



## **MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 21 MAY 2020 COMMENCING AT 5:00 PM**

14 May 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, 21 MAY 2020**, commencing at **5:00 PM** and your attendance is requested.

Yours faithfully

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

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES – Ordinary Mtg 19 March 2020
5. MATTERS ARISING
6. DISCLOSURES OF INTEREST
7. PUBLIC FORUM
8. MAYORAL MINUTE(S)
9. MOTIONS WITH NOTICE
10. CORRESPONDENCE (as per precis attached)
11. REPORTS:
  - (A) General Manager
  - (B) Director Corporate Services
  - (C) Director Engineering
  - (D) Director Environmental Services
  - (E) Delegates
12. ACTION LIST
13. COMMITTEES MINUTES
  - OLT Mtg, 25/03/2020
  - Local Emergency Matters Ctee Mtg, 27/03/2020
  - OLT Mtg, 02/04/2020
  - OLT Mtg, 16/04/2020
  - Weddin Local Traffic Ctee Mtg, 30/04/2020
  - OLT Mtg, 01/05/2020
  - OLT Mtg, 15/05/2020
  - OLT Mtg, 19/05/2020
14. TENDERS AND QUOTATIONS
15. QUESTIONS WITH NOTICE
16. CLOSED COUNCIL
17. RETURN TO OPEN COUNCIL
18. REPORT ON CLOSED COUNCIL
19. CLOSURE

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

**ACKNOWLEDGEMENT OF COUNTRY:**

The Mayor read out the following:

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

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

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

**APOLOGY:** Nil

**CONFIRMATION OF MINUTES:**

**299 RESOLVED:** Cr Parlett and Cr Diprose that the Minutes of the Ordinary Meeting, held on 19 March 2020 be taken as read and **CONFIRMED**.

**DISCLOSURES OF INTEREST**

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

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

Councillor	Item No	Nature of Interest	Type	Left the Room
Cr Parlett	DE7	Owner of property in Main St	Pecuniary	Yes
Cr Bembrick	DE7	Owner of property in Main St	Pecuniary	Yes
Cr O’Byrne	DE7	Owner of property in Main St	Pecuniary	Yes
Cr Best	DE7	Owner of property in Main St	Pecuniary	Yes

## **PUBLIC FORUM**

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

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

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

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The following applications have been received: -

Nil

## **LATE MAYORAL MINUTE**

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**RECOMMENDATION:** that the late Mayoral Minute be received and dealt with because of the urgency of the matter.

**300**     **RESOLVED:** Cr Brown and Cr Bembrick that the late Mayoral Minute be received and dealt with because of the urgency of the matter.

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The Mayor verbally advised that he would like to submit the following recommendation to Council:

“that the Mayor of Weddin Shire Council engage Blackadder and Associates to conduct our General Manager’s annual review in July 2020 with a date to be arranged. This review will be part of a three-part process with a 6-monthly review carried out in January followed by the next annual review July 2021.

Also, that the Mayor of Weddin Shire Council engage Blackadder and Associates to conduct a workshop for Councillors on “The Role of a Councillor” in July 2020 at the time of our General Manager’s Review.”



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

**301**     **RESOLVED:** Cr Liebich that the late Mayoral Minute be adopted including the recommendation therein.

## **LATE MOTION WITH NOTICE**

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**RECOMMENDATION:** that the late Motion with Notice be received and dealt with because of the urgency of the matter.

**302**     **RESOLVED:** Cr Parlett and Cr McKellar that the late Motion with Notice be received and dealt with because of the urgency of the matter.

**1.     Aboriginal Land Claim, A3.6.52**

I hereby give notice of the following motion for Council's May 2020 meeting:

“that Council provide comment on the Aboriginal Land Claim in respect of the Eurabba Hall Recreation Reserve to the Aboriginal Land Claim Investigation Unit, subject to the Quandialla Progress Association meeting and resolving to forward their comments to Council.”

**Funding source (where expenditure is sought):**

Nil

**Supporting comments:**

Correspondence is listed as item A131 in Section A of this month's Council Business Paper.

Present deadline for Council's reply is 11 June 2020.

The site is located approximately 7km south of Quandialla; adjacent to the Eurabba State Forest and was where the Eurabba Hall used to be.

Signed: \_\_\_\_\_ Cr Diprose

**303**     **RESOLVED:** Cr Diprose and Cr Parlett that Council provide comment on the Aboriginal Land Claim in respect of the Eurabba Hall Recreation Reserve to the Aboriginal Land Claim Investigation Unit, subject to the Quandialla Progress Association meeting and resolving to forward their comments to Council.

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**SECTION A - Matters for Information**

- A1. Local Government NSW, A3.9.1: Weekly Circular dated 13 March 2020.
- A2. Local Government NSW, A3.9.1: Weekly Circular dated 20 March 2020.
- A3. Steph Cooke MP, A3.19.2 Drought and bushfires have not stopped country shows from going ahead.
- A4. The Hon Michael McCormack MP, A3.19.3: Welcoming the Australian Government's \$17.6 billion economic stimulus page.
- A5. F McNickle, C2.9.14: How to spend a million dollars.
- A6. Central West Local Land Services: Recently CWLLS's General Manager and Chair met with WSC's General Manager and Mayor in Grenfell.
- A7. Office of Local Government, A3.5.54: The OLG will be providing regular updates to Councils on the COVID-19 response.
- A8. James Forsyth: Advising I have recently been offered a traineeship and hereby hand in my resignation.
- A9. Glen Ivins, C1.3.26: Due to the COVID 19 Public Events Order, all RSL NSW Sub-Branche s have been directed to cancel ANZAC Day Commemorative Services.
- A10. Steph Cooke MP, A3.19.2: Advising The Henry Lawson High School students are developing solutions for every day sustainability problems in the community.
- A11. Vicki Ludwig, T3.8.1: The Deputy Prime Minister released a report conducted by EY looking at the long-term opportunities which Inland Rail brings to regional Australia.
- A12. Office of Local Government, A3.9.3: Since 14 December 2019 Councils have been required to webcast meetings of the Council and committees that comprise only of Councillors.
- A13. Office of Local Government, A3.6.54: COVID-19 Council update as at 23 March, 2020.
- A14. Office of Local Government, A3.6.54: COVID-19 Council update as at 24 March, 2020.
- A15. Office of Local Government, A3.6.54: COVID-19 Council update as at 25 March, 2020 (AM).
- A16. Office of Local Government, A3.6.54: COVID-19 Council update as at 25 March, 2020 (PM).
- A17. Local Government NSW, A3.8.2: The NSW Government announced the decision to postpone the September 2020 Local Government Elections due to the COVID-19 crisis.
- A18. Local Government NSW, A3.8.2: LGNSW has welcomed the decision to postpone the state's Council elections until September 2021.

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- A19. Local Government NSW, A3.8.2: Advising Local Government NSW is working to ensure we're supporting you during the COVID-19 epidemic.
- A20. Local Government NSW, A3.8.2: Advising a range of legislative changes, under the COVID-19 Legislation Amendment (Emergency Measures) Bill, that will impact local government have been introduced.
- A21. Local Government NSW, A3.8.2: Emergency COVID-19 Legislation introduced into NSW Parliament today had the support of local government.
- A22. Minister for Local Government, A3.6.54: The NSW Government has made the decision to postpone the September local government elections in the face of the COVID-19 crisis.
- A23. Transport NSW, A3.6.62: Thank you for your correspondence about a traffic calming facility on the Mid Western Highway at Grenfell.
- A24. The Hon Michael McCormack MP, A3.19.3: Advising an initial \$1 billion will be injected into regional communities to support businesses, agriculture and tourism impacted by the ongoing spread of Coronavirus (COVID-19).
- A25. Local Government NSW, A3.9.1: Weekly Circular dated 27 March, 2020.
- A26. Office of Local Government, A3.6.54: COVID-19 Council update as at 26 March, 2020 (AM) and (PM).
- A27. Office of Local Government, A3.6.54: COVID-19 Council update as at 27 March, 2020.
- A28. Office of Local Government, A3.6.54: COVID-19 Council update as at 30 March, 2020.
- A29. The Hon Michael McCormack MP, A3.19.2: The Federal Government will provide an unprecedented wage subsidy to around six million workers.
- A30. Grenfell RSL Sub-Branch, C1.3.26: Please find attached a letter that I intend on publishing in the Grenfell Record and on social media.
- A31. Office of Local Government, A3.6.54: COVID-19 Council update as at 31 March, 2020.
- A32. Western NSW Local Health District, H1.7.10: As of 10:00am Wednesday 1 April, the Western NSW Local Health District has 37 confirmed cases of COVID-19.
- A33. Western NSW Local Health District, H1.7.10: The Western NSW Local Health District has confirmed the death of a person from complications related to COVID-19.
- A34. Office of Local Government, A3.6.54: COVID-19 Council update as at 1 April, 2020.
- A35. The Hon Michael McCormack MP, A3.19.2: Senior Australians across the regions will benefit from the latest announcement from the Federal Government.
- A36. The Hon Steph Cooke MP, A3.19.2: Businesses are encouraged to join the fight against COVID-19 and start producing much needed medical equipment for NSW.

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- A37. NSW Environment Protection Agency, E3.3.2: Referring to Prevention Notice 159164, pertaining to the preventative action required at the Grenfell Waste Facility (the premises).
- A38. Alan Griffiths, T3.4.4: Petitioning the Weddin Shire Council to conduct a trial of nose-in parking.
- A39. Central Tablelands Water, U1.6.7: Level 5 water restrictions implemented from 5 April 2020 across the entire Central Tablelands Water (CTW) supply network.
- A40. The Hon Michael McCormack MP, A3.19.3: High quality of entries in this year's 10<sup>th</sup> annual ANZAC writing competition.
- A41. Local Government NSW, A3.9.1: Weekly Circular dated 3 April, 2020.
- A42. Western NSW Local Health District, H1.7.1: Advising as of 10:00am Thursday 2 April, the Western NSW Local Health District has 38 confirmed cases of COVID-19.
- A43. Office of Local Government, A3.6.54: COVID-19 Council update as at 2 April, 2020.
- A44. The Hon Steph Cooke MP, A3.19.2: Expressing sincere thanks to all health workers across the State.
- A45. Western NSW Local Health District, H1.7.1: Advising as of 10:00am Friday 3 April, the Western NSW Local Health District has 39 confirmed cases of COVID-19.
- A46. The Hon Michael McCormack MP, A3.19.3: From Sunday, childcare will be free for all parents working in essential jobs.
- A47. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 4 April, 2020.
- A48. Office of Local Government, A3.6.54: COVID-19 Council update as at 6 April, 2020.
- A49. The Hon Michael McCormack MP, A3.19.3: Regional journalism has been given a \$5 million boost to keep vital communication channels open.
- A50. The Hon Steph Cooke MP, A3.19.2: 21 fee-free TAFE NSW short courses now available online to assist anyone across the State to upskill during the COVID-19 pandemic.
- A51. Office of Local Government, A3.6.54: COVID-19 Council update as at 7 April, 2020.
- A52. The Hon Steph Cooke MP, A3.19.2: Seniors at risk of social isolation during the COVID-19 pandemic will be the focus of \$600,000 in funding.
- A53. Western NSW Local Health District, H1.7.1: Advising as of 10:00am Wednesday 7 April, the Western NSW Local Health District remains at 44 confirmed cases of COVID-19.
- A54. Office of Local Government, A3.6.54: COVID-19 Council update as at 8 April, 2020.
- A55. The Hon Steph Cooke MP, A3.19.2: Urging people not to travel this weekend.



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- A56. Mid-Western Regional Council, P2.3.5: Making funds available to library services of its member Councils for the purchase of additional eResources during the COVID-19 pandemic.
- A57. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on 9 April, 2020.
- A58. Dennis Hughes, T3.5.2: Forwarding a reply from The Hon Michael McCormack MP in response to the LRTC's letter.
- A59. Cowra-Grenfell Meals on Wheels, C2.9.14: Thanking you for the continued support of the Meals on Wheels service.
- A60. Toby Barons, T3.4.13: Advising the outcome of the Cargo 2 Grenfell Fundraiser Walk.
- A61. Local Government NSW, A3.9.1: Weekly Circular dated 9 April, 2020.
- A62. Office of Local Government, A3.6.54: COVID-19 Council update as at 9 April, 2020.
- A63. The Hon Michael McCormack MP, A3.19.3: The \$130 billion JobKeeper Payment legislation has passed Parliament.
- A64. Office of Local Government, A3.6.54: Forwarding a message from Minister Stokes on Friday 9 April, 2020.
- A65. Western NSW Local Health District, H1.6.1: As of 10:00am Tuesday 14 April 2020, the Western NSW Local Health District remains at 44 confirmed cases of COVID-19.
- A66. Office of Local Government, A3.6.54: COVID-19 Council update as at 14 April, 2020.
- A67. Western NSW Local Health District, H1.6.1: As of 10:00am Wednesday 13 April 2020, the Western NSW Local Health District has 45 confirmed cases of COVID-19.
- A68. The Hon Steph Cooke MP, A3.19.2: Thanking the community for adhering to social distancing measures.
- A69. The Hon Michael McCormack MP, A3.19.3: Measures have been announced to support Australian media businesses through to the other side of the COVID-19 pandemic.
- A70. Local Government NSW, A3.8.2: More than 100 NSW Councils have adopted a new industrial award that will help preserve local government jobs.
- A71. NSW Planning, Industry and Environment, G2.13: Weddin Shire Council's variation request to extend the funding term and increase the approved funding of the Bimbi Floodplain Risk Management Study and Plan project has been approved.
- A72. Local Government NSW, A3.9.1: Weekly Circular dated 17 April, 2020.
- A73. Office of Local Government, A3.6.54: COVID-19 Council update as at 16 April, 2020.

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- A74. Western NSW Local Health District, H1.6.1: Advising that our reporting of COVID-19 has changed.
- A75. Western NSW Local Health District, H1.7.1: The Western NSW Local Health District is implementing screening and temperature testing for all people coming into health services.
- A76. Office of Local Government, A3.6.54: COVID-19 Council update as at 17 April, 2020.
- A77. Office of Local Government, A3.6.54: Regarding the modification of statutory requirements in response to the COVID-19 pandemic.
- A78. The Hon Steph Cooke MP, A3.19.2: Regulatory changes have been made to ensure Council resources continue to be focused on frontline COVID-19 response efforts and allow Councils to provide financial relief to businesses and residents.
- A79. NBN Co, U1.1.13: Establishing a \$150 million financial relief and assistance fund to help internet providers to support their residential and small and medium business customers affected by the COVID-10 pandemic.
- A80. Office of Local Government, A3.6.54: COVID-19 Council update as at 20 April, 2020.
- A81. Western NSW Local Health District, H1.6.1: As of 10:00am Tuesday 21 April, the Western NSW Local Health District remains at 45 confirmed cases of COVID-19.
- A82. Office of Local Government, A3.6.54: COVID-19 Council update as at 21 April, 2020.
- A83. The Hon Steph Cooke MP, A3.19.2: Businesses doing it tough due to COVID-19 are encouraged to register for the NSW Government's small business advisory program.
- A84. Office of Local Government, A3.6.54: COVID-19 Council update as at 22 April, 2020.
- A85. The Hon Michael McCormack MP, A3.19.3: Mature aged workers in the Riverina and Central West are being assisted in finding work during the COVID-19 pandemic and beyond.
- A86. Grenfell Gunyah Craft Shop Inc., C1.1.3: Requesting a waiver of our rates for this year.
- A87. The Hon Dr Geoff Lee MP, A3.6.1: RSL NSW made the decision to cancel all ANZAC Day commemorations in 2020 due to the current COVID-19 pandemic.
- A88. The Hon Michael McCormack MP, A3.19.3: ANZAC Day this year will be unlike any other in living memory.
- A89. The Hon Steph Cooke MP, A3.19.2: Welcoming the \$140 million Bushfire Industry Recovery Package to support forestry, horticulture and agriculture industries impacted by the recent bushfires.
- A90. Trevor Lobb, P2.3.18: A submission on the proposed upgrading of Main Street.
- A91. Alan Griffiths, P2.3.18: A submission for a Nose-in Parking Trial.

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- A92. Hugh Moffitt, P2.3.18: Expressing concern with the pending upgrade of the Main Street.
- A93. John Hetherington, P2.3.18: Expressing concern in regards to the Main Street upgrade.
- A94. Local Government NSW, A3.9.1: Weekly Circular dated 24 April, 2020.
- A95. Office of Local Government, A3.6.54: COVID-19 Council update as at 23 April, 2020.
- A96. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on Friday 24 April, 2020.
- A97. Western NSW Local Health District, H1.8.2: Residents in 25 Multipurpose Service (MPS) facilities will be able to have care and support visits from their close contacts.
- A98. The Hon Michael McCormack MP, A3.19.3: Welcoming a dedicated free call line to support the mental health of senior Australian, their families and carers affected by the COVID-19 pandemic.
- A99. Western NSW Local Health District, H1.7.1: As of 10:00am Saturday 25 April, the Western NSW Local Health District remains at 45 confirmed cases of COVID-19.
- A100. Local Government NSW, A3.8.2: LGNSW welcomed the Federal Government plan to fast track shovel-ready projects that will save Council jobs and help boost local economies.
- A101. The Hon Michael McCormack MP, A3.19.3: The Australian government launched the new voluntary Coronavirus app, COVIDSafe.
- A102. The Hon Michael McCormack MP, A3.19.3: Further changes to student visa work conditions will help boost frontline health efforts to tackle Coronavirus.
- A103. Office of Local Government, A3.6.54: Announcing \$395 million local government economic stimulus package to reduce the significant impacts of the COVID-19 pandemic on local Councils across the State.
- A104. Local Government NSW, A3.8.2: Applauding the NSW Government's response to calls for economic stimulus to Councils to support communities to recover from the economic impacts of COVID-19.
- A105. Local Government NSW, A3.8.2: Advising we've won our most significant victory for you to date.
- A106. The Hon Steph Cooke MP, A3.19.2: Thanking the entire community for marking ANZAC Day at home.
- A107. Office of Local Government, A3.9.3: Guidance on attendance by Councillors and others at Council and Committee meetings during the COVID-19 pandemic.
- A108. Office of Local Government, A3.6.54: COVID-19 Council update as at 28 April, 2020.
- A109. Office of Local Government, A3.6.54: COVID-19 Council update as at 29 April, 2020.

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- A110. The Hon Michael McCormack MP, A3.19.3: Announcing immediate funding injection into charities supporting locals in the wake of the Coronavirus economic downturn.
- A111. Office of Local Government, A3.6.54: COVID-19 Council update as at 30 April, 2020.
- A112. Office of Local Government, A3.6.54: Providing advice to Councils in relation to their IPR requirements until the next local government elections.
- A113. Bland Shire Council, C2.9.4: Advising all unsealed roads within the Bland Shire Council area are closed to vehicles over three (3) tonne until 10:00am Friday 1 May, 2020.
- A114. Belinda Cochrane, R2.10.123: Thanking the Weddin Shire Council staff for their excellent work on the Peaks Creek Road.
- A115. Local Government NSW, A3.9.1: Weekly Circular dated 1 May, 2020.
- A116. Western NSW Local Health District, H1.7.10: As of 10:00am Friday 1 May, the Western NSW Local Health District remains at 45 confirmed cases of COVID-19.
- A117. Office of Local Government, A3.6.54: COVID-19 Council update as at 1 May, 2020.
- A118. The Hon Steph Cooke MP, A3.19.2: Businesses from regional areas have filled the gaps in the medical supply chain and helped stabilise stocks of urgently needed equipment for the fight against COVID-19.
- A119. Office of Local Government, A3.6.54: Forwarding a message from Minister Hancock on Friday 1 May, 2020.
- A120. Office of Local Government, A3.6.54: COVID-19 Council update as at 4 May, 2020.
- A121. Office of Local Government, A3.6.54: COVID-19 Council update as at 6 May, 2020.
- A122. NSW Farmers, R1.1: Writing to local Councils as they undertake their annual rate setting.
- A123. Resilience NSW, E1.9: Advising the Premier announced the formation of a new agency called Resilience NSW.
- A124. The Hon Michael McCormack MP and The Hon Kevin Hogan MP, A3.19.3: Australians living in regional, rural and remote Australia will be better connected with vital air services.
- A125. The Hon Steph Cooke MP, A3.19.2: Encouraging communities to apply for funding grants of up to \$10,000 to restore and protect war memorials.
- A126. Transport for NSW, A3.19.2/T3.8.1: Attaching correspondence to the Minister for Regional Transport and Roads from The Hon Steph Cooke MP.
- A127. Local Government NSW, A3.9.1: Weekly Circular dated 11 May, 2020.
- A128. Office of Local Government, A3.6.54: COVID-19 Council update as at 8 May, 2020.
- A129. Office of Local Government, A3.6.54: COVID-19 Council update as at 11 May, 2020.

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A130. Office of Local Government, A3.6.54: COVID-19 Council update as at 12 May, 2020.

A131. Department of Planning, Industry and Environment, A3.6.52: The Crown Lands, Aboriginal Land Claim Investigation Unit (ALCIU) is currently investigating the Aboriginal land claims shown on the attached list.

A132. The Hon Steph Cooke MP, A3.19.2: Advising the NSW Government is providing a \$310 million boost to the Emergency Drought Relief Package.

A133. The Hon Steph Cooke MP, A3.19.2: Advising regional communities across NSW will benefit from \$245 million from the NSW Nationals in Government to fast track critical water infrastructure projects in NSW.

A134. The Hon Michael McCormack MP, A3.19.3: Regional media is vital to ensure residents are informed on what is happening in their local community.

**SECTION B - Matters for Report**

B1. Lake Hawdon Proprietors Pty Ltd., R2.11.5: ‘Myee’, an agricultural business within the Weddin Shire owned by Lake Hawdon Proprietors Pty Ltd. consists of cropping and livestock.

B2. Grenfell Country Club, C1.2.2: Regarding a Test Water Bore Application (Water NSW) – Lot 116 DP 754578.

B3. Jodie Maley, R2.1.4: Advising she is the owner of Lots 1, 2, 3, 4, 5, 6, 7, & 8 Section 2 DP7886 situated on the Gooloogong Road.

B4. Greenethorpe Soldiers’ Memorial Hall, P2.13.2: Concerning the works we are undertaking on our Outdoor War Memorial.

**304**      **RESOLVED:** Cr Diprose and Cr Brown that Correspondence sections A and B be noted.

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**SECTION C - Matters for Consideration**

1. Grenfell Voices Against Violence DV Committee, C1.7.8/C1.1.3: Requesting support for events that the Grenfell Voices Against Violence Committee are facilitating/hosting in 2020.

Each year trained facilitators run a program for Year 10 students, both female and male called LoveBites. This year we have decided to include Year 9 students. The program provides education on Domestic Violence and Sexual Abuse. The Weddin Shire Council has generously supported the LoveBites since 2014.

Your support is greatly appreciated as it assisted us with the improvement and upkeep of the LoveBites kits and education to the students at The Henry Lawson High School.

The Committee also require support with the 2020 Domestic Violence Awareness March and Morning Tea.

The cost to achieve these goals will be approximately \$400.00

**Note: Council donated \$200 in 2019.**

**RECOMMENDATION:** that the Grenfell Voices Against Violence DV Committee be requested to make an application under Council's Policy for Community Support.

**305** **RESOLVED:** Cr Bembrick and Cr Brown that the Grenfell Voices Against Violence DV Committee be requested to make an application under Council's Policy for Community Support.

2. Australian Local Government Association, A3.8.3: Writing to advise that unfortunately the 2020 National General Assembly (NGA) will not go ahead in June.

The ALGA Board has made this difficult decision in light of the Government's decision to ban non-essential gatherings of more than 100 people at indoor venues as part of its efforts to slow the spread of Coronavirus.

With a number of events being cancelled across the sector, ALGA will be looking at options to broaden the agenda of the 2020 Local Roads and Transport Congress to be held 16-18 November, 2020 in Hobart.

Our thoughts are with all communities in this time of crisis. Tackling Coronavirus means sacrifices to reduce the risk of the virus spreading and to keep vulnerable people safe.

**For Information  
Noted**

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3. Ronald McDonald House Charities, C1.7.5: Writing to Council to provide an update on the situation with Ronald McDonald House in Orange during a time when we are all trying to adapt to the impacts of and restrictions involved in combating the COVID-19 pandemic.

**Copy forwarded to Councillors**

**RECOMMENDATION:**

For Council's consideration.

**306** **RESOLVED:** Cr Parlett and Cr Brown that Council donate \$1,000 to the Ronald McDonald House Charity to be funded from Council's Economic Development Reserve.

4. Arts OutWest, C1.3.16: Updating our eleven Councils about what is happening with the Arts OutWest AGM approaching.

**Copy forwarded to Councillors**

**Note:** Cr Brown has advised that she is happy to remain on the AOW Advisory Council for a further 12 months.

**RECOMMENDATION:** that Cr Brown's term as Council's delegate on the Arts OutWest Advisory Council be extended for a further 12 months.

**307** **RESOLVED:** Cr McKellar and Cr Parlett that Cr Brown's term as Council's delegate on the Arts OutWest Advisory Council be extended for a further 12 months.

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

14 May 2020

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows: -

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

After the recent bushfires, the current drought, floods and now the Covid-19 Coronavirus pandemic we are certainly experiencing challenging unprecedented times in Australia and in particular the Weddin Shire.

As we respond to the challenges of COVID -19 Coronavirus we are currently taking measures to safeguard the health and wellbeing of Councillors, staff and community members in the provision of services. Protecting the health and safety of all of these groups is a top priority as is protecting the elderly and those with pre-existing medical conditions.

As Council is deemed an essential service, services such as sewer, garbage collection and garbage tips have continued to be maintained as well as road maintenance and construction. Council's administration office remains open with social distancing measures put in place as well as protective screens installed on the service counter. The situation is being monitored on a regular basis and decisions are being made accordingly. Councillors, together with Council staff both indoor and outdoor have been doing an excellent job in continuing to provide these essential services to the community during these difficult times.

With the easing of restrictions some services are slowly being restored however, there are various services closed to the public until further notice which are detailed below:

- Grenfell Public Library
- Grenfell VIC
- Grenfell Internet Centre
- Grenfell Aquatic Centre and Quandialla Pool
- Grenfell Caravan Park and Railway Station Free Camping
- Grenfell Museum
- Grenfell Skatepark – to open 15 May
- Local Parks – to open 15 May

Staff at the Grenfell VIC, Internet Centre and Caravan Park are still available to assist the community during business hours. Council's sporting fields are restricted to passive recreational use until further notice and the Grenfell Waste Facility is open for Shire residents only whilst the recovery shop is closed.



## THE GENERAL MANAGER'S REPORT

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In regards to assistance for businesses there have been major developments and announcements made by the Federal Government regarding cash flow assistance and the JobKeeper payment whereby businesses are able to access wage subsidies to continue to pay their employees. Fact sheets have been developed in regards to the various stimulus packages and further information is available at [www.treasury.gov.au/coronavirus](http://www.treasury.gov.au/coronavirus) and [www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business](http://www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business).

Council also has a Policy for Hardship Assistance whereby assistance can be provided to ratepayers who are experiencing financial difficulties.

We are currently experiencing unprecedented times and it is critical that we continue to be proactive in making decisions to protect our community and continue to provide services to our residents.

**For Information  
Noted**

### **2. Fees for Councillors and Mayors, C2.2.3**

Pursuant to Sec 241 of the Local Government Act 1993 the Local Government Remuneration Tribunal normally releases its Report by the 1 May to determine the increase of fees payable to Councillors and Mayors effective from 1 July, however the 2020 Annual Determination has been delayed.

The Local Government (General) Amendment (COVID-19) Regulation (No 2) 2020 has been made under the Local Government Act 1993 and delays by 2 months, in response to the COVID-19 pandemic, the time within which the Local Government Remuneration Tribunal is required to determine the fees to be paid during the following year to Councillors and Mayors.

A further report will be submitted to Council in due course.

**For Information  
Noted**

### **3. Organisational Structure, C2.5.1**

The Organisational Structure previously adopted is being reviewed as per Sec 333 of the Local Government Act, 1993.

As previously reported, the review of the Organisational Structure has been completed down to tier three (T3) at this stage and it will be further developed down to tier four (T4) for 2020/2021. As planned last year we are developing the Organisational Structure over three years from 1 July 2019 as resources permit.

The structure will be included in the Operational Plan.

**RECOMMENDATION:** that the Organisational Structure be included in the Operational Plan for 2020/2021.

**309** **RESOLVED:** Cr McKellar and Cr Best that the Organisational Structure be included in the Operational Plan for 2020/2021.

#### **4. Integrated Planning and Reporting, A3.4.4**

Council's Integrated Planning and Reporting (IPR) process is continuing with the following documents previously adopted or endorsed by Council:

- Weddin 2026 Community Strategic Plan
- Delivery Program 2017-2021
- Operational Plan 2019/2020
- Asset Management Strategy
- Asset Management Plans for:
  - Drainage
  - Parks and Gardens
  - Sewer
  - Buildings
  - Waste
  - Plant and Equipment
- Workforce Management Plan
- Long-Term Financial Management Plan

The 2017-2021 Delivery Program has been reviewed and the 2019/2020 Operational Plan will be replaced by the 2020/2021 Operational Plan. The Resourcing Strategy which includes the Asset Management, Workforce and Long-Term Financial Plans will be reviewed and updated as required and presented to the June Council meeting.

Copies of these documents are available on Councillors' iPads in the IPR section.

**For Information**  
**Noted**

#### **5. 2017-2021 Delivery Program, A3.4.13**

The Delivery Program is a fixed term four-year plan to align with the Council electoral cycle. The Delivery Program is required to be reviewed every year prior to the Operational Plan being adopted by Council with a new Delivery Program developed every four years.

Information on the Delivery Program is as follows: -

(Local Government Act): -

- details "the principal activities it will undertake to achieve the objectives of the Community Strategic Plan, within the reserves available under the Resourcing Strategy."

## THE GENERAL MANAGER'S REPORT

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(Planning and Reporting Guidelines): -

- “must include a method of assessment to determine the effectiveness of each principal activity...”

The 2017-2021 Delivery Program also meets the general requirements of the Integrated Planning and Reporting (IPR) manual for Local Government in NSW in that it:

- directly addresses the objectives and strategies of the Community Strategic Plan i.e. Grenfell Aquatic Centre, Grenfell Medical Centre, Main Street Upgrade.
- identifies actions Council will take in achieving these objectives.
- addresses Council's operations.

Priorities and activities for the Delivery Program were determined at a workshop on 3 February 2017.

The Delivery Program incorporating these activities has been developed and it is proposed the 2017-2021 Delivery Program as reviewed be placed on public exhibition for comment prior to it being submitted to the June Council meeting for formal adoption.

**RECOMMENDATION:** that the Delivery Program 2017-2021 as reviewed be approved for public exhibition and resubmitted to the June 2020 Council Meeting for formal adoption.

**310** **RESOLVED:** Cr Diprose and Cr Brown that the Delivery Program 2017-2021 as reviewed be approved for public exhibition and resubmitted to the June 2020 Council Meeting for formal adoption.

### **6. 2020/2021 Draft Operational Plan, A3.4.14**

#### **a) Introduction**

The 2020/2021 Operational Plan has been prepared under the Integrated Planning and Reporting (IPR) requirements.

The contents of an Operational Plan are described in a number of documents: -

(Local Government Act Section 405:)

- “details the activities to be engaged in by the Council during the year as part of the Delivery Program covering that year”
- “... must include a statement of the Council's revenue policy...”
- “... must be publicly exhibited for at least 28 days...”

(Local Government Regulation Clause 201:)

- “... includes details of: -
  - Estimated income and expenditure
  - Ordinary rates and special rates
  - Proposed fees and charges
  - Council's proposed pricing methodology
  - Proposed borrowings”

## THE GENERAL MANAGER'S REPORT

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(Planning and Reporting Guidelines:)

- 3.13 "... be prepared as a sub-plan of the Delivery Program."
- 3.14 "... must allocate responsibilities for each project, program or activity."
- 3.15 "... must identify suitable measures..."
- 3.16 "... must include a detailed budget for the activities to be undertaken in that year."

(Planning and Reporting Manual:)

- "There is no set format for the Operational Plan. Councils are free to develop the format that best suits their existing business systems."

The draft Plan will be placed on public exhibition and then formally adopted at the June 2020 Council meeting after consideration of any submissions.

**For Information**  
**Noted**

### b) Rating System

There are four prime **categories** of land as per Sec 493 of the Local Government Act 1993 for 2020/2021, being:

- farmland
- residential
- mining
- business

Rate adjustments and increases are discussed in the following reports and will be incorporated into the Operational Plan.

**For Information**  
**Noted**

### c) Consideration of General Fund Rates for 2020/2021

IPART has announced its determination of the maximum permissible rate increase for 2020/2021 as being 2.6% which will raise an additional \$73,591 in the General Fund. The approved figure for 2019/2020 was 2.7% which raised an additional amount of \$74,412.

Table 1 (following) outlines the rating increase for 2020/2021 based on the approved increase of 2.6%. An additional \$73,591 (approximately) will be raised in General Fund with total rates income totalling approximately \$2,904,004. The increase has been applied evenly across all rating categories.

**RECOMMENDATION:** that Council adopt Table 1 showing the proposed rate increase for the 2020/2021 year for inclusion in the draft Operational Plan for 2020/2021.

**311**     **RESOLVED:** Cr Bembrick and Cr O'Byrne that Council adopt Table 1 showing the proposed rate increase for the 2020/2021 year for inclusion in the draft Operational Plan for 2020/2021.

**Table 1 – Rating Increase 2020/2021**

Category	2019/2020 2.7% Increase				2020/2021 2.6% Increase			
	Increase %	Base Charge	Ad Valorem	Yield	Increase %	Base Charge	Ad Valorem	Yield
Grenfell Residential	2.7	343	1.2096	719,820	2.6	352	0.9391	738,535
Ordinary Residential	2.7	328	0.5960	169,760	2.6	337	0.4888	174,174
Main Street Business	2.7	354	3.0578	84,785	2.6	364	3.2030	86,989
Ordinary Business	2.7	352	2.4258	86,860	2.6	362	1.8106	89,118
Bimbi Residential	2.7	80	1.1905	3,824	2.6	80	0.7796	3,923
Caragabal Residential	2.7	87	2.2596	11,573	2.6	89	1.5834	11,874
Greenethorpe Residential	2.7	116	1.3774	34,913	2.6	119	1.2745	35,821
Quandialla Residential	2.7	107	1.8655	17,693	2.6	110	1.2420	18,153
Farmland	2.7	283	0.2497	1,694,414	2.6	291	0.1629	1,738,469
Mining	2.7	966	7.4418	6,771	2.6	992	3.0538	6,947
<b>TOTAL</b>				<b>2,830,413</b>				<b>2,904,004</b>

### d) Consideration of Sewer Fund Charges for 2020/2021

The rate peg of 2.6% does not apply to sewer (or water) funds.

With the completion of the new Sewerage Treatment Plant a new Strategic Business Plan for Sewer will need to be undertaken. In the meantime, the sewer charge for 2020/2021 has been increased by the CPI as per Council's current Plan.

A comparison of 2019/2020 and 2020/2021 charges is shown in the following Table 2.

**Table 2 – 2019/2020 and 2020/2021 Sewer Charges**

Rate Name	2019/2020	2020/2021
Sewerage Charges		
- Connected:		
Residential	512	523
Non-Residential	561	573
- Unconnected:		
Residential	181	185
Non-Residential	184	188

**RECOMMENDATION:** that the sewer charges in Table 2 be included in the draft Operational Plan for 2020/2021.

**312 RESOLVED:** Cr Brown and Cr Best that the sewer charges in Table 2 be included in the draft Operational Plan for 2020/2021.

### e) Consideration of Domestic Waste Management (DWM) Charges for 2020/2021

Domestic Waste Management charges are levied under Sec 496 of the Local Government Act, 1993. Sec 504 stipulates that income obtained from charges for domestic use must be calculated so as to not exceed the reasonable cost to Council in the provision of these services.

The reasonable cost calculation has been undertaken and complies with Sec 504 of the Local Government Act, 1993.

A comparison of 2019/2020 and 2020/2021 charges is shown in the following Table 3.

**Table 3 – 2019/2020 and 2020/2021 Domestic Waste Management Charges**

Area of Waste	2019/2020	2020/2021
Domestic Waste/Recycling - Grenfell	\$300 per annum/bin (\$3.85 per service)	\$310 per annum/bin (\$3.97 per service)
Domestic Waste - Greenethorpe	\$270 per annum/bin (\$10.38 per service)	\$275 per annum/bin (\$10.58 per service)
Commercial Waste/Recycling - Grenfell	\$270 per annum/bin bulk (\$3.46 per service)	\$275 per annum/bin bulk (\$3.52 per service)
Rural Garbage Charge	\$25	\$25
Vacant Land Charge	\$25	\$25

**RECOMMENDATION:** that the Domestic Waste Management charges in Table 3 be included in the draft Operational Plan for 2020/2021.

**313 RESOLVED:** Cr O'Byrne and Cr Diprose that the Domestic Waste Management charges in Table 3 be included in the draft Operational Plan for 2020/2021.

**f) 2020/2021 Budget**

Priorities for the budget were determined by Councillors. A balanced draft budget has been prepared and is being forwarded as part of the draft Operational Plan.

All category A projects have been included. Category B projects were able to be included to B11.

The Category B projects which have received funding are as follows:

	Project Description	Ccl funds
B1	Weddin Street surgery – upgrade (c/o \$5,689)	Nil
B2	Administration Building – structural repairs (c/o \$10,000)	Nil
B3	Quandialla Pool Upgrades – (c/o \$10,000)	Nil
B4	Recycling Station at Caragabal (c/o \$10,000)	Nil
B5	Bogolong Dam – management (c/o \$30,000)	Nil
B6	Grenfell Community Hub Toilets Upgrade (c/o \$19,000)	Nil
B7	Company Dam Intermediate Surveillance Works Report (c/o \$20,000)	Nil
B8	Installation of Solar Panels at Council Buildings – Investigation (c/o \$20,000).	Nil
B9	Provision for Purchase of Industrial Land (c/o \$60,000)	20,000
B10	Shire Tips – upgrade works	50,000
B11	Grenfell Cemetery – toilet upgrade	100,000

## THE GENERAL MANAGER'S REPORT

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The Category B projects which have not received funding are as follows:

	<b>Project Description</b>	<b>Ccl funds</b>
B12	Entrance to town signage	100,000
B13	New Bus Stop Lighting	6,000
B14	Stained Glass – Hub/Library	10,000
B15	Initial Funds – New Quandialla Pool	100,000
B16	Old Records Archiving/Destruction	10,000
B17	Weddin Street footpath – upgrade	300,000
B18	Heritage building information signs	10,000
B19	Grenfell Aquatic Centre - Inflatable adventure park device	10,000
B20	Town clean up (bulk waste)	10,000
B21	Statue	70,000

These proposals may be altered by Council if desired however any additions will need to be offset by a corresponding reduction.

**For Information**  
**Noted**

### **g) License Fees and Charges 2020/2021**

The draft schedule of fees and charges for the 2020/2021 Operational Plan has been included in the draft Operational Plan.

Non-regulatory fees increases have generally been increased by the CPI, with all categories being reviewed. The section 64 sewer headworks charge of \$3,730 has not been increased which should assist in stimulating development.

**RECOMMENDATION:** that the draft schedule of fees and charges be included in the draft Operational Plan 2020/2021.

**314** **RESOLVED:** Cr McKellar and Cr Diprose that the draft schedule of fees and charges be included in the draft Operational Plan 2020/2021.

### **h) Draft Operational Plan 2020/2021**

**RECOMMENDATION:** that the draft Operational Plan for 2020/2021 including rates and charges, detailed operational budget and fees and charges be approved for public exhibition and resubmitted to the June 2020 Council meeting for formal adoption.

**315** **RESOLVED:** Cr Parlett and Cr Brown that the draft Operational Plan for 2020/2021 including rates and charges, detailed operational budget and fees and charges be approved for public exhibition and resubmitted to the June 2020 Council meeting for formal adoption.



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

#### Stronger Country Communities Fund

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

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

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

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

Listed below is an update on the Community projects:

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

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

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

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

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

**For Information**  
**Noted**

## THE GENERAL MANAGER'S REPORT

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### **Regional Cultural Fund**

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

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

**For Information**  
**Noted**

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

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

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

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

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

**For Information**  
**Noted**

### 9. **Drought Communities Program – Extension, C2.9.14**

As previously advised 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 2018/2019 to eligible Councils.

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.

At the March 2020 Council meeting, Council resolved to adopt the following projects to be included in a grant funding application to be submitted under the Drought Communities Program (DCP) – Extension.

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

The grant funding application has been submitted and we are currently awaiting the outcome.

**For Information**  
**Noted**

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

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

The Department of Regional NSW (DRNSW) proposes to work with Council to develop a 20-year Digital Connectivity Strategy for Weddin Shire as the recommended first step to achieving this aim. The available funding and the development of this strategy is expected to lead the following outcomes: -

- Identification of key problems from a user-centred perspective across the local government area (LGA);
- Identification of priority projects to solve these problems (thematic areas such as telecommunications infrastructure, skills development, connectivity, data management and smart devices); and
- Strengthened evidence base to guide future investment decision for digital connectivity infrastructure and services in the LGA.

This project also aims to develop a strategy for Weddin Shire that: -

- Will take a holistic approach to future investment decisions for digital connectivity infrastructure and services in the Weddin Shire.
- Is consistent and aligns with other Government digital connectivity plans and strategies at all levels, which is also a condition of the grant funding. This will assist in sourcing additional funding for future projects.
- Takes a user-centred approach to defining the key problems to be solved through robust community and business consultation.
- Considers the importance of digital connectivity in the context of ongoing impacts of drought, bushfires and COVID-19.
- Outlines how digital connectivity supports a diversified economy, through enablement.
- Outlines the benefits of connectivity for improved outcomes in agriculture (productivity and sustainability), local business and tourism development, emergency services, citizen safety, culture and connectedness.
- Identifies projects in thematic areas such as telecommunications infrastructure, skills development, connectivity, data management and smart devices.

Council will be part of the selection process for the independent consultant to deliver the strategy and will be integral to facilitating stakeholder engagement for specific user groups (particularly Community, Smart Ag and Smart Regional place-based initiatives). The consultant will work with a Project Control Group (PCG) which will be established comprising of representatives from NSW Departments' of Regional NSW, Planning, Industry and Environment, the NSW Telco Authority, and Weddin Shire Council.

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

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

## THE GENERAL MANAGER'S REPORT

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

### **RECOMMENDATION:**

Confirm proposed action.

**316 RESOLVED:** Cr Diprose and Cr Bembrick that the action be confirmed.

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

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

*“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.”*

Further to this resolution Council at its March 2020 meeting resolved as follows:

*“that the public auction to sell Council’s building at 139 Burrangong Street, Grenfell be held on Friday, 24 April 2020 at 11.00 am on site.”*

It was proposed to conduct the auction on Friday, 24 April 2020 at 11.00 am on site however, due to the COVID-19 Coronavirus restrictions the auction has been postponed.

It is now proposed to conduct the auction on Friday, 31 July 2020 at 11:00am on site, subject to the COVID-19 Coronavirus restrictions being lifted.

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

- i) Resolution No. 281 from the March 2020 Council meeting be rescinded; and
- ii) the public auction to sell Council’s building at 139 Burrangong Street, Grenfell be held on Friday, 31 July 2020 at 11:00am on site, subject to the COVID-19 Coronavirus restrictions being lifted.

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

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

- i) Resolution No. 281 from the March 2020 Council meeting be rescinded; and
- ii) the public auction to sell Council’s building at 139 Burrangong Street, Grenfell be held on Friday, 31 July 2020 at 11:00am on site, subject to the COVID-19 Coronavirus restrictions being lifted.



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

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

## THE DIRECTOR CORPORATE SERVICES' REPORT

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14 May 2020

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

**1. Statement of Bank Balances as at 30 April 2020:**

Bank Account	
Westpac	\$ 45,802.06
Short Term Deposits	
CBA	<u>6,500,000.00</u>
<b>Total Investments</b>	<b><u>\$ 6,500,000.00</u></b>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 April 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 30 April 2020:**

Loans	
ANZ Loan No...43092	1,860,877.28
ANZ Loan No...43084	<u>1,883,086.91</u>
<b>Total Loans</b>	<b><u>\$ 3,743,964.19</u></b>

**For Information**  
**Noted**

## THE DIRECTOR CORPORATE SERVICES' REPORT

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### 3. Summary of Income for the month of April:

Rates Receipts	135,424.18
Credit Union Agency Commission	607.20
Service NSW Agency Commission	4,930.80
Workers Compensation Insurance	3,596.29
Interest on Investments	3,565.21
RMS Works	1,179,777.50
Development & Building Application Fees	3,713.00
CTC Income	1,704.20
Sale of Old Plant Income	4,570.00
Caravan Park Fees	1,125.00
Other	9,540.92
<b>Total</b>	<b><u>\$ 1,348,554.30</u></b>

For Information  
Noted

### 4. YTD Expenditure 2019/2020:

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

Income	Budget	YTD Amount
Rates and Annual Charges	\$3,671,038	\$3,418,746
User Charges and Fees	\$2,177,652	\$3,111,282
Interest and Investment Revenue	\$148,800	\$108,304
Other Revenues	\$288,800	\$71,795
Grants & Contributions - Operating	\$5,264,753	\$2,593,351
<b>Total Operating Income</b>	<b>\$11,551,043</b>	<b>\$9,303,478</b>
Grants and Contributions - Capital	\$2,148,581	\$1,843,997
Sale of P&E	\$150,000	\$126,364
Sale of Land	\$30,000	\$0
<b>Total Capital Income</b>	<b>\$2,328,581</b>	<b>\$1,970,361</b>
<b>Total Income from continuing operations</b>	<b>\$13,879,624</b>	<b>\$11,273,840</b>

## THE DIRECTOR CORPORATE SERVICES' REPORT

<b>Expenses</b>		
Employee costs	\$4,335,604	\$3,632,229
Borrowing Costs	\$156,550	\$140,277
Materials & Contracts	\$3,024,185	\$3,097,083
Depreciation	\$2,615,582	\$1,961,687
Legal Costs	\$10,000	\$4,673
Consultants	\$0	\$0
Other Expenses	\$841,047	\$685,080
<b>Total Operating Expenditure</b>	<b>\$10,982,968</b>	<b>\$9,521,029</b>
Capital Projects	\$6,912,285	\$5,356,611
Purchase P&E	\$555,000	\$321,025
Purchase Land	\$60,000	\$0
Borrowing Costs	\$81,712	\$76,373
<b>Total Capital Expenditure</b>	<b>\$7,608,997</b>	<b>\$5,754,009</b>
<b>Total Expenses from continuing operations</b>	<b>\$18,591,965</b>	<b>\$15,275,038</b>
<b>Net Operating Result (Excl. Capital Grants)</b>	<b>\$568,075</b>	<b>-\$217,550</b>
<b>Net Capital Result</b>	<b>-\$5,280,416</b>	<b>-\$3,783,648</b>
<b>Net Result (Incl. Capital Grants)</b>	<b>-\$4,712,341</b>	<b>-\$4,001,199</b>

For Information  
Noted

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

Debt recovery is as follows: -

Debt recovery activity for April 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

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

9 referred to Council Debt Collection Agency

- 1 no response – further action
- 8 paid

1 new arrangement made



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 however in light of the COVID-19 crisis we have eased the debt collection activity being undertaken.

**For Information**

**Noted**

### **6. Local Government Elections, C2.1.11**

The *Local Government Act 1993* (the Act) has been amended to confer on the Minister a time-limited power to postpone Council elections.

The amendment, which operates for only a limited period of 12 months, allows the Minister by an order published in the Gazette, to postpone elections for 12 months from the date of the order. The order may be extended for an additional period to 31 December in the year after the order is made.

Following the passage of legislation on Tuesday, 24 March 2020, the Minister for Local Government has announced that the September 2020 Local Government elections are being postponed because of the COVID-19 pandemic.

The postponement of the next election will not change the future schedule of Council elections, and the subsequent election will still proceed in September 2024.

Current Councillors will continue to hold their civic offices. In the case of Mayors and Deputy Mayors elected by Councillors, elections will need to be held for Mayors and Deputy Mayors elected in September 2018 when their two year-terms expire in September 2020. It is also proposed to extend the term of the current Council Delegates and Committee Representatives at this time.

Current elected members of a local Council must continue to submit disclosure forms every six months for political donations and annually for electoral expenditure. These disclosure forms are separate to any other disclosure forms you are required to submit if you are also a registered candidate or the lead candidate of a registered group. Further information is available on the NSW Electoral Commission website.

**RECOMMENDATION:** that Council extend the term of current Council Delegates and Committee Representatives for a further 12 months at the time of the Mayor and Deputy Mayor elections in September 2020.

**319      RESOLVED:** Cr Diprose and Cr Best that Council extend the term of current Council Delegates and Committee Representatives for a further 12 months at the time of the Mayor and Deputy Mayor elections in September 2020.

### 7. Grenfell Library, C2.8.15

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

#### STATISTICS

**Circulation:** 565 (including 0 ILL) over 16 days at a daily average of 35.31 (March 2020 – 70.19, April 2019 – 61.61).

**Library Visits:** 0 (March 2020 - 528, April 2019 - 712). Phone enquiries: 68. Reference enquiries: 8. eResources enquiries: 11. Facebook visits: 11,085.

**Click and Collect:** 27

**Click and Delivery:** 31

**Cost-Recovery Activities:** Printing: \$21.60. Magnifying glass: \$20. Photocopy: \$19.20

**Interlibrary Loans:** 0 requests.

**Registrations:** New registrations during April – 8 (5 Adults, 2 Seniors and 1 Young Adult) Total registrations as at 30<sup>th</sup> April 2020 – 753 (345 adult, 9 Housebound, 6 Institutions, 86 Junior, 264 Seniors, 43 Young Adult).

#### **BorrowBox**

Circulation: 53 eAudiobooks and 105 eBooks (March 2020 37 eAudiobooks and 66 eBooks)

Reservations: 23 eAudiobooks and 29 eBooks (March 2020 19 eAudiobooks and 8 eBooks)

Stock: 2632 eAudiobooks and 3266 eBooks (March 2020 2600 eAudiobooks and 3308 eBooks)

Users: 94 (March 2020 81)

#### **Story Box Library**

Site Access: 21 (63 March 2020)

#### OTHER

Due to COVID-19 and the physical closure of public libraries since March 24, the Library service has had to think outside the box.

For those members of the community who are not members of the library they can now join online via the library website for access to BorrowBox and Story Box only. A few people have taken up this option. The Library is also currently working with the High School in signing up students and staff to utilise BorrowBox as they are no longer subscribing to Wheelers.

Click and Collect or Delivery was introduced after Easter. This has been working well with people pulling up at the front of the Hub and a swap of stock has happened without them exiting the car.

Programming of Facebook posts have ensured the continued connection with members. This has allowed a social media reminder that the library is still available even if not physically.

School holiday activities introduced include a short story and photography competition.

## THE DIRECTOR CORPORATE SERVICES' REPORT

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NSWPLA awarded us with \$281.50 to be put towards eResources. New BorrowBox titles have been purchased.

A stocktake has been completed with the exception of the toys and the Local and family history collections.

With the help of the cleaner, all shelving, windows and surfaces are being cleaned.

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

Weeding continued this month. This included a system clean-up of items that have been missing more than 12 months and still not detected within the stocktake.

The library website has been continuously updated with constant changes to services provided. A new page covering details about various online book clubs has been created.

With the assistance of the CTC Officer, work has been undertaken on a project to improve access to the public computers and the Wi-Fi network for all users within the Hub upon our reopening. This service is being provided by the State Library and Hitech Support Pty Ltd.

The preparation of final refurbishment tasks which will take place in early May.

The Library has been working with the State Library to get members free access to Indy Reads. This will be live early May. Information about Indy Reads follows:

The State Library of NSW is currently rolling out the Indyreads eContent management platform to the NSW public library network. This platform enables public libraries to provide free access to eBooks and eAudio.

A primary aim of Indyreads is to ensure that NSW public libraries can continue to offer their clients a diverse collection of quality Australian and overseas published works.

The Indyreads platform has been launched with a state-wide consortia collection of 9000 titles. This collection aims to complement the existing digital collections held by public libraries. In addition to the Australian titles acquired from independent Australian publishers there is also a collection of classic fiction and non-fiction imprints, offering modern translations and introductions. There are also modern international and Australian literary classics and prize winners and the best examples of self-published content.

Indyreads aims to ensure that this content, which is not necessarily distributed through traditional library suppliers, is available to readers via their local public library. At present we are working with around 20 Australian publishers of genre, non-fiction and literary titles, and will continue to approach more Australian publishers.

Discussion around how to reopen public libraries has commenced with guidelines being prepared however, when we will open is still uncertain. Examining the various options consideration is being given to a number of them suitable to a facility of our size. These include:

- Signage for 1.5 social distancing and the exclusion of members who may have flu or cold symptoms.
- Hand sanitiser and wipe stations.
- Reorganising the social lounge areas and public access computers.
- Continue with 'house deliveries' and re-evaluate periodically.
- Promote our e-Resources to all members.
- Give members ISOWIPES so they can clean the computer once session completed.
- Programs will not commence until we have control and are comfortable with the above requirements and further into the year.
- Continue cleaning items upon return by members and before placing back on shelves.

**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.

Continued to progress a Covid-19 business recovery response plan and actions.

Prepared and posted content on the Weddin Shire Council Economic Development Facebook group. It is hoped this Facebook group can be used as a 'virtual business chamber' into the future given there is no active Weddin Development Committee.

Researched and distributed state and federal stimulus package information to business community as required.

Researched changing demands on local Food Hall and Meals on Wheels services as a result of Covid-19. Prepared letter of support for a federal application for a new Meals on Wheels van. Provided relevant grant funding information to both organisations. Secured speaker to present to Food Hall committee on implementing a business approach within a NFP with the presentation to be scheduled once state restrictions permit.

Organised and promoted local webinar to address cash flow implications for business owners.

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

Investigated the delivery of an online 'Flat Lay' photography workshop for local businesses. To be pursued when restrictions on group size lift, to enable in person delivery.

Prepared media release for engineering department. Awaiting approval for local distribution.

Continued to pursue Digital Connectivity project including sourcing quote to deliver the project, sourcing GPS coordinates for affected landowners, securing free technical advice from AgTech expert Professor David Lamb at UNE and developing an online survey for local distribution to better understand the digital connectivity challenges and needs. Sought input from Professor Lamb and Stephen Sykes on survey design.

Participated in Economic Development Network webinar on model local government responses to Covid-19.

Provided relocation information to one family considering leaving Sydney, including researching business for sale.

Sought clarification on JobKeeper eligibility for local business.

Undertook street walk to gauge Covid-19 impact on local business.

Sought advice from RDA Central West on free access to REMPLAN data.

**For Information  
Noted**

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

#### **Visitor Economic Contribution Update: -**

Economic data on visitation is not available for April 2020 as the VIC was closed due to Covid-19.

Addressed enquiries received from Grenfell website and where appropriate forwarded enquires to relevant local stakeholders.

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

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

Researched local characters, sought permissions and sourced supporting images to be used for a JO Tourism Committee promotion.

Participated in multiple webinars and online communications for JO Tourism Committee, to develop a regional Covid-19 recovery campaign to be released when government restrictions permit.

Participated in review of strategic plan for the JO Tourism Committee.

Sought update to the JO's tourism website.

Reviewed and provided guidance to DMP consultant on draft documents. Sourced specific photography for inclusion in the document.

Continued research into Grenfell and Cowra billboard on Newell Highway near Marsden, including approval from landowner to access his land.

Developed brief, sourced quote, secured location and models for photoshoot to support local Covid-19 recovery campaign.

Participated in event recovery webinar on how to approach sponsorship post Covid-19.

Produced letter of support for local arts stakeholder.

**For Information**

**Noted**

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

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

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

- Applied for Arts Outwest micro grant

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

- Social media content and posts, including:
  - #postponedontcancel campaign
  - Power of positivity campaign
- Website updates, including:
  - Business directory
  - Community guide
  - Home page image slides
  - Event listings
- Updating events to online event calendar – chasing community groups and organisations for event information
- Updating event listings across all platforms for cancellations and postponements due to COVID-19 – ATDW, front TV and notice board etc.
- Weekly Questions email to database and collate replies
- Answered enquiries – email, phone and VIC
- Continued work on Company Dam trail project
- Provided suitable COVID-19 content for WSC Facebook page
- Applied for Inland Rail grant for Company Dam project and collected required documents and quote
- Photos for quirky characters in tourism campaign suggestions
- 'Dining Out...At Home' eflyer
  - Collect and collate information
  - Design flyer
  - Distribute on social media
  - Update and redistribute

- 'Spend with them' eflyer
  - Collect and collate information
  - Design flyer
  - Distribute on social media
  - Update and redistribute
- WSC Economic Development Facebook Group
  - Create and setup group
  - Scheduled relevant posts
- Assisted with the promotion of the Grenfell RSL Sub Branch letter about ANZAC Day wreaths
- Forwarded information to appropriate community groups/organisations
- Develop photo/video library wish list for grant
- Campaigned to channel 7's morning program Sunrise to come to Grenfell for their Virtual A-Z tour of Australia

### **Henry Lawson Festival**

- Monitored social media accounts
- Answered enquiries

**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**

- 159 clients made enquires via telephone
- 50 clients made enquires in store
- 18 clients made enquires via email/website
- 8 clients received tech support via remote assistance

#### **Sales and Services**

- Conducted Computer Repairs for 8 residential clients and 1 business clients
- Conducted Mobile Phone and Tablet repairs for 1 residential clients
- 1 Mobile Phone screen replacements
- PC sold to 1 residential client
- Second hand PCs sold to 2 residential clients
- ESET Products sold to 1 residential clients
- Software, parts, and accessories sold to 3 residential clients
- Ink and toner cartridges sold to 1 residential clients
- 2 clients picked up printing jobs

### Human Services Access Point

- Assist human services clients with access point usage with customers via appointment

### Client Websites

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

### Helpdesk & System Administration

#### This month

- Order Surface Book and accessories for Directors
- Configure and test headset (EDO)
- Reconfigure scanner (Library)
- Organise Zoom for WSC
- Patch in 3 x data ports for Depot
- Troubleshoot Magic Desktop windows updates issues

#### Ongoing

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

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

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

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

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

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

#### Development

- PowerShell – update Automated Client Install Script (CTC)
- PowerShell – Update Council PC Setup Script – Add required software (Council)



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

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

- Adding a password to your Zoom meeting:  
<https://www.grenfellinternetcentre.com.au/adding-a-password-to-your-zoom-meeting/>
- Remote Support: <https://www.grenfellinternetcentre.com.au/remote-support/>
- Online resources to keep the kids entertained:  
<https://www.grenfellinternetcentre.com.au/online-resources-to-keep-the-kids-entertained/>
- Share Posts on Social Media
  - Facebook
  - Twitter
  - Google Business
  - Instagram
- Search Engine Optimisation on Blog Posts
- Updated Bing Places listing

**For Information**

**Noted**



**LACHLAN GIBSON**

**DIRECTOR CORPORATE SERVICES**

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

14 May 2020

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

## **1. Works Report – 1 April 2020 to 30 April 2019**

### **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 on going
- 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
- Heavy Patching on overtaking lane completed, linemarking & RPM installation to be scheduled
- Culverts replacement on Newell to be commenced on 25th of May

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

Routine maintenance such as rest area maintenance, patching and guide posting has continued on regional roads this month.

MR398 (Mary Gilmore Way)

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

## THE DIRECTOR ENGINEERING'S REPORT

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MR236 (Henry Lawson Way)	<ul style="list-style-type: none"><li>- General maintenance</li><li>- Line marking completed</li><li>- Safer Roads grant awarded – works include safety upgrades</li><li>- 2019-2020 Slashing program to commence shortly</li></ul>
MR237 (Gooloogong Road)	<ul style="list-style-type: none"><li>- General maintenance</li><li>- 2019/2020 Slashing program on hold due to conditions</li></ul>
MR239 (Henry Lawson Way/Young Road)	<ul style="list-style-type: none"><li>- General maintenance</li><li>- Line marking completed</li><li>- 2019-2020 Slashing program to commence shortly</li><li>- Tree lopping completed</li></ul>

### 1.3. Rural Local Roads – Capital Works

- Quandialla-Caragabal Road Culvert replacement
  - Side-track constructed

### 1.4. Rural Local Roads – Maintenance

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

- Peaks Creek Road
- Adelargo Road.
- Hunts Road
- Haynes Ln
- Bradfords Rd
- Yambira Rd

### 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

**For Information**  
**Noted**

### 2. Other Works

#### 2.1. Parks & Ovals Report

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

#### 2.2. Cemeteries

The following graves have been prepared from 1 November 2019 to 30 November 2019:

Grenfell Lawn	- 2
Grenfell	- 0
Bimbi	- 1
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

Seven (7) sewer chokes have been attended to during the month of April 2020. None were in the relined sections. The cause of all chokes was root intrusion.

#### 2.4. Private Works

One (1) private works were carried out from 1 April 2020 to 30 April 2020.

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

- Quandialla drainage design completed and accepted – Seeking Quotations
- Caragabal Park upgrades continuing

## THE DIRECTOR ENGINEERING'S REPORT

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### 2.6. Vandalism

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

**For Information**  
**Noted**

### 3. Future Works - 1 May 2020 onwards

#### 3.1. Highways

- General maintenance
- Weed Spraying
- Heavy patching
- Reseal
- Culverts replacement on Newell
- Slashing

#### 3.2. Regional Roads

- General maintenance
- Sucker spraying and removal to continue
- MR 236 – Safer Road Grant
- MR398 (Mary Gilmore Way) - Repair Rehabilitation works

#### 3.3. Rural

- General maintenance
- Maintenance Grading:
  - Barrs Lane
  - Barkers Road
  - Dunkleys Lane
  - West Street (Gravel Section)
- 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)

## THE DIRECTOR ENGINEERING'S REPORT

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### 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 24<sup>th</sup> 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

### 5. Plant Report

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

PLANT NO	PLANT	DETAILS
5088	SLASHER	FULL OVERHAUL
4104	MOWER	REPAIRS AND FAB PRIOR TO SALE
4095	TRACTOR	TRANSMISSION REPAIRS , HYDRAULIC REPAIRS ,ELECTRICAL REPAIRS.
3965	GARBAGE TRUCK	ACCIDENT REPAIRS , ACCIDENT QUOTES, SERVICING
Town Pool		PUMP AND DOSING UNIT REPAIRS
4115	FORKLIFT	HYDRAULIC & DAMAGE REPAIR
4113	ROLLER	BREAKDOWN REPAIRS
4106	BACKHOE	REPAIR LIST
4109	ROLLER	BREAKDOWN REPAIRS
3955	CULVERT TRUCK	DAMAGE REPAIRS, ENGINE REPAIRS, ELECTRICAL
5292	ROAD BROOM	FULL OVERHAUL
3957	GRAVEL TRUCK	SERVICE, WINDOW REPAIRS, REPLACE HOSES
4116	MOWER	COMMISSION FOR WORK AND INDUCTION
4110	MOWER	HYDRAULIC STEERING REPAIRS, BELTS AND BLADE
5240	RAPID SPRAY UNIT	REPAIR DAMAGE TO HOSES, HAND PIECE AND RIG
4110	MOWER	SERVICE, BLADES AND BELTS.

## THE DIRECTOR ENGINEERING'S REPORT

4107	PATCH TRUCK	SERVICING, EMULSION SYSTEM REPAIRS, DAMAGE REPAIRS, ENGINE /ELECTRICAL REPAIRS.
Light Vehicle/Small Plant	NUMEROUS	SERVICING AND REPAIRS OF LIGHT VEHICLE AND SMALL PLANT
4105	GRADER	6000 HR MAJOR SERVICE AND REPAIRS LIST
4101	LOADER	DOOR AND OIL LEAK REPAIRS
4102	GRADER	DAMAGE REPAIRS , HYDRAULIC REPAIRS ,REPAIRS TO EXHAUST SYSTEM & COOLING SYSTEM .
3964	WATERCART	FIT NEW PUMP AND MOTOR ASSEMBLY, FIT NEW EXHAUST SYSTEM
3955,3963, Workshop	Isuzu Truck, Isuzu 4.5 T Tipper	RE- CERTIFY LIFTING/HOIST/CRANE EQUIPMENT

**For Information**  
**Noted**

### 6. Noxious Weeds Report – 1 April 2020 to 30 April 2020

ACTIVITY	DETAILS
Administration	5 year budget / Weeds Action Program reported to DPI & LLS
Publicity	Currently working on a promotional material in conjunction with LLS for Blue Heliotrope (Heliotropium amplexicaule)
Mapping	Reporting to LLS through ROAM weed mapping program.
Meeting	All weeds meeting are currently on hold until further notice.
Training	All training is on hold until further notice.
Property Inspections	No property inspections are currently being undertaken due to Kellie being on leave..
Council Owned Land Inspections	Grenfell Town Area, Adelargo Rd
	Quandialla Town Area, Grenfell Cemetery
	Caragabal Town Area
	Bimbi Fire Station / War memorial
	Henry Lawson Oval
	O'briens Lookout
	Greenthorne Town Area
TSR Inspection	SH6
	Henry Lawson Way
	Mary Gilmore Way
Rail Inspection	Grenfell Town Area
Other High-Risk Weed Sites Inspected	Rest Areas
Slashing Spraying Program	Underway
Sucker Control	Gerryband Rd
	Mary Gilmore Way
	Old Forbes Rd
High-Risk Weed Road Inspections	Henry Lawson Way (MR239) – Weed marker maintenance replace red guidepost indicators & Sprayed 13/05/2020

## THE DIRECTOR ENGINEERING'S REPORT

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Below is a list of the weeds treated during the month of April 2020:

<u>Location</u>	<u>Weed Treated</u>
Manganese Rd	Bathurst Burr
Old Forbes Rd	African Boxthorn
Gerrybang Rd	Sweet Briar
Yambira Rd	Silverleaf Nightshade
Quandi-Bimbi Rd	Blackberry
Walshs Ln	Coolatai Grass
Mary Gilmore Way	Feathertop Rhodes Grass
Nowlans Rd	Johnson Grass
Grimms Ln	Spiny Burrgrass

**For Information**  
**Noted**

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

The revised Technical Design Plans were submitted to the Local Traffic Committee Meeting held on 30 April 2020 for consideration. Members of the Committee recommended that Council approve the Technical Design Plans pending minor consultation with shop owners regarding the laybacks at the fronts of their properties. Property owners were contacted, and the majority wish to see the laybacks removed.

Upon additional discussions with Councillors on Wednesday, 20 May 2020, it was agreed to amend the design further with the incorporation of extra car parking spaces throughout the design. This was achieved by:

- Reducing the proposed tree numbers
- Symmetrically aligning all proposed tree locations
- Reducing proposed traffic island lengths

The draft tender documents are now completed for release 29 May 2020. Once the amended Plans have been received, they will then be placed on Council's website for public information. The consultant has indicated there is interest around the region from Tier 2 and 3 contractors to deliver the project.



## THE DIRECTOR ENGINEERING'S REPORT

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Based on the details provided, the timeline is as follows:

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

**RECOMMENDATION:** that: -

- i) the Grenfell Main Street Renewal Technical Plans be adopted as amended.
- ii) Council call tenders for the Grenfell Main Street Renewal project as per the above schedule.

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

**321 RESOLVED:** Cr Diprose and Cr Brown that: -

- i) the Grenfell Main Street Renewal Technical Plans be adopted as amended.
- ii) Council call tenders for the Grenfell Main Street Renewal project as per the above schedule.

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

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

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

High demand was evident in the month of April.

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

**For Information**

**Noted**

### **9. Fixing Local Roads Program**

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**

### **10. Water Standpipes – Drought Communities Program**

Water filling stations have now been installed and are awaiting contractors to wire in.

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

**For Information**

**Noted**

### **11. Henry Lawson Oval – Outdoor Gym Equipment**

The project is now completed. Staff have been installing the finishing touches to the facility comprising of turf, irrigation and a concrete beam on the extremities of the soft fall.

**For Information**

**Noted**

### 12. **Bogolong Dam Upgrade**

Before releasing the Request for Quotation (RFQ) for a dam safety analysis, an external contractor has been engaged to conduct a peer review of the desktop review conducted previously by Council before it was purchased.

By conducting the review, it will ensure that Council is constructing the dam to current relevant standards of such structures.

**For Information**  
**Noted**

### 13. **2018-2019 Bimbi Floodplain Management Program**

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

**For Information**  
**Noted**

## THE DIRECTOR ENGINEERING'S REPORT

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

### 14. Grenfell Country Club – Test Bore Application

Grenfell Country Club have requested permission to submit an application to WaterNSW for a Test Bore Licence for Lot 116 DP 754578.

Weddin Shire Council Manages the above land on behalf of the Owner Crown Lands.

The application for a Test Bore Licence is free and, if approved allows the drilling of a Test Bore on the relevant land.

**RECOMMENDATION:** that Council authorise the signing of the Test Bore Licence application as Managers of Lot 116 DP 754578.

- 322 **RESOLVED:** Cr Diprose and Cr Bembrick that Council authorise the signing of the Test Bore Licence application as Managers of Lot 116 DP 754578.

### 15. Greenethorpe Soldiers' Memorial Hall

Greenethorpe Soldiers' Memorial Hall are currently undertaking works on the Outdoor War Memorial and have requested that Council supply two loads of top soil to assist the planting of the native garden.

**RECOMMENDATION:** that Council supply two loads of top soil to the Greenethorpe Soldiers' Memorial Hall Committee as requested.

- 323 **RESOLVED:** Cr Brown and Cr McKellar that Council supply two loads of top soil to the Greenethorpe Soldiers' Memorial Hall Committee as requested.



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

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

14 May 2020

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

Dear Sir,

I wish to report as follows: -

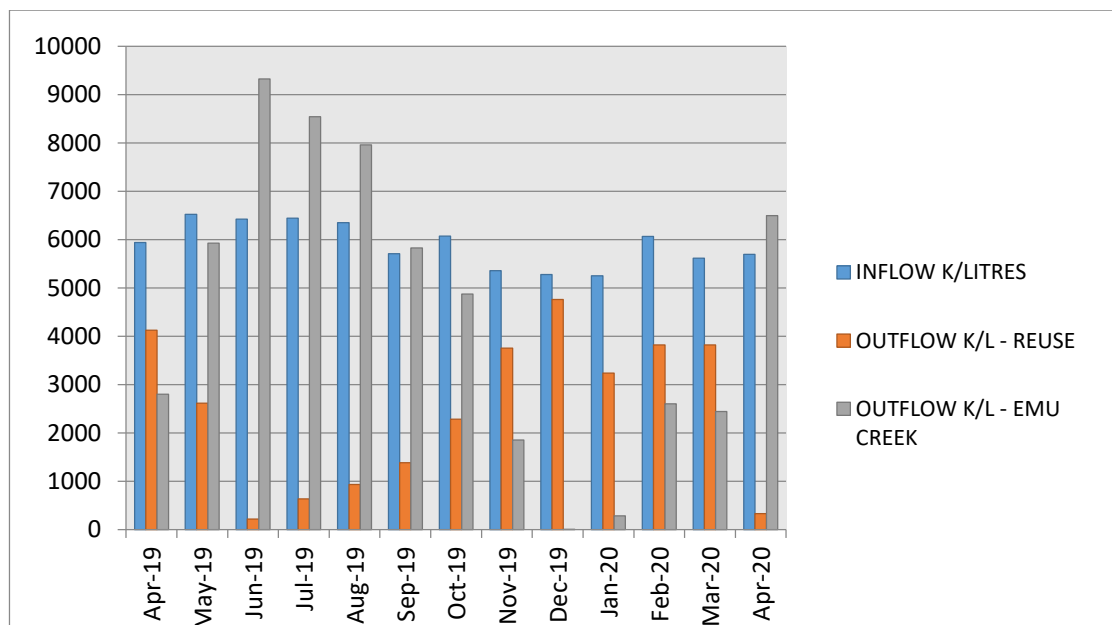
## **A Public Health and Environmental Matters**

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

Total inflow through the Works during April 2020 was 5,695kL with a daily average of 189.83kL. Outflow for irrigation for reuse was 334kL and discharge to Emu Creek was 6,500kL.

The highest daily recording of 334kL occurred for the 24 hours ending 6.30am on 10 and 11 April, 2020 and the lowest of 151kL for the 24 hours ending 6.30am on 25 April, 2020.

A total rainfall of 122mm was recorded for the month.



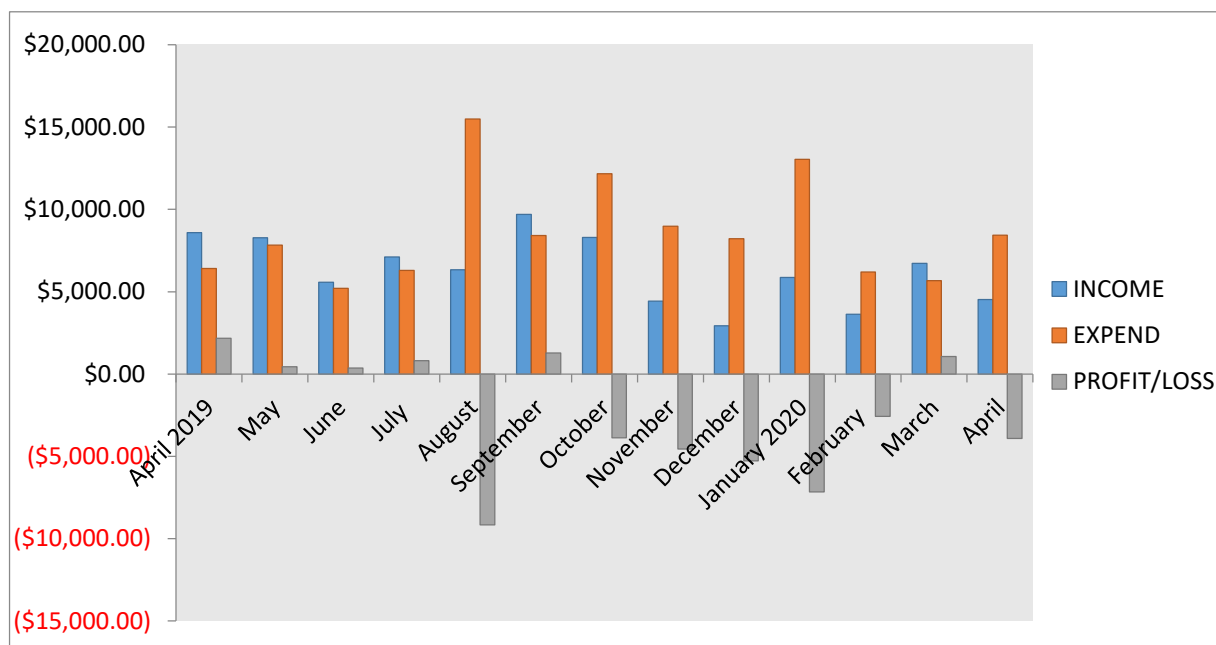
**For Information**  
**Noted**

## ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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

Income for the month of April, 2020 was \$4,525.00 with expenditure of \$8,436.34 (includes electricity) resulting in an operational loss of \$3,911.34 for the month.

There were 101 sites occupied for the month of April, 2020.



For Information  
Noted

### A3. Grenfell Aquatic Centre, P2.3.1

#### Attendance

Cash	58	Child
	27	Adult
Season Ticket	604	Child
	535	Adult
School/Other Usage	346	
<b>Total Attendance</b>	<b>1,742</b>	
<b>Daily Average</b>	<b>75</b>	

#### Season Ticket Sales

Child	2
Adult	0
Family	1
Pensioner	0

There were no accidents or incidents during the month of March and the Aquatic Centre closed for the 2019/2020 season early on Monday, 23 March.

For Information  
Noted

### **A4. Grenfell Aquatic Centre – Season Report, P2.3.1**

#### **Attendance**

Cash	2581	Child
	1793	Adult
Season Ticket	9059	Child
	6590	Adult
School Usage	3452	
Other Usage	3323	
<b>Total Attendance</b>	<b><u>26,798</u></b>	
<b>Daily Average</b>	<b>152</b>	

#### **Season Ticket Sales**

Child	10
Adult	23
Family	82
Pensioner	30

#### **Water Usage**

##### Plant

Total Season Usage 4687KL      Daily Average 26.6KL

##### Amenities

Total Season Usage 448KL      Daily Average 2.5KL

#### **Manager's Report**

The Aquatic Centre season commenced 30 September, 2019 and closed early on 23 March, 2020. Overall the season was quite successful, with the exception of the severe dust storms. There were no accidents or incidents which is a credit to staff and patrons.

All local schools conducted numerous programs throughout the season; this season we welcomed Greenethorpe Primary as part of our swimming community. I have worked with the school to promote swimming opportunities at Grenfell, as the school normally use Cowra Aquatic Centre. Hoping to see them back again next season.

Grenfell Amateur Swimming Club again utilised the Centre with many activities. Including a swim clinic with James Magnusson which was a highlight for local swimmers.

Community Health conducted 2 gentle exercise classes per week, again being extremely well supported.

Kim Broomby (Active Farmers) held 2 weekly Aqua classes, these programmes are becoming very welcomed and supported by members of the community.

The staff have again worked hard in promoting the Centre, supporting swim programmes when off duty with schools and community groups. We are very fortunate to have multi-qualified staff members with a passion to give back to the Centre.



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

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Now having completed the 3rd Season in the new Centre, the attendance is still going strong especially with out of town families on weekends and school holidays. The only issue of complaint is still the lack of shade surrounding the program pool and back lawn areas, plus the fact that the hard roofed area outside office/canteen is still not completed.

Whilst I am aware money needs to be spent accordingly, shading is and has been an issue from the start, the Grenfell Swimming Club/Grenfell Bowling Club has again been working behind the scenes to raise funds for shading on the back lawn.

Grenfell Swimming Club has always held a community fund for projects that benefit the swimming community as a whole, so they will be writing to Council with a proposal for shading.

This discussion did take place with Mr Hayes prior to his departure, I contacted Ellis & Sons from Cowra to come on site to give ideas and pricing for Back Lawn shades, plus to include an updated costing on the shade for program pool which went to council this time last year. Document attached.

The facility will be winterised during the off season with grounds/plant maintenance to continue throughout winter.

The 2020/2021 Season will commence either 28/9/20 or 5/10/20 dependant on weather and COVID-19.

**For Information**  
**Noted**

### **A5. Quandialla Swimming Pool, P2.3.2**

#### **Attendance**

<b>Total Attendance</b>	<b>573</b>
<b>Daily Average</b>	<b>28.65</b>

#### **Season Ticket Sales**

Single	0
Family	0
Aqua Class	0

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

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Activities for the month:

- Swimming Club continued as normal. Long distance championships events were held on Friday 6<sup>th</sup> March
- All other championship events were held on Sunday the 15<sup>th</sup> March.
- Aqua Fitness, Squad and swimming lessons continued
- Quandialla Public and Bribbaree Public schools visited regularly for swim lessons
- Quandialla Swimming Centre hosted a "Youth Pool Party" on Friday 13<sup>th</sup> with funds from the DPI Drought Resilience Fund. This was co-hosted by the Quandialla Pool Committee, Quandialla P&C, Quandialla Swim Club and Quandialla Fitness Group

The pool closed for the 2019/2020 season on Friday, 20 March.

**For Information**  
**Noted**

### **A6. Grenfell Waste Facility, E3.3.2**

Update on short term actions –

Council's Acting Director Environmental Services is conducting weekly inspections of the landfill site to ensure compliance with the NSW EPA Improvement Notice.

The 2.1m high litter fence has now been completed.

NSW EPA has responded to Council's letter and waived the prevention notice fine and have also provided an extension of time to finalise the Land Environmental Management Plan (LEMP) to the end of June 2020.

Monitoring bores for the leachate dam are to be drilled soon.

**For Information**  
**Noted**

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

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

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

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

#### **March**

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
8/2020	Mr JW Barker	New Dwelling	\$450,000	LOT: 114 DP: 1216622 85 Griffiths Road GRENFELL NSW 2810
9/2020	Mr BJ & Mrs KL Hewen	Shed with Amenities and Retaining Wall	\$40,000	LOT: 9 DP: 1186800 4953 Henry Lawson Way GRENFELL NSW 2810
10/2020	Mr IR Donges	Shed	\$30,000	LOT: 1 DP: 1023549 2390 Mid Western Highway COWRA NSW 2794
11/2020	PCR Building Services PL	New Dwelling	\$350,000	LOT: 1 DP: 216608 2034 Mid Western Highway GRENFELL NSW 2810
12/2020	Mr DW & Mrs PM Frost	Shed	\$20,000	LOT: 720 DP: 754578 48 Warraderry Street GRENFELL NSW 2810

#### **April**

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
42/2017	Mr IA Walker	Subdivision	\$0	LOT: 1296 DP: 754578 224 Adelargo Road GRENFELL NSW 2810
59/2018 MOD	Mr B Hunt	Enclose rear verandah	\$0	LOT: 817 DP: 754578 3 Hilder Street GRENFELL NSW 2810
27/2019 MOD	Mr J Ryder	New Dwelling	\$0	LOT: 5 DP: 739523 Adelargo Road GRENFELL NSW 2810
13/2020	Mr MA Lovelock	New Dwelling	\$255,000	LOT: 5 DP: 1070179 21 Bradley Street GRENFELL NSW 2810
14/2020	Weddin Shire Council	Garage	\$10,000	LOT: 117 DP: 1081488 8 Huckel Close GRENFELL NSW 2810
15/2020	Crown Lands	Demolition of Dilapidated Structures – Shelter & Toilet Blocks	\$20,500	LOT: 103 DP: 750600 Euroka Parish QUANDIALLA NSW 2721
16/2020	Mrs LA Galvin	Double Garage	\$15,000	LOT: 5 DP: 247421 23 Rose Street GRENFELL NSW 2810

**For Information**  
**Noted**

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

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### **B2. Construction Certificates**

The undermentioned applications were received and determined under delegation.

#### **March**

<b>CC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Address</b>
48/2019	Mr SF Ryder	Storage Shed	LOT: 2 DP: 1023549 Berry's Road GRENFELL NSW 2810
8/2020	Mr JW Barker	New Dwelling	LOT: 114 DP: 1216622 85 Griffiths Road GRENFELL NSW 2810
10/2020	Mr IR Donges	Shed	LOT: 1 DP: 1023549 2390 Mid Western Highway COWRA NSW 2794
11/2020	PCR Building Services PL	New Dwelling	LOT: 1 DP: 216608 2034 Mid Western Highway GRENFELL NSW 2810
12/2020	Mr DW & Mrs PM Frost	Shed	LOT: 720 DP: 754578 48 Warraderry Street GRENFELL NSW 2810

#### **April**

<b>CC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Address</b>
16/2020	Mrs LA Galvin	Double Garage	LOT: 5 DP: 247421 23 Rose Street GRENFELL NSW 2810

**For Information**  
**Noted**

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

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

<b>CDC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
Nil				

**For Information**  
**Noted**

**B4. Council House at 26 Star Street GRENFELL, P2.12.1**

As circulated to Councilors by email it has been decided to tenant the dwelling at 26 Star Street GRENFELL.

As the dwelling had been vacant for a considerable time some minor maintenance and cleaning had to be arranged to make the dwelling rentable.

These works have now been completed and the dwelling has been leased through Real Estate Agent Aston Joyce Pty Ltd with occupancy from Tuesday 12 May 2020 for a period of three (3) months with an option to extend to twelve (12) months.

This option has enabled Council to receive a return on the property.

**For Information**  
**Noted**

**B5. Grenfell Sewerage Treatment Plant (STP) Upgrade, S1.1.5**

Tenders for the new STP will be presented to Council in the closed section of the Council meeting.

**For Information**  
**Noted**

**B6. Lawson Oval Amenities Project, P2.1.6**

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

Progress photos have been circulated to Councilors

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

**For Information**  
**Noted**

**B7. Taylor Park Toilets, C2.9.14/P2.3.10/P2.1.3**

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

Progress photos have been circulated to Councilors

It is anticipated that the project should be completed by 31 May, 2020.

**For Information**  
**Noted**

**B8. Grenfell Medical Centre, P2.12.17**

The Grenfell Medical Centre has requested security screens to the front receptionist counter for safety reasons.

The security screens are seen as a solution to reduce or eliminate an urgent safety risk to persons working on the reception desk.

I have obtained a quote from Gennesis Anti Jump Barriers for a Polycarbonate 10mm thick security screen with a 100mm transaction section at the bottom and voice transmission holes in the centre. The quote includes manufacture and fitting of the screens.

The cost for such security screens is \$8,255.73 (ex GST) and as there is currently insufficient funds available in the maintenance fund for the Grenfell Medical Centre, funding is sought from the Future Capital Reserve Account to enable the screens to be installed immediately for the safety of the staff.

Copy of the quote and example photos of the proposed security screens are attached.

**RECOMMENDATION:** that Council fund the security screens for the Grenfell Medical Centre from the Future Capital Reserve Account.

**325**     **RESOLVED:** Cr Diprose and Cr Brown that Council fund the security screens for the Grenfell Medical Centre from the Future Capital Reserve Account.



**ALAN LINDSAY**

**ACTING DIRECTOR ENVIRONMENTAL SERVICES**

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

## ACTION LIST

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<b>INSPECTIONS AND MEETINGS</b>		<b>STATUS</b>	<b>BY</b>
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.	Delete	GM
February 2020	2. <u>2020/2021 Operational Plan</u> : arrange workshop to be held at 9:30am Thursday, 26 March 2020.	Delete	GM
	3. <u>2020/2021 Operational Plan</u> : arrange Extra-Ordinary Estimates meeting to be held at 9:30am Thursday, 9 April 2020.	Delete	GM
March 2020	4. <u>Australian Local Government Association</u> : attend National Local Roads Conference 16-18 November 2020	In Progress	DE
	5. <u>Aboriginal Land Claims Investigation Unit</u> : Cr Diprose and a staff member to attend meeting in Dubbo.	In Progress	GM
<b>DEFERRED ACTIVITIES</b>			
November 2013	1. <u>O'Brien's Tributary – Drainage Improvement</u> : refer matter back to Floodplain Committee for further consideration and other possible outcomes.	In Progress	DE
June 2015	2. <u>RMS</u> : develop plans for a roundabout at the end of the Main Street in Grenfell and refer the proposal to RMS for their consideration.	Preparation for business case – In Progress	DE
April 2016	3. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES).	In Progress	DES
August 2016	4. <u>Policy for Planting of Vegetation along Kerbsides</u> : develop policy.	In Progress	DE/GM
May 2018	5. <u>Bimbi War Memorial 'Avenue of Trees'</u> : refer proposal to Heritage Committee for further consideration and report back to Council.	In Progress	DE
December 2018	6. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	7. <u>Removal of Trees – Weddin Street</u> : remove trees and replace path. Consider prior to scheduled foot paving works.	In Progress	DE
	8. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
April 2019	9. <u>Grenfell Courthouse</u> : investigate proposed plans.	In Progress	GM
	10. <u>Grenfell Medical Centre Operation</u> : conduct a media and marketing campaign.	In Progress	DCS/GM
May 2019	11. <u>Councils Self Promotion</u> : take digital photos of Councils projects and display them in the Council Chambers. Council's Main Street to be promoted.	In Progress	DCS/DE/DES/GM
June 2019	12. <u>Aboriginal Land Claims Investigation Unit</u> : invite representatives to address Council.	Delete	GM
July 2019	13. <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

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October 2019	14. <u>National Heavy Vehicle Route Assessment</u> : investigate cost to carry out national heavy vehicle route assessment.	In Progress	DE
	15. <u>AR Bluett Memorial Award</u> : submit an entry in the 2020 AR Bluett Memorial Award.	In Progress	GM
November 2019	16. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
	17. <u>Grenfell Sewage Treatment Plant Upgrade</u> : call tenders on the acceptance of Detailed Design drawings.	Completed	DES
December 2019	18. <u>Renew our Libraries Campaign</u> : make representations for a sustainable funding model.	In Progress	DCS/GM
	19. <u>Grenfell Waste Facility</u> : complete identified short term works. Consider future works as part of Council's 2020/2021 estimates process.	In Progress	DES
February 2020	20. <u>Sec 355 Committee</u> : review structure and operation of all current committees.	In Progress	GM
	21. <u>Inland Rail</u> : invite representatives to address Council.	In Progress	DCS/GM
	22. <u>Local Strategic Planning Statements</u> : forwarded the document to DPE for concurrence and exhibition.	Completed	DES
	23. <u>Council Building - 139 Burrangong Street</u> : sell by public auction.	In Progress	GM
March 2020	24. <u>Policy for Fees, Expenses and Facilities for Councillors</u> : resubmit policy to Council for public exhibition.	In Progress	GM
	25. <u>Drought Communities Project – Extension</u> : submit grant funding application.	Completed	GM/DCS
	26. <u>Council Meeting Agenda</u> : alter Agenda and Reports to align with CSP.	In Progress	GM
	27. <u>New Shire Event</u> : arrange ticketed music event.	In Progress	DCS/GM
	28. <u>Clean Up Australia Day</u> : contact Pat Soley regarding 2021 event.	In Progress	DES
	29. <u>Henry Lawson Festival</u> : write to Committee thanking volunteers for their efforts.	In progress	GM

**For Information  
Noted**



**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD WEDNESDAY, 25 MARCH 2020 COMMENCING AT 11:30 AM**

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1. **PRESENT:** G Carroll, L Gibson, A Lindsay and J Rath
2. **APOLOGY:** Nil
3. **GENERAL BUSINESS:**
  - 3.1 **Essential Services:**

Council deemed an essential service. Services such as sewer, garbage and garbage tips will need to be maintained. In the advent of the office closing payroll to be considered. Key staff to be separated at sewerage works and other trained staff utilised for required times. Garbage Service has back up.
  - 3.2 **Council's Administration/Administration Office:**

Councils Administration Office remains open and is also available via phone (02) 6343 1212 or email [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au). Social Distancing measures have been put in place at the service counter.

April Council Meeting, estimates workshop and meeting cancelled.

IT Systems to be considered. Zoom and Microsoft teams programs to be considered.

Community consultation – to be undertaken by press releases issued by the Mayor and General Manager, website and facebook posts. Newsletter to be suspended for time being.
  - 3.3 **Grenfell Public Library:**

The Grenfell Public Library is now closed to the public until further notice.
  - 3.4 **Grenfell VIC:**

The VIC is now closed for over the counter assistance until further notice. Brochure stands erected. On-line presence maintained.

The staff at the Visitor Information Centre are contactable by telephone and email.
  - 3.5 **Grenfell Community Technology Centre:**

The GTC is now closed for over the counter assistance until further notice.

The staff at the Grenfell Technology Centre are contactable by telephone and email.
  - 3.6 **Grenfell Aquatic Centre and Quandialla Pool:**

Grenfell Aquatic Centre and Quandialla Pool closed on Monday, 23 March 2020 for the season.
  - 3.7 **Sporting fields:**

Councils sporting fields are now restricted to passive recreational use until further notice.
  - 3.8 **Auction – Sale of Burrangong Street premises:**

Auction to be postponed.
  - 3.9 **Committee Meetings:**

All upcoming meetings cancelled. Quarterly June meetings to be assessed in due course.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD WEDNESDAY, 25 MARCH 2020 COMMENCING AT 11:30 AM**

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- 3.10 **Grenfell Caravan Park and Railway Station Free Camping:**  
To be closed as advice received via a NSW Public Health order advising Caravan Parks and Camping grounds are to be closed except for accommodating permanent residents of Caravan Parks or persons who have no other place of permanent residence.
- 3.11 **Council Elections:**  
Could be deferred for 12 months. Awaiting further advice from the Minister.
- 3.12 **Grenfell Museum:**  
Advice received from Peter Mitton the Grenfell Museum is now closed to the public until further notice.
- 3.13 **Grenfell Skatepark:**  
The Grenfell Skatepark is now closed to the public until further notice.
- 3.14 **Local Parks**  
All parks within the Weddin Shire are now closed to the public until further notice.
4. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 12:24pm.

**327** **RESOLVED:** Cr Brown and Cr Parlett that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE  
MEETING HELD ONLINE FRIDAY, 27 MARCH 2020 COMMENCING AT 12:00 PM  
(E1.1.5)**

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- 1. PRESENT:** Jaymes Rath (Chair - Weddin Shire Council)  
Tania Biddle (NSW HEALTH) Community health manager Cowra/Grenfell  
Pauline Rowston – Health services manager for Grenfell Cowra  
Thomas Hood – Acting LEOCON  
Trish Malone (REMO)  
Robyn Favelle (Rural Fire Service)  
Andrew Noble (NSW Ambulance)  
David Sheehan (State Emergency Service)

**2. APOLOGIES:**

Michael Madgwick (LEOCON)  
W. Simpson (SES)  
Bruce Fitzpatrick (Fire & Rescue NSW)  
Maurice Simpson (Observer – State Emergency Services)  
Paul Lloyd (Police- REMO)  
Angus Nielsen (Rural Fire Service)  
Craig Johnson (Fire & Rescue NSW)  
Karen Hancock (Health)  
Harvey Nicholson (Risk Manager – Cowra Shire Council)  
Steven Pereira (Local Land Services)  
Mark Hughes (Fire and Rescue, NSW)  
Dean Campbell (Fire and Rescue, NSW)

**Resolved:** Robyn Favelle and David Sheehan that the apologies be accepted.

**3. MINUTES:**

**Resolved:** Thomas Hood and David Sheehan that the minutes of the meeting held on 30 July 2019 be adopted as read.

**4. MATTERS ARISING**

**4.1 EMOS;**

- A central point for all organisation
- See Status updates
- Users can log in and add what is occurring in their respective areas
- Task individuals and send out messaging

*The current members require a log in:*

- Andrew Noble
- David Sheehan
- Thomas Hood
- Tania Biddle
- Pauline Rowston
- Robyn Favelle

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE  
MEETING HELD ONLINE FRIDAY, 27 MARCH 2020 COMMENCING AT 12:00 PM  
(E1.1.5)**

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**4.2 Warning Systems**

- Investigate an emergency prompting system
- Converse with Forbes / Young / West Wyalong / Cowra and ensure there is unity between systems
- Interactive map – Weddin Shire Facebook & Website to display a link to an interactive map showing road closures
- Warning Systems to investigate:
  - SMS / E-mail (Automatic 4 hourly updates)

**5. GENERAL BUSINESS**

Nil

**5.1 Merge LEMC together-**

Merging of Weddin LEMC and Hilltops LEMC.

The idea is to provide a transparent communication conduit, as most decisions will be made at a state level.

**Resolved:** Thomas Hood and Jaymes Rath that the two LEMC merge for the duration of the COVID-19 Pandemic.

**6. CORRESPONDENCE**

Nil

**7. MEMBERS REPORT**

**7.1 Police**

Thomas Hood – Acting LEOCON –

- Introduced himself, has Met most members over the phone
- Vulnerable community
  - Meals on wheels coordinator has been in contact
    - Meals on wheels deliver up to 80 households a day.
  - The food hall has been in contact
    - Food hall doing 60 packs a day for households.

The shortfall on delivery, potentially ADF can be called in to deliver foods.

Find capability of each service locally – Meals on wheels food court and ensure they have a contingency plan ready.

**7.2 Council**

Jaymes Rath: Council has:

- Closed Parks
- Closed Recreation areas
- Closed Skate park
- Closed Library – Currently conducting book deliveries
- Closed the Community centre

All staff are doing what is practically possible with social distancing.

- Have had one staff member contact me this morning with coughing, no fever as of yet – He is now on two weeks quarantine (Doctors orders).
- Have cancelled all face to face meetings.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE  
MEETING HELD ONLINE FRIDAY, 27 MARCH 2020 COMMENCING AT 12:00 PM  
(E1.1.5)**

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**7.3 NSW Ambulance**

Andrew Noble:

NSW Ambulance has moved to the new station a lot more space to spread out supplies and keep everything clean.

Their zone stretches from Molong to Lake Cargelligo.

They are conducting daily audits of PPE gear. NSW Ambulance has cancelled any unnecessary training. Trying to increase recruitment.

- Two ambulance Vehicles
- One admin Vehicle

Uni students are being pulled out from university to join NSW Ambulance forces. REMO added that there might be potential that a vehicle could be taken due to the backlog in Sydney.

**7.4 REMO**

Trish Malone (REMO):

This year has been busy with:

- Fires
- Floods
- Storms

The latest development is the COVID 19 PANDEMIC. Trish is trying to get as much information from the State level to a local level disseminated, supporting LEMO and LEOCON in doing what they do best.

The potential death toll could be something like no one in our lifetime has ever seen. Gladys has stated today lock themselves down over the weekend.

A spike overnight across the state, more people are spreading the virus and not being conscious.

**7.5 Fire & Rescue NSW**

Nil - Present

**7.6 SES**

- Only have 10 – 12 and a single Ute. Most members in the high-risk category.
- SES fully operational
- Cancelled all face to face training
- Change protocols on callout system, (BEACON) asking many coronavirus questions.

**7.7 Rural Fire Service**

- Protocols in place, 3000 volunteers in the mid-Lachlan valley
- Restricted access to fire control centres
- Staff do not mix between Weddin and Forbes

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE  
MEETING HELD ONLINE FRIDAY, 27 MARCH 2020 COMMENCING AT 12:00 PM  
(E1.1.5)**

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**7.8 NSW - Health**

- Very Busy – MPS officially being locked down
- No visitation allowed in MPS
- One visitor per acute patient
- Putting in processes to ensure patients they are not too isolated, skype phone calls etc.
- All visitors are being logged
- No Covid-19 patients in the hospital
- Fever clinic open 9 am to 12 pm
- Swabs are done by 11 am (24-hour turnaround)
- No COVID Positive patients to be at MPS
- Temporarily closed Quandialla health service (They now attend the community health)
- Flu vaccine pushed forward – Will be available next week and advertised

**7.9 Local Land Services**

Nil – Apology

**8. NEXT MEETINGS:**

TBA – Will be held jointly with Hilltops

**9. CLOSURE:** There being no further business to discuss the meeting closed at 12:56 pm.

**JAYMES RATH**

**LEMO**

**(WEDDIN SHIRE COUNCIL)**

**328** **RESOLVED:** Cr Bembrick and Cr O’Byrne that except where otherwise dealt with the minutes of the Local Emergency Management Committee meeting be noted.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD THURSDAY, 2 APRIL 2020 COMMENCING AT 11:30 AM**

---

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

2. **APOLOGY:** Nil

3. **GENERAL BUSINESS:**

3.1 **Essential Services:**

Council deemed an essential service. Services such as sewer, garbage and garbage tips will need to be maintained. In the advent of the office closing payroll to be considered. Key staff to be separated at sewerage works and other trained staff utilised for required times. Garbage Service has back up.

3.2 **Council's Administration/Administration Office:**

Councils Administration Office remains open and is also available via phone (02) 6343 1212 or email [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au). Social Distancing measures have been put in place at the service counter.

April Council Meeting, estimates workshop and meeting cancelled.

Community consultation – being undertaken by press releases issued by the Mayor and General Manager, website and Facebook posts. Newsletter suspended for time being.

4. **SERVICES CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE:**

- Grenfell Public Library
- Grenfell VIC
- Grenfell Internet Centre
- Grenfell Aquatic Centre and Quandialla Pool
- Grenfell Caravan Park and Railway Station Free Camping
- Grenfell Museum
- Grenfell Skatepark
- Local Parks

5. **OTHER ACTIVITIES:**

5.1 **Sporting fields:**

Councils sporting fields are now restricted to passive recreational use until further notice.

5.2 **Auction – Sale of Burrangong Street premises:**

Auction to be postponed.

5.3 **Grenfell Waste Facility:**

Open for Shire residents only. Recycling shop closed.

5.4 **Council and Committee Meetings:**

All upcoming meetings cancelled. Quarterly June meetings to be assessed in due course. April Council meeting cancelled. Consideration being given to hosting May Council meeting utilising Zoom program. Councillor iPads to be updated accordingly. Training to be organised.

5.5 **Council Elections:**

Deferred for 12 months or possibly until 31 December 2021.

5.6 **Title Searches:**

Not an issue at the moment as we are still open. In the advent of a full shutdown arrangements to be put in place if required.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD THURSDAY, 2 APRIL 2020 COMMENCING AT 11:30 AM**

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**6. COVID-19 – ASSISTANCE TO BUSINESSES:**

Fact sheets developed by the Federal Government regarding stimulus packages in response to COVID-19

Further assistance available to businesses at [www.treasury.gov.au/coronavirus](http://www.treasury.gov.au/coronavirus) and [www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business](http://www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business).

**7. IT SYSTEMS TO BE CONSIDERED**

Zoom program to be implemented to facilitate meetings via videoconferencing. TeamViewer program to be utilised to facilitate work from home.

**8. WORKING FROM HOME:**

Provisions put in place for DCS to currently work from home. DE and other engineering staff also to work from home on a rotating roster basis.

**9. MEETING CLOSED:** There being no further business to discuss the meeting closed at 12:21pm.

**329** **RESOLVED:** Cr Niven and Cr O’Byrne that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.



**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD THURSDAY, 16 APRIL 2020 COMMENCING AT 11:30 AM**

---

1. **PRESENT:** G Carroll, A Lindsay, J Rath and L Gibson (teleconference)
2. **APOLOGY:** Nil
3. **MINUTES:** 2 April 2020

**Resolved:** A Lindsay and J Rath that the minutes of the meeting held 2 April 2020 be adopted.

4. **GENERAL BUSINESS:**

4.1 **Essential Services:**

Council deemed an essential service. Services such as sewer, garbage and garbage tips will need to be maintained. In the advent of the office closing payroll to be considered. Key staff to be separated at sewerage works and other trained staff utilised for required times. Garbage Service has back up.

4.2 **Council's Administration/Administration Office:**

Councils Administration Office remains open and is also available via phone (02) 6343 1212 or email [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au). Social Distancing measures have been put in place at the service counter.

April Council Meeting, estimates workshop and meeting cancelled.

Consultation undertaken with staff on a regular basis to ensure they agree to the Administration Office remaining open. Meeting held 16 April 2020 whereby indoor administration staff all agreed with the decision to remain open at this stage. Situation will continue to be monitored on a regular basis. Purchase of security/safety screens currently being investigated.

Community consultation – being undertaken by press releases issued by the Mayor and General Manager, website and Facebook posts. Newsletter suspended for time being.

5. **SERVICES CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE:**

- Grenfell Public Library
- Grenfell VIC
- Grenfell Internet Centre
- Grenfell Aquatic Centre and Quandialla Pool
- Grenfell Caravan Park and Railway Station Free Camping
- Grenfell Museum
- Grenfell Skatepark
- Local Parks

6. **OTHER ACTIVITIES:**

6.1 **Sporting fields:**

Councils sporting fields are now restricted to passive recreational use until further notice.

6.2 **Auction – Sale of Burrangong Street premises:**

Auction to be postponed.

6.3 **Grenfell Waste Facility:**

Open for Shire residents only. Recycling shop closed.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD THURSDAY, 16 APRIL 2020 COMMENCING AT 11:30 AM**

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**6.4 Council and Committee Meetings:**

All upcoming meetings cancelled. Quarterly June meetings to be assessed in due course. April Council meeting cancelled. Consideration being given to hosting May Council meeting utilising Zoom program. Councillor iPads to be updated accordingly. Training to be organised.

**6.5 Council Elections:**

Deferred for 12 months or possibly until 31 December 2021.

**6.6 Title Searches:**

Not an issue at the moment as we are still open. In the advent of a full shutdown arrangements to be put in place if required.

**6.7 Street Stalls:**

In recess due to COVID-19 Coronavirus restrictions.

**6.8 Library:**

Librarian is undertaking a delivery service by arrangement within the Grenfell Town limits.

**7. COVID-19 – ASSISTANCE TO BUSINESSES:**

Fact sheets developed by the Federal Government regarding stimulus packages in response to COVID-19

Further assistance available to businesses at [www.treasury.gov.au/coronavirus](http://www.treasury.gov.au/coronavirus) and [www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business](http://www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business).

**8. IT SYSTEMS TO BE CONSIDERED**

Zoom program to be implemented to facilitate meetings via videoconferencing. TeamViewer program to be utilised to facilitate work from home.

**9. WORKING FROM HOME:**

Provisions put in place for DCS to currently work from home.

DE and other engineering staff also working from home on a rotating roster basis.

Animal Control Officer also working from home. Attending office before and after hours when required.

**10. MEETING CLOSURE:** There being no further business to discuss the meeting closed at 12:26pm.

**330** **RESOLVED:** Cr McKellar and Cr Niven that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD  
ONLINE WITH ZOOM THURSDAY, 30 APRIL 2020 COMMENCING AT 10:00 AM  
(C2.6.3)**

1. **PRESENT:** J Rath (Director Engineering), Michael Madgwick (NSW Police), Deanne Freeman (RMS Representative), Clr. Mayor Mark Liebich, Maurice Simpson (Local Representative)

2. **APOLOGIES:**  
Patrick Smith (NSW Police)

**Apologies – 30 April 2020**

**Recommendation:**

That the apologies received from *Patrick Smith* be accepted.

**Moved:** Mr Maurice Simpson

**Seconded:** Cr Mark Liebich

3. **DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS**  
Nil

4. **CONFIRMATIONS OF MINUTES OF PREVIOUS MEETING**

**Minutes of Weddin Local Traffic Committee Meeting – 28 February 2020**

**Recommendation:**

That the minutes of the Weddin Local Traffic Committee Meeting held 28 February 2020, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Cr Mark Liebich

**Seconded :** Mr Maurice Simpson

5. **OUTSTANDING BUSINESSES**

5.1 **Traffic Committee Outstanding Matters**

Executive Summary

The following matters are outstanding from previous meetings of the Weddin Traffic Committee.

Date	Item no	Description	Recommendation	Status
1/02/2018	1	Pedestrian Safety Assessment in Main street to be conducted Potentially Rectified with the Main Street Upgrade.	a) Council to update the crossing to the relevant standard and bring to committee meeting the changes	In progress
			b) Council to look in to requesting RMS introduce a 40 KMPH I pedestrian activity area.	In progress

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD  
ONLINE WITH ZOOM THURSDAY, 30 APRIL 2020 COMMENCING AT 10:00 AM  
(C2.6.3)**

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Date	Item no	Description	Recommendation	Status
05/12/2019	2	75 Camp Street Re-development – Traffic Island Proposal	That the Council revisit the design at the next LTC Meeting with the design updated as per the discussion.	In Progress
05/12/2019	3	Level crossing improvement plan - Caragabal Crossing – Pedestrian crossing across the railway line, RMS Applying for a pedestrian crossing maze.	ARTC hold an IE (Interface Agreement) with Council. The enquiry has been put forward and are awaiting reply.	In progress
05/12/2019	4	Camp St & Main St intersection to be considered for a roundabout during Main Street Upgrade.	A formal letter to be drafted for Transport NSW with a letter of support from NSW Police. Foot traffic from the free camp to the Main Street to be considered in this design.	Complete
05/12/2019	5	Approach Red Bend School Bus for alternative locations for Drop off and Pick up in a designated Bus Zone area.	Forbes Street bus zone will be a suitable alternative location, post main street upgrade.	In progress
28/2/2020	6	Service Station upgrade opposite to the Council Building has constructed a pedestrian refuge without running through LTC. It has not been built to current standards.	(Meeting on site to discuss (Maurice, Jaymes, Mick)) A recommendation was discussed to bring the refuge up to standard.	In progress

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD  
ONLINE WITH ZOOM THURSDAY, 30 APRIL 2020 COMMENCING AT 10:00 AM  
(C2.6.3)**

28/2/2020	7	Train/Truck Accident on the Mary Gilmore Way	Council to install the recommended signage adopted in the December meeting Investigate whether the council has a safety management plan for such an accident that took place at the Bribbaree Truck/Train crash	In progress
28/2/2020	8	Memory Street – Extend the 50km/h zone for the Grenfell Sewer Treatment Plant Upgrade.	Lodge the proposal with RMS to extend the 50 km/h zone to Holy Camp Rd	In progress
28/2/2020	9	Henry Lawson Way (Young Rd) Extend both the 50km/h and 80 km/h zone to slow traffic in the newly developed rural living areas.	Lodge the proposal with RMS to extend both the 50 and 80 km/h zone	In progress

## **6. COMMITTEE BUSINESS**

### **6.1 Grenfell Main Street Renewal**

The technical design is attached for the Grenfell Main Street Renewal.

<b>Grenfell Main Street Renewal</b>
<p><b>Recommendation:</b></p> <p>That Council approves the ‘Grenfell Main Street Renewal’ technical design presented in the attached file ‘Maint Street Renewal Plans.pdf.’, pending the following changes:</p> <ul style="list-style-type: none"> <li>- Consult service station – Semi-trailers to only access from a single side.</li> <li>- 2 m width of pedestrian refuges (Should be 3 m) and Line marking AS1742.10 (C003)</li> <li>- Delineation for intermediate standard car parks to be deleted. Instead, install only on the ends to indicate the angle.</li> <li>- Bollard to be drafted in the middle of the shared space of disabled parking.</li> <li>- Move Pedestrian refuge crossing to align with the centroid of the arc to enhance sight distances of pedestrians.</li> <li>- Instead of load limit sign existing (Gross load limit 8 ton: Buses and authorised vehicles excepted) Instead use - (No Trucks – 8 Ton limit) <ul style="list-style-type: none"> <li>o Transport consent required for No truck sign on Mid-Western Highway</li> <li>o All accesses to Main Street are to have the enforced signage as mentioned above</li> <li>o Ensure no truck access on Forbes Street Roundabout</li> </ul> </li> </ul>

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD  
ONLINE WITH ZOOM THURSDAY, 30 APRIL 2020 COMMENCING AT 10:00 AM  
(C2.6.3)**

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- No Truck access warning sign on Highway for Forbes Street
- No Truck access warning sign on Melyra Street for Forbes Street
- No Truck access warning sign on Highway for Burrangong/Weddin Street
- (Short St) - No truck sign to be installed on East St and George St
- CO20 – Laneway Turning out of laneway to display a 12.5 m Large rigid
- CO11 – Need Linemarking on the ramp-up to the crossing as per standard.
- A Pedestrian crossing ahead to be installed on Main St approaching the crossing
- Linemarking to be drafted on either side of the centre islands along the entirety of Main St

**Layback Owners Were Consulted After the Meeting**

- Layback at Corner of Burrangong and Main Street to be removed (Have consulted with owner), between ‘Albion Hotel’ and ‘Grenfell Shoes’
  - Contacted owner on 7<sup>th</sup> May 2020
  - The owner would prefer the layback be removed
  - The owner plans on renovating it into a residence and will not require vehicle access
  - The owner agreed and wanted to see the layback removed in the Main Street Renewal Project
- Layback at 40 Main St (Egoista Beauty) to be removed (Have consulted with owner)
  - The owner had a car back into her shop in April 2020
  - It was agreed to install bollards as an interim measure until Main St Renewal Project
- Layback at 60 Main St (Spice n Aroma) to be removed (Have consulted with owner)
  - Contacted owner on 7<sup>th</sup> May 2020
  - The owner wanted the layback to be removed due to the danger of vehicles reversing through his shop.
  - The owner agreed and wanted to see the layback removed in the Main Street Renewal Project
- Layback to remain at 46 Main St (Chrysler Car Museum)
  - Contacted owner who stated they regularly use the layback and expressed they would like it to remain.

**Moved:** Cr Mark Liebich

**Seconded:** Ms Deanne Freeman

**7. GENERAL BUSINESS**

**7.1** - Old Forbes Rd – (HillTops Section) Heavy Vehicle Sign Indicates that B-doubles are accepted. – (Check with Hilltops Shire Council & NHVR accepted routes)

**7.2** - Review of Speed Limits on approach to Greenethorpe.

**8. NEXT MEETING:** 30 July 2020 at 10 am

**9. CLOSE OF MEETING:** 11.55 am

**331** **RESOLVED:** Cr Brown and Cr McKellar that except where otherwise dealt with the minutes of the Local Traffic Committee meeting be adopted.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD FRIDAY, 1 MAY 2020 COMMENCING AT 11:30 AM**

---

1. **PRESENT:** G Carroll, A Lindsay, J Rath and L Gibson (teleconference)
2. **APOLOGY:** Nil
3. **MINUTES:** 2 April 2020

**Resolved:** L Gibson and A Lindsay that the minutes of the meeting held 16 April 2020 be adopted.

4. **GENERAL BUSINESS:**

4.1 **Essential Services:**

Council deemed an essential service. Services such as sewer, garbage and garbage tips will need to be maintained. In the advent of the office closing payroll to be considered. Key staff to be separated at sewerage works and other trained staff utilised for required times. Garbage Service has back up.

4.2 **Council's Administration/Administration Office:**

Councils Administration Office remains open and is also available via phone (02) 6343 1212 or email [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au). Social Distancing measures have been put in place at the service counter. Protective screens placed on front counter.

Consultation undertaken with staff on a regular basis to ensure they agree to the Administration Office remaining open. Meeting held 16 April 2020 whereby indoor administration staff all agreed with the decision to remain open at this stage. Situation will continue to be monitored on a regular basis.

Community consultation – being undertaken by press releases issued by the Mayor and General Manager, website and Facebook posts. Newsletter suspended for time being.

5. **SERVICES CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE:**

- Grenfell Public Library
- Grenfell VIC
- Grenfell Internet Centre
- Grenfell Aquatic Centre and Quandialla Pool
- Grenfell Caravan Park and Railway Station Free Camping
- Grenfell Museum
- Grenfell Skatepark
- Local Parks – to be re-opened for passive recreational use. Equipment to remain inactive at this stage.

6. **OTHER ACTIVITIES:**

6.1 **Sporting fields:**

Councils sporting fields are now restricted to passive recreational use until further notice.

6.2 **Auction – Sale of Burrangong Street premises:**

Auction to be postponed.

6.3 **Grenfell Waste Facility:**

Open for Shire residents only. Recycling shop closed.

6.4 **Council and Committee Meetings:**

Quarterly June meetings to be cancelled. Proposed that the May Council meeting be held in the Council Chambers undertaking social distancing measures.

## **MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD FRIDAY, 1 MAY 2020 COMMENCING AT 11:30 AM**

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### **6.5 Council Elections:**

Deferred for 12 months or possibly until 31 December 2021.

### **6.6 Certificates:**

Not an issue at the moment as we are still open. In the advent of a full shutdown arrangements to be put in place if required.

### **6.7 Street Stalls:**

In recess due to COVID-19 Coronavirus restrictions.

### **6.8 Library:**

Librarian is undertaking a delivery service by arrangement within the Grenfell Town limits.

## **7. \$395 MILLION ECONOMIC STIMULUS PACKAGE**

The NSW Government announced a comprehensive \$395 million local government economic stimulus package to reduce the significant impacts of the COVID-19 pandemic on local Councils across the State as detailed below.

- \$112.5 million Council Job Retention Allowance of \$1,500 per fortnight per employee for three months to limit job losses in the NSW local government sector.
- \$32.76 million increase to fund the emergency services levy (ESL) for all NSW Council for 2020/2021.
- access to low-interest, safe and secure infrastructure loans from TCorp by increasing the local government lending facility by a further \$250 million to \$1.35 billion.

The funding of the ESL for 2020/2021 will be very beneficial to Council.

## **8. MODIFICATION OF STATUTORY REQUIREMENTS**

Regulations have been made under section 747B of the Local Government Act 1993 to temporarily modify the application of the Act in response to the COVID-19 pandemic.

- Councils have been provided with a one-month extension:
  - to adopt their 2020/2021 Operational Plan (including Revenue Policy, Statement of Fees and Charges and annual budget) before 31 July 2020;
  - to submit audited financial reports by 30 November 2020; and
  - for the preparation and publishing of annual reports by 31 December 2020.

Proposed to continue with business as usual and use the extension as a backup if required.

Otherwise it will get very busy at the back end of the year.

Councillors and staff interacting on an on-going basis to develop the integrated planning documents utilising technology.

- Councils have the option to delay issuing rates notices to ratepayers until 1 September 2020, and the collection of the first quarter rates instalment until 30 September 2020.

Proposed to levy as usual and make the 1<sup>st</sup> instalment due 30 September rather than 31 August. The 2<sup>nd</sup> instalment would be as normal.

- Councils may immediately waive or reduce fees under a new “COVID-19” category such as food inspection and footpath usage.

Food premise inspections won't have a big impact as the inspections will be delayed until later in the year. Similarly the footpath fees won't have a big impact on Council's revenue.

- The requirement for Councils to make certain documents available for physical inspection at their offices has been modified to allow access to the documents to be provided remotely.
- In addition to these temporary measures, in response to the closure of some local newspapers and to assist councils to reduce their costs, the Local Government (General) Regulation 2005 (the Regulation) has been amended to remove requirements for newspaper advertising. Planned to continue to advertise in The Grenfell Record to continue to inform residents and to assist its sustainability.



**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD FRIDAY, 1 MAY 2020 COMMENCING AT 11:30 AM**

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**9. COVID-19 – ASSISTANCE TO BUSINESSES:**

Fact sheets developed by the Federal Government regarding stimulus packages in response to COVID-19

Further assistance available to businesses at [www.treasury.gov.au/coronavirus](http://www.treasury.gov.au/coronavirus) and [www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business](http://www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business).

Council's Hardship Policy is also available to residents experiencing financial difficulties.

**10. IT SYSTEMS TO BE CONSIDERED**

Zoom program implemented to facilitate meetings via videoconferencing. TeamViewer program being utilised to facilitate work from home and staff meetings.

**11. WORKING FROM HOME:**

Provisions put in place for DCS to currently work from home.

DE and other engineering staff also working from home on a rotating roster basis.

Animal Control Officer also working from home. Attending office before and after hours when required.

Consideration currently being given to returning to the office by staff.

**12. MEETING CLOSURE:** There being no further business to discuss the meeting closed at 12:21pm.

**332** **RESOLVED:** Cr O'Byrne and Cr Parlett that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.

# **MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD FRIDAY, 15 MAY 2020 COMMENCING AT 11:30 AM**

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

**Resolved:** A Lindsay and L Gibson that the minutes of the meeting held 1 May 2020 be adopted.

## **4. GENERAL BUSINESS:**

### **4.1 Essential Services:**

Council deemed an essential service. Services such as sewer, garbage and garbage tips being maintained. In the advent of the office closing payroll to be considered. Key staff separated at sewerage works and other trained staff utilised for required times. Garbage Service has back up.

### **4.2 Council's Administration/Administration Office:**

Councils Administration Office remains open and is also available via phone (02) 6343 1212 or email [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au). Social Distancing measures have been put in place at the service counter. Protective screens placed on front counter.

Consultation undertaken with staff on a regular basis to ensure they agree to the Administration Office remaining open. Meeting held 16 April 2020 whereby indoor administration staff all agreed with the decision to remain open at this stage. Situation will continue to be monitored on a regular basis. All staff have done an excellent job in maintaining all Council services during this pandemic.

Community consultation – being undertaken by press releases issued by the Mayor and General Manager, website and Facebook posts. Newsletter suspended for time being.

## **5. SERVICES CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE:**

There will be a gradual lifting of restrictions in NSW by way of a 3-stage process which is currently in progress, with the first stage commencing on Friday, 15 May 2020.

- Grenfell Public Library – to be assessed.
- Grenfell VIC – to be assessed.
- Grenfell Internet Centre – to be assessed.
- Grenfell Aquatic Centre and Quandialla Pool – closed.
- Grenfell Caravan Park and Railway Station Free Camping – no change.
- Grenfell Museum – closed.
- Grenfell Skatepark – to re-open 15 May.
- Local Parks – to be re-opened for passive recreational use 15 May. Equipment able to be used with caution.

## **6. OTHER ACTIVITIES:**

### **6.1 Sporting fields:**

Councils sporting fields are restricted to passive recreational use until further notice.

### **6.2 Auction – Sale of Burrangong Street premises:**

Auction to be held Friday, 31 July 2020 subject to Council approval and COVID-19 Coronavirus restrictions being lifted.

### **6.3 Grenfell Waste Facility:**

Open for Shire residents only. Recycling shop closed.

## **MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD FRIDAY, 15 MAY 2020 COMMENCING AT 11:30 AM**

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### **6.4 Council and Committee Meetings:**

The May Council meeting to be held in the Council Chambers undertaking social distancing measures. Quarterly June Committee meetings cancelled.

### **6.5 Council Elections:**

Deferred for 12 months or possibly until 31 December 2021.

### **6.6 Certificates:**

Not an issue at the moment as we are still open. In the advent of a full shutdown arrangements to be put in place if required.

### **6.7 Street Stalls:**

In recess due to COVID-19 Coronavirus restrictions.

### **6.8 Library:**

Librarian is undertaking a delivery service by arrangement within the Grenfell Town limits.

## **7. \$395 MILLION ECONOMIC STIMULUS PACKAGE**

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- \$32.76 million increase to fund the emergency services levy (ESL) for all NSW Council for 2020/2021.
- access to low-interest, safe and secure infrastructure loans from TCorp by increasing the local government lending facility by a further \$250 million to \$1.35 billion.

The funding of the ESL for 2020/2021 will be very beneficial to Council.

## **8. MODIFICATION OF STATUTORY REQUIREMENTS**

Regulations have been made under section 747B of the Local Government Act 1993 to temporarily modify the application of the Act in response to the COVID-19 pandemic.

- Councils have been provided with a one-month extension:
  - to adopt their 2020/2021 Operational Plan (including Revenue Policy, Statement of Fees and Charges and annual budget) before 31 July 2020;
  - to submit audited financial reports by 30 November 2020; and
  - for the preparation and publishing of annual reports by 31 December 2020.

Proposed to continue with business as usual and use the extension as a backup if required.

Otherwise it will get very busy at the back end of the year.

Councillors and staff interacting on an on-going basis to develop the integrated planning documents utilising technology.

- Councils have the option to delay issuing rates notices to ratepayers until 1 September 2020, and the collection of the first quarter rates instalment until 30 September 2020.

Proposed to levy as usual and make the 1<sup>st</sup> instalment due 30 September rather than 31 August. The 2<sup>nd</sup> instalment would be as normal.

- Councils may immediately waive or reduce fees under a new “COVID-19” category such as food inspection and footpath usage.

Food premise inspections won't have a big impact as the inspections will be delayed until later in the year. Similarly the footpath fees won't have a big impact on Council's revenue.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD FRIDAY, 15 MAY 2020 COMMENCING AT 11:30 AM**

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- The requirement for Councils to make certain documents available for physical inspection at their offices has been modified to allow access to the documents to be provided remotely.
- In addition to these temporary measures, in response to the closure of some local newspapers and to assist councils to reduce their costs, the Local Government (General) Regulation 2005 (the Regulation) has been amended to remove requirements for newspaper advertising. Planned to continue to advertise in The Grenfell Record to continue to inform residents and to assist its sustainability.

**9. COVID-19 – ASSISTANCE TO BUSINESSES:**

Fact sheets developed by the Federal Government regarding stimulus packages in response to COVID-19

Further assistance available to businesses at [www.treasury.gov.au/coronavirus](http://www.treasury.gov.au/coronavirus) and [www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business](http://www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business).

Council's Hardship Policy is also available to residents experiencing financial difficulties.

**10. IT SYSTEMS TO BE CONSIDERED**

Zoom program implemented and being used for meetings via videoconferencing. TeamViewer program was utilised to facilitate work from home and staff meetings.

**11. WORKING FROM HOME:**

All staff returned to the office Monday, 11 May 2020.

**12. MEETING CLOSURE:** There being no further business to discuss the meeting closed at 10:46am.

**333** **RESOLVED:** Cr O'Byrne and Cr Best that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY, 19 MAY 2020 COMMENCING AT 8:30 AM**

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

2. **APOLOGY:** Nil

3. **MINUTES:** 17 March 2020

**Resolved:** A Lindsay and J Rath that the minutes from 17 March 2020 be adopted.

4. **PEOPLE:**

<b><u>Learning development</u></b> - Strategic	i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held.	DE
	ii) <u>Training Plans</u> – to be undertaken for individual employees emanating from Annual Assessments.	GM/DE/ DES/DCS
<b><u>Resource planning</u></b> - Strategic	i) <u>Integrated Planning and Reporting (IPR)</u> – 2017/2021 Delivery Program and 2020/2021 Operational Plan (including revenue policy) currently being reviewed and developed. Plans to be presented to the May Council Meeting in draft form. To be then placed on public exhibition for comment and resubmitted to the June 2020 Council meeting for formal adoption.	All
	ii) <u>Resourcing Strategy</u> – Asset Management Plans, Workforce Plan and Long Term Financial Plan currently being reviewed.	GM
	iii) <u>New Improvement Plan</u> - currently being developed.	GM
	iv) <u>RMS Contract</u> – reported in Director Engineering’s report.	DE
		DE
	v) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2019/2020. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	
- Operational	i) <u>Other Programs</u> – in progress.	DE
<b><u>Recruitment</u></b> - Operational	i) <u>Corporate Services</u> – Team Leader Finance – interviews to be arranged.	DCS
	ii) <u>Engineering</u> – Team Leader position to be advertised after 1 July 2020 when funding is available.	DE
	iii) <u>Environmental Services</u> - Team Leader Environment – proposed to be replaced with Environmental Services trainee. To be advertised after 1 July 2020 when funding is available.	DES
	iv) <u>Storeperson Position</u> – Interviews held 11 May 2020. Mr Peter Markham was the successful applicant. To commence 25 May 2020.	DE
	v) <u>General Labourer Positions</u> – Interviews held 12 May 2020. Mr Asher Woodrow and Mr Robert Hamilton were the successful applicants. To commence 25 May 2020.	DE

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY, 19 MAY 2020 COMMENCING AT 8:30 AM**

<b><u>Appointments</u></b> - Operational		
<b><u>Health and Wellbeing</u></b> - Strategic	<p>i) <u>Proposal for Health and Wellbeing</u>- Health and Wellbeing program previously developed on a voluntary basis to improve the Health and Wellbeing of staff as individuals and team members. OZhelp provides programs that will be able to assist. The program includes a benchmarking report to employers giving them a snapshot of the overall health of their workforce. Activity completed and overall acceptance of success of program.</p> <p>Results received. To be discussed and final outcomes to be presented to staff as soon as possible after COVID-19 restrictions are lifted.</p> <p>ii) <u>Health and Wellbeing/Mental Health training</u> – to be organised in 2019/2020 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace.</p> <p>iii) <u>Grenfell Medical Centre plaque</u> – currently being arranged.</p>	<p align="right">All</p> <p align="right">DES/DCS</p> <p align="right">DES</p>

**5. RESOURCES:**

<b><u>Financial</u></b> - Strategic	i) <u>Grant Funding Applications</u> – Council contribution required to be identified prior to application being submitted. Future capital projects reserve established.	All
<b><u>Information</u></b>	Nil	
<b><u>Physical – Assets</u></b> - Strategic	<p>i) <u>Sewerage Treatment Works Upgrade</u> – tenders to be submitted to May 2020 Council meeting for consideration.</p> <p>ii) <u>Sewer Mains relining</u> – works completed for this financial year.</p> <p>iii) <u>Grenfell Main Street Upgrade</u> – tenders to be called 29 May 2020.</p>	<p align="right">DES</p> <p align="right">DE</p> <p align="right">DE</p>
- Operational	<p>i) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring.</p> <p>ii) <u>O'Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.</p> <p>iii) <u>Emu Creek Project</u> – nearly completed.</p> <p>iv) <u>Industrial Land</u> – process for five sales in progress.</p> <p>v) <u>Quandialla Drainage</u> – final stage to commence in June 2020.</p> <p>vi) <u>Annual Residence Inspections</u> – to be undertaken.</p> <p>vii) <u>Council House 26 Star Street</u> – currently being leased.</p>	<p align="right">DE</p> <p align="right">DE</p> <p align="right">DE</p> <p align="right">GM/DE/ DES DE</p> <p align="right">DES</p> <p align="right">DES</p>
<b><u>Human Resources</u></b>	i) <u>Organisational Review</u> – recommendations to be included in the new Improvement Plan. HR resources to be sourced in short term. To be further considered as part of Organisation Structure review.	All
<b><u>Investment</u></b>		

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING  
HELD TUESDAY, 19 MAY 2020 COMMENCING AT 8:30 AM**

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**6. SYSTEMS:**

<b><u>Governance</u></b>	Nil	
<b><u>Compliance</u></b> - Strategic	<p>i) <u>Systems Review</u> – currently in progress with general ledger being updated. Assets Management system being developed.</p> <p>Other systems such as HR system, procurement and delegations need to be reviewed.</p> <p>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.</p> <p>iii) <u>Waste Strategy</u> – actions in progress.</p> <p>iv) <u>Webcasting of Council Meetings</u> – currently being undertaken as per Councils Code of Meeting Practice. Working very well.</p>	<p>DCS/DE</p> <p>All</p> <p>DES</p> <p>DES</p> <p>GM/DCS</p>
<b><u>Risk</u></b> - Operational	<p>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.</p> <p>ii) <u>Submission of DA's</u> – on-line service available to specific Councils from December 2018. To be further investigated.</p>	<p>DES</p> <p>DES</p>

**7. COMMUNICATIONS AND ENGAGEMENT:**

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

**8. NEXT MEETING:** Wednesday, 17 June 2020 at 8:30am.

**9. CLOSED:** There being no further business to discuss the meeting closed at 9:53am.

**334 RESOLVED:** Cr Bembrick and Cr Brown that except where otherwise dealt with the minutes of the Organisational Leadership Team (OLT) Committee meeting be noted.

## QUESTIONS WITH NOTICE

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

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

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

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

The following questions have been received:

Nil



### THE LOCAL GOVERNMENT ACT

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

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

**10A**

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

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

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

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

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

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

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

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

## **CLOSED COUNCIL**

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**RECOMMENDATION:** that Council form a Closed Council to consider the item 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.

**335** **RESOLVED:** Cr Best and Cr Brown that Council form a Closed Council to consider the item 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**

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

1. **Grenfell Sewerage Treatment Plant (STP) Upgrades, S1.1.5**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

- 337     **RESOLVED:** Cr Best and Cr Diprose that the meeting return to open Council.

**REPORT ON CLOSED COUNCIL**

The Mayor read out the following decision from Closed Council:

**ACTING DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

1.     **Grenfell Sewerage Treatment Plant (STP) Upgrades, S1.1.5**  
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

**RESOLVED:** that Council accepts the tender of *Haslin Constructions Pty Ltd* for construction of the new Grenfell Sewerage Treatment Plant at a cost of \$11,503,941.00 (Excl GST) and the unsuccessful tenderers be notified in writing.

**CLOSURE:** There being no further business the meeting closed at 6:01pm.