



REF:

MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 19 NOVEMBER 2020 COMMENCING AT 8:00 AM

12 November 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, 19 NOVEMBER 2020**, commencing at **8:00 AM** and your attendance is requested.

****PLEASE NOTE THE CHANGE OF COMMENCEMENT TIME****

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 15/10/2020
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
 - Consultative Ctee Mtg, 14/10/2020
 - Grenfell Henry Lawson Festival of Arts Ctee AGM, 21/10/2020
 - Grenfell Henry Lawson Festival of Arts Ctee Mtg, 21/10/2020
 - Consultative Ctee Mtg, 11/11/2020
 - Australia Day Ctee Mtg, 17/11/2020
 - OLT Mtg, 17/11/2020
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 P Best, 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: Nil

CONFIRMATION OF MINUTES:

166 RESOLVED: Cr Diprose and Cr Brown that the Minutes of the Ordinary Meeting, held on 15 October 2020 be taken as read and **CONFIRMED**.

DISCLOSURES OF INTEREST

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

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

Previously Declared

Councillor	Item No	Nature of Interest	Type	Left the Room
Cr Best	DCS15	Relative of Scholarship Recipients	Non-Pecuniary	Yes
	DE7	Owner of business in Main Street	Pecuniary	Yes
	CC DE5	Owner of business in Main Street	Pecuniary	Yes
Cr Bembrick	DE7	Owner of business in Main Street	Pecuniary	Yes
	CC DE5	Owner of business in Main Street	Pecuniary	Yes
Cr O’Byrne	DE7	Owner of business in Main Street	Pecuniary	Yes
	CC DE5	Owner of business in Main Street	Pecuniary	Yes
Cr Parlett	DE7	Owner of business in Main Street	Pecuniary	Yes
	CC DE5	Owner of business in Main Street	Pecuniary	Yes
Cr McKellar	DE9	Landowner of adjoining property	Pecuniary	Yes
	CC DE2	Landowner of adjoining property	Pecuniary	Yes

DISCLOSURES OF INTEREST

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

PUBLIC FORUM

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

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

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

The following applications have been received: -

Nil

MOTIONS WITH NOTICE

1. Historic Homes of the Weddin Shire Books, C2.8.1/C1.4.16

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

Motion 1:

“that Part 2 of Resolution #439 from our August 2020 Council meeting be rescinded, meaning that the price of the book ‘Historic Homes of the Weddin Shire’ revert to \$80 GST inclusive”

And, assuming that the above is passed: -

Motion 2:

“that the Grenfell Historical Society (GHS) be invited to consider the following:

1. Council donates all of the remaining books to the GHS
2. The bulk of the books will in future be stored at the Grenfell Museum
3. Council continues to sell the books at the Visitor Information Centre (VIC) on consignment for the GHS through to the end of 2021 and retains on-hand just a small supply
4. GHS continues to (also) sell the books at the Museum
5. The price of the books will in future be determined by GHS; on the understanding that the price per book will be the same at both the Museum and VIC
6. Council will retain 30% of the gross proceeds from the sale of each book sold through the VIC as tourism income and remit the balance (70%) periodically to GHS for unconditional use
7. GHS will retain the full proceeds of any books they sell for unconditional use
8. The Executive of what was the Grenfell Sesquicentenary Committee will develop a shortlist of options for a suitable memento acknowledging the Grenfell Sesquicentenary to be funded from the trust fund Council has been maintaining
9. The Mayor and General Manager will together select the memento from the options presented to them from the above and Council will proceed with implementation
10. After the funds in the trust account have been dispersed in accordance with the above the trust account is to be closed with any residual balance remitted to the GHS for unconditional use.”

Funding source (where expenditure is sought):

N/A

Supporting comments:

The 2 motions collectively address:

- The issues raised by the Grenfell Historical Society Inc. in their letter to Council dated 3 November 2020.
- Finalisation of the request outlined to Council in the letter dated 20 December 2017 from Peter Moffitt in his capacity as Chair of what was the Grenfell Sesquicentenary Committee (GSC). A key component was that Council maintain a trust account containing the closing balance from the GSC's account (\$10,412.94) and proceeds less commission of book sales; and that within approximately 2 years the trust account proceeds at that time be used to erect a suitable memento acknowledging the Grenfell Sesquicentenary.

MOTIONS WITH NOTICE

More specific comments on each of the motions are:

1. The second part of resolution #439 which was subsequently adopted by Council was recommended to Council purely as a “business decision” to increase the sales of the books. The books are selling very slowly and there are currently 220 of these books remaining at the VIC (where storage issues are being experienced) as well as the books at the Museum. There was never any intention by Council to devalue the book or the efforts of the volunteers in its production. As the Grenfell Historical Society have offered to manage the remaining stock including storage and retail it is recommended that their request to restore the price to \$80 be agreed to.
2. At present Council allocates 20% of the gross proceeds from the book sales to Tourism Income and the balance to the Grenfell Sesquicentenary trust account. The GHS to this point has been selling copies donated to them by the book editors some years ago and all proceeds are retained by the GHS. It is suggested that the percentage of the proceeds from sales by Council be increased to 30% taking the margin more toward commercial terms. It needs to be kept in mind that sales by Council are subject to GST which is calculated on the retail price of each book. Thus the post GST and GHS margin to Council from the sale of a book given a retail price of \$80 going forward would be \$16.73. The trust account balance is presently \$14,484.94.

Council is very keen to continue working with the Grenfell Historical Society and the motions are intended to facilitate this into the future.

Signed: Cr Phillip Diprose

Signed: Cr Jan Parlett

Signed: Cr Craig Bembrick

167 **RESOLVED:** Cr Diprose and Cr Bembrick that Part 2 of Resolution #439 from our August 2020 Council meeting be rescinded, meaning that the price of the book ‘Historic Homes of the Weddin Shire’ revert to \$80 GST inclusive.

168 **RESOLVED:** Cr Parlett and Cr Bembrick that the Grenfell Historical Society (GHS) be invited to consider the following:

1. Council donates all of the remaining books to the GHS
2. The bulk of the books will in future be stored at the Grenfell Museum
3. Council continues to sell the books at the Visitor Information Centre (VIC) on consignment for the GHS through to the end of 2021 and retains on-hand just a small supply
4. GHS continues to (also) sell the books at the Museum
5. The price of the books will in future be determined by GHS; on the understanding that the price per book will be the same at both the Museum and VIC
6. Council will retain 30% of the gross proceeds from the sale of each book sold through the VIC as tourism income and remit the balance (70%) periodically to GHS for unconditional use
7. GHS will retain the full proceeds of any books they sell for unconditional use
8. The Executive of what was the Grenfell Sesquicentenary Committee will develop a shortlist of options for a suitable memento acknowledging the Grenfell Sesquicentenary to be funded from the trust fund Council has been maintaining

MOTIONS WITH NOTICE

9. The Mayor and General Manager will together select the memento from the options presented to them from the above and Council will proceed with implementation
10. After the funds in the trust account have been dispersed in accordance with the above the trust account is to be closed with any residual balance remitted to the GHS for unconditional use.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 19 NOVEMBER 2020.**

SECTION A - Matters for Information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 9 October 2020.
- A2. Office of Local Government, A3.6.54: COVID-19 Council update as at 14 October 2020.
- A3. The Hon. Mark Coulton MP, A3.6.1: Regarding the regional health package announced in the Federal Budget.
- A4. The Hon. Steph Cooke MP, A3.19.2: Forwarding a response from the Hon. David Harwin MLC regarding State Government funding for public libraries.
- A5. Rod Brown, C2.6.35: Attaching a summary of a proposed touring exhibition of Local Legends.
- A6. The Hon. Steph Cooke MP, A3.19.2: Advising groups of up to 100 people will be able to gather for Remembrance Day services.
- A7. The Hon. Steph Cooke MP, A3.19.2: Regarding National Carers Week 2020.
- A8. The Hon. Michael McCormack MP, A3.19.3: Advising new targeted support for young people is available.
- A9. The Hon. Steph Cooke MP, A3.19.2: Encouraging the region's fishing enthusiasts to get their applications in for the NSW Government's Habitat Action Grants program.
- A10. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 16 October 2020.
- A11. Office of Local Government, A3.6.54: COVID-19 Council update as at 19 October 2020.
- A12. The Hon Dr Geoff Lee MP, A3.7.15: Advising the NSW Government has granted a one-off exemption for Remembrance Day 2020.
- A13. Janice Stephens, T4.3.1: My husband and I recently visited Grenfell.
- A14. Allen Stien, A3.15.8: Advising according to a recent News Item 2.5 million Australian people are not online.
- A15. Cootamundra Electorate Office, A3.19.2: Advising young people in out-of-home care or living in social housing can now apply for a \$1,000 scholarship.
- A16. The Hon. Steph Cooke MP, A3.19.2: Domestic violence victim-survivors will have greater protections under proposed Apprehended Domestic Violence Order (ADVO) reforms.
- A17. NSW DPI, A3.6.45: NSW DPI COVID-19 update.
- A18. The Hon Michael McCormack MP, A3.19.3: The Australian Government is set to break ground on the next section of the Melbourne to Brisbane Inland Rail.

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- A19. Paul Toole, A3.19.2: Regarding the NSW Government's \$500 million commitment to improve safety, reduce travel times and improve freight productivity along the highway.
- A20. Office of Local Government, A3.6.54: Message from Minister Hancock.
- A21. Customer Service, H1.6.1: Advising the NSW Government announced it has eased some restrictions for outdoor dining and outdoor music performances.
- A22. The Hon Steph Cooke MP, A3.19.2: Wishing all students the best of luck ahead of their HSC exams.
- A23. NSW Electoral Commission, C2.1.11: Forwarding an update on the 2021 NSW Local Government elections.
- A24. The Hon Steph Cooke MP, A3.19.2: Referring to recent discussion regarding a proposed walking and cycling path from Grenfell Railway Station to Lawson Oval.
- A25. The Hon Steph Cooke MP, A3.19.2: Regarding the \$100 million Regional Jobs Creation Fund which will create jobs and stimulate local economies.
- A26. Parkes Shire Council, T3.5.2: Thanking you for your email seeking reasons for Council's resignation from the Lachlan Regional Transport Committee (LRTC).
- A27. Garden & Montgomerie, P2.12.9: Advising the sale of 139 Burrangong Street, Grenfell has settled.
- A28. Keryl McCann, P4.10248: Notifying you of her resignation from her position of Casual Tourism Officer at the Grenfell Visitor Information Centre.
- A29. Cr Kenny McGrath, Parkes Shire Council, R2.10.129: Regarding the road work on the crossing being constructed on Quandialla-Caragabal Road.
- A30. The Hon Steph Cooke MP, A3.19.2: Welcoming an extension to the NSW Government Drought Entitlement Maintenance Program to keep teachers in rural schools.
- A31. The Hon Steph Cooke MP, A3.19.2: Welcoming the creation of a dedicated squad to weed out companion animal puppy factories and rogue operators.
- A32. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 29 October 2020.
- A33. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock.
- A34. The Hon Michael McCormack MP, C2.2.7: Congratulating Cr Liebich on being re-elected as Mayor of Weddin Shire Council.
- A35. The Hon Michael McCormack MP, C2.2.7: Congratulating Cr Best on being re-elected as Deputy Mayor of Weddin Shire Council.
- A36. The Hon Michael McCormack MP and The Hon. Paul Toole MP, A3.19.3: Announcing Round 2 of the accelerated Fixing Local Roads program is opening.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
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- A37. The Hon Michael McCormack MP and The Hon. Steph Cooke MP, A3.19.3: Regarding Round 2 of the accelerated Fixing Local Roads program.
- A38. NSW Planning, Industry & Environment, A3.6.52: Finalising the appointment of Weddin Shire Council as the Crown Land Manager of Reserve 94225 for Community Centre.
- A39. Grenfell Historical Society Inc., C1.3.15: Referring to your letter dated 27 August 2020.
- A40. Quandialla Swimming Pool Committee, C2.6.39: Inviting Cr Brown to be one of the two Council representatives on the Quandialla Pool 355 Committee.
- A41. Katherine Baker, P4.10075: Writing to confirm I will be resigning from my position as General Manager's Secretary.
- A42. Harvey Matthews, P1.5.1: Thanking Council for responding to his request.
- A43. The Hon Michael McCormack MP, A3.19.3: Advising Rural Press Pty Ltd has been awarded more than \$10.4 million.
- A44. The Hon Michael McCormack MP, A3.19.3: Advising drones have significant potential to boost the nation's economy while creating thousands of jobs.
- A45. NSW Small Business Commissioner, A3.6.1: Advising I have recently been appointed NSW Small Business Commissioner.
- A46. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 6 November 2020.
- A47. Office of Local Government, A3.6.54: COVID-19 Council update as at 5 November 2020.
- A48. Office of Local Government, A3.6.54: COVID-19 Council update as at 10 November 2020.
- A49. NSW Department of Primary Industries, A3.6.45: NSW DPI COVID-19 update as at 10 November 2020.
- A50. Local Government NSW, A3.18.3: Advising we're excited to see everyone remotely for our LGNSW Annual Conference on Monday 23 November 2020.
- A51. The Hon. Steph Cooke MP, A3.19.2: Announcing \$15,200 for the Quandialla Showground Land Manager under the NSW Government's COVID-19 stimulus program.
- A52. The Hon. Steph Cooke MP, A3.19.2: Announcing \$5,000 funding for Gunyah Craft Shop in Grenfell under the NSW Government's Arts Rescue and Restart Funding program.
- A53. Grenfell Combined Churches, P2.1.3: Thanking you for the previous effort and contribution you and your staff have given to the Carols in the Park event every year.
- A54. Grenfell Historical Society Inc., C1.3.15: Following recent discussions regarding the tourist traffic flow through the Visitor Information Centre and the Museum opening hours.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 19 NOVEMBER 2020.**

- A55. Maurice Simpson, C2.6.1: Making an application to be appointed to the Weddin Shire Council Heritage Committee.
- A56. Central West Local Land Services, A3.6.65: Advising the Central West LLS has had a few Plant Pest Incursions this spring with Australian Plague Locusts and Fall Army Worm.
- A57. NSW Department of Primary Industries, A3.6.45: Advising the 2009 NSW Land Based Sustainable Aquaculture Strategy (NSWLBSAS) has been updated.
- A58. The Hon. Steph Cooke MP, A3.19.2: Urging the community to stop and remember the sacrifice of our Australian servicemen and servicewomen.
- A59. The Hon. Steph Cooke MP, A3.19.2: Advising groups have the opportunity to share in \$125,000 with Round 2 of the Community War Memorials Fund opening.
- A60. The Hon. Steph Cooke MP, A3.19.2: Advising NAIDOC Week 2020 was postponed in July due to COVID-19 and is now being celebrated with the theme *Always Was, Always Will Be*.
- A61. The Hon. Steph Cooke MP, A3.19.2: Advising working families and young children in the Cootamundra electorate will benefit from a year of free preschool.
- A62. The Hon. Steph Cooke MP, A3.19.2: Advising for the first time in NSW, students will receive free tutoring in 2021.
- A63. The Hon. Steph Cooke MP, A3.19.2: Advising country shows are set to return in early 2021.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
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SECTION B - Matters for Report

- B1. Denise Yates, P2.1.7: Forwarding a submission regarding the Companies Dam toilet proposal.
- B2. Jude Bryant, C2.6.1: Applying for the recently advertised position on the Tourism Committee at Weddin Shire Council.
- B3. NSW Auditor-General, A1.2.1: Forwarding audit reports for your GPFS, SPFS and SS (as attached).
- B4. Transport for NSW, A3.6.62: Announcing a second round of grant funding under the Fixing Local Roads program.
- B5. Country Education Foundation of Grenfell, C1.1.3: Submitting a Community Project Support Application – Large (>\$1,000).
- B6. Country Education Foundation of Grenfell, C1.8.1: Advising since the inception of CEF Grenfell in 2016, we have awarded over \$83,000 in 69 scholarships to the young people of our Shire.
- B7. Grenfell Historical Society Inc., C1.1.3: Submitting a Community Project Support Application – Small (<\$1,000).

169 **RESOLVED:** Cr Best and Cr Brown that Correspondence sections A and B be noted.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 19 NOVEMBER 2020.**

SECTION C - Matters for Consideration

C1. The Hon. Scott Buchholz MP, R2.11.8: Advising the proposals listed below have been successful in qualifying for Australian Government funding under the Bridges Renewal Program (BRP) Round 5 and the Heavy Vehicle Safety and Productivity Program (HVSPP) Round Seven.

- Adelargo Road Culvert Replacement, Warraderry - \$311,938
- Heathcotes Lane Culvert Replacement, Bimbi - \$264,345
- Tyagong Creek Bridge Renewal, Henry Lawson Way, Grenfell - \$144,430

Attached is an offer of funding setting out the terms and conditions for these projects.

RECOMMENDATION: that Council accept the offer of grant funding and authority be granted to sign the grant funding agreement.

170 **RESOLVED:** Cr Best and Cr McKellar that Council: -

- accept the offer of grant funding and authority be granted to sign the grant funding agreement
- write to The Hon. Scott Buchholz MP thanking the Federal Government for the grant funding.

C2. 1st Grenfell Cub Scouts, C1.1.3: Thanking the Weddin Shire Council for the support we have received in the past.

The Cub Scouts have received an account for \$695 relating to Council charges for the 2020/2021 financial year.

As you are aware the 1st Grenfell Cub Scouts is a not-for-profit community organisation which currently has a good group of members and a small committee of parents and helpers.

it would be of great assistance to the Cub Scouts if you would consider a reduction or subsidisation of the cost of the charges applied and any assistance would be greatly appreciated.

We thank you for your time and consideration in regards to this matter.

RECOMMENDATION: that the request be approved as per Council policy being 25% of the charges.

171 **RESOLVED:** Cr Brown and Cr Bembrick that the request be approved as per Council policy being 25% of the charges.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
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- C3. BreastScreen NSW, C1.7.12: Advising the BreastScreen van is scheduled to visit Grenfell in March to approximately mid-April 2021 and we are seeking permission to park at Vaughan Park, Melyra Street as per previous visits.

RECOMMENDATION: that approval be granted subject to a copy of their public liability policy being forwarded to Council.

172 **RESOLVED:** Cr Parlett and Cr Niven that approval be granted subject to a copy of their public liability policy being forwarded to Council.

- C4. Ellmore Driving Club, C1.1.3: Advising the Ellmore Driving Club is conducting horse carriage event on Saturday, 31 October and Sunday, 1 November 2020.

I have arranged for use of one of your portable toilets as we expect 20 or 30 visitors to be camping on 'Hinemoa'.

It is requested that, as you have done so in the past, you waive the usual hire charges in support of this sporting event.

Thank you for your consideration.

Note: As the request was for 31 October and 1 November 2020 approval was granted.

RECOMMENDATION:

Confirm Action

173 **RESOLVED:** Cr McKellar and Cr Parlett that the action be confirmed.

- C5. Foodies Night Markets, C1.1.1: Forwarding details of the Foodies Night Markets to be held in Grenfell on Saturday, 21 November 2020 from 4pm-8pm.

Copy forwarded to Councillors

RECOMMENDATION: that approval be granted to conduct the event at the Grenfell Railway Station precinct subject to a COVIDSafe Plan being implemented and a copy of their public liability policy being provided.

174 **RESOLVED:** Cr Brown and Cr O'Byrne that approval be granted to conduct the event at the Grenfell Railway Station precinct subject to a COVIDSafe Plan being implemented and a copy of their public liability policy being provided to Council as well as that of all stallholders.

175 **RESOLVED:** Cr Best and Cr McKellar that the Correspondence be noted except where otherwise resolved.

12 November 2020

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

1. Annual Report, 2019/2020, C2.3.1

The 2019/2020 Annual Report is required to be submitted to the Division of Local Government by 30 November 2020.

The report has been finalised in draft form and a copy will be on display at the Council meeting as well as being forwarded to Councillors. A copy of the final Annual Report will be provided to Councillors after adoption.

The supplementary State of Environment Report has been prepared as an Appendix to the Annual Report. The Financial Statements for 2019/2020 have also been prepared as an Appendix.

Copies of the State of Environment Report and the Annual Statements will be available on request.

RECOMMENDATION: that the Annual Report for 2019/2020 including the State of Environment Report be adopted, with the Annual Statements to be separately considered.

176 **RESOLVED:** Cr O'Byrne and Cr McKellar that the Annual Report for 2019/2020 including the State of Environment Report be resubmitted to the December 2020 Council meeting for formal adoption, with the Annual Statements to be separately considered.

2. 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 as we are endeavouring to return to normality.

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

THE GENERAL MANAGER'S REPORT

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

For Information
Noted

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

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

For Information
Noted

Regional Cultural Fund

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

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

For Information
Noted

THE GENERAL MANAGER'S REPORT

4. Drought Communities Program – Extension, C2.9.14

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

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
Vintage sign project	\$10,000
Bogolong Dam upgrade	\$100,000
Grenfell Racecourse – new toilet block	\$105,000
Caragabal – Historic signage park, median strip etc	\$25,000
Civic Sign at Railway Park	\$10,000
Walking and cycling path	\$90,000
Works at Grenfell Railway Park (sealing area adjacent to amenities area)	\$30,000
Grenfell Aquatic Centre - additional shade area	\$30,650
Henry Lawson Oval – top dressing	\$30,000
Cleaning of Community Curtain at Grenfell Art Gallery	\$8,500
Contribution to Scout/Guide Hall air conditioned room project	\$12,600
Total	\$1,000,000

Works are in progress with Council required to ensure the projects are completed by 31 December 2020. The status of the Council projects is further reported in the respective Directors' reports and the status of the community projects is as follows: -

- Quandialla Hall – planning completed. Contractor has been engaged to commence mid-November.
- Grenfell Kart Club - drainage and trackwork – initial remediation works have begun. Inclement weather has delayed progress.
- Caragabal Country Club Storage Shed – shed has been ordered and is ready for delivery at supplier. Pad has been levelled ready for concrete to be poured. Build to take place in December.
- Grenfell Racecourse Toilet Block – slab has been poured, all plumbing fitted, new septic installed, toilet block frame and roof complete. Walls currently being installed before internal fit-out commences.
- Caragabal Signage - billboard sign sent to printer. History sign in final stages of proofreading before being sent to printer in November. Installation to be carried out mid-December after harvest.
- Scout and Guide Hall – completed.

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. **Local Government Reform – Organisational Improvement Plan, C2.10.9**

The draft Organisational Improvement Plan (OIP) was adopted at the September 2020 Council meeting with the following recommendation adopted at the October 2020 Council meeting: -

“that an Action Plan be developed and submitted to the November 2020 Council meeting for formal adoption.”

The Action Plan for 2020/2021 is attached detailing who will be responsible for delivery and in what timeframe.

For Information

- 177 **RESOLVED:** Cr Diprose and Cr Parlett that the Organisational Improvement Plan (OIP) Action Plan for 2020/2021 be adopted.

6. **Section 355 Committees Manual and Event Guidelines, C2.5.1**

Council at its October 2020 meeting adopted the Section 355 Committees Review Report.

A draft Sec 355 Committee Operational Manual as well as a draft Event Management Guidelines document were also submitted to Councillors for perusal.

Due to the size of the documents it is now proposed to submit the documents to the December 2020 Council meeting for formal adoption.

RECOMMENDATION: that the draft Section 355 Committee Operational Manual and the Event Management Guidelines be now submitted to the December 2020 Council meeting for formal adoption.

- 178 **RESOLVED:** Cr Diprose and Cr Niven that the draft Section 355 Committee Operational Manual and the Event Management Guidelines be now submitted to the December 2020 Council meeting for formal adoption.

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

The Charter for the Grenfell Henry Lawson Festival of Arts Committee was adopted by Council at its October 2020 meeting.

Various minor amendments have been made to the Charter which is attached for Council's endorsement.

RECOMMENDATION: that the Charter for The Grenfell Henry Lawson Festival of Arts Committee be adopted as amended.

- 179 **RESOLVED:** Cr Brown and Cr Diprose that the Charter for The Grenfell Henry Lawson Festival of Arts Committee be adopted as amended with the meeting dates changed to the first Wednesday of the month.

8. Quandialla Swimming Pool Committee – Charter, C2.6.39

With the review of the Quandialla Swimming Pool Committee completed the draft Charter is attached for Council's consideration.

Additionally, if Council agrees three (3) Council representatives will need to be nominated to be members of the Committee as per the draft Charter.

The name on the bank account will have to be changed to Weddin Shire Council Quandialla Swimming Pool Committee and the existing Australian Business Number (ABN) will need to be cancelled.

RECOMMENDATION: that: -

- i) the draft Charter for the Quandialla Swimming Pool Committee be adopted
- ii) Council nominate three (3) representatives to be members of the Quandialla Swimming Pool Committee.

180 **RESOLVED:** Cr Diprose and Cr McKellar that: -

- i) the draft Charter for the Quandialla Swimming Pool Committee be adopted
- ii) Crs Diprose, Niven and Brown be Council representatives on the Quandialla Swimming Pool Committee.

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

Reference is made to the above whereby Council's entry was submitted prior to the closing date on 31 July, 2020.

We are currently awaiting the outcome which will be announced at the Local Government NSW Annual Conference on Monday, 23 November 2020. Councillors and staff are invited to attend a viewing of the presentation at the Council Chambers commencing at 11:20am.

**For Information
Noted**

10. Christmas Function, P1.5.1

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

“that subject to COVID-19 Coronavirus restrictions, Councillors hold a Christmas function in conjunction with senior staff, Committee members and retired employees at the Grenfell Country Club on Thursday 26 November 2020”

The Country Club dining room will not be operating on the proposed date and numbers are limited to 40 due to COVID-19 restrictions.

It is proposed that the function be held at the Grenfell Bowling Club instead given its greater dining facilities' capacity.

It is also proposed to hold the function on Thursday 3 December 2020 to allow for harvest commitments to be closer to being finalised and allow invitations to be distributed.

RECOMMENDATION: that subject to COVID-19 Coronavirus restrictions, Councillors now hold a Christmas function in conjunction with senior staff, Committee members and retired employees at the Grenfell Bowling Club on Thursday 3 December 2020.

181 **RESOLVED:** Cr Brown and Cr O'Byrne that subject to COVID-19 Coronavirus restrictions, Councillors now hold a Christmas function in conjunction with senior staff, Committee members and retired employees at the Grenfell Bowling Club on Thursday 3 December 2020.

11. Tidy Yard Competitions, T4.3.1

Tidy Yard Competitions were recently held in Grenfell, Quandialla, Caragabal, Greenethorpe and Bimbi.

Judging took place on Monday, 12 October 2020 with Mayor Liebich presenting the \$200 prize money to the winners in Grenfell and each of the villages as follows:

Grenfell:	Ken and Bev Lappan
Quandialla:	John and Sue Priestley
Caragabal:	Maria Gruber
Bimbi:	John and Fay Kemp
Greenethorpe:	John and Maureen Bryant

As there is currently an influx of travellers to Regional areas due to the COVID-19 pandemic it is great to see our Shire looking so beautiful and well-presented. The competition gave residents the incentive to tidy up their yards which in turn assisted in attracting travellers to visit and stay in the Weddin Shire.

For Information
Noted

12. December Council Meeting, C2.8.1

It has been previously resolved that the December 2020 Council meeting be held in the morning/day.

Commencement of the meeting in the morning will allow Councillors still involved in harvesting to make best use of the day. It will also allow Council staff to complete their administrative requirements emanating from the Council meeting prior to the office closing on Christmas Eve.

It is proposed the meeting commence at 8:00am on Thursday, 17 December 2020 and the change be advertised accordingly.

For Information
Noted

GLENN CARROLL
GENERAL MANAGER

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

12 November 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 October 2020:

Bank Account	
Westpac	\$2,486,062.29
Short Term Deposits	
CBA	<u>6,000,000.00</u>
Total Investments	<u>\$6,000,000.00</u>

CERTIFICATE OF RECONCILIATION

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

Loans	
ANZ Loan No...43092	1,839,727.24
ANZ Loan No...43084	<u>1,865,010.50</u>
Total	<u>\$3,704,737.74</u>

**For Information
Noted**

3. Summary of Income - 30 September 2020 to 31 October 2020:

Rates Receipts	165,636.92
Credit Union Agency Commission	607.20
Service NSW Agency Commission	5,028.43
Interest on Investments	2,318.63
StateCover Mutual Insurance Rebate	4,835.41
Workers Compensation Insurance	5,060.67
Safer Communities Grant Instalment	10,390.00
Fuel Tax Credit	9,709.00
Development & Building Application Fees	1,919.00
CTC Income	3,429.00
Scrap Metal Recycling	6,099.50
Caravan Park Fees	7,587.00
Swimming Pool Entrance Charges	16,695.00
Other	8,682.10
Total	<u>\$247,997.86</u>

For Information
Noted

4. Quarterly Budget Review Statement (QBRS) – 30 September 2020, A1.6

The QBRS 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 Officer's Statement
2. Income and Expenditure Budget Review Statement – By Type
3. Capital Budget Review Statement
2. Cash and Investments Budget Review Statement
3. 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 if Council will be in a satisfactory financial position at the end of the financial year.

The QBRS will be forwarded as a late attachment.

RECOMMENDATION: that the Quarterly Budget Review Statement as at 30 September 2020 be adopted as presented.

183 **RESOLVED:** Cr Diprose and Cr Brown that the Quarterly Budget Review Statement as at 30 September 2020 be adopted as presented.

5. 2019/2020 Annual Financial Statements, A1.6

Report to:	Council
From:	Director Corporate Services
Date:	12 November 2020
Attachments:	Weddin Shire Council Annual Financial Statements 2020

Summary:

The Annual Financial Statements have been prepared in accordance with the Office of Local Government's Code of Accounting Practice and Financial Reporting Guidelines and Australian Accounting Standards, have been audited and are presented to Council for adoption

Report:

The Financial Statements were submitted to the Office of Local Government on 5 November 2020 and are attached.

Section 420 of the *Local Government Act 1993* stipulates that Council must allow a period of 7 days after accepting the Financial Statements for the public to make written submissions on the audited Financial Reports and/or the Auditors Report. Any submissions are referred to Council's Auditors for further comment as required.

Policy Implications:

Nil

Financial and Resource Implications:

The Annual Financial Statements reflect Council's 2019-2020 transactions including any year-end adjustments as required.

Internal/External Consultation:

The General Purpose Financial Statements and Special Purpose Financial Statements were audited by the NSW Audit Office and are now available to the public. The Independent Auditor's Report and Report on the Conduct of the Audit form part of the Financial Statements and can be found on pages 81 – 89.

RECOMMENDATION: that Council adopt the 2019-2020 Audited Financial Statements and Auditors report as presented.

184 **RESOLVED:** Cr Diprose and Cr Bembrick that Council adopt the 2019-2020 Audited Financial Statements and Auditors report as presented.

6. Grenfell Library, C2.8.15

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

- Restrictions have lifted for group activities to allow 30 attendees from Friday 23 October which will allow planning for the Christmas/Summer holidays to commence. It is planned to recommence Storytime in November.
- The Library website has been updated again with a new page called 'Grenfell Reviews' to allow members to review items borrowed from the library that they think others should read, listen to, or watch. With restrictions now lifting the 'What's On' page of the website is being updated.
- Chris Hammer online author talk attracted 215 from around the state. The statistics are not available by individual library. The next author talk is Garth Nix on November 3. These talks are free to members, but bookings are required.
- The first 41 boxes of old large print books are being collected by James Bennett under the sustainability project. The James Bennett (JB) Sustainability program is where unwanted ex-library stock is collected free of charge and then distributed through nursing homes, third world countries or resold depending on the condition of the stock.
- Hosted a combined 20th anniversary and a new DVD Binge collection launch on 19 October. Thank you to Clr Parlett and Diprose for attending.
- Book Week this year was moved from August to October due to COVID-19. Some interesting titles have won awards. It has been great as always to help with preparation of costumes for school book parades.
- After 4 months of waiting for new large print and talking books, they have finally started to arrive. A delivery of 4 months' worth of standing order titles finally arrived on 20 October. Some orders are yet to arrive.
- Preparation for this year's Summer Reading Club is now underway. The program will begin on December 1 with children able to register and receive their packs. More details to come.
- From Sunday 1 November to Wednesday 30 December, all library members will have simultaneous access to 'The Dressmaker' by Rosalie Ham as either an eAudio or eBook via BorrowBox in celebration of the sequel finally being released after 20 years.

For Information
Noted

7. Economic Development, C2.8.13

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

- Promoted 'Shop Local' campaign across the Shire including: collecting coupons from all participating businesses, coordinating September draw, topping up supplies of entry coupons, and securing local promotion including multiple articles in the local paper.
- Distributed funding opportunities to relevant local organisations and businesses.
- Attended Project Control Group briefing and reviewed relevant documentation for the Department of Regional NSW Weddin Shire Connectivity Project. Updated stakeholder list, coordinated catering and room set up for inception meeting in Grenfell. Provided significant input into coordination of stakeholder engagement with farmers and emergency responders to take place in Weddin in early November.
- Attended meeting, researched workforce attraction strategies and prepared scope document on a potential workforce attraction and retention strategy project.
- Reviewed and provided input into development of four promotional videos including securing vision from Canberra airport, requested multiple updates to Weddin landing page, including insertion of an eBook and editorial input into creative of each video. Investigated updating design on the eBook.
- Sourced content for WSC ED Facebook group.
- Took bookings and enquiries for the spare office and conference room.
- Attended Regional Australia Institute (RAI) Regions Rising Webinar on creative communities.
- Researched alternative Small Business Month workshops, none pursued to delivery.

For Information
Noted

8. Tourism/Promotions, C2.8.11

Visitor Economic Contribution Update: -

In October 2020, Grenfell VIC recorded its busiest month on record, up 62% on the same month in the previous year, which was the previous peak year for visitor servicing due to the completion of the Grenfell Commodities Silos in early 2019.

Visitation for October 2020 was up 105% on October 2018 and September 2020 was up 103% on September 2018.

There were 1300 visitors serviced in October 2020 and current Destination NSW data indicates a primary economic impact of **\$263,694** to the Weddin visitor economy (domestic overnight visitor @\$177, domestic day trip visitor @\$165 (Central NSW visitor profile year ending March 2020)).

This significant increase in visitor numbers has also significantly increased the demands on our tourism resources, which are now stretched. If the increased visitor numbers are sustained over the longer-term Council will need to give some consideration to increasing the resources dedicated to visitor servicing or adjusting the non-visitor centric workloads in response to this significant increase in workloads.

- Coordinated all casual staff in the VIC including managing the roster, allocating tasks and coordinating the key handover. Staffed VIC as required on 4 days, including processing art gallery sales and policing the hand sanitiser and electronic sign-in station for all building users, including library users.
- Continued to develop decision timeline report including extensive communication with stakeholders including Council's insurer, Tamworth Country Music Festival, Service NSW, Western NSW Local Health District, local venue managers, including the Grenfell Showground Trust, The Henry Lawson High School (THLHS) and Grenfell Bowling Club, pricing of security fencing, and research of free ticketing platforms.
- Addressed enquiries received from Grenfell website and forwarded to relevant stakeholders.
- Participated in all aspects of the review of the JOs tourism plan.
- Liaised with Heritage Advisor over Railway Station sign design, position, and content. Prepared DA for signing by landowner for new Railway Station sign to be funded under the DCP Extension. Sourced files for production, and sourcing graphic design of several panels for sign.
- Prepared and submitted DA for vintage signwriting project, to be funded under the DCP Extension including securing signature of landowner, provided input into the TMP, collated and provided feedback to the sign writer on design, and secured a copy of Certificate of Currency.
- Pursued replacement sign at O'Brien's Hill to rectify service request relating to weather damaged signs.
- Continued to progress the development of Railway Station to Lawson Birthplace walking and cycling trail, including preparing DA for signing by landowner and subsequently securing additional information sought including signed SWMS and detailed concept plan. Submitted Third Party Works application, including securing additional information sought as follows: statement of environmental effects and research of the ePortal, updated Certificate of Currency, and Dial Before You Dig documentation.
- Finalised Newell Highway sign project.
- Prepared and distributed Australia Day Committee agendas and applied for ambassador program.
- Prepared rates notice insert.
- Updated DMP incorporating changes requested by local community representative.
- Made contact with rail trail consultant to investigate the process/steps involved to develop a feasibility study into a rail trail as per Council's October resolution.

For Information
Noted

9. Tourism/Promotions - Events, C2.8.11

Report to:	Council
From:	Director Corporate Services/Economic Development Officer
Date:	12 November 2020
Attachments:	Event Decision Flow Chart Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 5) 2020_201023 as at 11 11 2020 Parkes Elvis Festival Council Report Tamworth Music Festival Report

Purpose:

The purpose of this report is to provide information in relation to the COVID-19 impact on public events and to provide a framework for Council and other community organisations to make decisions in relation to public events.

Background:

Research of the event landscape for 2021 has shown that the impact of the COVID-19 pandemic on large public gatherings is likely to extend well into next year. It is unlikely that the NSW Government Public Health (COVID-19 Restrictions on Gathering and Movement) Order will allow events to be delivered 'as normal' for some time yet.

The Weddin population is ageing, with significantly more people aged over 70 years compared to the state average. Western NSW Local Health District data indicates that 87 per 100 residents of the Weddin LGA have at least one chronic disease risk factor (smoking, harmful alcohol use, physical inactivity, obesity) compared to 78 per 100 in NSW. Council's Wellness Plan identifies a need to focus on prevention and health promotion strategies to prevent avoidable hospital admissions.

Because of the uncertainty surrounding public events, Council has already resolved to request a variation under the Drought Communities Program to reallocate funding from an event to an alternate project.

It is important to note that a COVIDSafe event does not guarantee that the event will not bring COVID-19 to our community; it only goes some way to minimising the risk but does not eliminate it entirely.

The negative economic impact alone that would potentially result from an enforced shutdown in response to the introduction of COVID-19 into our community via a public event would be devastating, not to mention the health and social impacts. It is highly likely any negative impacts would far outweigh any positive impact particularly given our relatively aged and vulnerable community.

Research with the organisers of other large events, including Parkes Elvis Festival and Tamworth Country Music Festival led Council to resolve at its September 2020 meeting to develop an internal decision framework relating to Council events.

The strength of a decision framework is that the decisions are made well before any work is done thereby avoiding the wasteful consumption of our limited resources. Establishing such a framework also takes the emotion out of decision making which facilitates rational, considered decision making in the public interest. It also allows Council to clearly communicate the decision making process with our community and demonstrates that Council is proactively monitoring the COVID-19 pandemic and taking steps to protect our community. Indeed, the framework that Council develops may also assist other organisations in making decision in relation to their events.

The unprecedented COVID-19 pandemic is creating significant challenges for the community and for Council. The use of the attached Event Decision Flow Chart will assist Weddin Shire Council to make transparent, considered decisions in the best interest of the Weddin Shire Community.

Issues:

Liability:

To deal with the public health risk of COVID-19 and its possible consequences, the NSW Minister for Health and Medical Research has made a number of Orders, under Section 7 of the *Public Health Act 2010*.

The Public Health Order is Law and should not be viewed as a suggestion or recommendation or a challenge to be overcome. Any attempt to host an event in breach of the Public Health Order is illegal. The police have powers to give on-the-spot fines to people who do not follow the Orders and there are also court-imposed penalties that apply for a breach of an Order. In this regard the following advice was received from Local Government NSW:

What does the Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 5) 2020 [NSW] (the Order) issued by the Minister for Health under the Public Health Act 2010 mean for councils?

If a council has control over the land or a premises in which any of the activities or events occurs or is the organiser of any events covered by the Order, the council must comply with the Order. This includes that the Council must have COVID-19 Safety Plan if they control a premises or are the organiser of an event listed in Schedule 1.

Penalty for a breach of an Order

Section 10 of the Public Health Act creates an offence if an individual fails to comply with a direction with a maximum penalty of imprisonment for 6 months or a fine of up to \$11,000 (or both) plus a further \$5,500 fine each day the offence continues. Corporations that fail to comply with a direction are liable to a fine of \$55,000 and \$27,500 each day the offence continues.

Pursuant to section 220(4) of the Local Government Act 1993 a law of the State applies to and in respect of a council in the same way as it applies to and in respect of a body corporate (including a corporation). This means that councils are liable for the same penalty as corporations.

If council was to allow a public gathering on land or in a premises that it controls and that gathering was in breach of the order, council may be liable for prosecution for having aided or abetted the commission of the offence.

Requirement to do what is reasonably practicable

Councils also have a duty under the WHS Act:

- (a) to eliminate risks to health and safety, so far as is reasonably practicable, and*
- (b) if it is not reasonably practicable to eliminate risks to health and safety, to minimise those risks so far as is reasonably practicable.*

The penalties for failing to comply with the WHS Act vary depending upon the seriousness of the offence but can be up to a maximum of [\\$3,809,300](#).

Accordingly, it is important that Council and indeed our community organisations give due consideration to the Public Health Order when making decisions in relation to public gatherings and events. Council needs to also consider events that are not Council-organised but are held at a Council-controlled venue/location.

It is also important to recognise the Public Health Order poses a minimum standard that must be met however, event organisers can hold themselves to a higher standard. For example, Council may consider adopting a higher standard considering our vulnerable community. An example of this occurred in March 2020 when the Visitor Information Centre (VIC) was closed to the public as a risk mitigation action to protect the Weddin Shire community, several days before the Public Health Order required us to do so.

It would be prudent for Council to continue to act with an abundance of caution to protect our vulnerable community. In some instances, this may mean taking action ahead of, or in excess of an Order.

Enquiries with Council's insurer, Statewide, have confirmed that as COVID-19 is a known risk and on the Communicable Disease Exclusion, the coverage provided by Council's public liability insurance is limited.

The insurers have also advised that if an event was held which contravened public health advice and/or Orders, any access to the limited cover under the Statewide Liability scheme, Councillor, and Officers policy that could arise from this will likely be prejudiced or, in other words no coverage would exist. Council's insurer have also reminded Council that proceeding with actions that contravene an Order not only generate risk for Weddin Shire but also for all members of the Statewide Mutual.

Enquiries with the Local Health District indicate that a small community event such Australia Day would not be considered a corporate event under the current Public Health Order, nor would it be considered an outdoor music performance; it would be considered an Outdoor Public Gathering, which from Friday, 23 October 2020 will allow up to 30 people.

Event management involves processes that are interrelated; any decision will have multiple flow-on effects, and certain processes need to be complete before other processes can commence. For example, the venue needs to be finalised before marketing can commence. For this reason it is often not feasible to substantially modify an event after planning has commenced. While some smaller events can be planned in a relatively short time (for example the Grenfell Australia Day ceremony is traditionally planned in only 8 weeks), large events such as the Henry Lawson Festival take in excess of 6 months to plan. For this reason, the decision to modify/pivot an event should be made early in the event planning process.

Large events that have already been cancelled for 2021 include:

- Parkes Elvis Festival
- Tamworth Country Music Festival

The relevant reports to council on these two events are attached as addendum.

The reasons these events have been cancelled rather than modified/pivoted or postponed fall under three main headings:

- reputational preservation (if a scaled back/ pivoted event would not sufficiently align with the events established brand);
- risk management (potential of bringing COVID-19 into the community as a result of attendees at the event); and
- time-sensitive nature of the event (not feasible to hold some events on an alternate date, for example the Australia Day ceremony must be on 26 January).

Costs:

The Public Health Order is changing regularly however, it is impossible to predict when changes will be announced, how long it will take for this to flow through to any Public Health Order, or how significant each announcement will be. It is also not guaranteed that the changes to Public Health Orders will continue to relax; it is entirely possible for revisions which tighten rather than loosen guidelines.

Council's insurer has indicated that, while planning for a traditional Henry Lawson Festival program could commence for 2021 there must be an understanding that delivery of that program is entirely contingent on compliance with the Public Health Orders at that time. As such, the event may still need to be cancelled thereby resulting in a waste of resources already consumed in the activities already undertaken.

Very few large events, the sort that require over 500 people to congregate, have been planned within the first half of 2021, with the majority not scheduled until late 2021.

The types of events that are being promoted in the first half of 2021 are events that are already permissible within the existing Public Health Order, such as outdoor seated music events. Research has not identified the planning and promotion of any large events in the first half of 2021 out of a hope that the Public Health Orders will change in time to allow them to proceed.

Planning for a festival in the hope that the Order will subsequently alter and allow the event to proceed is not an event management strategy we have identified as having been used by other event organisers. This is demonstrated by Parkes and Tamworth cancelling their respective festivals for 2021. However, this is still an option Council may consider.

The costs (including opportunity costs) of partially planning an event and then cancelling it should be considered as part of the decision making process. There are financial and resource costs incurred in planning an event, even if the event is not actually staged. Some of these costs include payment of deposits upon booking acts, payment of deposits upon hiring equipment, and coordination and payment of media bookings, all of which occur many months prior to any event's scheduled date.

The opportunity costs or, in other words what else could have been undertaken with the same time and resources should also be considered. For example, using the time and money to undertake a strategic review process instead.

As of 23 October 2020 the NSW Public Health Order allows indoor venues to hold one person per 4m² and outdoor venues to hold one person per 2m² up to a maximum of 500 for sporting and music events. Higher capacity rules apply to entertainment facilities and major recreation facilities such as stadiums. Outdoor Public Gatherings, which includes outdoor community events, are allowed up to 30 people. All events must have and comply with their specific COVIDSafe plans.

The largest indoor venues in Grenfell are as follows:

- Showgrounds Pavilion and Supper Room - **123 people** @ 1person/4m²
- Grenfell Bowling Club - **110 people** @ 1person/4m²
- Henry Lawson High School Auditorium - **100 people** @ 1person/4m²
- Grenfell Country Club - **80 people** @ 1person/4m²
- Criterion Hotel - **64 people inside** @ 1person/4m², and **70 people outside** @ 1person/2m²

The outdoor premises in Grenfell that may currently meet the definition of an outdoor venue are:

- The Grenfell Showgrounds
- Grenfell Racecourse
- Bembrick Oval

For an outdoor space to be considered something other than a 'public place' it must not be accessible to the public, i.e. it is fenced. As the definitions currently stand, it would be challenging to position a space such as the Main Street as an 'outdoor venue'.

It may be possible to develop an outdoor space into a 'venue' through the installation of fencing to prevent the general public accessing the space, and create defined entry and exit points and where contact tracing data and capacity could be monitored electronically. The cost of this fencing has been priced at \$1,555 per 100 meters including delivery and installation. This would allow an event of up to 500 people with one person per 4m². The audience must remain seated throughout.

A recent media release (www.nsw.gov.au/media-releases/show-goes-on-regional-nsw) has indicated that by early 2021 showgrounds will be allowed to host annual country shows for up to 5,000 people. All COVID-19 requirements such as the 1 person/4m² rule and contact tracing will need to be enforced.

It is possible that in the coming months events other than annual shows may be allowed to proceed with similar requirements however, it is important to note that this information is only contained within a media release; it is yet to be formalised into the Public Health Order.

Reputation Preservation:

From the point of view of reputational preservation, not only should the reputation of particular events in Weddin be considered, but also the reputation of Weddin Shire Council and Grenfell due to the inevitable connection. If an event did end up bringing a COVID-19 outbreak to Weddin then the town would not only be placed under severe restrictions, there would also be intense media coverage thereby causing long-term damage to the name of Grenfell which will cause far greater negative impact than the original benefit contributed by holding the event that lead to the outbreak.

The reputation of an event is an asset, an essential quality established over time and through consistency. Reputation should be managed with care as it can easily be lost. The reputation of events in Grenfell and the wider Weddin Shire has been built on celebrating community with a focus on catching up with friends and family in an informal setting. The requirements of the Public Health Order mean that consideration should be given to whether our events' intrinsic qualities will be lost in complying with the Order.

If it is considered that too many of the qualities/things that make an event 'the event' will be sacrificed, then consideration should be given to cancelling the event rather than modifying/pivoting it.

For example, if Christmas Carols were to go ahead in 2020, attendees would not be able to sing along with the carols. If the Christmas Carnival in Vaughn Park went ahead it would not be possible for the Santa to interact with the children. If a community connectedness gathering such as the Festival was modified/pivoted to a music event for example, attendees would have to remain seated which would inhibit the ability for people to bump into friends. In effect, if the event cannot deliver on its core offer, then it is unlikely that attendees will have a satisfying experience that meets their expectations.

Given the strong growth in domestic tourism as a result of the closed international and state borders Weddin, like much of regional NSW is experiencing large and sustained growth in the visitor economy. It is unlikely this will change significantly until international borders fully reopen, which is currently flagged for late 2021. As such the local visitor economy does not currently need events to boost visitation like it traditionally has. Weddin is close to capacity with all sections of the visitor economy reporting strong financial positions. To put this another way, there is a reduced need for our community to take on the risks of an event from a local economy point of view. It could also be argued that, in order to maximise the benefit to the local economy received from the increased visitation, we should focus our limited tourism resources on current visitor servicing.

Current Events:

The following table represents a list of events traditionally held in the first half of 2021 that will need to be decided upon in the coming months. Although some of these events are not organised by Council or held on Council facilities they have been included for information purposes.

It is expected that small events attracting less than 500 people, such as the Australia Day ceremony, can be planned in a relatively short amount of time and as such can potentially wait until relatively close to the event date for a final decision to be made. Large, multifaceted events such as the Henry Lawson Festival require a significantly longer lead-time. From past experience a lead-time of six months is considered appropriate for larger events.

Event Name	Event Date	Event Size </> 500	Date when decision is required
Grenfell Rodeo	March 2021	>500	November 2020
Grenfell Picnic Races	April 2021	>500	November 2020
Iandra Castle Open Day	April 2021	>500	?
Dramatic Society Play	June 2021	<500	April 2021
Caragabal Camp Oven Cook Off	June 2021	<500	April 2021
Iandra Castle Open Day	June 2021	>500	?
Grenfell Car Show	June 2021	>500	December 2020
Henry Lawson Festival	June 2021	>500	December 2020

Policy Implications:

This does not represent a new policy but rather a new framework to facilitate responsible decision making.

Financial and Resource Implications:

The development of the internal decision framework has involved considerable staff time. However, the use of this framework should facilitate better decision making which minimises the wasteful consumption of Council's and community organisations' scarce resources as well as reduces risks that Council faces and our community more generally faces thereby avoiding costs.

Internal/External Consultation:

Council staff have consulted various stakeholders and external resources in developing this report/decision framework including LGNSW, Western NSW Local Health District, Service NSW, event managers in Tamworth and Parkes, venue managers in Grenfell, Council's insurance providers and NSW & Federal Health etc.

It is considered that the use of the decision framework will allow Council to more effectively communicate with our community.

Conclusion:

The content of this report should be made available to all event managers in the Shire to assist in deliberations on the risks and considerations involved in making decisions in relation to community events. It is important for event organisers to consider the impact of introducing COVID-19 into the community and that Public Health Orders are law, not just recommended guidelines.

This report and Decision Flow Chart should be used by Council to make transparent, considered decisions in the best interest of the Weddin Shire Community relating to community events.

RECOMMENDATION: that Council note this report and the Event Decision Flow Chart and utilise it in the decision making process for community events.

- 185 RESOLVED:** Cr Brown and Cr Diprose that Council: -
- i) note this report and the Event Decision Flow Chart and utilise them in the decision making process for community events
 - ii) forward this report and the Event Decision Flow Chart to all Council's Section 355 Committees.

10. **Local Government Elections, C2.1.11**

Voting safely at the 2021 NSW Local Government elections

In response to the COVID-19 pandemic, the Minister for Local Government [postponed the 2020 ordinary elections](#) for 12 months. The NSW Electoral Commission is planning delivery of the 2021 NSW Local Government election so that voters, political participants and election staff remain as safe as possible.

Learning from the experiences of other electoral commissions in recent elections around Australia and in New Zealand, the NSW Electoral Commission is undertaking a review of every election task from a COVIDSafe perspective. Public health orders and circumstances are changing as the pandemic evolves, so it is essential to plan ahead for a range of possible scenarios. The NSW Electoral Commission will continue to closely monitor public health orders and advice and make changes to plans as necessary.

How this will affect councils, parties, candidates and electors will be determined over the coming months. The NSW Electoral Commission will provide information through future elections bulletins as circumstances change.

Non-residential electoral rolls

Whether electors who aren't on the residential rolls of local government areas are able to vote or not is often a source of confusion. If eligible, certain electors who do not live in our local government area can be included on the non-residential roll and have the right to vote at Council's elections.

More information regarding the enrolment of non-residential electors can be found on the NSW Electoral Commission website https://roll.elections.nsw.gov.au/lg/templates/Form_03285
[Non-residential rolls - Information for councils.pdf](#).

Countback by-elections available after 2021 local government elections

Following [amendments](#) to the *Local Government Act 1993*, councils will be able to fill casual vacancies after the 2021 elections using 'Countback'. To use countback:

1. Councils must pass the relevant resolution in the first council meeting of the newly constituted council after the 2021 ordinary elections, stating that casual vacancies will be filled using the countback method.
2. Countback elections can only be used to fill casual vacancies of Councillors in the first 18 months after the ordinary elections.

More information on Countback will be available on the NSW Electoral Commission website next year.

For Information
Noted

11. **Fraud and Corruption Framework, A1.2.1**

Report to:	Council
From:	Director Corporate Services
Date:	12 November 2020
Attachments:	DRAFT Fraud and Corruption Policy DRAFT Fraud and Corruption Plan DRAFT Public Interest Disclosure Policy

Purpose:

The purpose of this report is to put forward a Fraud and Corruption Policy, Fraud and Corruption Plan and revised Public Interest Disclosure Policy for Council's consideration.

Background:

In its interim audit findings, the Auditor General has identified the lack of a Fraud and Corruption Framework as a governance issue for management to consider and respond to.

It is prudent for Council to put in place a Fraud and Corruption Framework in order to respond to this risk and appropriately manage the public funds it has under its control.

Policy Implications:

This represents a new policy and framework for Council and provides the basis for Council to respond to Fraud and Corruption risks.

Financial and Resource Implications:

The adoption of this framework will have limited direct financial impact but may indirectly have a positive financial benefit through making our organisation more adept at responding to fraud and corruption risk.

The adoption of the framework will give rise to the following resource demands: the staff time required to implement the framework.

Internal/External Consultation:

In drafting the policy Council staff looked to other examples of existing policies to aid in the development of our framework.

In August 2020, Council resolved to put the draft framework documents on public exhibition with the submission period now completed. The draft documents were also made available to staff members.

No submissions were received as a result of the exhibition of these documents. In the absence of any other evidence to the contrary, this may be viewed as a general acceptance of the documents.

Once the policy and associated documentation is adopted, the release of this documentation to both internal and external stakeholders will in itself be an awareness raising / consultation activity.

Conclusion:

Having a Fraud and Corruption Framework is good governance practice and allows Council to demonstrate an appropriate management response to this risk.

RECOMMENDATION: that Council formally adopt the Fraud and Corruption Policy, Fraud and Corruption Plan and revised Public Interest Disclosure Policy.

186 RESOLVED: Cr Diprose and Cr Bembrick that Council formally adopt the Fraud and Corruption Policy, Fraud and Corruption Plan and revised Public Interest Disclosure Policy.

12. Arts/Tourism, C2.8.11

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

Art & Art Gallery

- 'Kaleidoscope' Exhibition
 - Liaised with artist
 - Bumped out exhibition
 - Reconciled sales recorded with initial inventory
 - Compiled letters of payment for artists x 4
- 'Legacy' Exhibition
 - Liaised with artist
 - Bumped in exhibition
 - Ran opening function
 - Delivered posters
 - Formatted artist's bios etc. for exhibition
- 'McCue and Mackay' Exhibition
 - Liaised with artists
 - Designed invitation
- Grenfell Artists Inc. Exhibition
 - Requested details for exhibition
- Organised volunteers
- Supplied letter of support to previous artist
- Continued contacting potential gallery exhibitors for 2021/2022
- Assisted with Regional Roundup Document for Clr Brown for AOW Advisory Council Regional Roundup

Tourism & Visitor Information Centre

Visitor Centre numbers were up 62% year on year for the month of October with over 1,300 through the VIC during the month.

A considerable amount of time has been spent with these visitors as they generally have an interest in the town and what is on offer compared to previous visitors when Grenfell was a 'drive through' on the way to their destination stop. This local observation reflects the wider trends within tourism across the state and the recent increased engagement with rural and regional areas.

A lot of time is also being spent ensuring and assisting every person entering the building (library, hub, art gallery, VIC) to record their details for contact tracing as required by the NSW government and per our COVIDSafe Plan.

- Social media
 - 12 Facebook posts
 - 13 Instagram posts
 - 3 posts to the Weddin Shire Council Economic Development business Facebook page
 - 1 WSC Facebook post
 - Social media engagement
- Website updates, including:
 - Business directory
 - Event listings
 - Grenfell Art Gallery exhibition information
- Weekly Questions email to database and collated replies
- Updated COVIDSafe Plan and building signage in line with NSW government changes
- Monitored every person entering the Community Hub to ensure they comply with COVIDSafe Plan – sanitise and sign-in upon entry
- Continued with creating new Bird Trails of Weddin Shire brochure. Sought feedback from Weddin Landcare, Birding NSW and local bird watchers
- Managed community hub bookings
- 'Shop Local' campaign
 - Assisted with collecting dockets from businesses
 - Delivered more dockets to businesses that had run out
 - Organised draw of winner with Councillor
 - Organised presentation of money to winners with Councillor
- HardyGrant map enquiry for new sign at railway station
- Assisted with the management of the conference room
- Forwarded information to Quandialla resident to have their website updated
- Assisted with car club enquiry
- Liaised with local National Parkes ranger

For Information
Noted

13. Grenfell Internet Centre, C2.8.14

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

Helpdesk & System Administration

This month

- Collaborate with Haslin to troubleshoot MFiles
- Reset Library Causal staff password
- Configure Printer (Workshop PC x 2)
- Supply and Configure Printer (STW)
- Create page 'Grenfell Reviews' and allocated editing permission (Library Website)
- Install Aruba Switch and cables (Engineering)
- Finalise secondary/failover internet connection (hub)
- Reset password (EDO)
- Put new plugs on network cables (Council) x 2

- Setup new computer (GM Secretary)
- Order iPad for Library catalogue
- Run cables for Engineering
- Order appropriate cables (Council)
- Coordinate Switch Firmware upgrade (hub)
- Setup conference room (Women Shed)
- Patch vulnerability in Webopac Search box (Library)
- Upgrade Internet Security on Workstations and Servers (Hub)
- Push latest build of Windows 10 to staging environment (Hub)
- Assist in setting up conference room (PCG)

Ongoing

Install Operating System & Software Updates for On-Prem Servers

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

Manage Operating System & Software Updates for Workstations via WSUS

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

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

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

Software Development

- PowerShell – update Automated Client Install Script (CTC)

Marketing (Internet Centre)

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

- NBN Fibre to the Premises: <https://www.grenfellinternetcentre.com.au/nbn-fibre-to-the-premises/>
- Australian Government Mobile Service Centre - <https://www.grenfellinternetcentre.com.au/australian-government-mobile-service-centre-2/>
- Share Posts on Social Media
 - Facebook
 - Twitter
 - Google Business
 - Instagram
- Search Engine Optimisation on Blog Posts
- www.grenfellinternetcentre.com.au visited 291 times by 277 Users

Sales and Services

Client Enquires

- 135 clients made enquires via telephone
- 47 clients made enquires in store
- 33 clients made enquires via email/website

Sales and Services

- Conducted Computer Repairs for 9 residential clients and 1 business clients
- Conducted Mobile Phone and Tablet repairs for 3 residential clients
- 1 Remote Sessions
- New PC sold to 1 business client
- ESET Products sold to 5 residential clients
- Software, parts, and accessories sold to 10 residential clients
- Ink and toner cartridges sold to 8 residential clients

Computer Tuition

- Delivered 2 individual lessons

Printing

- Criterion Hotel
- Grenfell Hall
- Sharon Brown

Human Services Access Point

- Assist human services clients with access point usage

Client Websites

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Grenfell Rugby Club Website
- Create exchange mailbox Makcrete
- Update Wallangreen Website

For Information

- 187 **RESOLVED:** Cr Diprose and Cr Bembrick that Council write to NBN Co requesting that Grenfell be included in the program to further rollout Fibre to the Premises capability in community areas by leveraging the existing Fibre to the Node infrastructure installed a few years ago.

14. Digital Connectivity Project, G2.11.1

Report to:	Council
From:	Director Corporate Services/Economic Development Officer
Date:	12 November 2020
Attachments:	WSC Inception Meeting Presentation

Purpose:

The purpose of this report is to keep Council informed about the Connectivity Project.

Background:

Access to quality, fast and affordable Internet has been an ongoing problem throughout many parts of the Weddin Shire.

Weddin Shire Council has been allocated \$1 million as part of a \$2 million grant under the \$170 million Drought Stimulus Package to improve digital connectivity in the Weddin Shire.

Report:

Council staff have participated in ongoing Project Control Group (PCG) meetings to progress the project and wish to report as follows:

- Members of the Project Control Group (PCG) including Council's representatives attended an inception meeting with the appointed supplier at the Grenfell Community Hub on Wednesday 28 October 2020.
- Council staff presented information in relation to the Shire generally, our community's goals and aspirations, our current connectivity issues, what we have previously done/where are we at in the connectivity space, and our aspirations in relation to the connectivity strategy specifically. A copy of the presentation is attached to this report.
- The selected contractor provided updated information in relation to their approach to the project and the forecast timeline in the development of the strategy.
- Staff were pleased with the contractor's understanding of our current situation, their available professional networks/contacts and their approach to the project.

Policy Implications:

There are no policy implications.

Financial and Resource Implications:

As the grant funding is being administered by the Department of Regional NSW (DRNSW) there are no immediate financial implications for Council. As the project progresses there may be a need for Council to secure additional funding to aid the delivery of actual on-the-ground solutions.

Council staff are actively working as part of the PCG to represent the interests of the Weddin Shire which requires staff time as part of normal ongoing operations.

Internal/External Consultation:

Whilst obviously not ideal given the impact of harvest, the stakeholder consultation will begin shortly and occur during November – early to mid-December. Unfortunately, this has been beyond the control of Council however, we hope all stakeholders will be able to keep the longer-term benefits in mind and actively engage during the consultation period.

Conclusion:

Council staff continue to actively contribute and push the interests of our Shire as part of the PCG and are excited by the possibility of real improvements over the longer term.

**For Information
Noted**

15. Community Project Support Application – Country Education Foundation of Grenfell (Grenfell CEF), G2.11.1

Report to:	Council
From:	Director Corporate Services
Date:	12 November 2020
Attachments:	Community Project Support Application – Grenfell CEF Community Project Support – Scoring Matrix – Grenfell CEF Grenfell CEF Newsletter

Purpose:

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

Background:

The Country Education Foundation has more than 40 local foundations across the country working to support young school leavers to achieve their study and career aspirations. Local foundations such as the Grenfell CEF are run by groups of volunteers passionate about helping rural and regional young people to achieve their dreams.

The Country Education Foundation of Grenfell was established to provide much needed financial assistance and support to local youth to help them achieve their post high school education, training and vocation aspirations. The Grenfell CEF exists as it recognises that the cost to rural students pursuing their post high school goals is often much greater than those of their metropolitan counterparts and that sometimes these costs can be prohibitive.

The Grenfell CEF have provided over \$80,000 in 69 individual scholarships over 4 years in support of our youth accessing further education/training opportunities. The Grenfell CEF also provide ongoing connection and mentoring support to the recipients of assistance.

The scholarships support a diverse range of education and career pursuits including apprenticeships, traineeships, cadetships, degrees, diplomas and certificate level studies or entry careers. The Grenfell CEF do not provide cash grants directly to the recipients – the local foundation reimburses the student for a pre-agreed expense or pays the goods and services providers directly.

Like many organisations, this year the capacity of the Grenfell CEF to raise funds via other means has been impacted by the COVID-19 pandemic.

It is also worth noting the ability of our youth to work and earn money to support their education/training aspirations has also been impacted by the COVID-19 pandemic as well as the recent drought.

All money raised by the Grenfell CEF in a calendar year is expended in the provision of scholarships in the following year.

Issues:

\$2,500 funding has been requested to support the Grenfell CEF 2021 scholarship program.

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.

Financial and Resource Implications:

Weddin Shire Council does have a Donations budget which can be utilised to provide the requested contribution.

Internal/External Consultation:

There has not been any specific internal or external consultation carried out.

However, Council can look to previous community consultation carried out as a guide. Support of the Grenfell CEF activities could be considered as aligning with the following strategic objectives within Council's Community Strategic Plan strategy:

- 2.6 Local education institutions are effectively supported with a primary focus on targeted program delivery and fit for purpose facilities.*
- 2.7 Lifelong learning opportunities are provided with a focus on digital learning supported in fit for purpose facilities.*
- 3.1 Opportunities are provided to develop leadership skills in the community.*
- 4.5 Weddin is seen as encouraging a strong sense of community and connectedness.*

Assessment of Application:

The request was submitted as a Large >\$1,000 application.

Reference is made to the attached scoring matrix, which provides a framework with which to assess the application.

Community Need/Extent of Benefit – As detailed above the activities of the Grenfell CEF do align with several of the strategic objectives of Council. Need and benefit or reach is demonstrated via 69 previous scholarships. Current need (of both the organisation itself and those the organisation supports) is increased due to the impact of COVID19 and Drought.
Score 9/10

Project Viability – It is noted that the Grenfell CEF have previously raised and utilised over \$80,000 in scholarships over 4 years indicating sustainability and good activity planning by the Grenfell CEF.
Score 8/10

Financial Viability – The applicants have not relied on Council as the only source of funds articulating other sources of funding. The funding requested from Council equates to only 8.47% of the overall budget as per the application. All funds raised are used to provide scholarships.
Score 9/10

Previous Funding – Council has previously provided three (3) separate donations of \$500 each. The Grenfell CEF have no outstanding grant acquittals and have kept Council informed of the benefits delivered by their scholarship programs via newsletters.
Score 7/10

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Application Quality – All questions answered and required information provided.
Score 7/10

Overall Score 40/50 (80%)

Options:

Options available to Council are:

- 1) **Council provide no support**
- 2) **Council provide a portion of the requested funding**
- 3) **Council provide the full \$2,500 requested.**

Conclusion:

Provide no support - Council can choose to do nothing and advise Grenfell CEF accordingly. This carries with it some risk at a local political level.

Council provides 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.

If providing funding, Council should identify the source of funding with an appropriate source of funding being the Donations vote.

RECOMMENDATION: that, given the alignment with Council's strategic objectives, Council provide the requested \$2,500 funded via Council's existing Donations vote.

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

188 RESOLVED: Cr Diprose and Cr McKellar that, given the alignment with Council's strategic objectives, Council provide the requested \$2,500 funded via Council's existing Economic Development Reserve and the funding be provided on an annual basis.

Cr Best returned to the room.

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

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

12 November 2020

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

1. Works Report – 30 September 2020 to 31 October 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 30 September 2020 to 31 October 2020.

SH6 (Mid Western Highway)	<ul style="list-style-type: none">- General maintenance- Heavy patching completed- Mini rehab on S-bend completed- Sealed shoulder widening scoped up- Reseal program scheduled on January 21
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SH17 (Newell Highway)	<ul style="list-style-type: none">- General maintenance- Heavy patching completed- Reseal program scheduled on January 21
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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 30 September 2020 to 31 October 2020.

MR398 (Mary Gilmore Way)	<ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance
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MR236 (Henry Lawson Way)	<ul style="list-style-type: none">- General maintenance
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MR237 (Gooloogong Road)	<ul style="list-style-type: none">- General maintenance
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MR239 (Henry Lawson Way/Young Road)	<ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance
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1.3. Rural Local Roads – Capital Works

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

- Quandialla-Caragabal Road – Culvert replacement now trafficable, sealing due mid-November.
- New Forbes Road - Culvert replacement construction commenced, side track monitoring.

1.4. Rural Local Roads – Maintenance

Routine maintenance such as slashing, patching and guide posting has continued on rural local roads during the period 30 September 2020 to 31 October 2020.

Maintenance Grading

- Bembricks Lane
- Berendebba Road
- Greenethorpe-Wirega Road
- Quondong Road
- Mogongong Road

Shoulder Maintenance

- New Forbes Road

Culvert-Drainage Works

- Caragabal/Quandialla Road
- Hancock-Flinns Road
- Iandra Road
- Wongarra Road
- Mittons Lane
- Hectors Lane
- Clayneys Road

Slashing

- Adelargo Road
- Back Piney Range Road
- Gibraltar Rocks Road
- Caragabal-Quandialla Road
- Driftway Road
- Hunters Lane
- Bland Road
- Hilder Road
- Manganese Road
- Holy Camp Road

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Tree Maintenance

- Greenethorpe-Koorawatha Road
- Wongarra Road
- Holy Camp Road
- Back Piney Range Road
- Mogongong Springs Road
- Bembricks Lane
- Tygong Creek Road

Signs - Guidepost Maintenance

- Back Piney Range Road
- Caragabal - Quandialla Road
- Driftway Road
- Gibraltar Rocks Road
- Iandra Road
- New Forbes Road
- Old Forbes Road

For Information
Noted

2. Other Works:

2.1. Parks & Ovals Report

- Parks: routine mowing, whipper snipping, edging, weeding
- Grenfell town area: tree trimming, sucker removal
- Irrigation systems maintenance
- Parks: soft fall maintenance around swings
- Rose Gardens: pruning, fertilised, spraying
- Iris Gardens: mowed, whipper snipped, edged, weeded
- General mowing and whipper snipping carried out

2.2. Cemeteries

The following graves have been prepared during the period 30 September 2020 to 31 October 2020:

Grenfell Lawn	- 3
Grenfell	- 0
Bimbi	- 0
Caragabal	- 0
Ashes Internment	- 0
Private Property	- 0

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The following maintenance has been carried out during the period 30 September 2020 to 31 October 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 30 September 2020 to 31 October 2020. None were in the relined sections. The cause of all chokes was root intrusion. These chokes have been noted and will be prioritised in future sewer relining programs.

2.4. Private Works

One (1) private works were carried out during the period 30 September 2020 to 31 October 2020.

- Sewer Choke on private property

2.5. Village Area – Capital and Maintenance Works

- Quandialla Drainage design RFQ awarded, works have commenced.

2.6. Vandalism

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

**For Information
Noted**

3. Future Works – 1 October 2020 onwards:

3.1. Highways

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

3.2. Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- MR236 – Safer Road Grant project currently in design phase

3.3. Rural

- General maintenance
- Maintenance Grading:
 - McAlisters Road
 - Caragabal-Bimbi Road
 - Clayneys Road
 - Gibraltar Rocks Road
 - Eurabba Lane
 - Dunkleys Lane
 - Barrs lane
 - Adams Lane
 - Bobelar Lane
 - Hamptons Lane
 - Grimms Lane
- Shoulder Maintenance:
 - Back Piney Range Road
 - Piney Range Hall Road
 - Holy Camp Road
- Culvert Drainage Maintenance:
 - Old Forbes Road – Finnigans Bridge
 - New Forbes Road
 - Lynches Road
- Slashing Maintenance:
 - Deaths Lane
 - Sandy Creek Road
 - Morangarell Road
 - Bimbi-Quandialla Road
- Gravel re-sheeting as per Operational Plan
- Sucker control and table drain maintenance ongoing
- Hancock Flinns Rd – Rectifying undulating road geometry caused by gilgais

3.4. Urban and Village

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

For Information
Noted

THE DIRECTOR ENGINEERING'S REPORT

4. RMS RMCC Contract, R2.54.4

Ordered Works

- Heavy Patching on Newell and Mid Western Highways - completed
- Sealed Shoulder Widening on Mid Western Highway
- Mini Rehab on S-bend on Mid Western Highway - completed
- Resealing Program on Newell and Mid Western Highways

For Information
Noted

5. Plant Report, P6.1.1

The following Plant Maintenance was carried out during the period 30 September 2020 to 31 October 2020 as outlined below:

PLANT NO	PLANT	DETAILS
5240	SPRAY RIG	ELECTRICAL REPAIRS AND MODS TO UNIT
3958	GRAVEL TRUCK	MASTER CYLINDER & CLUTCH BRAKE REPAIRS, SERVICING AND MAINTENANCE
3957	GRAVEL TRUCK	DPF CONCERNS, BREAKDOWN REPAIRS - CLUTCH ISSUE DIAGNOSIS - SERVICE REQUEST
3965	GARBAGE TRUCK	SERVICING , SENSOR FAULT/RENEWAL, REPAIRS & MAINTENANCE
4102	GRADER	FUEL LINE UPGRADE, HYDRAULIC HOSE AND STEERING COMPONENT DAMAGE REPAIRS, AIR CONDITIONING SYSTEM REPAIRS
5302	MOWER	MAJOR REPAIRS AND MAINTENANCE
4109	DRUM ROLLER	ARTICULATION AND SWIVEL JOINT OVERHAUL
4107	PATCH TRUCK	REPAIRS AND MAINTENANCE
Light Vehicle/Small Plant	NUMEROUS	SERVICING AND REPAIRS OF LIGHT VEHICLES AND SMALL PLANT ITEMS
5346	PRESSURE WASHER	REPAIRS AS INOPERATIVE
4113	ROLLER	ARTICULATION AND SWIVEL JOINT OVERHAUL
4096	ROLLER	FUEL & ELECTRICAL SYSTEM REPAIRS, AIR CONDITIONING DIRT/FUME ENTRY (SOURCE OBSOLETE PARTS)
RFS	SHIRE FLEET	CONTINUED YEARLY MAINTENANCE SCHEDULE, REGISTRATION INSPECTIONS - SOME MAJOR REPAIRS REQUIRED ON SOME TRUCKS
3959	DOG TRAILER	TYRE AND HUB REPAIRS
4099	COMPACTOR	TRANSMISSION FAILURE - REPAIRS AND DIAGNOSIS, STEERING RAM FAILURE REPAIRS, PUSH BLADE REPAIRS
3964	WATERCART	REPAIRS TO PUMP AND HOSES, TOW PIN REPAIRS PROFILER
TRAINING	CHAINSAW	TAFE COURSE
TOWN POOL	POOL	ONGOING MAINTENANCE AND REPAIRS & ASSIST CONTRACTOR
4105	GRADER	AIR CONDITIONING REPAIRS, REPAIR LIST, ACCUMULATOR SYSTEM REPAIRS
5366,5367	VMS BOARDS	RE ASSEMBLE AND TEST ONSITE
4120	LOADER	BUCKET LEVELLER REPAIRS
4110	MOWER	MAINTENANCE AND REPAIRS

THE DIRECTOR ENGINEERING'S REPORT

PLANT NO	PLANT	DETAILS
3960	DOG TRAILER	AIR BAG REPAIRS
5288	SLASHER	REPAIRS AND MAINTENANCE
1132	UTE	SERVICE AND PANEL REPAIRS
2082	UTE	PANEL DAMAGE REPAIRS
5200	TRAILER	CONT'D FIT OUT FOR WORKSHOP TRAILER
5220	SPRAY UNIT	REPAIRS TO SPRAY RIG & PUMP
ADMIN	WORKSHOP /PLANT	PLANT REPLACEMENT PROGRAM, QUOTING, PROCUREMENT & NEW PLANT COMMISSIONING ETC
4117	MOWER	SERVICE AND REPAIRS
4103	TRACTOR	DAMAGE REPAIRS - ELECTRICAL/MECHANICAL
5292	ROAD BROOMS	REPAIRS TO DRIVES AND BROOMS
INSPECTION	ROAD PLANT	INSPECTION FOR COMPLIANCE OF CONTRACTORS ROAD PLANT.
HIRED	CAT HOE	REPAIRS OF DAMAGES AND ONCE OVER / MINOR SERVICE
1114	TAXI	AUDIT AS REQUIRED
4106	BACKHOE	OIL LEAK REPAIRS, HYDRAULICS REPAIRS, ELECTRICAL SHORT REPAIRS, BRAKE REPAIRS
5425	SLASHER	ASSEMBLE, SETUP TO FIT, MOD TAILSHAFT
3952	PRIMEMOVER	REPAIRS AND MAINTENANCE, DIFF REPAIRS

**For Information
Noted**

6. Noxious Weeds Report, C2.8.12

The following Noxious Weeds Activities were carried out during the period 30 September 2020 to 31 October 2020 as outlined below:

<u>Activity</u>	<u>Location</u>
Administration	Monthly reporting
	Mapping
	BIS uploads
	Email replies to relevant emails
Publicity	Public awareness - flyer for Green Cestrum will be a mail out. Other articles will be placed on Council's website, Facebook & in The Grenfell Record
Mapping	Both tablets working - relevant information input for BIS compliance
Meeting	MVWC & LVWC will be holding a joint meeting in Orange 10/11/2020 - Weddin is the Chair for LVWC Weddin - presentation on Coolatai Grass completed for next CWRWC meeting 17/11/2020 - copy has been emailed to DE
Training	Kai – Tocal college Cert III – Conservation Land Management
Property Inspections	Inspected & treated Green Cestrum on Council land right on private property boundary. Attended a property that reported to have Broomrape - working in conjunction with DPI on this, more information at a later date All previous properties being monitored for Blackberry - have taken control measures and significant reduction/eradication work been carried out.

THE DIRECTOR ENGINEERING'S REPORT

Roadside Inspections & Reactive Treatment of weeds if required	Bogolong area Birangan area Maudry area Yuline area Warraderry area Bribaree area Eurabba area Brundah area Eualdrie area Grenfell town area
High Risk Weed Road Inspections	Henry Lawson Way (MR239): Weed marker maintenance SH17 & SH6: Several new incursion sites across the Central West – Parthenium Weed – no sightings in Weddin, regular inspections due to continuing Parthenium outbreaks Bland Road – a known Parthenium site
Weeds Treated	African boxthorn, Prickly pear, St Johns Wort
Council Owned Land Inspections	Grenfell Town Area Caragabal area Bumbaldry area Bimbi area Quandialla area
TSR Inspection	SH6 Driftway Road Henry Lawson Way (MR236) Mary Gilmore Way Stock Route Road Gooloogong Road
Rail Inspection	Quandialla area
Other High Risk Weed Sites Inspections	Cemeteries Camping areas Rest stops Tourist sites Silos Reserves
Slashing Spraying Program	Guidepost and sign spraying – ongoing
Sucker Control	Continuous sucker control various roads On request or sightings Various vegetation control being carried out

**For Information
Noted**

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

At its 2020 August meeting, Council resolved to decline all tenders received and engage a project management office (PMO) to analyse and estimate the total project costing.

Council has been working closely with the PMO to develop a preliminary timeline which is pragmatic and derived from a holistic approach.

THE DIRECTOR ENGINEERING'S REPORT

A personal letter drop was conducted to all Main Street businesses by Council's Project Manager on Wednesday 11 November 2020 stating that Council will soon be installing equipment which will monitor potential building dilapidation caused by construction works and also included a basic outline of the proposed works schedule. From all accounts the letter and update was well received and everyone is looking forward to seeing the works come to fruition. The project's critical path is the relocation of Essential Energy assets. Pavement construction cannot commence before the relocation. A Request for Quotation is currently live on Tenderlink.

Council have devised a plan to commence construction before the year's end; starting with the Stormwater Pipe and Kerbing at the Western End, in front of the Railway Hotel. Although it is likely the works will not be completed in that area before the end of the year, Council will disestablish the site in a manner which will minimally impact the businesses.

Council has decided to conduct further Geo-Technical testing on the Eastern end of the Main Street to potentially decrease the pavement depth and save extra funds.

On Wednesday, 25 November 2020 the Mayor, Project Engineer, Team Leader - Engineering and the Director Engineering will be walking the Main Street to visit each shopfront and distribute a bound booklet full of information regarding the project delivery and plans. Council intends to create a project webpage which will give frequent updates to the community and enable any member of the public to attain the latest project information.

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

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

Once the items start arriving, Council will establish the site compound located in the Grenfell Railway Park (pictured below).



THE DIRECTOR ENGINEERING'S REPORT

The PMO is finalising work packages which incorporates tender documents where appropriate for all components of the project, these packages will be broken down to a level to ensure local contractors have the opportunity to bid. A tentative project timeline is outlined below.

Main Street Renewal Works Tentative Schedule	
<u>Date</u>	<u>Activity</u>
19 November 2020	Appoint contractor to undertake stormwater installation
December 2020	Sod-Turning Ceremony
	Establish and commence Western part of Stage 1
	Disestablish for Christmas
January 2021	Re-establish and commence deconstruction/construction
March 2021	Relocate Essential Energy
April 2021	Disestablish for Easter
	Re-establish and commence construction of pavement
May 2021	Landscaping and Asphaltting
June 2021	Handover

For Information

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

Noted

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

8. Fixing Local Roads Program, R2.52.1

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

- Pullabooka Road Rehabilitation \$3,898,702
 - due to commence in February 2021
- Nowlans Road Re-Sheeting \$504,800
 - due to commence in February 2021
- Back Piney Range Road Sealing \$213,410
 - sealing tentatively booked for December 2020

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

For Information

Noted

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

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

The following projects have been approved for funding and will see a positive impact on heavy vehicle routes:

- \$263,964 for the replacement of Back Piney Range Road Culvert (ID: CU0084)
- \$251,371 for the replacement of Hancock-Flinns Road Culvert (ID: CU0532)

Tenders have now closed on Tenderlink and the tender evaluation and recommendation will be reported to Closed Council.

As the winter crop harvest commences in October and will continue through to January, it is proposed to commence the culvert construction after this period so as to cause minimal disruption to farmers. The culverts do have a reduced speed limit enforced along with a single traffic lane width to safely allow B-doubles access.

For Information

Cr McKellar previously submitted a written declaration of interest and stayed in the room.

Noted

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

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

The proposed allocation of these funds is as follows:

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

As above, it is proposed to commence the culvert construction after the harvest period so as to cause minimal disruption to farmers.

RECOMMENDATION: that Council approve project nominations for the following: -

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

190 RESOLVED: Cr Diprose and Cr Brown that Council approve project nominations for the following: -

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

11. Bogolong Dam Safety Analysis, E3.6.4

The successful tenderer of the Bogolong Dam Safety works has issued a project timeline, which is outlined below.

The onsite drilling was completed within the proposed timeslot and had minimal disruption on-site as the weather was favourable.

In recent conversations with the contractor they have stated that they have completed the laboratory testing and are in the final stages of the slope stability assessment.

Bogolong Dam Tentative Safety Works Schedule	
<u>Date</u>	<u>Activity</u>
14-Sept-2020 to 06-Oct-2020	Drilling Onsite investigation - completed
07-Oct-2020 to 06-Oct-2020	Laboratory testing
27-Oct-2020 to 14-Dec-2020	Remedial options design phase
	Stability analysis design phase
	Piping risk assessment
15-Dec-2020 to 23-Dec-2020	Final Reporting Issued to Council

**For Information
Noted**

12. Company Dam Amenities Upgrade, C2.9.14/P2.1.7

The proposed Company Dam Amenities design was submitted to the September 2020 Council meeting whereby Council resolved as follows: -

“that: -

- i) the three (3) proposed options be approved for public exhibition over a period of 28 days*
- ii) the three (3) proposed options be submitted to the community panel for their preference.”*

Public Exhibition Feedback

One (1) submission was received. The comments contained therein are summarised below: -

1) Resident 1:

In keeping with the Tourism theme of Grenfell as this is a tourism site, my suggestion would be to make the amenities block “Manor Red”. This is one of the colours available as part of the Modus package and would be the most suited to our current branding design scheme.

All tourism, amenities and public space offerings should reflect and be in keeping with our Grenfell “Red” colour scheme. This would give consistency to the overall look and presentation to visitors and residents of the Weddin Shire.

THE DIRECTOR ENGINEERING'S REPORT

Responses to the above submissions are summarised below: -

1) Resident 1:

Council thanks you for your feedback and the effort that went into preparing it. The three (3) designs that were placed on public exhibition each sympathetically considered both Grenfell's heritage scheme and matching of existing facilities to ensure a nexus is apparent. For example, Option 1 matched the Henry Lawson Oval Amenities and Option 2 Matched Taylor Park toilet block.

Digital Community Panel Feedback

Council will be advised of the consensus of the Digital Community Panel before the Council meeting

RECOMMENDATION: that Option 2 of the proposed Company Dam Amenities Upgrade design be adopted as presented.

191 **RESOLVED:** Cr Best and Cr Diprose that Option 2 of the proposed Company Dam Amenities Upgrade design be adopted as presented.

13. Main Street Furniture Family, P2.3.18

As part of the Town Entry Sign designs an additional request was put to the consultants to prepare a 'Furniture Family' as part of the Main Street Renewal Project. The intention was to ensure the furniture installed on the Main Street would not only share a nexus but also have the opportunity to be manufactured locally.

The design was completed in collaboration with Council's Engineering and Tourism Departments.

RECOMMENDATION: that: -

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

192 **RESOLVED:** Cr Brown and Cr McKellar that: -

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

14. Proposed Dams Safety Levee, P2.1.7

Report to:	Council
From:	Director Engineering
Date:	12 November 2020
Attachments:	Dams-Safety-Proposed-Levy-Overview-Presentation Dams-Safety-Proposed-Levy-Funding-Model-Overview-Presentation

Executive Summary

This report details the Proposed Dam Safety Levee put forward by Dam Safety NSW and potential effects on Council. Company Dam is the asset affected by the proposed levee.

THE DIRECTOR ENGINEERING'S REPORT

The Dams Safety Act 2015 (the Act) and the *Dams Safety Regulation 2019* (the regulation) commenced on 1 November 2019. The regulation sets out the operational details for the Act, and safety standards that declared dam owners must comply with. The regulation and standards are legislative requirements, and penalties apply to declared dam owners who do not comply with the requirements.

Dam Safety NSW is proposing an amendment to the *Dam Safety Regulation 2019*, the amendment outlines that “Declared dam owners would be required to pay the levy to meet Dams Safety NSW’s costs in administering the Act”.

Link to Delivery/Operational Plan

The recommendation in this report relates to:

- Delivery Program: Strategic Outcome #6 – “Well Maintained and Improving Shire Assets and Services”
- Operational Plan: Strategic Objective 6.1.1c – “Maintain grounds and access roads to Company Dam”

Financial Implications

The Proposed Levee will require an ongoing yearly fee of \$14,992 at this stage. The fee is determined by the consequence category of the dam which for Company Dam is ‘High C’.

Consequence category	First dam	Subsequent dams
	\$ per year	\$ per year
Extreme	16 923	11 846
High A	14 992	10 494
High B	14 992	10 494
High C	14 992	10 494
Significant	9 094	6 366
Low	5 048	3 534

Policy and Governance Implications

Nil

Further Considerations

In recent years there has been consideration put forward to investigate the process for Company Dam to be undeclared under the *Dam Safety Act 2015*. This would require hydrological modelling investigations to determine the new water flow route and adjoining properties would most likely see water flow where it never has. This could be negatively received from the public’s point of view. The dam being undeclared would give rise to another issue; the water being forced to leave would drastically detract from the aesthetics of the area and any ecological habitats currently present.

For Information
Noted

15. Transfer of Crown Road to Council Control – Peaks Creek Road, R2.1.4

Report to: Council
From: Director Engineering
Date: 12 November 2020
Attachments: Department request for transfer of Crown road to Council - Weddin Shire

Executive Summary

This report details the Proposal put forward by the Department Planning, Industry and Environment (DPIE) of transferring control of Peaks Creek Road to Council.

Link to Delivery/Operational Plan

The recommendation in this report relates to:

- Delivery Program: Strategic Outcome #6 – “Well Maintained and Improving Shire Assets and Services”
- Operational Plan: Strategic Objective 6.2.4 – “Maintain and improve roads in accordance with Council priorities”

Financial Implications

There will be no Financial Implications as Council currently maintains the length of Peaks Creek Road. Council acknowledges Peaks Creek Road every 5 years with its Asset Fair Valuations for Roads.

Policy and Governance Implications

Nil

RECOMMENDATION: that Council accept the request put forward by the Department Planning, Infrastructure and Environment in transferring control of the Crown Road known as Peaks Creek Road, Warraderry to Council.

193 **RESOLVED:** Cr Niven and Cr McKellar that Council accept the request put forward by the Department Planning, Infrastructure and Environment in transferring control of the Crown Road known as Peaks Creek Road, Warraderry to Council.

16. 2018-2019 Bimbi Floodplain Management Program, T1.6.75

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

**For Information
Noted**

JAYMES RATH
DIRECTOR ENGINEERING

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

THE DIRECTOR ENGINEERING'S REPORT

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

12 November 2020

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

Dear Sir,

I wish to report as follows: -

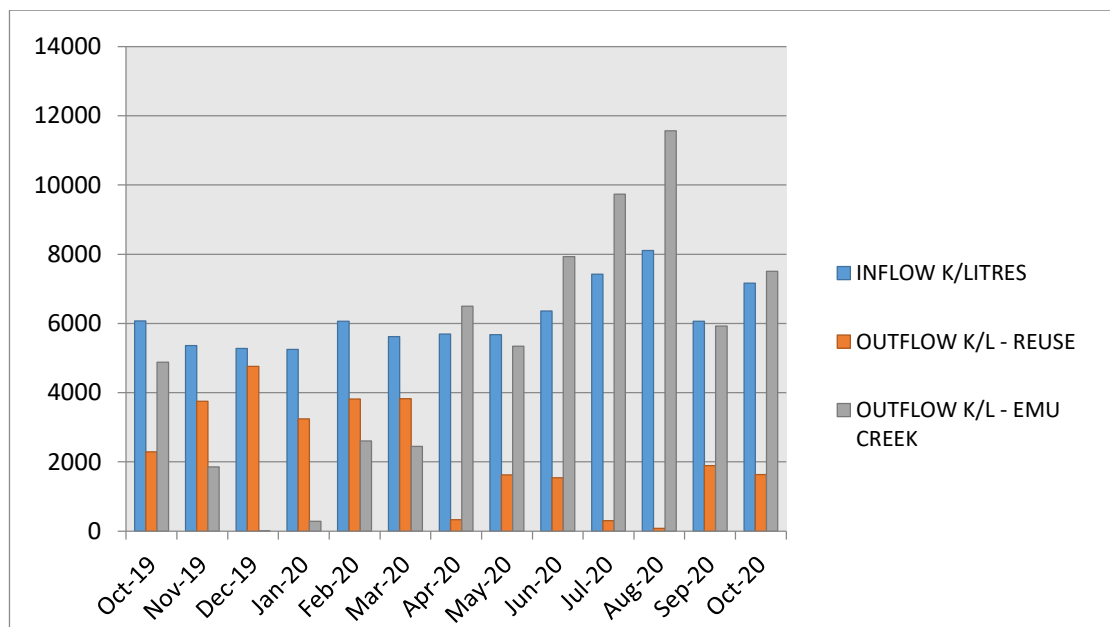
A Public Health and Environmental Matters

A1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during the period 30 September 2020 to 31 October 2020 was 7,166kL with a daily average of 231.16kL. Outflow for irrigation for reuse was 1,638kL and discharge to Emu Creek was 7,510.2kL.

The highest daily recording of 375kL occurred for the 24 hours ending 6:30am on 29 October 2020 and the lowest of 169kL for the 24 hours ending 6:30am on 15 October 2020.

A total rainfall of 113.5mm was recorded for the month.



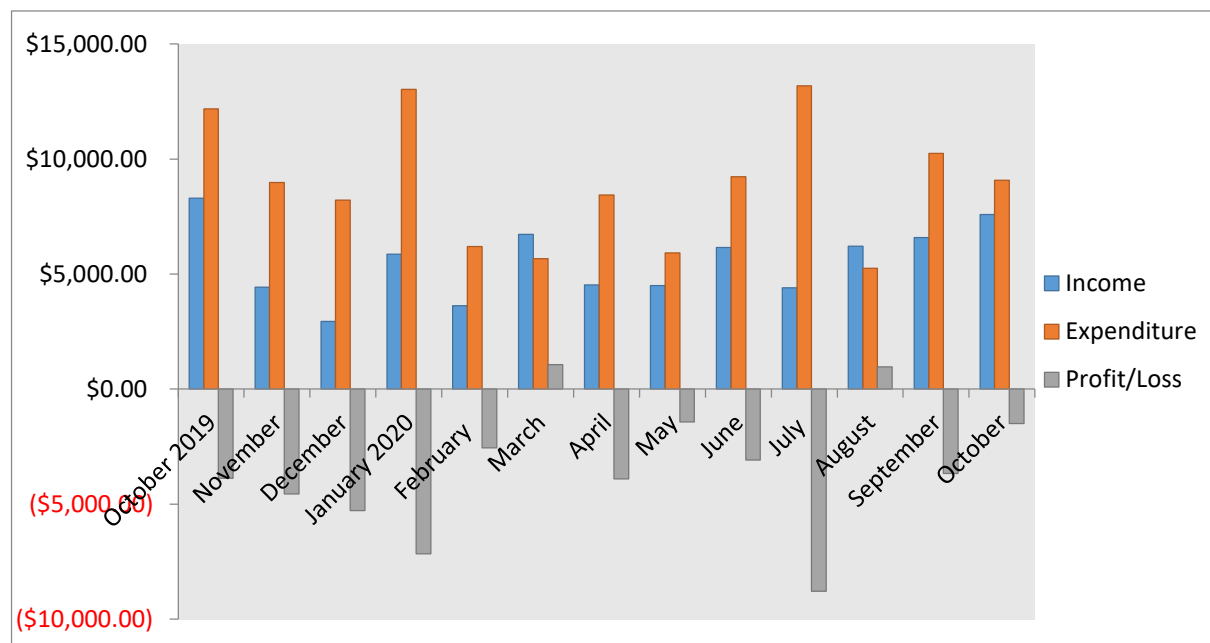
For Information
Noted

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

A2. Caravan Park Operations, P2.3.3

Income during the period 30 September 2020 to 31 October 2020 was \$7,587.00 with expenditure of \$9,083.13 resulting in an operational loss of \$1,496.13 for the month.

There were 299 sites occupied during the period 30 September 2020 to 31 October 2020.



For Information
Noted

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B Planning and Development Matters

B1. Development Applications

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

DA NO.	Applicant	Construction	Value (\$)	Address
MOD 23/2011	Mr WB Harris	Modification to Shed	\$60,000	LOT: 1036 DP: 754578 68 Derribing Lane GRENFELL NSW 2810
MOD 2/2016	Andy's Design & Drafting	Alternation/ Modification to Existing Dwelling	\$0.00	LOT: 4 DP: 872222 3650 Henry Lawson Way GRENFELL NSW 2810
33/2020	Mr G & Mrs E Baker	New Dwelling & Add Amenities to Existing Shed	\$300,000	LOT: 1 DP: 1099714 51 Bradley Street GRENFELL NSW 2810
49/2020	Mr AS & Mrs GC Capra	Alternation & Additions to Existing Dwelling and Demolish Existing Shed	\$160,000	LOT:A DP: 419249 9 Moores Lane GREENETHORPE NSW 2809
53/2020	Ms TL Sheer	Dog Kennels	\$3,370	LOT: 155 DP: 750600 Euroka Street QUANDIALLA NSW 2721
56/2020	Mrs K Pollock	Swimming Pool	\$40,000	LOT: 46 DP: 750572 744 Quandialla-Caragabal Rd CARAGABAL NSW 2810
57/2020	Ms TL Sheer	Swimming Pool	\$1,200	LOT: 155 DP: 750600 Euroka Street QUANDIALLA NSW 2721
58/2020	St Joseph's School	All-weather Multipurpose Court	\$97,152	LOT: 2 DP: 1219536 26 Weddin Street GRENFELL NSW 2810
59/2020	Mrs EA Essex	Erect New Garage & Carport and Demolish Existing Shed	\$22,000	LOT: 1 DP: 398137 25 Dagmar Street GRENFELL NSW 2810

**For Information
Noted**

ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B2. Construction Certificates

The undermentioned applications were received and determined under delegation.

CC NO.	Applicant	Construction	Address
21/2020	Grenfell Rugby Club Incorporated	Covered BBQ Area	LOT: 2 DP: 1126750 14-22 Grafton Street GRENFELL NSW 2810
56/2020	Mrs K Pollock	Swimming Pool	LOT: 46 DP: 750572 Quandialla – Caragabal Road CARAGABAL NSW 2810
33/2020	Glen & Elaine Baker	New Dwelling & Add Amenities to Existing Shed	LOT: 1 DP: 1099714 51 Bradley Street GRENFELL NSW 2810
59/3020	Mrs EA Essex	Erect New Garage & Carport and Demolish Existing Shed	LOT: 1 DP: 398137 25 Dagmar Street GRENFELL NSW 2810

**For Information
Noted**

B3. Complying Development Applications

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

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

**For Information
Noted**

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

Work is progressing at a steady rate on the new STP; both the IDAL and Balance Tank walls have been poured and work has commenced on the amenities/electric sub board room as well as the drying bed. Current photos of the progress have been circulated.

At the recent monthly meeting it was suggested by the contractor, *Haslin Constructions*, that a site inspection be held in December for Councillors and Local Member Steph Cooke to view the project's progression after six months of construction. A formal invitation will be sent to Councillors once a suitable date has been confirmed by Steph Cooke.

**For Information
Noted**

B5. Community Arts Building, Rose Street, Grenfell, P2.3.17

Work on the Community Arts Building is progressing with the majority of the new roof now completed and electrical works by local contractor G Day to soon commence. The next area to be renovated will be the entry verandah to Rose Street and the side verandah to Weddin Street. Progress photos have been circulated.

For Information
Noted

B6. Grenfell Caravan Park, P2.3.3

The sale of the Manager's residence at the Caravan Park is progressing with the two local Real Estate agents. A new advertising campaign has been launched.

For Information
Noted

B7. Mayor's New Office, C2.2.7

Local builder D Lennane has now completed the construction of the new office for the Mayor and furniture has been obtained. We are now just waiting on the painter to finish before the office may be used.

For Information
Noted

B8. Administration Building, P2.3.6

Council's administration building, which was first constructed in 1937 and added to in 1956, is reaching a point where the existing building has outlived its original design and does not provide for today's requirements.

The building is situated on Crown Lands and opportunities currently exist for funding for re-development on Crown Lands.

In order to be shovel-ready for any successful grant application, preliminary enquiries have recently been undertaken. An on-site inspection of the administration building by Karen Gay & George Ferguson of *Design West* was conducted and a design brief was developed. A quotation has now been received from *Design West* to proceed with a design sketch and elevations as well as a Quantity Surveyor for a cost estimation of the works.

The proposal is to gut the inside of the building whilst retaining the façade and construct possibly a two-storey building within the existing façade.

RECOMMENDATION: that Council accept the quotation from *Design West* for \$10,000 + GST to prepare sketch plans and elevations as well as a Quantity Surveyor cost estimate for the proposal.

195 **RESOLVED:** Cr Diprose and Cr Niven that Council accept the quotation from *Design West* for \$10,000 + GST to prepare sketch plans and elevations as well as a Quantity Surveyor cost estimate for the proposal.

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

- 196** **RESOLVED:** Cr Best and Cr McKellar that the Acting Director Environmental Services' late report be received and dealt with because of the urgency of the matter.

B9. Grenfell Racecourse Trust – Public Amenities Building & Demolish Existing Building, DA 52/2020

Council is in receipt of a request asking for the Development Application, Construction Certificate and other associated costs involved in the above to be refunded.

The development was a part of the Drought Communities Programme (DCP) – Extension and the application fees totalled \$2,529.70, which included statutory fees such as Long Service Levy and Plan Reform fee.

RECOMMENDATION: that Council: -

- i) refund all associated Development Application fees excluding the Statutory fees
- ii) advise the Grenfell Racecourse Trust accordingly.

- 197** **RESOLVED:** Cr Best and Cr McKellar that Council: -
- i) refund all associated Development Application fees excluding the Statutory fees
 - ii) advise the Grenfell Racecourse Trust accordingly.

ALAN LINDSAY

ACTING DIRECTOR ENVIRONMENTAL SERVICES

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

ACTION LIST

INSPECTIONS AND MEETINGS		STATUS	BY
March 2020	1. <u>Aboriginal Land Claims Investigation Unit</u> : Cr Diprose and a staff member to attend meeting in Dubbo.	In Progress	GM
August 2020	2. <u>National Local Roads and Transport Congress</u> : Mayor and DE authorised to attend virtual conference.	In Progress	DE
September 2020	3. <u>Local Government NSW Annual Conference</u> : Mayor and General Manager to attend conference online.	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
April 2016	2. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES).	In Progress	DES
May 2018	3. <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	4. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	5. <u>Removal of Trees – Weddin Street</u> : remove trees and replace path. Consider prior to scheduled foot paving works.	In Progress	DE
	6. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
April 2019	7. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	8. <u>Grenfell Medical Centre Operation</u> : conduct a media and marketing campaign.	In Progress	DCS/GM
May 2019	9. <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
October 2019	10. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment.	In Progress	DE
November 2019	11. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
February 2020	12. <u>Sec 355 Committee</u> : review structure and operation of all current committees.	Completed	GM
March 2020	13. <u>Council Meeting Agenda</u> : alter Agenda and Reports to align with CSP.	In Progress	GM
	14. <u>Clean Up Australia Day</u> : contact Pat Soley regarding 2021 event.	In Progress	DES
July 2020	15. <u>Newell Highway Sign</u> : replace sign.	Completed	DCS
	16. <u>Marketing Video</u> : produce video.	In Progress	DCS
	17. <u>Destination Management Plan</u> : place on public exhibition and resubmit to Council for formal adoption.	Completed	DCS

ACTION LIST

August 2020	18. <u>Annual Returns of Interest</u> : place on Council's website. Review other positions.	In Progress	GM
	19. <u>Council Meetings – Webcasting</u> : investigate option to livestream remotely.	In Progress	GM/DCS
	20. <u>Fraud and Corruption Framework</u> : place documents on public exhibition and resubmit to Council for formal adoption.	Completed	DCS
	21. <u>Drought Communities Project – Extension</u> : submit a request for alteration to the program.	In Progress	DCS/GM
	22. <u>Off-Leash Dog Park</u> : place design on public exhibition and resubmit to Council for formal adoption. Conduct consultation session.	Completed	DE
	23. <u>Bumbaldry Recycling Station</u> : conduct community consultation to determine a suitable site prior to installing recycling station.	Delete	DES
September 2020	24. <u>Committee Community Representatives</u> : advertise vacant positions.	Completed	DCS/DES
	25. <u>Grenfell RSL Remembrance Day</u> : place commemorative symbols in roundabouts.	Completed	DE
	26. <u>Council Events</u> : internal decision timeline to be developed.	Completed	DCS
	27. <u>Main Street Renewal</u> : engage PMO to analyse and estimate cost and develop work packages incorporating tender documents.	Completed	DE
	28. <u>Company Dam Amenities Upgrade</u> : place design proposals on public exhibition and submit to community panel for feedback.	In Progress	DE
	29. <u>Mayor's New Office</u> : construct and fund the expenditure at the next quarterly budget review.	In Progress	DES/DCS/ GM
October 2020	30. <u>Local Roads and Community Infrastructure (LRCI) Program</u> : submit further report to Council to determine allocation of funding.	In Progress	DE
	31. <u>ESL & Resilience NSW</u> : submit motion to LGNSW Annual Conference. Write to IPART highlighting ESL increase in comparison to Rate Peg increase.	Completed	GM
	32. <u>Organisational Improvement Plan</u> : develop action plan and submit to November 2020 Council meeting.	In Progress	GM
	33. <u>Sec 355 Committees Review</u> : submit draft Operational Manual and Event Management Guidelines to Council for formal adoption.	In Progress	GM
	34. <u>Destination Management Plan</u> : investigate the steps required to develop a feasibility study for a rail trail from Grenfell to Greenethorpe.	In Progress	DCS
	35. <u>Proposed Bumbaldry Recycling Service</u> : extend garbage service to Bumbaldry area.	In Progress	DES

For Information

199 RESOLVED: Cr Brown and Cr Parlett that deferred activity No. 14 be deleted.

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE
MEETING HELD WEDNESDAY 14 OCTOBER 2020 COMMENCING AT 9:00AM
(C2.6.12)**

1. **PRESENT:** A Lindsay (Chair), L Gibson, J Rath, V Carter, P Markham, K Frost, N Hockings, C Clarke, S Reece (USU)
2. **APOLOGY:** Nil
3. **MINUTES:** 25 February 2020

Resolved: L Gibson and P Markham that the minutes of the meeting held 25 February 2020 be adopted.

4. **MATTERS ARISING:**

- 4.1. Formal Consultative Committee Training

5. **CORRESPONDENCE:**

- 5.1. Inwards re: Report on Section 355 Committees Review: all in favour of recommendation.

6. **GENERAL BUSINESS:**

- 6.1. New Local Government (State) Award 2020: Shayne provided summary.
- 6.2. Salary System Revision
- 6.3. Annual Assessments
- 6.4. Training Plans emanating from Annual Assessments
- 6.5. Draft Uniform Procedure
- 6.6. New Position Descriptions: Union requested copies.
- 6.7. Monthly Meetings: it was agreed that meetings of the Committee should be held every month until on top of current workload.

7. **ACTION LIST**

Date	Action No	Action	Responsible Officer
14 Oct 20	1	Seek feedback on Draft Uniform Procedure from Outdoor staff	DE
	2	Undertake Consultative Committee Training	DCS/Linda
	3	Conduct Annual Assessments	DCS/DES/DE
	4	Update Charter	GM/Sec
	5	Provide Salary System Revision information	HR

8. **NEXT MEETING:** Wednesday, 11 November 2020 at 9:00am.
9. **CLOSURE:** There being no further business to discuss the meeting closed at 9:34pm.

200 **RESOLVED:** Cr McKellar and Cr Niven that the Minutes of the Award Restructuring Consultative Committee meeting be noted.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS
COMMITTEE ANNUAL GENERAL MEETING (AGM)
HELD WEDNESDAY 21 OCTOBER 2020 COMMENCING AT 7:00PM (C2.6.32)**

- 1. PRESENT:** Cathy Gilbert, Kelly Hillsley, Ray Smith, Lance Troy, Maurice Simpson, Chad White, Graham Eppelstun, Amanda Mason, Kellie Frost, Glenn Carroll, Liz Carroll, Jan Parlett, Marie Cotter, Virginia Osborne, Mark Liebich, Billo Wheatley, Peter Moffitt, Belinda Power, Phillip Diprose (Observer)
- 2. APOLOGIES:** Warwick Crampton, Carly Brown, Glenda Howell, Mary Hunter, Keith Starr, Pene Starr, Deb McFarlane, Wendy Johnson, Terry Carroll, Deidre Carroll, Grant Simpson, Carolyn Shaw, Angela Hundy

Resolved Mark Liebich/Virginia Osborne that the apologies be accepted.

3. CONFIRMATION OF MINUTES: 29TH October 2019

Resolved Glenn Carroll/Liz Carroll that the minutes of 29th October 2019 be confirmed.

4. BUSINESS ARISING: Nil

5. PRESIDENT'S REPORT: See attached

6. TREASURER'S REPORT:

- a. Bank Balance as at 21/10/2020 is \$10,948.66
- b. Term Deposit is \$55,000

Resolved Ray Smith/Jan Parlett that the treasurer's report be adopted as read and tabled.

7. CORRESPONDENCE:

Resolved Kellie Frost/Chad White that a letter be written to Noelene Brandt to thank her for her work as President.

8. HAND OVER TO THE RETURNING OFFICER:

Glenn Carroll took the chair to act as returning officer. He discussed the recent review of council 355 committees and made the following points.

- A Section 355 committee review was undertaken by Mr Glenn Inglis and it was recommended that this committee remain a 355 council committee.
- The council adopted Mr Inglis' report at its last meeting.
- The committee Charter replaces the Constitution.
- There will be Council representatives on this committee and for 2020/2021 they will be Crs Liebich, Parlett, Brown and O'Byrne.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS
COMMITTEE ANNUAL GENERAL MEETING (AGM)
HELD WEDNESDAY 21 OCTOBER 2020 COMMENCING AT 7:00PM (C2.6.32)**

- The Grenfell Henry Lawson Festival of Arts Committee was deregistered on 4th November 2005 and is no longer an incorporated body.
- The name of the bank account for this committee needs to be changed to 'Weddin Shire Council The Henry Lawson Festival of Arts Committee'.

Resolved Glenn Carroll/Lance Troy that the bank account be moved from NAB in Young to Bendigo Bank.

- The end of the financial year needs to be moved to 30th June.
- The existing ABN number is to be deleted.
- A Section 355 Committee Operation Manual is currently being reviewed and will be presented to the November council meeting for adoption.
- Event Management Guidelines are currently being reviewed and will be presented to the November council meeting for adoption.
- An Internal Decision Timeline is a tool used to assist organisations to make considered decisions in regards to events during the COVID 19 pandemic. It establishes a framework that identifies milestones and dates that trigger certain decisions. It has been used successfully by other councils and will be submitted to the November council meeting for adoption.

9. ELECTION OF OFFICE BEARERS

ROLE	NOMINATED BY	SECONDED BY	ELECTED Y/N
President Belinda Power	Kellie Frost	Cathy Gilbert	Y
Vice President Chad White	Kelly Hillsley	Liz Carroll	Y
Secretary Kelly Hillsley	Ray Smith	Cathy Gilbert	Y
Assistant Secretary Cathy Gilbert	Liz Carroll	Amanda Mason	Y
Treasurer Ray Smith	Chad White	Virginia Osborne	Y
Assistant Treasurer Angela Hundy	Cathy Gilbert	Amanda Mason	Y

10. GLENN CARROLL HANDED THE CHAIR TO PRESIDENT BELINDA POWER

11. BELINDA POWER THANKED GLENN CARROLL AND WELCOMED THE NEW COMMITTEE

12. PROPOSED MEETING DATES

Resolved Belinda Power/Kelly Hillsley that an extraordinary meeting be held 2nd December 2020 to elect co-ordinators.

13. 2021 AGM – 20th October 2021

14. CLOSE – Belinda Power thanked everyone for coming and there being no further business the meeting was closed at 7.47pm

201 **RESOLVED:** Cr Parlett and Cr Diprose that except where otherwise dealt with the Minutes of the Grenfell Henry Lawson Festival of Arts Committee Annual General Meeting be adopted.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS
COMMITTEE MEETING
HELD WEDNESDAY 21 OCTOBER 2020 COMMENCING AT 7:47PM (C2.6.32)**

- 1. ATTENDANCE:** Cathy Gilbert, Kelly Hillsley, Ray Smith, Lance Troy, Maurice Simpson, Chad White, Graham Eppelstun, Amanda Mason, Kellie Frost, Glenn Carroll, Liz Carroll, Jan Parlett, Marie Cotter, Virginia Osborne, Mark Liebich, Billo Wheatley, Peter Moffitt, Belinda Power, Phillip Diprose (Observer)
- 2. APOLOGIES:** Warwick Crampton, Carly Brown, Glenda Howell, Mary Hunter, Keith Starr, Pene Starr, Deb McFarlane, Wendy Johnson, Terry Carroll, Deidre Carroll, Grant Simpson, Carolyn Shaw, Angela Hundy

Resolved Glenn Carroll/Chad White that the apologies be accepted.
CARRIED

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

4. MINUTES:

Resolved Glenn Carroll/Chad White that the minutes of the previous meeting be confirmed. **CARRIED**

- 5. BUSINESS ARISING:** Nil

6. CORRESPONDENCE:

- PO Box Statements
- Bank Statements
- The Lawsonian

Resolved Mark Leibich/Virginia Osborne that the inwards and outwards correspondence be received and endorsed. **CARRIED**

- 7. TREASURERS REPORT:** Ray Smith stated that he would be seeking advice from Council.

Moved Ray Smith/Liz Carroll. **CARRIED**

8. GENERAL BUSINESS:

Resolved by Glenn Carroll/Lance Troy that the festival be reviewed ASAP to future-proof the event and ensure sustainability. It should include community consultation. **CARRIED**

Resolved Glenn Carroll/Peter Moffitt that a consultant be engaged by council to conduct a review of the festival at a quoted cost of \$5000. If in excess of \$5000, to be reviewed by committee at next meeting. **CARRIED**

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS
COMMITTEE MEETING
HELD WEDNESDAY 21 OCTOBER 2020 COMMENCING AT 7:47PM (C2.6.32)**

- Glenn Carroll will prepare a brief for the consultant.
- Chad White asked about the main street upgrade and was told the upgrade should be completed by the next festival.
- Glenn Carroll reminded the executive that his door is always open and Auburn and Claire are there to assist co-ordinators and volunteers with their roles.

9. DATE FOR NEXT MEETING: 18th November 2020 at 7pm

There being no further business the meeting was closed at 8.11pm

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

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE
MEETING HELD WEDNESDAY 11 NOVEMBER 2020 COMMENCING AT 9:00AM
(C2.6.12)**

1. **PRESENT:** A Lindsay (Chair), L Gibson, J Rath, V Carter, K Frost (Invited Guest)
2. **APOLOGY:** P Markham, C Clarke, N Hockings
3. **MINUTES:** 14 October 2020

Resolved: V Carter and L Gibson that the minutes of the meeting held 14 October 2020 be adopted.

4. **MATTERS ARISING:**

- 4.1. Consultative Committee Training: finalising Training with CENTROC.
- 4.2. Salary System Revision: completed.
- 4.3. Annual Assessments: to be conducted in December 2020.
- 4.4. Draft Uniform Procedure: distribute at Thursday meetings with toolbox talks.

5. **CORRESPONDENCE:**

Nil

6. **GENERAL BUSINESS:**

Nil

7. **ACTION LIST**

Date	Action No	Action	Responsible Officer
	1	Undertake Consultative Committee Training	DCS/Linda
	2	Conduct Annual Assessments	DCS/DES/DE
	3	Seek feedback on Draft Uniform Procedure from Outdoor staff	DE
	4	Update Charter	GM/Sec

8. **NEXT MEETING:** Wednesday, 10 February 2021 commencing at 8.30am.
9. **CLOSURE:** There being no further business to discuss the meeting closed at 9.30 am.

166 **RESOLVED:** Cr McKellar and Cr Niven that the Minutes of the Award Restructuring Consultative Committee meeting be noted.

**MINUTES OF THE AUSTRALIA DAY EXECUTIVE COMMITTEE MEETING HELD
TUESDAY 17 NOVEMBER 2020 COMMENCING AT 9:00 AM (C2.6.34)**

1. **Present:** P. Moffitt, R McLelland, D Carroll, K Engelsman, E Baker, I Pitt, A Carr.
2. **Apologies:** Nil
3. **Confirmation of Minutes** January 21st 2020

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

4. **Correspondence**

In:

- Review of Section 355 Committees
- Australia Day Ambassador Program
- National Australia Day Council grants program
 - Australia Day 2021 COVIDsafe Events Grants
 - Australia Day 2021 Event Branding Grant

Out:

- Application to the Australia Day 2021 Event Branding Grant (successful)
- Stage 1 Application for Ambassador Program

Resolved: A Carr/ I Pitt that the correspondence be accepted

5. **Program for 2021**

Implications of COVID-19 on Community Events

It is very unlikely that Grenfell's traditional Australia Day Ceremony program can comply with Public Health Orders relating to COVID-19. Council will make a decision at the November 2020 Council meeting, however its highly likely that the event will be modified to be at an indoor venue where the one person / 4m² rule applies and that the focus will be the presentation of awards to recipients. Traditional supporting activities such as music by the town band, the BBQ breakfast and children's competitions are unlikely to proceed. It is likely that attendance will be through invitation only with priority to family and friends of award nominees to ensure the guest list complies with the limitations of one person / 4m². At the Grenfell Bowling Club, the maximum number allowed is 110 people.

Resolved: D Carroll/ P Moffitt that the 2021 Australia Day Ceremony be held at the Grenfell Bowling Club, subject to compliance with the Public Health Order (COVID-19).

Set up

The Grenfell Bowling Club to be tentatively booked as the venue with all equipment within the venue to be utilised including chairs, tables, rostrum and PA.
Historical Society to decorate outside of the Bowling Club with bunting and flags.
RSL to provide an indoor flagpole.

Theme

"Everyone, Every Story"

**MINUTES OF THE AUSTRALIA DAY EXECUTIVE COMMITTEE MEETING HELD
TUESDAY 17 NOVEMBER 2020 COMMENCING AT 9:00 AM (C2.6.34)**

Ceremony

Master of Ceremonies – Tom Robinson, Aaron Flagg and Danny Joyce to be invited in that order.

Ambassador- an ambassador is yet to be allocated. Will decide whether to accept allocated ambassador once we know where they will be travelling from.

Award Nominees - to be handled by Weddin Shire Council. Nomination forms currently available on the website.

National Anthem – That a recording be used to minimise singing in an enclosed space.

Flag raising – Cadets to be approached

Prayer of Thanks – Steven Hay, David Walker and Jolie Knight to be approached in that order.

Entertainment

Poetry – Each School in Grenfell to be invited to nominate a student to read a short Australian themed poem.

Catering

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

6. General Business

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

Consider delaying the start time of the ceremony to 9:30am in recognition that this year's ceremony will be shorter than normal and the venue is air conditioned.

Give thought to people who should be considered for inclusion on the list of invitees.

E Baker has resigned as the CWA representative, to be replaced by D Carroll.

P Moffitt has resigned as the Rotary representative, to be replaced by R McLellend.

7. Next Meeting December 15th 2020 at 9am in the Council Meeting Room.

Meeting closed at 9.26am

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

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 17 NOVEMBER 2020 COMMENCING AT 8:30 AM (C2.6.10)**

1. **PRESENT:** G Carroll, J Rath, A Lindsay and L Gibson
2. **APOLOGY:** Nil
3. **MINUTES:** 13 October 2020

Resolved: J Rath and A Lindsay that the minutes of the meeting held 13 October 2020 be adopted.

4. **PEOPLE:**

<u>Learning development</u> - Strategic	i) <u>Traffic Control/Signage:</u> process implemented to ensure signage inspected on a regular basis.	DE
	ii) <u>Annual Assessments:</u> to commence in December 2020.	All
	iii) <u>Training Plans:</u> to be undertaken for individual employees emanating from Annual Assessments.	All
	iv) <u>Henry Lawson Festival</u> Annual General Meeting (AGM) and General Meeting held 21 October 2020. Next meeting to be held 18 November 2020.	All
<u>Resource planning</u> - Strategic	i) <u>New Improvement Plan:</u> adopted by Council. Action Plan to be resubmitted to November meeting.	GM
	ii) <u>Annual Report:</u> to be forwarded to the Office of Local Government by 31 December 2020.	GM
	iii) <u>2019/2020 Annual Financial Statements:</u> forwarded to the Office of Local Government on 5 November 2020 within the required timeframe.	DCS
	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 2020/2021. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	DE
- Operational	vi) <u>Other Programs:</u> in progress.	DE
<u>Recruitment</u> - Operational	i) <u>Corporate Services:</u> Creditors /Customer Service Officer currently being advertised.	DCS
	ii) <u>Corporate Services:</u> Customer Service Officer currently being advertised.	DCS
	iii) <u>Corporate Services:</u> Finance Support trainee currently being advertised.	DCS
	iv) <u>Environmental Services:</u> Environmental Services Support trainee currently being advertised.	DES
<u>Appointments</u> - Operational	i) <u>GM Secretary:</u> Grace Best appointed on a 12-month temporary full-time basis. Commenced Monday 9 November 2020.	GM

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 17 NOVEMBER 2020 COMMENCING AT 8:30 AM (C2.6.10)**

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

5. RESOURCES:

<u>Financial</u> - Strategic	i) <u>Grant Funding Applications:</u> Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.	All
<u>Information</u>	Nil	
<u>Physical – Assets</u> - Strategic	i) <u>Sewerage Treatment Works Upgrade:</u> in progress. Further reported in DES report.	DES
	ii) <u>Grenfell Main Street Renewal:</u> Project Management Office (PMO) engaged to analyse and estimate total project costing and also develop work packages incorporating tender documents where appropriate for all components of the project. Further reported in DE report.	DE
- Operational	iii) <u>Quandialla Recycling Depot:</u> operating very well. Director Engineering monitoring.	DE
	iv) <u>O'Brien's Tributary:</u> preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.	DE
	v) <u>Industrial Land:</u> consideration being given to purchasing additional land.	GM/DE/DES
	vi) <u>Quandialla Drainage:</u> Works nearing completion.	DE
	vii) <u>Annual Residence Inspections:</u> in progress.	DES
	viii) <u>Quandialla Pool:</u> meeting held with the Pool Manager to determine upgrade works to be undertaken prior to the 2020/2021 season. Works in progress.	DES
	vii) <u>Overgrown Blocks:</u> letters requesting blocks to be slashed sent. Works in progress.	DE
	viii) <u>Village/Roadside Slashing/Spraying:</u> works in progress.	DE
<u>Human Resources</u>	i) <u>HR Resources:</u> Peter Quinn engaged to provide HR services. To be further considered as part of the Organisation Structure review.	All

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 17 NOVEMBER 2020 COMMENCING AT 8:30 AM (C2.6.10)**

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

6. SYSTEMS:

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

7. COMMUNICATIONS AND ENGAGEMENT:

<u>Agendas for OLT and OET</u>	Being utilised.	GM
<u>Charters for OLT and OET</u>	Being utilised.	GM
<u>Communication Plan and Engagement Strategy</u>	Being utilised.	DCS
<u>OLT and OET Terms of Reference</u>	Being utilised.	DES
<u>Staff engagement – Organisational Engagement Team</u>	<ul style="list-style-type: none"> Meetings held. Store system / Depot Improvement Plan being implemented. Other recommendations to be pursued when submitted. Quarterly meetings being held with indoor and outdoor staff. Meetings held Thursday 5 November 2020. Next meeting to be held Thursday 4 March 2021. 	GM DCS/DE All All

8. NEXT MEETING: Tuesday, 15 December 2020 at 8:30am.

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

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

QUESTIONS WITH NOTICE

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

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

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

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

The following questions have been received:

Nil

THE LOCAL GOVERNMENT ACT

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

[s 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

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.

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

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

GENERAL MANAGER'S REPORT

1. **Central West Credit Union Grenfell Agency, A3.24.1**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

DIRECTOR ENGINEERING'S REPORT

1. **Q10/2020: Supply Rangers Ute Plant No 2085, T1.6.82**
Reason for confidentiality: commercial information (Section 10A(2)(d))
2. **T13/2020: Back Piney Range Roads and Hancock Flinns Road Culvert Replacements, T1.6.86**
Reason for confidentiality: commercial information (Section 10A(2)(d))
3. **Q11/2020: Supply Council Fleet Plant No. 2090 and 2091, T1.6.84**
Reason for confidentiality: commercial information (Section 10A(2)(d))
4. **Q12/2020: Supply Council Fleet Plant No. 2094 and 2095, T1.6.85**
Reason for confidentiality: commercial information (Section 10A(2)(d))

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

5. **T20/2020: Main Street Renewal - Stormwater Infrastructure Construction, T1.6.92**
Reason for confidentiality: commercial information (Section 10A(2)(d))

211 RESOLVED: Cr O’Byrne and Cr Brown that the meeting return to Open Council.

REPORT ON CLOSED COUNCIL

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

GENERAL MANAGER’S REPORT

1. **Central West Credit Union Grenfell Agency, A3.24.1**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

Noted

DIRECTOR ENGINEERING’S REPORT

1. **Q10/2020: Supply Rangers Ute Plant No 2085, T1.6.82**
Reason for confidentiality: commercial information (Section 10A(2)(d))

RESOLVED: that Council: -

- i) rescind resolution #465 *“that Council accept the Quotation received from Frank Spice Auto Repairs of \$55,695.00 for ‘1 x new 2020 NISSAN NAVARA ST EXTENDED CAB D23 MY20 UTILITY”*
- ii) formally write to *Frank Spice Auto Repairs* acknowledging that Council now rejects their provided RFQ for ‘Q10/2020: Supply of Rangers Ute Plant No. 2085’
- iii) re-advertise the RFQ for Supply of Rangers Ute.

2. **T13/2020: Back Piney Range Roads and Hancock Flinns Road Culvert Replacements, T1.6.86**
Reason for confidentiality: commercial information (Section 10A(2)(d))

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

RESOLVED: that Council endorse the recommendation of the evaluation committee being that the RFQ received from ‘*Makcrete Pty Ltd*’ of \$258,841.00 INC GST be accepted.

Cr McKellar returned to the room.

3. **Q11/2020: Supply Council Fleet Plant No. 2090 and 2091, T1.6.84**
Reason for confidentiality: commercial information (Section 10A(2)(d))

RESOLVED: that Council: -

- i) rescind resolution #419 *“that Council accept the RFQ received from ‘Bathurst Toyota’ of \$51,213.45 for ‘2 x new Hilux 4x2 Workmate 2.4L T Diesel Automatic Double Cab”*
- ii) accept the amended price of \$102,426.90 Inc GST from supplier 1 ‘*Bathurst Toyota*’.

4. Q12/2020: Supply Council Fleet Plant No. 2094 and 2095, T1.6.85

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

RESOLVED: that Council: -

- i) rescind resolution #420 “*that Council accept the RFQ received from ‘Bathurst Toyota’ of \$56,360.41 for ‘2 x new Hilux 4x4 Workmate 2.4L T Diesel Automatic Double Cab’*”
- ii) accept the amended price of \$112,720.82 Inc GST from supplier 1 ‘*Bathurst Toyota*’.

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

5. T20/2020: Main Street Renewal - Stormwater Infrastructure Construction, T1.6.92

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

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

RESOLVED: that Council endorse the recommendation of the evaluation committee being that the Tender received from ‘*Christie’s Civil and Waste Disposal*’ of \$281,030.00 EX GST be accepted.

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

CLOSURE: There being no further business the meeting closed at 9:46am.