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## **MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 18 JUNE 2020 COMMENCING AT 5:00 PM**

11 June 2020

Dear Councillors,

**NOTICE** is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 18 JUNE 2020**, commencing at **5:00 PM** and your attendance is requested.

Yours faithfully

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

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES – Ordinary Mtg 21 May 2020
5. MATTERS ARISING
6. DISCLOSURES OF INTEREST
7. PUBLIC FORUM
8. MAYORAL MINUTE(S)
9. MOTIONS WITH NOTICE
10. CORRESPONDENCE (as per precis attached)
11. REPORTS:
  - (A) General Manager
  - (B) Director Corporate Services
  - (C) Director Engineering
  - (D) Director Environmental Services
  - (E) Delegates
12. ACTION LIST
13. COMMITTEES MINUTES
  - OLT Mtg, 16/06/2020
14. TENDERS AND QUOTATIONS
15. QUESTIONS WITH NOTICE
16. CLOSED COUNCIL
17. RETURN TO OPEN COUNCIL
18. REPORT ON CLOSED COUNCIL
19. CLOSURE

**PRESENT:** The Mayor Cr M Liebich in the Chair, Crs C Bembrick, S O’Byrne, P Diprose, S McKellar, J Parlett, C Brown and J Niven.  
General Manager (G Carroll), Acting Director Environmental Services  
(A Lindsay), Director Corporate Services (L Gibson) and Director Engineering (J Rath).

**ACKNOWLEDGEMENT OF COUNTRY:**

The Mayor read out the following:

“I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land.

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

**At this point the Mayor welcomed everyone and advised that as per Council’s Code of Meeting Practice, Council wishes to advise that the meeting is being webcast and that those in attendance should refrain from making any defamatory statements.**

**APOLOGY:** Cr P Best

**338 RESOLVED:** Cr Bembrick and Cr McKellar that the apology be accepted.

**CONFIRMATION OF MINUTES:**

**339 RESOLVED:** Cr Diprose and Cr Parlett that the Minutes of the Ordinary Meeting, held on 21 May 2020 be taken as read and **CONFIRMED**.

**DISCLOSURES OF INTEREST**

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

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

Councillor	Item No	Nature of Interest	Type	Left the Room
Cr Liebich	C4	Property owner in Ooma Water Scheme	Pecuniary	Yes
Cr Diprose	C4	Member of Ooma Water Inc.	Pecuniary	Yes
Cr Parlett	DCS16	Member of Grenfell Food Hall Committee	Non-Pecuniary	Yes
	DE7	Owner of property in Main St	Pecuniary	Yes
Cr O’Byrne	DE7	Owner of property in Main St	Pecuniary	Yes
Cr Bembrick	DE7	Owner of property in Main St	Pecuniary	Yes
Cr McKellar	CC3	Relative of tenderer	Pecuniary	Yes

## **PUBLIC FORUM**

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

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

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

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The following applications have been received: -

Nil

11 June 2020

Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

**1. Councillor Workshop, C2.8.3**

My Mayoral Minute to the May 2020 Council meeting refers.

Blackadder and Associates have been engaged to conduct the “Role of a Councillor” workshop on Friday 10 July, 2020 at 9:30am in the Council Chambers.

**For Information**  
**Noted**



**CR M J LIEBICH**  
**MAYOR**

**340** **RESOLVED:** Cr Liebich that the Mayoral Minute be adopted.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 JUNE 2020.**

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**SECTION A - Matters for Information**

- A1. Local Government NSW, A3.9.1: Weekly Circular dated 15 May, 2020.
- A2. Office of Local Government, A3.6.54: COVID-19 Council update as at 13 May, 2020.
- A3. Office of Local Government, A3.6.54: COVID-19 Council update as at 14 May, 2020.
- A4. Office of Local Government, A3.6.54: COVID-19 Council update as at 15 May, 2020.
- A5. Office of Local Government, A3.6.54: COVID-19 Council update as at 18 May, 2020.
- A6. Office of Local Government, A3.6.54: COVID-19 Council update as at 19 May, 2020.
- A7. Office of Local Government, A3.9.3: Regarding relaxation of COVID-19 restrictions on attendance at Council and Committee meetings.
- A8. Western NSW Local Health District, H1.7.10: As at 20 May, the Western NSW Local Health District has 45 confirmed cases of COVID-19.
- A9. Office of Local Government, A3.6.54: COVID-19 Council update as at 20 May, 2020.
- A10. The Hon. Steph Cooke MP, A3.19.2: Families in the Cootamundra electorate are taking up the NSW Government's \$100 Creative Kids vouchers.
- A11. Office of Local Government, A3.6.54: The NSW Government has provided a \$500,000 funding boost for Council pounds.
- A12. The Hon. Scott Buchholz MP, T3.6.1: Regarding Council's involvement in consultation sessions to discuss ROSI initiative – Toowoomba to Seymour Corridor.
- A13. The Henry Lawson High School, C1.1.3/C1.8.3: Regarding Council's contribution towards the Youth Week 2020 – Backflips Against Bullying Performance.
- A14. Cr Bill West, T3.8.5: Referring to the draft Hilltops Local Strategic Planning Statement.
- A15. Local Land Services, A3.6.65: Reminding the community not to take firewood from TSRs and that there are hefty fines for illegal activity.
- A16. The Hon. Steph Cooke MP, A3.19.2: Announcing applications are open for the Bert Evans Apprentice Scholarships.
- A17. Local Government NSW, A3.9.1: Weekly Circular dated 22 May, 2020.
- A18. Office of Local Government, A3.6.54: COVID-19 Council update as at 21 May, 2020.
- A19. Office of Local Government, A3.6.54: COVID-19 Council update as at 22 May, 2020.
- A20. Office of Local Government, A3.6.54: Forwarding message from Minister Hancock on 22 May, 2020.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 JUNE 2020.**

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- A21. Office of Local Government, A3.6.54: COVID-19 Council update as at 25 May, 2020.
- A22. Office of Local Government, A3.6.54: COVID-19 Council update as at 27 May, 2020.
- A23. Office of Local Government, A3.9.3: Information about Ratings for 2020/2021.
- A24. Office of Local Government, A3.9.3: The Federal Government will again bring forward the first two instalments of the estimated 2020/2021 Financial Assistance Grants (FAGs).
- A25. The Hon. Steph Cooke MP, A3.19.2: Announcing \$32,905 for projects in the Weddin Shire from the 2019 Community Building Partnership Program.
- A26. The Hon. Steph Cooke MP, A3.19.2: Advising the Grenfell Go Kart Club received a grant from the NSW Government.
- A27. The Hon. Steph Cooke MP, A3.19.2: Advising the Grenfell Amateur Swimming Club received funds from the NSW Government's Sports Grants.
- A28. Gordon Garling Moffitt Lawyers, P2.5.4: Confirming that the sale to Pace being Lot 27 Phil Aston Place, Grenfell was completed on 22 May 2020.
- A29. G Stein, R2.12.1: Pleased to see the footpath in front of the Council Chambers has now been repaired.
- A30. The Hon. Steph Cooke MP, A3.19.2: Advising the NSW Nationals in Government signed WaterSecure to oversee the state's first major dam project in three decades.
- A31. The Hon. Steph Cooke MP, A3.19.2: Announcing new drought emergency funding of \$94,500 to support water supply projects in the Central Tablelands.
- A32. NSW Environmental Trust, G2.14.1: Inviting applications to the 2020 round of Organics Collections Grants Program – Household Stream.
- A33. Local Government NSW, A3.9.1: Weekly Circular dated 29 May, 2020.
- A34. Office of Local Government, A3.6.54: COVID-19 Council update as at 29 May, 2020.
- A35. Office of Local Government, A3.6.54: COVID-19 Council update as at 1 June, 2020 (AM).
- A36. Office of Local Government, A3.6.54: COVID-19 Council update as at 1 June, 2020 (PM).
- A37. Office of Local Government, A3.6.54: COVID-19 Council update as at 2 June, 2020.
- A38. The Hon. Steph Cooke MP, A3.19.2: Announcing twenty local showgrounds across the Cootamundra electorate will benefit from NSW Government COVID-19 stimulus package.
- A39. The Hon. Michael McCormack MP, A3.19.3: Advising Billimari and Greenethorpe will share in nearly \$1.5 million to further assist small communities through the drought.
- A40. Local Government NSW, A3.8.2: Announcing the appointment of 20-year local government veteran Scott Phillips as the new Chief Executive of Local Government NSW (LGNSW).

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
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- A41. Sharon Eppelstun, P4.20276: Advising I will be resigning from my position with the Weddin Shire Council.
- A42. Local Government NSW, A3.9.1: Weekly Circular dated 5 June, 2020.
- A43. NSW Office of Local Government, A3.6.54: COVID-19 Council update as at 4 June, 2020.
- A44. NSW Government Treasurer, Minister for Planning and Public Spaces, and Minister for Finance and Small Business, A3.6.1: Asking that you consider how your Council can help businesses post COVID-19.
- A45. NSW Office of Local Government, A3.6.54: COVID-19 Council update as at 10 June, 2020.
- A46. The Hon. Michael McCormack MP, A3.19.3: Advising small regional businesses affected by COVID-19 can access to free and confidential financial counselling.
- A47. NSW Office of Local Government, A3.9.3: Providing clarification for issuing and collecting 2020/2021 single and first quarter rates instalments.
- A48. The Hon. Michael McCormack MP, A3.19.3: Advising Weddin Shire has received another \$1 million funded through the Drought Communities Program – Extension.
- A49. The Hon. Michael McCormack MP, David Littleproud MP and Nola Marino MP, A3.19.3: Announcing new local infrastructure and community projects under Round 4 of the BBRF.
- A50. Loader's Coaches Pty Ltd, T3.4.7: Seeking approval to vary the School Bus Route for our current Grenfell-Greenethorpe Service.
- A51. Pollie Pedal, T3.4.1: Advising Pollie Pedal 2020 will now be held from 20 to 27 September, 2020.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 JUNE 2020.**

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**SECTION B - Matters for Report**

- B1. Transport for NSW, R2.54.4: Regarding the renewal of the Road Maintenance Council Contract (RMCC) with effect from 1 July 2020.
- B2. Grenfell Showground Land Managers, C1.3.19: Regarding the new stable complex at the Showground.
- B3. The Hon. David Littleproud MP, C2.9.14: Advising funding of \$1 million has been approved for the Weddin Shire Council under the Drought Communities Program (DCP) – Extension.
- B4. The Hon. Michael McCormack MP, A3.19.3: Congratulating Council on the approval for its projects worth \$1 million under the Drought Communities Program – Extension.
- B5. Transport for NSW, T3.7.3: Advising Councils are invited to submit proposals for the Australian Government Black Spot Program and NSW Government Safer Roads Program.
- B6. Grenfell Food Hall Inc., C1.1.3: Submitting a Community Project Support Application – Large (>\$1,000).
- B7. Catherine and David Knapp, T5.22.2020: Writing in regards to the building development proposal on Star Street.
- B8. Greg and Ruth Wheatley, T5.22.2020: Writing to express our objection to the development application as it currently stands before Council.

**341**     **RESOLVED:** Cr Brown and Cr Niven that Correspondence sections A and B be noted.



**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 JUNE 2020.**

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**SECTION C - Matters for Consideration**

1. The Hon. Michael McCormack MP, A3.19.3: Advising the Commonwealth Government announced a \$1.8 billion boost for local government.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that Council write to the Hon. Michael McCormack MP. thanking the Federal Government for the funding and congratulating them on their initiative in establishing the new Local Road and Community Infrastructure Program.

**342** **RESOLVED:** Cr Parlett and Cr Diprose that: -

- i) Council write to the Hon. Michael McCormack MP. thanking the Federal Government for the funding and congratulating them on their initiative in establishing the new Local Road and Community Infrastructure Program
- ii) \$515,335 of the Local Road and Community Infrastructure Program funding be allocated towards the construction and remediation of culverts in 2021
- iii) \$120,000 of the Local Road and Community Infrastructure Program funding be allocated as seed funding for entrance to town signage.

2. Local Government NSW, A3.8.2: NSW Councils have applauded the Federal Government for a fantastic step on the road to a locally led recovery, following the announcement of \$0.5 billion additional funding to be shared by Councils across the country.

**Copy forwarded to Councillors**

**For Information  
Noted**

3. NSW Office of Local Government, A3.6.54: Writing about the 'COVID-19 Local Government Economic Stimulus Package'.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that approval to sign the funding agreement be granted.

**343** **RESOLVED:** Cr Brown and Cr McKellar that approval to sign the funding agreement be granted.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
WEDDIN SHIRE COUNCIL HELD, 18 JUNE 2020.**

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4. WaterNSW, U1.7.4: Referring to your written objection to the referenced application and confirm that WaterNSW has received the hydrogeological assessment back from the Department of Planning, Industry & Environment for the proposed bore sites under application A020329 – Lawson Grains Pty Limited.

**Copy forwarded to Councillors**

**RECOMMENDATION:**

For Council's consideration

- 344 RESOLVED:** Cr Parlett and Cr Niven that Cr Bembrick take the Chair in the absence of the Mayor and Deputy Mayor.

**Crs Liebich and Diprose previously declared written declarations of interest and left the room.**

**Cr Bembrick took the Chair.**

- 345 RESOLVED:** Cr McKellar and Cr O'Byrne that the letter be noted.

**Crs Liebich and Diprose returned to the room with Cr Liebich resuming the Chair.**

- 346 RESOLVED:** Cr Niven and Cr McKellar that the Correspondence be noted except where otherwise resolved.

11 June 2020

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

### **1. COVID-19 Coronavirus, H1.6.1**

The COVID-19 Coronavirus is continuing to have an impact on Communities and Council services although there is a gradual lifting of restrictions currently underway, with the first of 3 stages involved in this process in NSW commencing on Friday, 15 May 2020 and further restrictions lifted on Monday, 1 June 2020 which is seeing services being phased back in.

Essential Council services such as sewer and garbage collection continue to be maintained. The Grenfell Waste Facility is open for Shire residents only with the recovery shop still closed. Council's administration office remains open with social distancing measures and protective screens in place at the service counter.

Local parks, including the Grenfell Skatepark were re-opened to the public on Friday, 15 May 2020 for passive recreational use as part of the easing of restrictions. Residents are being encouraged to exercise caution and continue to practice good hygiene and social distancing measures whilst using these facilities.

As mentioned above there are various services being phased back in with their current status detailed below:

- Grenfell Public Library – opening being phased in.
- Grenfell VIC – opening being phased in.
- Grenfell Art Gallery – currently being assessed.
- Grenfell Internet Centre – opening being phased in.
- Grenfell Caravan Park and Railway Station Free Camping – opened 1 June 2020.
- Grenfell Museum – closed until further notice.

Councillors, together with Council staff both indoor and outdoor are doing an excellent job continuing to provide these services to the community in these difficult times. The situation will continue to be monitored and decisions will be made accordingly in accordance with the Federal Government's 3-stage process of lifting restrictions.

**For Information**  
**Noted**

**At this point the Mayor on behalf of Council thanked the staff and residents of the Weddin Shire for their efforts during the COVID-19 pandemic.**

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

#### Stronger Country Communities Fund

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

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

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

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

Listed below is an update on the Community projects:

- Grenfell Squash Courts – completed.
- Grenfell Rugby Club – Light poles installed. Lights to be installed shortly. Delayed by COVID-19 restrictions.
- Caragabal Country Golf Club – completed.
- Grenfell Tennis Club – completed.

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

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

Council's grant funding application under **Round 3** of the Stronger Country Communities Fund (SCCF) was successful with Council receiving \$766,618 for the Main Street infrastructure project, which is a high priority in our Community Strategic Plan (CSP) and the upgrade of Bogolong Dam.

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

**For Information**  
**Noted**

## THE GENERAL MANAGER'S REPORT

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### **Regional Cultural Fund**

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

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

**For Information  
Noted**

### **3. Drought Communities Program, C2.9.14**

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

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

It is very pleasing to report all community projects have been completed. Mrs Karen Pollock did a tremendous job administering the projects and ensuring the projects were completed and the grant funding acquitted in the required time frames.

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

**For Information  
Noted**

### 4. Drought Communities Program – Extension, C2.9.14

As previously reported Council submitted an application for the community projects listed in the following table to receive funding under the Drought Communities Program (DCP) – Extension. Council has received advice from the Hon. Michael McCormack MP that the application has been approved.

Project Description	Funds requested
Grenfell Main Street upgrade – trees purchasing/planting	\$200,000
Leash free dog area – fencing, seats, trees	\$100,000
Quandialla Hall – painting inside and out	\$36,750
Grenfell Kart Club –facilities upgrade	\$80,000
Upgrade to Company Dam Amenities	\$100,000
Caragabal Country Club – Multi purpose shed	\$31,500
Restoration of Heritage Advertising Signs in Grenfell	\$50,000
Bogolong Dam upgrade	\$100,000
Grenfell Racecourse – new toilet block	\$105,000
Caragabal – Historic signage park, median strip etc	\$25,000
Civic Sign at Railway Park	\$10,000
Other events support in the Shire	\$50,000
Works at Grenfell Railway Park (sealing area adjacent to amenities area)	\$30,000
Grenfell Aquatic Centre - additional shade area	\$30,650
Henry Lawson Oval – top dressing	\$30,000
Cleaning of Community Curtain at Grenfell Art Gallery	\$8,500
Contribution to Scout/Guide Hall air conditioned room project	\$12,600
<b>Total</b>	<b>\$1,000,000</b>

The grant funding deed has been signed by Council and agreements have been sent to community groups for signing, and are currently being returned to Council. Works can commence immediately thereafter with Council required to ensure the projects are completed by 31 December 2020.

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

**For Information**  
**Noted**

### 5. Integrated Planning - Resourcing Strategy, A3.4.10

The Resourcing Strategy for 2020/2021 has been reviewed and is submitted to Council for adoption.

The Resourcing Strategy includes updated Asset Management Plans which are included as appendices to the Strategy and have been included as attachments for: -

- Transport and Stormwater Drainage;
- Open Space and Recreation;
- Buildings; and
- Sewerage.

The Resourcing Strategy also includes the Long Term Financial Plan and the Workforce Plan which have been included as attachments.

**RECOMMENDATION:** that the Resourcing Strategy for 2020/2021 be adopted.

347 **RESOLVED:** Cr Brown and Cr Bembrick that the Resourcing Strategy for 2020/2021 be adopted.

### 6. 2017-2021 Delivery Program, A3.4.13

The reviewed Delivery Program for 2017-2021 is currently on public exhibition up until Thursday 18 June 2020 and submissions from the public are being invited.

To date no submissions have been received. Any submission received between the time of writing and 18 June 2020 will be required to be considered by Council prior to adoption, in accordance with the *Local Government Act 1993*.

**RECOMMENDATION:** that: -

- i) if required, any amendments be here considered.
- ii) the revised Delivery Program for 2017-2021 be adopted.

348 **RESOLVED:** Cr Parlett and Cr McKellar that the revised Delivery Program for 2017-2021 be adopted.

### 7. 2020/2021 Operational Plan, A3.4.14

The draft Operational Plan for 2020/2021 was placed on public exhibition up until 18 June 2020 and submissions from the public are being invited.

#### a) **Submissions and Amendments**

To date no submissions have been received. Any submission received between the time of writing and 18 June 2020 will be required to be considered by Council prior to adoption, in accordance with the *Local Government Act 1993*.

## THE GENERAL MANAGER'S REPORT

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Council may make alterations to the rates, the budget, the proposed works or the fees and charges if it so desires, or it may decide to adopt the items as advertised.

**RECOMMENDATION:** that if required, any amendments from submission be here considered.

Noted

### b) Adoption

Listed below are a series of recommendations culminating in the adoption of the 2020/2021 Operational Plan.

### c) Interest on Overdue Rates and Charges

An interest rate of 0.0% per annum during the period 1 July 2020 to 31 December 2020 (inclusive), and 7.0% per annum for the period 1 January 2021 to 30 June 2021 (inclusive) is proposed on overdue rates and charges as permitted in accordance with Sec 566 (3) of the *Local Government Act 1993*.

**RECOMMENDATION:** that interest on rates and charges that remain unpaid after they become due and payable be charged on a daily basis at the rate of 0.0% per annum during the period 1 July 2020 to 31 December 2020 (inclusive), and 7.0% per annum for the period 1 January 2021 to 30 June 2021 (inclusive).

349 **RESOLVED:** Cr McKellar and Cr Bembrick that interest on rates and charges that remain unpaid after they become due and payable be charged on a daily basis at the rate of 0.0% per annum during the period 1 July 2020 to 31 December 2020 (inclusive), and 7.0% per annum for the period 1 January 2021 to 30 June 2021 (inclusive).

### d) Fixing of Fees and Charges

Council has included fees and charges as permitted under the *Local Government Act 1993*.

**RECOMMENDATION:** that the list of fees and charges as incorporated in Section 10 of the Operational Plan be now fixed as the fees and charges for the year 1 July 2020 to 30 June 2021.

350 **RESOLVED:** Cr Brown and Cr O'Byrne that the list of fees and charges as incorporated in Section 10 of the Operational Plan be now fixed as the fees and charges for the year 1 July 2020 to 30 June 2021.

### e) Operational Plan Adoption

**RECOMMENDATION:** that the draft Operational Plan for 2020/2021 as approved for public exhibition by Council at its meeting held 21 May 2020, be now adopted as the 2020/2021 Operational Plan.

351 **RESOLVED:** Cr McKellar and Cr O'Byrne that the draft Operational Plan for 2020/2021 as approved for public exhibition by Council at its meeting held 21 May 2020, be now adopted as the 2020/2021 Operational Plan.



### f) Voting of Expenditure

**RECOMMENDATION:** that Council votes for expenditure for the year 1 July 2020 to 30 June 2021 be now approved as the sums itemised in the estimates for the year incorporated in the adopted Operational Plan totalling \$13,100,000.

**352** **RESOLVED:** Cr McKellar and Cr Bembrick that Council votes for expenditure for the year 1 July 2020 to 30 June 2021 be now approved as the sums itemised in the estimates for the year incorporated in the adopted Operational Plan totalling \$13,100,000.

### 8. **Making of Rates and Charges, R1.4/A3.4.14**

#### a) General Rate

The names and descriptions of the various rate categories are given in Section 9 of the draft Operational Plan for 2020/2021.

**RECOMMENDATION:** that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT ordinary general purpose rates be now made for the year 1 July 2020 to 30 June 2021 on the land value of all rateable land in the Shire in accordance with the categories of rates named and defined as in the Operational Plan with the rate name, rate in the \$, base rate, percentage of total yield and rate yield as in the Table following: -

**353** **RESOLVED:** Cr McKellar and Cr O'Byrne that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT ordinary general purpose rates be now made for the year 1 July 2020 to 30 June 2021 on the land value of all rateable land in the Shire in accordance with the categories of rates named and defined as in the Operational Plan with the rate name, rate in the \$, base rate, percentage of total yield and rate yield as in the Table following: -

## THE GENERAL MANAGER'S REPORT

Rate Name	Ad Valorem Amount Cents in \$	Base Charge \$	Base Charge % of Total per category	Rate Yield \$
Grenfell Residential	0.9391	352	49.22%	738,535
Ordinary Residential	0.4888	337	38.29%	174,174
Main Street Business	3.2030	364	30.09%	86,989
Ordinary Business	1.8106	362	27.58%	89,118
Bimbi Residential	0.7796	80	48.94%	3,923
Caragabal Residential	1.5834	89	46.65%	11,874
Greenethorpe Residential	1.2745	119	37.25%	35,821
Quandialla Residential	1.2420	110	49.03%	18,153
Farmland Rate	0.1629	291	16.05%	1,738,469
Mining	3.0538	992	14.28%	6,947
<b>Total</b>				2,904,004

### b) Sewer Charges

**RECOMMENDATION:** that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT Sewerage charges be now made for the year 1 July 2020 to 30 June 2021 on rateable land except land which is more than 75 metres from a sewer of the Council and is not connected to the sewer and land from which sewage could not be discharged into any sewer of the Council charge as in the following table: -

**354 RESOLVED:** Cr Brown and Cr O'Byrne that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT Sewerage charges be now made for the year 1 July 2020 to 30 June 2021 on rateable land except land which is more than 75 metres from a sewer of the Council and is not connected to the sewer and land from which sewage could not be discharged into any sewer of the Council charge as in the following table: -

## THE GENERAL MANAGER'S REPORT

Rate Name	Ad Valorem Amount Cents in \$	Annual Charge \$	% of Total Charge	Yield \$
- Connected Residential	Nil	523	85.89%	469,131
Non-Residential	Nil	573	11.23%	61,311
- Unconnected Residential	Nil	185	2.64%	14,430
Non-Residential	Nil	188	0.24%	1,316

### c) Sewerage Service Charges

**RECOMMENDATION:** that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT Sewerage Service charges be now made for the year 1 July 2020 to 30 June 2021 on land which is not rateable to the sewer charge as in the following table: -

**355 RESOLVED:** Cr Bembrick and Cr O'Byrne that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT Sewerage Service charges be now made for the year 1 July 2020 to 30 June 2021 on land which is not rateable to the sewer charge as in the following table: -

Properties not Rateable to the Sewer Charge	Each Water Closet per annum	Each Urinal Cistern per annum
• School lands and lands used as a playground in connection with such school or as the residence of a caretaker, servant or teacher of any such school	\$77	\$66
• Land which belongs to a religious body and which is occupied and used in connection with any church or other building used or occupied for public worship	\$77	\$66
• Other land	\$118	\$66

### d) Waste Management/Recycling Charges

**RECOMMENDATION:** that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT waste management/recycling service charges be now made for the year 1 July 2020 to 30 June 2021 for each parcel of rateable land for which the service is available with the charge name, and charge per service as in the following table: -

- 356 **RESOLVED:** Cr McKellar and Cr O'Byrne that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT waste management/recycling service charges be now made for the year 1 July 2020 to 30 June 2021 for each parcel of rateable land for which the service is available with the charge name, and charge per service as in the following table: -

Rate Name	Annual Charge \$	
Domestic Waste/Recycling - Grenfell	\$310	per annum/bin (\$3.97 per service)
Domestic Waste – Greenethorpe	\$275	per annum/bin (\$10.58 per service)
Commercial Waste/Recycling - Grenfell	\$275	per annum/bin (\$3.52 per service)
Rural Garbage Charge	\$25	bulk
Vacant Land Charge	\$25	

e) **Rural Garbage Charge**

**RECOMMENDATION:** that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT the rural garbage charge be now made for the year 1 July 2020 to 30 June 2021 for each parcel of rateable land not paying a domestic waste charge, with the charge per service as in the following table: -

- 357 **RESOLVED:** Cr O'Byrne and Cr Brown that WHEREAS a draft Operational Plan incorporating a statement with respect to each ordinary rate and each special rate and each charge proposed to be levied was adopted by Council and advertised on 22 May 2020 AND THAT after taking into consideration any submissions that have been made regarding the draft Operational Plan prepared and exhibited the Council adopted the Operational Plan on 18 June 2020 IT IS HEREBY RECOMMENDED THAT the rural garbage charge be now made for the year 1 July 2020 to 30 June 2021 for each parcel of rateable land not paying a domestic waste charge, with the charge per service as in the following table: -

Rate Name	Annual Charge \$
Farmland	\$25
Ordinary Residential	\$25
Villages (Caragabal, Bimbi, Quandialla)	\$25
Vacant Land Charge - Villages	\$25

### 9. Crown Reserves – Classification and Categorisation, P2.7.9

With the commencement of the *Crown Land Management Act (CLMA)*, Councils have been tasked with classifying and categorising the Crown Reserves and Reserve Trusts currently under Councils' control, in accordance with existing provisions under the *Local Government Act*. In this regard, Councils' role or title has changed from 'Reserve Trust Manager' to 'Crown Land Manager'.

Previously Crown Reserves were jointly managed by Crown Lands and Council under separate legislation. The previous joint arrangements have been discarded in favour of Councils having administrative responsibility for the management of Crown Reserves.

Weddin Shire Council has thirty-three (33) Reserves which are required to be formally classified and categorised in accordance with the *LG Act*. These Reserves range from developed parks and sportsgrounds in Grenfell to remote timbered open spaces.

Crown Lands and the Office of Local Government (OLG) have issued guiding material advising that Councils undertake a two (2) step process to transition their management of Crown Reserves to the new processes.

The first step, which is the subject of this report, is for Council to undertake a classification (operational or community land) and categorisation (type of community land) for the Reserves dedicated or reserved for public purposes by Crown Lands. Whilst Council can seek the classification of Crown Reserves as operational land this requires justification and will require the approval of the Minister. It has been made clear that Crown Lands and the OLG expect the vast majority of Crown Reserves to be classified as community land.

The second step is for Council to prepare Plans of Management for all of the listed Crown Reserves.

The Attachment **GM Report Item 9 - Weddin Categorisations** provides a list of the Crown Reserves required to go through this process and the information and rationale behind the classification and categorisation recommendations.

Points to note: -

- Council is merely making recommendations to the NSW Department of Industry – Crown Lands which may or may not be accepted.
- This process does not permit Council to sell any Crown land or even deal with land for the simple reason it is not Council's land to deal with.
- Any possible future sales of Crown Reserves are entirely a matter for the Crown, not Council.
- Council will be required to prepare Plans of Management for all Crown Reserves for which they are Crown Land Manager as well as the on-going maintenance of the land and drafting/managing any leases or licences of the Reserves which may arise.
- Operational land does not require a Plan of Management to be prepared for its continued use.

### Operational Land Justifications

Of the 33 Reserves that are the subject of this report, five (5) are proposed to be reclassified to operational. Their proposed operational classification is mainly due to public health and safety matters (such as an active waste management facility) restricting its use for openly accessible community land.

The Minister will only consent to manage land as operational where a Council Manager can demonstrate that the land: -

1. does not fall within any of the categories of community land under the *LG Act*; or
2. could not continue to be used and dealt with as it currently can, if it were required to be used and dealt with as community land.

Justifications for the Reserves put forward as operational land can also be seen in the Attachment **GM Report Item 9 - Weddin Categorisations**.

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

- i. Council endorse the initial classification and categorisation of Crown Land as identified in the Attachment **GM Report Item 9 - Weddin Categorisations**;
- ii. The General Manager be authorised to finalise and submit a Classification of Crown Land as operational land form to apply for Ministerial consent to classify and manage the Crown land identified in the Attachment **GM Report Item 9 - Weddin Categorisations** for Reserves 61137, 71921, 85128, 90676, & 97837;
- iii. The General Manager be authorised to finalise and provide written notice of initial categorisation applied to Crown land under the management of Council as a Crown Land Manager under section 3.23 of the Crown Land Management Act as identified in the Attachment **GM Report Item 9 - Weddin Categorisations**.

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

- i. Council endorse the initial classification and categorisation of Crown Land as identified in the Attachment **GM Report Item 9 - Weddin Categorisations**;
- ii. The General Manager be authorised to finalise and submit a Classification of Crown Land as operational land form to apply for Ministerial consent to classify and manage the Crown land identified in the Attachment **GM Report Item 9 - Weddin Categorisations** for Reserves 61137, 71921, 85128, 90676, & 97837;
- iii. The General Manager be authorised to finalise and provide written notice of initial categorisation applied to Crown land under the management of Council as a Crown Land Manager under section 3.23 of the Crown Land Management Act as identified in the Attachment **GM Report Item 9 - Weddin Categorisations**.

### **10. Meeting with The Hon. Steph Cooke MP, A3.19.2**

The Mayor and I met with The Hon. Steph Cooke MP on Thursday, 21 May 2020 to discuss the following matters.

#### **Emergency Services Levy (ESL) and New NSW Resilience Department**

Advised Council's proposed contribution for 2020/2021 is approximately \$363k with an increase of \$102,217. Given the rate peg of 2.6% will give Council an additional \$74k in 2020/2021, we are behind \$28k on one expenditure item in our budget for next financial year. In two years our contribution has increased from approximately \$211k to \$363k, which is clearly not sustainable in the short or long term.

Fortunately, the State Government will fund the increase next financial year (2020/2021) however it is really going to have a major effect on Council's financial resources the following financial year 2021/2022. It is understood that the rate peg may be increased to cover the additional cost but this is just another unfunded mandate being passed on to Councils and ratepayers in these very difficult times.

While Council is very appreciative of the work undertaken by the Emergency Services Departments it is becoming very clear that we need to urgently find a solution to the manner in which these services are funded in the future to ensure Councils are able to remain financially sustainable.

In regards to the new NSW Resilience Department it was advised that it is very important that it be ascertained what the Commissioner of Resilience's role will be and how that role and the new Department will interact with the current Emergency Services Department and Management and how the Department will be funded.

A letter has been forwarded to The Hon. Steph Cooke MP advising her of the current situation and Council's concerns which will be taken up with the relevant Ministers with a reply forwarded to Council.

#### **Regional Roads**

It was emphasised that any taking back of Regional Roads or the loss of work on State Highways would have a detrimental effect on Regional and Rural Councils and rural towns such as Grenfell.

#### **Drought Stimulus Package**

The \$1m grant funding to improve connectivity in the Weddin Shire was discussed. It was recognised and accepted that a study needs to be undertaken to ensure what we want to do aligns with State Government priorities and that we take a holistic approach to also ensure we address the whole of the Shire's needs and allocate funds in the right areas. The study will also assist in obtaining future connectivity funding i.e. Snowy Hydro funds. Funding of \$1m has also been allocated to Grenfell's Main Street Upgrade.

#### **SCCF Grant Funding**

It was acknowledged that the funding has been very beneficial for Councils and Community groups in undertaking a number of projects. It has also kept many contractors and employees engaged during this very difficult time.

### **Grenfell Sewerage Treatment Works Upgrade**

\$12.3 Grant funding received under the Regional Water and Waste water backlog program.  
Tender awarded at the May 2020 Council meeting.

### **Industrial Subdivision**

Council has nearly sold all its current industrial land. Purchase of additional land will need to be undertaken whereby it can be rezoned industrial in Councils LEP in accordance with Councils land use strategy. State Government assistance may be available to develop the land in due course.

### **Bogolong Dam**

Funding under the SCCF Round 3 was acknowledged. Additional funding available under the DCP program also acknowledged. Quotations currently being obtained to conduct a dam safety analysis including a Geo – Tech report.

### **Grenfell Courthouse**

It was requested the Attorney General's Department be contacted to ascertain the future of the building and whether or not it will be sold.

### **Old Grenfell Ambulance Station**

It was requested that the current status/plans for the building be ascertained.

Overall it was a very productive meeting with these meetings planned to be held on a regular basis.

### **RECOMMENDATION:**

Confirm Action

**359**     **RESOLVED:** Cr Brown and Cr McKellar that the action be confirmed.

## **11.   Digital Connectivity, G2.1**

Reference is made to my report to the May 2020 Council meeting whereby it was reported that Council has been awarded \$1 million as part of a \$2 million grant under the \$170 million Drought Stimulus Package to improve digital connectivity in the Weddin Shire.

The Department of Regional NSW (DRNSW) proposes to work with Council to develop a 20-year Digital Connectivity Strategy for Weddin Shire as the recommended first step to achieving this aim. The Department of Regional NSW will administer the funding and will establish a Project Control Group (PCG) including Council and other relevant stakeholders to provide input and project oversight into the development of this Strategy. A high-level project plan, stakeholder engagement plan and draft scope for consultant engagement will be prepared and shared.

The PCG will be facilitated by Mr Daniel Escobar and Mr Raphael Miller as representatives for the Regional Digital Connectivity (RDC) Program with Weddin Shire Council's representative being Council's Economic Development Officer, Ms Auburn Carr.



## THE GENERAL MANAGER'S REPORT

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An agreement with Council is being developed to enable this proposal to proceed, ideally to a proposed timeline to November 2020 (subject to COVID-19 restrictions being eased in the next two (2) months).

It is planned to sign the funding agreement and initiate the process to engage a consultant to undertake the Strategy prior to priority projects being undertaken to improve digital connectivity in the Weddin Shire.

**For Information  
Noted**

### **12. Sale of Building – 139 Burrangong Street, Grenfell, P2.12.9**

Reference is made to the above whereby Council at its May 2020 meeting resolved as follows:

*“that the public auction to sell Council’s building at 139 Burrangong Street, Grenfell be held on Friday, 31 July 2020 at 11:00am on site, subject to the COVID-19 Coronavirus restrictions being lifted.”*

Both local real estate agents have confirmed the above date for the public auction. Solicitors have been engaged to act on Council’s behalf and they are currently preparing the relevant contract documents to facilitate the sale.

#### **RECOMMENDATION:**

Confirm Action

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

**360 RESOLVED:** Cr Niven and Cr Bembrick that the action be confirmed.

### **13. Section 355 Committees Review, C2.5.1**

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

*“that Council review the structure and operations of all current committees established under section 355 of the Local Government Act 1933 (the Act) to ensure they align with present-day Office of Local Government NSW requirements.”*

Mr Glenn Inglis has submitted an Expression of Interest (EOI) to undertake this process by 31 July 2020 at a cost of \$6,000 (GST Exc) plus accommodation and travel which has been accepted.

Funding will be sourced from the Governance vote.

#### **RECOMMENDATION:**

Confirm Action

- 361 **RESOLVED:** Cr Diprose and Cr Parlett that the recommendation be amended to include “that Council ensure no community organisations involved in its 355 Committees are worse off as a consequence of the review”.
- 362 **RESOLVED:** Cr Brown and Cr McKellar that the action be confirmed and that Council ensure no community organisations involved in its 355 Committees are worse off as a consequence of the review.

### 14. Local Government NSW A R Bluett Memorial Award Entry, A3.8.2

Reference is made to the above whereby Council at its June 2019 meeting resolved as follows:

*“that Council make a submission with external support and \$10,000 funding to be sourced from the Economic Development Reserve.”*

Mr Stephen Sykes was engaged to submit Council’s entry with entries closing on 31 July, 2020.

To enable the submission to be more professional a video presentation is being developed at a cost of \$9,000 to be funded from the Economic Development Reserve. Mr Sykes has had to engage assistance from a video production company to develop the video. It is anticipated the video will also be able to be utilised in future marketing initiatives.

It is vitally important we submit the best possible entry to the highest standard to not only increase our chance of winning but to showcase the major developments and achievements of Weddin Shire Council during the last year.

### **RECOMMENDATION:**

Confirm Action

- 363 **RESOLVED:** Cr Brown and Cr O’Byrne that the action be confirmed.



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

- 364 **RESOLVED:** Cr Bembrick and Cr McKellar that except where otherwise dealt with the General Manager’s Report be adopted.

11 June 2020

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

**1. Statement of Bank Balances as at 31 May 2020:**

Bank Account	
Westpac	<b>\$2,595,983.46</b>
Short Term Deposits	
CBA	<u>6,000,000.00</u>
<b>Total Investments</b>	<b><u>\$6,000,000.00</u></b>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 May 2020.

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

**For Information**  
**Noted**

**2. Statement of Loan Balances as at 31 May 2020:**

Loans	
ANZ Loan No...43092	1,861,109.29
ANZ Loan No...43084	<u>1,883,393.29</u>
<b>Total</b>	<b><u>\$3,744,502.58</u></b>

**For Information**  
**Noted**

## THE DIRECTOR CORPORATE SERVICES' REPORT

### 3. Summary of Income - 1 May 2020 to 31 May 2020:

Rates Receipts	424,027.12
Credit Union Agency Commission	607.20
Service NSW Agency Commission	4,930.80
Paid Parental Leave Scheme Payments	2,962.40
Workers Compensation Insurance	15,990.02
Statecover Mutual Insurance Rebate	11,684.47
Interest on Investments	2,024.39
FAG Grant Instalment	342,967.80
FAG Grant Advance Payment	1,454,319.00
Road to Recovery Instalment	540,154.00
Regional Roads Repair Program Instalment	11,200.00
RMS Works	402,765.36
Fuel Tax Credit	11,156.00
Development & Building Application Fees	8,680.00
CTC Income	6,213.40
Pound Costs Grant	4,000.00
Sale of Old Plant Income	156,464.00
Section 64 Contributions	3,730.00
Caravan Park Fees	668.00
Other	9,474.82
<b>Total</b>	<b>\$3,414,018.78</b>

For Information  
Noted

### 4. YTD Expenditure 2019/2020:

#### Year To Date (YTD) Income & Expenditure Summary

Income	Budget	YTD Amount
Rates and Annual Charges	\$3,671,038	\$3,426,231
User Charges and Fees	\$2,177,652	\$3,149,875
Interest and Investment Revenue	\$148,800	\$117,878
Other Revenues	\$288,800	\$76,376
Grants & Contributions - Operating	\$5,264,753	\$4,428,494
<b>Total Operating Income</b>	<b>\$11,551,043</b>	<b>\$11,198,855</b>
Grants and Contributions - Capital	\$2,148,581	\$2,985,812
Sale of P&E	\$150,000	\$126,364
Sale of Land	\$30,000	\$111,787
<b>Total Capital Income</b>	<b>\$2,328,581</b>	<b>\$3,223,963</b>
<b>Total Income from continuing operations</b>	<b>\$13,879,624</b>	<b>\$14,422,818</b>

## THE DIRECTOR CORPORATE SERVICES' REPORT

<b>Expenses</b>		
Employee costs	\$4,335,604	\$3,937,785
Borrowing Costs	\$156,550	\$140,277
Materials & Contracts	\$3,024,185	\$3,533,617
Depreciation	\$2,615,582	\$1,961,687
Legal Costs	\$10,000	\$5,433
Consultants	\$0	\$0
Other Expenses	\$841,047	\$715,727
<b>Total Operating Expenditure</b>	<b>\$10,982,968</b>	<b>\$10,294,526</b>
Capital Projects	\$6,912,285	\$5,641,937
Purchase P&E	\$555,000	\$344,581
Purchase Land	\$60,000	\$0
Borrowing Costs	\$81,712	\$76,373
<b>Total Capital Expenditure</b>	<b>\$7,608,997</b>	<b>\$6,062,891</b>
<b>Total Expenses from continuing operations</b>	<b>\$18,591,965</b>	<b>\$16,357,417</b>
<b>Net Operating Result (Excl. Capital Grants)</b>	<b>\$568,075</b>	<b>\$904,329</b>
<b>Net Capital Result</b>	<b>-\$5,280,416</b>	<b>-\$2,838,928</b>
<b>Net Result (Incl. Capital Grants)</b>	<b>-\$4,712,341</b>	<b>-\$1,934,599</b>

For Information  
Noted

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

Debt recovery is as follows: -

Debt recovery activity for the period 1 May 2020 to 31 May 2020 has only been of a routine nature due to the COVID-19 Legislative Amendments made by the Office of Local Government. Prior to this, the following activities continued to be monitored: -

Continued liaison with Council's Debt Recovery Firm Outstanding Collections however, due to the COVID-19 pandemic actions have been limited until 26 September 2020.

11 previously referred to Council Debt Collection Agency

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

10 previously referred to Council Debt Collection Agency

- 7 paid
- 2 arrangements
- 1 no response – further action

1 previously referred to Council Debt Collection Agency

- 1 paid

Co-ordinating late intervention visits with Outstanding Collections.

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

**For Information  
Noted**

### **6. Quarterly Budget Review Statement (QBRs) as at 31 March 2020, A1.6**

The QBRs (See Attachment **DCS Item 6 – QBRs March 2020**) is a financial reporting system that presents a summary of Council's financial position at the end of each quarter of the financial year.

The QBRs consists of the following statements:

1. Responsible Accounting Officers Statement
2. Income and Expenditure Budget Review Statement – By Type
3. Capital Budget Review Statement
4. Cash and Investments Budget Review Statement
5. Contracts and Other Expenses Budget Review Statement

The QBRs is designed to:

- Facilitate progress reporting against the original and revised budgets at the end of each quarter
- Provide explanations for major variations
- Enable the Responsible Accounting Officer (RAO) to indicate whether Council will be in a satisfactory financial position at the end of the financial year.

**RECOMMENDATION:** that the Quarterly Budget Review Statement as at 31 March 2020 be adopted as presented.

**365** **RESOLVED:** Cr Bembrick and Cr Brown that the Quarterly Budget Review Statement as at 31 March 2020 be adopted as presented.

### **7. Land Values in the Weddin Local Government Area, R1.6**

The Valuer General released land values for 2.6 million properties across NSW on 8 January 2020.

These land values are for the value of the land only and reflect the property market at 1 July 2019. The Valuer General recently sent landholders a Notice of Valuation showing their land value and Council will use these land values as at 1 July 2019 for rating from 1 July 2020.

Reference is made to the attached Valuation Report for the Weddin Local Government Area (LGA) and NSW Valuer General January 2020 Newsletter which provide more detailed information. These attachments are available on the Valuer General's website:  
<https://www.valuergeneral.nsw.gov.au/>

A summary of information from the valuation report follows: -

## THE DIRECTOR CORPORATE SERVICES' REPORT

### 7.1. General Overview

2,791 properties were valued on the base date of 1 July 2019 and valuations are reflective of the property market at that time. Previous Notices of Valuation issued to owners were for the base date of 1 July 2016.

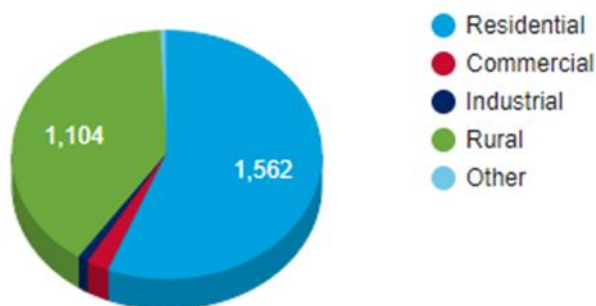
Land values in the Weddin LGA have shown a strong increase between the 2018 and 2019 base years. As the total land value of Weddin LGA is dominated by rural land values (96.9% of the total LGA value), this overall result is almost wholly influenced by the performance of rural land values.

All other categories of land in various zones except residential have largely remained steady at levels established at 1 July 2018 as shown in the table below. Residential zoned land is dominated by the Grenfell market where a slight overall increase of 4.6% in land values was recorded over the twelve-month period to 1 July 2019.

#### Land Value Trends

Category name	Zones	Properties	2019 total LVs	2018 total LVs	% change 2018/2019	2016 total LVs	% change 2016/2019
Residential	B4, E4, R1, R2, R3, R4, R5, RU5	1,562	\$61,692,670	\$58,972,810	4.6%	\$48,065,121	28.4%
Business	B1, B2, B3, B5, B6, B7	66	\$1,618,210	\$1,618,210	0.0%	\$1,751,640	-7.6%
Industrial	IN1, IN2, IN3, IN4	30	\$1,500,530	\$1,500,530	0.0%	\$1,160,220	29.3%
Non Urban / Rural	RU1, RU2, RU3, RU4, RU6	1,111	\$911,227,010	\$723,827,390	25.9%	\$576,212,703	58.1%
Special Uses	SP1, SP2, SP3, W1, W2, W3, XW	3	\$38,530	\$38,530	0.0%	\$32,830	17.4%
Environmental	E1, E2, E3	10	\$642,400	\$642,400	0.0%	\$596,396	7.7%
Recreational	RE1, RE2	9	\$1,195,600	\$1,195,600	0.0%	\$1,143,800	4.5%
<b>Total</b>		<b>2,791</b>	<b>\$977,914,950</b>	<b>\$787,795,470</b>	<b>24.1%</b>	<b>\$628,962,710</b>	<b>55.5%</b>

#### Number of properties by zone



Total number of properties: **2,785**

## 7.2. Residential Overview

### Changes since previous general valuation (2016)

A 3-year overall increase of approximately 28.4% has been recorded within the residential zones of the Weddin LGA. Within this very strong increase, values within the town of Grenfell as well as within the various villages scattered throughout the LGA all recorded very strong increases over the period to contribute to the overall result.

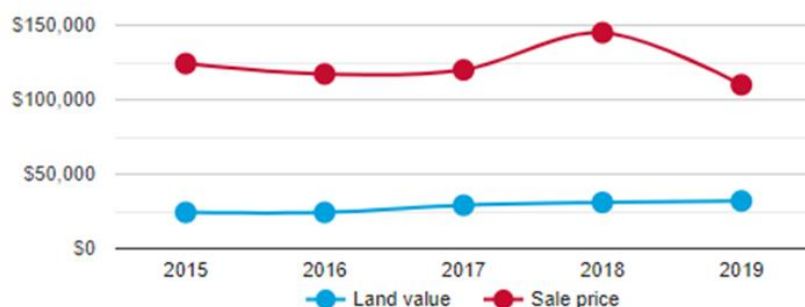
### Changes since previous valuation year (2018)

Whilst the residential market has shown a slight overall increase in land values, there were variations to this trend. Lawson Estate at Grenfell has seen a strong decrease in value due to an oversupply of new allotments. However, land values of residential property located on the fringe of Grenfell had a strong increase with good demand for this location. The smaller villages, such as Quandialla and Bimbi have seen strong land value increases as demand exceeds supply. In small villages with low land values minor changes in the demand/supply situation can have a significant impact on land value percentage changes,

### *Typical residential land values*

Address	Zone	Area	01 Jul 2018	01 Jul 2019	% change
East St, Grenfell	R1	1012 m <sup>2</sup>	\$30,000	\$30,000	0.0%
Gooloogong Rd, Grenfell	R1	4047 m <sup>2</sup>	\$41,000	\$49,200	20.0%
Henry Lawson Way, Grenfell	R5	2.027 ha	\$88,000	\$88,000	0.0%
Henry Lawson Way, Grenfell	R5	5.42 ha	\$109,000	\$109,000	0.0%
Huckel Cl, Grenfell	R1	1156 m <sup>2</sup>	\$41,000	\$41,000	0.0%
Simpson Dr, Grenfell	R5	5.083 ha	\$70,400	\$70,400	0.0%
Glasson St, Quandialla	RU5	3036 m <sup>2</sup>	\$7,310	\$7,310	0.0%

### Median land values and sale prices



The above chart shows movement in the property market and land values over a five year period. In areas where there are a low number of sales, median sale prices may not accurately reflect the property market. Land values may not always move directly in line with sale prices due to the influence of other factors, such as building costs.



### 7.3. Commercial Overview

#### Changes since previous general valuation (2016)

Continuing low demand, relatively low purchase prices and an oversupply of commercial property in Grenfell have seen land values suffer a moderate decrease of 7.6% from 2016 to 2018 on a low volume of turnover.

#### Changes since previous valuation year (2018)

Total land value movement within the commercial zones of the Weddin LGA indicated steady value levels over the last 12 months. Grenfell commercial areas have seen only limited demand with properties on the market for in excess of a year. This has led to steady land values overall.

#### *Typical commercial land values*

Address	Zone	Area	01 Jul 2018	01 Jul 2019	% change
Burrangong St, Grenfell	B2	246.6 m <sup>2</sup>	\$19,700	\$19,700	0.0%

### 7.4. Industrial Overview

#### Changes since previous general valuation (2016)

Industrial zoned land in the Weddin LGA is limited to Grenfell where land values have experienced a very strong increase over the three years from 2016 to 2019. This increase is attributable to the demand from the predominant rural industry services sector, which has responded to the increase in rural activity throughout the LGA.

#### Changes since previous valuation year (2018)

The industrial market has remained steady over the past 12 months with limited sales activity and demand supporting current land values.

#### *Typical industrial land values*

Address	Zone	Area	01 Jul 2018	01 Jul 2019	% change
Mary Gilmore Way, Grenfell	IN1	1.2 ha	\$33,900	\$33,900	0.0%

### 7.5. Rural Overview

#### Changes since previous general valuation (2016)

Rural land values across the Weddin LGA have experienced a very strong increase of 58.1% overall due to a surging demand for rural property that began in 2016. This strength in demand has been maintained through to the current period despite deepening seasonal drought conditions. Demand has eased since 1 July 2019 principally due to the lack of rain and property prices have generally stabilized at existing levels with the sustained historically high prices for premium stock, grain and wool having a significant influence on the local market.

## THE DIRECTOR CORPORATE SERVICES' REPORT

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### Changes since previous valuation year (2018)

Rural land values are showing a very strong increase overall as demand from local family farmers looking to expand as well as outside buyers including corporates have consistently met vendors' expectations for the properties offered. Exceptions to this overall trend include rural lands in the western half of the LGA that have remained steady whilst rural lands in the east have recorded a very strong increase. Consistently strong demand for the quality eastern country is seen as the cause of the significant increase in sale prices compared to that for the lesser quality country in the west.

### *Typical rural land values*

Address	Zone	Area	01 Jul 2018	01 Jul 2019	% change
Hancock Flinns Rd, Piney Range	RU1	290.4 ha	\$495,000	\$495,000	0.0%

For Information  
Noted

### 8. Grenfell Library, C2.8.15

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

#### STATISTICS

**Circulation:** 440 (including 0 ILL) over 17 days at a daily average of 25.88 (April 2020 – 35.31, May 2019 – 52.65)

**Library Visits:** 0 (April 2020 - 0, May 2019 - 741)

Phone enquiries: 70

Reference enquiries: 7

Facebook visits: 9,006.

**Click and Collect:** 45 (April 27)

**Click and Delivery:** 24 (April 31)

#### **Cost-Recovery Activities:**

Printing: \$17.80

Lamination: \$4

**Interlibrary Loans:** 0 requests

#### **Registrations:**

New registrations during May – 0

Total registrations as at 30 May 2020 – 750 (342 adult, 8 Housebound, 6 Institutions, 86 Junior, 265 Seniors, 43 Young Adult).

**Additions of Stock:** 165 new and 17 donated items valued at \$2,605.72 (6 BC, 9 DVD, 14 E, 4 EB, 30 F, 5 JDVD, 26 JF, 2 J MAG, 27 MAGS, 41 NF, 2 YADVD, 16 YF)

**Deletions of Stock:** 29 items valued at \$527.30

## THE DIRECTOR CORPORATE SERVICES' REPORT

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### **Discretionary Spending** as at 31 May 2020

Book Vote: 2019/20 - \$41,582.76

Book Vote: \$40,789.73 committed

Magazines: \$2,567.68 committed

### **BorrowBox**

Circulation: 37 eAudiobooks and 106 eBooks (April 2020 53 eAudiobooks and 105 eBooks)

Reservations: 9 eAudiobooks and 22 eBooks (April 2020 23 eAudiobooks and 29 eBooks)

Stock: 2737 eAudiobooks and 3301 eBooks (April 2020 2632 eAudiobooks and 3266 eBooks)

Users: 95 (April 2020 94)

### **Story Box Library**

Site Access: 45 (21 April 2020)

### **indyreads™**

Loans: 3

Reservations: 2

Visits: 29

### **OTHER**

Click and Collect or Delivery has continued this month.

Facebook has been utilised to celebrate Law Week and Library & Information Week. One of the big events of the year is National Simultaneous Story time for which we would normally would host a large group of children. This year it was hosted via a live stream on Facebook reading the book Whitney and Britney Chicken Divas written and illustrated by Lucinda Gifford. Facebook statistics showed 168 views. This compares to a normal average of approximately 15 children to a session and shows the reach of social media.

National Simultaneous Story time has been celebrated with a window display at the front of the building.

Continued to process new stock as it has arrived to allow members access via Click and Collect or Delivery.

The library website has been continuously updated with constant changes to services provided. The Premiers Reading Challenge and 1,000 books before school program pages have been updated this month. A landing page for indyreads™ has been created.

The final touches of the refurbishment have been completed thanks to the help of outdoor staff members and in particular Jim Fisher.

Indyreads was launched on 1 May thanks to the State Library.

## THE DIRECTOR CORPORATE SERVICES' REPORT

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The COVID-19 restrictions have enabled attendance of some online meetings that are usually held during opening hours. It has been great to hear from other libraries as to what projects they have been participating in and future planning post COVID-19.

The planning for the reopening of the library on 2 June has been completed. The library has been set up with restrictions put into place. This included the removal of chairs and toy collection. To ensure smooth sailing through winter and flu season the following phases have been planned. These can change at any time. Bag deliveries will continue on a Thursday morning.

Phase	Open Hours	Allowed	Restricted	Date
1	Tues – Fri 10.30 – 12.30  Sat 9.30 - 12	Loans and returns only	Computers, study, newspaper areas and toy collection Story time and group activities	2 June
2	Tues – Fri 10.30 – 12.30 and 3 - 5  Sat 9.30 - 12	Loans and returns Limited computers	Study, newspaper areas and toy collection Story time and group activities	30 June
3	Back to normal hours Tues – Fri 10.30 – 12.30 and 1.30 - 5  Sat 9.30 - 12	loans and returns full computers, study, newspaper areas and toy collection	Story time and group activities	4 Aug
4		Back to normal	Nil	1 Sep

**For Information  
Noted**

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

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

Assisted business owners to pivot their offer to take advantage of changing government advice on social distancing.

Sourced information on public health order compliance including encouraging the development of COVID-Safe plans by business.

Distributed funding opportunities to relevant local organisations and businesses.

Sourced content for WSC ED Facebook group.

Took enquiries for conference room bookings.

Commenced participation in "Local Schools for Local Industry" initiative funded by the NSW Government.

Pursued Inland Rail in-person presentation at upcoming Council workshop.

After consultation with local businesses organised and promoted local webinar to provide information on managing cash flow for business owners. Due to there being no RSVPs, the webinar was cancelled.

Participated in fortnightly ED webinar forums hosted by RDA Central West on latest stimulus updates and funding opportunities. Conveyed relevant content to the business community.

Developed digital connectivity survey including seeking input from Stephen Sykes, AgTech expert Professor David Lamb at UNE and testing on a subset of the community to assess functionality and comprehension. Researched options to modify the survey to include an interactive map. Planned promotion of the survey to ensure widespread uptake by all portions of the Shire community.

Scoped development of an inclusive/all industry post COVID-19 shop local promotion to run from July to December, including seeking advice from Business HQ on structure, outcomes and outputs of the campaign. Reference is made to the attached report on the Shop Local Campaign.

**RECOMMENDATION:** that \$3,000 funding from the Economic Development Reserve be allocated to the development of a shop local promotion to be held in the second half of 2020.

**366** **RESOLVED:** Cr McKellar and Cr Brown that \$3,000 funding from the Economic Development Reserve be allocated to the development of a shop local promotion to be held in the second half of 2020.

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

Visitor Economic Contribution Update: -

Economic data on visitation is not available for May 2020 as the VIC was closed due to COVID-19 restrictions.

Addressed enquiries received from Grenfell website and HLF site and where appropriate forwarded enquires to relevant local stakeholders. Confirmed enquiry from HLF Patron Dr Hillarie Lindsay OAM that the festival would not be held in 2020.

Researched local event calendar for 2020 to keep website up to date with postponements and cancellations.

Provided information to Destination Country and Outback on cancelled and postponed events.

Signed additional documents for festival treasurer to allow change of signatories on bank account.

Researched local talent, sought permissions, prepared scripts, scouted locations, negotiated schedule of shoots with talent and surrounding stakeholders, assisted with a two-day videography shoot and participated in multiple webinars and online communications, prepared and distributed multiple media releases for the JO Tourism COVID-19 recovery campaign to be released early June.

## THE DIRECTOR CORPORATE SERVICES' REPORT

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Reviewed and provided guidance to DMP consultant on draft Destination Management Plan and Destination Analysis documents. Sourced dollar values for market budgets of surrounding Shires, sourced specific photography for inclusion in the document, collated breakdown of successful competitive versus allocation grants received in recent years, proofread and provided advice on priorities. Confirmed date for presentation to Council workshop.

Attended budget meeting. Identified projects to complete before end of financial year including sourcing quotes and prepared projects to be undertaken in next financial year including sourcing indicative quotes based on advice in draft DMP. Researched possible funding sourced for identified projects and provided funding information to identified stakeholders.

Developed content for inclusion on new 'canola watch' web page.

Reviewed and clarified Weddin Signage estimate.

Continued research into billboard on Newell Highway near Marsden, including securing dimension of the sign, sought quotes for design and manufacture and securing permission from attraction owner for possible inclusion of image in design.

Assembled props and held in person brief with photographer ahead of time sensitive photoshoot to support local COVID-19 recovery campaign. Campaign to begin early June.

Participated in Tourism Australia, Tourism Group, Destination Network Country and Outback and Regional Events Academy webinars on how to approach tourism post COVID-19.

All give the same core messages:

- video has replaced still photography in the digital space
- digital content is key and must be kept current
- digital content is essential to encourage dreaming and planning phases of travel, the consequences of COVID-19 will be long lasting - likely to be a 2 year impact on overseas travel. Consequentially potential customers may include people who previously holidayed internationally, events may need to become ticketed to enable contact tracing, events should be undertaking scenario planning for how their 2021 event may look depending on which social distancing requirements may be in place, liability implications if social distancing measures are not taken at events

**For Information  
Noted**

### **11. Arts/Tourism, C2.8.11**

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

#### **Art & Art Gallery**

- Completed Regional Roundup Document for Cllr Brown for AOW Advisory Council Regional Roundup
- Contacted volunteers
  - Initial indication of who was ready to return to volunteering at gallery – replied to all replies received
  - Gallery opening delayed update
- Bump out of Bill O'Shea's work from last exhibition
- Cleaned gallery in preparation for reopening

#### **Tourism & Visitor Information Centre**

- Added astronomy events to events calendar
- Company Dam Walking/Bike Trail project
  - Made contact with Gale Mendham and provided maps of the area so she could mark out existing walking tracks/fire trails
  - Gathered quotes to redo/update signage
  - Drove around tracks with Gale and marked them out
  - Contacted graphic designer to discuss project and getting a quote
- VFR Campaign photography shoot
- Worked with Josh at Internet Centre on reconfiguration of our email addresses.
- Investigated live chat program for grenfell.org.au
- Social media
  - Created and scheduled 14 posts on tourism page
  - Updated COVID-19 spend with them guide – 42 businesses included
  - Updated COVID-19 dining out guide– 12 businesses included
  - Collected information from businesses designed and distributed Mother's Day promotion – 20 slides, 17 businesses included
  - Scheduled 21 posts to the Weddin Shire Council Economic Development business Facebook page
  - Scheduled 3 posts for the Weddin Shire Council Facebook page as well as provided content
  - Developed two possible social media campaigns about the HLF to run in the lead up to and over the June long weekend
  - Pitched idea to Iandra Castle
  - Investigated POI/quirky facts about Grenfell for potential posts – talked with heritage advisor to gather further information, drafted posts to have on file in needed
- Pitched online content idea to accommodation providers in the shire to create videos of them in order to compete online with virtual content. 5 took up the offer and content was captured for 2
- Accepted AOW micro grant and arranged required paperwork
- Adapted weekly questions email to Weddin businesses to also ask about business changes due to COVID-19, advise of ATDW now accepting virtual experiences and of the WSC ED Facebook page.
- Participated in industry webinars and zoom meetings – ATEC, Destination NSW, Tourism Australia, The Tourism Group, DNCO.
- Edited and distributed updated business listing information for social media posts in regards to COVID-19.

- Attended CENTROC Tourism JO zoom meeting in absence of ED officer.
- Supplied list of ideas as requested to Sunrise7 for their consideration of Grenfell for their virtual A-Z tour of Australia.
- Provided feedback to The Tourism Group on what we have put into place once restrictions are lifted.
- Contacted historical museum to gather content for HLF acknowledgment post on the June long weekend.
- Prepared drone/photography/ videography brief and distributed for quotes
- Gathered content for new Canola Fields page on website
- Added bird identification app information to birdwatching page on our website
- Added more information on Night sky page about star gazing apps
- Made contact with Sam Allan about Le Tour de Greenethorpe
- Organised photos of Mayor for CENTROC Tourism JO media release
- Worked with librarian on reopening of Library and VIC and how we would manage it together
- Researched dockets for shop local campaign – enquired with Forbes chamber who their printer was for quotes
- Read and reviewed the draft Destination Management Plan Action Plan. Provided feedback
- Website updates, including:
  - Business directory
  - Community guide
  - Event listings
- Weekly Questions email to database and collated replies
- Answered enquiries – email, phone and VIC
- Forwarded information to appropriate community groups/organisations

### **Henry Lawson Festival**

- Monitored social media accounts
- Passed on relevant virtual meetings/webinars etc. information

**For Information  
Noted**

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

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

#### **Sales and Services**

##### **Client Enquires**

- 137 clients made enquires via telephone
- 50 clients made enquires in store
- 30 clients made enquires via email/website



### **Sales and Services**

- Conducted Computer Repairs for 8 residential clients
- Conducted 4 Remote Assistance sessions
- Conducted Mobile Phone and Tablet repairs for 4 residential clients
- 1 Mobile Phone screen replacements
- Laptops/PCs sold to 2 residential clients and 1 business client
- ESET Products sold to 6 residential clients and 1 business client
- Software, parts, and accessories sold to 16 residential clients and 1 business clients
- Ink and toner cartridges sold to 3 residential clients and 3 business clients

### **Computer Tuition**

- Delivered 5 individual lessons remotely

### **Printing**

- Jacaranda House
- Criterion Hotel
- AHRT Welding and Fabrication

### **Client Websites**

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

### **Helpdesk & System Administration**

#### **This month**

- Setup Laptop (Animal Control)
- Library Website Updates (Create page, unlock user account)
- Setup Surface Book (GM, DE, DSC, DES)
- Setup 10 x PCs at Depot
- Setup Spare Admin Staff PC
- Setup Sonicwall and Rukus WiFi (Hub)
- Order Apple iPads and accessories
- Quote Samsung Tablets
- Update Amplifi Meshpoint Software (Depot)
- PowerShell – Update Council PC Install Script

#### **Ongoing**

##### **Install Operating System & Software Updates for On-Prem Servers**

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

##### **Manage Operating System & Software Updates for Workstations via WSUS**

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

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

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

Software Development

- PowerShell – Update Automated Client Install Script (CTC)

### **Marketing (Internet Centre)**

- Search Engine Optimisation on Blog Posts
- [www.grenfellinternetcentre.com.au](http://www.grenfellinternetcentre.com.au) visited 291 times by 273 Users

**For Information  
Noted**

### **13. Services Australia – Access Point Services, A3.6.1/P2.3.16**

Services Australia have notified Council that they are exercising their option under clause 3.3 of the Schedule 5 - Terms and Conditions to the National Agents & Access Points (NAAP) contract to extend the term of our current contract to provide Access Point Services out of the Community Technology Centre (CTC) for a further year - that is, from 1 July 2020 to 30 June 2021.

Access Points provide free self-service facilities for customers to conduct their business with the Department of Human Services (Centrelink/Medicare/Child support).

This arrangement has operated successfully since the 2014/2015 financial year with little impact on the normal functions of the CTC and is **another great example of Council collaboratively working with other government departments to deliver services to our community that might otherwise be lost.**

**For Information  
Noted**

### **14. Related Party Transactions, A1.6**

Weddin Shire Council's Financial Statements must contain disclosures necessary to comply with the Australian Accounting Standard AASB 124 - Related Party Disclosures. The objective of this accounting standard is to ensure Council's transactions with related parties are properly disclosed, thereby ensuring transparency in these dealings and their effect on Council's financial reports. These disclosures draw attention to the possibility that Council's financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments with such parties.

Related parties include Key Management Personnel (KMP), their close family members and any entities that they control or jointly control. Accordingly, related parties include Councillors, senior staff and Directors, their close family members and any entities that they control or jointly control.

Any transactions with these parties, whether monetary or not, will need to be identified and then assessed as to whether they require disclosure.

This process and information will be audited as part of the annual external audit and as such Council needs to have systems to identify related parties and capture transactions with them.

As we have done in the past Councillors and senior staff are requested to complete, sign and return the disclosure form attached to the business paper and provided to them at the Council meeting. Reference is also made to the attached information.

**For Information**  
**Noted**

### **15. Financial Assistance Grant (FAG), G2.50.1**

Council has received an advance payment of approximately half of the 2020/2021 FAG payment.

Whilst welcome it is important to note the advance payment of approximately 50% of FAG allocation will affect Councils KPI's as part of the financial reporting process. This impact is particularly important to note when the "in advance" tap is turned off and Councils have to report a 50% drop in their FAG allocation.

**For Information**  
**Noted**

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

**367 RESOLVED:** Cr McKellar and Cr Diprose that the Director Corporate Services' late report be received and dealt with because of the urgency of the matter.

### **16. Community Food Security during COVID-19. C1.1.3**

Correspondence item B6 refers (See Attachment **DCS Report Item – Correspondence Item B6**).

#### **a) Purpose**

The purpose of this report is for Council to consider what support and assistance it may be able to provide to the Grenfell Food Hall after receipt of a Community Project Support Application.

#### **b) Background**

Given the recent social distancing requirements due to the COVID-19 pandemic, the Grenfell Food Hall have recently evolved their service from being a regular social inclusion opportunity for marginalised people in the Grenfell community with a secondary benefit being the provision of affordable groceries, to now purely being an affordable grocery delivery service.

As expected service demand has increased during this period. When this increased demand is combined with required social distancing measures fewer aged volunteers are having to pack more orders which creates problems with the effective and safe functioning of the service. Specific labour pinch points identified include: emptying food supplies off pallets (by hand) and ferrying these to the storage shed to be stacked on shelves, unstacking the storage shed into the hall to pack orders, assembling individual orders in bags and then ferrying these bags into private vehicles for delivery to households. There are currently sufficient delivery drivers and physically delivering the bags of groceries is manageable with the available volunteers.

With the increase in orders, the shelving space required has increased. There is currently not enough shelving to handle all the orders and so orders are placed on the floor whilst sorting them. Additional shelving is required in the hall so that orders are not stacked all across the floor, which will improve WH&S for the aged volunteers. Other additional equipment is required to speed up the packing process and provide a safer working environment.

#### **c) Issues**

Funding is requested to provide the following:

- \$1,335 to purchase 15 trestle tables.
- \$119.92 to purchase 4 delivery trolleys.
- \$300 for 10 baskets.
- \$370 for 2 wheelbarrows.
- \$79 for 1 stepladder.
- \$347.20 for 40 hand sanitisers.
- \$237.50 for 50 Glen 20 sprays.
- \$890 for 20 shelving units.
- \$1,300 for 1,000 reusable bags.
- \$1,456 to cover six months' storage shed hire freeing up additional working capital to allow an increase in stock levels.

**Total of \$6,434.62**

### d) Policy Implications

There are no policy implications as all applications for community support are considered on a case-by-case basis not to be taken as a precedent for any other application.

### e) Financial and Resource Implications

Weddin Shire Council is not currently involved in the provision of food security related services within the Shire. Supporting these services will form a new precedent and may foster the organisations involved to move away from their traditional funding mechanisms and rely on Council for future funding requirements hence putting further strain on Council's scarce resources. Whilst the full amount of \$6,434.62 is a significant amount of money it is not an amount that would place Council's financial sustainability at risk if Council were to fund the total requested.

### f) Internal/External Consultation

There has not been any specific consultation carried out. However, Council can look to previous community consultation carried out as a guide. Support of aged care facilities and services was identified as priority number 5 during Council's 2012 Integrated Planning and Reporting (IPR) consultation and has also been a consistent theme in subsequent consultations. The support of the Grenfell Food Hall could also be considered to align with Council's current Community Strategic Plan Strategies

*2.4 – Adequate aged care services are provided to meet the current and future needs of the community; and*

*2.5 – Public health and safety opportunities are maximised in appropriate facilities and through effective integrated programs.*

### g) Assessment of Application

It is important for Council to be aware that a search of the NSW Incorporated Associations register does not locate the Grenfell Food Hall. Grenfell Food Hall does not return a result on the Australian Business Register. Thus Grenfell Food Hall is NOT an incorporated body; it does not have an ABN or registered trading name. It is unclear what governance structures are in place and what policy and procedures are used by the organisation. Our understanding is the Grenfell Food Hall operates as an informal group, which does carry some risk.

Reference is made to the attached scoring matrix (See Attachment **DCS Item 16 – Application Scoring Matrix**), which provides a framework with which to assess the application.

**Community Need/Extent of Benefit** – The project does link with Council's CSP as detailed above in the Internal/External Consultation section. There has also been an increase in demand for the service of some 50% recently. However, Council has not been provided with actual numbers of residents using the service. The service logically assists the most vulnerable within our community and not only provides assistance with access to subsidised food but also with community connectedness/social connectivity.

Score 8/10

**Project Viability** – The application is logical and coherent.

Score 6/10

**Financial Viability** – The application provides for the purchase of approximately \$4,393.92 worth of capital equipment to allow for improvements to the safety of the work environment. Of concern is the purchase of approximately \$2,040.70 worth of what could be considered normal operating expenditure including the storage shed hire as well as sanitisers and disinfectant spray. It is noted the sanitiser and disinfectant may be considered an extra-ordinary operating expense due to the COVID-19 pandemic. One of the objectives of the Community Project Support Policy is the support of financially sustainable organisations so that organisations are not reliant on additional ongoing Council funding. Requests for funding of operational expenditure can indicate an activity that is not financially sustainable.

The income sources for the ongoing operation for the Grenfell Food Hall does not form part of the application. It is apparent however, there is a need for the Grenfell Food Hall to secure ongoing income sources as it does purchase some items at retail prices and offer these at a subsidised price to the users of its service. This may lead to ongoing requests for assistance.

The applicant has not identified any other funding sources with the request to Council being the only source of funds identified.

Score 3/10

**Previous Funding** – No previous funding received

Score 5/10

**Application Quality** – All questions answered. Supporting quotes provided as well as a copy of public liability insurance in a third party name.

**Overall Score 29/50 (58%)**

### **h) Options**

Options available to Council are as follows: -

1. **Do nothing** – the Grenfell Food Hall is not the responsibility of Council.
2. **Advocate for emergency funding** from our State Member the Hon. Steph Cooke MP, our Federal Member the Hon. Michael McCormack MP and/or from any other identifiable sources of funding, for example drought funding sources such as St Vincent's, and potential local funding sources such as Lions, Rotary etc.
3. **Council provide a portion of the requested funding.**
4. **Council provide the full \$6,434.62 requested.**

### **i) Conclusion**

**Do nothing** - Council can choose to do nothing and advise the Grenfell Food Hall that it does not have any funding available. However, this carries with it some risk both at a local political level and also it may mean interruption to this vital service provision to our community.

**Advocate for emergency funding** – Council can actively advocate for emergency funding via our local members at both the state and federal level. It would be prudent of Council to exhaust all other avenues of funding before using our own scarce financial resources. If this is unsuccessful then Council can subsequently explore the possibility of providing the funding directly. This may also mean interruption to this service provision to our community.

**Council provide part or full funding directly** – It would be important to make sure it is clearly understood that any donation is a one-off donation and not a commitment to the provision of any future funding.

**It is important to note that Council has fully exhausted this year's donations budget. As such, it will need to identify a source of funding for any donation amount.** Council could consider using either the Economic Development Reserve current balance - \$51,715 OR Future Capital Projects Reserve current balance - \$27,000.

**RECOMMENDATION:**

For Council's consideration.

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

**368 RESOLVED:** Cr Diprose and Cr Brown that Council: -

- i) provide \$3,441.12 to cover the itemised capital/infrastructure items (trestle tables, delivery trolleys, baskets, wheelbarrows, stepladder, hand sanitiser and shelving units) from the Future Capital Projects Reserve as a one-off contribution
- ii) suggest to the Grenfell Food Hall Committee that they consider either incorporating as a stand-alone not-for-profit legal entity or alternatively, formally registering the trading name of Grenfell Food Hall
- iii) encourage the Grenfell Food Hall Committee to write to The Hon. Steph Cooke MP requesting that she advocate for additional funding on their behalf.

**Cr Parlett returned to the room.**



**LACHLAN GIBSON**  
**DIRECTOR CORPORATE SERVICES**

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

11 June 2020

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

### **1. Works Report – 1 May 2020 to 31 May 2020:**

#### **1.1. Highways – Capital and Maintenance Works**

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

SH6 (Mid Western Highway)

- General maintenance
- Resealing works completed
- Brundah rehabilitation works ongoing

SH17 (Newell Highway)

- General maintenance
- Asphalt repairs
- Resealing works completed
- Line marking and RPM installation to be scheduled
- Heavy patching on overtaking lane completed, line marking and RPM installation to be scheduled
- Culverts replacement on Newell to commence on 25 May

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

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

MR398 (Mary Gilmore Way)

- General maintenance
- Rehabilitation works under Repair Program to be scheduled
- 2019/2020 Slashing Program to commence shortly



MR236 (Henry Lawson Way)	<ul style="list-style-type: none"><li>- General maintenance</li><li>- Safer Roads Grant awarded – works include safety upgrades</li><li>- 2019/2020 Slashing Program to commence shortly</li></ul>
MR237 (Gooloogong Road)	<ul style="list-style-type: none"><li>- General maintenance</li><li>- 2019/2020 Slashing Program completed</li></ul>
MR239 (Henry Lawson Way/Young Road)	<ul style="list-style-type: none"><li>- General maintenance</li><li>- 2019/2020 Slashing Program completed</li></ul>

### 1.3. Rural Local Roads – Capital Works

- Quandialla-Caragabal Road Culvert Replacement – side track constructed

### 1.4. Rural Local Roads – Maintenance

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

- Peaks Creek Road
- Adelargo Road
- Hunts Road
- Haynes Lane
- Bradfords Road
- Yambira Road

### 1.5. Urban Area – Capital and Maintenance Works

- General maintenance
- Standpipe – Industrial Estate
- Industrial Estate table drain rehabilitation

**For Information  
Noted**

## 2. Other Works:

### 2.1. Parks & Ovals Report

- Sloanes Cottage – slashing to be carried out
- Soft fall maintenance

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

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### **2.2. Cemeteries**

The following graves have been prepared during the period 1 May 2020 to 31 May 2020:

Grenfell Lawn	- 2
Grenfell	- 2
Bimbi	- 1
Caragabal	- 0
Ashes Internment	- 0
Private Property	- 0

The following maintenance has been carried out during the period 1 May 2020 to 31 May 2020:

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

### **2.3. Sewer Mains**

Four (4) sewer chokes have been attended to during the period 1 May 2020 to 31 May 2020. None were in the relined sections. The cause of all chokes was root intrusion.

### **2.4. Private Works**

Three (3) private works were carried out during the period 1 May 2020 to 31 May 2020.

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

- Quandialla Drainage Design RFQs received
- Caragabal Park Upgrades continuing

### **2.6. Vandalism**

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

**For Information  
Noted**

### 3. Future Works – 1 June 2020 onwards:

#### 3.1. Highways

- General maintenance
- Weed spraying
- Heavy patching
- Reseals
- Culvert replacement on Newell
- Tree trimming
- Crack sealing

#### 3.2. Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- MR236 – Safer Road Grant
- MR398 (Mary Gilmore Way) - Repair rehabilitation works
- Crack sealing

#### 3.3. Rural

- General maintenance
- Maintenance Grading:
  - Barrs Lane
  - Barkers Road
  - Dunkleys Lane
  - West Street (Gravel Section)
  - Arramagong Road
- Gravel re-sheeting as per Operational Plan
- Gravel road signage installation to continue
- Sucker control and table drain maintenance ongoing
- Hancock Flinns Road – Rectifying road geometry (FAG & R2R)
- Rural Roads Slashing Program underway

#### 3.4. Urban and Village

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

**For Information**  
**Noted**

## THE DIRECTOR ENGINEERING'S REPORT

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### 4. RMS RMCC Contract, R2.54.4

#### Ordered Works

- Brundah School Rehabilitation - completed
- Major Culvert Replacement on Newell Highway
  - project commenced 1 June 2020
  - project duration approximately 7 weeks to be completed mid-July

**For Information  
Noted**

### 5. Plant Report, P6.1.1

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

PLANT NO	PLANT	DETAILS
5088	SLASHER	OVERHAUL REPAIRS FOR SALE
2083	SPRAY UTE	MAJOR SERVICE AND REPAIRS
4095	TRACTOR	DAMAGE REPAIRS , WINDOW RENEWAL
3965	GARBAGE TRUCK	MAINTENANCE AND REPAIRS
4102	GRADER	HYDRAULIC REPAIRS
3952	PRIME MOVER	FUEL LEAK REPAIRS
4111	ROLLER	FRONT AXLE FAILURE -REPAIRS, SERVICING /MAINTENANCE
4099	COMPACTOR	TRANSPORT TO DEPOT, MAJOR REPAIRS THROUGHOUT, FUEL, ENG, HYD & ELEC SYSTEMS AND NUMEROUS REPAIRS TO HIRED REPLACEMENT UNIT
4109	ROLLER	BREAKDOWN REPAIRS
3955	CULVERT TRUCK	DAMAGE REPAIRS
5292	ROAD BROOM	FULL OVERHAUL-FINISH
5105	WATER TRAILER	FAB SIGNAGE RACK , REPAIRS TO FRAME AND AUX ENGINE
5311	MOWER	SERVICE , DECK ,CATCHER AND BELT REPAIRS
5322	MOWER	REPAIRS AND DIAGNOSIS OF ENGINE FAILURE
5240	RAPID SPRAY UNIT	REPAIR DAMAGE TO HOSES, HANDPIECE AND RIG.
4113	PADFOOT ROLLER	MAJOR SERVICE AND REPAIRS LIST
4107	PATCH TRUCK	SERVICING, EMULSION HAND CONTROL HOSE ASSY , BROOM .
Light Vehicle/Small Plant	NUMEROUS	SERVICING AND REPAIRS OF LIGHT VEHICLES AND SMALL PLANT
4105	GRADER	AIR SYSTEM REPAIRS , NEW DOOR GLASS ASSY, TYRES SWAPS
4103	TRACTOR	REPAIRS TO TRANSMISSION LINKAGES, REVERSE SWITCH
4108	ROLLER	MAJOR SERVICE
5348	WACKER PLATE	FLUSH CONTAMINATED OIL SYSTEMS
4094	BACKHOE	PREP FOR SALE, DEAL WITH POTENTIAL BUYERS AND AUCTIONEERS. ASSIST IN LOADING / TRANSPORT
4053	GRADER	PREP FOR SALE, DEAL WITH POTENTIAL BUYERS AND AUCTIONEERS. ASSIST IN LOADING / TRANSPORT
4101	LOADER	PREP FOR SALE, DEAL WITH POTENTIAL BUYERS AND AUCTIONEERS. ASSIST IN LOADING / TRANSPORT

## THE DIRECTOR ENGINEERING'S REPORT

3956	TIP SKIP	REPAIRS TO TRAILER AND COUPLERS
4096	ROLLER	ONSITE REPAIRS, MAJOR SERVICE AND REPAIRS LIST, REMOVE AND REFIT N/S WINDSCREEN
RFS	SHIRE FLEET	COMMENCE YEARLY SERVICE AND MAINTENANCE SCHEDULE, REGISTRATION INSPECTIONS
2099	UTE	FAB TRAY TO FIT BETTER QUALITY LIGHT ASSEMBLIES , PAINT FIT AND WIRE IN
2095	UTE	RENEW FRONT BRAKES AND DAMAGED BRAKE LINES, SERVICE AND REPAIRS
1128	CAMRY	RENEW WINDSCREEN AND CALIBRATE
ADMIN	WORKSHOP/PLANT	WORK ON PLANT REPLACEMENT PROGRAM AND PROCUREMENT

**For Information  
Noted**

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

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

<u>Activity</u>	<u>Location</u>
Administration	Monthly reporting
	Mapping
	BIS uploads
	Email replies to relevant emails
Publicity	Currently working on a promotional material in conjunction with LLS for Blue Heliotrope (Heliotropium amplexicaule) and Biosecurity signage for strategic placement
Mapping	Reporting to LLS through ROAM weed mapping program.
Meeting	All weeds meeting are currently on hold until further notice.
Training	All training is on hold until further notice.
Property Inspections	No property inspections are currently being undertaken due to Weeds officer being on leave
Council Owned Land Inspections	Grenfell Town Area, Adelargo Rd
	Quandialla Town Area, Grenfell Cemetery
	Caragabal Town Area
	Bimbi Fire Station / War memorial
	O'Briens Lookout
	Greenethorpe Town Area
TSR Inspection	Stock Route Rd
	SH6
Rail Inspection	Quandialla/Caragabal area
Other High-Risk Weed Sites Inspected	Camping areas
Slashing Spraying Program	Underway
Sucker Control	Quandialla/Bimbi Rd
	Gerrybang Rd
	Walsh's Lane
	Bimbi Thudungra Rd
	Morans Rd
	Nowlans Rd
	Grimms Rd
	Old Forbes Rd

## THE DIRECTOR ENGINEERING'S REPORT

High-Risk Weed Road Inspections	Henry Lawson Way (MR239)
	Weed marker maintenance replace red guidepost indicators & Sprayed 13/05/2020
Note	Kellie on leave 27/05/2020 returned 25/05/2020

Below is a list of the weeds treated during the period 1 May 2020 to 31 May 2020:

<b><u>Weeds Treated</u></b>
Bathurst Burr
African Boxthorn
Sweet Briar
Silver leaf Nightshade
Blackberry
Coolatai Grass
Bridal Creeper
Johnson Grass
Spiny Burr grass
Green Cestrum

**For Information**  
**Noted**

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

The Grenfell Main Street Renewal Request for Tender (RFT) was released as planned on 29 May 2020. To date the RFT has had one hundred and one (101) detailed views online with fourteen (14) companies registering their interest for the project. The RFT close date is mentioned in the table below.

<b>Grenfell Main Street Renewal Schedule</b>	
<b><u>Date</u></b>	<b><u>Activity</u></b>
23-Apr-2020	Council to receive plans ready for review by the Local Traffic Committee. (LTC)
30-Apr-2020	<ul style="list-style-type: none"><li>Local Traffic Committee Meeting held</li><li>Traffic Committee advise changes required</li><li>Consultants to then prepare finalised 'For Tender' documents</li></ul>
29-May-2020	<ul style="list-style-type: none"><li>Tenders Open/Advertised for seven (7) weeks</li><li>'For Construction' Plans prepared and completed within five (5) week period a week before tender close.</li></ul>
17-July-2020	Tenders close
20-July-2020	Tender evaluation for approximately 1 week
24-July-2020	Tender evaluation finalised; report finalised with recommendation
27-July-2020	Extra-Ordinary Council meeting to consider report.

**For Information**

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

**Noted**

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

### 8. Caragabal Water Supply, U1.6.8

Council was successful in the application for further assistance with water carting to the township of Caragabal.

Low demand was evident in the month of May.

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

**For Information  
Noted**

### 9. Fixing Local Roads Program, R2.52.1

Council has submitted its application for the Fixing Local Roads program. The application totalled approximately 4.83 million dollars.

Council is currently awaiting the outcome of the grant funding application.

The works nominated will see a positive impact on tourism and heavy vehicle routes.

**For Information  
Noted**

### 10. Water Standpipes – Drought Communities Program, C2.9.14

As previously reported water filling stations have now been installed and are awaiting contractors to wire in.

Access Roads are still required to be constructed for both Quandialla and Grenfell. Works will be completed before the end of financial year to fit in with the construction crew schedules.

**For Information  
Noted**

### 11. Bogolong Dam Upgrade, E3.6.4

A Request for Tender (RFT) for a safety analysis of the existing dam and associated components was released on 26 May 2020. The closing date of the RFT is 14 July 2020.

To date the online RFT has had eighty-seven (87) downloads with twenty-three (23) prospective tenderers who have all registered interest in the project.

**For Information  
Noted**

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

As previously reported Council has awarded the successful tenderer for the project. The projected timeline is as per the table shown below.

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

For Information  
Noted



### 13. Installation of Donated Sculpture, C1.3.28

The Grenfell Garden Club is seeking approval to install the Gazanias flower sculpture pictured below within the garden bed on the intersection of Warraderry Street and Mid-Western Highway.



**RECOMMENDATION:** that Council: -

- i. approve the proposed location of the Gazanias flower sculpture within the garden bed put forward by the Grenfell Garden Club;
- ii. install the sculpture; and
- iii. advise the Grenfell Garden Club accordingly.

**370** **RESOLVED:** Cr Brown and Cr Parlett that Council: -

- i. approve the proposed location of the Gazanias flower sculpture within the garden bed put forward by the Grenfell Garden Club;
- ii. install the sculpture; and
- iii. advise the Grenfell Garden Club accordingly.

**371** **RESOLVED:** Cr Brown and Cr Parlett that Council write to the Grenfell Garden Club thanking them for their efforts in undertaking various projects and engaging with Council to beautify the town.

### 14. Forbes Street Bus Shelter, G2.19.2

The Forbes Street Bus Shelter design under the '2017-2019 Country Passenger Transport Infrastructure Grants Scheme' has now been finalised in collaboration with Council's Heritage Advisor, Engineering staff and Tourism staff and is attached (**DE Report Item 14 - FORBES ST BUS\_STOP\_02\_REV\_02 FINAL**). The design was completed by *Moir Landscape Architecture* who are also currently working on the Main Street Furniture Master Plan.

The concurrence on colour for the shelter is 'teal' (a blue green) because it is a colour that sits quietly in the background, in different seasons and during climate events like drought.



T63

Teal

*Australian Standard AS 2700 Colour Chart (since 1985 previous British standard 381C).*

*Note: The colours depicted on the chart are for guidance only. The displayed colour will depend on your monitor and browser and pearl or metallic colours cannot be shown adequately. The finished colour, therefore, may **not** be as shown here.*



The Bus Shelter has been designed to the restrictive width of the footpath along Forbes St, hence the cantilever design.

**RECOMMENDATION:** that Council approve the proposed Bus Shelter Design for public exhibition over a period of 28 days with a single afternoon consultation walk-in session held at the Grenfell Community Hub.

**372** **RESOLVED:** Cr Diprose and Cr McKellar that Council approve the proposed Bus Shelter Design for public exhibition over a period of 28 days with a single afternoon consultation walk-in session held at the Grenfell Community Hub.

### 15. Mid-Western Highway and Main Street Roundabout Proposal, R2.8.1/R2.4.19

Council sent a letter to Transport for NSW (TfNSW) on 4 March 2020 expressing interest in the installation of a traffic-calming facility on the intersection of the Mid-Western Highway and Main Street.

Council has received a reply from TfNSW (See Attachment **DE Report Item 15 - Mid-Western Highway and Main Street Roundabout Proposal**) outlining that they have no plans at this stage to carry out works at the described intersection.

The reasoning for this was due to:

- The low crash rate recorded over the past eleven years of two non-casualty crashes.
- The road safety audit carried out in April 2019 identifying four safety risks.

**For Information**

**373** **RESOLVED:** Cr Brown and Cr O'Byrne that Council refer the matter to the Local Traffic Committee requesting a possible change to the speed zone along Camp Street on the Mid-Western Highway be considered.

### 16. Policy for Landscaping on Nature Strips, C2.4.3

A draft Policy for Landscaping on Nature Strips has been developed in relation to the Action List deferred item number 4. The draft Policy has been distributed for Councillors' perusal (See Attachment **DE Report Item 16 – DRAFT Policy for Landscaping on Nature Strips**).

**RECOMMENDATION:** that the proposed Policy for Landscaping on Nature Strips be approved for public exhibition over a period of 28 days before being resubmitted to the July 2020 Council meeting for formal adoption.

**374** **RESOLVED:** Cr Diprose and Cr Brown that the proposed Policy for Landscaping on Nature Strips be approved for public exhibition over a period of 28 days before being resubmitted to the July 2020 Council meeting for formal adoption.

### 17. Policy for School Bus Routes and Bus Stops, C2.4.3

A draft Policy for School Bus Routes and Bus Stops has been developed to set out the responsibilities of Council, Bus Operators, Parents/Guardians, Transport for NSW, Schools as well as Roads and Maritime Services in contributing towards the safety of students who use school bus routes and stops to travel to and from school.

In addition, the draft Policy also outlines Council's approval process of School Bus Routes as well as safety elements that should be considered in the assessment of a school bus stop.

The draft Policy is consistent with Sec 104 of the *Passenger Transport (General) Regulation 2017*.

The draft Policy has been distributed for Councillors' perusal (See Attachment **DE Report Item 17 – DRAFT Policy for School Bus Routes and Stops**).

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

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**RECOMMENDATION:** that the proposed Policy for School Bus Routes and Bus Stops be approved for public exhibition over a period of 28 days with copies sent to all local Bus Operators before being resubmitted to the July 2020 Council meeting for formal adoption.

- 375** **RESOLVED:** Cr McKellar and Cr O'Byrne that the proposed Policy for School Bus Routes and Bus Stops be approved for public exhibition over a period of 28 days with copies sent to all local Bus Operators before being resubmitted to the July 2020 Council meeting for formal adoption.



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

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

11 June 2020

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

Dear Sir,

I wish to report as follows: -

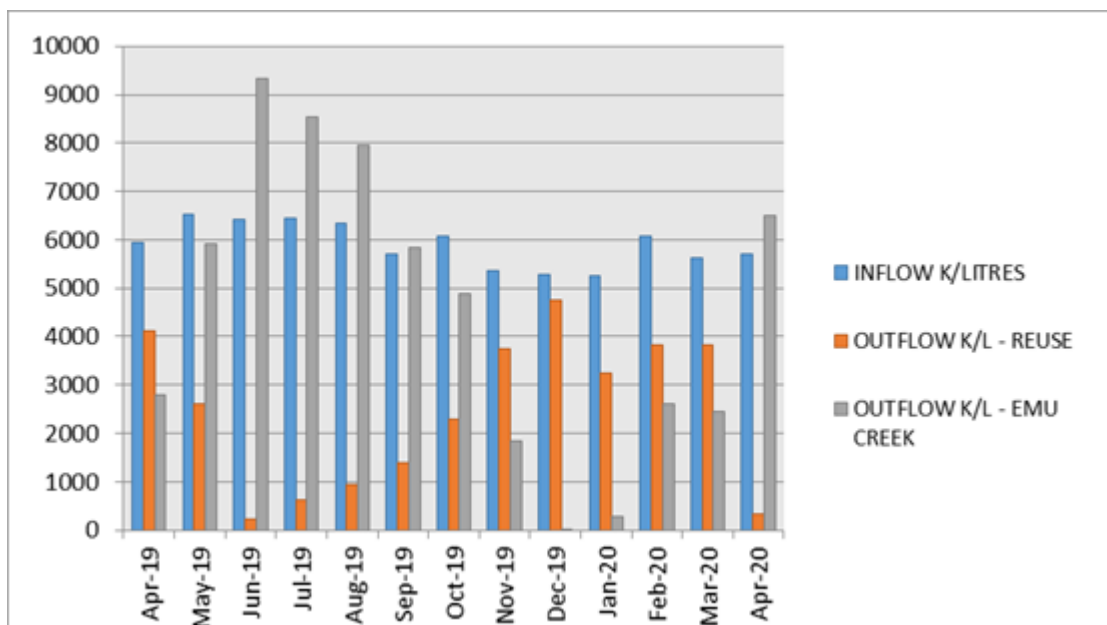
**A Public Health and Environmental Matters**

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

Total inflow through the Works during the period 1 May 2020 to 31 May 2020 was 5,675kL with a daily average of 183.06kL. Outflow for irrigation for reuse was 1,629kL and discharge to Emu Creek was 5,340kL.

The highest daily recording of 377kL occurred for the 24 hours ending 6.30am on 1 May 2020 and the lowest of 148kL for the 24 hours ending 6.30am on 27 May 2020.

A total rainfall of 37mm was recorded for the month.



**For Information  
Noted**

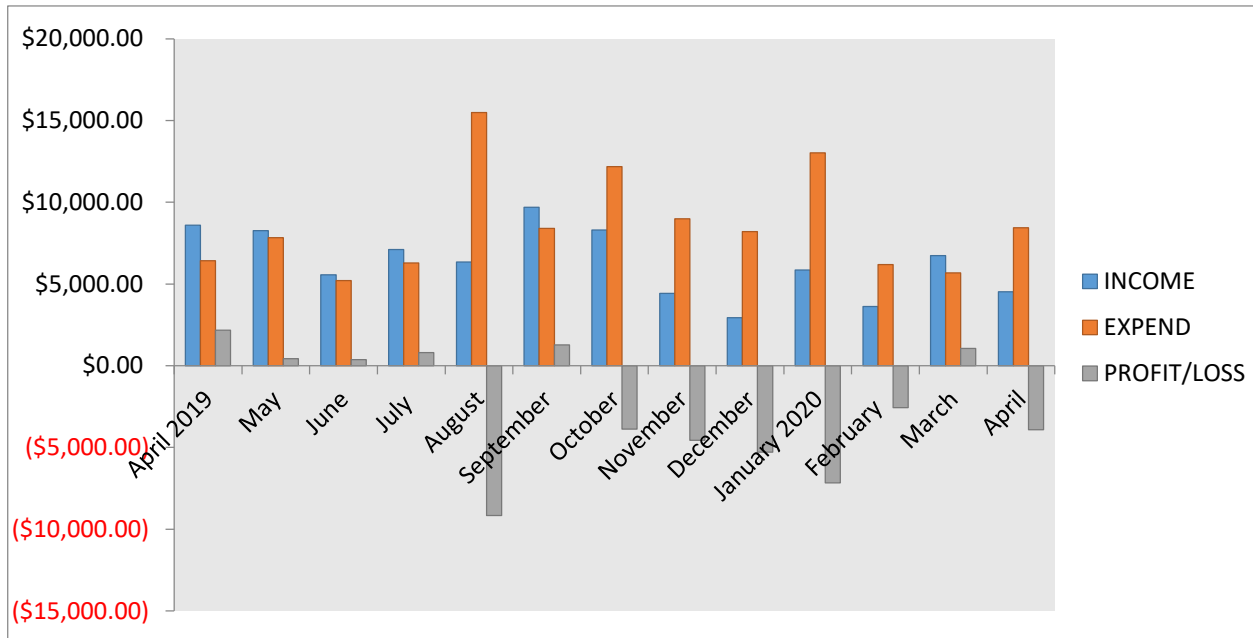


## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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

Income during the period 1 May 2020 to 31 May 2020 was \$4,493.00 with expenditure of \$5,924.88 resulting in an operational loss of \$1,431.88 for the month.

There were 98 sites occupied during the period 1 May 2020 to 31 May 2020.



For Information  
Noted

### A3. Grenfell Waste Facility (LEMP), E3.3.2

The Landfill Environmental Management Plan (LEMP) has now been completed and reviewed by both the Director Engineering and Acting Director Environmental Services and is submitted to Council for adoption before submitting to the NSW EPA as required by their prevention notice.

The monitoring bores for the leachate dam have recently been completed and the NSW EPA has been notified.

**RECOMMENDATION:** that Council adopt the LEMP for Grenfell Tip and the LEMP be forwarded to the NSW EPA.

377 **RESOLVED:** Cr Parlett and Cr Diprose that Council adopt the LEMP for Grenfell Tip and the LEMP be forwarded to the NSW EPA.

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

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

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

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

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
17/2020	Andy's Design & Drafting	Deck/Pergola	\$10,600	LOT: 2 DP: 350047 3 Young Street GRENFELL NSW 2810
18/2020	Mr RJ Bernard	Machinery Shed	\$30,000	LOT: 16 DP: 9643 521 Dunkleys Lane GRENFELL NSW 2810
19/2020	Mr CN Davis	Extension/Addition to Dwelling	\$160,000	LOT: B DP: 414811 27 Melyra Street GRENFELL NSW 2810

**For Information  
Noted**

#### **B2. Construction Certificates**

The undermentioned applications were received and determined under delegation.

<b>CC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Address</b>
46/2019	Mr GP Robbins	Shed	LOT: 21 SEC: D DP: 7892 32 Wyalong Street CARAGABAL NSW 2810
14/2020	Weddin Shire Council	Single Garage	LOT: 117 DP: 1081488 8 Huckel Close GRENFELL NSW 2810
18/2020	Mr RJ Bernard	Machinery Shed	LOT: 16 DP: 9643 521 Dunkleys Lane GREENETHORPE NSW 2809
19/2020	Mr CN Davis	Extension/Addition to Dwelling	LOT: B DP: 414811 27 Melyra Street GRENFELL NSW 2810

**For Information  
Noted**

#### **B3. Complying Development Applications**

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

<b>CDC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
CD 1/2020	Mrs S McLelland	Extension/Addition to Dwelling & Demolition of an Existing Dwelling	\$400,000	LOT: 1 DP: 934531 1049 Eualdrie Road GRENFELL NSW 2810
CD 2/2020	BMM Group PL	Telecommunication Facility & Associated Equipment	\$65,000	LOT: 2 DP: 839291 2656 Mid Western Hwy BUMBALDRY NSW 2794

**For Information  
Noted**

**B4. Grenfell Sewerage Treatment Plant (STP) Upgrades, S1.1.5**

Council previously resolved to award the tender to *Haslin Constructions Pty Ltd* at the May 2020 Closed Council meeting.

A start-up workshop has been organised for Friday, 26 June 2020 to be held at the Council Chambers. The day will commence with a site inspection and sod turning by the Hon. Steph Cooke MP at 9:30am with Councillors, General Manager, Directors and Media invited to attend.

**For Information**  
**Noted**

**B5. Lawson Oval Amenities Project, P2.1.6**

The Lawson Oval Amenities Building is now completed however the water connection and electricity connection remain outstanding; as soon as they are connected an official opening day will be planned.

**For Information**  
**Noted**

**B6. Taylor Park Toilets, C2.9.14/P2.3.10/P2.1.3**

The purpose of the report is to provide an update on the new Taylor Park Amenities Building under construction:

Progress photos have been circulated to Councillors

It is anticipated that the project should be completed by 30 June 2020.

**For Information**  
**Noted**

**B7. Community Arts Building, Rose Street, Grenfell, P2.3.17**

Local builder *D Lennane Constructions* has been engaged to carry out renovation works at the Community Arts Building and to date two new floors have been completed and the re-roofing of the building is currently underway.

**For Information**  
**Noted**



### **B8. Local Strategic Planning Statements, T2.3.1**

In March 2018, amendments to the *Environmental Planning and Assessment Act 1979 (EP&A Act)* introduced new requirements for Councils to prepare and make Local Strategic Planning Statements.

Local Strategic Planning Statements (LSPS) will set out the 20-year vision for land use in the local area, the special characteristics which contribute to local identity, shared community values to be maintained and enhanced, and finally how growth and change will be managed into the future.

Council has previously adopted the LSPS timetable below:

- June 2019 – prepare LSPS outline / vision / desired character statements, broad growth statements & draft consultation strategy
- July – Council approval for outline / consultation strategy
- August – Place LSPS outline on exhibition with Grenfell Strategy
- September-October – Prepare LSPS
- November-December – Draft LSPS to Councillors & DPE
- February – Adopt Draft LEP for submission to DPE for exhibition
- April/May – Exhibition/Consultation
- May – Finalise
- June – Council adopts LSPS

The draft document has now been developed to a point for the Council to adopt the LSPS. The LSPS has been forwarded to Department of Planning and formal concurrence has been received.

**RECOMMENDATION:** that Council adopt the Local Strategic Planning Statement.

**378** **RESOLVED:** Cr McKellar and Cr Diprose that Council adopt the Local Strategic Planning Statement.



**A R LINDSAY**  
**ACTING DIRECTOR ENVIRONMENTAL SERVICES**

**379** **RESOLVED:** Cr Parlett and Cr McKellar that except where otherwise dealt with the Acting Director Corporate Services' Report be adopted.

## ACTION LIST

INSPECTIONS AND MEETINGS		STATUS	BY
March 2020	1. <u>Australian Local Government Association</u> : attend National Local Roads Conference 16-18 November 2020.	Delete	DE
	2. <u>Aboriginal Land Claims Investigation Unit</u> : Cr Diprose and a staff member to attend meeting in Dubbo.	In Progress	GM
DEFERRED ACTIVITIES			
November 2013	1. <u>O'Brien's Tributary – Drainage Improvement</u> : refer matter back to Floodplain Committee for further consideration and other possible outcomes.	In Progress	DE
June 2015	2. <u>RMS</u> : develop plans for a roundabout at the end of the Main Street in Grenfell and refer the proposal to RMS for their consideration.	Delete	DE
April 2016	3. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES).	In Progress	DES
August 2016	4. <u>Policy for Planting of Vegetation along Kerbsides</u> : develop policy.	Completed	DE/GM
May 2018	5. <u>Bimbi War Memorial 'Avenue of Trees'</u> : refer proposal to Heritage Committee for further consideration and report back to Council.	In Progress	DE
December 2018	6. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	7. <u>Removal of Trees – Weddin Street</u> : remove trees and replace path. Consider prior to scheduled foot paving works.	In Progress	DE
	8. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
April 2019	9. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	10. <u>Grenfell Medical Centre Operation</u> : conduct a media and marketing campaign.	In Progress	DCS/GM
May 2019	11. <u>Councils Self Promotion</u> : take digital photos of Councils projects and display them in the Council Chambers. Council's Main Street to be promoted.	In Progress	DCS/DE/DES/GM
July 2019	12. <u>Australian Government Black Spot Program</u> : submit formal request for a roundabout at the bottom of the Main Street.	Completed	DE
October 2019	13. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment.	In Progress	DE
	14. <u>AR Bluett Memorial Award</u> : submit an entry in the 2020 AR Bluett Memorial Award.	In Progress	GM
November 2019	15. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE

## ACTION LIST

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December 2019	16. <u>Renew our Libraries Campaign</u> : make representations for a sustainable funding model.	In Progress	DCS/GM
	17. <u>Grenfell Waste Facility</u> : complete identified short term works. Consider future works as part of Council's 2020/2021 estimates process.	In Progress	DES
February 2020	18. <u>Sec 355 Committee</u> : review structure and operation of all current committees.	In Progress	GM
	19. <u>Inland Rail</u> : invite representatives to address Council.	In Progress	DCS/GM
	20. <u>Council Building - 139 Burrangong Street</u> : sell by public auction.	In Progress	GM
March 2020	21. <u>Policy for Fees, Expenses and Facilities for Councillors</u> : resubmit policy to Council for public exhibition.	In Progress	GM
	22. <u>Council Meeting Agenda</u> : alter Agenda and Reports to align with CSP.	In Progress	GM
	23. <u>New Shire Event</u> : arrange ticketed music event.	In Progress	DCS/GM
	24. <u>Clean Up Australia Day</u> : contact Pat Soley regarding 2021 event.	In Progress	DES
	25. <u>Henry Lawson Festival</u> : write to Committee thanking volunteers for their efforts.	Completed	GM
May 2020	26. <u>Councillor Workshop and GM Review</u> : engage Blackadder to undertake.	In Progress	GM
	27. <u>Aboriginal Land Claim</u> : provide comment subject to the QPA forwarding their comments to Council.	In Progress	GM
	28. <u>Local Government Elections</u> : extend term of current Council delegates and Committee representatives for 12 months.	Completed	DCS/GM
	29. <u>Grenfell Main Street Renewal</u> : call tenders as per approved schedule.	Completed	DE
	30. <u>Grenfell Medical Centre</u> : erect security screens.	In Progress	DES

**For Information**  
**Noted**

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD  
TUESDAY, 16 JUNE 2020 COMMENCING AT 8:30 AM (C2.6.10)**

1. **PRESENT:** G Carroll, A Lindsay, J Rath and L Gibson

2. **APOLOGY:** Nil

3. **MINUTES:** 19 May 2020

**Resolved:** A Lindsay and L Gibson that the minutes from 19 May 2020 be adopted.

4. **PEOPLE:**

<b><u>Learning development</u></b> - Strategic	i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held.	DE
	ii) <u>Training Plans</u> – to be undertaken for individual employees emanating from Annual Assessments.	GM/DE/ DES/DCS
<b><u>Resource planning</u></b> - Strategic	i) <u>Integrated Planning and Reporting (IPR)</u> – 2017/2021 Delivery Program and 2020/2021 Operational Plan (including revenue policy) placed on public exhibition for comment and will be resubmitted to the June 2020 Council meeting for formal adoption.	All
	ii) <u>Resourcing Strategy</u> – Asset Management Plans, Workforce Plan and Long Term Financial Plan reviewed. To be submitted to the June 2020 Council meeting for formal adoption.	GM
	iii) <u>New Improvement Plan</u> – currently being developed.	GM
	iv) <u>RMS Contract</u> – reported in Director Engineering’s report.	DE
	v) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2019/2020. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	DE
- Operational	i) <u>Other Programs</u> – in progress.	DE
<b><u>Recruitment</u></b> - Operational	i) <u>Corporate Services</u> – Team Leader Finance – interviews to be held Wednesday 17 June 2020.	DCS
	ii) <u>Engineering</u> – Team Leader position to be advertised after 1 July 2020 when funding is available.	DE
	iii) <u>Environmental Services</u> – Team Leader Environment – proposed to be replaced with Environmental Services trainee. To be advertised after 1 July 2020 when funding is available.	DES
<b><u>Appointments</u></b> - Operational		
<b><u>Health and Wellbeing</u></b> - Strategic	i) <u>Proposal for Health and Wellbeing</u> – Health and Wellbeing program previously developed on a voluntary basis to improve the Health and Wellbeing of staff as individuals and team members. OZhelp provides programs that will be able to assist. The program includes a benchmarking report to employers giving them a snapshot of the overall health of their workforce. Activity completed and overall acceptance of success of program.  Results received. To be discussed and final outcomes to be presented to staff as soon as possible after COVID-19 restrictions are lifted.	All
	ii) <u>Health and Wellbeing/Mental Health training</u> – to be organised in 2019/2020 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.	DES/DCS
	iii) <u>Grenfell Medical Centre plaque</u> – completed.	DES

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD  
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**5. RESOURCES:**

<b><u>Financial</u></b> - Strategic	i) <u>Grant Funding Applications</u> – Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.  ii) <u>Local Government Superannuation</u> – employees’ contributions remaining at 9.5% from 1 July 2020 for another one (1) year.  iii) <u>Local Government (State) Award</u> – proposed increase to be determined.	All  All  All
<b><u>Information</u></b>	Nil	
<b><u>Physical – Assets</u></b> - Strategic	i) <u>Sewerage Treatment Works Upgrade</u> – tender awarded. Start-up workshop to be held 26 June 2020.  ii) <u>Grenfell Main Street Upgrade</u> – tenders called 29 May 2020.	DES  DE
- Operational	i) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring.  ii) <u>O’Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.  iii) <u>Emu Creek Project</u> – nearly completed.  iv) <u>Industrial Land</u> – two sales completed. Three more in progress.  v) <u>Quandialla Drainage</u> – 2 <sup>nd</sup> stage to commence in July 2020.  vi) <u>Annual Residence Inspections</u> – to be undertaken.	DE  DE  DE  GM/DE/ DES DE  DES
<b><u>Human Resources</u></b>	i) <u>Organisational Review</u> – recommendations to be included in the new Improvement Plan. HR resources to be sourced in short term. To be further considered as part of Organisation Structure review.	All
<b><u>Investment</u></b>		

**6. SYSTEMS:**

<b><u>Governance</u></b>	Nil	
<b><u>Compliance</u></b> - Strategic	i) <u>Systems Review</u> – general ledger review completed. Assets Management system being developed.  Other systems such as HR system, procurement and delegations need to be reviewed.  ii) <u>Local Environment Plan (LEP) Review</u> – development of land use strategy in progress. To be continued after the adoption of the LSPS and approved by Department of Planning for urban strategy.  iii) <u>Waste Strategy</u> – actions in progress.  iv) <u>Webcasting of Council Meetings</u> – currently being undertaken as per Councils Code of Meeting Practice. To be reviewed in August 2020.	DCS/DE  All  DES  DES  GM/DCS
<b><u>Risk</u></b> - Operational	i) <u>Building Profession Board (BPB)</u> – compliance reporting systems regarding building inspections to be implemented. Monthly reporting continuing to be provided to the Department of Fair Trading through internal system.  ii) <u>Submission of DA’s</u> – on-line service available to specific Councils from December 2018. To be further investigated.	DES  DES

**7. COMMUNICATIONS AND ENGAGEMENT:**

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD  
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<b><u>Agenda's for OLT and OET</u></b>	Being utilised.	GM
<b><u>Charters for OLT and OET</u></b>	Being utilised.	GM
<b><u>Communication Plan And Engagement Strategy</u></b>	Being utilised.	DCS
<b><u>OLT and OET Terms of Reference</u></b>	Being utilised.	DES
<b><u>Staff engagement – Organisational Engagement Team</u></b>	<ul style="list-style-type: none"> <li>• Meetings held.</li> <li>• Store system / Depot Improvement Plan being implemented.</li> <li>• Other recommendations to be pursued when submitted.</li> <li>• Quarterly meetings being held with indoor and outdoor staff. To recommence after COVID-19 restrictions lifted.</li> </ul>	GM DCS/DE All All

8. **NEXT MEETING:** Tuesday, 14 July 2020 at 8:30am.

9. **CLOSED:** There being no further business to discuss the meeting closed at 10:39am.

**380** **RESOLVED:** Cr Diprose and Cr Brown that the Minutes of the Organisational Leadership Team (OLT) Meeting be noted.

## QUESTIONS WITH NOTICE

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

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

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

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

The following questions have been received:

Nil

### THE LOCAL GOVERNMENT ACT

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

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

**10A**

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

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

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

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

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

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

(2) **[Details to be specified]** The grounds must specify the following:

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



## **CLOSED COUNCIL**

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

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

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

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

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

#### **MAYORAL MINUTE**

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

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

1. **RFQ 3/2020: Drainage Upgrade - Margaret and Third Streets, Quandialla, T1.6.76**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
2. **Proposed Purchase of Road (Off Palmer Street), R2.1.4**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
3. **T8/2020: Plant Hire on Casual Basis during 2020/2021, T1.5.1**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**386 RESOLVED:** Cr Brown and Cr O'Byrne that the meeting return to open Council.

### **REPORT ON CLOSED COUNCIL**

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

### **MAYORAL MINUTE**

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

**RESOLVED:** that the Mayor instruct Blackadder and Associates to ensure that the General Manager's performance review is conducted in accordance with the 'Guidelines for the Appointment and Oversight of General Managers' and fairly in accordance with the principles of natural justice.

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

1. **RFQ 3/2020: Drainage Upgrade - Margaret and Third Streets, Quandialla, T1.6.76**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**RESOLVED:** that Council decline the two (2) RFQ's received from *Workfield* and *awcon*, and run another RFQ on Tenderlink to attract a broader audience.

2. **Proposed Purchase of Road (Off Palmer Street), R2.1.4**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**RESOLVED:** that Council decline the offer of land acquisition from Jodie Maley and send her a letter reassuring that Council has no intention of selling off the land.

3. **T8/2020: Plant Hire on Casual Basis during 2020/2021, T1.5.1**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

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

**RESOLVED:** that approval be given to accept the tenders received for the use of plant on a casual basis for Council's works as required during 2020/2021 where the rates are most advantageous to Council and the lowest rate not necessarily given priority.

**Cr McKellar returned to the room.**

**CLOSURE:** There being no further business the meeting closed at 6:29pm.