



MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 20 FEBRUARY 2020 COMMENCING AT 9.30 AM

13 February 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, 20 FEBRUARY, 2020**, commencing at **9.30 AM** and your attendance is requested.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

1. OPENING MEETING – Advising Meeting is being webcast.
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES - Ordinary Mtg 19 December 2019
- Extra-Ordinary Mtg 17 January 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
 - Noxious Weeds Ctee Mtg, 17/12/2019
 - HLF Ctee Mtg, 17/12/2019
 - Australia Day Ctee Mtg, 17/12/2020
 - Australia Day Ctee Mtg, 21/01/2020
 - Art Gallery Ctee Mtg, 06/02/2020
 - Tourism Ctee Mtg, 06/02/2020
 - Heritage Ctee Mtg, 06/02/2020
 - Bogolong Dam Site Ctee Mtg 06/02/2020
 - OLT Mtg, 18/02/2020
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, J Parlett, C Brown and J Niven.
General Manager (G Carroll), Director Environmental Services (B Hayes), Director Corporate Services (L Gibson) and Director Engineering (J Rath).

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.

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.”

APOLOGY: S McKellar

222 RESOLVED: Cr Diprose and Cr O’Byrne that the apology be accepted.

CONFIRMATION OF MINUTES:

223 RESOLVED: Cr Bembrick and Cr Diprose that the Minutes of the Ordinary Meeting, held on 19 December 2020 be taken as read and **CONFIRMED**.

224 RESOLVED: Cr Brown and Clr Parlett that the Minutes of the Extra-Ordinary Meeting held on the 17 January 2020 be taken as read and **CONFIRMED**.

DISCLOSURES OF INTEREST

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

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

| Councillor | Item No | Nature of Interest | Type | Left the Room |
|-------------------|----------------|---|---------------|----------------------|
| Bembrick | GMC1 | Wife employed by Gordon Garling Moffitt | Non-Pecuniary | Y |

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. **Section 355 Committees**

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

“that

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

Funding source (where expenditure is sought):

N/A

Supporting comments:

The Notice of Motion is consistent with the NSW Office of Local Government direction to all Councils as detailed in their “Circular to Councils” number 16-24 / A506736 dated 15 August 2016.

Signed: Cllr Phillip Diprose

Date: 6th February 2020

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

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 20 FEBRUARY 2020.**

SECTION A - Matters for Information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 12 December, 2019.
- A2. Caragabal Public School, C1.8.10: Thanking you for your generous donation towards our Presentation Evening.
- A3. The Hon Michael McCormack, A3.19.3: Advising the Federal and NSW Governments have joined forces at Australia's first Bilateral Regional Health Forum.
- A4. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock.
- A5. Audit Office of NSW, A1.2.1: Advising the final phase of our audit for the year ended 30 June 2019 is complete.
- A6. The Hon Steph Cooke MP, A3.19.2: Thanking everyone for their kindness and support throughout 2019.
- A7. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 10 January, 2020.
- A8. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 14 January, 2020.
- A9. Transport for NSW, A3.6.51: Advising the full integration of Transport for NSW (TfNSW) and Roads & Maritime Services (RMS) into one organisation has been enabled.
- A10. NSW Government Water Relations, A3.6.45: Forwarding NSW Government Water News.
- A11. The Henry Lawson High School, C1.8.3: Thanking you for the generous donation towards our Presentation Day for 2019.
- A12. The Hon Steph Cooke MP, U1.7.4: Thanking you for contacting me with a copy of a letter to Water NSW outlining your concerns about an application by Lawson Grains Pty Ltd.
- A13. Quandialla Public School, C1.8.8: Advising the students and staff of Quandialla Public School thank you very much for your kind donation towards our 2019 Presentation Day.
- A14. Australian Government Community Grants Hub, G2.3: Inviting your organisation to apply for the Communities Combating Pest and Weed Impacts During Drought Program – Biosecurity Management of Pests and Weeds – Round 2.
- A15. Central Tablelands Water, U1.6.6: Advising Council resolved to implement Level 4 water restrictions for the entire CTW supply network effective from 1 January, 2020.
- A16. The Hon Michael McCormack MP, A3.19.3: Calling for expressions of interest from community groups for the 2019-2020 Volunteer Grants Program.
- A17. The Hon Steph Cooke MP, A3.19.2: Announcing a NSW Government plan to allow use of the Weddin Mountains National Park to small groups of horse riders, between the months of March and May.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 20 FEBRUARY 2020.**

- A18. Grenfell Public School, C1.8.2: Thanking you for your continued support of our annual School Presentation Day Awards.
- A19. Grenfell Lions Club Inc., P2.3.12: Advising the Lions Club have just returned to Council the takings from the donation box for December at the Railway Station.
- A20. Jill and Allan Hodgson, T3.4.3: Requesting a review of the location of both the 80 and 50 speed limit signs on Henry Lawson Way south of Grenfell.
- A21. Grenfell Car Club, T3.4.13: Advising the Grenfell Car Club will be holding their annual Car Show on Sunday 7 June, 2020.
- A22. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 28 January, 2020.
- A23. The Hon John Barilaro MP, A3.19.2: Advising an expert panel has been established to identify Council-managed roads in rural and regional areas to hand back to the state.
- A24. The Hon Steph Cooke MP, A3.19.2: Advising the NSW Government is working to make sure the show will go on around the Cootamundra electorate.
- A25. WaterNSW, U1.7.4: Advising your written objection to the above application was received on 13 December, 2019.
- A26. Local Government NSW, A3.8.2: Advising Local Government NSW firmly believes a democratically elected Balranald Shire Council must be able to be in place, as soon as possible.
- A27. The Hon Steph Cooke MP, A3.19.2: Advising nominations are open for the 2020 NSW Youth Advisory Council (YAC).
- A28. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 31 January, 2020.
- A29. Office of Local Government, A3.6.54: Forwarding the Office of Local Government's fortnightly e-newsletter.
- A30. Office of Local Government, A3.6.54: Writing regarding the NSW Government's announcement to fund the first year's increase of the Emergency Services Levy (ESL) for all local councils.
- A31. Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke is calling on landholders and primary producers across the region to nominate as a candidate in the 2020 Local Land Services (LLS) board member elections.
- A32. Diane Donohue, P2.3.18: Advising I was visiting St Arnaud in mid western Victoria last week.
- A33. Grenfell & District Senior Citizen's Welfare Committee Inc, C1.1.3/C1.6.2: We would like to take the opportunity to thank you and your staff for promoting our organisation Grenfell and District Senior Citizen's Welfare Committee Inc.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 20 FEBRUARY 2020.**

- A34. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 7 February 2020.
- A35. Forbes Shire Council, G2.9.5: Advising this year Forbes Shire council is celebrating 150 Years of operation with the shire declared a municipality in 1870 and the first council meeting held on the 7 July of that year.
- A36. Jenny McNickle: Acknowledging the community's appreciation for the excellent work carried out to the Caragabal Cemetery prior to Larry's Funeral. Thank you.

SECTION B - Matters for Report

- B1. Grenfell Lions Club Inc., P2.4.1: Wondering if Council could seal an area approximately 7.62m x 3.05m (25" x 10") outside the toilet/shower block at the Railway Station.
- B2. Transport for NSW, R2.54.4: Advising on 26 August, 2019 we gave you notice that the current RMCC would be terminated on 29 February, 2020 and a new RMCC would commence on 1 March, 2020.
- B3. The Grenfell Henry Lawson Festival of Arts Committee, C2.6.32: Advising The Grenfell Henry Lawson Festival Committee at its December 2019 meeting resolved to stall the 2020 Festival.
- B4. Denis Smith, C1.2.2: Advise/Assistance required from Weddin Shire Council on De-silting the Dam located at Grenfell Country Club
- B5. Craig and Belinda Taylor: Writing to you in regard to a public access road in the Weddin Shire that is opposite the Iandra Castle.
- B6. Allison Knowles, T3.4.13: Advising the Cargo to Grenfell fundraiser walk is fast approaching.
- B7. Sue Jackson-Stepowski, H2.11: This letter is a request for involvement of the Council in the ICOMOS Central West of NSW Study Tour.

226 **RESOLVED:** Cr O'Byrne and Cr Brown that Correspondence sections A and B be noted.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 20 FEBRUARY 2020.**

SECTION C - Matters for Consideration

1. NSW Government - Regional NSW, G2.55: Advising that your application for Regional School Holiday Activities has been approved.

You will receive a deed of funding and it is requested that Council return this within seven business days.

227 RESOLVED: Cr Bembrick and Cr Brown that Council accept the grant funding and confirm action in regards to signing the deed of funding.

2. Grenfell Junior Rugby Club, P2.1.6: Advising Grenfell Junior Rugby is currently halfway through our summer touch football competition and on our school holiday recess. Unfortunately due to a combination of the dry weather and impending earthworks R. B. Bembrick field will not be available for us to recommence in February.

Can we please book Top Lawson Oval for Tuesday afternoons from 4 February until 17 March.

Note: As the competition recommenced on 4 February permission was granted.

RECOMMENDATION:

Confirm Action

228 RESOLVED: Cr Diprose and Cr O'Byrne that the action be confirmed.

3. The Hon Melinda Pavey MP, U1.6.11: Thanking you for your email dated 19 November 2019 requesting confirmation for the level of funding available for a full feasibility study to secure a reliable and secure water supply for the Caragabal community and district.

229 RESOLVED: Cr Best and Cr Parlett that Council write to the Hon Melinda Pavey MP thanking the State Government for the grant funding.

4. Grenfell Picnic Race Club, C1.1.3: Forwarding an application for assistance for the Grenfell Picnic Race Club meeting to be held 18 April, 2020.

RECOMMENDATION: that the requests be approved as per Council's Community Support Policy.

230 RESOLVED: Cr Brown and Cr Best that the requests be approved as per Council's Community Support Policy.

5. Grenfell Goannas (Senior) Rugby League Club, P2.1.6: seeking permission to use Lawson Park for the upcoming 2020 season.

RECOMMENDATION: that approval be granted as requested.

231 RESOLVED: Cr O'Byrne and Cr Bembrick that approval be granted as requested.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 20 FEBRUARY 2020.**

6. Primary Health Network Western, P2.3.1/P2.3.2 The Weddin Shire Suicide Prevention Project, Grenfell Community Health in conjunction with Department of Primary Industries are seeking the approval for two community events for youth to be held at the Grenfell public pool and Quandialla public pool.

RECOMMENDATION: that approval be granted to hold events and extend the operation hours as requested.

232 **RESOLVED:** Cr Diprose and Cr Best that approval be granted to hold events and extend the operation hours as requested.

7. Grenfell RSL-Sub Branch, C1.3.26 The Grenfell RSL Sub-Branch, would greatly appreciate, if we would be able to have a number of significant items placed in the two Grenfell roundabouts, for the commemoration of ANZAC day this year. The items would be 2 x soldier silhouettes, 2 x wooden crosses and 2 x metal poppies per roundabout.

If possible, could the items be in position by Wednesday, 1 April.

RECOMMENDATION: that approval be granted to place the items in the roundabouts as requested.

233 **RESOLVED:** Cr Brown and Cr Partlett that approval be granted to place the items in the roundabouts as requested.

8. Transport NSW, R2.52.2: Advising the Safer Roads Program for 2020/21 was announced yesterday by Minister Toole and I am pleased to confirm funding of \$462,305 has been approved.

Formal letters of offer with project information will be sent in the coming weeks.

RECOMMENDATION: that the grant funding be accepted and approval granted to sign the funding agreement.

234 **RESOLVED:** Cr Diprose and Cr Best that the grant funding be accepted and approval granted to sign the funding agreement.

**LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 20 FEBRUARY 2020**

RECOMMENDATION: that the late correspondence be received and dealt with because of the urgency of the matter.

235 **RESOLVED:** Cr Diprose and Cr O'Byrne that the late correspondence be received and dealt with because of the urgency of the matter.

9. Service Australia, T3.4.4: Advising the Australian Government Mobile Service Centre Desert Rose are now moving on and visiting Grenfell. We are seeking your assistance to confirm the suitable sites and visit date of Friday, 28 February 2020 from 10.00 am to 3.30 pm opposite the Library, Main Street, Grenfell.

I have attached a copy of the relevant Certificate of Currency for public liability purposes.

RECOMMENDATION: that approval be granted as requested.

236 **RESOLVED:** Cr Parlett and Cr Diprose that approval be granted as requested.

237 **RESOLVED:** Cr Brown and Cr Niven that the Correspondence be noted except where otherwise resolved.

13 February 2020

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

1. Australia Day Celebrations, C1.5.2

Australia Day celebrations were held on Sunday, 26 January, 2020 at the Grenfell Public School in ideal weather conditions with a very good crowd in attendance.

The Australia Day Special Guest Mr Andrew Lock OAM was very well received by the crowd and MC Michele Morley carried out her duties in a very articulate and efficient manner.

Winners of the main awards are detailed below:

- | | |
|--|---------------------------|
| • Citizen of the Year | - Bernadette Dykhoff |
| • Senior Citizen of the Year | - Deidre Carroll |
| • Community Event/Organisation of the Year | - Grenfell RSL Sub-Branch |
| • Community Achievement | - Jack Black |
| | - Geoff McClelland |
| | - Helen Denovan |
| | - Belinda Mort |
| | - Marie Cotter |
| | - Grenfell Food Hall |

Winners of the student awards were as follows:

- | | |
|--|------------------|
| • Best Pass in Higher School Certificate | - Marie Knight |
| • The Henry Lawson High School | - Anna Hunt |
| • Grenfell Public School | - Sophie Berry |
| • St Joseph's School Grenfell | - Skye McLelland |
| • Quandialla Public School | - Summer Dixon |
| • Caragabal Public School | - Amber Taylor |
| • Greenethorpe Public School | - Thomas Murphy |

It was wonderful to recognise, acknowledge and reward our residents who give freely of their time to volunteer in our community which is very much part of the Australian way of life.

All of the award winners were congratulated and thanked for their contribution to the Weddin Shire Community during 2019.

For Information

- 238 RESOLVED:** Cr Diprose and Cr Parlett that a letter of thanks be forwarded to the Grenfell Public School for hosting the Australia Day Ceremony.

2. Citizenship Ceremony, A3.3.1

A citizenship ceremony for Mr David Rumps and Mr Teryck Young was carried out by the Mayor during the Australia Day celebrations on Sunday, 26 January 2020. The ceremony was attended by various family and friends and evoked a delighted response from the new citizens.

**For Information
Noted**

3. 2020/2021 Operational Plan, A3.4

The annual draft Operational Plan will be presented to Council's May Meeting (21st) and submitted for adoption at Council's June Meeting (18th).

It has been previous practice to hold a workshop and an Extra-Ordinary Council Meeting in late March/early April to commence the prioritising for the annual plan. At this stage it is proposed to follow the same process as follows:

- 1) Nomination of new projects – 6 March
- 2) Workshop – 26 March (Chambers)
- 3) Extra-Ordinary Meeting – 9 April (Chambers)

RECOMMENDATION: that the following dates be adopted for the 2020/2021 Operational Plan process:

- 6 March – closing date for new projects
- 26 March – workshop (9:30am)
- 9 April – Extra-Ordinary estimates meeting (9:30am)

- 239 RESOLVED:** Cr Brown and Cr Diprose that the following dates be adopted for the 2020/2021 Operational Plan process:

- 6 March – closing date for new projects
- 26 March – workshop (9:30am)
- 9 April – Extra-Ordinary estimates meeting (9:30am)

4. 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.

THE GENERAL MANAGER'S REPORT

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

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

Listed below is an update on the Community projects:

- Grenfell Squash Courts – completed.
- Grenfell Rugby Club – scoreboard erected. Light poles and lighting system to be erected and installed.
- Caragabal Country Golf Club – nearly completed.
- Grenfell Tennis Club – completed.

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

Council's projects are in progress and will be further reported in the respective Directors reports.

Council's grant funding application under **Round 3** of the Stronger Country Communities Fund (SCCF) has been submitted.

Council's grant funding application was submitted for the Main Street infrastructure project which is a high priority in our Community Strategic Plan (CSP) and the upgrade of Bogolong Dam.

The grant funding for projects in the Weddin Shire is \$766,618 which is available for Council and the Community whereby 50% of the grant funding is required to be spent on youth related projects. Community organisations were able to apply for projects directly to the fund.

The outcome of Council's grant funding application should be known February/March 2020.

For Information
Noted

THE GENERAL MANAGER'S REPORT

Regional Growth Fund

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

Plans are currently being developed for the upgrade of the Community Arts Centre.

For Information
Noted

5. Drought Communities Program, C2.9.14

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

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

Listed below is an update on the Community projects:

- Weddin Mountains Muster Stable Project – in progress. Expected to finish 31/3/20.
- Grenfell Showground – 6 portable grand stands – completed.
- Netball courts upgrade – completed.
- Grenfell Country Club – tennis courts upgrade - completed.
- Greenethorpe Memorial Hall Upgrade - internal painting and history room completed. Pavers have been delivered. Current anticipated finish date 31/3/20.
- Caragabal Memorial Hall Upgrade – extension applied for. Awaiting response.
- Quandialla Memorial Hall upgrade - floor redress completed. Toilet construction in progress. Current anticipated finish date end of February 2020.
- Grenfell Preschool and Long Day Care – Green Space Project – earthworks and turf installation completed. Anticipated completion by 28/2/20.
- Grenfell Rugby Club – light poles delivered and ready to be installed.
- Caragabal Village water security – most infrastructure repairs complete. Current anticipated finish date end of February 2020.

Project funding is intended to provide short-term support by boosting local employment and procurement, and addressing social and community needs. Council was required to complete the proposed local projects by 31 December 2019 however there have been various extensions received with a view to completing the projects by 31 March, 2020 or shortly thereafter.

Mrs Karen Pollock is currently administering the projects particularly with the community groups. Karen is ensuring the projects are completed and the grant funding is acquitted in the required time frames.

For Information
Noted

6. Drought Communities Program Extension, C2.9.14

As previously advised at the December 2019 Council meeting, the Federal Government has recently announced they have committed to provide an additional \$1 million each to 122 drought-affected Councils under the Drought Community Program – Extension with Weddin Shire one of those Councils.

These measures are designed to provide an immediate economic stimulus to drought-affected communities. This latest extension to the program provides total funding of \$250 million over three years from 2018-19 to eligible Councils.

Types of projects that are able to be funded include:

- Small space projects
- Street scapes
- Recreational facilities
- Sporting facilities
- Fencing around facilities
- Events that will enhance employment opportunities and support mental health
- Purchase of equipment
- Works to upgrade roads

The funding will help to boost local employment opportunities, stimulate local spending and address social and community needs, help to ease pressures and share economic benefits for people living and working in these areas who have been facing tough times, due to drought. Project funding is intended to provide short-term support by boosting local employment and procurement, and addressing social and community needs.

A grant funding application will be required to be submitted to ensure the projects applied for meet the grant funding criteria. The grant funding deed will then be signed after approval.

Community consultation has been undertaken to obtain community feedback on where the funding could be spent. Submissions closed Friday 31 January, 2020.

The projects suggested have been collated and are attached for Councillors' information and prioritization prior to the Council Meeting where Council will be able to vote on the projects similar to voting on the 'B' projects in the estimates process.

THE GENERAL MANAGER'S REPORT

It is proposed to engage external assistance similar to the initial Drought Communities Programme to administer the projects and ensure they are completed in the required timeframe and that the grant funding is acquitted.

Council is required to complete the projects by 31 December 2020.

RECOMMENDATION:

For Council's consideration

- 240** **RESOLVED:** Cr Diprose and Cr Best that Council confirm funding of \$70,000 to the Henry Lawson Festival event with prioritisation of other projects to be deferred until Council's March 2020 Meeting.

7. Community Drought Event, C2.9.14

After being advised that the Henry Lawson Festival of Arts Committee resolved to go into recess pending an evaluation in July 2020 Council held an Extra-ordinary Meeting of Council on 17 January 2020 to consider options to conduct an event on the June long weekend whereby Council resolved as follows:

- 221** **RESOLVED:** *Cr Bembrick and Cr Diprose that Council:*
- i. confirm that it will hold a Community Drought Event at the Grenfell Railway Station on the June 2020 Long Weekend.*
 - ii. transfer the existing \$15,000 Henry Lawson Festival Expenses Operational Budget to a June 2020 Long Weekend Event budget*
 - iii. allocate \$1,500 of the Donations Operational budget to a June 2020 Long Weekend Event budget*
 - iv. allocate \$4,500 of the economic development reserve to a June 2020 Long Weekend event budget*
 - v. include a June 2020 Long Weekend Event as part of the Drought Communities Program (DCP) grant funding application requesting \$100,000*

Since then I was subsequently approached by a community member who requested that the community be given one more opportunity to establish a Henry Lawson Festival Committee and run the event in June 2020.

It was agreed to hold the meeting on Wednesday, 12 February 2020 at the Grenfell Bowling Club. The meeting was held and was a great success with approximately 80-100 people in attendance with all executive positions being filled. There was real passion, desire and determination to keep the festival going with all in attendance very positive about the festival's future.

As the festival has been reactivated there will be now no need to hold a Community Drought Event at the Railway Station as previously resolved by Council. This resolution will need to be rescinded. It is still planned to conduct a strategic review of the festival in July 2020.

It is proposed to assist the new committee in any way possible to ensure the success of the Henry Lawson Festival event in June 2020.

RECOMMENDATION: that Resolution No. 221 from the Extra-ordinary Council meeting held on the 17 January 2020 be rescinded.

- 241** **RESOLVED:** Cr O'Byrne and Cr Bembrick that Resolution No. 221 from the Extra-ordinary Council meeting held on the 17 January 2020 be rescinded.

8. Weddin Wellness Plan, H1.7.1

The Weddin Wellness Plan has been previously adopted by Council. The plan will assist in facilitating coordination of health services in the Weddin Shire, to better understand the future health needs of an ageing community and to provide data for informed advocacy and improved health service delivery.

The Wellness Plan identifies specific actions which we have completed and commenced actioning as detailed below:

- i. The Grenfell Medical Centre is complete and operating successfully as a well-integrated multidisciplinary patient-centred care.
- ii. A skeleton business case for aged accommodation is complete and was used as the basis of making a BBRF application for 13 new double units to be constructed in Parke Street Grenfell. The application was informed and supported by the Wellness Plan and is linked to Councils IP&R. These are significant outcomes.
- iii. Collaboration has commenced with the local Health Area looking to establish the Weddin Wellness Planning Network, which when established will be tasked with reviewing the Wellness Plan before resolving next steps. This is essential as the local health area has drawn on the Wellness Plan to commence developing their own action plan. Their plan will comprise new actions relevant to the Health Area as well as those set out in the Council's Wellness Plan. Their Health Plan is currently in draft form and is still with the Department of Health awaiting approval. It is proposed to initiate the Wellness Planning Network after the release of Health Department's Plan.

As mentioned above a skeleton business case for potential investors in a variety of possible provider areas is currently being used as the basis for an application under the Building Better Regions Fund (BBRF) for 6 new aged/pensioner units managed and administered by the Grenfell and District Seniors Welfare Committee. The business case will also be used to attract investment or grant funding in other health "gaps" such as the development of an aged persons hostel.

**For Information
Noted**

9. Local Government Reform – New Improvement Plan, C2.10.9

A new Improvement Plan is currently being developed which will include recommendations from Councils 'Fit for the Future' program, Innovation Fund program, Organisational review, Auditor General report on Local Government as well as actions identified against the fifteen (15) sustainability objectives in the Sustainable Best Value Policy previously adopted by Council.

A combined draft list of actions has been prepared and brought into one document with each action having been discussed with the Directors. Draft priorities have been agreed with Directors and will now be discussed with myself leading to developing a template for the Action Plan for each priority action.

THE GENERAL MANAGER'S REPORT

This will be undertaken in collaboration with the staff member responsible with a platform to track, report and deliver the outcomes required. This platform will allow a twice-yearly reporting mechanism for Council to ensure the improvement plan is being delivered.

For Information
Noted

10. Local Government Reform – Connected Leadership Program, C2.10.9

Mr David Gourlay has previously conducted various sessions with Councillors and staff to review the progress to date in regards to our Connected Leadership program and to provide further assistance for the future.

The program review included a combination of one-on-one coaching and development sessions as well as group workshops with Councillors and staff. The one-on-one sessions focused on reviewing and future developing the behaviours of individual leaders to support a shift in our changing organisational culture, reviewing and re-setting our program to assist us to continue to change our culture and giving us further direction for the future.

To review our progress with the program and to ensure that Weddin Shire Council continues to have stronger social structures to support organisational and cultural change Council resolved to engage Mr Gourlay in late March early April 2020. Mr Gourlay will conduct further sessions with Councillors and staff to review our progress in shifting our organisational culture and give us further assistance and direction for the future.

A timetable will be developed and forwarded to Councillors and staff when finalised.

For Information
Noted

11. Council Meeting Times, C2.8.1

With Council now webcasting its meetings the meeting commencement time has been amended to accommodate The Streaming Guys technicians and in the interests of reducing costs.

To allow technicians from The Streaming Guys to attend Council's monthly meetings and return in daylight hours it is proposed that the meetings commence at 10:30am on a temporary 12-month trial basis.

RECOMMENDATION: that Council's monthly Council meetings commence at 10:30am on a temporary 12-month trial basis.

242 **RESOLVED:** Cr Diprose and Cr Brown that Council run a trial for six months of Council meetings commencing at 5.00pm.



GLENN CARROLL
GENERAL MANAGER

243 **RESOLVED:** Cr Parlett and Cr Best that except where otherwise dealt with the General Manager's Report be adopted.

THE DIRECTOR CORPORATE SERVICES' REPORT

13 February 2020

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

I wish to report as follows: -

1. Statement of Bank Balances as at 31 January 2020:

| | |
|--------------------------|------------------------------|
| Bank Account | |
| Westpac | \$1,005,061.75 |
| Short Term Deposits | |
| CBA | <u>6,500,000.00</u> |
| Total Investments | <u>\$6,500,000.00</u> |

CERTIFICATE OF RECONCILIATION

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

| | |
|---------------------|------------------------------|
| Loans | |
| ANZ Loan No...43092 | 1,871,748.44 |
| ANZ Loan No...43084 | <u>1,892,540.62</u> |
| Total Loans | <u>\$3,764,289.06</u> |

**For Information
Noted**

3. A Summary of Income for The Month of January follows:

| | |
|---|------------------------------|
| Rates Receipts | 47,732.61 |
| Credit Union Agency Commission | 607.20 |
| Service NSW Agency Commission | 12,324.25 |
| Interest on Investments | 5,156.71 |
| Workers Compensation Insurance | 3,823.77 |
| Employee Liability Reimbursement income | 8,130.81 |
| Block Grant Instalment | 405,000.00 |
| RMS Works | 369,950.31 |
| Safer Communities grant Instalment | 100,402.00 |
| Fuel Tax Credit | 18,112.00 |
| Development & Building Application Fees | 11,617.00 |
| CTC Income | 4,508.55 |
| VIC Merchandise Sales | 3,569.00 |
| Sale of Old Plant Income | 5,788.00 |
| Section 64 Contribution | 3,730.00 |
| Caravan Park Fees | 5,865.00 |
| Swimming Pool Entrance Charges | 7,410.00 |
| Other | 4,828.02 |
| Total | <u>\$1,018,555.23</u> |

**For Information
Noted**

THE DIRECTOR CORPORATE SERVICES' REPORT

4. YTD Expenditure 2019/2020:

Year To Date (YTD) Income & Expenditure Summary

| Income | | Budget | YTD Amount |
|--|----|---------------------|---------------------|
| Rates and Annual Charges | 1 | \$3,671,038 | \$2,766,403 |
| User Charges and Fees | 2 | \$2,177,652 | \$1,987,765 |
| Interest and Investment Revenue | 3 | \$148,800 | \$65,012 |
| Other Revenues | 4 | \$288,800 | \$52,584 |
| Grants & Contributions - Operating | 5 | \$5,264,753 | \$2,245,839 |
| Total Operating Income | | \$11,551,043 | \$7,117,602 |
| Grants and Contributions - Capital | 20 | \$2,148,581 | \$1,340,741 |
| Sale of P&E | 21 | \$150,000 | \$126,364 |
| Sale of Land | 22 | \$30,000 | \$0 |
| Total Capital Income | | \$2,328,581 | \$1,467,104 |
| Total Income from continuing operations | | \$13,879,624 | \$8,584,707 |
| Expenses | | | |
| Employee costs | 31 | \$4,335,604 | \$2,404,834 |
| Borrowing Costs | 32 | \$156,550 | \$118,184 |
| Materials & Contracts | 33 | \$3,024,185 | \$1,668,872 |
| Depreciation | 34 | \$2,615,582 | \$1,307,791 |
| Legal Costs | 35 | \$10,000 | \$8,605 |
| Consultants | 36 | \$0 | \$0 |
| Other Expenses | 37 | \$841,047 | \$348,723 |
| Total Operating Expenditure | | \$10,982,968 | \$5,857,010 |
| Capital Projects | 40 | \$6,912,285 | \$3,067,086 |
| Purchase P&E | 41 | \$555,000 | \$288,961 |
| Purchase Land | 42 | \$60,000 | \$0 |
| Borrowing Costs | 43 | \$81,712 | \$0 |
| Total Capital Expenditure | | \$7,608,997 | \$3,356,046 |
| Total Expenses from continuing operations | | \$18,591,965 | \$9,213,056 |
| Net Operating Result (Excl. Capital Grants) | | \$568,075 | \$1,260,593 |
| Net Capital Result | | -\$5,280,416 | -\$1,888,942 |
| Net Result (Incl. Capital Grants) | | -\$4,712,341 | -\$628,349 |

For Information
Noted

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

Debt recovery activity is as follows:

Debt recovery activity for January has been of a routine nature and is as follows:

11 referred to Council Debt Collection Agency:

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

10 referred to Council Debt Collection Agency:

- 6 paid
- 2 arrangements
- 1-part payment
- 1 no response

1-month demand letters sent

Continued liaison regarding late intervention visits.

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

Continued liaison with Council's Debt Recovery Firm Outstanding Collections and other debt collection activity of routine nature.

**For Information
Noted**

6. Quarterly Budget Review Statement (QBRs) – 31 December 2019, A1.6

The QBRs is a financial reporting system that presents a summary of Councils financial position at the end of each quarter of the financial year.

The QBRs consists of the following statements:

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

The QBRs is designed to:

- Facilitate progress reporting against the original and revised budgets at the end of each quarter
- Provide explanations for major variations
- Enable the responsible accounting officer (RAO) to indicate if council will be in a satisfactory financial position at the end of the financial year.

THE DIRECTOR CORPORATE SERVICES' REPORT

RECOMMENDATION: that the Quarterly Budget Review Statement to the 31 December 2019 be adopted as presented.

244 RESOLVED: Cr Diprose and Cr Brown that the Quarterly Budget Review Statement to the 31 December 2019 be adopted as presented.

7. Grenfell Library, C2.8.15

Activities by the Librarian over the last month included the following:

The summer holidays have been a busy period as always. Between the school holidays, heat, smoke and dust there has been a large number of families spending large portions of their days inside the library.

There were two movies hosted for the kids with great numbers in attendance. There was also a Back to school Storytime and craft session.

The monthly Saturday night movie Ride like a girl was a success. The February movie is Judy.

The library catalogue and BorrowBox catalogue have been connected to the Google Library Extension being the #1 Browser Extension that lets you instantly see book and e-book availability from your local library. If a resident is out shopping and want to know if the library holds a copy of a book the extension will tell them. This includes items in BorrowBox. Residents can install the extension <https://www.libraryextension.com/> and then select Grenfell and District Public Library from the list. This will then show if the title is held and if a copy is available. For example, going to the Book Depository site and looking up The Barefoot Investor. The Library details will appear on the right-hand side of the screen. If you click on view the library catalogue it will open up for you.



Advertised for new Casual Library Assistants to increase the number of casual assistants available on the on call list to assist in filling temporary vacancies. Interviews, appointments and training will occur during February.

2020 scheduling has begun with dates and times for Preschool Storytime being announced and this year we are adding a 15-minute session prior to Storytime for babies to 2-year old's called Baby bounce.

The Summer Reading Bingo Challenge was again another summer success. Bingo and reading forms have been submitted with Presentation morning to come in February.

The first quarterly deadline for the 1,000 books before school program was at the end of this month with the first presentation morning coming up in February.

The weeding program kicked off this month with the magazines and DVDs being cleaned up and room made for the coming year.

THE DIRECTOR CORPORATE SERVICES' REPORT

Stocktake commenced in December and has continued this month. Collections completed so far DVDs (All), CDs (All), Talking books (All), Large print, Magazines (All), Early Readers, Beginner Chapter Books and Young adult fiction.

With help from the CTC Officer, the library website has been updated with a new section called Readers & writers. This section provides Book reviews, Books made into movies or TV shows and What to read next. Links to come shortly.

**For Information
Noted**

8. Economic Development, C2.8.13

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

Distributed funding opportunities to relevant local organisations and businesses.

Attended Economic Development Forum in Orange.

Attended REDS meeting in Grenfell.

Attended Inland rail seminar in Wagga Wagga.

Prepared letter of support on request of local TAFE.

Corresponded with local farming resident over water access.

Prepared standpipe project for consideration under the Drought Communities Project.

Hosted Instagram 101 for Small Business workshop to capitalise on the Buy from The Bush and Stay in The Bush campaigns.

Arranged updates for online business listings.

For Information

245 RESOLVED: Cr Diprose and Cr Partlett that Council invite representatives from Inland Rail to address Council.

9. Tourism/Promotions, C2.8.11

Visitor Economic Contribution Update: -

Grenfell VIC recorded an increase in visitation of 34% during December 2019 compared with the same period in the previous year. There were 298 visitors serviced. Current Destination NSW data indicates a primary economic impact of \$56,969 to the Weddin visitor economy (domestic overnight visitor@\$160, domestic day trip visitor@ \$151).

Grenfell VIC recorded an increase in visitation of 48% during January 2020 compared with the same period in the previous year. There were 353 visitors serviced. Current Destination NSW data indicates a primary economic impact of \$60,192 to the Weddin visitor economy (domestic overnight visitor@\$160, domestic day trip visitor@ \$151).

THE DIRECTOR CORPORATE SERVICES' REPORT

Staffed the Grenfell Accredited Visitor Information Centre as required. Liaised with casual staff over their shift including filling gaps in the roster, key handover and preparation of tasks. Updated What's On TV screen 4 times. Created social media content for Grenfell Tourism. Coordinated new event updates to Grenfell website. Printed and folded VIC documents as required. Coordinated the procurement, publicity and sale of calendars by local artist at the VIC.

Took enquires from the public on participating in the 2020 Grenfell Henry Lawson Festival of Arts as entertainers, market stalls, entrants, coordinators etc. Prepared draft online survey, attended December Festival meeting, coordinated updates to festival website, coordinated promotion of festival media release, notified various stakeholders about the recess in 2020. Attended inception meeting at the railway station with event manager. Attended staff meetings relating to June long weekend event, including preparation of key messages.

Attended December tourism meeting, prepared minutes and actioned correspondence. Prepared February tourism agenda including research and preparation of workshop report, sought guidance from heritage advisor and sourced quotes.

Researched local event calendar for 2020.

Recorded Community Hub bookings, distributed and collected paperwork from clients, and set conference room up as required.

Coordinated the design and print of the current art gallery program.

Liaised with local stakeholder over possible concert in Grenfell in June.

Coordinated the design and print of rates notice insert.

Developed possible art gallery competition and prepared supporting documentation.

Participated in promotions for Central NSW Councils including accommodation survey media releases and accommodation surveys.

Coordinated promotion in caravanning magazine including developing advert, editorial and imagery, including sourcing permission for use of image.

Liaised with DMP consultant to undertake further site visits, source additional information on state forest and crown land, railway line, including maps and additional community consultation.

Coordinated Australia Day Ceremony organisation including attending December meeting, actioning minutes and preparing and distributing January agenda, attending January meeting, submitted community use agreement for new venue, finalising the program, coordinating promotion of the ceremony, new venue and the ambassador, sourcing additional flags for citizenship ceremony and marching of the colours, coordinated and attended welcome dinner for ambassador, attending Australia Day ceremony, and prepared letters of appreciation.

Coordinated the collection and storage of Christmas garlands and baubles from each village.
Coordinated the promotion judging and prize giving of Grenfell Christmas display competitions.

Scheduled and attended inception meeting with all directors to develop a cross organisational approach to furthering the signage project, including sourcing quote from landscape architect for development of engineers plans and costings.

**For Information
Noted**

10. Arts/Tourism, C2.8.11

Council's Arts/Tourism Officer has been involved in the following activities: -

Art Gallery

- Assisted Art Gallery volunteers
- Organised replacement volunteers throughout the month when rostered volunteers were not available.
- Volunteered in Art Gallery
- Recorded Art Gallery visitor statistics
 - Daily, on occasions when volunteers were absent
 - Monthly totals
 - Exhibition totals
- Greeted visitors & locals to the Gallery
- Handled general enquiries
- Handled Gallery sales
- Monitored & recorded Gallery Donations
- End of Day Reconciliation
- 'Earth & Water' exhibition
 - Liaised with Artist
 - Bumped Out exhibition
- 'Paris & other Places' exhibition
 - Liaised with Artist
 - Photos to file & edited
 - Raffle painting
 - Bumped In exhibition
 - Organised & attended Exhibition Opening
 - Bumped Out exhibition
 - Organised Raffle draw by Artist
 - Contact Raffle winner
 - Letter of Payment
- 'Delight in Diversity' exhibition
 - Liaised with Artists (x11)
 - Agreement forms
 - Scanning
 - Photos to file & edited
 - Profile for 2020 program
 - Invitations
 - Media release
 - Sales list
 - Name Plates
 - A3 posters
 - Bumped In exhibition
 - Organised & attended Exhibition Opening
- 'Our Changing Landscape' exhibition
 - Liaised with Artists (x2)
 - Agreement forms
 - Photos to file & edited
 - Profile for 2020 program
- 'Visitor' exhibition
 - Liaised with Artist
 - Profile for 2020 program

THE DIRECTOR CORPORATE SERVICES' REPORT

- 'Legacy: bequest, inheritance, heritage, gift' exhibition
 - Liaised with artist/co-ordinator
 - Agreement forms
 - Photos to file
 - Profile for 2020 program
- Liaised with Artists & Co-ordinators – upcoming 2020 & 2021 exhibitions
- Reviewed exhibition options – June Long Weekend
- Community Curtain preservation
 - Re-quote request

Visitor Information Centre

- Greeted visitors at VIC
- Handled walk in enquiries/directions
- Phone enquiries
- Bus tour group
- Contacted businesses regarding enquiries
- Contacted Grenfell Museum
- Joblink Plus enquiries
- Rural Financial Councillor enquiries
- Maintained brochures from other towns and districts
- Printed Grenfell brochures & maps
- Weekly emails to businesses regarding 'What's on in Grenfell'
- Recorded information from businesses for the week-end VIC staff
- Events calendar
- Statistics recorded
 - Daily counter
 - Monthly totals
 - Overnight/Passing
- Monthly Tourism Group survey
- The Hub - room hire
 - Booking enquiries – Conference room
 - Booking enquiries – Small office
 - Room setups
- Souvenir sales
- End of day reconciliation

For Information
Noted

11. Grenfell Internet Centre, C2.8.14

Council's Internet Centre Officer has been involved in the following activities: -

Sales and Services

Client Enquires

- 133 clients made enquires via telephone
- 214 clients made enquires in store
- 37 clients made enquires via email/website

THE DIRECTOR CORPORATE SERVICES' REPORT

Sales and Services

- Conducted Computer Repairs for 20 residential clients and 2 business clients
- Conducted Mobile Phone and Tablet repairs for 7 residential clients
- 1 Mobile Phone screen replacements
- Laptop sold to 1 residential client
- ESET Products sold to 5 residential clients
- Software, parts, and accessories sold to 15 residential clients and 9 business clients
- Ink and toner cartridges sold to 6 residential clients
- 43 Clients used Training Room for internet access and printing

Computer Tuition

- Delivered 5 individual lessons.

Printing

- Grenfell Rugby Club invitation
- Criterion Hotel Posters

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
- Migrate Lachlan Accounting emails to new server
- Migrate Quandialla Candle co emails to new server
- Migrate Spannerman emails to new server
- Migrate Iandra Castle emails to new server

Helpdesk & System Administration

This month

- Replace motherboard in Training Room PC
- Replace case fan in Training Room PC
- Order 2 x Phones Engineering
- Troubleshoot UPS (EDO)
- Troubleshoot Printer (Library)
- Reset Library Casual User Password

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

THE DIRECTOR CORPORATE SERVICES' REPORT

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

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

Development

- PowerShell – update Automated Client Install Script (CTC)

Marketing (Internet Centre)

- Share Posts on Social Media
 - Facebook
 - Twitter
 - Google Business
- Search Engine Optimisation on Blog Posts
- www.grenfellinternetcentre.com.au visited 231 times by 214 Users

**For Information
Noted**



LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

- 246** **RESOLVED:** Cr O'Byrne and Cr Best that except where otherwise dealt with the Director Corporate Services' Report be adopted.

13 February 2020

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Works Report (1st January 2020 to 31st January 2020)

1.1 Highways - Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide-posting has continued on major highways this month:

SH6 (Mid-Western Highway)

- General Maintenance
- Resealing works completed
- Line marking scheduling
- Brundah Rehabilitation works to commence 24th February 2020.
- Heavy Vehicle signage to Orange to be installed

SH17 (Newell Highway)

- General Maintenance
- Asphalt repairs
- Resealing works completed
- Line marking and RPM installation to be scheduled

1.2 Regional Roads - Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide-posting has continued on major highways this month:

MR398 (Mary Gilmore Way)

- General maintenance
- Rehabilitation works under Repair Program to be scheduled
- 2019-2020 Slashing program on hold due to conditions

MR236 (Henry Lawson Way)

- General maintenance
- Line marking to be scheduled
- Safer Roads grant awarded – works include safety upgrades
- 2019-2020 Slashing program on hold due to conditions

THE DIRECTOR ENGINEERING'S REPORT

MR237 (Gooloogong Road)

- General maintenance
- 2019-2020 Slashing program on hold due to conditions

MR239 (Henry Lawson Way / Young Road)

- General maintenance
- Line marking scheduled
- 2019-2020 Slashing program on hold due to conditions
- Tree lopping commencing

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 – Sidetrack constructed

1.4 Rural Local Roads – Maintenance

Routine maintenance such as grading, slashing, patching and guide posting has continued on rural local roads during the month:

- Taroon Lane
- Stewarts Road
- Nowlans Road

1.5 Urban Area - Capital and Maintenance Works

- General maintenance
- Numerous boundary traps located and raised
- Sewer Manholes raised to ground level
- Standpipe – Industrial Estate
- Industrial Estate table drain rehabilitation
- Sewer re-use main – Bembrick Oval water tank pad constructed

**For Information
Noted**

2. Other Works

2.1 Parks & Ovals Report

- Henry Lawson Oval - Outdoor fitness circuit pad constructed
- Railway Station – Spray white ants
- Taylor Park – Mowing and Gutters
- Soft-fall maintenance

THE DIRECTOR ENGINEERING'S REPORT

2.2 Cemeteries

The following graves were prepared from; 1st January to 31st January 2020:

| | | |
|------------------|---|---|
| Grenfell Lawn | — | 1 |
| Grenfell | — | 0 |
| Bimbi | — | 0 |
| Caragabal | — | 0 |
| Ashes Internment | — | 0 |
| Private property | — | 0 |

The following maintenance has been carried out in the last month:

- General Maintenance:
 - Mowing / Slashing
 - Facilities Maintenance
 - Weed Spraying / Removal
- Topped up graves
- Plaques fitted
- Sprinkler repairs

2.3 Sewer Mains

One (1) sewer chokes have been attended to during the month of January 2020. None were in the relined sections. The cause of all chokes was root intrusion.

2.3.1 Sewer vent stack replacement

A contractor has commenced replacement of five (5) sewer vent stacks to be completed by February 2020.

2.4 Private Works

No private works carried out from the 1st January to 31st January 2020:

2.5 Village Area - Capital and Maintenance Works

- Quandialla drainage design completed and accepted – Seeking Quotations
- Caragabal Park upgrades continuing
- Greenethorpe notice board installed

2.6 Vandalism

| | |
|---------|-----|
| Rural - | Nil |
| Urban - | Nil |

| | |
|--------------------------------|---------------|
| Progressive Cost Urban: | \$0.00 |
| Progressive Cost Rural: | \$0.00 |

For Information
Noted

3. Future Works (01.01.2020 onwards)

3.1 Highways

- General maintenance
- Weed Spraying
- Heavy patching
- Reseal
- Culvert replacement

3.2 Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- MR 236 – Safer Road Grant

3.3 Rural

- General maintenance
- Maintenance Grading:
 - Bradfords Rd
 - Hunts Rd
 - Haynes Ln
 - Yambira Rd
- Gravel re-sheeting as per operational plan
- Gravel Rd signage installation to continue
- Sucker control and table drain maintenance ongoing
- Hancock Flinns Rd – Rectifying road geometry (F.A.G & R2R)

3.4 Urban and Village

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

For Information
Noted

4. RMS RMCC Contract, R2.54.4

- Brundah School Rehabilitation - Project commencement 24th February 2020
 - Work Order received from RMS
 - Job Specific paperwork approved
- Major Culvert replacement on Newell Highway
 - Detailed design provided by RMS

For Information
Noted

THE DIRECTOR ENGINEERING'S REPORT

5. Plant Report

The following Plant Maintenance was carried out in the month of January 2020 as outlined below:

| PLANT NO | PLANT | DETAILS |
|----------|-------------------|---|
| 3953 | Garbage truck | Prep for sale |
| 3952 | Prime mover | Prepare, repair and perform registration inspection |
| 3956 | Float | Prepare, repair and perform registration inspection |
| 3957 | Gravel truck | Prepare, repair and perform registration inspection |
| 3958 | Gravel truck | Prepare, repair and perform registration inspection |
| 3959 | Dog trailer | Prepare, repair and perform registration inspection |
| 3960 | Dog trailer | Prepare, repair and perform registration inspection |
| 4104 | Mower | Hydraulic and brake repairs |
| 5322 | Mower | Electrical and engine repairs |
| 5291 | Trailer | Suspension repairs |
| 1132 | Hilux | Electrical fit-out |
| 2099 | Hilux | Suspension repairs |
| 5114 | Fuel trailer | Prepare, repair and perform registration inspection |
| 5200 | Fuel trailer | Prepare, repair and perform registration inspection |
| 2083 | Patrol spray rig | Prepare, repair and perform registration inspection |
| 2082 | Patrol spray rig | Prepare, repair and perform registration inspection |
| 5115 | Caravan | Prepare, repair and perform registration inspection |
| 5299 | Generator trailer | Prepare, repair and perform registration inspection |
| 5298 | Generator trailer | Prepare, repair and perform registration inspection |

For Information
Noted

6. Noxious Weed Report – January 2020

| <u>Activity</u> | <u>Location</u> |
|-----------------|--|
| Administration | <ul style="list-style-type: none">• Monthly reporting• Mapping• BIS uploads• Email replies to relevant emails |
| Publicity | Ongoing publicity ideas in conjunction with LLS for weeds after drought |
| Mapping | 'GETAC' tablet at CTC centre for improvements |

THE DIRECTOR ENGINEERING'S REPORT

| | |
|---|--|
| Meeting | Organising venue hire for the Macquarie Valley Weeds. Committee Meeting (MVWCM) next month |
| Training | Trainee booked for compliance training, dates yet to be finalised, |
| Property Inspections | Monitoring 3 properties with current weed issues. |
| Roadside Inspections & Reactive Treatment of weeds if required | Inspections: <ul style="list-style-type: none">• Cemeteries• State Highway SH6• Regional Roads |
| High-Risk Weed Road Inspections | <ul style="list-style-type: none">• Henry Lawson Way (MR239) – Weed marker maintenance replace red guidepost |
| Weeds Treated | <ul style="list-style-type: none">• African boxthorn, sweet Briar, Silverleaf Nightshade, various cactus and Blackberry <i>NOTE – Limited growth due to drought conditions</i> |
| Council Owned Land Inspections | <ul style="list-style-type: none">• Grenfell Town Area• Bumbaldry area• Quandialla area• Caragabal area |
| TSR Inspection | <ul style="list-style-type: none">• SH6• Henry Lawson Way• Mary Gilmore Way |
| Rail Inspection | <ul style="list-style-type: none">• Grenfell Town Area |
| Other High-Risk Weed Sites Inspected | <ul style="list-style-type: none">• Cemeteries• Silos• Rest Areas |
| Slashing Spraying Program | Awaiting rain to monitor growth |
| Sucker Control | Ongoing Sucker control at various roads. |

For Information
Noted

7. Grenfell Main Street Renewal, R2.4.19

The detailed engineering design and draft tender documents for the Main Street Renewal are now in progress and are at approximately 90% completion for traffic committee.

It is proposed to submit the final technical design to the next local traffic committee meeting for consideration and adoption.

THE DIRECTOR ENGINEERING'S REPORT

| Grenfell Main Street Renewal Schedule | |
|---------------------------------------|--|
| Date | Activity |
| 21 February, 2020 | Council to receive plans ready for review by the Local Traffic Committee. (LTC) |
| 28 February, 2020 | <ul style="list-style-type: none">• Local Traffic Committee Meeting held• Traffic Committee advise of changes required• Consultants to then prepare 'For Tender' documents |
| 06 April 2020 | <ul style="list-style-type: none">• Tender Opened/Advertised for twenty-one (21) days• 'For Construction' Plans prepared and finished within twenty-one (21) day period |
| 27 April 2020 | Tenders close |
| 1 week | Tender evaluation |
| 1 May 2020 | Tender assessment report finalised |
| 8 May 2020 | Extra Ordinary Council Meeting to consider report |

For Information
Noted

8. Caragabal Water Supply – U1.6.8

Council were successful in the application for further assistance with water carting to the township of Caragabal. High demand was evident in the month of January. Sixty-one (61) residents are living in the village, and 22 non-residents school children attend the Caragabal Public School.

For Information
Noted

9. 2018-2019 Bimbi Floodplain Management Program

Council applied for financial assistance under the '2018-2019 Floodplain Management Program' and was successful. The support of \$51,428.27 has been offered and accepted. A draft work plan has been compiled in collaboration with OEH. Council intends to have the work plan finalised by February 2020.

For Information
Noted

10. Fixing Local Roads Program

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

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

For Information
Noted

11. Successful 'Safer Roads' Grant Application - 2020 -2021

The Safer Roads Program for 2020/2021 was announced February 10th 2020 by Minister Toole. Council's application was successful in securing funding of \$462,305.00 for Regional Road MR236. The scope of the project is made up of:

- Shoulder widening
- Re-linemark of barrier lines, edge & center line
- Install Chevron Alignment Markers (CAMs),
- Speed Advisory Signage
- Transversal Clearzone and Wire Rope Safety Barriers
- Upgrade of Intersection

For Information
Noted

12. Grenfell Junior Rugby Club – Use of Henry Lawson Oval

Due to Bembrick Oval's current ground conditions, Grenfell Junior Rugby Club approached Council to utilise Henry Lawson Oval until conditions ease.

The club provided all relevant documentation, including their Certificate of Currency. The application was granted.

RECOMMENDATION: Confirm Action

247 **RESOLVED:** Cr Brown and Cr Best that the action be confirmed.

13. CARGO 2 GRENFELL FUNDRAISING WALK

Council has received correspondence in relation to the 96km fundraising walk over three days from Cargo to Grenfell. This event has been run for the past three years and raises funds and awareness for mental health. This year they will be raising money toward the "Rural Remote Mental health".

The organiser of this event, is seeking donation from Council of a port-a-loo, the use of two (2) Council vehicles for traffic control for the three days, and two (2) Council staff with suitable accreditations for traffic controllers for the Thursday 12 March 2020.

THE DIRECTOR ENGINEERING'S REPORT

The event was discussed in the Traffic Committee meeting held on 5th December 2019. The Committee recommended that Council approve the Traffic management plan (TMP) proposed for the C2G event to be held from the 12-14 March 2020 if the 40km signage is changed to 40km road work signage.

RECOMMENDATION: that

- i) Council note the proposal;
- ii) Approval be granted to conduct the event subject to the TMP being approved by the Local Traffic Committee.
- iii) Council authorise the General Manager to approve two (2) staff members with suitable accreditations to be paid to drive the vehicles and act as traffic controllers for event on the Thursday 12 March 2020 and a single (1) staff member for Friday 13th March 2020.
- iv) Council provide two (2) vehicles for traffic control for the three (3) day event as requested;
- v) Council donate the use of a port-a-loo for the three (3) day event as requested.

248 **RESOLVED:** Cr Bembrick and Cr Diprose that:

- i) Council note the proposal;
- ii) Approval be granted to conduct the event subject to the TMP being approved by the Local Traffic Committee.
- iii) Council authorise the General Manager to approve two (2) staff members with suitable accreditations to be paid to drive the vehicles and act as traffic controllers for event on the Thursday 12 March 2020 and a single (1) staff member for Friday 13th March 2020.
- iv) Council provide two (2) vehicles for traffic control for the three (3) day event as requested;
- v) Council donate the use of a port-a-loo for the three (3) day event as requested.



JAYMES RATH
DIRECTOR ENGINEERING

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

13 February 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

1. Sewerage Treatment Works, S1.1.1

December 2019

Total inflow through the Works during December 2019 was 5,281 kl with the daily average of 170.35 kl. Outflow for irrigation for reuse was 4,764 kl and discharge to Emu Creek 3.8 kl.

The highest daily recording of 199 kl occurred for the 24 hours ending 6.30 am on 3 December 2019 and the lowest of 150 kl for the 24 hours ending 6.30 am on the 12 & 18 December 2019.

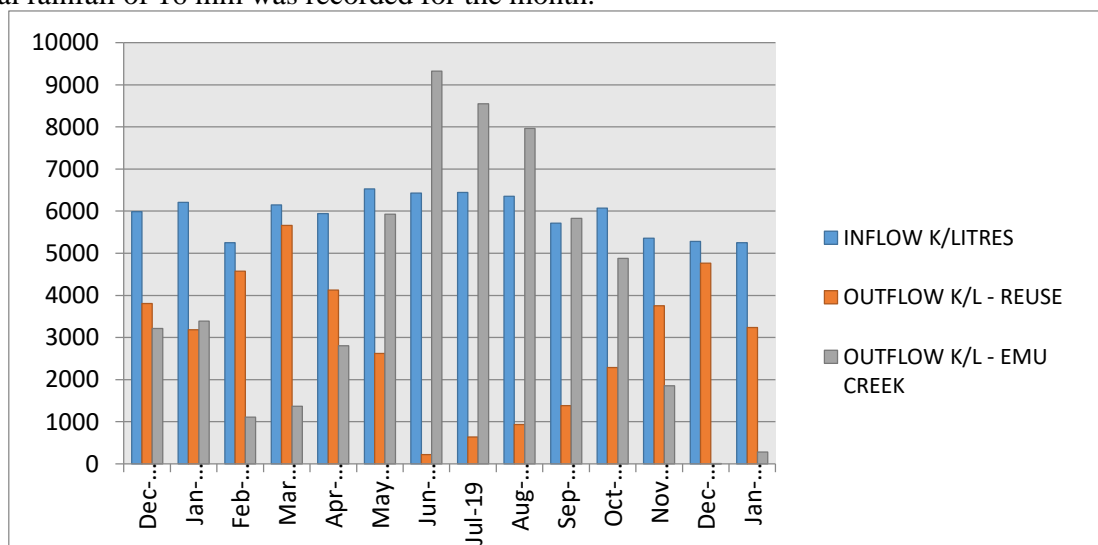
A total rainfall of 3.8 mm was recorded for the month.

January 2020

Total inflow through the Works during January 2020 was 5,250 kl with the daily average of 169.35 kl. Outflow for irrigation for reuse was 3,239 kl and discharge to Emu Creek 282.9 kl.

The highest daily recording of 194 kl occurred for the 24 hours ending 6.30 am on 21 January 2020 and the lowest of 151 kl for the 24 hours ending 6.30 am on the 4 January 2020.

A total rainfall of 16 mm was recorded for the month.



For Council's Information
Noted

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

December 2019

Income for the month of December 2019 was \$2,939.00 with expenditure of \$8,216.05 resulting in an operational loss of \$5,277.05 the month.

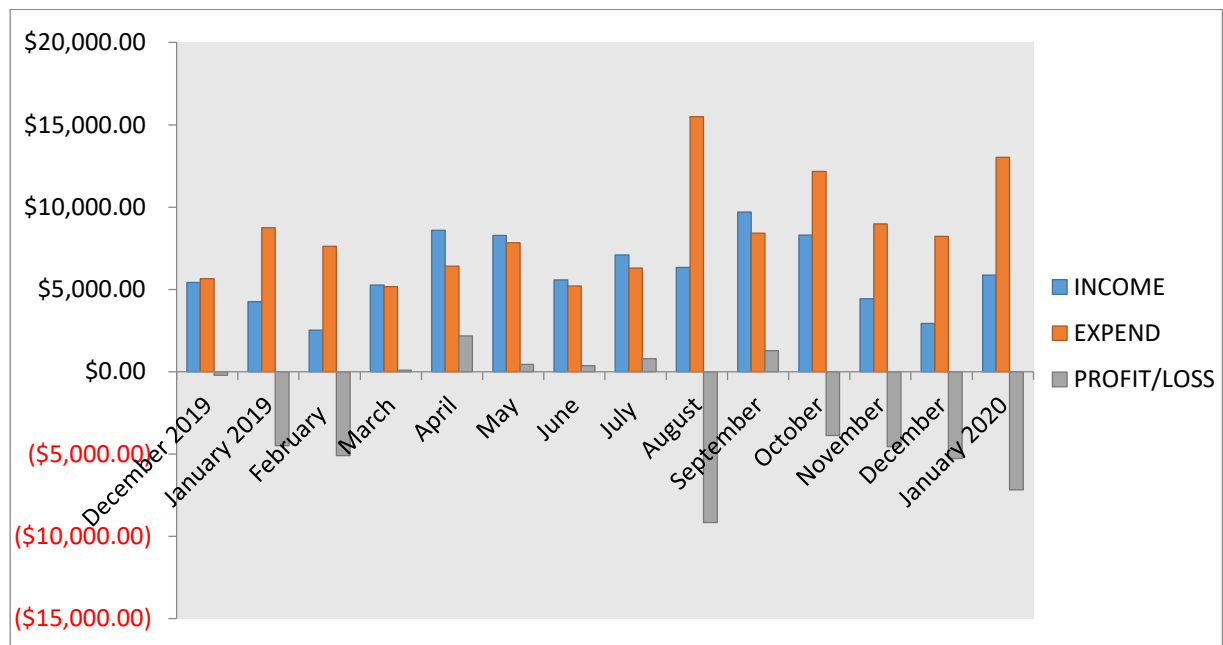
There were 96 sites occupied for the month of December 2019.

January 2020

Income for the month of January 2020 was \$5,865.00 with expenditure of \$13,033.05 resulting in an operational loss of \$7,168.05 the month.

There were 95 sites occupied for the month of January 2020.

During this period there was an electricity bill payable of \$2,085.47 and wages were higher.



For Council's Information
Noted

3. Animal Control, A4.4.4

December 2019

a. Companion Animals

Animals Seized & Impounded : 2 (Dogs)
Animals Straying/Returned to Owners immediately: 0
Animals Straying and Impounded: 3 (Dogs)
Animals Surrendered: 0

Animals Destroyed: 1 (Dog)
Animals Released: 3 (Dogs)
Animals Escaped: 0
Animals Rehomed: 0
Animals Sold: 0

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Other Activities:

Companion Animals

- Contemporaneous notetaking
- 2 x general correspondence
- 2 x barking dog correspondence issued
- 1 x Menacing Dog Declaration issued
- Pound duties
- OLG Dog and Cat seizure reporting NSW OLG Database
- Hiring, collection and record keeping of animal traps
- Maintenance and record keeping of activities for impounding facility
- Updating existing records on the NSW Pet Registry as per required under the NSW Companion Animals Act legislation
- Entering new data on the NSW Pet Registry as per legislative requirements
- Registration check cross reference (DPI & E)
- Entering records on Council authority
- Verification of microchip/registration details
- Inspection carried out Quandialla – RSPCA Officer, B Holloway
- Rehoming of 4 surrendered puppies – rehoming organization North Coast NSW

Stock

- 2 x stray sheep reported Gooloogong Road. Owner informed. Collected and contained on owner's private property.
- 1 straying stock correspondence issued (sheep)

Environmental

- 2 x "request to mow" correspondence issued (Greenethorpe)
- 1 x "request for information" issued accumulation of items (Greenethorpe)

Recycling

- Contamination of bin check
- New bins delivered

Abandoned vehicles

- Investigation and subsequent organization to remove 1 unregistered abandoned vehicle (MVA – Greenethorpe)

January 2020

a. Companion Animals

| | | | |
|--|----------|--------------------|----------|
| Animals Seized & Impounded : | 1 (Dog) | Animals Destroyed: | 2 (Dogs) |
| Animals Straying/Returned to Owners immediately: | 0 | Animals Released: | 5 (Dogs) |
| Animals Straying and Impounded: | 4 (Dogs) | Animals Escaped: | 0 |
| Animals Surrendered: | 1 | Animals Rehomed: | 0 |
| | | Animals Sold: | 0 |

Other Activities:

Companion Animals

- Detailed response by e-mail to DES regarding correspondence to GM from Stephanie Cooke MP on behalf of a public member (request to consider Company Dam as an approved off-leash area)
- Contemporaneous notetaking
- 1 x alleged dog attack reported
- 1 x general correspondence issued
- 1 x show cause issued
- 1 x straying dog correspondence issued
- Pound duties
- OLG Dog and Cat seizure reporting NSW OLG Database
- Hiring, collection and record keeping of animal traps
- Maintenance and record keeping of activities for impounding facility
- Updating existing records on the NSW Pet Registry as per required under the NSW Companion Animals Act legislation
- Entering new data on the NSW Pet Registry as per legislative requirements
- Entering records on Council authority
- Verification of microchip/registration details

Environmental

- 2 x “request to contact” correspondence issued (Greenethorpe)
- 1 x compliance met – removal of palm tree – Burrangong Street Grenfell
- 1 x partial compliance – accumulation of items Campbell Street
- 1 x illegal rubbish dump report – investigated New Forbes Road
- 1 x accumulation of items allegedly abandoned – Holy Camp Road. Investigated. Owner of items contacted. Items removed.
- 1 x illegal rubbish dumped McAlisters Lane Quandialla. Investigated. Evidence collected. Correspondence issued to suspected offender. Action pending.

Recycling

- Contamination of bin check

Advertising

- Grenfell Record Editorial – “Dogs Die In Cars”
- Grenfell Record Editorial – “Pussy Cat Pussy Cat Where Have You Been?”

For Council's Information
Noted

4. Grenfell Aquatic Centre, P2.3.1

December 2019

| | | | |
|----------------------------------|---------------------|-----------------------------|------|
| Total Attendance: | 6823 | Other Usage: | 590 |
| Daily Average: | 220 | School Usage: | 1251 |
| Cash Attendance: | 698 Child/Pensioner | Season Ticket Sales: | |
| | 581 Adult | Child: | 1 |
| Season Ticket Attendance: | 2244 Child | Adult: | 4 |
| | 1459 Adult | Family: | 8 |
| | | Pensioner: | 3 |

January 2020

| | | | |
|----------------------------------|---------------------|-----------------------------|-----|
| Total Attendance: | 7347 | Other Usage: | 999 |
| Daily Average: | 237 | School Usage: | 13 |
| Cash Attendance: | 912 Child/Pensioner | Season Ticket Sales: | |
| | 665 Adult | Child: | 0 |
| Season Ticket Attendance: | 2727 Child | Adult: | 3 |
| | 2031 Adult | Family: | 1 |
| | | Pensioner: | 1 |

For Council's Information
Noted

5. Quandialla Swimming Pool, P2.3.2

December 2019

| | | | |
|--------------------------|-------------|-----------------------------|---|
| Total Attendance: | 1638 | Season Ticket Sales: | |
| Daily Average: | 53 | Single: | 0 |
| | | Family: | 0 |
| | | Aqua Class: | 0 |

Activities for the month –

- Bribbaree Public School. Quandialla Public School and Caragabal Public School had two weeks of Intensive Swimming lessons. 3 Austswim Instructors managed the three schools for ten days.
- Due to heavy smoke haze and extreme heat the Holiday@Home event was cancelled (20.12.2019)
- The month was particularly difficult due to consistent heavy smoke haze and dust storms. While the pool water quality remained high; it was challenging.
- The pool continues to lose water, even though we are recycling it.
- Swimming Club continues Wednesday and Friday evenings.
- Squad continues Monday and Thursday evenings.
- Aqua (Active Farmers) continues four times a week
- Aqua (Staying Active) continues once a week.
- Private swimming lessons run most days of the week.
- Bribbaree Public School and Quandialla Public School held end of year events in the last week of term 4, 2019.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

January 2020

Total Attendance: 1204
Daily Average: 38.8

Season Ticket Sales:
Single: 0
Family: 0
Aqua Class: 0

Activities for the month –

- On Australia Day we held a “Bush Nippers” morning with Clare Nowlan running the group. The day was well supported with 16 children joining in, while parents enjoyed an Aqua Fitness session. The pool committee cooked a fundraising BBQ breakfast for the community to attend.
- Swimming Club held an unofficial “race” evening Sunday the 19th to give swimmers an opportunity to swim long distance events. The pool committee held a BBQ dinner to raise funds.
- Club, Squad, private lessons and Aqua continue as per November and December.
- Very little let up with smoke and dust. Maintaining water quality.

For Council's Information
Noted

6. Grenfell Waste Facility, E3.3.2

Update on short term actions -

Short Term Actions

1. Remove all windblown rubbish and continue to undertake the removal routinely;
Contractor has been directed to carry out routine windblown rubbish removal.
2. Minimise as far as practicable the size of the active tipping face of the active landfill cell; and
Council's Tip Operator has been directed only to have daily loads as part of working face.
3. Apply daily cover to the waste in accordance with section 8 of the Guideline.
Council has contracted a loader to provide cover on the days of expose tip face to allow Council's Tip Operator to immediately cover and compact.

The EPA requests that by 31 January 2020 Council undertakes the following:

1. Identification and disposal of all potentially asbestos contaminated waste in accordance with s.80 of the Waste Regulation;
To be carried out
2. Works to ensure all contaminated surface water and leachate is retained onsite; and
A leachate detention pond will be constructed below the cells to the west. Councils Staff have been requested to complete the work.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

3. A groundwater monitoring program is established in accordance with section 4.4 of the Guideline.

It is proposed to install 2 groundwater monitoring wells located below the leachate detention pond with indicator parameters consistent with Table 5 of the Environmental Guidelines: Solid Waste Landfills.

Council has requested confirmation of Testing regarding:

- a) *Pollutants*
- b) *Frequency*

Council has requested quotes from Piezometer Installers regarding the installation of the two monitoring points. Council is awaiting a response from the EPA regarding the monitoring parameters.

Medium Term Action

To further improve the planning and therefore the management of the landfill, the EPA requests Council:

1. Considers the option of either contracting or centralising the management of the landfill to one section within Council;

Council will consider its options regarding centralization of the management of the facility.

2. Undertakes a revised risk assessment in accordance with Environmental Risk Assessment and Mitigation Package (E-Ramp) to confirm the main environmental risks associated with the landfill and to allow Council to prioritise its response to the identified risks;

To be actioned

3. Prepares a Landfill Environmental Management Plan (LEMP) having regard to the minimum standards established in the Guideline, including details regarding how these standards will be met. The impact assessment requirements in the Guideline provides details as to the information which should be contained, as a minimum in the LEMP; and

To be developed in conjunction with a PIRMP.

4. Develops a timeline for the completion of the disposal of all building and demolition waste based on the risk assessment outcomes and the LEMP.

To be developed

The construction of the 2100mm high chain wire fence to the north eastern boundary for a distance of approximately 350m to assist with the control of windblown litter and security has been quoted and approved. Construction will commence within two weeks. A filling program to have co-mingled waste to reduce double handling has been mapped and coordination of the process requires development.

For Council's Information
Noted

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B. Planning and Development Matters:

1. 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):

December 2019

| DA NO. | Applicant | Construction | Value (\$) | Address |
|-------------|---------------------------------|--|------------|--|
| Mod 41/2014 | Mr PH & Mrs NN Best | Demolish existing Shed and erect new shed – Store Buses (3 to 4 buses) | \$20,000 | LOT: B DP: 964370 Main Street GRENFELL NSW 2810 |
| 47/2019 | Weddin Community Native Nursery | Shade Structure | \$10,000 | LOT: 22 DP: 1244054 43 East Street GRENFELL NSW 2810 |

January 2020

| DA NO. | Applicant | Construction | Value (\$) | Address |
|---------|-------------------------|------------------------|------------|---|
| 46/2019 | Mr GP Robbins | Shed | \$11,181 | LOT: 21 SEC: D: DP: 7892 32 Wyalong Street CARAGABAL NSW 2810 |
| 48/2019 | Mr SF Ryder | Shed | \$93,000 | LOT: 4 DP: 857827 Berrys Road GRENFELL NSW 2810 |
| 49/2019 | Andys Design & Drafting | Carport | \$19,800 | LOT: 593 DP: 754578 38 South Street GRENFELL NSW 2810 |
| 50/2019 | Mr J Gilbert | Demolition of Dwelling | \$10,000 | LOT: 3 DP: 651097 44 East Street GRENFELL NSW 2810 |
| 2/2020 | Mrs LY Eastaway | Shed | \$7,500 | LOT: 1167 DP: 754578 36 Star Street GRENFELL NSW 2810 |

For Council's Information
Noted

2. Construction Certificates

The undermentioned applications were received and determined under delegation:

December 2019

| CC NO. | Applicant | Construction | Address |
|---------|---------------|--|---|
| 25/2019 | Mr MJ Liebich | New Industrial Building | LOT: 71 DP: 1148241 4-6 Grafton Street GRENFELL NSW 2810 |
| 35/2019 | Mr AR Brown | New Dwelling & Shed | LOT: 4 SEC: 20 DP: 758473 8 Nash Street GRENFELL NSW 2810 |
| 44/2019 | Mr AH Troy | Industrial Building used for Metal Fabrication | LOT: 22 DP: 1224552 8 Phil Aston Place GRENFELL NSW 2810 |

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

January 2020

| CC NO. | Applicant | Construction | Address |
|---------|-------------------------|---|---|
| 18/2019 | Andys Design & Drafting | Construction of 3 Stable Blocks of 12 x Stables | LOT: 7012 DP: 1023529 North Street GRENFELL NSW 2810 |
| 22/2019 | Mr BM Abbott | New Dwelling | LOT: 110 DP: 1081488 30 Stan McCabe Drive GRENFELL NSW 2810 |
| 43/2019 | Mr RC Grimm | Swimming Pool | LOT: 219 DP: 754583 848 Mary Gilmore Way GRENFELL NSW 2810 |
| 45/2019 | Mr HB Knight | Shed | LOT: 8 DP: 838999 27a Rose Street GRENFELL NSW 2810 |
| 2/2020 | Mrs LY Eastaway | Shed | LOT: 1167 DP: 754578 36 Star Street GRENFELL NSW 2810 |

For Council's Information
Noted

3. 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 Council's Information
Noted

4. Lawson Oval Amenities Project, P2.1.6

The structural steel, roofing and brickwork have been completed with framing, internal drainage and electrical work being completed. Internal sheeting, kitchen fit out, tiling, seating and dressing room fit out ordered for commencement within four weeks.

For Council's Information
Noted

5. Taylor Park Accessible Toilets, C2.9.14/P2.3.10/P2.1.3

Internal drainage, slabs and brickwork have been almost completed with roof trusses and roof sheeting to be installed within three weeks.

For Council's Information
Noted

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

Council has resolved to call tenders for the construction of the new plant with a round of Tenders Interviews carried out in January 2020. Contractors who were interested in tendering for the project were invited to attend an interview with Council's project team. These interviews do not form part of the tender process, and will form no obligations on either party.

Below is an outline of the process through to Determination of Tender.

| Date | Activity |
|------------------|------------------------------------|
| 13 February 2020 | Call tenders |
| 8 weeks | Tender period |
| 07 April 2020 | Tenders close |
| 14 April 2020 | Tender review Stage 1 |
| By 05 June 2020 | Tender review Stage 2 |
| 12 June 2020 | Tender assessment report draft |
| 19 June 2020 | Assessment committee meeting |
| 02 July 2020 | Tender assessment report final |
| 02 July 2020 | Recommendation to Council |
| 16 July 2020 | Council meeting to consider report |

The site preparation continues with design for power upgrade being completed, relocation of power supply to the existing STP and consideration of alternative power sources to supplement increased power demands in the new plant.

For Council's Information
Noted

7. Local Strategic Planning Statements, T2.3.1

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

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

Council has previously adopted the LSPS timetable below:

- June 2019 – prepare LSPS outline / vision / desired character statements, broad growth statements & draft consultation strategy
- July – Council approval for outline / consultation strategy
- August – Place LSPS outline on exhibition with Grenfell Strategy

- September-October – Prepare LSPS
- November-December – Draft LSPS to Councillors & DPE
- February – Adopt Draft LEP for submission to DPE for exhibition
- April/May – Exhibition/Consultation
- May – Finalise
- June – Council adopts LSPS

The draft document has been developed to a point for the Council to review the draft for consideration and adoption to be forwarded to Department of Planning for formal concurrence.

RECOMMENDATION: that Council:

1. Adopt the Draft Local Strategic Planning Statement.
2. Forward the document to DPE for concurrence and exhibition
3. Delegate the General Manager to amend the document after DPE submission

250 RESOLVED: Cr Diprose and Cr Best that Council:

1. Adopt the Draft Local Strategic Planning Statement.
2. Forward the document to DPE for concurrence and exhibition
3. Delegate the General Manager to amend the document after DPE submission

8. International Council for Monuments and Sites (ICOMOS) Central West of NSW Study Tour 21-27 September 2020

Council has received a request from Sue Jackson (Weddin Shire Heritage Advisor) for Weddin Shire to support the abovementioned tour.

ICOMOS is the international profession organisation for heritage practioners and experts. It is the advisory body to UNESCO on World Heritage matters.

Sydney will welcome delegates from around the world to the ICOMOS Triennial Symposium 1-10 October 2020. The Symposium theme is 'shared heritage' and is under-written by the Federal and NSW State Governments.

The Symposium also offers tours around Australia. The Central West of NSW Study Tour is for a maximum of 25 delegates.

Councils supporting the Tour are Bathurst, Cowra and Goulburn, as well as the Central West Organisation of Councils. Ideal for delegates are the *Weddin hessian bags* with the names of Weddin villages - for site information and the tour programme.

RECOMMENDATION: that Council supply 30 *Weddin hessian bags* @ \$20.00 per bag in support of the ICOMOS Central West Tour and funding for the purchase be from the Heritage Management WO 48.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- 251** **RESOLVED:** Cr Brown and Cr Diprose that Council supply 30 Weddin hessian bags @ \$20.00 per bag in support of the ICOMOS Central West Tour and funding for the purchase be from the Heritage Management WO 48.

At this point the Mayor, Councillors and the General Manager on behalf of staff thanked Brendan for his contribution to the Weddin Shire Council and wished him all the very best for the future.

Director Environmental Services thanked Council and staff for their support during his time at Weddin Shire Council.



B J HAYES

DIRECTOR ENVIRONMENTAL SERVICES

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

ACTION LIST

| INSPECTIONS AND MEETINGS | | STATUS | BY |
|----------------------------|--|---|---------------|
| June 2019 | 1. <u>Downer</u> : the Mayor and General Manager to meet with representatives to discuss proposed location for a mobile phone base station in Bumbaldry. | In Progress | GM |
| DEFERRED ACTIVITIES | | | |
| April 2012 | 1. <u>Main Street Master Plan</u> : consider inclusion of heritage building signs. | In Progress | DE/DES |
| November 2013 | 2. <u>O'Brien's Tributary – Drainage Improvement</u> : refer matter back to floodplain committee for further consideration and other possible options. | In Progress | DE |
| June 2015 | 3. <u>RMS</u> : develop plans for a roundabout at the end of the Main Street in Grenfell and refer the proposal to RMS for their consideration. | Preparation for business case – In Progress | DE |
| | 4. <u>Pigeon Control – Main Street</u> : continue to investigate options (DES). | Investigation Continuing | DES |
| April 2016 | 5. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES). | In Progress | DES |
| August 2016 | 6. <u>Policy for Planting of Vegetation along Kerbsides</u> : develop policy. | In Progress | DE/GM |
| November 2016 | 7. <u>NBN Fibre to the Premises</u> : make representations to ensure Industrial land vacant lots have access to NBN. Advocate for upgrade to the exchange to facilitate fibre to the premises. | In Progress | DES/GM |
| May 2018 | 8. <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 | 9. <u>Marketing Strategy Report</u> : initiate report. | In Progress | DCS/GM |
| | 10. <u>Removal of Trees – Weddin Street</u> : remove trees and replace path. Consider prior to scheduled foot paving works. | In Progress | DE |
| | 11. <u>Give Way Signs – Melyra Street</u> : relocate signs. | In Progress | DE |
| April 2019 | 12. <u>Grenfell Ambulance Station</u> : make enquires to purchase for \$1. | In Progress | GM |
| | 13. <u>Grenfell Courthouse</u> : investigate proposed plans. | In Progress | GM |
| | 14. <u>Grenfell Medical Centre Operation</u> : engage 'Five Hours West' to conduct a media and marketing campaign. | In Progress | DCS/GM |
| May 2019 | 15. <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 |
| June 2019 | 16. <u>Clean Up Australia Day</u> : contact Pat Soley regarding 2020 event. | In progress | DES |
| | 17. <u>Aboriginal Land Claims Investigation Unit</u> : invite representatives to address Council. | In Progress | GM |
| July 2019 | 18. <u>Australian Government Black Spot Program</u> : submit formal request for a roundabout at the bottom of the Main Street. | In Progress | DE |

ACTION LIST

| | | | |
|---------------|--|-------------|--------|
| October 2019 | 19. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment. | In Progress | DE |
| | 20. <u>AR Bluett Memorial Award</u> : submit an entry in the 2020 AR Bluett Memorial Award. | In Progress | GM |
| November 2019 | 21. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed. | In Progress | DE |
| | 22. <u>Grenfell Sewage Treatment Plant Upgrade</u> : call tenders on the acceptance of Detailed Design drawings. | In Progress | DES |
| December 2019 | 23. <u>Department of Industry, Innovation & Science</u> : assist Grenfell Senior Citizens Committee to submit grant funding application. | Completed | GM/DCS |
| | 24. <u>Department of Industry, Innovation & Science</u> : undertake community consultation and, collate projects and submit to February meeting for consideration. | Completed | GM/DCS |
| | 25. <u>Renew our Libraries Campaign</u> : make representations for a sustainable funding model. | In Progress | DCS/GM |
| | 26. <u>Grenfell Waste Facility</u> : complete identified short term works. Consider future works as part of Council's 2020/2021 estimates process. | In Progress | DES |

**For Information
Noted**

MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY 17 DECEMBER 2019, COMMENCING AT 5.00PM (C2.6.13)

1. **PRESENT:** Jaymes Rath (Chair - Weddin Shire Council)
Kellie Frost (Authorised Officer – Weeds - Weddin Shire Council)
Cr John Niven (Weddin Shire Council)
Cr Stuart McKellar (Weddin Shire Council)
Harvey Matthews (NSW farmers)
Keith Starr (Landcare-Grenfell)
Kai Chambers (Trainee Biosecurity Officer – Weddin Shire Council)

- 2 **APOLOGY:** James Ingrey (Agronomist)
Cr Paul Best (Weddin Shire Council)
Cr Mark Liebich (Weddin Shire Council)

Resolved: Harvey Matthews and Cr Stuart McKellar that the apologies be accepted.

3. **MINUTES:** 9 September June 2019

Resolved: Cr John Niven and Harvey Matthews that the minutes from 9th September 2019 be adopted.

4. **MATTERS ARISING:**

- Enquire with council to carry out weed control works and property owners be invoiced once work is carried out.
- Awareness of high risk of new weed incursions due to fodder purchases and fodder transport from varying States
- Glyphosate – usage in urban and protected areas and recent publicity on risks associated with Glyphosate usage.

Noted

5. **CORRESPONDENCE:**
Nil

Noted

6. **NOXIOUS WEEDS OFFICER'S REPORT:**

Kellie verbally updated the committee as follows:

- Attended MVWC meeting
- Attended CWWC meeting
- WAP Operation Committee meeting
- The current publicity regarding glyphosate
- Biological controls – Discussed various Biological controls and their effectiveness
- Planning to hold a Macquarie Valley Weeds Committee Meeting in Grenfell February 11th 2020. Possible drone displays Parkes Shire Council, using spray drones.
- Discussed a recent court case of dispute over Penalty infringement notice – Judge in favour of property owner

MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY 17 DECEMBER 2019, COMMENCING AT 5.00PM (C2.6.13)

- Kai introduced himself and discussed background, experience and enthusiastic outlook on his new role with Council
- Kai discussed his work on sucker control on Newtons Road leading to company dam
- Change Councils website – Remove weed list and put a link to the DPI weed wise app
- WAP – Algorithm adjustment for possible funding increase

Noted

NOXIOUS WEEDS BUDGET

| <u>2019/2020 Budget</u> | | |
|---|--------------------------------|---------------------------|
| <u>Decription</u> | <u>Amount Allocated</u> | <u>Expenditure</u> |
| Employee Wages | \$ 82,000.00 | \$ 28,096.85 |
| Extra (minus LCA commitment WAP) | \$ 7,083.18 | |
| Noxious Pests | \$ 2,500.00 | \$ - |
| WAP | \$ 21,054.00 | \$ 5,466.70 |
| Block 2019/2020 | \$ 15,000.00 | \$ - |
| FAG 2019/2020 | \$ 15,000.00 | \$ - |
| Totals | \$ 142,637.18 | \$ 33,563.55 |
| Available Budget | \$ 109,073.63 | |

Noted

7. BUSINESS WITH NOTICE

Macquarie Valley Weeds Committee Meeting hosting. Suggested venue is Grenfell Country Club as it has ease of access for drone displays. Presentations by:

- Parkes Shire Council – spray drone display
- Castlereagh Macquarie County Council – Hudson pear presentation
- Hunter agriculture – Green approach to weed control

RECOMMENDATION: That council host the Macquarie Valley Weeds Committee Meeting on 11th February 2020. Costing to go against council's weeds budget, which has sufficient funds for the function.

Resolved: Harvey Matthews and Cr John Niven that council host the Macquarie Valley Weeds Committee Meeting on 11th February 2020. Costing to go against council's weeds budget, which has sufficient funds for the function.

9. QUESTIONS WITH NOTICE

Nil

10. NEXT MEETING:

| Day | Date | Month | Year | Time | Venue |
|-----|-----------|-------|------|---------|----------------|
| 9 | 9/03/2020 | March | 2020 | 5:00 PM | Committee Room |

11. CLOSURE: There being no further business to discuss the meeting closed at 05.59 pm.

253 **RESOLVED:** Cr Brown and Cr Best that except where otherwise dealt with the Minutes of the Noxious Weeds Committee Meeting be adopted.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS
COMMITTEE MEETING HELD AT THE GRENFELL COMMUNITY HUB ON
TUESDAY 17 DECEMBER 2019, COMMENCING AT 7.30PM (C1.4.1)**

1. **PRESENT:** Allan Hodgson, Jill Hodgson, Glenn Carroll, Liz Carroll, Hugh Moffitt, Mary Moffitt, Pene Starr, Deidre Carroll, Carly Brown, Billo Wheatley, Cathy Gilbert, Judy Mitton, Auburn Carr, Glenda Howell, James Rowe, Jan Parlett, Wendy Johnson, Anda Leigh Reilly, Di Griffiths

Anthony Myers, Jan Myers, Mick Neill, Maria Neill, Kath Holtz, Claire McCann, Kathy Logan, Glenda Howell, Stephen Sykes, Justin Byrne (Observers).

2. **APOLOGIES:** Warwick Crampton, Vanessa Gibson, Terry Carroll, Keith Starr, John Hetherington, Pam Livingstone, Cath Sullivan, Jenny Hetherington, Rachel Power.

Resolved: Hugh Moffitt / Diedre Carroll that the apologies be accepted.

3. **ACTING PRESIDENT** Glenn Carroll welcomed everyone to the meeting and thanked all for attending. Glenn also welcomed Mr Stephen Sykes and Mr Justin Byrne who will present the results of the recent survey.

4. **MINUTES:** 26 November 2019

Resolved: Cathy Gilbert / Liz Carroll that the minutes from the general meeting 26 November 2019 be confirmed.

5. **BUSINESS ARISING:** Nil

6. **FESTIVAL SURVEY RESULTS** Mr Stephen Sykes and Mr Justin Byrne presented the results of the survey to the committee and provided recommendations for future direction.

7. **2020 EVENT**

7.1 – Type of Event – ‘Spirit of the Bush’ Community Drought Event was an option. Other types of events discussed.

7.2 – Location – Grenfell Railway Station was the preferred location.

7.3 – Activities – Possibilities include live bands, children’s rides and entertainment, car show on the Sunday in West Street, woodchop in usual location.

7.4 – DCP Funding – Grant funding proposal to be submitted for consideration under the DCP Extension Program for \$100,000.

Resolved: Carly Brown / Mary Moffitt that:-

- i) the Henry Lawson Festival go into recess for 2020 pending evaluation in July 2020;
- ii) Council delegate to the General Manager the authority to coordinate the preparation of a funding submission to the Drought Communities Program (DCP) Extension for up to \$100,000 including \$30,000 for a major concert.

Resolved: Cathy Gilbert / Liz Carroll that a community drought event be held at the Grenfell Railway Station precinct on the June long weekend 2020.

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS
COMMITTEE MEETING HELD AT THE GRENFELL COMMUNITY HUB ON
TUESDAY 17 DECEMBER 2019, COMMENCING AT 7.30PM (C1.4.1)**

8. JOHN SCHUMANN AND FRIENDS CONCERT – to be considered at various venues.

9. FESTIVAL FUTURE DIRECTION - STRATEGY WORKSHOP

Resolved: Mary Moffitt and Cathy Gilbert that the Festival Strategy Workshop to assist in the future direction of the Festival be held on 7 July, 2020.

11. MEETING CLOSED: 9:29pm.

12. NEXT MEETING DATE: To be advised.

254 RESOLVED: Cr Brown and Cr Diprose that except where otherwise dealt with the Minutes of the Henry Lawson Festival Meeting be noted.

MINUTES OF THE AUSTRALIA DAY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY 17 DECEMBER 2019, COMMENCING AT 9.00AM (C1.4.2)

1. **Present:** E Baker, P Moffitt, A Carr.

2. **Apologies:** I Pitt, K Engelsman.

Resolved: E Baker/ P Moffitt that the apologies be accepted.

3. **Confirmation of Minutes:** November 19th 2019

Resolved: E Baker/ A Carr that the minutes be confirmed.

4. **Correspondence**

In:

Australia Day Council- program update

Cadets- no

Terry Carroll- yes

Rotary- yes

Lions- yes

Steven Hay- Prayer of Thanks- undecided

Town Band- yes

WSC- yes to sponsorship of drawing competition

Guides- no

Chris Lobb- no

Michele Morley- yes MC

CWA- yes drinks and damper

Peter Mitton- PA

RSL/ Glen Ivins- yes to flag raising

Out:

Carly Brown- anthem

Peter Mitton- PA

Mayor

Cadets- flag raising

Steven Hay- Prayer of Thanks

Chris Lobb- children's drawing competition

John Hetherington- poetry

Terry Carroll- Acknowledgement of Country

Town Band

Michele Morley- MC

Roma Sinclair- letter of thanks

WSC- sponsorship of drawing competition

MINUTES OF THE AUSTRALIA DAY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY 17 DECEMBER 2019, COMMENCING AT 9.00AM (C1.4.2)

5. Program for 2020

Set up

New venue to be confirmed due to absence of toilet block in Taylor Park. Approach Grenfell Public School for COLA and HLHS for school hall in that order as both options provide a stage, shade and toilets.

Theme

“Everyone, Every Story”

Ceremony

Master of Ceremonies – Michele Morley is confirmed.

Ambassador- an ambassador is yet to be allocated

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

National Anthem - Carly Brown is yet to confirm.

Flag raising – Cadets and Guides declined, RSL are confirmed.

Prayer of Thanks – Steven Hay is unavailable due to Sunday morning church services. Lay minister David Walker to be approach.

Entertainment

Music - Town Band is confirmed

Poetry - John Hetherington is yet to be confirmed

Children’s Competition - Chris Lobb has declined. Mary Moffitt to be approached. Council has provided sponsorship of children’s competitions.

Catering

BBQ - Rotary Club of Grenfell

Damper, tea, coffee and cold drinks - CWA Night Branch

6. General Business

Peter Mitton to provide the PA system.

Posters to be developed to advertise the new ceremony venue and encourage attendance.

7. Next Meeting: January 21st 2020, 9am in the Council Meeting Room.

8. Closure: Meeting closed at 9.10am.

255 **RESOLVED:** Cr Diprose and Cr Parlett that except where otherwise dealt with the Minutes of the Australia Day Committee Meeting be noted.

**MINUTES OF THE AUSTRALIA DAY COMMITTEE MEETING HELD IN THE
COMMITTEE ROOM ON TUESDAY 21 JANUARY 2020, COMMENCING AT 9.00AM
(C1.4.2)**

1. **Present:** E Baker, P Moffitt, K Engelsman, A Carr.

2. **Apologies:** I Pitt.

Resolved: E Baker/ P Moffitt that the apology be accepted.

3. **Confirmation of Minutes:** December 17th 2019

Resolved: E Baker/ P Moffitt that the minutes be confirmed.

4. **Correspondence**

In:

Australia Day Council
Carly Brown- yes
Prayer of Thanks- David Walker
Prayer of Thanks- Steven Hay
John Hetherington
Mary Moffitt
Michele Morley- Community Use Agreement

Out:

Michele Morley- Community Use Agreement
Prayer of Thanks- David Walker
Prayer of Thanks- Steven Hay

5. **Program for 2020**

Set up

New venue at Grenfell Public School is confirmed. John Gorman has been consulted and has proved a key to the toilet block. Council to provide wheelie bins, sweep floor of COLA and collect bins promptly after ceremony.

Theme

“Everyone, Every Story”

Ceremony

Master of Ceremonies – Michele Morley is confirmed.
Ambassador- Mountaineer Andrew Lock OAM is confirmed
Award Nominees - to be handled by Weddin Shire Council.
A Citizenship ceremony has been added to the program with three participants.
National Anthem - Carly Brown is confirmed.
Flag raising –RSL are confirmed to March in the Colours in place of a flag raising. Terry Carroll and Julie Ferguson to assist. Due to the inclusion of a citizenship ceremony, protocol requires the display of Indigenous and Torres Strait Islander flags.
Prayer of Thanks – Steven Hay is confirmed and had provided his prayer for approval.

**MINUTES OF THE AUSTRALIA DAY COMMITTEE MEETING HELD IN THE
COMMITTEE ROOM ON TUESDAY 21 JANUARY 2020, COMMENCING AT 9.00AM
(C1.4.2)**

Entertainment

Music - Town Band is confirmed

Poetry - John Hetherington is confirmed

Children's Competition - Mary Moffitt is confirmed as coordinator. Council has provided \$120 for prizes. Pam Livingstone to judge.

Catering

BBQ - Rotary Club of Grenfell

Damper, tea, coffee and cold drinks - CWA Night Branch

6. General Business

Lions to provide tables and chairs

Keith to source a lectern.

Ian Pitt to provide card table and bunting.

Auburn to provide tablecloth

Auburn to source a gift for the ambassador- a copy of Historic Homes of the Weddin Shire.

Peter Mitton to provide the PA system.

Posters to be displayed at Taylor Park to advertise the new ceremony venue and encourage attendance.

7. Next Meeting: November 17th 2020, 9am in the Council Meeting Room.

8. Closure: Meeting closed at 9.15am.

256 **RESOLVED:** Cr Diprose and Cr Bembrick that except where otherwise dealt with the Minutes of the Australia Day Committee Meeting be noted.

**MINUTES OF THE GRENFELL ART GALLERY COMMITTEE MEETING HELD THURSDAY,
6 FEBRUARY 2020 AT THE COUNCIL CHAMBERS COMMENCING AT 8.30 AM (C2.6.35)**

1. **PRESENT:** Cr Niven, M Moffitt, H Moffitt, W Crampton, S Tognetti, and G Carroll.

2. **APOLOGY:** Nil

3. **MINUTES:** 5 December 2019

Resolved: Cr Niven and H Moffitt that the minutes of the meeting held on 5 December 2019 be adopted.

4. **MATTERS ARISING:**
Nil

DECLARATIONS OF INTEREST:
Nil

Cr Parlett entered the meeting at this point 8.32 am.

5. **CORRESPONDENCE:**
Inwards - Nil
Outwards – Mr Ramon Ward-Thompson

Resolved: W Crampton and Cr Niven that the correspondence be adopted.

6. **ART GALLERY – CO-ORDINATORS REPORT:**

Resolved: W Crampton and Cr Parlett that the Art Gallery Co-ordinators report be adopted as presented.

7. **ART GALLERY – FINANCIAL STATEMENT:**

Resolved: M Moffitt and H Moffitt that the Art Gallery Financial Statement be adopted as presented.

8. **NEW PROJECTS:** Nil

Noted

9. **GENERAL BUSINESS:**

10.1 Action Plan

Noted

10. **NEXT MEETING:** Thursday, 2 April 2020 at 8.30am at the Council Chambers.

11. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 8.59 am.

257 **RESOLVED:** Cr Partlett and Cr O’Byrne that except where otherwise dealt with the Minutes of the Art Gallery Committee Meeting be adopted.

**MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING
HELD ON THURSDAY 6TH FEBRUARY 2020 AT 3PM AT THE COUNCIL CHAMBERS**

1. **PRESENT:** Clr C Brown, Clr J Parlett, Clr P Best, Clr S O'Byrne, W Crampton, D Yates, A Reilly, L Gibson, C McCann, A Carr.

2. **GUEST:** J Rand

3. **APOLOGY:** T. Cooper

Resolved: Clr P Best/ Clr C Brown that the apologies be accepted

4. **CONFIRMATION OF MINUTES:** 5th December 2019

Resolved: Clr J Parlett/ D Yates that the minutes of the 5th December 2019 meeting be confirmed.

5. **BUSINESS ARISING:**

a. Nil

6. **CORRESPONDENCE:**

Incoming:

Jaymes Rath- Bogolong Dam

Mel Cooper- Caragabal logo

Outgoing:

Gary Smith- Eagle Sculpture

Cath Sullivan- John Schumann concert

Bolong Dam Committee

Noted

7. **DESTINATION MANAGEMENT PLAN UPDATE:**

The Director of Corporate Services welcomed Jenny Rand and explained this update had been added to the agenda due to the time sensitive nature of developing the DMP as an essential document for securing state and federal funding.

The consultant presented a detailed update on recent research and consultation. Weddin has many strengths including access to 700,000 people within a 2.5-hour drive, underutilised venues and potential for a rail trail.

Weddin has challenges including limited resources, a community with unrealistic expectations, limited accommodation and deteriorating heritage character. Weddin does not have a strong regional alliance. Weddin should participate in regional promotions such as caravan and camping shows.

There are opportunities in shifting from a heritage focus towards outdoor recreational activities as we have some terrific natural assets close to town that could be developed, including Company Dam, Bogolong Dam and State Forests. State Forest present greater short-term tourism benefit than National Parks as they are receptive to working collaboratively.

3.45pm A Reilly entered the room

8. **TOURISM WORKSHOP:** Restore advertising signs on old buildings.

Resolved: Clr C Brown / D Yates that the workshop topic be deferred to the April meeting.

4.00pm Clr P Best and Clr S O'Byrne left the room

9. REPORTS: Nil

10. UPCOMING EVENTS:

For an up to date list visit www.grenfell.org.au/attractions/events

- Until 27 February- Delight in Diversity Gallery Exhibition
- 7 February- Pindone Accreditation Course
- 8 February- Movie: Judy
- 13 February- Grenfell Dramatic Society Poetry by Fairy Light
- 28 Feb- 9 April- Our Changing Landscape Gallery Exhibition
- 12 March- PJ Storytime
- 14 March- Rock till it Rains Greenethorpe
- 10 April- 29 May- The Visitor Gallery Exhibition
- 12 April- Iandra Castle Open Day
- 18 April- Grenfell Picnic Races
- 23 April- Grenfell Dramatic Society Poetry Remembering the War,
- 2 May- Grenfell Anglican Debutant Ball
- 2 June- Grenfell Dramatic Society Poetry by Firelight Australiana,
- 4 June- Grenfell Dramatic Society Schools Recitation Day
- 7 June- Grenfell Dramatic Society John Farnham Tribute Evening
- 6 June- John Schumann and Friends concert
- 7 June- John Schumann and Friends concert
- 7 June- Guinea Pig Races
- 7 June- 18th Grenfell Car Club Car Show
- 7 June- Iandra Castle Open Day
- 10 June– 29 July- Legacy Gallery exhibition
- 4-5 September- Grenfell Show
- 12 September- Grenfell Dramatic Society "The Themes Of Our Lives"
- 13 September- Grenfell Dramatic Society "The Themes Of Our Lives"
- 19 September- Grenfell Dramatic Society "The Themes Of Our Lives"
- 20 September- Grenfell Dramatic Society "The Themes Of Our Lives"
- 27 September- 2 October- Weddin Mountain Muster
- 5 October- Iandra Castle Open Day
- November 7- Grenfell Dramatic Society Pantomime Our Junior Spectacular
- November 14- Grenfell Dramatic Society Pantomime Our Junior Spectacular

11. BUSINESS WITH NOTICE:

T Cooper- signage strategy follow up

Resolved: Clr C Brown / D Yates that the Business with Notice be deferred to the April meeting.

12. QUESTIONS WITH NOTICE:

Nil

13. NEXT MEETING: Thursday 2nd April 2020, 3pm at the Council Chambers

14. CLOSURE: 4.10pm

258 **RESOLVED:** Cr Brown and Cr O'Byrne that except where otherwise dealt with the Minutes of the Tourism Committee Meeting be adopted.

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON
THURSDAY 6 February 2020 at 4.30 pm at the COUNCIL CHAMBERS (C2.6.22).**

1. **PRESENT:** Mr B Hayes (DES)(Chair), Mrs S Jackson-Stepowski (Heritage Advisor), Clr P Diprose, Clr J Parlett, Clr C Brown, Mr J Hetherington, Mrs S Hughes (Historical Society), Mrs D Yates

2. **APOLOGIES:** Mrs I Holmes

Resolved: Clr Diprose and Clr Brown that the apology be accepted.

3. **CONFIRMATION OF MINUTES:** Thursday, 26 September 2019

Resolved: Clr Diprose and Mrs Hughes that the minutes 26 September 2019 be adopted.

4. **CONFLICTS OF INTEREST:**

Nil

5. **MATTERS ARISING:**

- 5.1 Strategic Plan Development for direction of Heritage

Mr Hayes discussed the following outcomes:

- i) **Heritage Promotion** – No articles were submitted last month.

- ii) **Heritage Booklet for Owners/Purchasers** –

General discussion about the content of a covering letter from Council to welcome new residents, to include free heritage advice if you have a proposal, local heritage grants, this is the process, etc.

“Welcome to Grenfell. Your house is identified as being [x architectural style]. Attached is general information about this house style. It is intended to assist you if you seek to make changes to the property. Please be advised that Weddin Shire Council has a free Heritage Advisor service who can meet with you to discuss. etc. Weddin Shire Council also has a local heritage grants scheme. This is advertised annually about in August each year. For more information, please contact the Council on .. etc”

Next Grenfell Housing Style Guide to be for the Inter War era.

- iii) **Building Plaques** – This will be requested through Engineering to order the first plaque for the Weddin Shire Council building.

- 5.2 The meaning of the word “Weddin”

No further information, the item to be removed from Agenda.

- 5.3 Signage – Cobb & Co.

Require a background specification to be supplied to Mark Taylor to prepare a mock up with the assistance of the Mrs Hughes.

5.4 Henry Lawson Grandstand – Lance Hockings

Mrs Hughes outlined the recent history about the Henry Lawson Society visit in c1938 when the gates were already in existence and the grandstand being built. There was no foundation stone or plaques.

Discussion about where to locate interpretation about the building and if to use a similar panel and layout format as those on the medical centre. Mrs Hughes to locate historic photographs. Lance Hocking to be advised.

5.5 2019/20 Heritage Grants

Mr Hayes advised that some payments have been made and Isabel will follow up progress with other applicants.

Recommendation: Mrs Yates and Clr Brown that action is confirmed with payments made to Tammy's Hair Design, Mr N Carlton, Mrs B Mort and Grenfell Meat Barn.

Recommendation: Mrs Yates and Clr Brown that following a satisfactory project inspection by the Heritage Advisor that payment be made Mr G Robbins (32 Wyalong Street).

6. **CORRESPONDENCE:**

6.1 Weddin HA Visit Sept19

Noted

6.2 Grenfell Historical Society – Grenfell Cemetery

Noted

Mrs Jackson advised that she meet with Engineering in December about this matter with inclusion in the DMP.

6.3 Weddin HA Visit Dec19

Noted

The Heritage Advisor outlined meetings with Gary Escourt, Heritage Officer, John Holland Regional Rail about the Heritage Council Remediation Action Plan directive subsequent to the collapse of the Grenfell Water Tower. To comply, proposed is for Grenfell Rail Precinct to become a demonstration project for broader purpose interpretation of a railway corridor which has broad community benefits, and links in with a council's corporate and cultural tourism strategies (rather than just being another plaque somewhere).

Discussion about how this fits into the Council Local Strategic Planning Statement and the Tourism plan currently being drafted.

Discussion about adaptive reuse of the historic fabric of the tower town.

Recommendation: Clr Brown and Clr Parlett that Council write to CEO of John Hollands Rail (Matt Jones) requesting that the historic materials be given to Council for adaptive reuse in the State Heritage Register Grenfell Railway corridor and the Grenfell Conservation Area.

7. BUSINESS WITH NOTICE:

7.1 Signs on Walls (J Hetherington)

Mr Hayes and Mrs Jackson-Stepowski put up a proposal under the Drought Relief Funding Programme for \$50K for repair of historic signs within the conservation area. This programme will be administered through the Council.

8. HERITAGE ADVISORS REPORT

Mrs Jackson-Stepowski and Mrs Hughes gave an outline of the day spent researching site, oral history and if any extent former schools of Weddin Shire in Bimbi and Quandialla region. Session with residents in the Quandialla CWA. Site visits to original gazetted cemetery in Bimbi (opposite ‘Khartoum’ homestead), Berendebba School and Hall, Wilson’s Crossing on edge of Caragabal State Forest and boundary with Bland Shire), and buildings relocated from former single school sites into Quandialla school.

Heritage Festival - ‘Our heritage for the future’

At the end of March (27-31) Mrs Jackson-Stepowski will do a test run for the 2020 ICOMOS Central West Study Tour (21-27 Sept. 2020) for the international delegates attending the ICOMOS Triennial General Assembly in Sydney. The theme is ‘shared heritage’. Mrs Jackson-Stepowski is Vice President of the ICOMOS International Scientific Committee for Shared Built Heritage (ISC SBH). Mrs Jackson-Stepowski offered to provide insights into the theme of ‘shared built’ internationally and Australian examples and display materials about the ICOMOS study (ICOMOS = International Council for Monuments and Site).

9. QUESTIONS WITH NOTICE:

9.1 Men’s Shed and the Grenfell Railway Loading Ramp

Clr Diprose advised the committee of the proposal to use property name wool bale stencils on the vertical side of the loading ramp facing the Men’s Shed. The objective is to involve as many property names in the Shire as possible to create a new tourism feature. The project is to be joint initiative of the Men’s Shed and the Historical Society. Gary Escourt, Heritage Officer, John Holland Rail suggested that John Holland Rail also be invited to participate.

Recommendation: Mrs Yates and Clr Parlett that Council at this stage provide in principle support for the concept.

10. NEXT MEETING: Thursday 2 April 2020 at 4.30pm.

Note: The Heritage Advisor will be an apology at the August and October 2020 meetings.

11. CLOSURE: There being no further business the meeting closed at 6.15 pm.

HERITAGE COMMITTEE MEETING – 6 February 2020 - ACTION PLAN

| Item | Action | By | Date Completed |
|---------------|---|---------------|----------------|
| Sep 5.2 (i) | <u>Heritage Promotion</u> | DES/Isabel | On going |
| Sep 5.2 (ii) | <u>Heritage Booklet</u> | DES/Isabel | On going |
| Sep 5.2 (iii) | <u>Building Plaques</u> | DES/HA/Isabel | On going |
| Apr 2019 5.4 | <u>Aboriginal & Torres Strait Island Protocol</u> | DES/HA | Draft |
| Feb 20. 5.3 | <u>Cobb & Co Signage Specification</u> | DES/Isabel | |
| Feb 20. 5.4 | <u>Correspondence to Lance Hockings</u> | DES/Isabel | |
| Feb 20. 5.5 | <u>Organise Funding Payments</u> | DES/Isabel | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

259 **RESOLVED:** Cr Parlett and Cr Bembrick that except where otherwise dealt with the Minutes of the Heritage Committee Meeting be adopted.

**MINUTES OF THE BOGOLONG DAM COMMITTEE MEETING HELD THURSDAY,
6 FEBRUARY 2020 AT BOGOLONG DAM SITE COMMENCING AT 4.00 PM (C2.6.44)**

1. **PRESENT:** Cr Liebich, Cr Best, D Nealon, R Grimm, Cr O’Byrne, A Griffiths, M Carrigan
(Consultant)

2. **APOLOGIES:** J Rath (DE)

Resolved: Cr Best and R Grimm that the apologies be accepted.

3. **MINUTES:** 29 November 2019

Resolved: R Grimm and D Nealon that the Minutes from 29 November 2019 be adopted.

4. **MATTERS ARISING:** Nil **Noted**

5. **CORRESPONDENCE:** Nil **Noted**

6. **GENERAL BUSINESS:**

6.1 Structural Integrity of the Dam Wall/concrete lined spillway: engage a geotechnical engineering consultant for wall/spillway analysis and potential costs of remediation works.

- Discussions were had that potentially the public works report was too conservative with its analysis of the wall
- Further analysis from a geotechnical engineer may outline whether further remediation works is necessary
- It was discussed that the wall integrity could possibly make or break the project depending on what remediation works are needed.

Resolved: Cr Leibich and Cr Best that a geotechnical engineering consultant be engaged for the wall/spillway analysis and potential cost of remediation works.

6.2 Potential silt trap to be designed in the south-eastern corner of the dam:

- To prevent silt being dropped within ski area
- Could work in with a swimming area

6.3 Priorities of task:

- Initially it was thought that the best approach was to de-silt/construct the bed of the dam fit for skiing whilst dam was dry and buckets/scrapers could get in there
- After further discussion it was decided that the masterplan continue to be a priority along with analysis of the dam wall
- Dam in the meantime is to be sprayed and burnt for further drone survey to be tied into consultants control marks.
- Discussions to happen later with the tourism committee to discuss amenities, bbq options and signage locations after the initial draft of the master plan.

Resolved: Cr Leibich and Cr Best that:

- The council spray and burn all vegetation within dam lot
- A full drone survey is conducted, making sure that it is connected to SMK datum on site
- Use new drone data to create a design that will work with the levels and design the masterplan based off levels.

6.4 Time frame of project:

- There was concern that the project may either fill from overland flow and/or take too long to get going and thus time frame for funding may be missed.

7. **NEXT MEETING:** To be advised.

8. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 5.00 pm.

260 **RESOLVED:** Cr O'Byrne and Cr Niven that except where otherwise dealt with the Minutes of the Bogolong Dam Committee Meeting be adopted.

MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD ON TUESDAY, 18 FEBRUARY 2020 COMMENCING AT 8.30AM (C2.6.10)

Present: Messrs G Carroll, B Hayes, L Gibson and J Rath.

Minutes: of 17 December 2019.

Resolved: B Hayes and J Rath that the minutes from 17 December 2019 be adopted.

1. PEOPLE:

| | | |
|---|--|-------------------|
| <u>Learning & development</u> - Strategic | i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held. | DE |
| | ii) <u>Annual Assessments</u> <ul style="list-style-type: none"> Administration – in progress Engineering – in progress Environmental – in progress | GM/DE/ DES/DCS |
| | iii) <u>Training Plans</u> – to be undertaken for individual employees. | All |
| <u>Resource planning</u> - Strategic | i) <u>New Improvement Plan</u> - currently being developed. | GM |
| | ii) <u>RMS Contract</u> – reported in Director Engineering’s report. | DE |
| | iii) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2019/2020. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues. | DE |
| | iv) <u>2020/2021 Operational Plan</u> : workshop and extra-ordinary meeting to be held to commence prioritising for the annual plan. | All |
| - Operational | i) <u>Other Programs</u> – in progress. | DE |
| <u>Recruitment</u> - Operational | i) <u>Corporate Services</u> – Team Leader Finance – currently being re-advertised. | DCS |
| | ii) <u>Environmental Services</u> - Team Leader Environment – to be re-advertised. | DES |
| <u>Appointments</u> - Operational | i) <u>Engineering Department</u> – Overseer – Ray Egan commenced on a temporary basis on 10 February 2020. | DE |
| <u>Health and Wellbeing</u> - Strategic | i) <u>New Ambulance Station</u> – completed. | DES |
| | ii) <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 in the first quarterly meeting of 2020. | All |
| | iii) <u>Health and Wellbeing/Mental Health training</u> – to be organised in 2019/2020 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace. | DES/DCS |
| | iv) <u>Grenfell Medical Centre plaque</u> – currently being arranged. | DES |

2. 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> – Stage 2 commenced with concept design and REF completed. Detailed design completed. Land to be classified as operational land as per Local Government Act 1993. Tenders currently being called. ii) <u>Sewer Mains relining</u> – works in progress. Nearing completion. iii) <u>Grenfell Main Street Upgrade</u> – funding obtained under Round 1 of the SCCF. Milestones in funding deed have been deferred for six months to allow additional time for planning the project. Additional extension received. Awaiting engineering plans. | DES/GM/DCS DE DE |
| - Operational | i) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring. ii) <u>O'Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced. iii) <u>Emu Creek Project</u> – works continuing. Very good progress. iv) <u>Industrial Land</u> – four sales completed. Three others currently in progress. 3 phase power installed. Internal works completed including conduit for possible NBN. Subdivision plan received. Sales process now being initiated. v) <u>Quandialla Drainage</u> – final stage to commence in May 2020. vi) <u>Quandialla Pool Upgrade</u> – upgrade works undertaken. Operating very well. vii) <u>Annual Residence Inspections</u> – to be undertaken. | DE DE DE GM/DE/DES DE DES DES |
| <u>Human Resources</u> | i) <u>Organisational Review</u> – recommendations to be included in the new Improvement Plan. HR resources to be sourced in short term. To be further considered as part of year 2 of Organisation Structure review. | All |
| <u>Investment</u> | | |

3. SYSTEMS

| | | |
|---|--|---------------------------------------|
| <u>Governance</u> | Nil | |
| <u>Compliance</u> - Strategic | i) <u>Systems Review</u> – currently in progress with general ledger being updated. Assets Management system being developed. Other systems such as HR system, procurement and delegations need to be reviewed. ii) <u>Local Environment Plan (LEP) Review</u> – development of land use strategy in progress. To be continued after the adoption of the LSPS and approved by Department of Planning for urban strategy. iii) <u>Waste Strategy</u> – actions in progress. iv) <u>Webcasting of Council Meetings</u> – currently being undertaken as per Councils Code of Meeting Practice. Working very well. | DCS/DE All DES DES GM/DCS |

| | | |
|------------------------------|---|-----|
| Risk - Operational | i) <u>Building Profession Board (BPB)</u> – compliance reporting systems regarding building inspections to be implemented. Monthly reporting continuing to be provided to the Department of Fair Trading through internal system. | DES |
| | ii) <u>Submission of DA's</u> – on-line service available to specific Councils from December 2018. To be further investigated. | DES |

4. **COMMUNICATION AND ENGAGEMENT**

| | | |
|---|--|----------------------------|
| <u>Agenda's 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> | Draft templates developed for use. Referred to OET for review. | 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"> • Meeting held. • Store system / Depot Improvement Plan being implemented. • Other recommendations to be pursued when submitted. • Quarterly meetings being held with indoor and outdoor staff. | GM DCS/DE All All |

5. **NEXT MEETING:** Tuesday, 17 March, 2020 at 8:30am.

6. **CLOSED:** There being no further business to discuss the meeting closed at 10.19 am.

261 **RESOLVED:** Cr Diprose and Cr Bembrick that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee 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.

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

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

GENERAL MANAGER'S REPORT

1. **Proposed Lease of Building, 139 Burrangong Street, P2.4.8:**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
2. **Grenfell Industrial Estate – Sale, P2.5.4**
Reason for confidentiality: commercial information (section 10A(2)(d)(i))
3. **Grenfell Industrial Estate – Sale, P2.5.4**
Reason for confidentiality: commercial information (section 10A(2)(d)(i))
4. **Bequest to Weddin Shire Community, C1.1.3**
Reason for confidentiality: personnel matters concerning particular individuals (section 10A(2)(a))

267 RESOLVED: Cr Diprose and Cr Brown that the meeting return to open Council.

REPORT ON CLOSED COUNCIL

The Mayor requested the General Manager read out the following decisions from Closed Council.

Cr Bembrick previously declared a written declaration of interest and left the room at 10.29 am.

The Director Corporate Services previously declared a pecuniary conflict of interest to the General Manager as the husband to an interested party and left the room at 10.29 am.

- 1. Proposed Lease of Building, 139 Burrangong Street, P2.4.8:**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

RESOLVED: that Council sell the building at 139 Burrangong Street, Grenfell by public auction utilising both local real estate agents and delegate authority to the General Manager to determine the reserve price.

Cr Bembrick and the Director Corporate Services returned to the room at 10.50 am.

- 2. Grenfell Industrial Estate – Sale, P2.5.4**
Reason for confidentiality: commercial information (section 10A(2)(d)(i))

RESOLVED: that the action be confirmed.

- 3. Grenfell Industrial Estate – Sale, P2.5.4**
Reason for confidentiality: commercial information (section 10A(2)(d)(i))

RESOLVED: that the action be confirmed.

- 4. Bequest to Weddin Shire Community, C1.1.3**
Reason for confidentiality: personnel matters concerning particular individuals (section 10A(2)(a))

Director Engineering left the room at 11.03 am.

Director Engineering returned to the room at 11.06 am

RESOLVED: that the action be confirmed.

CLOSURE: There being no further business the meeting closed at 11.22 am.