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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 26 AUGUST 2021 COMMENCING AT 5:00 PM

19 August 2021

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, 26 AUGUST 2021**, commencing at **5:00 PM** and your attendance is requested.

***** PLEASE NOTE: the meeting will be preceeded by a presentation on the strategic review of The Grenfell Henry Lawson Festival of Arts by *Tilma Group Pty Ltd*, commencing at 4:30pm.**

Yours faithfully

MICHAEL CHALMERS
ACTING GENERAL MANAGER

1. OPENING MEETING
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND COUNCILLOR LEAVE APPLICATIONS
4. CONFIRMATION OF MINUTES
 - Ordinary Mtg 29/07/2021
 - Extra-Ordinary Mtg 05/08/2021
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) Acting General Manager
 - (B) Director Corporate Services
 - (C) Director Engineering
 - (D) Director Environmental Services
 - (E) Delegates
12. ACTION LIST
13. COMMITTEES MINUTES
 - Weddin Local Traffic Committee Mtg, 12/08/2021
 - OLT Mtg, 24/08/2021
14. TENDERS AND QUOTATIONS
15. QUESTIONS WITH NOTICE
16. CLOSED COUNCIL
17. RETURN TO OPEN COUNCIL
18. REPORT ON CLOSED COUNCIL
19. CLOSURE

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

ACKNOWLEDGEMENT OF COUNTRY:

The Mayor read out the following:

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

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

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

APOLOGY: Cr P Best

044 RESOLVED: Cr Diprose and Cr O’Byrne that the apologies be accepted.

CONFIRMATION OF MINUTES:

045 RESOLVED: Cr Diprose and Cr Bembrick that: -

- i) the Minutes of the Ordinary Meeting, held on 29 July 2021 be taken as read and **CONFIRMED**
- ii) the Minutes of the Extra-Ordinary Meeting, held on 5 August 2021 be taken as read and **CONFIRMED.**

DISCLOSURES OF INTEREST

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

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

Previously Declared

Councillor	Item No	Nature of Interest	Type	Left the Room
Cr Bembrick	DE8	Owner of property in Main Street	Pecuniary	Yes
	DE9	Owner of property in Main Street	Pecuniary	Yes
	DE14	Owner of property in Main Street	Pecuniary	Yes
	CC DE1	Owner of property in Main Street	Pecuniary	Yes
Cr O’Byrne	DE8	Owner of property in Main Street	Pecuniary	Yes
	DE9	Owner of property in Main Street	Pecuniary	Yes
	DE14	Owner of property in Main Street	Pecuniary	Yes
	CC DE1	Owner of property in Main Street	Pecuniary	Yes
Cr Parlett	DE8	Owner of property in Main Street	Pecuniary	Yes
	DE9	Owner of property in Main Street	Pecuniary	Yes
	DE14	Owner of property in Main Street	Pecuniary	Yes
	CC DE1	Owner of property in Main Street	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.

The following applications have been received: -

Nil

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 26 AUGUST 2021.**

SECTION A - Matters for Information

- A1. NSW Office of Local Government, A3.6.54: Forwarding fortnightly eNewsletter dated 30 July 2021.
- A2. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 21 July 2021.
- A3. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 22 July 2021.
- A4. Western NSW Local Health District, H1.7.17: Whilst Stay at Home Orders are in place in WNSWLHD local government areas, a regular COVID-19 update will be issued each day.
- A5. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 28 July 2021.
- A6. NSW Office of Local Government, A3.6.54: Council COVID-19 update as at 30 July 2021.
- A7. Western NSW Local Health District, H1.7.17: Advising that, to support Year 12 returning face-to-face learning for their HSC, NSW Health is redirecting Pfizer vaccines from across the state.
- A8. NSW Department of Primary Industries, A3.6.45: Forwarding an update on COVID-19 requirements for primary industries.
- A9. NSW Government, A3.6.1: Advising the NSW Government's 2021 COVID-19 Support Package has been boosted.
- A10. NSW Electoral Commission, C2.1.11: Advising the NSW Electoral Commission has been collaborating with Health NSW.
- A11. NSW Office of Local Government A3.9.3: Circular to Councils advising the Minister for Local Government has postponed all council elections until 4 December 2021.
- A12. NSW Electoral Commission, C2.1.11: Advising that, due to the postponement of the Local Government elections lodgement of nominations will not commence at this time.
- A13. NSW Electoral Commission, C2.1.11: Advising that, due to the postponement of the Local Government elections the non-residential roll will close in 3 months' time.
- A14. Australian Bureau of Statistics, A2.7.4: Sharing some important information and resources about the 2021 Census.
- A15. Crown Lands Commissioner, A3.6.52: Advising he is pleased to hand down his report of the *Crown Lands Management Act 2016*.
- A16. Inland Rail, T3.8.1: Forwarding the July 2021 Southern NSW Update.
- A17. Inland Rail Stakeholder Engagement Team, T3.8.1: Advising EoI's have been released to deliver the Albury to Illabo and Stockinbingal to Parkes enhancement projects.
- A18. Foundation for Rural & Regional Renewal, T4.5.1: Forwarding the July 2021 Newsletter.
- A19. Green Pesty, G2.55: Advising the NSW Government has announced grants available for those affected in some capacity due to the mouse plague in NSW.
- A20. Regional Housing Taskforce, A3.6.57: Reaching out to outline to purpose of the taskforce that the NSW Government has recently established.
- A21. The Hon. Steph Cooke MP, A3.19.2: Asking how the NSW Government can respond to increasing pressures on the supply and affordability of housing in regional NSW.
- A22. The Hon. Steph Cooke MP, A3.19.2: Announcing a \$4,940 grant that will bring together Caragabal, Greenethorpe and Quandialla Public Schools.
- A23. Life Education NSW, C1.7.4: Attaching a copy of the revised 2021 Life Education van-moving schedule for term 3 for the South-West region.

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 26 AUGUST 2021.**

- A24. Grenfell Community Health, C1.7.14: Attaching a flyer for an event that will be held at the Grenfell Golf Club and requesting that it be promoted within the Shire.
- A25. Western NSW Local Health District, H1.7.17: Advising the Commonwealth Government has announced that NSW will receive an additional 180,000 Pfizer doses over the next two weeks.
- A26. NSW Office of Local Government, A3.9.3: Council Circular providing updated guidance on the appointment and dismissal of senior staff.
- A27. Destination NSW, G2.55: Advising the 2021 COVID-19 support package includes initiatives to help businesses and employees in the visitor economy.
- A28. Economic Development Officer, T4.3.1: Advising small businesses are encouraged to seek free-of-charge advice from Business Connect.
- A29. The Hon. Paul Toole MP, A3.19.3: Announcing a major step has been taken in the Newell Highway Flood Immunity project.
- A30. Life Education NSW, C1.7.4: Attaching a copy of the revised 2021 Life Education van-moving schedule for term 3 for the South-West region.
- A31. Heritage NSW, A3.6.63: Advising the NSW Government is currently advertising for nominations for membership of the Aboriginal Cultural Heritage Advisory Committee.
- A32. The Hon. Steph Cooke MP, A3.19.2: Advising scholarships are now open for aspiring mental health workers in our schools.
- A33. Prostate Cancer Foundation of Australia, C1.7.8: Asking for assistance in generating discussion about this insidious disease called prostate cancer.
- A34. Shayne Browne, P4.20129: Forwarding formal notice of his resignation from the position of Plant Foreman at Weddin Shire Council.
- A35. Western NSW Local Health District, H1.7.17: Advising that the WNSWLHD is temporarily postponing non-urgent elective surgery in its health services.
- A36. NSW Office of Local Government, A3.9.3: Council Circular regarding September 2021 Mayoral elections.
- A37. Weddin Mountain Muster Committee, C1.4.13: Advising the 2021 Weddin Mountain Muster has been cancelled due to the ongoing COVID-19 pandemic.

SECTION B - Matters for Report

- B1. Weddin Mountain Muster, C1.1.3: Submitting a Community Project Support application.
- B2. Greenethorpe Soldiers' Memorial Hall Committee, C1.1.3: Submitting a Community Project Support application.
- B3. Caragabal Sheep Races Committee, C1.1.3: Submitting a Community Project Support application.

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

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF
WEDDIN SHIRE COUNCIL HELD, 26 AUGUST 2021.**

SECTION C - Matters for Consideration

- C1. The Hon. Steph Cooke MP, A3.19.2: Advising not-for-profits, community groups and local councils can now apply for Youth Opportunities Grants of between \$10,000 and \$50,000 for programs directed towards the 14-24 age group.

Applications close at 5:00pm on Monday 6 September 2021.

Copy forwarded to Councillors

RECOMMENDATION: that Council allow The Grenfell Henry Lawson Festival of Arts Committee to access \$3,000 of their own funds in order to engage a consultant to apply for a grant on their behalf to provide mentoring for young people in developing media-arts and film-making skills.

- 047 RESOLVED:** Cr Parlett and Cr Diprose that Council will support in principle any future grant funding applications made by The Grenfell Henry Lawson Festival of Arts that provide a creative opportunity for youth engagement.

- C2. The Grenfell Henry Lawson Festival of Arts Committee, C1.4.1: Forwarding the final Grenfell Henry Lawson Festival of Arts Strategic Business Plan 2022-2024.

Copy forwarded to Councillors

Note: the Business Plan will be considered as part of the Acting General Manager's report.

- 048 RESOLVED:** Cr McKellar and Cr Brown that The Grenfell Henry Lawson Festival of Arts strategic review Final Report be placed on public exhibition for a period of 28 days before being resubmitted to Council for consideration.

- 049 RESOLVED:** Cr Niven and Cr O'Byrne that the Correspondence be noted except where otherwise resolved.

19 August 2021

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**

As Councillors are aware there has been a recent outbreak of COVID-19 cases in NSW and movement of infectious persons throughout surrounding local government areas. In response, the NSW Government has enforced stay-at-home orders across the State that will remain in place until 10 September 2021.

We are currently taking the following measures to safeguard the health and wellbeing of Councillors, staff and community members in the provision of services: -

- Sewer and waste collection services and the Shire's Waste Depots continue to be maintained, as well as road maintenance and construction
- Council's Administration Office including the Service NSW Agency remains open for essential business only, with all customers required to wear a face mask and check in to the premises
- Working from home arrangements have been put in place for applicable Council staff in accordance with NSW Government Public Health Orders
- The Administration Building will be closed to the public on Tuesday 31 August 2021 so as to allow all employees the opportunity to attend the pop-up vaccination clinic that will be operating in Grenfell.
- The Grenfell Community Hub is currently closed to the public until stay-at-home orders are lifted.

We will continue to monitor the situation and respond as it develops to protect the health and safety of Councillors, staff and community members; this remains Council's top priority.

**For Information
Noted**

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

Stronger Country Communities Fund

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

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

THE ACTING GENERAL MANAGER'S REPORT

Council's grant funding application under **Round 3** of the Stronger Country Communities Fund (SCCF) was successful with Council receiving \$479,961 for the Main Street infrastructure project, which is a high priority in our Community Strategic Plan (CSP) and the upgrade of Bogolong Dam. The projects are in progress and further reported in the Director Engineering's report.

Council's grant funding application under **Round 4** of the Stronger Country Communities Fund (SCCF) has been submitted.

Council's grant funding application was for Options 1 and 2, being various projects that have previously missed out on funding and Quandialla Swimming Pool upgrade respectively.

The grant funding available for projects in the Weddin Shire is \$772,850 which is available for Council and the Community whereby 50% of the grant funding is required to be spent on projects that increase female participation in sport and enhance female sporting facilities.

The outcome of Council's grant funding application should be known September 2021.

For Information
Noted

Regional Cultural Fund

Council was successful with its Grenfell Community Arts Centre building refurbishment grant funding application.

The project is in the final stages of completion.

For Information
Noted

3. Drought Communities Program – Extension, C2.9.14

The following projects have been approved under the Drought Communities Program (DCP) – Extension.

Project Description	Funds requested	Status
Grenfell Main Street upgrade – trees purchasing/planting	\$200,000	In progress
Leash free dog area – fencing, seats, trees	\$100,000	Completed
Quandialla Hall – painting inside and out	\$36,750	In progress
Grenfell Kart Club –facilities upgrade	\$80,000	Completed
Upgrade to Company Dam Amenities	\$100,000	In progress
Caragabal Country Club – Multi purpose shed	\$31,500	Completed
Vintage sign project	\$10,000	Completed
Bogolong Dam upgrade	\$100,000	In progress
Grenfell Racecourse – new toilet block	\$105,000	Completed
Caragabal – Historic signage park, median strip etc	\$25,000	In progress
Civic Sign at Railway Park	\$10,000	In progress
Walking and cycling path	\$90,000	In progress
Works at Grenfell Railway Park (sealing area adjacent to amenities area)	\$30,000	Completed
Grenfell Aquatic Centre - additional shade area	\$30,650	Completed
Henry Lawson Oval – top dressing	\$30,000	Completed
Cleaning of Community Curtain at Grenfell Art Gallery	\$8,500	Completed
Contribution to Scout/Guide Hall air conditioned room project	\$12,600	Completed
Total	\$1,000,000	

THE ACTING GENERAL MANAGER'S REPORT

An update on the community projects still in progress is as follows: -

- Quandialla Hall – painting more than 50% complete. External painting will resume once the weather warms up.
- Caragabal Signage & Billboard – signs and billboard are printed and ready to be installed before harvest, weather permitting.

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

The Council projects that are still in progress are further reported in the respective Directors' reports.

**For Information
Noted**

4. The Grenfell Henry Lawson Festival of Arts Review, C1.4.1

The Grenfell Henry Lawson Festival of Arts strategic review being conducted by the *Tilma Group Pty Ltd* has been completed with the Final Report submitted to Council.

It is proposed that the Final Report be placed on public exhibition for a period of 28 days to seek feedback from the community.

RECOMMENDATION: that The Grenfell Henry Lawson Festival of Arts strategic review Final Report be placed on public exhibition for a period of 28 days before being resubmitted to Council for consideration.

Noted

5. Annual Returns of Disclosure of Interests, C2.2.2

The annual returns are required under the *Local Government Act 1993* to be lodged by 30 September 2021 by all Councillors and other designated persons.

Forms have been forwarded separately. To date, completed returns for the return period 30 June 2020 – 30 June 2021 have been received from: -

Crs M Liebich, P Diprose and S O'Byrne, Messrs G Carroll and L Sheehan.

The returns, once received will be available on Council's website for inspection by the public.

**For Information
Noted**

6. Local Government NSW Annual Conference, A3.18.3

As a result of COVID constraints and the further postponement of local government elections, the Local Government NSW Annual Conference will be truncated to a one-hour online event on 29 November 2021 commencing at 9:30am, followed by a Special Conference from 28 February 2022.

While the Special Conference will incorporate the debate and resolution of motions and a range of keynote speakers, the Annual Conference online event will be limited to the adoption of standing orders, along with reports from the President and Treasurer.

Council's Mayor Cr Liebich and Cr Parlett have been registered to attend the Annual Conference online event. Registration for the Special Conference will open at a later date.

For Information
Noted

7. Local Government Week 2021, C1.4.3

NSW Local Government Week was held from 2 – 8 August 2021.

Local Government week affords Councils the opportunity to showcase the range of services provided, the achievements of Councils, the breadth of work undertaken and Councils' plans for the future.

For Information
Noted

MICHAEL CHALMERS
ACTING GENERAL MANAGER

050 RESOLVED: Cr Niven and Cr Brown that except where otherwise dealt with the Acting General Manager's report be adopted.

19 August 2021

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

1. Statement of Bank Balances as at 31 July 2021:

Bank Account	
Westpac	1,013,622.71
Short Term Deposits	
CBA	12,500,000.00
Total Investments	<u>\$13,513,622.71</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 July 2021.

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

For Information
Noted

2. Statement of Loan Balances as at 31 July 2021:

Loans	
ANZ Loan No...43092	1,807,104.40
ANZ Loan No...43084	1,836,870.61
Total	<u>\$3,643,975.01</u>

For Information
Noted

DIRECTOR CORPORATE SERVICES' REPORT

3. Summary of Income - 1 July 2021 to 31 July 2021:

Rates Receipts	63,085.25
Service NSW Agency Commission	5,028.43
Access Point Payment	792.00
Interest on Investments	943.84
Government Fuel Rebate	8,651.00
Streetlight Subsidy	36,846.24
Grant – Back Yard Cricket	1,500.00
Grant – AED	1,000.00
Property Rental	1,144.52
Noxious Weeds Certificate	40.00
Section 603 Certificates	1,941.00
Section 10.7 Certificates	371.00
Tree Removal	25.00
Building & Development Fees	11,717.20
Sewer Diagram Charges	82.00
Dog/Cat Regos & Fees	643.00
Art Gallery Income	30.00
Community Technology Centre Income	3,857.20
VIC Centre Income - Souvenirs/Advertising	65.99
Caravan Park Fees	4,648.00
Tip Fees	336.00
Cemetery – Monument Application	162.00
Lions Donations Box Income	603.25
Sundry Income – Photocopying etc.	2.00
Total	\$143,514.92

For Information
Noted

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

Debt recovery is as follows: -

Debt recovery activity for the period 1 July 2021 to 31 July 2021 has only been of a routine nature due to the COVID-19 Legislative Amendments made by the Office of Local Government. An update of debt recovery activity that commenced prior to this is as follows: -

- 33 referred to Debt Recovery firm Recoupa
 - 14 paid in full
 - 10 part payments
 - 9 no response
- Late intervention visits regarding above no responses - ReCoupa visited rate payers and spoke to ratepayers to arrange payments or scheduled follow-ups

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

For Information
Noted

5. Grenfell Library, C2.8.15

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

STATISTICS

Circulation: 909 (including 0 ILL) over 23* days at a daily average of 39.52 (June 2021 – 46.23, July 2020 – 44.61). *Open to public for 13 days only.

Library Visits: 326 (June 2021 - 488). Phone enquiries: 43. Reference enquiries: 34. Internet desktop: 12. Internet Wi-Fi: 5. Kids Games: 2. Word: 0. Facebook visits: 7,546. Facebook followers: 469. Instagram followers: 25.

Bag Delivery: 15 (June 2021 - 9).

Click and Collect: 19.

Cost-Recovery Activities: Printing: \$179.40. ILL: \$12. Photocopy: \$8.60. Lamination: \$8. Scan + email: \$5. Reservation: \$2.

Interlibrary Loans: 0 requests.

Registrations: New registrations during July – 5 (1 Adults, 1 Institution, 1 Senior). Total registrations as of 31 July 2021 – 740 (349 Adult, 10 Housebound, 7 Institutions, 69 Junior, 256 Seniors, 49 Young Adult).

Additions of Stock: 152 new and 3 donated items valued at \$2,272.04 (1 BC, 5 DVD, 10 E, 3 EB, 2 ER, 31 F, 2 JDVD, 12 JF, 2 J MAG, 9 JTBPL, 36 LP, 24 MAGS, 8 NF, 1 REF, 2 YADVD, 5 YF, 1 YMAG, 1 YTBPL).

Deletions of Stock: 51 items valued at \$687.84.

Discretionary Spending as at 31.07.2021

Book Vote: 2021/22 - \$31,500 – includes \$1,500 FOLA grant.

Book Vote \$11,656.42 committed - includes standing orders set up for the year.

Magazines: \$261.02 committed.

BorrowBox:

Circulation: 57 eAudiobooks and 75 eBooks (June 2021 55 eAudiobooks and 63 eBooks).

Reservations: 23 eAudiobooks and 27 eBooks (June 2021 18 eAudiobooks and 23 eBooks).

Stock: 5155 eAudiobooks and 4457 eBooks (June 2021 5079 eAudiobooks and 4409 eBooks).

Users: 117 (June 2021 114).

Story Box Library: Site Access: 64 (80 June 2021).

indyreads™: Loans: 1 (1 June 2021). Reservations: 0 (1 June 2021). Users: 12 (11 June 2021).

OTHER

The following programs were held with good turnouts for all sessions:

- Preschool Storytime
- Junior Book Club
- Cinema

The movie this month was well attended as always. With the school holidays we held two sessions of Tom & Jerry for the kids with both sessions booked out.

The teddy bear Storytime was booked out with a great bunch of kids attending.

For the school holidays I added in a daily Lego challenge via Facebook. It was great to see so many talented kids.

The usual programming of posts on Facebook and updates to the website have continued this month.

Planning has continued for Book Week and other events.

Another 21 boxes containing 444 items have been packed up for collection by James Bennett for distribution under the sustainability program. This brings us to a total of 126 boxes and 2,561 items.

Library was closed from Monday 19 July. A click and collect/delivery service was put in place and again utilised by the community.

The Library now has an Instagram account to reach the community.

Due to the library closure the Reading Olympics registrations were moved online. So far 13 members have signed up. Manual registrations will commence with the library reopening next month.

For Information
Noted

6. Arts/Tourism, C2.8.11

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

Tourism & Visitor Information Centre

The Community Hub was closed from Monday 19 July to Monday 2 August as a precaution in light of the COVID-19 outbreaks in the surrounding areas. There was a significant decrease in visitation before this as much of the NSW coast, Greater Sydney and surrounds were in lockdown.

- COVID-19:
 - Enforced mandatory face masks for everyone entering the building
 - Continued assisting/monitoring people entering the building (library, hub, gallery, VIC) to record their details for contact tracing as required by the NSW Government and per our COVID-Safe Plan. Encouraged people entering the building for the library to sign in at library to avoid congestion at front doors
- Answered enquiries – email, phone and face-to-face
- Social media:
 - 14 Facebook posts
 - 14 Instagram posts
 - 5 post to the Weddin Shire Council Economic Development Business Facebook page
 - Social media engagement

- Website updates, including:
 - Business directory
 - Event listings
 - Grenfell Art Gallery exhibition information
 - Community Guide updates as submitted by community from callout in paper and through Deidre Carroll
- Distributed Weekly Questions email to database and collated replies
- Managed community hub bookings and keys
- June report
- Liaised with CTC about merging onto Council's server. Prepared documents for transfer
- Continued to liaise with Works Supervisor regarding installation of remaining bird trails signs and Company Dam signage
- Set tasks for weekend staff and staff covering lunches / RDOs
- Distributed, gathered and submitted feedback to Destination NSW for their questions to tourism industry about "Impact of lockdowns on your local tourism industry"
- Ordered produce to sell in VIC
- Provided feedback and approved Grenfell advertisement in new Hilltops visitor guide
- Cycling tours enquiry
- Quandialla Pool history sign enquiry/family daycare enquiry

Art & Art Gallery

- 'The Art of Ageing' exhibition
 - Booked freight to next host gallery
 - Assisted with bump out/packing up exhibition
 - Liaised with DCS about transit insurance
- 'Views and Realms' exhibition
 - Liaised with artist
 - Created name plates
 - Talked to Service NSW about having an opening
- Updated website GAG page
- Organised volunteers and roster gaps
- Booking artists for 2022/23:
 - Email for EOI for VIC based artist in 2022/23
- Spoke with and assisted new gallery coordinator for Parkes Shire Council
- Cancelled volunteers for 2 week lockdown
- 2BS 95.1FM interview

For Information
Noted

7. Grenfell Internet Centre, C2.8.14

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

Helpdesk & System Administration

This month

- Install out of band patches for printer spooler vulnerability. Mitigate vulnerability on systems where patch not yet available. (Hub)
- Install latest Windows 10 build on workstations (Hub)
- Update AV management agent to latest version on workstations and servers (Hub)
- Install latest version of AV client to workstations and servers (Hub)
- Install final patch printer spooler vulnerabilities domain controllers (Hub)
- Patch Cable to connect Community Hub (Partial) to Weddin Domain
- Move VIC PC to Weddin Domain
- Remove VIC from Hub Domain, AV Security Management Centre, and WSUS.
- Decommission Internal Wiki
- Remove Wiki from AV Security Management Centre
- Mitigate PetitPotam vulnerability Domain Controllers (Hub)

On going

Install Operating System & Software Updates for On-Prem Servers

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

Manage Operating System & Software Updates for Workstations via WSUS

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

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

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

Software Development

- PowerShell – update Automated Client Install Script (CTC)

Marketing (Internet Centre)

- Publish Blog Posts (<https://www.grenfellinternetcentre.com.au>)
 - Turning off the News and Interests Toolbar:
<https://www.grenfellinternetcentre.com.au/turning-off-the-news-and-interests-toolbar/>
 - Grenfell Community Hub Temporary Closure:
<https://www.grenfellinternetcentre.com.au/grenfell-community-hub-closure/>
 - Internet Centre Services Returning: <https://www.grenfellinternetcentre.com.au/internet-centre-services-returning/>
- Share Posts on Social Media
 - Facebook
 - Twitter
 - Google Business
 - Instagram
- Search Engine Optimisation on Blog Posts
- www.grenfellinternetcentre.com.au visited 390 times by 271 Users

Sales and Services

Client Enquires

- 77 clients made enquires via telephone
- 90 clients made enquires in store
- 28 clients made enquires via email/website

Sales and Services

- Conducted Computer Repairs for 9 residential clients
- Conducted Mobile Phone and Tablet repairs for 15 residential clients
- 2 Mobile Phone screen replacements
- ESET Products sold to 7 residential clients and 4 business clients
- Software, parts, and accessories sold to 18 residential clients
- Ink and toner cartridges sold to 11 residential clients
- 13 Clients used printing and photocopying services

Computer Tuition

- Delivered 3 individual lessons

Printing

- Criterion Hotel

Human Services Access Point

- Assist human services clients with access point usage

Client Websites

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

**For Information
Noted**

8. NSW Rural Doctors Network Request, H1.1.6

Correspondence Item C3 from the July 2021 Ordinary Council meeting refers.

The NSW Rural Doctors Network (RDN) Bush Bursaries and Country Women's Association of NSW Scholarship is a student initiative that aims to attract and encourage a passionate and sustainable future health workforce to consider rural and remote opportunities. RDN and local councils work together to provide a positive Bush Bursary experience and showcase the incredible rural lifestyles available to students.

RDN is requesting the following support from Council: -

- investment of \$3,000 (+GST) for two (2) sponsored students;
- nomination of contact person from within Council or associated organisation;
- liaison with RDN and student Bush Bursary student regarding placement arrangements;
- liaison with RDN, Bush Bursary recipients and local media (where appropriate) to promote the placements in our community; and
- assistance in sourcing accommodation in the community for the students whilst they are on placement.

RECOMMENDATION: that Council: -

- i) contribute \$3,000 (+GST) as requested using the Economic Development Reserve
- ii) investigate allocating the contribution as permanent line item in future budgets
- iii) nominate a contact from Weddin Wellness Network to liaise with RDN in regards to the Bursary.

051 RESOLVED: Cr Diprose and Cr Bembrick that Council: -

- i) contribute \$3,000 (+GST) as requested using the Economic Development Reserve
- ii) investigate allocating the contribution as permanent line item in future budgets
- iii) nominate a contact from Weddin Wellness Network to liaise with RDN in regards to the Bursary.

9. Quandialla Progress Association Request, P2.12.1

Director Engineer's Report Item 15 from the July 2021 Council meeting refers.

RECOMMENDATION: that: -

- i) Council reject the formal request from the Quandialla Progress Association to maintain the disabled toilets located at the Quandialla Soldiers Memorial Hall
- ii) Council establish \$5,000 community donation budgets for the maintenance of Non-Council owned Community assets for the townships of Quandialla, Caragabal and Greenethorpe as well as \$1,000 for Bimbi.
- iii) Council fund the above from unrestricted funds this year and add the amount as a line item in future budgets
- iv) the above funds be administered to Progress Associations via Council's Community Project Support Application process
- v) the Greenethorpe and Bimbi communities be encouraged to form a Progress Association so as to be eligible for the above
- vi) any such application cannot request in-kind support from Council
- vii) evidence such as invoices or receipts be provided demonstrating the completion of maintenance works.

DIRECTOR CORPORATE SERVICES' REPORT

052 RESOLVED: Cr McKellar and Cr Brown that: -

- i) Council reject the formal request from the Quandialla Progress Association to maintain the disabled toilets located at the Quandialla Soldiers Memorial Hall
- ii) Council establish \$5,000 community donation budgets for the maintenance of Non-Council owned Community assets for the townships of Quandialla, Caragabal and Greenethorpe as well as \$1,000 for Bimbi.
- iii) Council fund the above from unrestricted funds this year and add the amount as a line item in future budgets
- iv) the above funds be administered to Progress Associations via Council's Community Project Support Application process
- v) the Greenethorpe and Bimbi communities be encouraged to form a Progress Association so as to be eligible for the above
- vi) any such application cannot request in-kind support from Council
- vii) evidence such as invoices or receipts be provided demonstrating the completion of maintenance works.

MICHAEL CHALMERS

DIRECTOR CORPORATE SERVICES

053 RESOLVED: Cr McKellar and Cr Brown that except where otherwise dealt with the Director Corporate Services' report be adopted.

19 August 2021

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir,

I wish to report as follows: -

1. Works Report – 1 July 2021 to 31 July 2021:

1.1. Highways – Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide posting has continued on major highways during the period 1 July 2021 to 31 July 2021.

- | | |
|---------------------------|---|
| SH6 (Mid Western Highway) | <ul style="list-style-type: none">- General maintenance- Rest area maintenance- Table drain maintenance- Shoulder grading maintenance- Guide posting- Significant cold mix bitumen patching due to wet weather |
| SH17 (Newell Highway) | <ul style="list-style-type: none">- General maintenance- Rest area maintenance- Guide posting- Significant cold mix bitumen patching due to wet weather |

1.2. Regional Roads – Capital and Maintenance Works

Routine maintenance such as rest area maintenance, patching and guide posting has continued on regional roads during the period 1 July 2021 to 31 July 2021.

- | | |
|--------------------------------------|---|
| MR398 (Mary Gilmore Way) | <ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance- Pavement maintenance- Tree maintenance |
| MR236 (Henry Lawson Way/Forbes Road) | <ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance- Culvert extensions |
| MR237 (Gooloogong Road) | <ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance |
| MR239 (Henry Lawson Way/Young Road) | <ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance- Culvert maintenance |

DIRECTOR ENGINEERING'S REPORT

1.3. Rural Local Roads – Capital Works

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

- New Forbes Road - Culvert replacement
- Nowlans Road – Gravel resheeting

1.4. Rural Local Roads – Maintenance

Routine maintenance such as slashing, patching and guide posting has continued on rural local roads during the period 1 July 2021 to 31 July 2021.

- Maintenance Grading:
 - Lynchs Road
 - Mogongong Road
 - Wirega-Greenethorpe Road
 - Nealons Lane
 - Napiers Road
 - Maddens Lane
- Tree Maintenance:
 - Adelargo Road
 - Gooloogong Road
 - Piney Range Hall Road
 - Iandra Road
- Signs/Guidepost Maintenance:
 - Morangarell Road
- Culvert/Drainage Maintenance:
 - Nowlans Road
 - New Forbes Road
 - Back Piney Range Road
 - Hancock-Flinns Road

**For Information
Noted**

2. Other Works:

2.1. Parks & Ovals Report

- Parks: routine mowing, whipper snipping, edging, weeding, furniture maintenance
- Grenfell town area: tree trimming, sucker removal, leaves removal
- Irrigation systems maintenance
- Parks: soft fall maintenance around swings
- Grenfell, Bimbi and Caragabal Cemeteries: mowing and weeding
- General mowing and whipper snipping carried out
- Bimbi and Caragabal town area: mowing and weeding
- Caragabal sports ground: mowing and weeding

DIRECTOR ENGINEERING'S REPORT

2.2. Cemeteries

The following graves have been prepared during the period 1 July 2021 to 31 July 2021:

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

The following maintenance has been carried out during the period 1 July 2021 to 31 July 2021:

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

2.3. Sewer Mains

Nil sewer chokes have been attended to during the period 1 July 2021 to 31 July 2021.

2.4. Private Works

One (1) private works was carried out during the period 1 July 2021 to 31 July 2021.

2.5. Village Area – Capital and Maintenance Works

- Caragabal: mowing and maintenance

2.6. Vandalism

Rural	- Nil
Urban	- One (1)
Progressive Cost Rural	\$ 0.00
Progressive Cost Urban	\$ 0.00

**For Information
Noted**

3. Future Works – 1 August 2021 onwards:

3.1. Highways

SH6 (Mid Western Highway)	<ul style="list-style-type: none">- General Maintenance- Routine Maintenance Annual Program (RMAP)- Remove/cut and seal surface failures- Cold mix repairs (ongoing)
SH17 (Newell Highway)	<ul style="list-style-type: none">- General maintenance- Routine Maintenance Annual Program (RMAP)- Cold mix repairs (ongoing)

DIRECTOR ENGINEERING'S REPORT

3.2. Regional Roads

- | | |
|--------------------------------------|--|
| MR398 (Mary Gilmore Way) | <ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance- Heavy patching |
| MR236 (Henry Lawson Way/Forbes Road) | <ul style="list-style-type: none">- General maintenance- Sucker spraying and removal to continue- Safer Road Grant Project: shoulder/culvert/guard railing works to commence |
| MR237 (Gooloogong Road) | <ul style="list-style-type: none">- General maintenance- Heavy patching |
| MR239 (Henry Lawson Way/Young Road) | <ul style="list-style-type: none">- General maintenance- Signs and guidepost maintenance- Tree maintenance- Hunters Bridge approach works to commence |

3.3. Rural

- General maintenance
- Maintenance Grading
 - Wirega-Greenethorpe Road
 - Gaults Lane
 - Reeves Lane
 - Gannons Road
 - Bobelar Lane
 - Bembrick Lane
- Culvert/Drainage Maintenance
 - New Forbes Road
 - Arramagong Road
 - Nowlans Road
 - Pullabooka Road
- Slashing Maintenance:
 - O'Brien's Hill
 - Henry Lawson Way town edges
- Gravel re-sheeting as per Operational Plan
- Sucker control and table drain maintenance ongoing
- Back Piney Range Road: culvert replacement
- Hancock-Flinns Road: culvert replacement
- Arramagong Road: culvert replacement
- Heathcotes Lane: culvert replacement

3.4. Urban and Village

- General maintenance
- Tree trimming in various locations

For Information
Noted

DIRECTOR ENGINEERING'S REPORT

4. RMS RMCC Contract, R2.54.4

Ordered Works: Nil

For Information
Noted

5. Plant Report, P6.1.1

The following Plant Maintenance was carried out during the period 1 July 2021 to 31 July 2021 as outlined below:

PLANT NO	PLANT	DETAILS
2085	RANGER UTE	FIT NEW HOIST / CAGE LIFTER
Light Vehicle/Small Plant	VARIOUS	SERVICING AND REPAIRS OF LIGHT VEHICLES AND SMALL PLANT ITEMS
ADMIN	WORKSHOP/PLANT	PLANT REPLACEMENT PROGRAM, QUOTING, PROCUREMENT & NEW PLANT COMMISSIONING ETC.
3965	GARBAGE TRUCK	MAJOR SERVICE, ROUTINE MAINTENANCE AND REPAIRS, TRANSMISSION REPAIRS
4110	MOWER	SERVICE MAINTENANCE AND REPAIRS
4116	MOWER	ROUTINE MAINTENANCE AND REPAIRS
4096	ROLLER	NEW RADIOS AND ELECTRICAL REPAIRS
4109	ROLLER	HYDRAULIC REPAIRS
1114	TAXI	SERVICE AND ROUTINE MAINTENANCE
4102	GRADER	MAINTENANCE AND REPAIRS
4107	PATCH TRUCK	TURBO/INTAKE SYSTEM REPAIRS, ELECTRICAL REPAIRS
4108	ROLLER	INTAKE, COOLING SYSTEM & BODY REPAIRS
4122	BACKHOE	BRAKE REPAIRS
3964	WATER TRUCK	ELECTRICAL AND AIR SYSTEM REPAIRS
3956	FLOAT	ROUTINE MAINTENANCE AND REPAIRS
3957	GRAVEL TRUCK	NEW TYRES, BONNET & AIRBAG REPAIRS
3962	TRUCK	MAINTENANCE & REPAIRS
RFS	RFS TRUCKS & UTES (etc.)	THIS MONTHS MAIN FOCUS - YEARLY SERVICE, REPAIR & REGISTRATION INSPECTION SCHEDULE
WSC FLEET	ALL LIGHT/HEAVY PLANT	INSPECTIONS ETC.
PLANT INSPECTION	ROAD PLANT	INSPECTION FOR COMPLIANCE OF CONTRACTORS ROAD PLANT

For Information
Noted

DIRECTOR ENGINEERING'S REPORT

6. Noxious Weeds Report, C2.8.12

The following Noxious Weeds Activities were carried out during the period 1 July 2021 to 31 July 2021 as outlined below:

<u>Activity</u>	<u>Location</u>
Administration	Monthly reporting
	Mapping
	BIS uploads
	Email replies to relevant emails
Publicity	Blue Heliotrope - Central West awareness campaign has begun with TV ads already receiving a great response; Blue Heliotrope merchandise will arrive soon. Also awaiting WeedWise merchandise.
Mapping	BIS compliance - all fields working well & uploads completed each month
Meeting	Dubbo - Operational group, carried out providing local information for weed risk assessment for review.
Training	4WD training postponed due to COVID-19 restrictions. Online WIDX reporting training: July component completed, August remaining
Roadside Inspections & Reactive Treatment of Weeds if required	New Forbes Road Back Piney Range Road Adelargo Road Simpsons Drive SH6 SH17 Eves Lane Pullabooka Road Sandy Creek Road Ballendene Road Hancock Williams Road Caragabal-Quandialla Road Stewarts Road Mary Gilmore Way
Weeds Treated	Bridal Creeper
Council Owned Land Inspections	Railway Park Company Dam O'Briens lookout Cemeteries (Grenfell, Caragabal and Bland)
TSR Inspection	SH6 SH17 933 - Gooloogong Road 1036 - Mary Gilmore Way 1143- Stock Route Road 836 - Bimbi-Quandialla Road
Other High Risk Weed Sites Inspections	Campgrounds Rest areas Tourist parking areas Sporting grounds Cemeteries Grain storage areas
Sucker Control	Continuous sucker control on various roads On request or sightings 813 – Back Piney Range Road

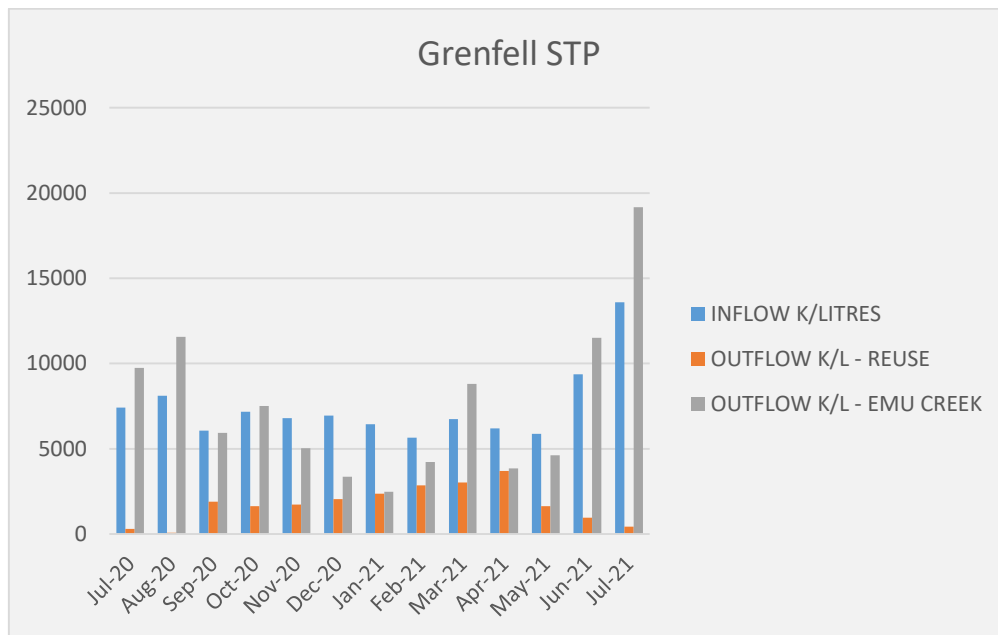
For Information
Noted

7. Sewerage Treatment Works Report, S1.1.1

Total inflow through the Works during the period 1 July 2021 to 31 July 2021 was 13,592kL with a daily average of 438.84kL. Outflow for irrigation for reuse was 433kL and discharge to Emu Creek was 19,171kL.

The highest daily recording of 901kL occurred for the 24 hours ending 6:30am on 17 July 2021 and the lowest of 313kL for the 24 hours ending 6:30am on 7 July 2021.

A total rainfall of 104.5mm was recorded for the month.



For Information
Noted

8. Grenfell Main Street Renewal, R2.4.19

Works on the Main Street Renewal are starting to pick up tempo: the initial scope of works for stormwater is approaching completion, the additional works on Short Street should be completed this month and some minor capping of pits and installation of lintels will occur before pavement works have commenced.

Issues with the existing stormwater network which necessitated the scope of works in Stage 2 to be expanded to include the replacement of an existing vitrified clay pipe situated adjacent to the Forbes Street Motel has been completed without incident.

This month works completed include: further installation of stormwater pits and pipes, installation of smaller (225mm diameter) concrete and uPVC pipes for use in future garden beds, empty electrical conduits installation and first stage of irrigation installation.

The installation of the stormwater pipes continues to uncover various buried assets and other latent site conditions; this month excavations have revealed unknown, possible electrical conduits as well as water/sewer lines near the Medical Centre. No evidence of rumoured tunnels near the Albion Hotel have been uncovered; the tunnels are either deeper than what's been excavated or do not exist.

DIRECTOR ENGINEERING'S REPORT

The relocation of the Essential Energy assets is no longer on the critical path to delivery; Essential Energy have agreed to Council's proposal to run temporary overhead lines to the existing streetlights which will allow Council to construct the new pavement without the need for temporary lighting.

The new critical path is the placement of the kerb and gutter; this is limiting commencement of pavement works. New kerb will be installed before the end of the month.

The inclement weather currently being experienced, in addition to the streetlight electrical conduit issues meant the project was pushed back. The new timeline has not slipped further; the completion date in consultation with Engineers remains forecasted for October. This allows minimal contingency for inclement weather.

Council is regularly updating the project webpage to give frequent updates to the community and enable any member of the public to ascertain the latest project information. The URL of the webpage is <https://grenfell-main-street-renewal-weddin.hub.arcgis.com/>

All major procurement for materials on the Project has been secured, including:

- Stormwater Pipes
- Strata-Vault System for Trees
- Trees (Being held by nursery until required)
- Street Signs

A site on the western side of the Grenfell Railway Station has been cleared for road material during demolition, this has been expanded this month to include additional stockpile space for the pavement materials.

Final work packages have been awarded with no more tenders for the works outstanding, contracts awarded include:

- Gravel Supply
- Pavement Demolition/Installation
- Tree Planting/Installation
- Electrical Conduit Installation
- Automated Irrigation System Design/Installation
- Asphalt

The Project timeline is as follows: -

Main Street Renewal Works Tentative Schedule	
<u>Date</u>	<u>Activity</u>
January 2021	Re-establish and commence deconstruction/construction
March 2021	Relocate Other services
April 2021	Disestablish for Easter, re-establish and continue with preliminaries and stormwater installation
July 2021	Finalise stormwater installation
	Demolition and conduit installation
August/September 2021	Pavement work
October 2021	Handover

For Information

Crs Bembrick, O'Byrne and Parlett previously submitted written declarations of interest for items 9 and 10 and left the room.

Noted

9. Grenfell Main Street Renewal – Centre Streetlight Pole Colour Selection, R2.4.19

Council, at its June 2021 Ordinary meeting resolved as follows: -

“that Council adopt Proposal C and authorise the General Manager to: -

- i) engage a contractor to install private street lighting on Main Street, Grenfell up to the value of \$200,000 without seeking more than one (1) quotation due to the specialised nature of the preferred street lighting option*
- ii) request that Essential Energy decommission the existing street lighting*
- iii) liaise with Council's Heritage Advisor to determine a suitable colour for the street light poles.”*

Council's Engineers have liaised with the Heritage Advisor and they have put forward advice recommending the colour AS2700 T63 Teal.

Attachment: Grenfell Main Street Renewal - light poles colour.pdf

RECOMMENDATION:

For Council's consideration.

054 RESOLVED: Cr Diprose and Cr McKellar that the recommended colour AS2700 T63 Teal be approved.

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

10. Fixing Local Roads Program Round 1, R2.52.1

Council has secured \$4.83 million under the Fixing Local Roads program which will see a positive impact on tourism and heavy vehicle routes. The projects which received funding under this program are:

- \$3,898,702 for Pullabooka Road Rehabilitation
 - due to commence September 2021
- \$504,800 for Nowlans Road Re-Sheeting
 - project now 50% complete
- \$213,410 for Back Piney Range Road Sealing
 - project is complete

For Information
Noted

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

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

The projects which received funding under this program are as follows: -

- \$117,655 for the Replacement of Back Piney Range Road Culvert (ID: CU0084)
 - water in creek bed has been bypassed and contractor has recommenced works



Photo 1: Back Piney Range Road culvert

- \$117,655 for the Replacement of Hancock-Flinns Road Culvert (ID: CU0532)
 - works will recommence once water in creek bed has been bypassed as was done for Back Piney Range Road culvert



Photo 2: Hancock Flinns Road culvert

- \$21,000 for the Geometry Rectification through Stabilisation of Hancock-Flinns Road
 - works completed
- \$259,025 to go toward the Main Street Renewal
 - works currently in progress
- \$120,000 to go toward the Grenfell Signage Rollout
 - tender submissions have been received; evaluation report in Closed Council.

Project extensions for Round 1 have been submitted and approved.

**For Information
Noted**

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

Council has secured a further \$518,531 in funding under the Local Roads and Community Infrastructure (LRCI) Extension Program. The projects which received funding under this program are as follows: -

- \$518,531 to go toward the Main Street Renewal Project
 - works are currently in progress

For Information
Noted

13. 2018-2019 Bimbi Floodplain Management Program, T1.6.75

As previously reported Council has awarded the successful tenderer for the project. The project timeline and status report is shown on the following page.

For Information
Noted

DIRECTOR ENGINEERING'S REPORT

Milestone number	Milestone	Activities	Outputs	Projected milestone completion date	Status
1	Data collection review	Hydrologic and hydraulic data collection, inception meeting, field inspection	Progress Report Stage 1	20-08-20	Completed
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	21-05-21	Completed
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)	30-07-21	Completed
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	10-09-21	
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	30-10-21	
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	

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

055 RESOLVED: Cr McKellar and Cr Brown that the Director Engineering's late report be received and dealt with because of the urgency of the matter.

14. Grenfell Main Street Furniture Family, P2.3.18

My report to the February 2021 Extra-Ordinary Council meeting refers whereby Council resolved as follows: -

"that: -

- i) Council engage designers to design a suite of additional street furniture in collaboration with Council's Heritage Advisor to be sympathetic towards Grenfell's heritage*
- ii) upon Council approval, the additional and highest ranking existing designs be placed on public exhibition for 28 days with a half-day community consultation session to be held at the Community Hub*
- iii) following public exhibition, the designs be re-submitted to Council for formal adoption."*

Council's Engineering department have, in collaboration with Council's Heritage Advisor, overseen the development of a new suite of street furniture designs by *Moir Landscape Architecture*.

Under the simple and classic design directives, the new suite of seat and bin options lend themselves to the heritage context of Grenfell whilst not dominating the streetscape. The colour scheme and use of materials is consistent across the designs so as to unify the cohesive furniture family amongst the historic buildings and again, avoid a single piece dominating the heritage conservation area.

These design choices were made so as to align with the comments received from the community during the public exhibition of the original suite of furniture family.

Decorative bollards have been removed from the furniture family at this stage as there are none present in the Main Street Renewal plans.

It is proposed that Council approve the new suite of furniture options to be placed on public exhibition, including the highest ranking existing designs for a period of 28 days and submitted to the community panel for their preference as well as a half-day community consultation session to be held at the Community Hub.

Attachments: Original Furniture Family Options.pdf
New and Highest Ranking Existing Furniture Family Options.pdf
Heritage Advisor Comments.pdf

RECOMMENDATION: that: -

- i) Council approve the new suite of furniture options to be placed on public exhibition, including the highest ranking existing designs for a period of 28 days and submitted to the community panel for their preference as well as a half-day community consultation session to be held at the Community Hub
- ii) following public exhibition, the designs be re-submitted to Council for formal adoption.

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

056 RESOLVED: Cr Brown and Cr McKellar that: -

- i) Council approve the new suite of furniture options to be placed on public exhibition, including the highest ranking existing designs for a period of 28 days and submitted to the community panel for their preference as well as a half-day community consultation session to be held at the Community Hub
- ii) following public exhibition, the designs be re-submitted to Council for formal adoption.

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

JAYMES RATH
DIRECTOR ENGINEERING

057 RESOLVED: Cr McKellar and Cr Niven that except where otherwise dealt with the Director Engineering's report be adopted.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

19 August 2021

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

Dear Sir,

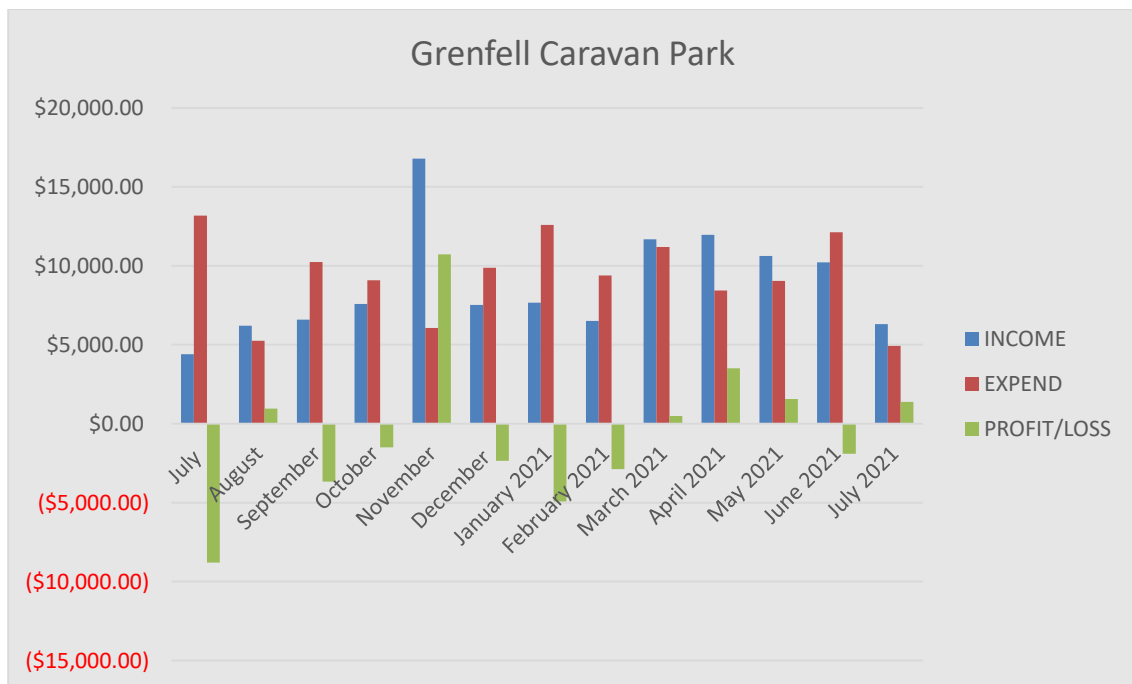
I wish to report as follows: -

A Public Health and Environmental Matters

A1. Caravan Park Operations, P2.3.3

Income during the period 1 July 2021 to 31 July 2021 was \$6,316.17 with expenditure of \$4,930.30 resulting in an operational profit of \$1,385.87 for the month.

There were 222 sites occupied during the period 1 July 2021 to 31 July 2021.



**For Information
Noted**

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 16 March 2017 (Res. No. 371).

DA NO.	Applicant	Construction	Value (\$)	Address
33/2021	Andy's Design & Drafting	Shed	\$14,000	LOT: 7 SEC: 13 DP: 758473 Rose Street GRNEFELL NSW 2810
34/2021	Mr M J De Reeper	Dwelling	\$200,000	LOT: 12 DP: 224968 6 Sale Street GRENFELL NSW 2810
35/2021	Mr K R & Mrs V M Barlow	Shed	\$52,000	LOT: 89 DP: 752945 537C Gooloogong Road GRENFELL NSW 2810
36/2021	Mr G L Halloran	Verandah	\$16,000	LOT: 1 DP: 101678 68 East Street GRENFELL NSW 2810

**For Information
Noted**

B2. Construction Certificates

The undermentioned applications were received and determined under delegation.

CC NO.	Applicant	Construction	Address
30/2021	Mr T J & Mrs B L McCann	Alts/Additions to Dwelling	LOT: 4 DP: 872222 Coba Parish GRENFELL NSW 2810

**For Information
Noted**

B3. Complying Development Applications

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

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

**For Information
Noted**

B4. Development Application – 28 Forbes Street GRENFELL, DA 40/2021

Subject: Development Application No. 40/2021, Lot 2 DP 510070, 28 Forbes Street, Grenfell - alterations and additions to existing dwelling and carport, lodged by J Milne.

Precis: Development Application No. 40/2021 is reported to Council for determination due to a variation to the side boundary setback requirement of Council's DCP being requested.

Budget: Nil

RECOMMENDATION: that: -

- i) Council note that the reason for the decision is that the proposal largely complies with Section 4.15 of the *Environmental Planning and Assessment Act 1979*.
- ii) Development Application No. 40/2021, for alterations and additions to an existing dwelling and a carport on Lot 2 DP 510070, 28 Forbes Street Grenfell be approved subject to the following conditions:

Division required *Local Government and Planning Legislation Amendment (Political Donations) Act 2008*.

GENERAL CONDITIONS

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

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

Plan No./ Supporting Document	Prepared by/Reference Details	Weddin Shire Council Reference
Architectural Plans Pages 1-6	Dated 11/6/2021	Stamped No. 40/2021
Plan of Carport Page 2 of 5	MA Steel Dated 21/7/2021	Stamped No. 40/2021
Statement of Environmental Effects	DA Busters Dated July 2021	Stamped No. 40/2021
BASIX Certificate	Certificate No. A418558	Stamped No. 40/2021

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

2. The applicant shall comply with all relevant prescribed conditions of development consent under Part 6, Division 8A of the Environmental Planning and Assessment Regulation 2000 (see attached Advisory Note).

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS

3. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifier, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Weddin Shire Council Engineering Standards prior to any building and or subdivision works commencing. No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificates have been obtained. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.
4. The Applicant is to submit to Weddin Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building Works'.
5. Prior to the commencement of work on the site, all erosion and sediment control measures shall be implemented and maintained prior to, during and after the construction phase of the development. Controls shall be installed in accordance with the 'Guidelines for Erosion and Sediment Control on Building Sites' developed by the Department of Land and Water Conservation 2001 as published on the NSW Department of Planning, Industry and Environment website - <https://www.environment.nsw.gov.au/-/media/OEH/Corporate-Site/Documents/Land-and-soil/guidelines-erosion-sediment-control-building-sites.pdf>
6. Prior to the commencement of work on the carport, a peg out survey from a registered surveyor must be provided to the Certifying Authority to confirm that the whole structure including footings, guttering and downpipes will be located entirely within the confines of the property.
7. The Applicant is to obtain all relevant approvals to carry out sewerage work, to carry out stormwater drainage work and to carry out water supply work from Weddin Shire Council prior to commencing works to and comply with any conditions of that permit. All work shall be carried out by a licensed plumber and drainer and to the requirements of the Plumbing Code of Australia. The licensed plumber or drainer must submit a Notice of Works form to Council prior to the commencement of any plumbing and drainage works and a Certificate of Compliance at the completion of the works. The plumbing and drainage works must be inspected by Council at the time specified below:
 - (a) Internal Drainage: When all internal drainage work is installed and prior to concealment. Pipes should be under water test.
 - (b) External Drainage: When all external drainage work is installed and prior to concealment. Pipes should be under water test.
 - (c) Water Supply: Hot and cold water supply pipework, when the pipework is installed and prior to concealment. Pipes should be under pressure test.
 - (d) Stormwater: When the stormwater and roof water drainage system has been completed.

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

8. In accordance with Clause 162A of the Environmental Planning and Assessment Regulation 2000, where Council is nominated as the Certifier, the works must be inspected by Council at the times specified below:
- (a) After excavation for, and prior to the placement of, any footings;
 - (b) In the case of a swimming pool, as soon as practicable after the barrier (if one is required under the Swimming Pools Act 1992) has been erected;
 - (c) Prior to pouring any in-situ reinforced concrete building element;
 - (d) Prior to covering of the framework for any floor, wall, roof or other building element;
 - (e) Prior to covering waterproofing in any wet areas;
 - (f) Prior to covering any stormwater drainage connections; and
 - (g) After the building work has been completed and prior to any Occupation Certificate being issued in relation to the building.

Where Weddin Shire Council is required to carry out inspections the principal contractor for the building site, or the owner-builder, must notify Council at least 48 hours before each required inspection needs to be carried out. Failure to obtain an inspection of the works at the times specified above may prevent an Occupation Certificate being issued for the development.

9. All construction work shall be carried out within the confines of the property unless separate written permission is obtained from the relevant landowner and/or authority in control of the land. A copy of any written notices authorising off-site construction operations shall be submitted to Council prior to any operations commencing on the affected land.
10. All building rubbish and debris, including that which can be windblown, shall be contained on site in a suitable container for disposal at an approved Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project. No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road. The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.
11. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.
12. All storage of goods and building materials and the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. All vehicles must be parked legally and no vehicles are permitted to be parked over the public footpath. The unloading of building materials over any part of a public road by means of a lift, hoist or tackle projecting over the footway will require separate approval under Section 68 of the Local Government Act 1993.
13. Building activities and excavation work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on weekdays and 8.00 am and 1.00 pm on Saturdays. No work on Sundays or Public Holidays is permitted.
14. All roofed and paved areas are to be properly drained in accordance with the Plumbing Code of Australia and discharged to the street drainage system in Forbes Street, or other suitable location approved by Council, in a manner that does not cause soil erosion or nuisance to adjoining properties.

15. Where the proposed building works necessitate the cutting-in of new stormwater outlets into the existing street kerb, the Applicant and plumbing/drainage contractor shall ensure that the following procedures are carried out:
- (i) A kerb adaptor suitable for the particular kerb profile and capable of withstanding vehicle loadings is to be utilised;
 - (ii) The opening in the kerb is created by either a saw cut or bored hole only. Breaking out the kerb by impact methods is not permitted;
 - (iii) The kerb adaptor is to be kept flush with the top and outside face of the kerb; and
 - (iv) The fixing of the kerb adapter and filling in of side gaps is to be undertaken by the use of an epoxy resin. Mortar or concrete is not to be used.

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

16. Prior to occupation or use of the dwelling alterations and additions, all smoke alarms within the entire building are to be upgraded where necessary to comply with the requirements of part 3.7.5 of the Building Code of Australia and Australian standard 3786-2014.
17. The Applicant must not commence occupation or use of the alterations and additions to the dwelling or carport until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.

ADVICE

Aboriginal Heritage

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

Dial Before You Dig

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

Telecommunications Act 1997 (Commonwealth)

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

Water Supply

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

ASSESSMENT REPORT

Introduction

Development Application No. 40/2021 proposes alterations and additions to an existing dwelling and the construction of a carport on Lot 2 DP 510070, 28 Forbes Street Grenfell. Copies of the site plan, elevation plans and Statement of Environmental Effects are included in the Attachment to this report. The application was lodged by Ms J Milne.

Description of Site

The development site is located on the corner of Forbes Street and an un-named laneway located between Dagmar Street and Rose Street. The site has an area of 798.33m² with vehicular access currently provided from both Forbes Street and the un-named laneway.

An existing brick veneer and tiled roof dwelling and garage are currently located on the site. The property is generally surrounded by other residential developments.

Description of Proposal

The applicant proposes alterations and additions to the existing dwelling and a carport. A number of internal changes to the floor plan of the dwelling are proposed along with the replacement of the tiled roof with colorbond. New access ramps and associated covered areas are proposed at the front and rear of the dwelling along with a carport on the northern side of the building. The new ramp and covered area at the front of the dwelling will have a setback of 6.664 metres from the front boundary, while the proposed carport will have a setback of 90mm from the northern side boundary.

The proposed new structures will be of steel frame and colorbond construction.

Environmental Impact Assessment

In determining a development application, a consent authority is to take into consideration such of the matters as are of relevance to the development in accordance with Section 4.15(1) of the Environmental Planning and Assessment Act 1979. The following section provides an evaluation of the relevant Section 4.15 Matters for consideration for DA 40/2021:

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

The subject land is zoned R1 General Residential under the provisions of Weddin Local Environmental Plan 2011. Alterations and additions to the existing dwelling and a carport are permissible with consent in the R1 General Residential zone.

Clause 2.3(2) of the Weddin Local Environmental Plan 2011 requires that “The consent authority must have regard to the objectives for development in a zone when determining a development application in respect of land within the zone”. The objectives of the R1 General Residential zone are as follows:

Zone R1 General Residential Objectives of zone

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.

It is assessed that the proposal alterations and additions to the existing dwelling and associated carport are consistent with the R1 zone objectives.

State Environmental Planning Policies

The following State Environmental Planning Policies are considered relevant to Council's consideration:

State Environmental Planning Policy (SEPP) No 55—Remediation of Land

Under SEPP 55 a consent authority must not consent to the carrying out of any development on land unless:

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

There are no known prior land-uses on the development site that are likely to have resulted in the contamination of the land. A site inspection of the property did not reveal any evidence of contamination. The Statement of Environmental Effects submitted with the application does not mention any previous land use likely to have resulted in contamination of the site. It is assessed that no further investigation regarding land contamination is warranted.

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

The proposed development is assessed as being BASIX affected development. A valid BASIX certificate has been lodged with the application indicating compliance with the requirements of the SEPP.

State Environmental Planning Policy (Infrastructure) 2007

The proposed development is not within or immediately adjacent to an easement for electricity purposes or an electricity substation, and is not within 5 metres of an exposed overhead electricity power line. Therefore, the application is not required to be referred to the electricity supply authority.

State Environmental Planning Policy (Koala Habitat Protection) 2021

SEPP (Koala Habitat Protection) 2021 applies to the Weddin Shire. An assessment of the proposed development has been undertaken in accordance with the requirement of SEPP. It is assessed that the proposed development will not impact on any Koala habitat.

State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017

The development site is located within the R1 General Residential zone and therefore SEPP Vegetation in Non-Rural Areas) 2017 is applies to the land. The development does not proposed the removal of any trees and therefore it is considered that the application complies with this SEPP.

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

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

S4.15 (1) (a) (iii) Any Development Control Plan (DCP)

Weddin Shire Development Control Plan 2014

Chapter 5 – Urban Residential Development

The proposed development has been assessed to comply with the applicable requirements of Chapter 5 of the DCP with the exception of clause 5.8, Side Setback. The DCP stipulates that class 10 buildings which includes a carport should be built a minimum of 500mm from a side boundary. The objectives of this clause are:

- to minimise potential impacts upon adjoining development;
- to minimise opportunities for overshadowing and overlooking between adjoining developments and maintain privacy between adjoining dwellings; and
- to satisfy separation requirements for the spread of fire.

The carport as proposed has a setback of 90mm from the side property boundary. This boundary adjoins the un-named laneway located to the north of the property. It is considered that the reduced side boundary setback is suitable in this case due to the following:

- the carport structure will be adjacent to the side boundary which adjoins the un-named laneway and therefore will not impact on an adjoining private land;
- the carport will not overshadow or create privacy issues for any adjoining private land;
- the carport satisfies the fire separation requirements of the Building Code of Australia.

Due to the carport being proposed close to the boundary of the property a condition has been included in the recommendation requiring a peg out survey from a registered surveyor prior to the commencement of work on the carport.

Chapter 12 – Demolition

Subject to compliance with the recommended conditions of consent, the proposed development has been assessed to comply with the requirements of Chapter 12 – Demolition of the Weddin Shire DCP.

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

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

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

Section 4.15(1) (a) (iv) requires the Council to also consider Clauses 92, 93, 94 and 94A of the Environmental Planning and Assessment Regulation. The following provides an assessment of the relevant Clauses of the Regulation:

- Clause 92: The Government Coastal Policy does not apply to the Weddin Shire and therefore Clause 92(1) (a) and (b) are not applicable to this development proposal. The proposal does involve a small amount of demolition work associated with the alterations and additions to the dwelling. A condition has been included in the recommendation requiring compliance with AS 2601 in accordance with Clause 92(2).
- Clause 93: The proposal does not involve the change of a building use for an existing building, or the use of an existing building as a place of public entertainment and therefore the requirement to consider fire safety and structural adequacy of buildings in accordance with Clause 93 is unnecessary.
- Clause 94: The proposal does involve the rebuilding, alteration, enlargement or extension of an existing building or place of public entertainment and therefore a consent authority must consider the upgrading of buildings into total or partial conformity with the Building Code of Australia. It is considered appropriate that smoke alarms compliant with the Building Code of Australia be installed to service the existing and new parts of the dwelling. A condition has been included in the recommendation that smoke alarms complying with the Building Code of Australia be installed to service the whole dwelling.
- Clause 94A: The proposal does not involve the erection of a temporary structure and therefore the requirements to consider fire safety and structural adequacy is unnecessary.

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

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

Context and Setting

The property is located within a residential area in Grenfell. The site fronts Forbes Street and is bordered by an un-named laneway to the north. There are a range of residential construction forms in the surrounding area. The proposed development is considered to be consistent with the character and setting of the area.

Access, Transport and Traffic

Vehicular access to the site is currently gained via both Forbes Street and the un-named laneway. Both of these streets are sealed. The driveway access from the laneway is currently sealed, while the access from Forbes Street is only partially sealed. The current vehicular access from Forbes Street will be utilised to provide access to the proposed carport. It has been assessed that this access point should be upgraded to ensure that it is fully sealed from the road edge to the boundary of the property. A condition has been included in the recommendation to require the upgrading of this driveway access.

Public Domain

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

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Heritage

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

Other Land Resources

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

Water, Sewerage and Stormwater

The application will not impact on existing water, sewer or stormwater infrastructure. The application is unlikely to create any adverse impacts on surface water or groundwater.

Soils

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

Air and Microclimate

Minimal amounts of dust may be generated during the construction period. Once construction works are complete the development will not impact on air quality.

Flora and Fauna

The proposal does not require the removal of any trees. The development is not expected to impact on any critical habitats or threatened species.

Waste

Any construction waste will be removed from the site and appropriately recycled or catered for at a licensed waste management facility.

Energy

The proposed buildings are not expected to greatly increase the use of energy. A BASIX certificate has been submitted with the development application as required under the Environmental Planning and Assessment Regulation 2000. The certificate requires compliance with certain energy efficiency requirements.

Noise and Vibration

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

Natural Hazards

The land is not mapped as bushfire or flood prone land or subject to any other identified natural hazards.

Technological Hazards

There are no identified technological hazards.

Safety, Security and Crime Prevention

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

Social and Economic Impacts on the locality

The proposed development will not result in any negative social or economic impacts.

Site Design and Internal Design

The design of the development is satisfactory for the site and without any identified adverse impacts.

Construction

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

Cumulative impacts

The proposal is not expected to generate any ongoing negative cumulative impacts. A minimal increase in traffic activity on site will occur during the construction phase.

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

The development is consistent with the zone objectives and consideration has been given to the impacts the development will have within the locality. It is considered that the proposed development will not create adverse impacts within its local setting. It is assessed that the development will not impact upon any existing services. The development site is not identified as bushfire or flood prone or otherwise unsatisfactorily constrained by natural features. The site is considered suitable for the development subject to the imposition of appropriate conditions of consent.

S4.15(1)(d) Any submissions made in accordance with the Act or Regulation(s)

Public Consultation

The Development Application was not required to be advertised or notified in accordance with Council's Development Control Plan 2014. As a result, no objections were received in relation to the proposed development.

Public Authority Consultation:

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

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

Community Interest

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

Section 7.11 & 7.12 Contributions

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

Conclusion

Development Application No. 40/2018 proposes alterations and additions to an existing dwelling and the construction of a carport on Lot 2 DP 510070, 28 Forbes Street, Grenfell.

The application was supported by a Statement of Environmental Effects and development plans prepared by the applicant, which provide sufficient information to allow assessment of the proposal.

The proposed development has been assessed to be consistent with the requirements of the Weddin Local Environmental Plan 2011, relating to development in the R1 General Residential zone and is consistent with the existing land-use activities of the locality.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

The application proposes a variation to the size boundary setback requirements of Councils DCP for the erection of a carport. It has been assessed that the proposed variation is suitable in this case and will not impact on any adjoining private land.

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

Attachments: Development Plans and Statement of Environmental Effects

058 RESOLVED: Cr McKellar and Cr Niven that: -

- i) Council note that the reason for the decision is that the proposal largely complies with Section 4.15 of the *Environmental Planning and Assessment Act 1979*.
- ii) Development Application No. 40/2021, for alterations and additions to an existing dwelling and a carport on Lot 2 DP 510070, 28 Forbes Street Grenfell be approved subject to the following conditions:

Division required *Local Government and Planning Legislation Amendment (Political Donations) Act 2008*.

FOR: Crs Liebich, Bembrick, Brown, Diprose, McKellar, Niven, O'Byrne and Parlett.

AGAINST: Nil

LUKE SHEEHAN

DIRECTOR ENVIRONMENTAL SERVICES

059 RESOLVED: Cr Parlett and Cr Brown that except where otherwise dealt with the Director Environmental Services' report be adopted.

ACTION LIST

INSPECTIONS AND MEETINGS		STATUS	BY
March 2020	1. <u>Aboriginal Land Claims Investigation Unit</u> : Cr Diprose and a staff member to attend meeting in Dubbo.	In Progress	GM
April 2021	2. <u>New Grenfell Sewer Treatment Plant</u> : conduct a commissioning workshop for Councillors.	In Progress	DES
June 2021	3. <u>Draft Renewable Energy Action Plan</u> : organise a presentation by <i>100% Renewables</i> to Councillors.	Completed	DES
July 2021	4. <u>Local Government NSW Annual Conference</u> : Mayor, Deputy Mayor, Cr Parlett and the General Manager to attend from 28 – 30 November 2021.	In Progress	GM
DEFERRED ACTIVITIES			
May 2018	1. <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	2. <u>Marketing Strategy Report</u> : initiate report.	In Progress	DCS/GM
	3. <u>Give Way Signs – Melyra Street</u> : relocate signs.	In Progress	DE
November 2019	4. <u>Bogolong Dam</u> : (SCCF Rd 2) commence excavation works once structural design plans developed.	In Progress	DE
March 2020	5. <u>Council Meeting Agenda</u> : alter Agenda and Reports to align with CSP.	In Progress	GM
August 2020	6. <u>Annual Returns of Interest</u> : review other positions.	In Progress	GM
	7. <u>Council Meetings – Webcasting</u> : investigate option to livestream remotely.	In Progress	GM/DCS
October 2020	8. <u>Sec 355 Committees Review</u> : submit draft Operational Manual and Event Management Guidelines to Council for formal adoption.	In Progress	GM
	9. <u>Proposed Bumbaldry Recycling Service</u> : extend garbage service to Bumbaldry area.	In Progress	DES
November 2020	10. <u>Historic Homes Books</u> : Develop options for memento acknowledging the Grenfell Sesquicentenary.	In Progress	GM
February 2021	11. <u>Safety Audit – Adelargo Road</u> : conduct road safety audit.	In Progress	DE
	12. <u>The Grenfell Henry Lawson Festival of Arts</u> : undertake website upgrade.	In Progress	GM/DCS
March 2021	13. <u>Grenfell Main Street Renewal Modification</u> : run a conduit pipe for future electric car charging stations.	In Progress	DE
	14. <u>Regional Events Acceleration Fund</u> : submit grant funding application for Henry Lawson Festival.	Completed	GM/DCS
April 2021	15. <u>Policy for Naming/Renaming of Council Assets</u> : resubmit policy to Council for formal adoption.	In Progress	DE
May 2021	16. <u>Memorial Plaque – Lawson Oval</u> : arrange plaque installation.	In Progress	DES
	17. <u>Extension of DWM Service</u> : extend service.	In Progress	DES/DE

ACTION LIST

June 2021	18. <u>Membership of Council Committees</u> : invite applications for community representative positions.	Completed	GM
	19. <u>Draft Renewable Energy Action Plan</u> : resubmit to Council for formal adoption.	Completed	DES
	20. <u>LiveBetter Proposal</u> : sign the lease of the Grenfell Internet Centre.	In Progress	GM
	21. <u>Grenfell Main Street Renewal</u> : engage a contractor to install private street lighting and liaise with Heritage Advisor to determine suitable colour.	In Progress	DE
July 2021	22. <u>NSW Rural Doctors Network</u> : investigate further and submit report to August 2021 Council meeting.	Completed	DCS
	23. <u>Quandialla Progress Association Request</u> : refer matter to August 2021 Council meeting.	Completed	DE/DCS
	24. <u>Renewable Energy Action Plan</u> : investigate implementation of Action Plan.	In Progress	DES
	25. <u>The Grenfell Henry Lawson Festival of Arts Strategic Review</u> : submit further report on suggested Community Development Officer.	In Progress	DCS
	26. <u>The General Manager's 360-degree Review</u> : engage suitable HR consultant.	Delete	GM

**For Information
Noted**

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING
HELD THURSDAY 12 AUGUST 2021 COMMENCING AT 10:00AM (C2.6.3)**

1. **WELCOME:** J Rath welcomed everyone
2. **PRESENT:** Mr Jaymes Rath (Chair)
Cr Mark Liebich
Senior Constable Thomas Hood
Mrs Angie Drooger
Mr Maurice Simpson
3. **APOLOGIES:** Leading Constable Patrick Smith (NSW Police)

Apologies: 12 August 2021
Recommendation: that the apology be accepted.
Support for Recommendation: Unanimous

4. **CONFIRMATION OF MINUTES:** 6 May 2021

Previous Minutes: 6 May 2021
Recommendation: that the minutes of the Weddin Local Traffic Committee meeting held 6 May 2021, having been circulated be confirmed as a true and accurate record of that meeting.
Support for Recommendation: Unanimous

5. **OUTSTANDING BUSINESS:**
The following summary outlines matters that are outstanding from previous meetings of the Weddin Local Traffic Committee.

Meeting Date	Item No.	Description	Recommendation	Status
1 February 2018	1	Pedestrian Safety Assessment in Main St to be conducted Potentially rectified with the Main Street Upgrade.	a) Council to update the crossing to the relevant standard and bring changes to LTC meeting	In progress
			b) Council to look into requesting RMS introduce a 40km/hr I pedestrian activity area	In progress
5 December 2019	2	Level Crossing Improvement Plan for Caragabal crossing – pedestrian crossing across the railway line Council applying for a pedestrian crossing maze	ARTC hold an IA (Interface Agreement) with Council. The enquiry has been put forward – awaiting reply	In progress
5 December 2019	3	Approach Red Bend School Bus for alternative locations for drop-off and pick-up in designated Bus Zone area	Forbes Street Bus Zone will be suitable alternative location post Main Street Upgrade	In progress

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING
HELD THURSDAY 12 AUGUST 2021 COMMENCING AT 10:00AM (C2.6.3)**

28 February 2020	4	Service Station upgrade opposite to Council Administration Office has constructed pedestrian refuge without running through LTC – it has not been built to current standards	Engage RSA to conduct audit and determine suitable design to standard	In progress
	5	Memory Street – extend the 50km/hr zone for the Grenfell Sewer Treatment Plant Upgrade	Lodge the proposal with RMS to extend the 50km/hr zone to Holy Camp Rd	In progress
30 April 2020	6	Parking at Hospital and Melyra St (Public School)	Conduct on-site technical survey	In progress
	7	Mid Western Highway & Main St roundabout proposal	Council to address the previous RSA issues highlighted on the local road.	In progress
10 September 2020	8	Signage Upgrades	Council to install all proposed signage upgrades	In progress
	9	Weddin Active Transport Plan	To be brought to next meeting in response to issue raised regarding safe crossing of Mid Western Highway. Contact Caragabal Public School to determine scope of project.	In progress
4 February 2021	10	Melyra Street Parking	Investigate the following proposals: - <ul style="list-style-type: none"> • Parking Signage (Timed) • One Way Street 	In progress
6 May 2021	11	Grenfell Car Club 2021 Event	Traffic Management Plan to be distributed to Committee for approval.	Complete
	12	MR236 Signage Upgrade	Council to install all proposed signage upgrades.	In progress

**MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING
HELD THURSDAY 12 AUGUST 2021 COMMENCING AT 10:00AM (C2.6.3)**

6. CORRESPONDENCE:

Nil

7. GENERAL BUSINESS:

7.1. 2021 Grenfell Car Club Event

Recommendation: that the Traffic Management documents for the 2021 Grenfell Car Club Car Show be confirmed as being endorsed by the Committee.

Support for Recommendation: Unanimous

7.2. Quandialla Public School Pedestrian Crossing Upgrade

Recommendation: that the designs for the Quandialla Public School Pedestrian Crossing Upgrade be supported as being approved by the Committee pending the update to No Stopping signs.

Support for Recommendation: Unanimous

7.3. 2021 Pollie Pedal Event

Recommendation: that the Traffic Committee support the proposed Pollie Pedal event and that it be approved by Council.

Support for Recommendation: Unanimous

7.4. 2021 Weddin Mountain Muster Event

Recommendation: that the Traffic/Event Management documents for the 2021 Weddin Mountain Muster Event be confirmed as being endorsed by the Committee.

Support for Recommendation: Unanimous

7.5. Shire Gateway Entry Signage Rollout

Recommendation: that the Traffic Committee support the proposed traffic signage upgrade plan and that Council approve the designs as presented.

Support for Recommendation: Unanimous

8. BUSINESS WITHOUT NOTICE:

Nil

9. NEXT MEETING: Thursday 28 October 2021 commencing at 10:00am.

10. CLOSURE: There being no further business to discuss the meeting closed at 10.26am.

060 RESOLVED: Cr Brown and Cr McKellar that except where otherwise dealt with the Minutes of the Weddin Local Traffic Committee meeting be adopted.

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 24 AUGUST 2021 COMMENCING AT 8:30AM (C2.6.10)**

1. **PRESENT:** M Chalmers, L Sheehan and J Rath

2. **APOLOGY:** Nil

3. **MINUTES:** 27 July 2021

Resolved: J Rath and L Sheehan that the minutes of the meeting held 27 July 2021 be adopted.

4. **PEOPLE:**

<u>Learning development</u> - Strategic	i) <u>Traffic Control/Signage:</u> process implemented to ensure signage inspected on a regular basis. Process reviewed on a regular basis.	DE
	ii) <u>Training Plans:</u> to be undertaken for individual employees emanating from Annual Assessments.	All
	iii) <u>Henry Lawson Festival:</u> strategic review completed. Further reported in Acting General Manager's report.	All
<u>Resource planning</u> - Strategic	i) <u>Annual Report:</u> to be forwarded to the Office of Local Government by 30 November 2021.	GM
	ii) <u>New Improvement Plan:</u> Action Plan being implemented.	GM
	iii) <u>RMS Contract:</u> reported in Director Engineering's report.	DE
	iv) <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 2021/2022. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	DE
<u>Recruitment</u> - Operational	i) <u>Engineering:</u> General Labourer advertised internally. Applications closed 4 August 2021. Interviews currently being scheduled.	DE
	ii) <u>Engineering:</u> 3 x General Labourer (Temporary up to 12 months) advertised externally. Applications closed 9 August 2021. Interviews postponed due to COVID-19 restrictions.	DE
	iii) <u>Corporate Services:</u> IT Projects Officer (Temporary up to 3 years) advertised externally. Applications closed 20 August 2021.	DCS
	iv) <u>Engineering:</u> Works Coordinator – Maintenance advertised externally. Applications closed 20 August 2021.	DE
	v) <u>Engineering:</u> Trainee – Bridges & Culverts advertised externally. Applications closed 20 August 2021.	DE
	vi) <u>Engineering:</u> Trainee – Wastewater Treatment Plant Operator advertised externally. Applications closed 20 August 2021.	DE
	vii) <u>Engineering:</u> Ganger – Parks & Gardens advertised externally. Applications closed 20 August 2021.	DE
	viii) <u>Engineering:</u> Assets Inspector advertised internally. Applications closed 23 August 2021.	DE
	ix) <u>Engineering:</u> Wastewater Treatment Plant Operator x 2 advertised internally. Applications closed 23 August 2021.	DE

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 24 AUGUST 2021 COMMENCING AT 8:30AM (C2.6.10)**

	<p>x) <u>Engineering</u>: Workshop Mechanic advertised internally. Applications closed 23 August 2021.</p> <p>xi) <u>Engineering</u>: Field Assistant – RMCC advertised internally. Applications closed 23 August 2021.</p> <p>xii) <u>Engineering</u>: Labourer – Road Maintenance advertised internally. Applications closed 23 August 2021.</p> <p>xiii) <u>Engineering</u>: Labourer – Signs & Lines advertised internally. Applications closed 23 August 2021.</p> <p>xiv) <u>Engineering</u>: Workshop Supervisor to be advertised externally.</p> <p>xv) <u>Engineering</u>: Works Engineer to be advertised externally.</p> <p>xvi) <u>Engineering</u>: Projects Engineer (Temporary up to 12 months) to be advertised externally.</p> <p>xvii) <u>Environmental</u>: Resourcing at Council pools needs to be investigated for the 2021/2022 season.</p>	<p>DE</p> <p>DE</p> <p>DE</p> <p>DE</p> <p>DE</p> <p>DE</p> <p>DE</p> <p>DES/DCS</p>
<u>Appointments</u> - Operational	Nil	
<u>Health and Wellbeing</u> - 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 2020/2021 for relevant staff to equip them to do deal with various situations and to provide a mentally healthy workplace. DCS, DES, and DE have attended training in July.</p>	<p>All</p> <p>DES/DCS</p>

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 24 AUGUST 2021 COMMENCING AT 8:30AM (C2.6.10)**

5. RESOURCES:

<u>Financial</u> - Strategic	i) <u>Grant Funding Applications</u> : Council contribution required to be identified prior to application being submitted. Future capital projects reserve will be able to assist in sourcing Council's contribution.	All
<u>Physical – Assets</u> - Strategic	i) <u>Sewerage Treatment Works Upgrade</u> : in progress. Project update will be reported in DE report moving forward. Strategic Business Plan for the new operational requirements of the STP to be developed.	DE
	ii) <u>Grenfell Main Street Renewal</u> : works in progress. Contractor to be engaged to install private street lighting. Further reported in DE report.	DE
- Operational	iii) <u>Quandialla Recycling Depot</u> : operating very well. Director Environmental Services monitoring.	DES
	iv) <u>O'Brien's Tributary</u> : preferred schemes currently being investigated by the Flood Management committee. Funding to be then sourced.	DE
	v) <u>Industrial Land</u> : consideration being given to purchasing additional land.	GM/DE/DES
	vi) <u>Annual Residence Inspections</u> : completed.	DES
<u>Human Resources</u>	i) <u>HR Resources</u> : Peter Quinn engaged to provide HR services. To be further considered in future Organisation Structure review.	All
<u>Risk Management</u>	i) <u>WHS Resources</u> : immediate consideration to be given to WHS Officer in Organisation Structure. Interim arrangements to be made.	All
<u>Information Technology</u>	i) <u>IT Resources</u> : to be further considered in future Organisational Structure review. Interim arrangements to be made.	All
<u>Investment</u>	Nil	

6. SYSTEMS:

<u>Governance</u>	Nil	
<u>Compliance</u> - Strategic	i) <u>Systems Review</u> : systems such as procurement, delegations, information technology, and salary structure to be reviewed.	DCS/DE/GM
	ii) <u>Local Environment Plan (LEP) Review</u> : development of land use strategy in progress. Funding requirements to be investigated.	DES
	iii) <u>Waste Strategy</u> : to be submitted to September 2021 Council meeting for formal adoption.	DES
	iv) <u>Webcasting of Council Meeting</u> : currently being undertaken as per Council's Code of Meeting Practice.	GM/DCS
<u>Risk</u> - Operational	i) <u>Department of Fair Trading (DFT)</u> : compliance reporting systems regarding building inspections implemented. Monthly reporting provided to the Department of Fair Trading through internal system.	DES

**MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING
HELD TUESDAY 24 AUGUST 2021 COMMENCING AT 8:30AM (C2.6.10)**

7. COMMUNICATIONS AND ENGAGEMENT:

<u>Agendas for OLT and OET</u>	Being utilised.	GM
<u>Charters for OLT and OET</u>	Being utilised.	GM
<u>Communication Plan and Engagement Strategy</u>	Being utilised.	DCS
<u>OLT and OET Terms of Reference</u>	Being utilised.	DES
<u>Staff engagement – Organisational Engagement Team</u>	<ul style="list-style-type: none"> • Meetings held. • Store system / Depot Improvement Plan being implemented. • Other recommendations to be pursued when submitted. • Quarterly meetings being held with indoor and outdoor staff. Meetings held Thursday 29 July 2021. Next meetings to be held Thursday 7 October 2021. 	GM DCS/DE All All

8. NEXT MEETING: Tuesday, 14 September 2021 at 8:30am.

9. CLOSURE: There being no further business to discuss the meeting closed at 10:05am.

061 RESOLVED: Cr McKellar and Cr Parlett that except where otherwise dealt with the Minutes of the Organisational Leadership Team (OLT) meeting be noted.

QUESTIONS WITH NOTICE

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

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

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

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

The following questions have been received:

Nil

THE LOCAL GOVERNMENT ACT

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

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

10A

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

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

10C

- Part of a meeting of a council, or of a committee of the council of which all the members are councillors, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in section 10A(2), and
 - (b) the council or committee, after considering any representations made under section 10A(4), resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

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

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

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

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

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

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

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

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

1. **NetWaste Tender for Collection and Recycling of Scrap Metal, E3.3.12**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
2. **Grenfell Caravan Park, P2.3.3**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
3. **Grenfell Industrial Estate – Phil Aston Place, P2.5.3**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

DIRECTOR ENGINEERING'S REPORT

1. **Grenfell Main Street Renewal - Supply and Lay by Night of AC10 Asphalt, T1.2.5**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
2. **RFT 4/2021: Manufacture and Installation of Weddin Shire Gateway Signage, T1.6.100**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
3. **RFQ 21/2021: Replacement of Plant No 1134 & Supply of New Vehicle, T1.6.105**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
4. **RFT 19/2021: Standing Offer – Supply of Temporary Traffic Management. T1.10.19**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

071 RESOLVED: Cr Niven and Cr Bembrick that the meeting return to Open Council.

REPORT ON CLOSED COUNCIL

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

DIRECTOR ENVIRONMENTAL SERVICES' REPORT

1. NetWaste Tender for Collection and Recycling of Scrap Metal, E3.3.12

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

RESOLVED: that : -

- i) Council accept the NetWaste tender submitted by *Sims Metal* for the collection and recycling of scrap metal from Council's waste facilities for the initial two (2) year term
- ii) the Acting General Manager be authorised to sign the required contract documentation.

2. Grenfell Caravan Park, P2.3.3

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

RESOLVED: that the following changes be implemented for a trial period of six (6) months: -

- i) The Caravan Park Manager only be onsite Monday to Friday for a maximum of 28 ordinary hours per week. The hours would be split between morning and afternoon to be available when customers are mainly leaving and arriving. The total hours worked at the Caravan Park would depend on patronage.
- ii) The Caravan Park Manager be assigned additional Council duties Monday to Friday to make up the required 38 hour working week. This could involve general maintenance work on Council buildings, test and tag of electrical equipment subject to suitable training; mowing of lawns at Grenfell and Quandialla Pools and other suitable duties.
- iii) Utilise Council's existing staff who clean and maintain public toilets on weekends to clean the toilets and showers at the Caravan Park on weekends and public holidays.
- iv) Move to an online booking system for the Caravan Park.
- v) The Visitor Information Centre (VIC) be utilised for some bookings and the picking up of keys on weekends during normal hours of operation.
- vi) Update signage at the Caravan Park to direct customers to the online booking system and the Visitor Information Centre (VIC).
- vii) The installation of CCTV at the Caravan Park be investigated.

3. Grenfell Industrial Estate – Phil Aston Place, P2.5.3

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

RESOLVED: that the Director Environmental Services obtain a quote from Central Tablelands Water to supply a water main along Phil Aston Place.

DIRECTOR ENGINEERING'S REPORT

1. Grenfell Main Street Renewal - Supply and Lay by Night of AC10 Asphalt, T1.2.5

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

RESOLVED: that : -

- i) Resolution No. 037 made by Council at its July 2021 Ordinary meeting be rescinded
- ii) Council endorse the updated recommendation outlined in the Evaluation Report that the Tender received from '*State Asphalt Services Pty Ltd*' for \$444,037 INC GST be accepted.

2. RFT 4/2021: Manufacture and Installation of Weddin Shire Gateway Signage, T1.6.100

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

RESOLVED: that Council: -

- i) allocate an additional \$140,175 from the LRCI Round 3 funding
- ii) endorse the recommendation outlined in the Evaluation Report that the Tender received from '*Armsign*' for \$305,992.50 INC GST be accepted.

3. RFQ 21/2021: Replacement of Plant No 1134 & Supply of New Vehicle, T1.6.105

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

RESOLVED: that Council endorse the recommendation outlined in the Evaluation Report that the Tender received from '*West Orange Motors*' for \$109,607.32 INC GST for '1 x new Toyota Hilux 4x4 SR Diesel Automatic Double Cab and 1 x Toyota Fortuner GXL Diesel Automatic be accepted.

4. RFT 19/2021: Standing Offer – Supply of Temporary Traffic Management, T1.10.19

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

RESOLVED: that Council accept the offer from, and enter into a contract with '*SJC Traffic and Work Control Pty. Ltd.*' for the Supply of Temporary Traffic Management services as recommended in the Evaluation Report.

RESOLVED: that except where otherwise dealt with the Closed Council reports be adopted.

CLOSURE: There being no further business the meeting closed at 5:53pm.