silo complex, when viewed from residences in Memory Street. It is assessed that the proposed development is appropriate for the area and will not unduly impact on views from residences in the area.

#### **Submission**

*"This will have a negative impact as this is not a seasonal only business, it operates all year and it already creates dust, noise and we will also have the fumes from the trucks as they pass close to our home."*

#### **Comment**

While the business operates all year round, the information submitted in support of the development application outlines that the harvest period (generally 1 September to 31 December) is generally the busiest time for the business. The applicant has outlined how dust and noise will be managed on the development site including the use of water trucks, installation of suitable surfaces and installation of noise attenuation measures. The development site is located in excess of 200 metres from the closest residence and therefore fumes from trucks both on the site and entering and exiting the property are not considered to pose an unacceptable risk to occupants of residences in Memory Street.

**Submission**

*“There will be additional generation of traffic. At the moment these trucks access the site through Davies Place and exit the same way, the plans show access and exit onto Phil Aston Place which merges with Memory Street at a dangerous curve in the road right opposite the front of our home and driveway. We have witnessed near misses between vehicles not slowing down when exiting Phil Aston Place and when travelling down South Street, add large trucks usually B-doubles to the mix and we are expecting an accident.”*

**Comment**

The development site has access from both Davis Place and Phil Aston Place. While the applicant has identified that truck movements will mainly enter and exit the site from Davies Place, it is assessed that restrictions should not be imposed on accessing and exiting the site from Phil Aston Place. Phil Aston Place is a formed road which services the industrial estate. The road is considered appropriate to service the development and wider industrial subdivision. The information submitted in support of the application does not mention B-double trucks entering the site. In addition Memory Street, Davies Place and Phil Aston Place are not designated B-double routes.

**Submission**

*“We have had previous issues with this business over noise levels. They were using a dust extractor which covered us in dust and had a high pitched whine which took a long time to resolve, we don’t want something like that to happen again.*

*We had a noise complaint put to Council only weeks ago over aerators on the silos operating at any time day or night in a 24 hour period which could be heard over a TV and closed windows. We are hoping we will not have another situation like this with another 11 silos.”*

**Comment**

The proposed development does not include any mention of a dust extractor to be installed. The applicant has advised of their intention to install fan mufflers to each aerator in order to limit noise emissions from the site. A condition has been included in the recommendation to require fan mufflers to be installed on each aerator in order to reduce noise impacts. The new development will also be setback further from residential receivers than the existing development. A number of conditions have been included in the recommendation to this report to limit noise impacts on surrounding residential receivers.

**Submission**

*“There has already been dust problems for years. A gravel area in summer with heavy trucks driving on it creates dust. If they are willing to mitigate the problem by either asphaltting or at the very minimum using a water truck when trucks are accessing the site it would help, and once again this is not seasonal, trucks use this facility at all times of the year.”*

**Comment**



The applicant has advised that during the harvest window, the internal driveway and manoeuvring areas will be watered when needed to limit dust generation. The applicant has also advised that it is intended to resurface the new development and existing silo complex with DGS20 roadbase in order to further limit dust generated on the site. A condition has been included in the recommendation to ensure appropriate dust suppression measure are undertaken on the site.

**Submission**

*"We will be happy to maintain the harvest hours if complied with, but this has not happened, I kept a diary of the harvest time operation, and trucks were using the facility well out of operating hours, some as late as 10.30pm or later. As most farms have on-farm storage there is no need for such late deliveries."*

*As they are saying this is seasonal operations with not many trucks using this facility off season they don't need to be open until 9pm Monday to Saturday. 7pm should give them enough time for anything that needed to be unloaded. For safety reasons they should not be operating in the dark."*

**Comment**

A number of conditions have been included in the recommendation to this report to restrict the operating hours of the development. Non-compliance with approved operating hours can be regulated under the Environmental Planning and Assessment Act 1979 via the issuing of Orders and/or Penalty Notices.

**Submission**

*"We were impacted by the construction of the silos that are already there. The builders were starting at 5.30am to 6am. The silos may be bolted together but they were using an impact driver to do it, inside a metal silo which at that hour of the morning made for some very cranky neighbours, we will be insisting that this not happen again."*

**Comment**

Some noise will occur during the construction period, but is not expected to adversely impact on any surrounding land uses. Council's standard condition regarding construction hours is included in the recommendation. Non-compliance with approved construction hours can be regulated under the Environmental Planning and Assessment Act 1979 via the issuing of Orders and/or Penalty Notices.

**Submission**

*"Memory Street, which is the only exit for Phil Aston Place is prone to water issues and has been for many years, 12mm of rain and there is water over the road and unfixed by Weddin Shire. Mix that and heavy vehicles the road will become unusable. When these Industrial areas were first proposed many years ago we were told that Memory Street was to have an 8 tonne limit."*

**Comment**

Council has recently carried out table drain maintenance in the area to allow water to drain more efficiently. Phil Aston Place and Memory Street are local roads which currently do not have a load limit.

**Submission**

*"We moved to this lovely little town of Grenfell to escape from traffic, noise and pollution of Sydney, then the Council decided to put the (what we were told was to be) Light Industrial Area right across the road on our doorstep. I have lived in Memory Street for 45 years and never experienced so much dust and noise since those silos appear in the Light Industrial Area."*

**Comment**

The Grenfell Industrial Estate which comprises of Davies Place and Phil Aston Place are zoned IN1 General Industrial. As discussed previously in this report, the applicant has indicated a number of control measures to be implemented in order to limit noise and dust. A number of conditions have also been included in the recommendation to this report to minimise noise and dust impacts.

**Submission**

*"My objection is not so much the 11 new silos but the access to them from Phil Aston Place. If the owner wants to build 11 more silos then they can access and exit from Davies Place or another road can be built to exit onto Mary Gilmore Way. The surface of Memory Street will not be able to handle heavily laden semis and B-doubles cause it was supposed to be for light traffic only. We have enough trouble at harvest time with semis and B-doubles sneaking along Memory Street instead of using the main road, it also makes the house vibrate and also creates dust."*

**Comment**

The applicant has amended the application to decrease the number of silos to 10. Access to the site can be gained via Davis Place and Phil Aston Place, which are both formed Council roads. The development site does not have access to Mary Gilmore Way. While the application indicates that access and egress to the development site will mainly be via Davis Place, it is not considered warranted to limit entry and egress to only this road.

The information submitted in support of the application does not mention B-double trucks entering the site. In addition Memory Street, Davies Place and Phil Aston Place are not designated B-double routes.

**Submission**

*"The existing silos have some sort of fan in them and they continually hum, imagine 11 more. When the augers and conveyors are filling or emptying the silos there is always grain dust in the air which is not healthy when blowing our way as I suffer from respiratory illness."*

**Comment**

The applicant has advised of their intention to install fan mufflers to each aerator in order to limit noise emissions from the site. A condition has been included in the recommendation to require fan mufflers to be installed on each aerator in order to reduce noise impacts. The new development will also be setback further from residential receivers than the existing development. A number of conditions have been included in the recommendation to this report to limit noise and dust impacts on surrounding properties.

**Submission**

*"There should be no access to the silos from Phil Aston Place or Memory Street as the junction is dangerous. Traffic coming out of Phil Aston Place onto Memory Street is blind to traffic coming down from South Street at speed. We have already seen a couple of close calls with utes, imagine B-doubles while exiting, taking evasive action and ending up in my front garden or worse my neighbours house."*

**Comments**

Phil Aston Place and Memory Street are formed and sealed Council roads. Phil Aston Place was considered acceptable to service the new industrial estate. The intersection of Phil Aston Place and Memory Street is considered appropriate for use by trucks which are permitted in the area. While the application indicates that access and egress to the development site will mainly be via Davis Place, it is not considered warranted to limit entry and egress to only this road.

The information submitted in support of the application does not mention B-double trucks entering the site. In addition Memory Street, Davies Place and Phil Aston Place are not designated B-double routes.

**Submission**

*"We have had issues with the owner before and when given leeway for harvest times they ignore the rules and do what they want."*

**Comment**

A number of conditions have been included in the recommendation to this report to restrict the operating hours of the development. Non-compliance with approved operating hours can be regulated under the Environmental Planning and Assessment Act 1979 via the issuing of Orders and/or Penalty Notices.

**Public Authority Consultation:**

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

**S4.15(1)(d) The Public Interest****Community Interest**

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

**SECTION 7.11 & 7.12 CONTRIBUTIONS**

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

**CONCLUSION**

Development Application No. 37/2022 proposes a Rural Industry Development consisting of grain silos and associated conveyors on Lot 26 DP 1224552, known as 7 Phil Aston Place, Grenfell. The development has been designed to be used in conjunction with an existing grain handling business located on the adjoining Lot 2 DP 1142180, known as 10-12 Davies Place, Grenfell.

The Development Application includes a request to vary the front building line setback requirement of clause 11.13.2 of the Weddin Development Control Plan (DCP) from 15 metres to 10 metres in Phil Aston Place. It is assessed that the proposed building line variation is reasonable and justified in the circumstances.

The information submitted in support of the development application provides sufficient information to allow the proper assessment of the proposal.

Having considered the documentation supplied by the applicant, the findings of site inspection(s) and the comments made from consultation, it is assessed that the impacts of the proposal and the likely environmental interactions between the proposed development and the environment are such that Council should not refuse the development application. Accordingly, a recommendation of conditional approval is listed in the recommendation subject to the conditions listed in **Appendix A**.

## APPENDIX A – SCHEDULE OF PROPOSED CONDITIONS OF DEVELOPMENT CONSENT

### GENERAL CONDITIONS

1. Development is to be in accordance with approved plans.

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

Plan No./ Supporting Document	Prepared by/Reference Details	Weddin Shire Council Reference
Site Plan	Applicant Undated	Stamped DA 37/2022
End Elevation Plan	Applicant Undated	Stamped DA 37/2022
Side Elevation Plan	Applicant Undated	Stamped DA 37/2022
Statement of Environmental Effects	Applicant Dated 30/8/2022	Stamped DA 37/2022

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

2. The Applicant shall comply with all relevant prescribed conditions of development consent under Part 4, Division 2 of the Environmental Planning and Assessment Regulation 2021 (see attached Advisory Note).

### CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF CONSTRUCTION WORKS

3. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifier, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Weddin Shire Council Engineering Standards prior to any building and or subdivision works commencing. No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificates have been obtained. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.
4. The Applicant is to submit to Cowra Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifier'.

5. Prior to the commencement of work on the site, all erosion and sediment control measures shall be implemented and maintained prior to, during and after the construction phase of the development. Controls shall be installed in accordance with the 'Guidelines for Erosion and Sediment Control on Building Sites' developed by the Department of Land and Water Conservation 2001 as published on the NSW Department of Planning, Industry and Environment website - <https://www.environment.nsw.gov.au/-/media/OEH/Corporate-Site/Documents/Land-and-soil/guidelines-erosion-sediment-control-building-sites.pdf>
6. The person acting on the consent must submit a landscape plan in accordance with the requirements of the Weddin Shire Council Development Control Plan 2014, for the approval of Council, prior to the commencement of works on the site.
7. Prior to the commencement of works associated with the installation of the proposed culverts between Lot 26 DP 1224552 and Lot 2 DP 1142180, the person acting on the consent must submit detailed plans of the proposed works certified by a professional engineer, to Council for approval. The certification must indicate that the proposed culverts will not restrict the flow of stormwater in the associated easement and will allow for the potential installation of a sewer main within the easement in the future.

#### **CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION**

8. All construction work shall be carried out within the confines of the property unless separate written permission is obtained from the relevant landowner and/or authority in control of the land. A copy of any written notices authorising off-site construction operations shall be submitted to Council prior to any operations commencing on the affected land.
9. All building rubbish and debris, including that which can be windblown, shall be contained on site in a suitable container for disposal at an approved Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project. No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road. The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.
10. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.
11. All storage of goods and building materials and the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. All vehicles must be parked legally and no vehicles are permitted to be parked over the public footpath. The unloading of building materials over any part of a public road by means of a lift, hoist or tackle projecting over the footway will require separate approval under Section 68 of the Local Government Act 1993.
12. Building activities and excavation work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on

weekdays and 8.00 am and 1.00 pm on Saturdays. No work on Sundays or Public Holidays is permitted.

13. Prior to undertaking any works within the road reserve area, the Applicant must obtain consent from the roads authority (Council) pursuant to Section 138 of the Roads Act 1993 for the carrying out of works in a road reserve.
14. Landscaping, signage and fencing is not to impede sight lines of traffic within or when passing, entering or departing the development site. Safe intersection sight distances are to be maintained for the development.
15. Any access gates to the Lot 26 DP 1224552 shall be setback a minimum of 12 metres from the edge of the road pavement of Phil Aston Place and swing inwards.
16. All outdoor lighting shall be designed and installed so that no light will cast or cause intrusion onto any adjoining properties. The lighting is to comply with AS 4282:2019 Control of the Obtrusive Effects of Outdoor Lighting.

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

17. Prior to the issue of a Whole Occupation Certificate, the applicant must construct and seal/concrete/pave an access crossings to the development site from Phil Aston Place in accordance with the consent from the roads authority (Council) pursuant to Section 138 of the Roads Act 1993 for the carrying out of works in a road reserve. All costs associated with the construction of the access driveway shall be borne by the Applicant.
18. All landscaping works shall be undertaken in accordance with the approved Landscaping Plan.
19. Fan mufflers must be adequately installed on each existing and proposed aerator fan on the development site.
20. A Fire Safety Certificate completed by a competent fire safety practitioner shall be furnished to the Principle Certifier for all the Essential Fire Safety Measures specified in the current fire safety schedule for the building, prior to the issue of any Occupation Certificate. The Fire Safety Certificate must be issued using the standard template form published by the NSW Government. A copy of the Fire Safety Certificate must be predominately displayed in the building and a copy submitted to Council by the Principle Certifier with the Occupation Certificate. An electronic copy of the Final Fire Safety Certificate (together with a copy of the current Fire Safety Schedule) shall also be forwarded to the Fire Commissioner via the following dedicated email address: [afss@fire.nsw.gov.au](mailto:afss@fire.nsw.gov.au)
21. Lot 26 DP 1224552 and Lot 2 DP 1142180 must be consolidated. The final land consolidation plan must be registered with the Land Registry Service and a copy of the information notice provided to the Principal Certifier appointed for the subject development, prior to the issue of a whole occupation certificate.

22. The Applicant must not commence occupation or use of the development until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.



**OPERATIONAL CONDITIONS**

23. The approved hours of operation for the development are:

- 1) Normal Operating Hours – 7.00am to 6.00pm, Monday to Saturday (excluding Public Holidays), and
- 2) Harvest Operating Hours – 7.00am to 9.00pm, Monday to Sunday (1 September to 31<sup>st</sup> December) (excluding Public Holidays)

No noise generating activities are permitted on the site on public holidays.

24. The Applicant must ensure that noise generated by operation of the development does not exceed the following noise limits:

Location	Day LAeq (15 minute)	Evening LAeq (15 minute)	Night LAeq (15 minute)	Night LAMax
All residential receivers	40	35	35	52

Note: Noise generated by the development is to be measured in accordance with the relevant procedures and exemptions (including certain meteorological conditions) of the NSW Noise Policy for Industry (EPA, 2017) (as may be updated or replaced from time to time).

25. The person acting on the consent must ensure that all of its employees, contractors (and their sub-contractors) are made aware of, and are instructed to comply with, the conditions of this consent relevant to activities they carry out in respect of the development.
26. All plant and equipment used on site must be maintained in a proper and efficient condition and operated in a proper and efficient manner.
27. The person acting on the consent must take all reasonable steps to minimise dust generated as part of the development authorised by this consent.
28. An Annual Fire Safety Statement completed by a competent fire safety practitioner for all the Essential Fire Safety Measures applicable to the building must be given to Council and a copy forwarded to the Fire Commissioner via the dedicated email address [afss@fire.nsw.gov.au](mailto:afss@fire.nsw.gov.au):
  - (i) within 12 months after the date on which an annual fire safety statement was previously given, or
  - (ii) if a fire safety certificate has been issued within the previous 12 months, within 12 months after the fire safety certificate was issued, whichever is the later.

An Annual Fire Safety Statement must be issued using the standard template form published by the NSW Government. A copy of the Annual Fire Safety Statement (together with a copy of the current fire safety schedule) must also be prominently displayed in the building.

29. All traffic movements in and out of the development site are to be in a forward direction.

## ADVICE

### Aboriginal Heritage

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

### Dial Before You Dig

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

### Telecommunications Act 1997 (Commonwealth)

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

### Water Supply

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

## STATEMENT OF ENVIRONMENTAL EFFECTS



### WHAT IS A STATEMENT OF ENVIRONMENTAL EFFECTS?

A *Statement of Environmental Effects* (SEE) is a report outlining the likely impacts of the proposal, and the proposed measures that will mitigate these impacts. The SEE includes written information about the proposal that cannot be readily shown on your plans and drawings.

### WHY SHOULD I BOTHER PREPARING A SEE?

#### Legally required

Council's staff are obliged to ensure all assessments are carried out in accordance with a wide range of legislation, regulations, policies, plans and strategies as well as community expectations. The principle underlying the requirement for an SEE is that applications should provide Council with sufficient information to enable a proper determination. Council has the authority to reject an application that it regards as inadequate or incomplete, or to seek additional information. It is in both the applicant's and Council's interest that fully documented applications are submitted.

#### Assisting your application

A thoughtful, well-prepared SEE is an excellent opportunity to demonstrate the merits of your proposal. It allows a timely identification of the issues, ensuring they are processed quickly. By contrast, a poorly prepared SEE often leads to requests for more information and referrals to other agencies and some matters may only be identified in the final stages, stalling the process until they have been resolved. The SEE is your chance to bring all matter to the fore and provides Council with logical, rational and reasonable arguments in support your application.

#### Protecting the Environment

Importantly, identifying adverse impacts in a SEE does not mean that Council will automatically refuse the application. Rather, it is your chance to demonstrate that the environment has been considered in the design stage by highlighting concerns and the means proposed to avoid, minimise, mitigate or manage them. **Statements that profess to have no adverse impacts whatsoever, are not considered to be credible documents.**

### SO HOW DO I PREPARE A SEE?

Over the next few pages you will find a few resources to assist in the preparation of a statement of environmental effects. These do not represent a limit and you are encouraged to expand upon the material provided in any way you perceive as relevant. To start with there are some categorised sample questions to help you think about the various elements of the environment and how your development may interact with them. Secondly, there is a blank template illustrating one acceptable way to format and layout your statement, please make as many copies of this template as you need to complete your statement. Thirdly, there is a checklist for some of the more common items that many developments will need to consider

- 1 -

## STATEMENT OF ENVIRONMENTAL EFFECTS



to help you demonstrate that you have thought about a full range of issues. Finally, there is a quick legal overview to show why SEE's are required and what they ***must*** contain. As long as your statement shows a genuine attempt to satisfy these legal requirements Council will accept the SEE as valid.

## STATEMENT OF ENVIRONMENTAL EFFECTS



**ADDRESS:** 7 Phil Aston Pl, Grenfell, 2810

**PROPOSED DEVELOPMENT:** Construction of grain silos

**SITE CONSTRAINTS** – What constraints apply to the site? ie trees, obstacle limitation surface plan, adjoining development, location of utilities, slope, easements, overland flow paths, flooding, bushfire. No constraints on site. Is bare gravel block with access off Phil Aston Pl and our existing block in Davies Pl. Will be surrounded by other industrial sheds on adjoining blocks. Full WC facilities already in place on adjoining block owned by us.

**POTENTIAL IMPACTS** – Issues that have the potential to cause an impact upon the environment include:

- 1) Tree removal or damage Nil
- 2) Visual and aesthetic impact including impact on residential areas, from outdoor storage etc Nil. Surrounded by Grenfell's exiting industrial estate. No adjoining residential neighbors. Only seasonal working requirements.
- 3) Impact on adjoining development, adjoining different zones, nearby residences, airport operations, etc Positive Impact. Continued development of industrial area with neat construction of facilities. Surrounded by other owners industrial developments so no impact on residential areas. Mostly operating seasonally at harvest time.
- 4) Traffic generation, access and movement patterns including impacts on existing road system There will be no additional generation of traffic. Trucks already come into the yard to weigh. The only difference is they will unload and leave empty rather than full. At full capacity the site is emptied by outloading 1 truck per day across the year.
- 5) Impact on overland flow paths Nil. Block is professionally levelled so water from heavy rain follows normal water course.
- 6) Waste products generated Nil.
- 7) Siting, including in front of adjoining buildings, on boundary Will be located in centre of block. See attached site plan for dimensions.
- 8) Visual appearance (height, bulk, building materials, colours, reflective quality, detailing, lack of landscaping etc)
- 9) Design incompatibility with neighbouring development and streetscape Nil. Will have a positive impact on view of town for visitors inspecting our local industrial estate.
- 10) Noise, vibration, dust and the like Nil on all counts. I have measured noise with decibel meters and it is within all allowable limits. We do not generate any vibrations or dust. What little activity we conduct is only seasonal.
- 11) Other

STATEMENT OF ENVIRONMENTAL EFFECTS



WHAT STAFF NUMBERS are to be employed? 6

WHAT PLANT OR MACHINERY is to be installed?: 11 x silos, 1 x outloading drag conveyor,  
2 x inloading drag conveyors

HOURS & DAYS OF OPERATION. As per existing conditions

Harvest: 1st September to 31st December, 7:00am - 9:00pm, Monday to Sunday

Other: 7:00am - 9:00pm, Monday to Saturday

## STATEMENT OF ENVIRONMENTAL EFFECTS



**IMPACT IDENTIFICATION** - How have the impacts been identified: Visual impacts: Only positive.

Neat & tidy construction improving visual impact of existing industrial estate. Our development is shielded from view of surrounding residential areas by other industrial developments. Noise impacts: Minimal.

Augers only used to during listed hours of operation and mainly during December. I have measured all noise to ensure it is minimal and has no impact on neighbors. Dust and vibration is absolutely nil.

**IMPACT MINIMISATION** - How is the development going to address site constraints, minimise environmental impacts including those listed previously, eg visual impact and offset any potential adverse effects from the use, eg from servicing, emissions, waste products generated, hours of operation, noise, possible contaminants.

Our business involved minimal handling of the products we store. In order to fill the site, augers only need to run for 46 hours across harvest. We require no more trucks to access the site as they are already

driving through the site with grain to test before delivery to customers. The only difference is they are unloading before leaving so during peak times there will be no additional traffic. To empty the site during

the year we only need to load 5 trucks per week. Trucks are unloaded straight into a hopper where an auger tube deposits it into the top of the silo. Grain is clean from harvest so there is no dust generated

on site as it is not processed and no waste products to dispose of or any contaminants to consider. During harvest work will be from 7:00am to 9:00pm as per our existing development consent. During the year we

only require 1 hour to outload a truck so minimal work is required to outload 5 loads per week to empty the site. Due to minimal working requirements for augers etc, noise levels are kept to an absolute minimum.

I have personally measured noise levels on site and around our boundary and all levels are within reasonable limits. Outside of harvest and loading trucks, noise levels have been tested as practically non-existent.

Our impact upon surrounding industrial and nearby residential areas are extremely minimal and acceptable.

**CONSTRUCTION IMPACT** - What steps are to be taken to mitigate any impacts of construction activity including security, working on sloping sites and sediment loss, working near public assets, from noise, vehicle movements, rubbish and the like.

Construction is extremely safe and efficient. The block has been professionally levelled by independent contractors so no slopes to contend with. Silos are built upon the gravel surface so there will be no degradation

or sediment loss. They are bolted together so noise impact is extremely minimal and only during normal operating hours. Any rubbish from packing materials that can't be recycled is promptly disposed of at the Grenfell tip

There is no nearby public assets to be impacted. Construction is well clear of power lines. Traffic is workers in ute.

**ANY OTHER ISSUES?** There are no other issues. In terms of an industrial development what we are proposing is perfect. It will improve the visual impact of industry developing in Grenfell, and there is no noise, vibration or dust

generated from our operations. Our operating hours are quite minimal for such a substantial development, and our location shields us from view of surrounding residential areas. There is no previous uses of the

site, good clear access to the site and plenty of room for any construction requirements and any loading

or unloading of transport. There are no soil & water degradation or conservation requirements, or impact on flora and fauna. Our work produces no airborne emissions or contaminants and no sewage connection

is required.

### DEPARTURES FROM PLANNING PROVISIONS in the DEVELOPMENT CONTROL PLAN

- Provide request and reasoning for departures, including reasoning and evidence.

STATEMENT OF ENVIRONMENTAL EFFECTS



Nil

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## STATEMENT OF ENVIRONMENTAL EFFECTS



### SEE Checklist

A Statement of Environmental Effects (SEE) may require a variety of information. This changes from site to site. If any of the following are relevant, then information concerning the issue should be addressed in the SEE.

YES	NO	SITE SUITABILITY
Y		Property dimensions/contours/slope.
	N	Existing development
	N	Details of the character and amenity of the locality and surrounding streetscape and all structures on adjacent land.
	N	Details on any natural hazards affecting the site ( <i>ie bushfire prone, flooding, subsidence, slip, mass movement, acid sulphate soils</i> ).
	N	Details on any heritage matters. Significance of items, landscapes, areas, places or relics and practices.
	N	Details on any natural features including native vegetation, fauna habitat, land formations, rivers and streams.
Y		Details of existing services, easements, right of way.
Y		Business hours, no. of employees etc ( <i>industrial/commercial/change of use/home business development</i> ).
Y		Safety, security and crime prevention issues ( <i>industrial/commercial developments</i> ).
<b>CURRENT AND PREVIOUS USES</b>		
	N	Details of any previous or existing land uses/activities.
Y		Details of land use/activities of adjoining properties.
	N	Details of any potential contamination from past uses or practices (known or suspected).
<b>ACCESS AND TRAFFIC</b>		
Y		Details of accessibility for vehicles, pedestrians, bicycles and disabled persons.
	N	Details of road hierarchy/width proposed.
Y		Details of traffic generation/movements.
Y		Number and type of car parking spaces
Y		Off street loading ( <i>industrial/commercial development</i> )
<b>PRIVACY, VIEWS AND OVERSHADOWING</b>		
Y		Details on visual and acoustic privacy maintenance/controls for the development and adjoining properties.
	N	Sunlight (solar) access and overshadowing
Y		Views/vistas. From, across and/or towards the site.
	N	Edge conditions, ie boundary treatments/landscaping/fencing/retaining walls etc.
<b>SOIL AND WATER</b>		
	N	Details on water conservation measure ( <i>ie AAA water saving shower heads, dual flush 3/6 litre toilets etc</i> )
	N	Details on soil conservation measures ( <i>silt traps and filters, spillage prevention, storage/disposal of wastes</i> ).
	N	Proposed method of stormwater disposal and quality controls.
<b>FLORA AND FAUNA</b>		
	N	Existing vegetation ( <i>must be clearly identified on a plan</i> )
	N	Is native vegetation and/or fauna habitat present ( <i>fauna habitat is native vegetation, caves, dead trees, hollow-baring trees, bush rock and rocky outcrops, wetlands, streams, lakes, ponds, dams (if yes, an 8 Part Test must be completed. Please ask for details).</i> )
	N	Adjacent to National Parks/State Recreation Area/Native Reserve.
	N	Proposed landscaping treatments.
<b>ENERGY</b>		
	N	Details of proposed energy conservation, ie design, materials, solar lighting and heating, ventilation, shading elements, insulation, appliances and machinery.
	N	Does the proposal require a BASIX certificate ( <a href="http://www.BASIX.nsw.gov.au">www.BASIX.nsw.gov.au</a> )
<b>WASTE</b>		

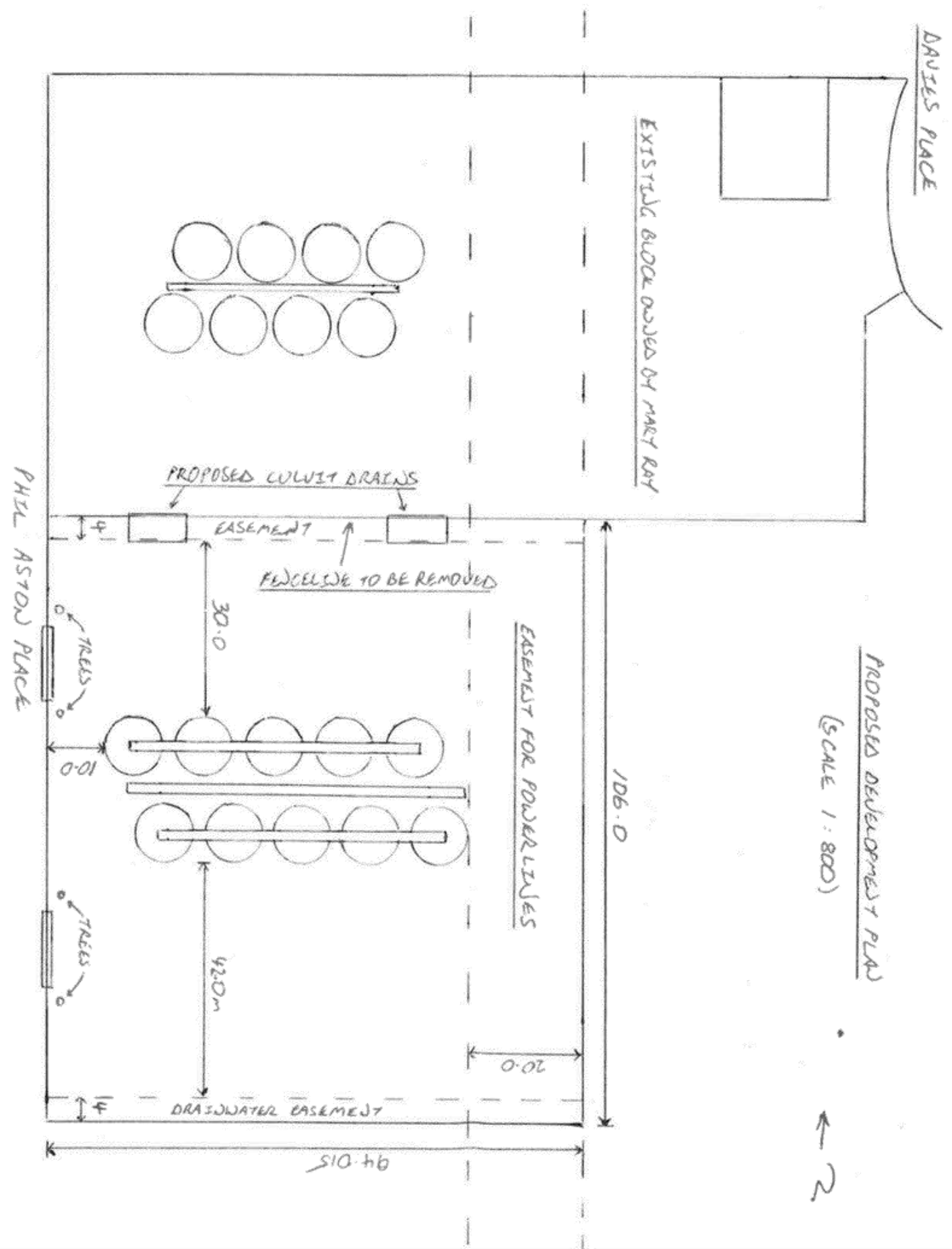
## STATEMENT OF ENVIRONMENTAL EFFECTS

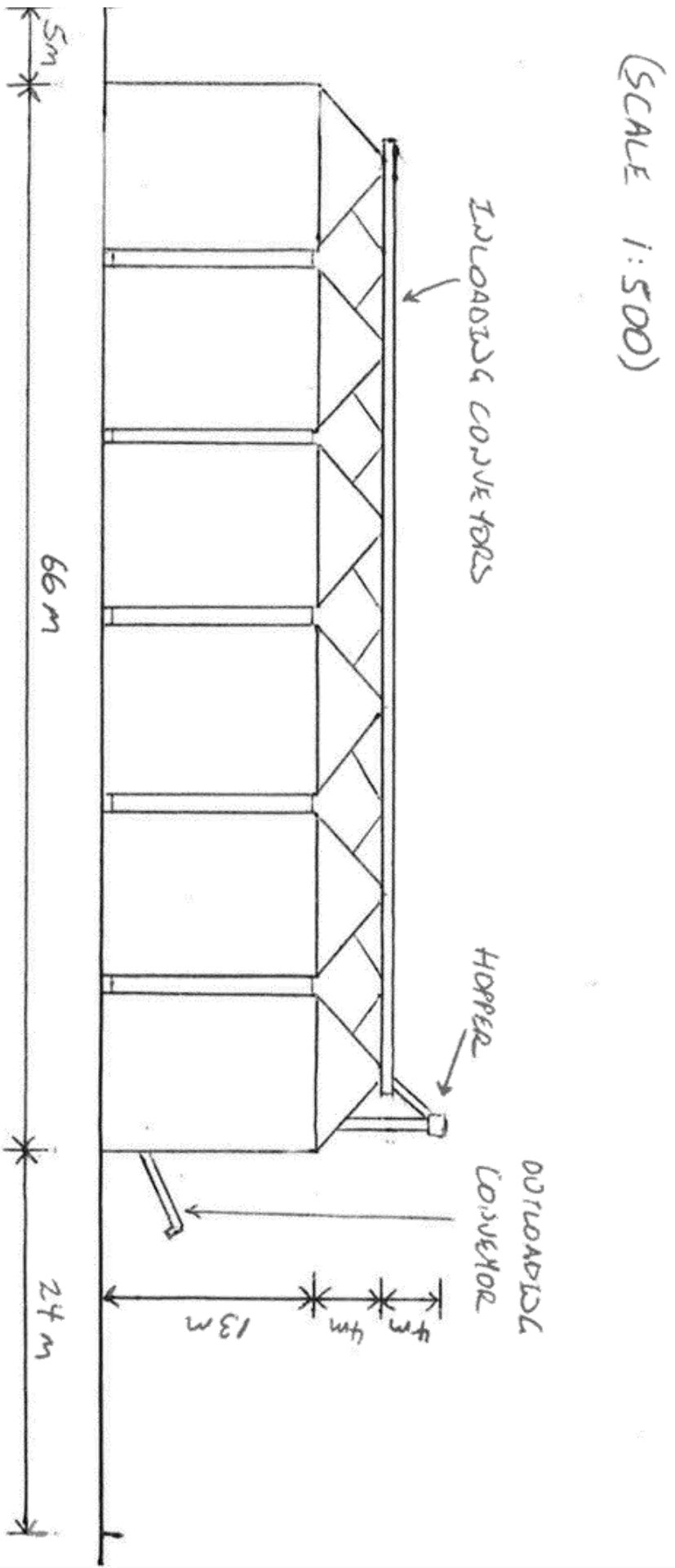


Y		Details of proposed waste facilities and control (during and after construction)
Y		Detail prevention of soil contamination
Y		Detail prevention of waterway, drainage line, pond or dam contamination
Y		Detail prevention of airborne emissions or contaminants
	N	A Site and Soil Assessment for a sewerage management system (rural dwellings).
Applicant's Signature: <i>M Ray</i>		OFFICE USE: Date: 8/30/2022 CSO:

**Legal Reference:**

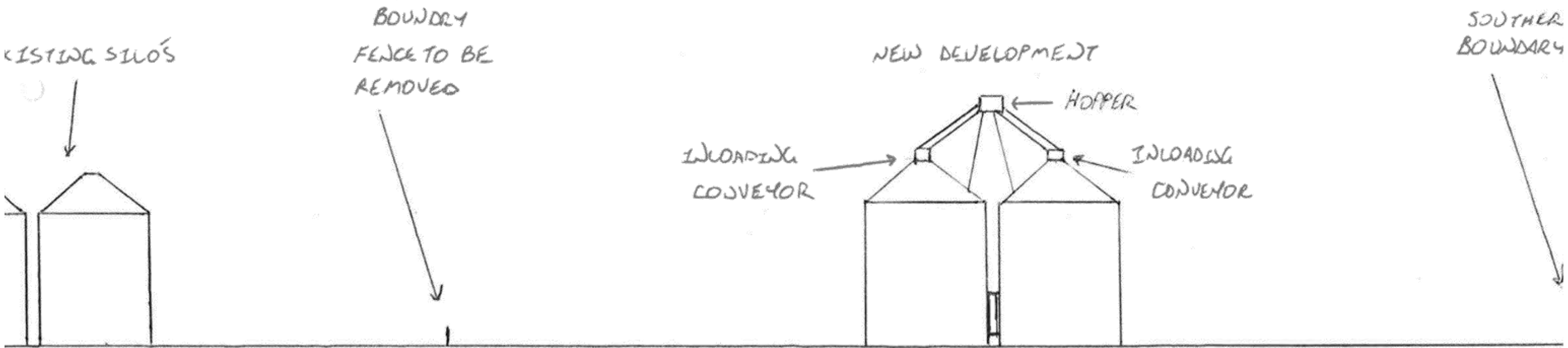
- Section 78A(9) of the *Environmental Planning and Assessment Act 1979* states that the regulations may specify what is required to be submitted with a development application.
- Clause 50(1)(a) of the *Environmental Planning and Assessment Regulation 2000* states that the development applications must contain information and documents specified in schedule 1, part 1.
- Schedule 1, part 1, subclause 2(1)(c) of the *Environmental Planning and Assessment Regulation 2000* requires the submission of Statements of Environmental Effects (SEE's) with all Development Applications (other than designated development).
- Schedule 1, part 1, subclause 4 of the *Environmental Planning & Assessment Regulation 2000* states that such ESS's must show
  - The environmental impacts of the development
  - How the impacts have been identified
  - The steps to be taken to protect the environment or lessen the expected harm to the environment
  - Any matters required to be indicated by any guidelines issued by the Director General.





END ELEVATION  
(SCALE 1:500)

SIDE ELEVATION  
(SCALE 1:500)



**A.J. & M.P. RAY**

Manganese Road,  
GRENFELL NSW 2810

ABN: 71 105 039 674

Wednesday, 16 November 2022

Mr Luke Sheehan,  
Weddin Shire Council,  
Po Box 125,  
GRENFELL NSW 2810

**Re: Development Application 37/2022 – Rural Industry (11 Grain Silos & Associated Conveyors)**

Dear Luke,

Thank you for your letter regarding our development application and outlining the requirements for additional information required in order to assess our application. I intend to answer all of your questions in point form below:

1. **Site Plan** - We are happy to consolidate the two titles if council would prefer. Our plan was to keep them on separate titles and remove the existing boundary fence. This was in order to save sending traffic back out onto South Street and then into Phil Aston Place to access Lot 26 to unload and then return to Lot 2 Davies Place before leaving. We have made no application so far to consolidate the two titles in order to simplify the development application process. Will it be possible to approve the development application in principle in order to commence construction based on the provision that a consolidation is applied for? Please find attached new site plan detailing Lot 2 Davies Place and Lot 26 Phil Aston Place
2. **Building Line** – We were not aware of the setback requirement of 15 metres from Phil Aston Place. We are happy to set the construction of the silos back further than originally noted but would like to apply to have the setback modified to 10 metres. This is in order to space the silos out to allow ease of access for any required repairs so that each silo is not directly opposite the other.
3. **Landscaping** – We were planning on having the site bare and sprayed out so it is clean and tidy gravel, but are happy to plant trees at the entry points on Phil Aston place. I have entered these on the site plan attached.
4. **Noise** – The noise that is generated on site is very minimal.
  - Noise associated with vehicle movements:
    - o Harvest time grain receivals. Vehicular noise is minimal as there is much less traffic entering and leaving our yard than there is travelling on the surrounding roads. Our entire site with the planned expansion in storage under this development application added to our existing storage will be filled by approximately 400 loads at 35 tonnes per load. Our harvest period generally operates across a minimum 3-week window. These truck receivals across our harvest operating hours of 7:00am to 9:00pm mean that there will be only 1.36 trucks per hour entering the site on average.

- Outloading across the year. To empty the entire site will take approximately 368 loads at 38 tonnes per load average (this is less than the required truck loads to fill as the trucks shipping grain out are larger than the farm trucks delivering at harvest). This is always spread out across the entire year due to the nature of our business and grain requirements of our customers. This means that we only need to load 7 loads per week on average to empty the site of all grain held. Each truck takes approximately 20 minutes to load so we are only required to run machinery for 4-5 hours across the course of a whole week on average.
  - Use of conveyors and other machinery is also very minimal:
    - Harvest time grain receivals. For inloading purposes at harvest time, we generally use a maximum of 2 augers at any one time, and only during our prescribed working hours. Both are brand new and quiet.
    - Outloading across the year. For outloading during the year, we use only one auger and one conveyor at any one time. The auger is powered by a small motor while the silo motors and conveyors are all electrically powered and thus as close to silent as can be possible.
  - Silo aerators. In the effort to reduce our reliance on chemicals to control weevils we now have aeration in our silos. This has removed the need to place chemicals directly upon the grain used for human consumption and to remove any potential contamination upon the surrounding land. The aerators are computer controlled and factory set to operate the attached fans for approximately 24 hours per week - weather dependent. In order to reduce any noise emissions, we have purchased fan mufflers to be attached to each fan. In our test fit to determine their effectiveness we have found them to be very effective in silencing any wind noise generated by the fans and intend on having them fitted to each fan upon council approval of our development application. The new development will be much further away from the existing residential area to the north. The existing silo complex will also help act as a noise barrier between the new development and the residential area.
  - Construction. Construction hours will be limited to our existing operating hours. Silo construction involves the concreting of a base and then corrugate iron roof and wall being assembled above the base. All components are factory cut and pressed and just assembled on site. No heavy machinery is required for construction, and this process generally only takes a few days per silo so minimal noise will be emitted during this process.
5. **Vehicular movements** – We stated in the SEE that there will be no additional vehicular movements on site based on harvest traffic, as that is what we assumed would be council and the surrounding neighbours' main concerns. At harvest time there will be no additional traffic as the trucks that will be filling the new silos were having to be weighed and tested on site and then sent on to deliver elsewhere as we do not currently have the storage to store their contents. The only difference is that they will be unloading on our site while they are here before leaving. With regards to that traffic, approximately 285 trucks across a minimum 3-week harvest window will enter the new development site. This will equate to 12 per day – less than 1 per hour. As stated above, these are trucks that entered our existing site at harvest time before the new development so are not additional traffic. To empty the original existing site requires 116 trucks to enter the site across the year. The new site and development will require an additional 252 trucks to enter the site across the year. As stated above in point 4 "Noise associated with vehicle movements - outloading during the year", the traffic required to empty the site is EXTREMELY minimal at 7 loads and 4 to 5 hours work per week on average across the year so the extra traffic to empty the site

was not even considered when we originally filled out the application as we will be increasing the traffic from 2-3 loads per week to 7. Traffic entry and exit to the site is always during our prescribed working hours.

6. **Dust** – We have always ensured that we do not create any dust by traffic or any other means. We do not process any grain on site so do not generate any dust in the storage process. During our harvest window, if the road surface dries out we keep it watered to keep road dust to a minimum as well. It is also our intention to surface the new development as well as the existing silo complex with DGS20 Roadbase to further prevent any dust generated from traffic.
7. **Electricity Easement** – Please see attached a new site plan whereby we have reduced the number of silos in the original development from 11 down to 10. This will allow the development to fit within all applicable easements in relation to the site with regards to electricity and drain water as provided by the Weddin Shire Council registered DP.

I hope that with the provision of this further information that we have addressed all of yours and the 3 neighbours' questions and concerns, and our development application approval can be moved forward in a timely manner for us to commence construction of our new site for the upcoming harvest.

Yours sincerely,

Mary Ray



## 14 DELEGATE(S) REPORTS

### 14.1 REPORT - COUNTRY MAYOR'S MEETING | 18 NOVEMBER 2022

**File Number:**

**Author:** Cr

**Authoriser:** General Manager

**Attachments:** Nil

**CSP Objective:** Collaborative wealth building (strong, diverse and resilient local economy)

**Precis:** Delegate report from the Country Mayors Association

**Budget:** Nil

On Friday 18 November 2022, I attended the Country Mayor's meeting with General Manager Noreen Vu at Parliament House, Sydney. It was a pleasure to see a group of people who are passionate about their Shires and residents and voicing their opinions in a safe working together environment without being made feel as if their issues were not important. As so often happens.

I found the talk by Craig Carmody, CEO Port of Newcastle very interesting. His message was that if the fight is worth it, it will all come together in the end, it could just take some time and a lot of effort. His invitation to the meeting to visit the Port later was well received.

The review into IPART was very interesting. The need to protect ratepayers from rate rises and to also balance that need with Council services and what Council may need to do to continue to fund these services was discussed.

Priorities for the upcoming State Election were discussed. United voices are much stronger in the fight for equity.

There were many other items of business discussed.

This meeting allowed me to reconnect with a few Mayor's that I had not been in contact with for a while and meet a lot of new people and I thank Council for that opportunity.

Cr Howell

## 15 MINUTES OF COMMITTEE MEETINGS

<b>15.1 MINUTES OF THE BOGOLONG DAM PRECINCT COMMITTEE MEETING HELD 6 DECEMBER 2022</b>
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**File Number:**

**Author:** Executive Assistant to the General Manager

**Authoriser:** General Manager

**Attachments:**

1. MINUTES\_6 DECEMBER 2022 - BOGOLONG DAM PRECINCT COMMITTEE MEETING
2. CHARTER FOR THE BOGOLONG DAM PRECINCT COMMITTEE

### RECOMMENDATION

1. Except where otherwise dealt with, the Minutes of the Bogolong Dam Precinct Committee Meeting held Thursday 6 December 2022 be adopted as presented.
2. That Council adopts the revised Charter for the Bogolong Dam Precinct Committee s. 355 Committee of Council.

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### BACKGROUND

There was a significant period between Committee meetings of the Bogolong Dam Precinct Committee, last meeting was held in October 2021.

Due to the length of absence the Committee was provided with the Minutes from October 2021 for information and ratification at the Bogolong Dam Precinct Committee on 6 December 2022.

The Committee endorsed the revised Charter for the Bogolong Dam Precinct Committee with the recommendation it now go to Council for adoption.



# **MINUTES**

## **Bogolong Dam Precinct Committee Meeting Tuesday, 6 December 2022**

**Date:** Tuesday, 6 December 2022

**Time:** 5:00PM

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

**MINUTES OF WEDDIN SHIRE COUNCIL  
BOGOLONG DAM PRECINCT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, CNR CAMP & WEDDIN STREETS, GRENFELL  
NSW 2810  
ON TUESDAY, 6 DECEMBER 2022 AT 5:00PM**

**1 OPENING**

Those in attendance are asked to 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**

**PRESENT**

Cr. Paul Best, Darren Nealon, Keryl McCann, Robert Grimm,  
Noreen Vu, Linda Woods, Liz Walters.

**4 APOLOGIES**

Mayor Craig Bembrick, Cr. Stuart McKellar

**5 DISCLOSURE OF INTEREST**

NIL

**6 CONFIRMATION OF MINUTES**

**6.1 MINUTES FROM 11 OCTOBER 2021**

**File Number:** C2.6.44  
**Author:** Executive Assistant to the General Manager  
**Authoriser:** General Manager  
**Attachments:** 1. Minutes from 11 October 2021  
**CSP Objective:** Sustainable natural, agricultural and built environments  
**Precis:** Minutes from 11 October 2021  
**Budget:** Nil

For the information of the Committee, due to a significant period of time between meetings, please find attached Minutes from 11 October 2021.

**RECOMMENDATION**

That the Committee:

1. Notes the Minutes of the 11 October 2021 meeting.

The Committee noted:

1. Minutes from 11 October 2021 Bogolong Dam Precinct Committee Meeting Ratified.

Moved: Darren Nealon

Seconded: Cr. Paul Best

**CARRIED**

Bogolong Dam Precinct Committee Meeting

8 December 2022

**7 MATTERS ARISING FROM THE MINUTES**

**NIL**

**8 CORRESPONDENCE**

**NIL**

**9.1 ELECTION OF CHAIR TO THE BOGOLONG DAM PRECINCT COMMITTEE**

**File Number:** C2.6.44  
**Author:** General Manager  
**Authoriser:** General Manager  
**Attachments:** Nil  
**CSP Objective:** Culturally rich, vibrant and inclusive community  
**Precis:** As outlined in the Charter, a Chair is to be elected  
**Budget:** Nil.

**BACKGROUND**

For the information of the Committee, due to a significant period of time between meetings, and the reference of an elected Chair. In accordance with Council's s. 355 Committee Operational Manual, the members can vote once for the Election of Chair.

**ELECTION OF OFFICE BEARER – CHAIRPERSON**

The Returning Officer will carry out the election of the Chair. Nominations for the position of the Chair are now invited and can be put forward at the meeting on 6 December 2022.

**RECOMMENDATION**

That the Committee:

1. Carry out the election of the Chair and seek nominations.

The Committee:

1. Noted that no nominations were received prior to the meeting. Noreen Vu self-nominated and the Committee supported the nomination of Noreen Vu to Chairperson.

Moved: Robert Grimm

Seconded: Keryl McCann

**CARRIED**

**9.2 S. 355 COMMITTEE ENDORSEMENT OF CHARTER FOR COUNCIL ADOPTION****File Number:****Author:** General Manager**Authoriser:** General Manager

**Attachments:**

1. 2021 Review of the Bogolong Dam Precinct Committee (Glenn Inglis)
2. Draft Charter (Edits and Comments)
3. Charter to be endorsed

**CSP Objective:** Democratic and engaged community supported by efficient internal systems**Precis:** To consider and endorse the Charter for the Bogolong Dam Precinct Committee**Budget:** Nil**RECOMMENDATION****That the Committee:**

1. Notes the information contained in this report.
2. Endorses the Charter at Attachment 3 and submit this to the Council for adoption.

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**The Committee:**

1. Noted the information contained in the report.
2. Endorsed the Charter at Attachment 3 with amendments and agreed to submit this to the Council for adoption.

**Moved:** Robert Grimm**Seconded:** Darren Nealon**CARRIED**



**9.3 UPDATE ON GRANT EXPENDITURE AT BOGOLONG DAM****File Number:****Author:** General Manager**Authoriser:** General Manager**Attachments:** Nil**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** To provide the Committee an update on the Grant Expenditure at Bogolong Dam**Budget:** Nil**RECOMMENDATION****That the Committee:**

1. Notes the information contained in this report.

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**The Committee:**

1. Noted the information contained in the report.
2. Invite Weddin Landcare to discuss the restricted funds to Bogolong Dam with the Committee next year.

**Moved:** Cr. Paul Best**Seconded:** Robert Grimm**CARRIED**

**9.4 INFORMATION UPDATE ON THE BOGOLONG MASTERPLAN****File Number:****Author:** General Manager**Authoriser:** General Manager**Attachments:** Nil**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** Information update on the Bogolong Masterplan**Budget:** Nil**RECOMMENDATION**

That the Committee:

1. Notes the information provided in this report.
2. Request that the Director of Infrastructure provides a further report to the Committee on the cost implications associated with the Masterplan and out of scope costings including Dam Safety requirements at a later date.
3. Request that the General Manager discusses the issues relating to Dam Safety with the relevant funding bodies and provide the funding bodies' positions to the Committee on the unexpended funds at a later date.

The Committee:

1. Noted the information contained in the report.
2. Noted the information provided in a verbal update from the Director of infrastructure regarding cost implications.
3. Noted that the Director of Infrastructure provides a further report to the Committee on the cost implications associated with the Masterplan and out of scope costings including Dam Safety requirements at a later date.
4. Agreed the General Manager discusses the issues relating to Dam Safety with the relevant funding bodies and provide the funding bodies' positions to the Committee on the unexpended funds at a later date.
5. Agreed a peer review of the PSM report and assessment be undertaken to determine the way forward.
6. General Manager to provide Committee Members with the original report from PSM.

Moved: Cr. Paul Best

Seconded: Keryl McCann

**CARRIED**

**9.5 MEETING SCHEDULE FOR 2023****File Number:****Author:** General Manager**Authoriser:** General Manager**Attachments:** Nil**CSP Objective:** Culturally rich, vibrant and inclusive community**Precis:** To provide the Committee with a schedule for meetings proposed in 2023**Budget:** Nil.

With the exception of the meeting scheduled for Tuesday 6 December 2022, the Charter has provided that these meetings occur bi-monthly on the first Thursday of the months of February, April, June and October unless otherwise arranged.

In advance, the following dates are proposed due to a number of meeting clashes for 2023.

Please note the following proposed meeting schedule:

Date	Time	Reason
Tuesday 31 January 2022	4:30pm	Joint Organisation Board Meeting clash
Thursday 30 March 2023	4:30pm	Easter – move to week before
Thursday 1 June 2023	4:30pm	Correct day
Thursday 5 October 2023	4:30pm	Correct day

**RESOLUTION****The Committee:**

1. Noted the proposed meeting dates.

**10 BUSINESS WITHOUT NOTICE**

- **Bushfire Risk** – discussion held by Committee members.
  - Potential grazing option, General Manager to discuss with property owner and obtain copy of Public Liability Insurance.
  - Second option discussed was for the RFS to conduct a burn.

**11 NEXT MEETING**

Date	Time
Tuesday 31 January 2022	4:30pm

**12 CLOSURE**

**The Meeting closed at 6:21PM.**

.....  
**CHAIRPERSON**

C2.6.44

**WEDDIN SHIRE COUNCIL****CHARTER FOR THE BOGOLONG DAM PRECINCT COMMITTEE**

<b>Membership</b>	<ul style="list-style-type: none"> <li>- Three (3) Councillors</li> <li>- Two (2) Staff members</li> <li>- Three (3) community members</li> </ul>
<b>Appointment</b>	<ul style="list-style-type: none"> <li>- Councillors and community members appointed biennially at Council's September meeting, unless otherwise resolved by Council.</li> </ul>
<b>Chair</b>	<ul style="list-style-type: none"> <li>- Elected biennially by Committee at its first meeting after appointment.</li> </ul>
<b>Quorum</b>	<ul style="list-style-type: none"> <li>- Five (5) members.</li> </ul>
<b>Meetings Held</b>	<ul style="list-style-type: none"> <li>- Bi-monthly on the first Thursday of the months of February, April, June, August and October unless otherwise arranged.</li> </ul>
<b>Notice</b>	<ul style="list-style-type: none"> <li>- 3 business days</li> </ul>
<b>Conduct of Meetings</b>	<ul style="list-style-type: none"> <li>- Meetings shall be conducted in accordance with Council's adopted Code of Meeting Practice, as amended from time to time.</li> <li>- Members are also to comply with Council's current Code of Conduct and Procedures, as amended from time to time.</li> </ul> <p>Copies of these Codes are available on Council's website.</p>
<b>Type of Committee</b>	<ul style="list-style-type: none"> <li>- Sec 355 Committee of Council</li> </ul>
<b>Committee Operations</b>	<ul style="list-style-type: none"> <li>- to operate in accordance with Weddin Shire Council's Sec 355 Committee Operational Manual</li> </ul>
<b>Reports to</b>	<ul style="list-style-type: none"> <li>- Council</li> </ul>
<b>Functions</b>	<ul style="list-style-type: none"> <li>- To provide key stakeholders input and advice on the use of Bogolong Dam.</li> <li>- To review the operational activities of Bogolong Dam.</li> <li>- To provide strategic direction of the upgrade of the Bogolong Dam, including the Masterplan.</li> <li>- To maintain a group of volunteers for Dam activities in accordance with relevant WHS legislation.</li> </ul>

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- To assist Council with all Dam activities in accordance with relevant WHS legislation.
  - To provide advice on risk management practices related to Bogolong Dam
  - To engage with aquatic, recreation and environmental groups.
- Executive**
- **Chairperson:** General Manager
  - **Secretary:** Director Infrastructure
- Current Membership**
- **Councillors:** Cr Craig Bembrick, Cr Paul Best and Cr Stuart McKellar
  - **Staff:** Director Infrastructure, General Manager
  - **Community Members:** R Grimm, D Nealon and K McCann
- Attendance**
- Other Councillors may attend meetings of this Committee as observers.
  - Members of the public may not attend meetings of this Committee unless they are members or as otherwise resolved by the Committee.
  - The General Manager or delegate may attend meetings of the Committee (s.376).

**15.2 MINUTES OF THE HERITAGE COMMITTEE MEETING HELD 7 DECEMBER 2022**

**File Number: C2.6.22**

**Author: Executive Assistant to the Director Environmental Services**

**Authoriser: Director Environmental Services**

**Attachments: 1. Minutes of Heritage Committee Meeting 7 December 2022**

**RECOMMENDATION**

Except where otherwise dealt with, the Minutes of the Heritage Committee Meeting held 7 December 2022 be adopted as presented.

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**HEADING**

The Minutes of the Heritage Committee Meeting held 7 December 2022 are attached.



# **MINUTES**

## **Heritage Committee Meeting Wednesday, 7 December 2022**

**Date: Wednesday, 7 December 2022**

**Time: 4.30 PM**

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



**Order Of Business**

<b>1</b>	<b>Opening .....</b>	<b>3</b>
<b>2</b>	<b>Acknowledgement of Country .....</b>	<b>3</b>
<b>3</b>	<b>Attendance .....</b>	<b>3</b>
<b>4</b>	<b>Risk Awareness Statement .....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>6</b>	<b>Matters Arising.....</b>	<b>4</b>
6.1	STRATEGIC PLAN DEVELOPMENT FOR DIRECTION OF HERITAGE.....	4
6.2	GENERAL MATTERS ARISING .....	5
<b>7</b>	<b>Correspondence .....</b>	<b>6</b>
7.1	General Correspondence .....	6
<b>8</b>	<b>Heritage Advisor's Report.....</b>	<b>7</b>
8.1	HERITAGE ADVISOR'S VERBAL REPORT .....	7
<b>9</b>	<b>Next Meeting .....</b>	<b>8</b>
<b>10</b>	<b>Closure.....</b>	<b>8</b>

**MINUTES OF WEDDIN SHIRE COUNCIL  
HERITAGE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, CNR CAMP & WEDDIN STREETS,  
GRENFELL NSW 2810  
ON WEDNESDAY, 7 DECEMBER 2022 AT 4.30 PM**

**1 OPENING**

Those in attendance are asked to 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****PRESENT:**

Mr L Sheehan (DES) (Chair), Cr P Diprose, Cr G Howell, Cr J Kenah, Mr W Matchett, Mr J Hetherington, Mrs S Jackson-Stepowski (Heritage Advisor) and Mrs I Holmes (Observer)

**APOLOGIES:**

Mrs S Hughes

The passing of Mr Maurice Simpson was noted and the Committee passed on its condolences to his family and friends.

**RESOLVED**

Moved: Cr Diprose

Seconded: Mr Hetherington

That the apology be accepted.

**CARRIED****4 RISK AWARENESS STATEMENT****5 CONFIRMATION OF MINUTES****RESOLVED**

Moved: Cr Diprose

Seconded: Cr Howell

Except where otherwise dealt with, the Minutes of the Heritage Committee held 3 August 2022 be adopted as presented.

**CARRIED**

**6 MATTERS ARISING****6.1 STRATEGIC PLAN DEVELOPMENT FOR DIRECTION OF HERITAGE****File Number:** C2.6.22**Author:** Executive Assistant to the Director Environmental Services**Authoriser:** Director Environmental Services**Attachments:** Nil**CSP Objective:** Culturally rich, vibrant and inclusive community**Precis:** Strategic Plan for Heritage**Budget:** Nil**1. Heritage Promotion**

Cr Kenah suggested to have a sub-committee to organise events for the 2023 Heritage Festival in April. The Heritage Advisor advised that the theme was *Shared Stories* and opens on 10 April 2023 and runs for a month and that there are public and school holidays in between the dates.

**RESOLVED**

Moved: Cr Kenah

Seconded: Cr Diprose

That Cr Kenah, Mr Matchett, Cr Howell and a Staff Member (Mr Sheehan or Mrs Holmes) meet regarding activities for the Heritage Festival and report back to the next Committee meeting.

**CARRIED****2. Heritage Booklet**

Mr Sheehan advised that Council is looking at updating our Local Environmental Plan and the Development Control Plan (DCP) and that there was currently a section on Heritage within the DCP and that the booklet information could be incorporated in the new DCP.

**3. Building Plaques**

Mr Sheehan advised that there is no funding currently available for the project.

**RESOLVED**

Moved: Cr Howell

Seconded: Cr Kenah

That a plaque design and costing is presented to the next heritage meeting and that possible grant funding options are explored.

**CARRIED**

**6.2 GENERAL MATTERS ARISING****File Number: C2.6.22****Author: Executive Assistant to the Director Environmental Services****Authoriser: Director Environmental Services****Attachments: Nil****CSP Objective: Culturally rich, vibrant and inclusive community****Precis: General Matters****Budget: Nil****1. Signage – Cobb & Co**

Mr Sheehan advised that there is currently no funding available for the sign however he will speak with the Tourism Officer to look out for any suitable grant funding.

**2. Digitising Information – Lachlan Shire**

Mr Sheehan advised that he has spoken to and had a zoom meeting with the Rod Schumacher (Production Manager – Digitisation Projects) from Bathurst regarding the digitising of the rate books. They enquired about how many books, size and total of pages within the books. Mr Sheehan advised that there are 120 books in total to be scanned. The company advised that they can come to Council to inspect and provide a quote. Cllr Kenah suggested getting some done every 5 years. Cllr Kenah to look at the cost of a camera and to provide a quote to the next meeting.

**3. NSW Veteran Affairs**

Mrs Jackson spoke about the website with the war memorial listings.

**4. 2022/23 Heritage Grants**

Mr Sheehan advised that a report was submitted to Council for the funding allocation resolution and there were 4 successful applications with 2 being unsuccessful. The total funding allocation was for \$15,500 and that applications were assessed by the Heritage Advisor and himself.

**5. Town Band Rotunda – Stone Plaque**

Mr Sheehan advised that Council has allocated grant money towards restoring the Band Rotunda and stone plaque however it is not available at the moment.

**6. Grenfell Maternity Hospital**

Mr Sheehan advised that he has spoken with the Building Assessor from Western NSW Local Health District in Dubbo and advised him that the Heritage Committee resolved to request support for the listing of the Maternity Hospital on the NSW State Heritage Register. Mr Sheehan will follow up in writing to him.

**7 CORRESPONDENCE****7.1 GENERAL CORRESPONDENCE****File Number:** CS.6.22**Author:** Executive Assistant to the Director Environmental Services**Authoriser:** Director Environmental Services**Attachments:** Nil**CSP Objective:** Culturally rich, vibrant and inclusive community**Precis:** Correspondence Received**Budget:** Nil

1. Weddin HA visit – August 2022

2. 2023-25 Local Government Heritage Grants

Mr Sheehan advised that an application has been submitted for grant funding.

**RESOLVED**

Moved: Cr Diprose

Seconded: Cr Kenah

That the correspondence be noted.

**CARRIED**

**8 HERITAGE ADVISOR'S REPORT****8.1 HERITAGE ADVISOR'S VERBAL REPORT****File Number:** C2.6.22**Author:** Executive Assistant to the Director Environmental Services**Authoriser:** Director Environmental Services**Attachments:** Nil**CSP Objective:** Culturally rich, vibrant and inclusive community**Precis:** Heritage Advisor's Verbal Report**Budget:** Nil

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

- Had a meeting today regarding 66 Main Street building for the replacement of the verandah
- Meeting with the owner for the re-adaptive/reuse of a building in George Street
- Roof colour for 80 George Street
- Looked at the Oliver's Hardware site

**9 NEXT MEETING**

Wednesday, 1 February 2023

**10 CLOSURE**

**The Meeting closed at 5.41pm.**

## 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 QUANDIALLA CWA BRANCH

This matter is considered to be confidential under Section 10A(2) - b 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 discussion in relation to the personal hardship of a resident or ratepayer.

#### 16.2 NETWASTE TENDER FOR PROCESSING OF GARDEN ORGANICS, WOOD AND TIMBER

This matter is considered to be confidential under Section 10A(2) - d(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

#### 16.3 SMALL SITES ELECTRICITY CONTRACT

This matter is considered to be confidential under Section 10A(2) - d(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

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- 17     RETURN TO OPEN COUNCIL**
- 18     REPORT ON CLOSED COUNCIL**
- 19     CLOSURE**