



MINUTES

Ordinary Council Meeting Thursday 20 April 2023

Date: Thursday 20 April 2023

Time: 5:00PM

**Location: Council Chambers
Cnr Camp & Weddin Streets
GRENFELL NSW 2810**

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**MINUTES OF WEDDIN SHIRE COUNCIL
ORDINARY MEETING
HELD AT THE COUNCIL CHAMBERS, CNR CAMP & WEDDIN STREETS,
GRENFELL NSW 2810
ON THURSDAY 20 APRIL 2023 AT 5:00PM**

1 OPENING

In accordance with the WSC Code of Meeting Practice, this meeting will be recorded for the purposes of audio-visual livestreaming via Council's website and Facebook page. Those in attendance are asked to refrain from making any defamatory statements and comply with all relevant WSC codes, policies and procedures at all times.

2 ACKNOWLEDGEMENT OF COUNTRY

Weddin Shire Council would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land.

Weddin Shire Council 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.

Being ANZAC Day, we would like to honour the service men and women who sacrificed their lives in the defence of our freedom, peace and prosperity.

3 ATTENDANCE AND APPLICATIONS FOR LEAVE

ATTENDANCE

PRESENT:

Cr Craig Bembrick (Mayor), Cr Paul Best (Deputy Mayor), Cr Jason Kenah, Cr Michelle Cook, Cr Phillip Diprose, Cr Glenda Howell, Cr Stuart McKellar, Cr Jan Parlett

IN ATTENDANCE:

Mr Michael Chalmers (Director Corporate Services), Mr Luke Sheehan (Director Environmental Services), Ms Noreen Vu (General Manager), Linda Woods (Acting Director Infrastructure Services)

APOLOGIES

Cr Warwick Frame

RESOLUTION 073/23

Moved: Cr Best

Seconded: Cr Diprose

LEAVE OF ABSENCE

Cr Warwick Frame has put in for a leave of absence.

RESOLUTION 074/23

Moved: Cr Parlett

Seconded: Cr McKellar

LEAVE OF ABSENCE APPLICATION

4 CONFIRMATION OF MINUTES

RESOLUTION 075/23

Moved: Cr Parlett

Seconded: Cr Diprose

That Minutes of the Ordinary Council Meeting held 16 March 2023 be taken as read and CONFIRMED.

CARRIED

5 DISCLOSURES OF INTEREST

ITEM NUMBER & TITLE	15.1 – GENERAL MANAGER MID-TERM REVIEW
NAME	NOREEN VU
TYPE OF INTEREST	PECUNIARY / SIGNIFICANT (LEAVING THE ROOM)
INTEREST DESCRIPTION	GENERAL MANAGER
ITEM NUMBER & TITLE	9.4 – MAIN STREET UPDATE APRIL 2023 UPDATE
NAME	CR JAN PARLETT
TYPE OF INTEREST	PECUNIARY / SIGNIFICANT (LEAVING THE ROOM)
INTEREST DESCRIPTION	OWNER OF PROPERTY IN MAIN STREET
ITEM NUMBER & TITLE	9.2 – REQUEST BY THE HENRY LAWSON FESTIVAL OF ARTS COMMITTEE TO SUSPEND ALCOHOL-FREE ZONE IN THE MAIN STREET
NAME	CR JAN PARLETT
TYPE OF INTEREST	NON-PECUNIARY (LEAVING THE ROOM)
INTEREST DESCRIPTION	EXECUTIVE COMMITTEE MEMBER OF HENRY LAWSON FESTIVAL
ITEM NUMBER & TITLE	10.1 – REQUEST BY THE HENRY LAWSON FESTIVAL OF THE ARTS COMMITTEE FOR ADDITIONAL FUNDS
NAME	CR JAN PARLETT
TYPE OF INTEREST	NON-PECUNIARY (LEAVING THE ROOM)
INTEREST DESCRIPTION	EXECUTIVE COMMITTEE MEMBER OF HENRY LAWSON FESTIVAL
ITEM NUMBER & TITLE	9.4 – MAIN STREET UPDATE APRIL 2023 UPDATE
NAME	CR PAUL BEST
TYPE OF INTEREST	PECUNIARY / SIGNIFICANT (LEAVING THE ROOM)
INTEREST DESCRIPTION	OWNER OF PROPERTY IN MAIN STREET
ITEM NUMBER & TITLE	9.4 – MAIN STREET UPDATE APRIL 2023 UPDATE
NAME	MAYOR CRAIG BEMBRICK
TYPE OF INTEREST	PECUNIARY / SIGNIFICANT (LEAVING THE ROOM)
INTEREST DESCRIPTION	OWNER OF PROPERTY IN MAIN STREET
ITEM NUMBER & TITLE	15.1 – GENERAL MANAGER MID-TERM REVIEW
NAME	CR MICHELLE COOK
TYPE OF INTEREST	NON-PECUNIARY (LEAVING THE ROOM)
INTEREST DESCRIPTION	DECLARATION
ITEM NUMBER & TITLE	15.1 – GENERAL MANAGER MID-TERM REVIEW
NAME	CR MICHELLE COOK
TYPE OF INTEREST	NON-PECUNIARY (LEAVING THE ROOM)
INTEREST DESCRIPTION	POST MEETING: DECLARATION OF POTENTIAL CONFLICT OF INTEREST AND DID NOT RECEIVE CLOSED COUNCIL DOCUMENTS.

6 PUBLIC FORUM

7 MAYORAL REPORTS/MINUTES

7.1 MAYORAL MINUTE - LOCAL GOVERNMENT REMUNERATION TRIBUNAL MEETING

File Number:

Attachment: Nil

CSP Objective: Democratic and engaged community supported by efficient internal systems

Budget: Nil

RECOMMENDATION

That Council note and receive my Mayoral Minute – Local Government Remuneration Tribunal Meeting.

RESOLUTION 076/23

Moved: Cr McKellar

Seconded: Cr Parlett

That Council note and receive my Mayoral Minute – Local Government Remuneration Tribunal Meeting.

CARRIED

The NSW Local Government Remuneration Tribunal met with the CNSWJO Board on 12 April 2023 in Orange and via Microsoft Teams. Whilst I was unable to attend, the General Manager dialled in via Microsoft Teams. There are three Remuneration Tribunals in NSW.

The Local Government Remuneration Tribunal is established under the Local Government Act to make binding determinations on remuneration and/or additional entitlements for specified roles, for example for Councillors.

The Tribunal, Mr Viv Straw provided a presentation on the Tribunal's annual review process as per obligations set out in section 239, 241 and 242A of the *Local Government Act 1993*. In the history of the CNSWJO, this was the first time that the Tribunal had engaged directly with them. The Tribunal and the Assessors have also travelled to Broken Hill and other regions across the state. The Assessors and the new Deputy Secretary of the Office of Local Government also attended.

The key take home messages from across the region included:

- The amount of time and effort put in by the Mayor and Councillors for undertaking their civic duties and the lack of compensation for this time.
- Each local government area has further constraints that need considering in the determination, for example large geographic regions (e.g. Lachlan Shire) or natural disasters (e.g. the recent and consecutive flooding events in Forbes and Parkes Shire).

The next binding determination will be made shortly.

8 MOTIONS/QUESTIONS WITH NOTICE

Nil

9 GENERAL MANAGER REPORTS

9.1 AMEND RESOLUTION 309/22 - MAURICE 'MO' SIMPSON HONOUR BOARD

File Number:

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. Draft List of Mayors & Presidents

CSP Objective: Culturally rich, vibrant and inclusive community

Precis: To amend the previous resolution to include Mayors and Shire presidents and seek agreement to exhibit the list of names

Budget: \$3000.00 to be sourced from the Councillor Operations Vote

RECOMMENDATION

That Council

1. Amend the previous Resolution 309/22 (2) and endorse that the Maurice 'Mo' Simpson Honour Board will contain the names of both Mayors and Presidents who have served Weddin Shire Council and Grenfell Municipality Council, those serving and will serve the Weddin Shire Council.
2. Agree to place a copy of the list of Mayors and Presidents on Public Exhibition and seek submissions from the public to ensure details are correct.

RESOLUTION 077/23

Moved: Cr Kenah

Seconded: Cr McKellar

That Council

1. Amend the previous Resolution 309/22 (2) and endorse that the Maurice 'Mo' Simpson Honour Board will contain the names of both Mayors and Presidents who have served Weddin Shire Council and Grenfell Municipality Council, those serving and will serve the Weddin Shire Council.
2. Agree to place a copy of the list of Mayors and Presidents on Public Exhibition and seek submissions from the public to ensure details are correct.

CARRIED

PURPOSE

To amend Council's previous resolution to include names of Mayors and Presidents from the Weddin Shire Council and former Grenfell Municipality Council on the Maurice 'Mo' Simpson Memorial Board and place the list of names on public exhibition to ensure details are correct.

BACKGROUND

As per Resolution 309/22 from the 15 December 2022 Ordinary Council Meeting, in honour of the passing of Maurice 'Mo' Simpson, Council endorsed the commemoration of the life of this extraordinary man through the establishment of the Maurice 'Mo' Simpson Honour Board. It was agreed that \$3000.00 from the Councillor Operations Vote would fund the purchase and delivery of the Memorial Board.

RESOLUTION 309/22

Moved: Cr McKellar

Seconded: Cr Best

That Council:

1. In honour of the recent passing of Maurice 'Mo' Simpson, endorses the commemoration of the life of this extraordinary man through the establishment of the Maurice 'Mo' Simpson Honour Board.
2. Endorses that the Maurice 'Mo' Simpson Honour Board will contain the names of Mayors who have served, serving and will serve the Weddin Shire Council.
3. Endorses that the Maurice 'Mo' Simpson Honour Board will be hung in the Weddin Shire Council Chambers.
4. Endorses that the Simpson family and friends are welcomed to the Weddin Shire Council Chambers for an unveiling of the Honour Board.

CARRIED

ISSUES AND COMMENTS

The Resolution 309/22 (2) endorsed that the Honour Board will contain the names of Mayors who have served, serving and will serve the Weddin Shire Council. Upon compiling the list of names, we noted that from 1883 there was the Grenfell Municipality Council and from 1906 there was both the Grenfell Municipality Council and the Weddin Shire Council which included Mayors and Presidents. Under Council's Code of Meeting Practice clause 19.6, an amendment made under this clause must not alter the substance of any decision made at the meeting. It is now requested to ensure the integrity of this original decision, it is proposed that the Memorial Board list the names of all Mayors and Presidents. A note will also acknowledge the amalgamation on 30 June 1975.

The list (attached) of Mayors and Presidents has been compiled from Council records and the 'History of Grenfell and the Weddin Shire' by Lloyd Mitton as Council did not hold a formal register.

POLICY/LEGAL IMPLICATIONS

The request is to amend Council's previous resolution to incorporate the list of both Mayors and Presidents who served on the Grenfell Municipality Council and the Weddin Shire Council.

FINANCIAL/RESOURCE IMPLICATIONS

Council is in the process of obtaining quotes.

INTERNAL/EXTERNAL CONSULTATION

Attachment 1 contains the list of names of Mayors and Presidents who served on the Grenfell Municipality Council and the Weddin Shire Council. To ensure that the information is correct, the list should be placed on public exhibition for a period of 28 days.

CONCLUSION

Noting that Resolution 309/22 (2) endorsed the Maurice 'Mo' Simpson Honour Board will contain the names of Mayors who have served, serving and will serve the Weddin Shire Council. An amendment is proposed to incorporate both the names of Presidents and Mayors of the Grenfell Municipality Council and Weddin Shire Council. In order to ensure that the information of names is correct, it is recommended that the list of names be placed on public exhibition for a period of 28 days.

9.2 REQUEST BY THE HENRY LAWSON FESTIVAL OF THE ARTS COMMITTEE TO SUSPEND ALCOHOL-FREE ZONE IN THE MAIN STREET (FRONT OF LICENSED VENUES) FOR SATURDAY 10 JUNE 2023

File Number:

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. Letter from President, HLF re Request to lift Alcohol Prohibition in Main Street Grenfell

CSP Objective: Culturally rich, vibrant and inclusive community

Precis: Request by the Henry Lawson Festival Committee to suspend the 'alcohol free zone' in the Main Street at designated areas for Saturday 10 June 2023

Budget: Public notification in Grenfell Record approx. \$400

RECOMMENDATION

That Council:

1. Approve the request from the Henry Lawson Festival Committee, to have the 'alcohol free zone' in designated parts directly out the front of licensed venues in the Main Street, Grenfell suspended for the 2023 Henry Lawson Festival on Saturday 10 June 2023 between the hours of 12:00pm to 5:00pm in accordance with s. 645 of the *Local Government Act 1993*.
2. Reinstate the 'alcohol-free zone' on Saturday 10 June 2023 following the closure of the Henry Lawson Festival at 5:00pm.
3. Publically notifies the suspension and operation of the alcohol-free zone in accordance with s. 644B, 644C and s. 645 of the *Local Government Act 1993*.
4. Endorse that in the event that the licenced venues do not enact the ability to extend their liquor licence to these designated areas that the alcohol-free zone remains for the period in these designated areas.
5. Endorse that in the event that the enforcement officer (Licencing Officer) does not support the licence variations, the alcohol-free zone remains for the period in the designated areas.

RESOLUTION 0768/023

Moved: Cr Diprose

Seconded: Cr McKellar

That Council:

1. Approve the request from the Henry Lawson Festival Committee, to have the 'alcohol free zone' in designated parts directly out the front of licensed venues in the Main Street, Grenfell suspended for the 2023 Henry Lawson Festival on Saturday 10 June 2023 between the hours of 12:00pm to 5:00pm in accordance with s. 645 of the *Local Government Act 1993*.
2. Reinstate the 'alcohol-free zone' on Saturday 10 June 2023 following the closure of the Henry Lawson Festival at 5:00pm.
3. Publically notifies the suspension and operation of the alcohol-free zone in accordance with s. 644B, 644C and s. 645 of the *Local Government Act 1993*.
4. Endorse that in the event that the licenced venues do not enact the ability to extend their liquor licence to these designated areas that the alcohol-free zone remains for the period in these designated areas.
5. Endorse that in the event that the enforcement officer (Licencing Officer) does not support the licence variations, the alcohol-free zone remains for the period in the designated areas.

CARRIED

Cr Parlett left the room at 5:11 pm.

Cr Parlett entered the room at 5:14 pm.

PURPOSE

To seek Council's endorsement to have the 'alcohol-free zone' in the designated parts directly out the front of the licenced venues of the Main Street Grenfell suspended for the 2023 Henry Lawson Festival on Saturday 10 June 2023 between the hours of 12:00pm to 5:00pm.

BACKGROUND

The President of the Henry Lawson Festival Committee, Belinda Power, wrote to Council on 28 March 2023 (copy of letter attached) requesting the 'alcohol free zone' in the designated parts directly out the front of licenced venues in the Main Street, Grenfell be lifted for the 2023 Henry Lawson Festival.

The purpose of the request is to enable existing licenced venues to extend their existing liquor licence on Saturday 10 June 2023 between the hours of 12:00pm and 5:00pm to incorporate the designated areas into the festival, add ambience and street party appeal.

ISSUES AND COMMENTS

The intention of the suspension of the alcohol-free zone is to allow the existing liquor licenced venues to apply for an extension into designated areas that are currently in the alcohol-free zone. The onus will be back onto the licenced venues to increase their responsible service of alcohol if required, this may include additional staff and security.

Should Council approve the request, the Henry Lawson Festival Event Manager will work with each venue to apply for the appropriate liquor licence extension. The proposed approval

is merely to assist the Committee and the Event Manager in facilitating this vision and is not back onto Council to manage with the venues.

The concept allows the patronage to remain with our local venues rather than source an external licensee.

In the event that the licenced venues do not wish to apply to Liquor and Gaming NSW, then the alcohol-free zone will remain.

In the event that the enforcement officer (Licencing Officer) licence variations, the alcohol-free zone remains for the period in the designated areas.

Under no circumstances is this intended to lift the alcohol-free zone of the Main Street, Grenfell to allow people to move around the street with alcoholic beverages.

POLICY/LEGAL IMPLICATIONS

Under the *Local Government Act 1993*, Part 4 Street Drinking provides a number of provisions relating to the operation of alcohol-free zones. Section 645 of the *Local Government Act 1993*, allows Council to consider a suspension, so long as it is publically notified.

In the event that the licenced venues do not take up this option and/or not supported by the enforcement officer (Licencing Officer), then the alcohol-free zone will remain in operation in accordance with s. 644C of the *Local Government Act 1993* in the designated area in front of that establishment.

In order to ensure good governance, requests of this nature should be endorsed by the Committee and subsequently submitted to the Council for consideration. Whilst this did not occur, we acknowledge that there is a short timeframe leading up to the June 2023 long weekend and would suggest these conversations start shortly after each festival ends.

FINANCIAL/RESOURCE IMPLICATIONS

Council should publically notify this in the Grenfell Record and therefore there will be a small advertising cost of approximately \$400.

INTERNAL/EXTERNAL CONSULTATION

The Henry Lawson Festival of the Arts Committee President and Event Manager have discussed this with Council Executive Staff. The Event Manager will discuss this directly with the licenced venues regarding the proposal.

In order to ensure good governance, requests of this nature should be endorsed by the Committee and subsequently submitted to the Council for consideration. Whilst this did not occur, we acknowledge that there is a short timeframe leading up to the June 2023 long weekend and would suggest these conversations start shortly after each festival ends.

Council's Executive Team have met with the President, Vice President and the Event Manager on two occasions (31 January 2023 and 28 March 2023). Future meetings have been booked in, in the lead up to the Festival:

- Tuesday 16 May 2023 at 11am
- Tuesday 23 May 2023 at 11am
- Monday 29 May 2023 at 2pm

Council's Executive team encourages and invites all members of the Henry Lawson Festival Committee to attend as we work together on the final touches.

CONCLUSION

To create the street party concept the request by the President of the Henry Lawson Festival of the Arts Committee should be endorsed to lift the alcohol-free zone for Saturday 10 June 2023 for the period 12:00pm to 5:00pm in accordance with the recommendations/provisions provided.

9.3 ELECTION OF NEW COMMUNITY REPRESENTATIVE TO HERITAGE COMMITTEE

File Number: C2.6.1

Author: General Manager

Attachments: Nil

Precis: Appointment of new Heritage Committee member to fill vacant position.

Budget: \$ Nil to be sourced from

RECOMMENDATION

That Council

1. Appoints Mr Andy Reidy as a community representative on Council's section 355 Heritage Committee to fill the vacant position.

RESOLUTION 0779/23

Moved: Cr Diprose

Seconded: Cr McKellar

That Council

1. Appoints Mr Andy Reidy as a community representative on Council's section 355 Heritage Committee to fill the vacant position.

CARRIED

Cr Cook requested a record of against be recorded.

PURPOSE

To appoint a new community representative to the vacant position on Council's Heritage Committee.

BACKGROUND

Council's Heritage Committee is a s.355 committee of Council. The committee is made up of three (3) Councillors, one (1) staff member, one (1) Historical Society Representative, three (3) community representatives and Councils Heritage Advisor (non-voting).

Council at its Ordinary Meeting held on 26 May 2022 appointed the current community representatives to the Heritage Committee. Sadly, due to the passing of the late Mr Maurice 'Mo' Simpson, a community representative position became vacant.

ISSUES AND COMMENTS

Applications were invited from members of the community for the vacant community representative position on the Heritage Committee from 8 March 2023 to 31 March 2023. One (1) nomination was received from Mr Andy Reidy.

POLICY/LEGAL IMPLICATIONS

There are no policy or legal implications with the appointment of a new community representative to the vacant position on Councils Heritage Committee.

FINANCIAL/RESOURCE IMPLICATIONS

There are no financial or resource implications associated with the appointment of a new community representative to the vacant position on Councils Heritage Committee.

INTERNAL/EXTERNAL CONSULTATION

Councils Heritage Committee at its meeting held on 1 February 2023 resolved to recommend to Council that the vacant position be advertised. The Minutes from the Heritage Committee Meeting were adopted by Council at its Ordinary Meeting held on 16 February 2023. As a result, expressions of interests from members of the public for the vacant position was advertised from 8 March 2023 to 31 March 2023.

CONCLUSION

A community representative position on Council's Heritage Committee has become vacant. Applications were invited for the vacant position, with one (1) application being received from Mr Andy Reidy.

It is recommended that Mr Andy Reidy be appointed as a community representative on Councils Heritage Committee.

[Elect a Chair for item 9.4 – Cr Diprose elected as Chair](#)

9.4 MAIN STREET UPDATE - APRIL 2023 UPDATE

File Number:

Author: General Manager

Authoriser: General Manager

Attachments: Nil

CSP Objective: Shire assets and services delivered effectively and efficiently

Precis: Update to the Grenfell Community on the status of the Main Street Renewal Project

Budget: NIL

RECOMMENDATION

That Council note the information within this report.

Cr Parlett left the room at 5:22 pm.

Cr Best left the room at 5:22 pm.

Cr Bembrick left the room at 5:22 pm.

Cr Parlett entered the room at 5:28 pm.

Cr Best entered the room at 5:28 pm.

Cr Bembrick entered the room at 5:28 pm.

PURPOSE

The purpose of this report is to inform the community on the status of the Grenfell Main Street renewal project.

BACKGROUND

The Grenfell Main Street renewal Project has presented a number of challenging problems since its commencement in December 2020. Council and the community have received a number of briefings which included project summary status, upcoming activities and budgetary expenditure.

Council appointed two project engineers who have overseen the project since its recommencement since September/October 2022.

The Grenfell Main Street Project Update for March/April 2023 includes a summary of works carried out and to be carried out.

To date the project's lean mix concrete construction is at 56% completion.

ISSUES AND COMMENTS**Where to get information?**

Council has been utilising the Grenfell Record as a means to provide information to our community on the Main Street. The Mayoral Column provides information on the works carried out or to be carried out and some project updates.

A weekly update is now being provided on Council's website. The purpose of the weekly update is to provide the community awareness of the weekly works program. There were a

number of 're-setting' works that have been impacted by inclement weather such as drainage works, kerb and guttering etc.

Facebook is also utilised to provide updates.

The important information update for this month will be the Main Street planned road closure at the western end to allow for the asphalt placement. Further information is below.

Western End

Garden bed works at the western end including at the front of the Royal Hotel (corner of Main Street and Forbes Street) and stratavault works continue including kerb and guttering around beds.

Asphalt (hot mix) is being programmed in for Wednesday 19 April to Friday 21 April 2023 between the Forbes Street roundabout to the Mid Western Highway. This will mean a full road closures. Business owners have been notified by the Project Engineers. Furthermore two advertisements have been/will be placed in the Grenfell Record for the 13 April and 20 April editions. At the time of writing this report, a website and facebook public notice was also being prepared for the planned road closure.

Streetlights at the western end are due to be energised once the streetlight controller arrives.

Eastern End

Excavation and construction of road section of the outside lane on the eastern (southern) side of Main Street is in progress outside of the old ANZ building etc.

- Temporary traffic controls are in place, which will include traffic diversions around construction sites.
- Two-way traffic lanes will be open. Parking will be limited and we apologise for the inconvenience caused.

Construction of the road section on the eastern (northern) side of the Criterion Hotel to the Grenfell Motel is complete. The centre sections will be completed in due course with the installation of the streetlight plinths.

As construction progresses towards the front of the Mawhood IGA, offset parking will be in place and be further advertised to assist pedestrians to the IGA. Information will be provided through the appropriate mediums. The Project Engineers continue to have conversations with the businesses.

Completed Works Program

Recently we have completed works which may still have fencing erected:

1. Pavement on the western side of the Main Street (from Forbes Street roundabout to the Mid Western Highway) is complete.
2. Sub soil drainage pipelines designed to intercept underground water flows have been installed both sides of Main Street between Forbes Street and the Mid Western Highway.
3. Eight strata vault installations have been completed in the section from Forbes Street to the Mid Western Highway with the remaining four to be constructed after the south side concrete pavement construction. Strata vaults are a 3 metre by 3 metre underground plastic matrix that greatly enhances the health and growth rate of the advanced tree plantings.
4. CCTV footage of the drainage pipe network has detected a failure in a section of pipe that has since been excavated and repaired.
5. Erection of the outreach arms of streetlights between Forbes Street and the Mid Western Highway. Lights will be energised separately.

Other completed works previously reported

6. Repositioning of a kerb inlet drainage pit and construction of adjoining kerb and gutter and footpath at Forbes St. / Main St. intersection SE corner.
7. Location of electrical conduits and installation of electrical power pits at the southern and northern entrances to the Forbes St. / Main St. roundabout.
8. The drainage grated kerb inlet outside 77 Main St (Union Bank building) and concrete connections to the existing kerb and gutter and adjoining footpath.
9. A small section of gutter on the SE corner of the roundabout repaired.
10. Irrigation pressure testing and controller and telemetry testing.
11. The kerb and gutter outside the Grenfell Motel has been completed in Forbes Street (Note this task was kerb and gutter only, not the adjoining pavement). This will create the future garden bed and tree planting in this area.
12. Centre island sections of lean mix concrete at western end have been completed (pending one).
13. CCTV Cameras along Main Street from the Roundabout at Main and Forbes Streets up to the Grenfell Medical Centre energised.
14. Concrete driveway at Grenfell Motel completed. Vehicles are able to exit this premise onto Main Street.
15. The construction of the Forbes Street roundabout commenced on 27 December 2022 and the last concrete pour was on 7 January 2023. A remarkable achievement by local tradesmen to complete in record time
16. Inspection by Council Officers, Public Works Advisory and Regional NSW 16 January 2023.

POLICY/LEGAL IMPLICATIONS

There are no direct policy implications arising from this report.

FINANCIAL/RESOURCE IMPLICATIONS

The original estimation for the project was \$3,200,000. This was under the impression that all geotechnical conditions matched the conducted testing. The project will be going into a cost overrun and ongoing consultation with the various funding bodies continues to discuss cost variations and cost escalations. The funding sources for the Main Street is made up of state and federal funding which totals to \$5,320,493 (including the festoon lighting).

INTERNAL/EXTERNAL CONSULTATION

New updates on the Main Street Project are being advertised through the Council News section in the Grenfell Record.

Council's website records indicate that there have been over 397 views at the end of March 2023, meaning an additional 52 views from last month's report. People are viewing the works updates for an average of 2.54 minutes, showing that people are engaging with the content.

CONCLUSION

The excavation and construction of the lean-mix concrete at the eastern end is going to plan with asphalt to be poured (weather permitting) on Wednesday 19 April to Friday 21 April 2023.

9.5 RESOLUTION REGISTER

File Number:	C2.3.3
Author:	Executive Assistant to the General Manager
Authoriser:	General Manager
Attachments:	1. Action Report as at 12 April 2023 2. Resolution Register Jan to April 2022
CSP Objective:	Shire assets and services delivered effectively and efficiently
Precis:	Council Resolution Registers
Budget:	Nil

For Council's information, attached is the current Action Register Report as at 12 April 2023 and the Resolution Register (January – April 2022).

10 CORPORATE SERVICES REPORTS**10.1 REQUEST BY THE HENRY LAWSON FESTIVAL OF THE ARTS COMMITTEE FOR ADDITIONAL FUNDS****File Number:****Author:** Director Corporate Services**Authoriser:** General Manager**Attachments:** 1. Letter from President, Henry Lawson Festival of the Arts**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** Community Support Request**Budget:** \$3,000 from a vote to be determined by Council**RECOMMENDATION****That Council:**

1. Note the request made by the Henry Lawson Festival of the Arts Committee for additional funding of up to \$3,000.
2. Approve/Not approve the funding of up to \$3,000 from the _____ vote (to be determined by Council).

RESOLUTION 080/23**Moved:** Cr Diprose**Seconded:** Cr Cook**That Council:**

1. Note the request made by the Henry Lawson Festival of the Arts Committee for additional funding of up to \$3,000.
2. Approve/Not approve the funding of up to \$3,000 from the Staff Training Budget vote (to be determined by Council).

CARRIED**Cr Parlett left the room at 5:30 pm.****Cr Parlett entered the room at 5:38 pm.****PURPOSE**

To report to Council on the Henry Lawson Festival of the Arts Committee request for additional funding.

BACKGROUND

Each year Council provides funding and support to the Henry Lawson Festival of the Arts Committee for the Henry Lawson Festival held on the June long weekend.

For the Henry Lawson Festival this year, Council has provided \$40,000.

President Belinda Powell wrote to the General Manager on 30 March 2023 (letter attached) requesting an additional contribution from Council of \$3,000 to assist with covering Advertising costs. To date Council has provided copying services for the Festival brochure (500 colour copies).

ISSUES AND COMMENTS

Council resolved to provide the Festival \$40,000 in funding which included \$20,000 for event management and \$20,000 in-kind contribution.

Canberra City News approached the Committee for an advertisement at the cost of \$990.00, following discussions with the President, it was suggested that the HLF Committee write to Council to request additional funds for advertising.

Due to Council's limited budget, noting that the original request was for the funds to come out of the Tourism Vote which is already committed, and as this is unbudgeted, the \$3,000 allocation will need to come out of a vote determined by Council, noting that Council's budgets are largely committed/allocated.

In order to ensure good governance, requests for additional expenditure should be endorsed by the Committee and subsequently submitted to the Council for consideration. Whilst this did not occur, we acknowledge that there is a short timeframe leading up to the June 2023 long weekend and would suggest these conversations start shortly after each festival ends.

POLICY/LEGAL IMPLICATIONS

There are no direct policy or legal implications. In order to ensure good governance, requests for additional expenditure should be endorsed by the Committee, and then submitted to the Council for consideration.

FINANCIAL/RESOURCE IMPLICATIONS

The allocation of \$3,000 will need to be committed from a vote to be determined by Council. Council's budgets are largely committed/allocated.

INTERNAL/EXTERNAL CONSULTATION

Consultation is not required for this report.

CONCLUSION

The Henry Lawson Festival is an s.355 Committee of Council and as the Festival provides for economic growth to local businesses over the June long weekend and the Committee do a fantastic job holding the event each year. The allocation of \$3,000 will need be committed from a vote to be determined by Council.

10.2 SERVICE NSW FOR BUSINESS - PARTNERSHIP AGREEMENT

File Number:

Author: Grenfell VIC Arts & Tourism Officer

Attachments: Nil

CSP Objective: Innovation in service delivery (healthy, safe and educated community)

Precis: Service NSW for Business would like to enter into an agreement with Weddin Shire Council.

Budget: Nil.

RECOMMENDATION

That Council:

1. Delegate authority to the General Manager to enter into an agreement with Service NSW, and
2. Approve that any necessary documents be authorised for execution under the Common Seal of Council.

RESOLUTION 081/23

Moved: Cr Best

Seconded: Cr Howell

That Council:

1. Delegate authority to the General Manager to enter into an agreement with Service NSW, and
2. Approve that any necessary documents be authorised for execution under the Common Seal of Council.

CARRIED

PURPOSE

The purpose of this report is to provide background information and seek support to enter into an agreement with Service NSW for Business and to consider future business improvement initiatives.

BACKGROUND

Weddin Shire Council is one of two Councils who currently do not have an agreement in place with Service NSW to promote and provide access to NSW Government information and services to better assist business owners and to support the local economy.

The support provided by Council, through Service NSW to individuals and businesses to access these services will be invaluable, particularly during and post these challenging times.

ISSUES AND COMMENTS

Service NSW for Business provides free, personalised support to small business owners, to help them understand industry regulations, to guide them through transactions, and to access support.

The services provided to business owners include:

- Business Concierges offering over-the-phone, email and face-to-face support and case management.
- An online Business Profile to make it faster and easier for business owners to transact with NSW Government.
- Guidance and support for small business owners impacted by natural disasters or emerging issues to access a range of Government stimulus, support and information.
- Online business information hubs including how-to guides to help business owners understand key tasks and the support available when starting and running a business in NSW.

A new Partnership Agreement has been developed to provide consistency across all councils, reflect the broader focus of Service NSW for Business and provide the opportunity for Weddin Shire Council to engage with all services across Service NSW now and into the future.

The new Partnership Agreement includes further detail and clarity about the roles and responsibilities of all agencies in relation to the collection, storage and security of personal information.

The intention of the Partnership Agreement is to build awareness of specialist advice services available, ensure Council staff can direct enquiries to these services and provide applicants with the skills to be better informed and researched prior to lodging any applications.

For Weddin Shire Council, the process is to endorse the proposed recommendations and to inform Service NSW when this endorsement has occurred.

Options for Council's consideration:

1. To provide delegated authority to enter into an agreement with Service NSW
2. Not enter into an agreement and advise Service NSW.

POLICY/LEGAL IMPLICATIONS

There are no direct policy or legal implications arising from this report.

FINANCIAL/RESOURCE IMPLICATIONS

This program is at no cost to Weddin Shire Council to participate. Support material, training and advice is provided by Service NSW for Business at no cost. Implementation of the program should lead to reduced processing times and costs relating to applications to Council.

Council would still undertake all assessments as per appropriate legislation.

By Weddin Shire Council supporting this initiative, the local business community and potential business investors can have some confidence that Council is supportive of small business and is actively trying to reduce the costs associated with small business start-up.

INTERNAL/EXTERNAL CONSULTATION

There has been preliminary discussions between Council staff and the Business Relationship Manager for Service NSW for Business.

CONCLUSION

A partnership with Service NSW is important and will support the creation of new businesses within the Shire, it is recommended that Council endorse the service agreement proposed and provide delegation to the General Manager to enter in to an agreement with Service NSW for Business.

10.3 STATEMENT OF BANK BALANCES**File Number:****Author:** Team Leader - Finance**Authoriser:** Director Corporate Services**Attachments:** Nil**CSP Objective:** Collaborative wealth building (strong, diverse and resilient local economy)**Precis:** Statement of Bank Balances as at 31/01/2023**Budget:** \$ NIL

Bank Account	
Westpac	\$1,028,732.82
Short Term Deposits	
CBA	<u>\$6,500,000.00</u>
Total	<u>\$7,528,732.82</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 March 2023.

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.

10.4 EV CHARGING STATION FOR THE GRENFELL AQUATIC CENTRE**File Number:****Author: Grenfell VIC Arts & Tourism Officer****Authoriser: Director Corporate Services****Attachments: Nil****CSP Objective: Collaborative wealth building (strong, diverse and resilient local economy)****Precis: Information Report on the EV Charging Station at the Grenfell Aquatic Centre****Budget: \$ 17,993.58 from the NSW Office of Energy and Climate Change – Drive Electric NSW EV Destinations Charging Grants**

Council successfully submitted an application to the NSW Office of Energy and Climate Change Drive Electric NSW EV Destination Charging Grants – Round One in November 2022 to the value of \$17,993.58.

The Net Zero Plan Stage 1: 2020-2030 sets out the state's ambitions to protect our future. The shift to electric vehicles (EV) will play an important part in reducing transport emissions. In June 2021, the NSW Government launched the NSW Electric Vehicle Strategy to make NSW the easiest and most affordable place to buy and operate an electric vehicle (EV) in Australia.

The Drive Electric NSW EV Destination Charging Grants are a \$20 million investment to rollout widespread, public EV charging infrastructure at visitor destinations across regional NSW.

The grants aim to:

- overcome range anxiety (battery charge) through a widespread EV charging network
- support EV-ready regional destinations across the state
- support the continued growth of our visitor economy
- cater for an increasing number of NSW EV drivers.

The Central NSW JO engaged ChargeWorks to work with Councils to identify potential sites for destination chargers to submit for the grant funding.

Weddin Shire has not been identified by the NSW Government as an optimal zone for ultrafast charging. Drivers passing through Weddin will likely not require charging and can be serviced by the infrastructure in Cowra and West Wyalong.

Grenfell, however, is suitable for a highly capable 25-50kW destination charger to encourage drivers to visit the region.

A medium level DC fast charger in Grenfell will be a welcome addition to the network. This highly capable destination charger will encourage EV tourism in the area and EV drivers to visit Grenfell's local shops and restaurants.

The Grenfell Aquatic Centre was identified as a suitable site by ChargeWorks. It was identified that a dual port 22kW EVSE could be connected to the pool switchboard immediately next to the road. This site will be linked to Council's solar PV system on the pool amenities building which will service the energy requirements of the chargers. Other sites could be explored subject to grant funding/

The time to charge vehicles from empty will vary from vehicle to vehicle, however a rule of thumb, for one EV with a 60kWh battery can take approximately three hours to charge from empty. This allows travellers to walk up to the Main Street and explore the sights of Grenfell whilst waiting for the charge/top up.

Platinum Electricians will be installing an Ocular IQ Commercial 22kW AC Dual-Port Tower EV Charging Station with Exploren OCPP Based Charger Management Software Platform. Installation is scheduled for the 19 – 23 April 2023.

The Central NSW region is a popular destination for domestic and international travellers, with 6.4 million domestic and international tourists per year and growing. These visitors also stay in the region and spend locally, with over 7.4 million nights stayed and \$1.9 billion spent in the region every year.

The tourism industry in Central NSW is a critical part of the local economy, and barriers to getting to the region present a significant risk as vehicle technology changes and electric vehicles become the preferred mode of transport. Destination NSW 'Central NSW Visitor Profile' shows the region's daytrip visitors travel to the region by private car 97% of the time, and the vast majority of overnight visitors also reach the region by private car.

The electrification of road transport presents a risk and an opportunity for the Central NSW region. If the region is not prepared, then the cohort of tourists that travel to the region may be at threat. If the region is prepared adequately then the transition represents an opportunity to expand the cohort. This expansion has been evidenced in Weddin which has evidence that effective charging infrastructure networks attract a new type of experience-based tourist to the region.

An overview by Central NSW JO and Everergi identified the base level of network coverage required to ensure that the region has established the optimum strategy in terms of advocacy and the level of council participation in ensuring that this coverage is available as the electric vehicle market grows.

At the time of writing this report, public notification of the installation will be in the Grenfell Record with a pending media release.

11.1 INFRASTRUCTURE SERVICES REPORTS

11.1 INFRASTRUCTURE WORKS REPORT

File Number: C2.8.16
Author: Acting Director Infrastructure Services
Authoriser: General Manager
Attachments: Nil
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis: Infrastructure Works Report
Budget: NIL

RESOLUTION 082/23

Moved: Cr Kenah
Seconded: Cr Diprose

That Council receive and note the information provided on infrastructure works completed in March 2023, and works planned for April 2023.

CARRIED

EXECUTIVE SUMMARY

The following information is to update Councillors and the community on matters associated with Construction and Maintenance of Roads, Parks and Gardens, Sewerage, and Plant for the works undertaken March 2023 and planned works for April 2023.

NATURAL DISASTERS

Summary of events and progress of Storm Emergency Work.

Summary:

Council has received 1034 EPA-RW (Event commencing 14 September 2022) P1 Heavy Patching from Damage Control Project Management (DCPM) for signing and will be submitted to TfNSW.

TfNSW is in receipt of a copy to start a preliminary review of the costings.

The Heavy Patching Program is forecasted to commence late April / May:-

- Driftway Road.
- Gooloogong Road.
- Henry Lawson Way (Forbes)
- Henry Lawson Way (Young).
- Mary Gilmore Way.

- Morangarell Road.
- Pinnacle Road.
- Quandialla – Caragabal Road.

Council has engaged contractors to help complete a number of storm damaged roads, under Emergency Work to firstly get these roads open and made safe to the traveling public.

Stewarts Road Culverts and Table Drains & (Make Floodway Safe)

Roads that have had a heavy maintenance grade and table drains cleaned have been completed to ensure safe passage are as follows:

- Kangaroooby Road (Make Floodway Safe)
- Taroon Lane Heavy Maintenance Grade
- Keiths Lane (Make floodway safe) and two (2) large Road failures
- Deans - Malloy Road Heavy Maintenance Grade
- Butlers Road Heavy Maintenance Grade & Table Drains & Cut off Drains
- Muncks Lane Heavy Maintenance Grade Table Drains Cut off Drains
- Greenethorpe - Bumbaldry Road culverts & some table drains (On Going)

Culverts and Table Drains

There are a number of culverts on Yambira Road, Major West, Kangaroooby road and Peaks Creek, Adelargo Road and Greenethorpe - Bumbaldry road that are still blocked with silt, however, Council has engaged a Contractor to clean and flush out these culverts as time and availability permits.

Culvert works have commenced on Major West Road but still has two (2) Culverts to be completed.

There are a number of roads that will be programmed for the next Month of Emergency work these roads are:

- Gap Road
- Mittens Lane
- Hectors Lane
- Goodes Lane
- Hancock Flinns
- Hancock Williams
- Maddens Lane
- Gannons Lane
- Lynches Road
- Nealons Lane
- Napiers Road
- Gaults Lane
- Reeves Lane

Emergency Works include urgent activities to temporarily restore an essential public asset to operate at an acceptable level to support immediate recovery of a community. Examples include removal of debris, temporary repair works, works to make roads trafficable for adjoining landholders and traveling public, placement of warning signs and barriers.

Emergency Works are restoration works, which the Council would carry out as a matter of urgency, even if the disaster is not declared, and the funding is not made available.

Normally emergency works are carried out in a three (3) month timeframe to complete but due to the number of events and the volume of damage, this has been extended to 30 June 2023.

Council has been advised that the Commonwealth has approved the NSW out-of-session request for extension to the Allowable Time Limit for the Emergency Works and Immediate Reconstruction Works for AGRN 1012, AGRN 1025, AGRN 1030 and AGRN 1034 as detailed below.

Agency /Council	Description of request approved	DRFA Event	Agreed ATL extension
Resilience NSW	A further month extension to the ATL to complete Emergency Works (EW) & Immediate Reconstruction Works (IRW)	AGRN 1012 – NSW Severe Weather and Flooding (commencing 22 February 2022)	31 January 2023
Resilience NSW	A further month extension to the ATL to complete Emergency Works (EW) & Immediate Reconstruction Works (IRW)	AGRN 1025 – NSW Severe Weather and Flooding (commencing 27 June 2022)	31 January 2023
Resilience NSW	A further six-month extension to the ATL to complete Emergency Works (EW) & Immediate Reconstruction Works (IRW)	AGRN 1030 – NSW Severe Weather and Flooding (commencing 4 August 2022)	30 June 2023

Resilience NSW	A further six-month extension to the ATL to complete Emergency Works (EW) & Immediate Reconstruction Works (IRW)	AGRN 1034 – NSW Severe Weather and Flooding (commencing 14 September 2022)	30 June 2023
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STATE ROADS

Mid Western HWY

The Heavy Patching Program on the Mid Western Highway (HW6) commenced on the 13 March 2023.

Stage 1 of the program has been completed and sealed on 28 March 2023.

Stage 2 of the program has been completed and sealed on 31 March and 1 April 2023.

Stage 3 of the program has been completed and sealed on 5 April and 6 April 2023.

Approximately 40,000 m² of heavy patching work has been completed and sealed on the Mid Western Highway (HW06) by the 6 April 2023.

All required TfNSW Documentation for this program, has been completed and approved.

Council's Reseal Program on the Mid Western Highway (HW06) is planned for completion in late April 2023.

Henry Lawson Way (Young and Forbes Roads)

Road repairs / Stabilisation work will also be included on Henry Lawson Way (Young Road) and Henry Lawson Way (Forbes Road) is programmed to commence in May.

MAJOR WORKS

Pullabooka Road Rehabilitation

Project under Fixing Local Roads Round One (1). The project involves works along a road length of 11km and Council received funding for \$3.9M.

Work is currently on target for completion by late April 2023:

- 90% of the road rehabilitation works have been completed.
- The remaining works have re-started following inclement weather and flooding.
- Causeway construction has been completed.
- Minor seal repairs have been completed in preparation of the final seal.
- Table Drain construction, property entrances and drainage improvement work are being completed.
- Final seal work is planned for after Easter 2023 & Linemarking work is planned for late April 2023.
- Work is currently on target for completion by the late April 2023.

New Forbes Road Rehabilitation

Project under Fixing Local Roads Round Two (2). The project involves works along a road length of 16km and Council received funding for \$4.3M.

Work is currently on target for completion by end May 2023.

- Drainage improvement work is 90% completed.
- Major culvert replacement work is 80% completed.

- Table drain construction work is 100% completed.
- Overlay work has been completed over Stage 1 (6km Road length).
- Road stabilization works has been completed on Stage 1 (5 km).
- Sealing has been completed for Stage 1 (5km).
- Linemarking of stage 1 (5km) is planned for end April 2023.



Greenethorpe – Koorawatha Road Rehabilitation

Project under Fixing Local Roads Round Three (3).

The project involves the road length of 7.1km and Council received funding for \$2.9M.

- Tree removal work has been completed.
- Gravel crushing tender has closed. Tender evaluation process is underway.
- Pipes and Culverts have been ordered and expected to arrive April / May 2023.
- Drainage work is expected to start May / June 2023.

Back Piney Range Road Culvert Replacement

- 80% finished backfill around wingwalls required.
- Council is in the process of updating the design of culvert top slab, which will be more resilient to severe weather conditions.

Hancock-Flinns Road Culvert Replacement

- 100% finished backfill around wingwalls required

- Council has completed the culvert top slab concreting works.
- Road works on the approaches to the culvert is expected to be completed and open to traffic by end April 2023 weather permitting.



Arramagong Road Culvert Replacement

- Culvert replacement design is underway. Water is still flowing at the creek bed.
- Council is planning to start construction work in April / May 2023 Weather permitting.

Heathcotes Lane Culvert Replacement

- The site has been underwater for a long time. Water is still flowing at the creek bed.
- Culverts are planned to be delivered to site Mid-April 2023.
- Council has engaged a new designer to redesign the culvert from in-situ to precast and is planning to re-start work in end April 2023.

Adelargo Road Culvert Replacement

- Council has re-started works on this project.
- The base slab has been constructed and the culvert units are in place together with the aprons.
- Culvert backfilling works to commence after Easter followed by the road approaches.
- Project is expected to be completed by the end of April 2023.

Weddin Shire Road Entry Signs

- Approval has been received from TfNSW for installing signs within the road reserve of State Roads.
- Contractor has completed the Geotechnical investigation. Report is expected shortly.
- Council is waiting to receive the final design from the contractor.
- Council is waiting to receive the Construction Program (for the revised initial Scope of Work for the seven (7) priority signs) from the Contractor Armsign Pty Ltd.

Railway Walking Track

- Council had a joint site inspection with the designer to change the track location of stage two (2).
- Council is waiting to receive the final design from the designer.

Caragabal Shared Pathway

- Council has received approval from ARTC and TfNSW for the design and for the crossing location of the shared pathway over the railway corridor.
- Revised design has been completed and approved by ARTC and TfNSW.
- Tenders have been called and has closed for the Construction of the 340m long shared pathway.
- Following discussions with TfNSW, three (3) different project completion times were nominated in the Tender documents, subject to the availability of Contractors.
- They are:
 - 31 May 2023, 31 August 2023 and 30 November 2023.
- Unfortunately, no tenders were received for any timeframe nominated.
- However, following discussions with Local Contractors, One (1) local Contractor has indicated some interest to complete the work during October / November 2023.
- Council is following up with this contractor.
- In addition, Council has also sent out the Tender Documents to a Contractor outside the Shire as no local concrete contractors are interested/available in undertaking this project.

Grenfell Cemetery Amenities

The GPR works have unfortunately been delayed due to the ill health of the contractor. Council is currently in the process of engaging another contractor to carry out these works. This process has been delayed due to the wet conditions of the site. Once the site has been declared a clear site, tenders will be called for the construction of the amenities.

Sewer Condition Assessment (CCTV) and Smoke Testing

A new package of sewer condition assessment and smoke / dye testing was advertised on 20 March 2023, through Local Government Procurement (RFT 12/2023). The package includes approximately 13 Km CCTV of Sewer Mains, approximately 420 properties for smoke / dye testing and approximately 266 sewer lines access chamber covers condition assessments. The tender will close on 20 April 2023 and is expected to be awarded by 11 May 2023. Work to be completed by the end of September 2023.

FOOTPATH /KERB AND GUTTER WORKS**Third Street Quandialla**

Procurement process ongoing to select suitable construction contractor for kerb and gutter replacement.

Second Street Quandialla

A Contractor has been selected for construction of footpath replacement. Contractor is expected to start the works in May 2023.

ROAD MAINTENANCE WORKS

Road maintenance works including pothole patching, vegetation management, gravel road maintenance and signage works have been undertaken in the past few months.

Maintenance Grading

Roads	Commencement	Completion
Kangaroooby Road	28/03/2023	05/04/2023
Bulters Lane	15/03/2023	21/03/2023

Maintenance Grading (Flood damaged Roads) – Works Planned: 1 April 2023 - 30 April 2023

- Mogongong Springs Road
- McSpaddens Road
- Keiths Lane
- Woodgates Road
- Mogongong Road
- Deaths Lane
- Hancock Flinns Road
- Arramagong Road
- Clay Pit Road

Gravel Re-sheeting

At this present time there is no re-sheeting happening as Council is attending to Emergency Road repairs.

PARKS AND RECREATION

The Parks and Gardens team are carrying out routine maintenance such as mowing, whipper snipping, tree trimming within sporting fields and the open space network.

Greenhouse repaired and area cleaned up, and now operational at no cost of materials. In use again with trees for Forbes Street.

Potted colour for winter in various locations around Grenfell. Nandina cuttings to replace Forbes Street Island and Lemon scented gums planted for SH6 rest area.

Park Maintenance

- Mowing and whipper snipping in parks and garden areas
- Mowed the cemetery grounds
- Sprinkler maintenance and repairs to all parks & garden, cemeteries
- Weed checks for cat heads, oval maintenance
- Ongoing bindii and khaki weed spraying.

Town Maintenance

- Mowed and whipper snipping of lane ways
- Maintenance of Doctors residence and Council's East Street units
- Commenced pruning overhanging branches in Laneways

PLANT REPORT

Plant Report			
Plant Number	Plant Description	Fault	Repairs
3959	Tri axle trailers	defected	All brakes linings and bearings replaced
3960	Tri axle trailers	Worn parts	Brakes pull bush bearings tyres etc
3957	Western star	Service brake adjustment	Full service carry out
3958	Western star	Service	Air bags full service
3961	Isuzu tipper	service	Full service and brake pads
3962	Isuzu tipper	Service	Full service electrical faults
3952	Kenworth	Steering fault	Replaced the tie rod assembly
3956	Low loader	Rego repairs	Adjust all brakes replace booster brakes
4112	backhoe	Water in system	Drain clean flush x6
4118	Honda generator	Non start	Replaced carby and service

Plant Report			
Plant Number	Plant Description	Fault	Repairs
5326	Pole saw	Bent	Strip and repair
4109	Pad roller	Replace shell bolts missing	Replace all
4117	Toro ride on	Bearings worn	Replace deck bearings
4121	140 grader	Seat collapse	Remove and replace air hoses
4120	Volvo loader	Bucket worn	Replace cutting edges
3965	Garbage truck	Bin lifter	Replace micro switch's
4102	120 grader	Steering	Remove wiring harness and repair loom
4102	120 grader	Blade	Replace cutting edges
4112	backhoe	Service	Full service and clean
5265	chainsaw	Worn	New bar and chains
5215	Brush cutter	Worn	Replace head assembly
3958	Western star	Broke down	Replaced temp sender unit
4122	backhoe	Running hot	Remove radiator and clean
1107	taxi	Service	Minor service waiting on parts car is in bad condition
5355	Gravely mower	Worn out	Quote repairs
3958	Western star	Bonnet straps	replaced
4107	Patch truck	Air leaks	Replaced broken air lines

Plant Report			
Plant Number	Plant Description	Fault	Repairs
4115	forklift	Flat battery	Replace relay to charge
4102	grader	Blade adjustment	Replace top control shims
5200	trailer	Set up for workshop	To travel to broken down plant
2096 Nissan	Suspension Nissan	Air bag	Remove and repair
2096	Nissan	Battery	Replace

12 ENVIRONMENTAL SERVICES REPORTS**12.1 GRENFELL AQUATIC CENTRE - 2022/23 SEASON****File Number:** P2.3.1**Author:** Executive Assistant to the Director Environmental Services**Authoriser:** Director Environmental Services**Attachments:** Nil**CSP Objective:** Culturally rich, vibrant and inclusive community**Precis:** Season Report for the Grenfell Aquatic Centre**Budget:** Nil

Cr Kenah left the room at 5:49 pm.

Cr Kenah entered the room at 5:50 pm.

The Grenfell Aquatic Centre opened on 10 October 2022 and closed on 26 March 2023. The opening of the facility was delayed due to the cold, wet inclement weather.

Table 1 below provides a summary of the 2022-2023 season attendance figures for the Grenfell Aquatic Centre.

Total Attendance:	20,992	School Usage:	2,552
Daily Average:	124	Other Usage:	4,548
Cash Attendance:	1,935 Child 1,855 Adult 254 Spectator	Season Ticket Sales:	
		Child:	16
		Adult:	19
Season Ticket Attendance:	5,311 Child 4,537 Adult	Family:	92
		Pensioner:	10

Table 1. Season Attendance Figures.

Due to the temporary closure of the public swimming pools in Cowra and Forbes impacted by the floods, the use of the facility was also offered to the Cowra and Forbes swimming clubs during the season. This gesture was well received, with the Cowra Stingrays Swimming Club conducting a weekly training session on Tuesday evenings while the Cowra facility was unavailable. A large number of the Cowra swimmers also participated in the Grenfell Swimming Club nights.

The Grenfell Swimming Club are an integral part of the facility, holding competition nights each Friday. The Club hosted a very successful Development Carnival in January and Business House Relays in February.

The Swimming Club was successful in securing \$5000 funding through Bendigo Bank's Community Grants program. This funding combined with a further \$1500 contribution from the Grenfell Swimming Club was used to purchase a Water Wheelchair for patrons to use when required. This purchase will make a huge difference in the ease of access for some of our less able bodied patrons.

Council tourism staff held a successful 'Bring the Beach to the Bush' day at the facility. The event was attended by a large number of our community, while also attracting patrons from surrounding towns. We had a total of 353 entries on this day alone.

Community Health hosted a weekly gentle exercise program at the facility, while Kim Broomby held two (2) weekly Aqua classes. Both these programs were well supported during the season.

A squad program was also run four (4) afternoons a week during the season. Swim Lessons during this season were quite limited due to staff shortages, however a successful Swim Vac program was run in conjunction with Royal Life Saving in January.

Grenfell Public School, Caragabal Primary School, and Greenethorpe Primary School all held 10 Swim Safe programs for students during the season. Henry Lawson High School also held compulsory water safety sessions for all students during the season.

The abovementioned schools also held a number of sport sessions at the facility during the season. Three (3) of the local schools also held their respective swimming carnivals.

There were no reportable accidents or incidents during the season, which is a credit to the staff and patrons.

The offer to both Cowra and Forbes Councils for free entry into this facility until their swimming pools were operational, along with the Beach Party and other events has had a positive ongoing effect. There has been a steady increase in individuals and families returning regularly to the facility.

12.2 QUANDIALLA SWIMMING CENTRE - 2022/23 REPORT

File Number:	P2.3.2
Author:	Executive Assistant to the Director Environmental Services
Authoriser:	Director Environmental Services
Attachments:	Nil
CSP Objective:	Culturally rich, vibrant and inclusive community
Precis:	Season Report for the Quandialla Swimming Centre
Budget:	Nil

The Quandialla Swimming Centre opened on 29 November 2022 and closed on 19 March 2023. The opening of the centre was delayed by one (1) week due to flooding.

Table 1 below provides a summary of the 2022-2023 season attendance figures for the Quandialla Swimming Centre.

Total Attendance:	2,231	School Usage:	224
Daily Average:		Other Usage:	1,037
Cash Attendance:	257 Child 126 Adult 86 Spectator	Season Ticket Sales:	
		Child:	0
		Adult:	0
Season Ticket Attendance:	311 Child 190 Adult	Family:	15
		Pensioner:	0

Table 1. Season Attendance Figures.

Table 2 below provides the 2022-2023 daily attendance figures for the Quandialla Swimming Centre (inclusive of school use, swimming club use and Aqua Classes):

Day	Attendance
Monday	Closed
Tuesday	134
Wednesday	587
Thursday	226
Friday	701
Saturday	189
Sunday	394
	Total 2,231

Table 2. Daily attendance figures.

The total general use attendance (without school use, swimming club use and Aqua Classes) for the 2022-2023 season was 970 patrons.

The Swimming Club was a strong supporter of the centre on both Wednesday and Fridays for Club nights. The Swimming Club held a very successful Swimming Carnival on

Sunday 4 March 2023. The Club also ran a Swim Better Clinic for members on Saturday 11 February 2023, followed by Club Championships on Sunday 11 March.

Quandialla and Bribbaree Schools held a 10-day Swim Safe program at the centre. Quandialla, Bribbaree and Caragabal combined and held three (3) swimming sessions together for three (3) sports days.

Kim Broomby conducted weekly Aqua classes at the facility on Friday mornings.

There were no reportable accidents or incidents at the centre during the season.

12.3 GRENFELL AQUATIC CENTRE

File Number: P2.3.1
Author: Executive Assistant to the Director Environmental Services
Authoriser: Director Environmental Services
Attachments: Nil
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: Operation of Grenfell Aquatic Centre
Budget: Nil

The following provides a summary of the attendance at the Grenfell Aquatic Centre during the third quarter of the 2022/2023 financial year.

January 2023

Total Attendance:	6,139	School Usage:	0
Daily Average:	204	Other Usage:	1,179
Cash Attendance:	791 Child 993 Adult 155 Spectator	Season Ticket Sales:	
		Child:	0
		Adult:	1
Season Ticket Attendance:	1,538 Child 1,483 Adult	Family:	5
		Pensioner:	0

February 2023

Total Attendance:	4,119	School Usage:	339
Daily Average:	147	Other Usage:	1,152
Cash Attendance:	247 Child 211 Adult 7 Spectator	Season Ticket Sales:	
		Child:	0
		Adult:	0
Season Ticket Attendance:	1,072 Child 1,091 Adult	Family:	2
		Pensioner:	0

March 2023

Total Attendance:	2,368	School Usage:	0
Daily Average:	91	Other Usage:	666
Cash Attendance:	150 Child 148 Adult 6 Spectator	Season Ticket Sales:	
		Child:	0
		Adult:	0
Season Ticket Attendance:	593 Child 805 Adult	Family:	0
		Pensioner:	0

12.4 QUANDIALLA SWIMMING CENTRE

File Number: P2.3.2
Author: Executive Assistant to the Director Environmental Services
Authoriser: Director Environmental Services
Attachments: Nil
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: Operation of Quandialla Swimming Centre
Budget: Nil

The following provides a summary of the attendance at the Quandialla Swimming Centre during the third quarter of the 2022/2023 financial year.

January 2023

Total Attendance:	633	School Usage:	0
Daily Average:	20	Other Usage:	124
Cash Attendance:	93 Child 84 Adult 26 Spectator	Season Ticket Sales:	
		Child:	0
		Adult:	0
Season Ticket Attendance:	208 Child 98 Adult	Family:	0
		Pensioner:	0

February 2023

Total Attendance:	506	School Usage:	33
Daily Average:	18	Other Usage:	320
Cash Attendance:	28 Child 11 Adult 1 Spectator	Season Ticket Sales:	
		Child:	0
		Adult:	0
Season Ticket Attendance:	56 Child 57 Adult	Family:	0
		Pensioner:	0

March 2023

Total Attendance:	576	School Usage:	0
Daily Average:	30	Other Usage:	386
Cash Attendance:	80 Child 15 Adult 51 Spectator	Season Ticket Sales:	
		Child:	0
		Adult:	0
Season Ticket Attendance:	23 Child 21 Adult	Family:	0
		Pensioner:	0

12.5 DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES

File Number: T5

Author: Executive Assistant to the Director Environmental Services

Authoriser: Director Environmental Services

Attachments: Nil

CSP Objective: Sustainable natural, agricultural and built environments

Precis: List of development application, construction certificate and complying development application determined during the period 1 March to 31 March 2023.

Budget: Nil

BACKGROUND

Under s. 4.16 of the *Environmental Planning and Assessment Act 1979*, under delegated authority Council Officers can exercise the power to determine development applications and post consent certificates such as construction certificates and complying development certificates. The following provides a list of the development applications, complying development applications and construction certificate applications determined within the Weddin Shire during the month of March 2023.

Development Applications Determined by Council

The undermentioned applications were received and determined subject to specified conditions, by the Director Environmental Services under delegated authority:

DA NO.	Applicant	Construction	Value (\$)	Address
3/2023	Mrs S McLelland	Signage	\$24,000	LOT: 2 DP: 1219536 26 Weddin Street GRENFELL NSW 2810
7/2023	Mr T J Dun	New Carport	\$10,000	LOT: 1224 DP: 754578 1 Hilder Road GRENFELL NSW 2810
8/2023	Mrs K H Hancock	Verandah Extension	\$7,545	LOT: 3 SEC: 6 DP: 758473 4 Weddin Street GRENFELL NSW 2810
10/2023	Mr P A Lynch	Shed	\$8,500	LOT: 124 DP: 1081488 15 Huckel Close GRENFELL NSW 2810

Complying Development Applications

The complying development certificate applications approved within the Shire in March 2023 by Council or any other Principal Certifiers.

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

Construction Certificates

The undermentioned applications were determined by the Director Environmental Services under delegated authority:

CC NO.	Applicant	Construction	Address
62/2020	Mr T G & Mrs R Mawhinney	Swimming Pool Barrier	LOT: 450 DP: 754578 53 Bradley Street GRENFELL NSW 2810
31/2021	Mrs S McLelland	Tourist & Visitors Accommodation (14 Units)	LOT: 1 SEC: 23 DP: 758473 15 Cross Street GRENFELL NSW 2810
2/2023	Mr M D & Mrs L Hewen	New Dwelling	LOT: 5 DP: 1229401 20 Huckel Close GRENFELL NSW 2810
4/2023	Vision Property Development Hub	Replacement of Fence	LOT: 2 DP: 1219536 26 Weddin Street GRENFELL NSW 2810
7/2023	Mr T J Dun	Carport	LOT: 1224 DP: 754578 1 Hilder Road GRENFELL NSW 2810
8/2023	Mrs K H Hancock	Verandah Extension	LOT: 3 SEC: 6 DP: 758473 4 Weddin Street GRENFELL NSW 2810

12.6 AMENDMENT TO FEES AND CHARGES - WASTE DISPOSAL

File Number: A3.4.3
Author: Director Environmental Services
Authoriser: Director Environmental Services
Attachments: Nil
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis: Proposed amendments to Council's Operational Plan to clarify waste disposal fees.
Budget: Nil

RECOMMENDATION

That:

1. Council note the information contained in this report including that no submissions were received during public exhibition.
2. Council adopt the amended waste disposal fees as detailed in Table 1 of this report, for the current 2022-2023 financial year.
3. Council update the fees and charges within the Weddin Shire Council Operation Plan 2022-2023 to include the amended waste disposal fees detailed in Table1 of this report.

RESOLUTION 083/23

Moved: Cr Diprose
Seconded: Cr Best

That:

1. Council note the information contained in this report including that no submissions were received during public exhibition.
2. Council adopt the amended waste disposal fees as detailed in Table 1 of this report, for the current 2022-2023 financial year.
3. Council update the fees and charges within the Weddin Shire Council Operation Plan 2022-2023 to include the amended waste disposal fees detailed in Table1 of this report.

CARRIED

PURPOSE

To amend the fees and charges in the Weddin Shire Council Operational Plan 2022-2023 to clearly define items which will be charged a waste disposal fee and those which will not.

BACKGROUND

Council adopted the Weddin Shire Council Operational Plan 2022-2023 at its meeting held on 30 June 2022. As per Local Government Act 1993 and Integrated Planning and Reporting guidelines, the Operational Plan included details of the fees and charges which Council would impose during the financial year.

The application of the current waste disposal fees and charges has been inconsistent. This has partly been due to the fees and charges being broad in nature and not specific enough on the items which will be charged a disposal fee.

Amendments to the fees and charges relating to waste disposal as outlined in **Table 1** below, were presented to Council at its Ordinary Meeting held on 16 February 2023. At this meeting it was resolved to place the proposed amended waste disposal fees on public exhibition for a period of 28 days inviting submissions from members of the community, in accordance with s. 610F of the Local Government Act 1993. It was also resolved that a further report be presented to Council with all submissions received at the conclusion of the public exhibition period, for Council's further consideration.

Item	Details	Charge	Unit of Measure	Type
Domestic/ residential	Clean green waste (lawn clippings, tree pruning's, tree branches and stumps)	Nil	N/A	3
	Putrescible/general household waste (less than 2m ³ per load shire residents only)	Nil	N/A	3
	Putrescible/general household waste (over 2m ³ per load shire residents only)	\$15.00	Per m ³ in excess of 2m ³	3
	Putrescible/general household waste (non-shire residents)	\$20.00	Per m ³	3
	Sorted Waste including steel, concrete, bricks, timber (placed in appropriate location)	Nil	N/A	3
	Unsorted waste	\$38.50	Per trailer load	3
	Furniture (placed in appropriate location)	Nil	N/A	3
	White Goods (placed in appropriate location)	Nil	N/A	3
	Mattresses/bed bases	\$35.50	each	3
	E waste (sorted and placed in appropriate area)	Nil	N/A	3
Commercial/ industrial	Clean green waste (lawn clippings, tree pruning's, tree branches and stumps)	Nil	N/A	3
	Clean uncontaminated fill (soil, clay, loam) placed in appropriate location	Nil	N/A	3
	Putrescible/general household waste (less than 2m ²)	\$28.00	Per m ³	3

Item	Details	Charge	Unit of Measure	Type
	Sorted Waste including concrete, bricks, timber (placed in appropriate location)	\$28.00	Per m ³	
	Steel (including car bodies)	Nil	N/A	3
	Sorted Recyclables (placed in appropriate area)	Nil	N/A	3
	Unsorted waste	\$54.50	Per m ³	3
	Mattresses/bed bases	\$35.50	each	3
	E waste (TVs, computers, etc. sorted and places in appropriate area)	\$17.50	Per item	3
	Clinical (non-hazardous) waste	\$44.00	Per m ³	3
	Cooking fats/oil	\$8.50	Per Litre	3
	Disposal of Prohibited Waste (specific approval necessary)	POA	N/A	3
Tyres	Car/Motorbike Tyre	\$26.00	Per tyre	3
	Light truck/4WD	\$28.00	Per tyre	3
	Truck	\$42.00	Per tyre	3
	Tractor 1-1.5m diameter	\$163.00	Per tyre	3
	Tractor 1.5-2 m diameter	\$250.00	Per tyre	3
	Earth moving machinery tyre (small)	\$250.00	Per tyre	3
	Earth moving machinery tyre (large)	\$367.50	Per tyre	3
Animal Carcasses	Dog/cat	\$29.00	Per animal	3
	Sheep/goat/ other animal similar size	\$65.00	Per animal	3
	Horse/cow/other animal similar size	\$136.00	Per animal	3
	Offal	\$11.50	Per 20kg bag	3
Chemical Drums	Cleaned and arranged with drum muster	Nil	N/A	3
	Uncleaned and/or not suitable for drum muster	\$5.00	Per Drum	3
Asbestos (Asbestos not permitted at rural tips, friable asbestos not permitted at any Council tip)	Bonded Asbestos asbestos contaminated waste	\$163.00	Per m ³ or part thereof	3
	Asbestos contaminated waste	\$163.00	Per m ³ or part thereof	3
Other waste	Motor Oil	Nil	N/A	3
	Batteries	Nil	N/A	3
	Cooking fats/oil	\$8.50	Per Litre	3
	Large tarps/silo bags or similar	\$28.00	Per m ³	
	Water Tank (steel)	Nil	N/A	3
	Water Tank (plastic/fire glass)	\$28.00	Per item	3

Item	Details	Charge	Unit of Measure	Type
	Water Tank (concrete)	\$28.00	Per item	2

Table 1. Proposed amendments to waste disposal fees for 2022-23 financial year.

ISSUES AND COMMENTS

The proposed amendments to the waste disposal fees for the 2022-23 financial year, were publically exhibited from 21 February 2023 to 24 March 2023. The public exhibition included advertising in the Grenfell Record, on Council website and on social media. No submission were received during the public exhibition period.

It is now recommended that Council formally adopt the amendments to the waste disposal fees for the current 2022-23 financial year and accordingly update the fees and charges within the Weddin Shire Council Operation Plan 2022-2023.

POLICY/LEGAL IMPLICATIONS

Council has complied with its obligations under section 610F of the Local Government Act 1993, by giving public notice of the proposed changes to the fees and charges for a period of 28 days. There were no submission received during the public notice period which Council needs to consider.

FINANCIAL/RESOURCE IMPLICATIONS

There are no cost implications to Council as a result of the proposed amendments to the waste disposal fees. The fees remain largely unchanged with the exception of providing additional line items to provide clarification as to the items which will incur a disposal fee and those which will not.

The fees and charges imposed for the disposal of certain items contributes to the cost recovery for operating the waste management facilities in accordance with Councils obligations under a range of legislation and NSW Environment Protection Authority requirements.

INTERNAL/EXTERNAL CONSULTATION

Council has consulted with the Company engaged to manage the Grenfell Waste Management Facility regarding the proposed amendments to the waste disposal fees. The structure of the proposed amendments is in line with other Netwaste Councils.

It is proposed that once adopted, the amendments will be provided at the Grenfell Waste Management Facility. Council Officers are still exploring the set up of point of service system at the Grenfell Waste Management Facility.

CONCLUSION

Proposed amendments to the waste disposal fees were publically exhibited for a period of at least 28 days. No submissions were received during the public notice period.

It is recommended that Council formally adopt the amendments to the waste disposal fees for the current 2022-23 financial year and accordingly update the fees and charges within the Weddin Shire Council Operation Plan 2022-2023.

12.7 CARAVAN PARK OPERATION REPORT**File Number:** P2.3.3**Author:** Executive Assistant to the Director Environmental Services**Authoriser:** Director Environmental Services**Attachments:** Nil**CSP Objective:** Culturally rich, vibrant and inclusive community**Precis:** Summary of Caravan Park operations during the period 1 January to 31 March 2023**Budget:** Nil

The following provides a summary of the income and expenditure for the Grenfell Caravan Park for the third quarter of the 2022/2023 financial year.

Expenditure for March included the payment of the quarterly electricity account which was \$1549.21.

MONTH	INCOME	EXPENDITURE	PROFIT/(LOSS)
January	\$10,311.49	\$7,040.88	\$3,270.61
February	\$11,093.64	\$6,890.08	\$4,203.56
March	\$7,298.20	\$7,826.09	(\$527.89)
			Total \$6,946.28

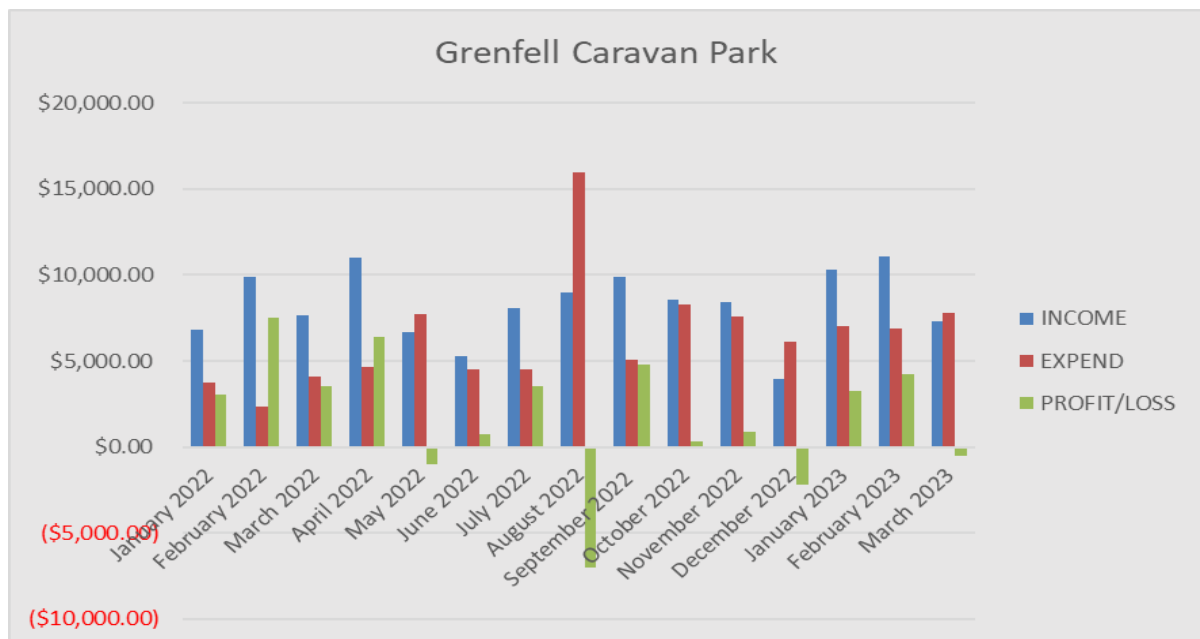


Table 1. Caravan Park income and expenditure for the previous 12 month period.

12.8 OPERATION OF GRENFELL CARAVAN PARK**File Number: P2.3.3****Author: Director Environmental Services****Attachments: Nil****CSP Objective: Shire assets and services delivered effectively and efficiently****Precis: Proposed Changes to Operation of Grenfell Caravan Park****Budget: To be determined****RECOMMENDATION****That:**

1. Council note the report on the Grenfell Caravan Park.
2. Council seek Expressions of Interest for the lease of the Grenfell Caravan Park for a two (2) year period, with two (2) further options, each of two (2) years (2+2+2 lease).
3. Delegation be provided to the General Manager to negotiate the specific details of any lease arrangement with a suitable interested party, with these details being reported back to Council prior to any lease arrangement being entered into.

RESOLUTION 0804/23**Moved: Cr McKellar****Seconded: Cr Howell****That:**

1. Council note the report on the Grenfell Caravan Park.
2. Council seek Expressions of Interest for the lease of the Grenfell Caravan Park for a two (2) year period, with two (2) further options, each of two (2) years (2+2+2 lease).
3. Delegation be provided to the General Manager to negotiate the specific details of any lease arrangement with a suitable interested party, with these details being reported back to Council prior to any lease arrangement being entered into.

CARRIED**PURPOSE**

To seek Council endorsement to advertise for Expressions of Interest (EOI) for the lease of the Grenfell Caravan Park.

BACKGROUND

Council currently operates the Grenfell Caravan Park which is an important facility to attract and service visitors to the Shire.

The Caravan Park includes three (3) cabins, seventeen (17) powered caravan sites and four (4) unpowered sites. The facility also contains a site office and an amenities building containing male facilities, female facilities, accessible shower/toilet and a laundry.

The Caravan Park has historically been managed by a full time caretaker employed by Council who undertook the day to day management and operation of the Caravan Park. After an internal review of the operations of the Caravan Park in 2021, Council at its meeting of 20 August 2021 resolved to implement the following changes, for a trial period of six (6) months:

1. the Caravan Park Manager only be onsite Monday to Friday for a maximum of 28 ordinary hours per week. The hours to 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.
2. the Caravan Park Manager be assigned additional Council duties Monday to Friday to make up the required 38 hour working week.
3. 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;
4. move to an online booking system for the Caravan Park.
5. the Visitor Information Centre (VIC) be utilised for some bookings and the picking up of keys on weekends during normal hours of operation.
6. update signage at the Caravan Park to direct customers to the online booking system and the Visitor Information Centre (VIC).
7. the installation of CCTV at the Caravan Park be investigated.

Changes 1, 2, 3 and 5 as mentioned above were implemented at the Caravan Park. As part of these changes, it was identified that Council did not have any relief staff available during periods of leave. This resulted in existing staff within the organisation having to undertake the key duties at the Caravan Park during these period, in addition to their normal duties and at additional costs in staff wages (overtime and allowances).

Further investigation on moving to an online booking system identified the following issues:

- Council would incur a booking fee if a third party booking system was to be utilised.
- the development of a specific booking system for Council would be cost-prohibitive.
- many customers are reluctant to use an online booking system and prefer to ring and book over the phone, particularly for caravan sites.
- an online booking system does not fully cater for passing traffic.
- online bookings taken on the weekend or outside of normal working hours would be difficult to manage with no-one at the park to facilitate the booking.

Since the changes mentioned above were implemented, the then Caravan Park Manager changed roles within Council. This again required existing staff within the organisation to undertake the key duties at the caravan park for an extended period, until a replacement could be found.

More recently Council has employed casual staff to undertake the customer service management and cleaning of the Caravan Park. The lawns and gardens of the Caravan Park are generally maintained by a Council contractor. With general maintenance carried out by external contractors.

Council has been unsuccessful in securing a cleaner for the Caravan Park despite it being advertised, this has led to other staff needing to undertake these duties.

ISSUES AND COMMENTS

The operation of the Caravan Park is a seven (7) day a week venture which requires daily cleaning and the taking of bookings outside of normal business hours. This poses a significant challenge given the lack of available staff to operate the facility and conflict with the Council's obligations under the Local Government Award (e.g. fatigue management, number of hours worked etc).

This has resulted in Council staff being required to undertake duties at the Caravan Park, which are outside of their normal roles, in order to keep the facility operational. This has in turn placed undue pressure on those staff to complete these additional tasks while also undertaking their normal duties.

Given the ongoing issues with attracting staff to operate the facility, it is now considered that the best option moving forward is to seek Expressions of Interests from interested parties for the lease of the caravan park. The lease arrangement would be for the full day to day operation and management of the facility for a two (2) year period, with two (2) further options, each of two (2) years (2+2+2 lease).

At this stage the proposal is to only seek Expressions of Interest from interested parties to lease and operate the Grenfell Caravan Park. The specific details of any lease arrangement would then need to be negotiated with suitable interested parties. It is proposed that delegation be provided to the General Manager in order to negotiate the specific details of any lease arrangement, before reporting back to Council, prior to any lease arrangement being entered into.

Review of the current market shows that other councils have undertaken a similar exercise. Council should prepare an EOI which includes the day-to-day duties that a proposed contractor should undertake and give opportunities for best offers/alternative offers to be submitted. For example, other Councils have seen offers of glamping tents to increase patronage at no cost to Council and additional marketing by the operators.

POLICY/LEGAL IMPLICATIONS

There are no policy or legal implications with seeking EOIs for the lease of the Grenfell Caravan Park. However under the current arrangements with the lack of available staff to operate the facility and conflict with the Council's obligations under the Local Government Award (e.g. fatigue management, number of hours worked etc) there is potential for implications.

FINANCIAL/RESOURCE IMPLICATIONS

The specific details of any lease arrangement would need to be negotiated with suitable interested parties. Therefore the specific financial implications are not known at this stage. However in understanding the current financial implications from a profit and loss approach, below is a summary provided since January 2022:

MONTH	INCOME	EXPEND	PROFIT/LOSS
Jan-22	\$6,794.55	\$3,717.28	\$3,077.27
Feb-22	\$9,866.37	\$2,342.33	\$7,524.04

Mar-22	\$7,625.47	\$4,532.70	\$3,092.77
Apr-22	\$11,042.29	\$4,637.74	\$6,404.55
May-22	\$6,705.44	\$7,707.92	-\$1,002.48
Jun-22	\$5,256.37	\$5,356.36	-\$99.99
Jul-22	\$8,041.83	\$4,498.19	\$3,543.64
Aug-22	\$8,996.35	\$16,001.31	-\$7,004.96
Sep-22	\$9,900.00	\$5,082.98	\$4,817.02
Oct-22	\$8,580.93	\$8,261.64	\$319.29
Nov-22	\$8,436.39	\$7,581.17	\$855.22
Dec-22	\$3,945.48	\$6,111.27	-\$2,165.79
Jan-23	\$7,298.20	\$7,040.88	\$257.32
Feb-23	\$11,093.64	\$6,890.08	\$4,203.56
Mar-23	\$7,298.20	\$7,826.09	-\$527.89
TOTAL	\$120,881.51	\$97,587.94	\$23,293.57

Note: The above figures include staff wages and oncosts but do not include depreciation. Expenditure relates to staff wages and additional contractors to maintain the site.

Depending on the offers provided, Council consider a number of contracting options such as:

- rates and water are paid by Council.
- percentage of the bookings provided to Council to provide for key maintenance activities.
- general maintenance activities to be carried out by the contractor.
- cleaning to be undertaken by contractor.
- any value add options provided by the potential contractor, e.g. social media and marketing, glamping tents, camp ovens and activities.

On average, the Grenfell Caravan Park makes an average of \$8,000+ per month and could suit a local contractor with the part time hours/hours set by the contractor.

INTERNAL/EXTERNAL CONSULTATION

It is proposed to advertise for the EOI from interested parties to lease the Grenfell Caravan Park, for minimum period of 28 days.

CONCLUSION

Council currently operates the Grenfell Caravan Park. Due to staff shortages at the Caravan Park, Council staff from other areas are being regularly required to undertake duties at the facility to keep it operational. It is considered that the best option moving forward is to seek EOIs for the lease of the Caravan Park.

As done by other councils, this can often lead to expert operators who can operate and maintain the facility and also lead to better customer satisfaction for those staying at the facility.

It is recommended that Council seek EOIs for the lease of the Caravan Park and Delegation be provided to the General Manager to negotiate the specific details of the lease arrangement with a suitable interested party, prior to these details being reported back to Council and prior to any lease arrangement being entered into.

13 DELEGATE(S) REPORTS**13.1 NSW PUBLIC LIBRARIES ASSOCIATION ZONE MEETING**

File Number: P2.3.5
Author: Cr
Authoriser: General Manager
Attachments: Nil
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: This report contains some of the points of note from the Central West Zone of the NSW Public Libraries Association meeting held 10 March 2023 at Parkes NSW. WSC attendee was Cr Phillip Diprose.
Budget: \$214.05 – Councillor Expenses

RECOMMENDATION

That the report be noted.

RESOLUTION 091/23

Moved: Cr Best

Seconded: Cr Parlett

That Council notes the Delegates Report from the NSW Public Libraries Association Zone Meeting of 10 March 2023 as presented.

CARRIED

The main points from the above meeting are below.

AGM Elections

The following people were elected to the various positions in respect of the Central West Zone of the New South Wales Public Libraries Association:

Office Bearer	Person Elected
Chairperson	Cr Les Lambert, Narromine Shire Council
Deputy Chairperson	Cr Bill Jayet, Parkes Shire Council
Secretary/Treasurer	Kathryn McAlister, Manager, Macquarie Regional Library, Dubbo
Minutes Secretary	Rachel Carr, Mudgee Library, Mid-Western Regional Council

Adele Casey, NSWPLA Executive Officer's Report

A re-branding exercise is underway for the NSWPLA; including an overhaul of the website. A new logo has been developed and is copied below.



A campaign is underway seeking funding for early literacy with the tag line being “Birth to 5 – Read and thrive”

A meeting with the appropriate Federal Minister is planned to try and secure the future of the National Library of Australia owned online database called Trove. NB: Post the CWZ NSWPLA meeting held 10 March 2023 the Federal Government has committed to provide \$33m over the next 4 years to maintain Trove, with \$9.2m ongoing, and indexed funding from July 2027.

Planning for the NSWPLA 2023 annual conference (known as SWITCH) to be held at Penrith on 14-17 November is well advanced. Many at the Parkes meeting who intend attending SWITCH expressed interest in visiting the NSW State Library on the 13 November.

An invitation was extended to all libraries to contribute high resolution photographs for possible inclusion in the NSWPLA Annual Report (max file size 5 MB).

Philippa Scarf, NSW State Library representative report

The relevant NSW State Minister recently announced the outcome of the latest round of library infrastructure grants. The successful applicants within the Central West Zone of the NSWPLA were Bogan, Cowra and Lithgow Shire Councils.

The State Library is working with Charles Sturt University on a research project into co-design of public libraries with other public facilities. Case studies are being done for Albury, Fairfield and Yass.

Report on “Children’s Discovery” Training held 9 March 2023 at Parkes

Liz McCutcheon, Gilgandra Library Hub Manager provided a comprehensive report on the above training event open to library staff in the zone; which was agreed to at the 28 October 2022 CWZ NSWPLA meeting at Orange. Some extracts from Liz’s report are below.

Yesterday, 19 of us attended “Little Bang Discovery Club” training, facilitated by Wendy Preston of Children’s Discovery. Children’s Discovery is a not-for-profit educational charity, and “Little Bang” is their foundation program.

“Little Bang” consists of 4 sessions of science activities aimed at Preschoolers and their parents. Each session is one hour of fun activities exploring different aspects of science. The program is suitable for a group of ten children or more. Children’s Discovery sell a facilitator’s set with all of the equipment you would need to run the sessions, plus you would need to purchase a Discovery Box and book for each child. Yesterday, Wendy took us through the activities in all four sessions and gave us all a training manual and copy of the book that the children use. She also ran a session in front of us, with five 3 and 4 year olds and their mothers. Despite the fact that Wendy and the program were new to the children, and that they were surrounded by a circle of 19 watchful librarians, the children all participated and enjoyed these activities.

In “Little Bang”, the idea is that the children are the scientists, and their parents are their lab assistants. Grown-ups take a step back, letting the children explore and ask questions, come up with possible answers and test their answers. The children are following the scientific method, although they don’t know it yet, and they are learning through play.



An outcome from the running of the above training is that the NSWPLA now owns a set of equipment/kits that will be available on a loan basis to public libraries throughout the zone (including Grenfell). Kathryn McAlister generously agreed that the equipment be stored at Dubbo Regional Council facilities and that she will be the initial contact.

The training day was a great success and all present thanked outgoing Secretary/Treasurer, Pamela Kelly, for her excellent work with the arranging.

Zone Strategic Plan

It was agreed that rather than developing a Zone Strategic Plan, to keep things simple the following 2 new discussion standing items be added to the meeting agendas

1. Suggestions for Motions for progression to the NSWPLA Annual Conference
2. Suggestions for Zone (collaborative) Activities

Tour of Parkes Library and Cultural Centre

Kerryn Jones, Manager Cultural Education and Library Services, Parkes Library and Cultural Centre provided a tour of the library facility which was officially opened in late 2020.

Next Meeting

The next zone meeting will be held 15 September 2023 at Molong. It is anticipated that by then the new Community Centre (incorporating the library) will be well and truly up and running.

Cr Phillip Diprose

14 MINUTES OF COMMITTEE MEETINGS**14.1 COMMITTEE REPORTS - RECEIVE AND NOTE: LACHLAN REGIONAL TRANSPORT COMMITTEE****File Number:****Author:** Executive Assistant to the General Manager**Attachments:** 1. Minutes of the Lachlan Regional Transport Ordinary Meeting | 25 February 2023**RECOMMENDATION**

That Council notes the Minutes of the Lachlan Regional Transport Committee Meeting held 25 February 2023 as presented.

RESOLUTION 0815/23

Moved: Cr McKellar

Seconded: Cr Diprose

That Council notes the Minutes of the Lachlan Regional Transport Committee Meeting held 25 February 2023 as presented.

CARRIED**INFORMATION**

The Lachlan Regional Transport Committee held an Ordinary Meeting on 25 February 2023 at the Lachlan Valley Rail Depot in Cowra. Minutes from this meeting are attached for Council's information.

14.2 MINUTES OF THE EXTRAORDINARY THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS MEETING HELD 22 MARCH 2023

File Number: C2.6.32

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. 22 March 2023 Minutes | Henry Lawson Festival Extraordinary Committee Meeting

RECOMMENDATION

Except where otherwise dealt with, the Minutes of the Extraordinary The Grenfell Henry Lawson Festival of Arts Meeting held 22 March 2023 be adopted as presented.

RESOLUTION 0826/23

Moved: Cr Diprose

Seconded: Cr Kenah

Except where otherwise dealt with, the Minutes of the Extraordinary The Grenfell Henry Lawson Festival of Arts Meeting held 22 March 2023 be adopted as presented.

CARRIED**INFORMATION**

The Henry Lawson Festival of Arts Committee Extraordinary Meeting was held on 22 March 2023, with the Minutes from this meeting attached.

14.3 COUNCIL COMMITTEE REPORTS - REQUIRING ACTION: MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS MEETING HELD 12 APRIL 2023.

File Number: C2.6.32

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. MINUTES OF THE HLF MEETING HELD 12 APRIL 2023

RECOMMENDATION

1. Except where otherwise dealt with, the Minutes of The Henry Lawson Festival of Arts Meeting of 12 April 2023 be adopted as presented.
2. The Committee now requests Council's permission to move from Proctor Park to the Railway Precinct subject to the traffic management plans being approved by the Local Traffic Management Committee and Weddin Shire Council, noting the space to accommodate for the ride operators in the Railway Precinct.
3. The Committee requests that the Council consider the retrospective request and approve to lift the alcohol-free zone in front of licensed establishments on Saturday 10 June 2023 between 12:00pm to 5:00pm with the intention of allowing the licensed venues to extend their liquor licence.
4. The Committee requests that the Council consider the retrospective request for an additional \$3,000 to assist with advertising costs.

RESOLUTION 0837/23

Moved: Cr Diprose

Seconded: Cr McKellar

1. Except where otherwise dealt with, the Minutes of The Henry Lawson Festival of Arts Meeting of 12 April 2023 be adopted as presented.
2. The Committee now requests Council's permission to move from Proctor Park to the Railway Precinct subject to the traffic management plans being approved by the Local Traffic Management Committee and Weddin Shire Council, noting the space to accommodate for the ride operators in the Railway Precinct.
3. The Committee requests that the Council consider the retrospective request and approve to lift the alcohol-free zone in front of licensed establishments on Saturday 10 June 2023 between 12:00pm to 5:00pm with the intention of allowing the licensed venues to extend their liquor licence.
4. The Committee requests that the Council consider the retrospective request for an additional \$3,000 to assist with advertising costs.

CARRIED

Cr Parlett left the room at 6:10 pm.

Cr Cook left the room at 6:10 pm.

Cr Cook entered the room at 6:13 pm.

Cr Parlett entered the room at 6:13 pm.

INFORMATION

The Henry Lawson Festival of Arts Committee Meeting was held on 12 April 2023, with the Minutes from this meeting attached.

During this meeting a number of motions were put forward by the HLF Committee for action by the Council, noting that due to the timing of the Festival, they were submitted without the HLF Committee endorsement. The General Manager will be providing a presentation to the HLF Committee to allow them to understand how a section 355 Committee is to function.

Please note the following motions:

10.3. Motion: The Committee now requests Council's permission to move from Proctor Park to the Railway Precinct subject to the traffic management plans being approved by the Local Traffic Management Committee and Weddin Shire Council, noting the space to accommodate for the ride operators in the Railway Precinct.

10.4. The President wrote to Council on 28 March 2023 requesting to have the alcohol prohibition status of Main Street, Grenfell be lifted for the 2023 Henry Lawson Festival in front of designated areas. The purpose will be to allow existing venues on the Main Street to extend their existing licence on Saturday 10 June 2023 between 12:00pm – 5:00pm.

Motion: Due to the Festival quickly approaching, the Committee requests that the Council consider the retrospective request and approve to lift the alcohol-free zone in front of licensed establishments on Saturday 10 June 2023 between 12:00pm to 5:00pm with the intention of allowing the licensed venues to extend their liquor licence

10.6. A request was forwarded to Council asking for an additional contribution from Council of \$3000 to assist with covering Advertising Costs. The Contract with Ready Marketing included Digital Campaigns however the cost of Brochures, Posters and Print Advertising was not included.

The President wrote to Council on 30 March 2023 requesting additional advertising budget of \$3,000 to assist with covering advertising costs. The Contract with Ready Marketing included Digital Campaigns however the cost of Brochures, Posters and Print Advertising was not included.

Motion: Due to the Festival quickly approaching, the Committee requests that the Council consider the retrospective request for an additional \$3,000 to assist with advertising costs.

CONCLUSION

That Council consider the requests put forward by the Henry Lawson Committee noting the two separate reports to Council due to the letters being submitted prior to endorsement by the Committee and is dealt with under separate cover.

15 CLOSED COUNCIL

Cr Cook left the room at 6:14 pm.
Ms Vu left the room at 6:14pm.
Ms Woods left the room at 6:14pm.
Mr Sheehan left the room at 6:14pm.
Mr Chalmers left the room at 6:14pm.

RECOMMENDATION

The meeting now be closed to the public under Section 10A(2) of the *Local Government Act 1993* to consider the items following because of their confidential nature:

15.1 MAYORAL MINUTE – GENERAL MANAGER MID-TERM REVIEW

This matter is considered to be confidential under Section 10A(2) – (a) of the *Local Government Act 1993*, and Council is satisfied that discussion of this matter should be undertaken in Closed Council as it related to personnel matters concerning particular individuals (other than councillors).

RESOLUTION 0848/23

Moved: Cr Best
Seconded: Cr Parlett

The meeting now be closed to the public under Section 10A(2) of the *Local Government Act 1993* to consider the items following because of their confidential nature:

15.1 MAYORAL MINUTE – GENERAL MANAGER MID-TERM REVIEW

This matter is considered to be confidential under Section 10A(2) – (a) of the *Local Government Act 1993*, and Council is satisfied that discussion of this matter should be undertaken in Closed Council as it related to personnel matters concerning particular individuals (other than councillors).

CARRIED

16 RETURN TO OPEN COUNCIL**RECOMMENDATION**

The meeting return to Open Council.

RESOLUTION 08589/23

Moved: Cr Best
Seconded: Cr Diprose

The meeting return to Open Council.

CARRIED

Cr Cook entered the room at 6:18 pm.
 Ms Vu entered the room at 6:18pm.
 Ms Woods entered the room at 6:18pm.
 Mr Sheehan entered the room at 6:18pm.
 Mr Chalmers entered the room at 6:18pm.

17 REPORT ON CLOSED COUNCIL

RESOLUTION 08690/23

Moved: Cr Kenah
 Seconded: Cr McKellar
 That Council

1. NOTE AND ENDORSE THE MID-TERM REVIEW COMMENTS AND INFORMATION IN THE ATTACHED PERFORMANCE AGREEMENT

CARRIED

18 CLOSURE

The Meeting closed at 6:19pm.
 Moved: Cr Best
 Seconded: Cr Parlett

CARRIED

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 May 2023.

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CHAIRPERSON