



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Thursday 21 March 2024

Time: 5:00pm

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

AGENDA

Ordinary Council Meeting 21 March 2024

**Noreen Vu
General Manager**

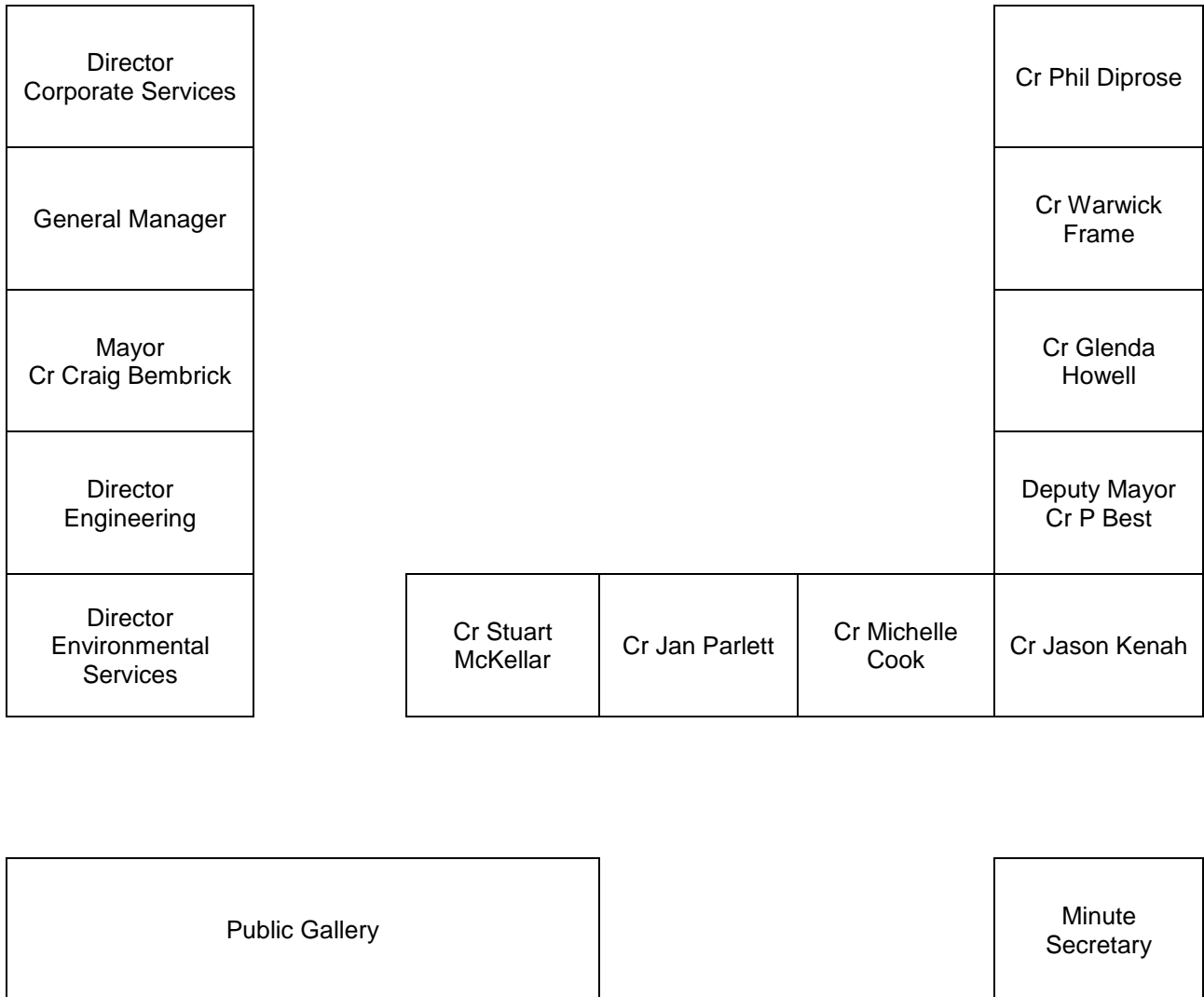
“Weddin Shire Council – working for and with the community”

Council’s Mission Statement









Councillors (from left to right) Phillip Diprose, Stuart McKellar, Warwick Frame, Craig Bembrick (Mayor), Glenda Howell , Paul Best (Deputy Mayor), Jason Kenah, Jan Parlett and Michelle Cook.

COUNCIL CHAMBERS LAYOUT



WSC STRATEGIC DIRECTION

To attain the overarching objective of the Community Strategic Plan (CSP), population growth, Council will work together with the Weddin Community to achieve the following strategic objectives, listed in priority order:

No.	Strategic Objective	Key Area
1.	Collaborative wealth building (strong, diverse and resilient local economy)	 Economic
2.	Innovation in service delivery (healthy, safe and educated community)	 Social
3.	Democratic and engaged community supported by efficient internal systems	 Civic Leadership
4.	Culturally rich, vibrant and inclusive community	 Social
5.	Sustainable natural, agricultural and built environments	 Environment
6.	Shire assets and services delivered effectively and efficiently	 Economic

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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.

3 ACKNOWLEDGEMENT OF SERVICE

We honour our service personnel who have sacrificed their lives in the defence of our freedom, peace and prosperity.

We acknowledge all of our frontline workers and volunteers who each day provide our essential and non-essential services, especially those within our Weddin Shire Local Government Area.

4 ATTENDANCE AND APPLICATIONS FOR LEAVE**ATTENDANCE****APOLOGIES****LEAVE OF ABSENCE****LEAVE OF ABSENCE APPLICATION****5 CONFIRMATION OF MINUTES****RECOMMENDATION**

That Minutes of the Ordinary Council Meeting held 15 February 2024 and the Extraordinary Council Meeting held 27 February 2024 be taken as read and **CONFIRMED**.

6 DISCLOSURES OF INTEREST**7 PUBLIC FORUM**

8 MAYORAL REPORTS/MINUTES

8.1 MAYORAL MINUTE - CENTRAL NSW JOINT ORGANISATION BOARD MEETING (CNSWJO) | 29 FEBRUARY 2024

File Number: C2.2.7

Attachment: Nil

CSP Objective: Collaborative wealth building (strong, diverse and resilient local economy)

Budget:

RECOMMENDATION

That Council

1. Note the report on the CNSWJO Board Meeting on 29 February 2024
2. Note the return on investment from Council fees to the CNSWJO is 9.4:1
3. Support the Simtables workshop at Council in disaster readiness
4. Note the CNSWJO Draft Statement on Budget and Revenue.



Picture 1: The Central NSW JO Board Meeting in progress, 29 February 2024, Condobolin

Board members were welcomed to Condobolin by Cr John Medcalf, Deputy Mayor of Lachlan Shire Councillor and immediate past Chair of the CNSWJO Board.

The first order of business was to elect a Chair. Cr Kevin Beatty, Mayor of Cabonne was elected unopposed. Cr Mark Kellam, Mayor of Oberon was elected unopposed as Deputy Chair.

The Board received a presentation from Ms Gerry Collins from Department of Regional NSW regarding Regional Coordination and Delivery Program.

Councillors John Medcalf and David Somerville were recognised for the years of service to the region. The Board also acknowledged the passing of Cr Don Fitzpatrick, former Mayor of Oberon.

On the day, the Board provided feedback that this report should include advice on the substantial value to members of the work the CNSWJO. This report leads with this advice. Please find the draft Minutes of the Meeting attached.

Value to Council

80% of CNSWJO resources are dedicated to providing its operational support program. This program delivers a return on investments of 9.4:1 for every dollar Council spends on its membership fees. This value is made up of grant income, monies saved through the CNSWJO procurement program and public relations value from its tourism marketing.

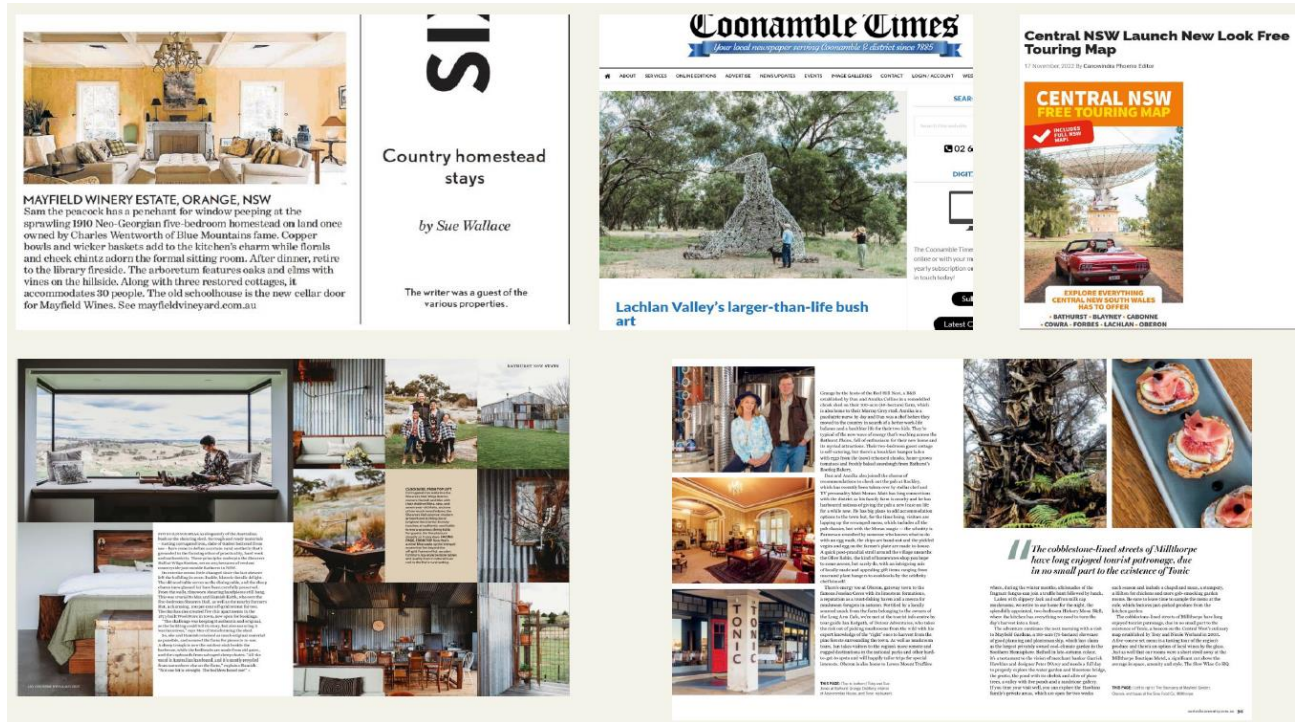
The work the region does in writing submissions, media, supporting projects and project teams, developing collateral and providing opportunities for members in various forums to represent their views is not included in the above figure of 9.4:1 ROI. However, this value is reported quarterly to the Board. Please go to the CNSWJO website to review past Board agendas at

<https://www.centraljo.nsw.gov.au/business-papers-agendas/> or to review last year's Annual Statement please go to [2023 STATEMENT \(nsw.gov.au\)](#)

This work continues year on year and for the 2022/2023 year the value is summarised as:

- 13 [Submissions - Central Joint Organisation \(nsw.gov.au\)](#) were lodged in line with CNSWJO policy on matters important to the region;
- 13 Plans, strategies and other collateral that members can leverage for funding, advocacy, forward planning and other purposes;
- \$4.2m in net cost savings across 18 regional contracts from a spend of \$25.3m.
- \$2.05m in grants for members to support training for Fluoride Operators, disaster risk reduction, Business case and Strategy Development JONZAG - Net Zero Acceleration Grant and other energy management, best practice in aggregated procurement, tourism and regional development;

- \$1.4m in public relations value and over \$472k in advertising value which encompassed 11 media releases and various social media metrics. The PR program delivered a major tourism marketing campaign for “Come Out, We’re Open” which formed a large body of work within the PR program in 2023.



Picture 2: Some of the many publications as a result of the CNSWJO PR campaigns

UN EARTH CENTRAL NSW

AUTUMN IN CENTRAL NSW

Greenfall - Sunset views

Oberon - Hayfield Garden

Condamine - Lifes in the Paddock

Cowra - Japanese Garden in Allarth

Parkes - New cycling routes

Bathurst - Historic centre in Allarth

Lithgow - Gardens of Stone State Conservation Area

Orange - Food and wine

Blayney - Village cycling

NOW IS THE TIME TO PLAN A SHORT BREAK TO CENTRAL NSW AS AN EXPLOSION OF BEAUTIFUL GOLDEN COLOURS TRANSFORMS THE LANDSCAPE, IT IS THE BEST SEASON TO ENJOY THE REGION'S ARTS, CULTURE, HISTORY, FOOD AND WINE.

Explore world-renowned gardens, forage for food, cycle to vineyards, marvel at outdoor art trails, bushwalk through National Parks, and indulge your tastebuds on local produce. The region is teeming with boutique places to stay, from hotels and motels to glamping and farm stays. Take the back roads to lesser-known towns and villages, indulge in some retail therapy, and stay a little longer.

There is so much to see, do and taste.

COME OUT, WE'RE OPEN

Central NSW includes the Local Government Areas of Oberon, Lithgow, Bathurst, Blayney, Cabonne, Cowra, Forbes, Lachlan, Orange, Parkes and Weddin.
Unearth your Central NSW at www.visitcentralnsw.com.au

Picture 3 One of the fully funded dull page spreads in the SMH where all member councils were promoted

Grant funded projects for the 2022/2023 year were:

- The Joint Organisation Net Zero Acceleration Program;
- Disaster Risk Reduction Fund program;

- Bridge Assessments;
- Come Out We're Open flood recovery program
- A Business Case for Priority Investment in the Nexus between Net Zero and Energy Security;
- A Regional Centre of Excellence in Water Loss Management;
- Transitioning Integrated Water Cycle Management Plans to Integrated Planning and Reporting; and
- A Spare Capacity in Housing Project.

Most of these are being finalised this year or are ongoing.

This value is delivered primarily by the various operational teams across the region including the CNSWJO;

- General Managers' Advisory Committee
- Water Utilities' Alliance
- Transport Technical Committee
- Tourism Managers Group
- Planners' Group
- Human Resources Managers Group
- WHS/Risk Management Group
- Training, Learning and Development Group
- Energy Group
- Regional IT Group
- Building Surveyors Skills Shortages Working Group
- Disaster Risk Reduction Steering Committee

Adoption of the Draft Statement of Budget and Revenue

CNSWJO must adopt its Statement of Budget and Revenue (the Statement) at its May meeting having put it on exhibition for 30 days. It resolved to provide it to members as part of this report. Please find the Draft Statement attached. The budget includes a 3% increase in fees, below that of the IPART rate pegged rise for Councils of 4.5% - 5.5%.

Submissions

Submissions lodged

The following submissions have been lodged since the last Board meeting. All have been at the request of members and/or as part of supporting the advocacy policy of the Board. All Submissions can be viewed on the website [Submissions - Central Joint Organisation \(nsw.gov.au\)](https://www.nsw.gov.au/submissions)

- [Australian Productivity Commission third inquiry into the National Water Initiative – January 2024](#)
- [Submission to the review of the Regional Development Act](#)
- [Draft NSW Energy Policy Framework](#)
- [Essential Energy Determination 2024-29 – Revised Public Lighting Pricing Proposal](#)
- [Consultation on the Future Drought Fund Investment Strategy & Funding Plan 2024-2028 – December 2023](#)
- [Submission to the NSW vocational education and training \(VET\) review – November 2023](#)
- [Response to the Department of Planning and Environment Lachlan Regional Water Strategy shortlisted actions – November 2023](#)
- [Inquiry into the planning system and the impacts of climate change on the environment and communities – November 2023](#)

Submissions under development

At the time of writing responses are intended for the following calls for submissions:

- DCCEE Draft Restoring the Rivers Framework Consultation;
- the inquiry into the assets, premises and funding of the NSW Rural Fire Service; and
- the draft Terms of Reference for the IPART review of NSW council financial model.

Disaster Risk Reduction Program

Council has received its Disaster Risk Reduction Needs Analysis report. At the time of writing a regional opportunities report is being finalised to identify programming the CNSWJO can deliver to support Council in this work.

Notably, CNSWJO are currently planning community workshops and training sessions aimed at enhancing community preparedness regarding natural disaster risks and vulnerabilities. The Project Steering Committee (PSC) evaluated three technology options: Simtables, SIMS online, and a cross-JO technology scoping study. It was decided to pursue all three options, focusing primarily on Simtables for the workshops. The workshops will introduce Simtables as a pilot program due to its distinctive nature and potential applications in disaster preparedness. The primary objective is to understand the technology's practical applications in disaster preparedness for the region and explore the potential to secure funding through existing Disaster Risk reduction initiative, contingent on a successful pilot. In the event of the success of the pilot and the purchase of the technology, a program will be developed to engage the broader community.

The workshops are tentatively scheduled for various locations in May 2024:

- Bathurst – 2 May 2024
- Oberon – 13 May 2024
- Cowra – 14 May 2024
- Lithgow – 15 May 2024
- Blayney – 21 May 2024
- Weddin – 21 May 2024
- Orange – 22 May 2024
- Parkes – 22 May 2024
- Lachlan – 23 May 2024
- Forbes – 23 May 2024
- Cabonne – 24 May 2024

The workshops will primarily focus on bushfire preparedness across all Local Government Areas, with added emphasis on flooding scenarios in identified regions; Cabonne, Forbes, Lachlan, Lithgow, and others identified. The success of the workshops relies heavily on coordination and support from member councils, as well as assistance from the PSC and Local Emergency Management Officers (LEMOs). CNSWJO will circulate an email once the above workshop dates, times, and venues are confirmed.

A recommendation has been made for elected representatives, general managers, and other relevant staff to participate in the upcoming community workshops and training sessions. This recommendation is crucial as it emphasises the importance of community preparedness and the potential benefits that Simtable technology can bring in enhancing disaster preparedness capabilities. Moreover, this initiative aligns well with the recent needs analysis for the region, which identified key opportunities within councils. The Simtable technology may be utilised as a tool to address some of these needs by providing a hands-on approach to understanding and mitigating disaster risks, fostering collaboration among stakeholders, and enhancing decision-making processes.

Collaborating on community engagement

There is opportunity to optimise data collection and dissemination in region to support the Community Engagement Strategies for member Councils.

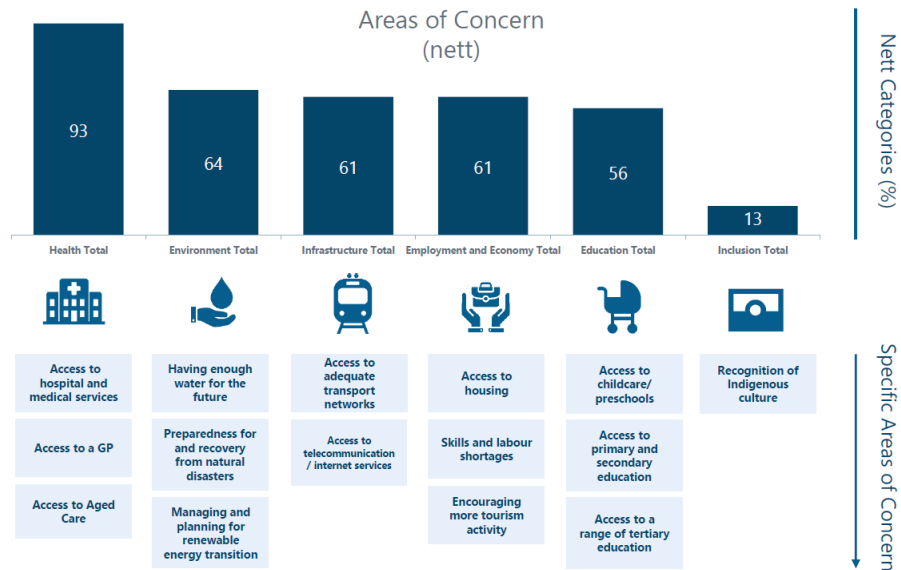
Two projects the region has been collaborating on are Community Sentiment Surveying and Our PlaceMats.

The work on Community Sentiment Surveying was with four member Councils and produced advice on regional priority. Please see the graphic below.

Areas of Key Concern for the Region

93% 
 Are concerned with some aspect of the **Health Services** in the region

Environment, Infrastructure, Employment and Economy, and Education were other categories of concern



I will now read out a list of areas that your Council may or may not be responsible for, but could influence, and I would like you to tell me which 5 out of the 15 areas would be the biggest areas of concern in your community right now? You may think they are all important however which 5 areas would you say are particularly important and need immediate attention?

Figure 1 Priorities of the community members surveyed across four local government areas

CNSWJO has been working with RDA Central West and Regional NSW on two key projects in the last twelve months, these being a repeat of the PlaceMats project providing 48 data sets for Councils they can use in their Community Strategic Planning community consultations and the workshops with NSW Government agencies providing useful data for Councils. Council will receive a report separately to adopt its PlaceMat. To view the regional PlaceMat please go to <https://www.centraljo.nsw.gov.au/co-operative-projects/>

Under the Local Government Act Councils must have Community Engagement Strategy (CES) that determines how they will engage the community in creating and reviewing their Community Strategic Plan. The CNSWJO Board resolved to collaborate with key peak regional agencies to optimise CES going forward.

The following value is provided to members through this project:

- Cost savings through aggregated procurement;
- Regular surveying supported regionally will show for trends;
- Other stakeholders may be interested in collaborating in this process including making a financial contribution. This may result in a greater body of shared data and better relationships between peak agencies;
- Participating in a regional program sets up a discipline for consultation processes.

Water

The Water Report provided:

- an update on the project to transition local water utility strategic planning into the Integrated Planning and Reporting (IP&R) framework;
- advice on the near completion Regional Water Loss Management project grant funded with members able to access funding for water loss management equipment; and
- advice on the completion regional asset management assessments using the National Asset Management Assessment Framework (NAMAF) where participating councils should have their report.

It provided advice on current consultative processes including:

Case Study: Compensation for communities impacted by the rewiring of NSW

At the time of writing the NSW Government is giving consideration to a revised energy policy framework. Included in this framework is guidance for voluntary compensation for affected communities. This includes a \$1050 per megawatt hour voluntary benefit sharing arrangement.

Assuming

- A 40% capacity factor for wind renewable energy generation
- The current price for Large Generation Certificate (LGC) is \$46; and
- All LGCs will be realised and they are realised annually as is the case at present.

\$1050 pa equates to just 0.7% of the annual income from only LGCs. The generator then sells its electricity at profit on top of that.

As it stands, renewable energy generation is being significantly incentivised and impacted communities are not being compensated. This is simply not fair.

- Joint Select Committee on Protecting Local Water Utilities from Privatisation;
- NSW Productivity Commission review of funding arrangements for Local Water Utilities;
- Australian Productivity Commission third inquiry into the National Water Initiative; and
- Draft Restoring the Rivers Framework, including engagement with the Murray Darling Basin Authority.

Planning is underway with Charles Sturt University for a Productive Water Policy Lab this year. All Councillors will be invited. The Board resolved to ask Phil Donato, Member for Orange, to organise a round table with state and federal representation to progress advocacy on water for the region.

Energy

There is a substantial amount of activity being undertaken to address the energy priority of the CNSWJO. Current work includes;

- Submissions;
- implementation of the Joint Organisation Net Zero Program;

- adoption of the Business Case for priority investment in the Nexus between Net Zero and Energy Security;
- advocating on Council's behalf to the Australian Energy Regulator on the costs of streetlighting.

Material advice to Council from this work is that;

- key messaging regarding the Dept of Planning Energy Framework consultation includes the Case Study above on compensating communities for the impacts of rewiring NSW in the context of support for the overall net zero aspiration;
- Council will receive a fully funded net zero fleet strategy;
- The advocacy undertaken by CNSWJO as the lead of the Southern Lights collaboration of councils has shown a substantial reduction in street lighting pricing. The final determination by the Australian Energy Regulator should be known by May of this year.

Conclusion

The CNSWJO continues to deliver very good value to Council. Please contact the Executive Officer Ms Jenny Bennett for more information.

Attachments

1. Draft Minutes of the CNSWJO Board meeting 29 February 2024
2. Draft Statement of Budget and Revenue

CNSW Joint Organisation Board Meeting
Minutes of Meeting 29 February 2024
Held in Condobolin at the SRA Pavilion

In Attendance*

Cr J Jennings	Bathurst Regional Council	Cr M Statham	Lithgow City Council
Cr D Somerville	Blayney Shire Council	Cr A McKibbin	Oberon Council
Cr K Beatty	Cabonne Council	Cr J Hamling	Orange City Council
Cr R Fagan	Cowra Shire Council	Cr N Westcott	Parkes Shire Council

Cr J Medcalf	Lachlan Shire Council	Cr C Bembrick	Weddin Shire Council
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Mr D Sherley	Bathurst Regional Council	Cr A Rawson	CTW
Mr M Dicker	Blayney Shire Council	Mr G Rhodes	CTW
Ms H Nicholls	Cabonne Council	Ms K Annis-Brown	OLG
Mr S Loane, OAM	Forbes Shire Council	Ms G Collins	Regional NSW
Mr G Tory	Lachlan Shire Council	Ms J Bennett	CNSWJO
Mr C Butler	Lithgow City Council	Ms M Macpherson	CNSWJO
Mr G Wallace	Oberon Council	Ms K Barker	CNSWJO
Mr D Waddell	Orange City Council	Ms J Webber	CNSWJO
Mr K Boyd, PSM	Parkes Shire Council		
Ms N Vu	Weddin Shire Council		
Ms M Schraeder	Regional NSW		

*Voting members in **bold**

Meeting opened at 9.00am by Chair Cr Kevin Beatty

1. **Welcome**
2. **Acknowledgement of Country**
3. **Apologies, applications for a leave of absence by Joint Voting representatives**
Cr P Miller, Cr M Kellam, Cr P Phillips, Mr P Devery, Mr D Sherley, Mr M Dicker, Mr B Byrnes, Cr S Ferguson, Cr C Bembrick, Mr J Gordon

Resolved	Cr M Statham / Cr J Hamling
That the apologies for the Central NSW Joint Organisation Board meeting 29 February 2024 listed above be accepted.	

4. **Election of Chairperson and Deputy Chairperson**

Cr Kevin Beatty was elected as Chair unopposed.

Cr Mark Kellam was elected as Deputy Chair unopposed.

The service to the Board of Cr J Medcalf and Dr D Sommerville was acknowledged.

The passing of Cr Don Fitzpatrick was acknowledged.

5. Conflicts of Interest

Resolved
NIL declared

6. Speakers

- a. Gerry Collins, Director, Western NSW/Regional Coordination & Delivery / Regional Development / Department of Regional NSW.
- b. Katrina Annis-Brown, Office of Local Government

7. Minutes

7a Noting of the GMAC Minutes held 1 February 2024 in Orange

Resolved	Cr R Fagan / Cr N Westcott
That the Minutes of the CNSWJO GMAC Meeting held 1 February 2024 in Orange were noted	

7b Confirmation of the Minutes of the CNSWJO Board Meeting 23 November 2023 in Sydney

Resolved	Cr D Somerville / Cr M Statham
That the Minutes of the CNSWJO Board Meeting held 23 November 2023 in Sydney were noted	

8. Business Arising from the Minutes - Matters in Progress

Resolved	Cr J Hamling /Cr J Jennings
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

9. Reports on Statement of Regional Strategic Priority 2022-2025

Priority One: Leveraging our successful collaboration

9a Financial Report

Resolved	Cr J Medcalf / Cr N Westcott
That the Board note the Financial Report.	

9b Budget considerations 2024/2025: The Draft 2024 CNSWJO Statement of Budget and Revenue

Resolved	Cr R Fagan / Cr A McKibbin
That the Board note the Statement of Budget and Revenue Report and;	
<ol style="list-style-type: none">1. adopt the draft Statement of Budget and Revenue and place it on exhibition for 30 days;2. note that the budget for the next financial year includes a fee rise of 3% and a profit for the year of \$55,227; and3. provide advice in the Mayoral Board report regarding the Statement of Budget and Revenue seeking member feedback.	

9c Advocacy Report

Resolved	Cr J Jennings / Cr J Medcalf
That the Board note the Advocacy Report and;	
<ol style="list-style-type: none">1. note that a report from the workshop with the Rural Doctors' Network has been circulated;2. adopt the Advocacy Plans for<ol style="list-style-type: none">a. Transport;b. Water;c. Energy; - receive a report on end of life and ratings on renewable energy generation.d. Regional Prosperity;e. Health; andf. Skills Shortages;3. endorse the activities of the Opt-in Advocacy Subcommittee of Mayors, those being;<ol style="list-style-type: none">a. developing a media campaign on Council sustainability;b. progressing advocacy for a Safe Swift and Secure Link between Sydney and Central NSW; andc. providing oversight of advocacy for the renewable energy transition and council financial sustainability; and4. endorse the following submissions that have been lodged:<ol style="list-style-type: none">a. Australian Productivity Commission third inquiry into the National Water Initiative – January 2024b. Submission to the review of the Regional Development Actc. Draft NSW Energy Policy Frameworkd. Essential Energy Determination 2024-29 – Revised Public Lighting Pricing Proposal	

- e. [Consultation on the Future Drought Fund Investment Strategy & Funding Plan 2024-2028 – December 2023](#)
 - f. [Submission to the NSW vocational education and training \(VET\) review – November 2023](#)
 - g. [Response to the Department of Planning and Environment Lachlan Regional Water Strategy shortlisted actions – November 2023](#)
 - h. [Inquiry into the planning system and the impacts of climate change on the environment and communities – November 2023](#)
5. Lodge the following submissions under the hand of the Executive
 - a. DCCEE Draft Restoring the Rivers Framework Consultation;
 - b. the Inquiry into the Assets, Premises and Funding of the NSW Rural Fire Service; and
 - c. the draft Terms of Reference for the IPART review of NSW council financial model.
 6. correspondence be sent to Mr Phil Donato/Mr Roy Butler requesting that the Minister for Water, The Hon. Rose Jackson be approached to convene a Regional Water Security Roundtable in the region to include state and federal government representatives.
 7. receive a report on leading practice in Regional Governance.

9d Community Engagement Collaboration Report

Resolved	Cr C Bembrick / Cr D Somerville
<p>That the CNSWJO Board note the Community Engagement Collaboration Report and</p> <ol style="list-style-type: none"> 1. adopt the Regional Report on community sentiment by Woolcott Research; 2. note the significance of the findings on community priority for health and request the Portfolio Mayors for Health and Ageing provide feedback on ways in which the JO respond to this; and 3. adopt the Regional PlaceMat with a proforma report to go to councils on this project. 	

9e Regional Procurement and Contracts Report

Resolved	Cr J Medcalf / Cr A McKibbin
That the Board note the Procurement and Contract Management report and; <ol style="list-style-type: none">1. approve the updates to the procurement plan; and2. endorse the updated Procurement Policy to include the sustainable procurement clause noting that implementation of such will occur over a 12-month period under the Best Practice in Aggregated Procurement Program.	

9f Disaster Risk Reduction Fund Program Report

Resolved	Cr N Westcott / Cr M Statham
That the Board note the Disaster Risk Reduction Fund Program report and; <ol style="list-style-type: none">1. request that members nominate key staff members for the opportunity to extend licenses for the Emergency Services Spatial Information Library (ESSIL) platform beyond emergency staff;2. commend to members that they support a top-down approach within Councils for essential staff to engage in the design and development of a regional Disaster Risk Reduction Integrated Planning and Reporting Framework; and3. commend to members that Mayors, General Managers, and other relevant staff participate in the upcoming community workshops and training sessions.	

Priority Five: Regional Transport and Infrastructure and Planning and Prioritisation

9g Transport Report

Resolved	Cr J Medcalf / Cr R Fagan
That the Board note the Transport report and note the progress on the following projects; <ul style="list-style-type: none">• 'Fix Me';• Fixing Country Bridges; and• Grattan Institute.	

Priority Six: Regional Water Security and Productive Water

9h Regional Water Report

Resolved	Cr D Somerville / Cr J Hamling
That the Board note the Regional Water Report.	

Priority Seven: Transition to a sustainable, secure and affordable energy future

9i Energy Program Report

Resolved	Cr D Somerville / Cr J Medcalf
That the Board note the Energy Program report and;	
<ol style="list-style-type: none">1. endorse the JONZA mid-term report;2. note the addition of \$59,534 in funding for the JONZA program extension to 30 June 2024;3. note the regional application for participating councils under the Community Energy Upgrades Fund focusing on pools;4. endorse the draft Zero Emissions Fleet Transition Strategy, particularly the proposed 16 recommended strategic actions for CNSWJO;5. request that member councils provide feedback on the draft regional zero emissions fleet transition strategy;6. endorse the Business Case on the Nexus Between Energy Security and Emissions Reduction, the appendices and the Roadmap; and7. endorse the following submissions:<ol style="list-style-type: none">a. Energy Policy Framework; andb. AER Determination for 2024-2029 for Public Lighting.	

9j Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025

Resolved	Cr A McKibbin / Cr J Medcalf
That the Board note the Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025.	

10. Resolve into Confidential Committee of the Whole

Resolved	Cr J Medcalf / Cr M Statham
That the Board	
<ol style="list-style-type: none">1. resolve into closed session to consider business identified, together with any late reports tabled at the meeting;2. pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above; and3. correspondence and reports relevant to the subject business be withheld from access.	

11. Executive Officer

11a Executive Officer Performance Review 2022-2023

Resolved	Cr R Fagan / Cr J Medcalf
<p>That the Board note the Executive Officer Performance Review 2022-2023 and</p> <ol style="list-style-type: none">1. note the report regarding the performance management of the Executive Officer and that the performance was better than satisfactory; and2. note a discretionary increase of 5% to the Executive Officer’s remuneration package, which reflects the performance of the Executive Officer and is in line with the Local Government Award increase from 1 July 2023 of 4.5% and the increase of the Superannuation Guarantee Charge of 0.5%.	

11b Executive Officer Transition Report

Resolved	Cr N Westcott / Cr M Statham
That the Board note the Executive Officer Transition Report and	
<ol style="list-style-type: none">1. transition all staff to be employed through the Joint Organisation;2. seek to have payroll and HR functions administered through a member council;3. adopt a 2IC model for staff management for the next twelve months;4. note that the Executive Officer will reduce hours to four days a week until December of this calendar year; and5. review the structure with the incoming Board in December of this year.	

12. Resolve into Open Session – Cr M Statham/Cr R Fagan

13. Late Reports - Nil

14. Matters raised by Members - Nil

15. Speakers to next meeting

- Essential Energy: Mr David Wilson / Mr Geoff Burgess
- Planning Staff – as advised by Ms G Collins
- Ministers for Transport, Energy
- Minister Housoss (Minister for Finance)
- Transgrid
- Mr Martin Rush (Mining Related Councils)

16. Next meeting

GMAC:

- 2 May 2024 – Oberon

Board:

- 23 May – Lithgow
- 22 August – Federal Parliament
- 28 November – State Parliament

Meeting closed: 12:13

Page 6 is the last page of the Central NSW Joint Organisation meeting 29 February 2024 held at Condobolin



CENTRAL NSW
JOINT ORGANISATION

**Central NSW
Joint Organisation**

**Budget and Statement of Revenue
Policy 2024-2025**

Draft for Public Comment

Contents

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DRAFT

Budget and Statement of Revenue Policy 2024-2025

The Central NSW Joint Organisation's revenue and accounting policies are kept in accordance with the Australian Accounting Standards Board. CNSWJO abides by the:

- *Local Government Act (1993)*
- *Local Government (General Regulation 2005)*
- *Local Government Code of Accounting Practice & Financial Reporting*

1. Financial Contributions by Member Councils

Financial contributions by member councils fall into two categories. Firstly, membership fees are levied from all member councils in order to perform the principal functions of delivering on strategic regional priorities, regional leadership and intergovernmental cooperation. The second category is for contributions from participating councils for a program of other functions enhancing strategic capacity and direct service delivery. Strategic work by the Joint Organisation will determine the nature of this program. [Strategic Planning - Central Joint Organisation \(nsw.gov.au\)](https://www.nsw.gov.au/strategic-planning)

As outlined in its Charter, the Central NSW Joint Organisation (CNSWJO) member councils must contribute financially based on the following methodology:

- a. The annual financial contribution required to be made by each member council is to consist of:
 - i. base fee of the same amount for each Member Council; and
 - ii. a capitation fee [based on the population number drawn from ABS census figures].
- b. The annual financial contribution required to be made by each associate member is to be based on a methodology adopted by the Board.
- c. The amount of the base fee, capitation fee and financial contribution by associate members for a financial year is to be determined prior to the start of that year by Resolution of the Board.

For 2024-2025, contributions from member councils of the Joint Organisation of \$964,909 has been determined with the following breakdown:

- Membership & Administration: \$369,984
- Membership of various programs: \$594,925
(Operational, CNSWJO Water Utilities Alliance, Tourism & Western Region Academy of Sport)

2. Fees & Charges

Under the Local Government Act 1993, the CNSWJO may charge and recover an approved fee for its services.

CNSWJO must consider the following when establishing approved fees:

- The cost of provision of the service
- Recommended prices suggested by outside bodies
- The importance of the service
- Legislation that regulates certain fees
- Goods & Services Tax legislation.

3. 2024-2025 Budget

**Central NSW Joint Organisation Budget
2024/2025**

**Budget
2024/2025**

Income	
CNSWJO Membership Fees	369,984
CWUA Best Practice Program	334,440
CNSWJO Regional Tourism Group	122,591
CNSWJO Operational Membership	126,035
WRAS	11,859
	\$964,909
Grant funding - JONZA	\$155,000
Grant funding - Bridges Project Mgmt	\$12,746
Grant funding - Disaster Ready Fund	\$202,195
	\$369,941
CWUA -Smart Approved Watermark	19,767
	\$19,767

HR - Regional Training Service Income	100,000
	\$100,000
Management Fees from Contracts	320,000
Management Fee from LGP	50,000
	\$370,000
Copyright Licence	20,000
Cyber Security (from members)	200,000
Vehicle Lease Back - Net Zero and Operational Programs Mgr	5,000
Interest	20,000
	\$245,000
Total Income	\$2,069,617

Expenditure	
Executive Officer Costs	150,000
Executive Officer Vehicle Costs & Depn	10,000
2IC / Net Zero and Operational Programs Manager incl Vehicle	45,065
Finance Manager	80,300
Project Officer - Procurement (mat leave until April 2025)	36,506
Project Officer - BPAP (and mat leave backfill)	79,928
Project Officer - Operations	60,438
Project Support Officer - Energy and Resilience	2,400
Cybersecurity Project	203,000
Executive Support and Admin Officer	80,000
Productive Water and Advocacy Manager - JO costs	56,000
CWUA - Best Practice Program (inc staff)	334,440
CWUA - Smart Approved Watermark	19,767
Grant - Bridges (inc staff)	12,746
Grant - JONZA (inc staff)	155,000
Grant - Disaster Ready Fund (inc staff)	202,195

Disaster Ready Program (JO costs)	86,655
CNSWJO Regional Tourism Group Marketing	122,591
SSRP review	35,000
Remuneration of the Chair	10,000
WRAS	11,859
HR - Training Service Costs	95,000
Regional Medical Student Scholarship	15,000
Advocacy	15,000
Accounting/Audit/Financial Services Support	29,000
Bank Fees and Sundry Costs	2,500
Computer Software/Licences	2,000
Procurement Software	4,000
Copyright Licence	20,000
Depreciation (excl vehicles)	4,000
Internet Cloud	10,000
Legal	10,000
Operational Teams Costs	10,000
Printing/Stationery/Postage	1,000
Zoom Conferences	1,500
Website Hosting and Costs	1,500
Total Expenditure	\$2,014,390
Net Profit/Loss	\$55,227

8.2 MAYORAL MINUTE - MAYORAL UPDATE ON MATTERS IN FEBRUARY/MARCH**File Number:** C2.2.7**Attachment:** Nil**CSP Objective:** Culturally rich, vibrant and inclusive community**Budget:** Nil**RECOMMENDATION****That Council note and receive the Mayoral Minute.**

Councillors

I submit my Mayoral Report for the months of February and March 2024.

1. Doctors situation in Grenfell

I have provided direct updates in the Grenfell Record on 27 February, 7 March and 14 March 2024. The following provides a summation of these. There has been also a public notice on the matter on 1 March 2024 relating to the Doctors in Grenfell situation.

I want to express my concerns regarding the recent closure of the Weddin Street Clinic. I understand the impact it has on our community, and I share in your apprehensions about the current doctor shortages in Grenfell.

It is crucial for you to know that the community's desire for a new medical facility with multiple doctors is at the forefront of our considerations. While the closure of the Weddin Street Clinic poses challenges, our collective aspiration remains focused on enhancing healthcare services in Grenfell.

I want to assure you that I am fully committed to advocating for improved rural and regional health outcomes. I have consistently written to State and Federal Ministers, highlighting the pressing need for enhanced medical services in our area. The closure of the Weddin Street Clinic only reinforces the urgency of these efforts.

In the spirit of collaborative action, I am committed to working closely with Dr. Patrick and the Rural Doctor Network (RDN) to find a new doctor who will join the Main Street Medical Centre. Together, we will explore all avenues to secure additional medical professionals for our community.

Dr. Patrick Akhiwu expresses his optimism about the potential for Grenfell to attract new medical professionals. The Main Street Medical Centre, equipped with modern facilities including five consultation rooms, a state-of-the-art telehealth and conferencing room, and modern amenities, stands as a testament to our commitment to providing high-quality healthcare services. Grenfell, in Dr. Patrick's words, is not just a place of work; it is home. Having raised his family here, he highlights the warm and welcoming community that makes Grenfell a unique and fulfilling place to live.

I am dedicated to ensuring that Grenfell continues to have access to quality healthcare services. As we navigate through this transitional period, your understanding and support are invaluable.

Recently, we have heard a lot over the past few weeks regarding the doctors' situation in Grenfell. I thought it was a good opportunity to clarify what I am aware of through this Mayoral Minute. The Rural Doctors Network (RDN) has a recruitment team working behind the scenes to secure locum doctors for the area. This allows The Grenfell Medical Centre to address the immediate need. These positions are not publicly advertised and draw on a network of doctors that provide locum services. I mentioned in my update last week that the initial step was securing locum doctors.

Regarding the more permanent recruitment of a doctor, this is outside mine or Council's responsibility. It is not our role to advertise or be involved in a private business's operation. I trust that the RDN and the Grenfell Medical Centre will make the best decision together. The RDN draws from a network of contacts, and when the timing is right, there will be an announcement made about this permanent role.

2. Proposed Planning Proposal to Reclassify Land

Recently, I've noticed some discussions on social media where there are incorrect accusations about Council and the use of misinformation. If you're curious about parcels of land, you can easily find information on the ePlanning website in a map format, <https://www.planningportal.nsw.gov.au/spatialviewer/>.

When it comes to any future planning proposals, public consultation and exhibition will be part of the process, and it will happen *when* the time comes. Currently, Council is considering reclassifying public land from community land (for public use like parks or reserves) to operational land (which facilitates Council functions but may not be open to the general public, like a works depot or Council garage). This was a decision we collectively made on 16 November 2023 to start a process.

A quick look at the Weddin Local Environmental Plan 2011 will confirm that we have never classified operational land. This differs from the normal and industry practices in other councils, reclassifying land like the council depot or housing to operational allows for appropriate indexation in our financial statements and ensures accountability in our financial reporting, or we can continue to have this anomaly on our financial statements and for those to continue spreading misinformation.

If you ever have questions, feel free to pick up the phone or send an email. Council Officers are there to help clarify any concerns you may have. It is concerning the level of misinformation around the matter. Council cannot reclassify land, we have to undertake a process that involves public consultation before it is considered by the State Government. Our Planning Team can't begin a strategic planning process of this nature without direction from Council. The resolution allows for Council staff to eventually begin the process in due course when the time and resources permits.

3. Roads across the Shire

Following our conversations with the Minister for Regional Roads Office regarding the administration of our Natural Disaster Declaration applications. I refer to the fact that

our Local Government Area has been impacted by several severe weather events over a long period of time, restricting Council's endeavours to conduct what are extensive repair and restoration works. This is referred to as a Natural Disaster Declaration. When a Natural Disaster event is declared, this means we will do emergency repairs and apply to the NSW Government for funding to do the subsequent reconstruction works. Council provides a monthly update through the Infrastructure Works report on the status of these applications and the roads listed against these various packages. Once approved by TfNSW, Council will commence roadworks, weather and staff availability permitting, as soon as practically possible. However, I must stress that, unfortunately, any works are dependent upon funding availability.

Once funds become available, Council will be able to place the roads works on the program priority list. However, in the short-term, we encourage the general public to, please, always drive to the road conditions and obey any temporary signage. If you sight any unsafe road conditions without signage, we ask that you report them to mail@weddin.nsw.gov.au or contact the staff on (02) 6343 1212 with the location.

Council does not have the financial resources to undertake the reconstruction works following a natural disaster event like a flood and requires State and Federal Government funding. This is a process that impacts and affects all NSW Councils across the State.

Currently, Council is waiting to hear from TfNSW as to whether we have been successful with our submission, which will entail approval of funding enabling Council to commence its repair program.

Across the West NSW region, TfNSW has received over \$540 million worth of road reconstruction works from the various Councils. We make up approximately \$32 million of this package. Please be patient and please be kind to staff.

9 MOTIONS/QUESTIONS WITH NOTICE**9.1 NOTICE OF MOTION - COUNCILLOR EXPENSES & FACILITIES REPORT****File Number:****Mover:** Cr Phillip Diprose**Attachments:** 1. NOTICE OF MOTION | COUNCILLOR EXPENSES & FACILITIES POLICY**CSP Objective:** Democratic and engaged community supported by efficient internal systems**Budget:****MOTION****That:**

1. The Councillor component of the budget and expenditure for the Post Council Meeting Dinners be moved from the present Council Meetings 'bucket' to (in future) the Councillor Expenses and Facilities funding line commencing from the financial year commencing 1 July 2024.
2. The Councillor component expenditure be included in future "Weddin Shire Council Councillor Expenses and Facilities Reports," commencing from the report due to be presented to Council at its July 2024 Ordinary Meeting;
3. The amount per Councillor for the meals be calculated at "Total Meal Cost divided by the Number of people in attendance" at the respective dinner/s).
4. The Councillor Expenses and Facilities Policy be amended to reflect the above.

SUPPORTING COMMENTS

The inaugural "Weddin Shire Council Councillor Expenses and Facilities Report" was included for noting at Council's February 2024 Ordinary Meeting. After some reflection following the Council meeting it occurred to me that the meal costs in connection with the customary "post Council meeting dinners" had not been included in the Report.

Council staff advise that the expense for these meals is covered under an allocated bucket of funds for council meetings; which is presently separate from Councillor expenses.

I contend that the following factors support the changes I'm suggesting:

- Good governance practice suggests that Council should be as "transparent as it is legally possible to be."
- Attendance at the dinners is optional (Vs mandatory for Council meetings) with the usual participants being Councillors, Council staff (that attend the Council meetings) and from time to time other people at the invitation of the Mayor and the General Manager.
- The dinners are held after the business of Council has been completed; and are held off site on a rotation basis at local meal providers. Thus the dinners cannot be considered to be 'in-house' functions.

- Alcohol is normally consumed by those who wish to participate. NB: In line with policy this occurs at the participants' personal expense i.e. it is not covered by Council.
- The cost of the dinners is material in the context of the amount listed in the Report for the 6 months to 31/12/2023. The table below shows the expenditure for the period 1/2/2023 to 29/2/2024. These figures include the costs for both Councillors and Non-Councillors who participated.

Councillor - Post Meeting Dinners

Date	Venue	Cost	# attendees (incl staff)	Cost/head
15/02/2024	Happy Inn Chinese Restaurant	\$277.40	9	\$30.82
19/10/2023	Unwind Café	\$399.50	17	\$23.50
28/09/2023	Happy Inn Chinese Restaurant	\$300.00	10	\$30.00
17/08/2023	Unwind Café	\$325.00	13	\$25.00
20/07/2023	Happy Inn Chinese Restaurant	\$265.10	12	\$22.09
29/06/2023	Ollies Country Kitchen	\$333.80	14	\$23.84
18/05/2023	The Criterion	\$303.01	11	\$27.55
20/04/2023	Grenfell Bowling Club	\$377.00	12	\$31.42
16/03/2023	Happy Inn Chinese Restaurant	\$299.40	10	\$29.94
16/02/2023	The Albion Hotel	\$278.00	13	\$21.38
\$3,158.21	121		\$26	

STAFF COMMENTS

In accordance with the Council's Councillor Expenses and Facilities Policy, clause 6.22 provides provisions relating to the refreshments for council related meetings which states:

"6.22. Appropriate refreshments will be available for council meetings, council committee meetings, councillor briefings, approved meetings and engagements, and official council functions as approved by the General Manager."

The refreshments are therefore in conjunction with such council meetings.

In response to the supporting comment relating to "good governance practice suggests that Council should be as transparent as it is legally possible to be". Council does this by way of setting the Budget per year in its Operational Plan and at the included table (as presented in the Councillor Expenses and Facilities Policy), which states that the Councillor Operating Expenditure as "food and catering costs as \$10,000". This includes the refreshments that are in conjunction with the council meeting.

The policy does not state "during" the meeting. It does not say they are costs exclusively for that of the Councillors. The intent of this policy was to be distinct and separate from any

such costs that constitute Councillor's direct expenditure, for example purchasing a meal whilst attending as a delegate to a conference.

This budget also covers other additional catering costs and other such refreshments for workshops, briefings, meetings, engagements and the like. Council has adopted the Model Policy from the Office of Local Government (OLG). We are also a small rural council with limited resources.

We agree on the need for good governance practice and we believe that we have met this stated aim by modelling ours on this OLG Model Policy. This request needs to be weighed up with the perceived additional benefit versus the additional administration burden or layer on top of Business as Usual matters that is often not considered on staff.

WEDDIN SHIRE COUNCIL

NOTICE OF MOTION

MOTION:

I hereby give notice of the following Motion for consideration at Council's March 2024 Ordinary Meeting:

"That:

1. The Councillor component of the budget and expenditure for the Post Council Meeting Dinners be moved from the present Council Meetings 'bucket' to (in future) the Councillor Expenses and Facilities funding line commencing from the financial year commencing 1 July 2024.
2. The Councillor component expenditure be included in future "Weddin Shire Council Councillor Expenses and Facilities Reports," commencing from the report due to be presented to Council at its July 2024 Ordinary Meeting;
3. The amount per Councillor for the meals be calculated at "Total Meal Cost divided by the Number of people in attendance" at the respective dinner/s).
4. The Councillor Expenses and Facilities Policy be amended to reflect the above.

FUNDING SOURCE (where expenditure is sought):

Baseline operational budget. Guidance is sought from our General Manager in respect of how the expenses connected with staff and guests can best be covered.

SUPPORTING COMMENTS: (optional)

The inaugural "Weddin Shire Council Councillor Expenses and Facilities Report" was included for noting at Council's February 2024 Ordinary Meeting. After some reflection following the Council meeting it occurred to me that the meal costs in connection with the customary "post Council meeting dinners" had not been included in the Report.

Council staff advise that the expense for these meals is covered under an allocated bucket of funds for council meetings; which is presently separate from Councillor expenses.

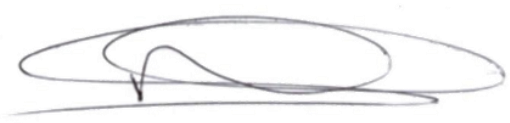
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- The dinners are held after the business of Council has been completed; and are held off site on a rotation basis at local meal providers. Thus the dinners cannot be considered to be 'in-house' functions.
- Alcohol is normally consumed by those who wish to participate. NB: In line with policy this occurs at the participants' personal expense i.e. it is not covered by Council.
- The cost of the dinners is material in the context of the amount listed in the Report for the 6 months to 31/12/2023. The table below shows the expenditure for the period 1/2/2023 to 29/2/2024. These figures include the costs for both Councillors and Non-Councillors who participated.

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16/02/2023	The Albion Hotel	\$278.00	13	\$21.38
		<u>\$3,158.21</u>	<u>121</u>	<u>\$26.10</u>



Clr Phillip Diprose
11 March 2024

10 GENERAL MANAGER REPORTS

10.1 SOCIAL MEDIA REPORT FROM THE CNSWJO TO COUNCIL

File Number:**Author:** Arts and Tourism Officer**Authoriser:** General Manager**Attachments:** Nil**CSP Objective:** Democratic and engaged community supported by efficient internal systems**Precis:** The Policy Labs initiative by Charles Sturt University and CNSWJO, addressed the challenges posed by social media in local councils. With social media becoming a crucial information source for CNSWJO member councils, a workshop on 28 September 2023 emphasised the need for proactive engagement and addressing negative commentary. This report offers advice from the workshop for councils to consider, given potential workforce and safety implications linked to perceived inactivity.**Budget:**

RECOMMENDATION

That Council:

1. Note and receive the report.
2. Delegate the General Manager to review its Social Media Policy for Councillors and Social Media Policy for Staff in the context of the advice from the CNSWJO in this report and to table this to Council at a later date.
3. Delegate the General Manager to seek scoping advice from the CNSWJO for a shared resource in social media support.

PURPOSE

To present the findings of the Social Media Policy workshop held on the 28 September 2023 to Weddin Shire Councillors.

BACKGROUND

A Policy Labs workshop by Charles Sturt University and CNSWJO on September 28, 2023, addressed Local Democracy and Social Media for regional councillors. Following the workshop, attendees and CNSWJO Board decided to share advice via a report, exploring the idea of a shared social media support resource. The report also suggests considering regulatory obligations under the Local Government Act and Work Health and Safety Act. The focus is on managing a toxic social media environment beyond Council-owned sites to include community-operated platforms. Advice is drawn from the workshop and an attached report.

ISSUES AND COMMENTS

The following information has been provided by the CNSWJO to Council.

Precis

Given the average age of Councillors in NSW, social media is a relatively new phenomenon.

Councils are typically very stoic about commentary on social media having a philosophy of not giving any oxygen to negativity and supporting freedom of information. However, in some instances there may be workforce and other implications including Work Health and Safety for what may be perceived as Council inactivity.

A workshop was conducted 28 September 2023 as part of the Policy Labs initiative of Charles Sturt University and the Central NSW Joint Organisation (CNSWJO). The workshop included developing policy on Social Media.

Social media is an important communication tool with CNSWJO member councils advising that they get their information about council from social media more-so than from websites. Therefore, it is important that this information is provided in a way that reflects best on member councils.

Attendees of the first Policy Lab held at Charles Sturt University were surprised by some of the advice provided particularly around proactivity and tackling negative commentary. This report provides advice from the workshop for Council's consideration.

Reason for the report

A workshop was conducted 28 September 2023 as part of the Policy Labs initiative of Charles Sturt University and the Central NSW Joint Organisation (CNSWJO). The workshop had two parts, Local Democracy and Social Media. Councillors from across the region came together to inform policy in these two areas.

The attendees and CNSWJO Board subsequently resolved that the advice on social from when workshop and its subsequent report be provided to members via a proforma report also including;

- canvassing the idea of a shared resource in social media support; and
- consideration of Councils' other regulatory obligations relevant to social media under the Local Government Act, Work Health and Safety Act and other material legislation.

Councils operate within a community with its various social media sites. The issue is not just Council owned sites but for other sites over which Council has not control for example "Have a Whinge about Council" or even sites specifically set up to tackle one issue such as a Special Rate Variation.

This session focussed on managing a toxic social media environment. The advice below is drawn from the workshop session and an attached report.

Background to the Model Social Media Policy

The Office of Local Government has a [Model-Social-Media-Policy.docx \(live.com\)](#). This policy provides the following advice:

- *the emergence of new, harmful forms of behaviour, such as cyber-bullying and trolling;*
- *maintaining the accuracy, reliability and integrity of information disseminated from multiple sources;*

- organisations can be held liable for content uploaded onto their social media platforms by third parties
- content uploaded in a person’s private capacity can adversely affect their employment and cause significant reputational damage to colleagues and employers; and
- rapid innovation can make it difficult to keep pace with emerging technologies and trends.

In addition, potential corruption risks may arise due to social media use. These include:

- customers, development proponents / objectors, tenderers, or other stakeholders grooming public officials by behaviours such as ‘liking’ specific posts, reposting content, or sending personal or private messages;
- public officials disclosing confidential or sensitive information;
- using social media for sponsorship opportunities, which may unfairly advantage one sponsor over another and lack transparency; and
- public agencies or officials promoting certain businesses by behaviours such as ‘following’ them, ‘liking’ content, or making comments, which may result in those businesses being favoured over others.

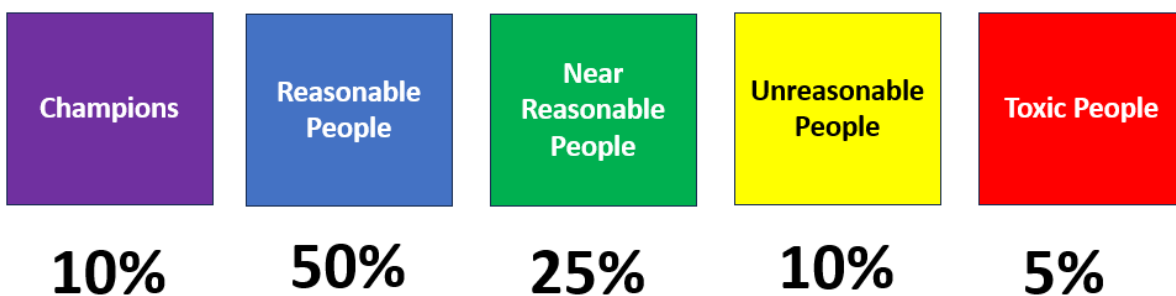
Consultation with CNSWJO member Councils provides the following advice:

- “we were surprised from our community surveying the extent that our community gets its information about Councils from social media”
- “our community have told us they want our social media to be informative and a place where they feel safe to interact”
- “we know that managing our social media well is important to our reputation”
- “since we have been going a bit harder on social media policy enforcement by hiding non-productive comments and banning abuse the trolls have gone away”
- “it gets exhausting for staff”

Advice from the Social Media workshop

Understanding the social media environment

It’s important to recognise the general social media landscape. There are several different key groups online, and they interact with one another in ways that can be both advantageous and disadvantageous.



Champions	They love you and your work
Reasonable people	They can see what you’re doing and why and accept it is necessary.
Near-reasonable people	They are generally like 'reasonable people' but can have irrational triggers, often over a pet issue, and sometimes never forget it. When

	people in this group are agitated, it empowers unreasonable and toxic people.
Unreasonable people	They've just decided they don't like you and it will be hard to win them over. In a political sense, these are the ones who will always vote against you, irrespective of what you've done or promised, however they have positive intent. They will try to win over other people online through selective reasoning. They feed off the discontent of others.
Toxic people	This group is simply looking to inflict as much damage as possible and cannot be won over and often find validation in the discontent of others.

Managing a toxic social media environment

There are two key steps that need to be undertaken to return to a moderate social media environment over which you have direct control:

Cut the toxic out of the conversation all together

This can seriously rebalance the landscape and change the tone of the public conversation.

The best method of doing this is by establishing a terms of use, it must be something almost everyone would accept is reasonable. It should include a preface setting the tone for constructive debate before listing specific things that will not be tolerated and then conclude with consequences. Announce it and implement it but apply a grace period before users are blocked or banned.

Terms of use example:

The City of Orange appreciated feedback from citizens and ratepayers and wishes to support constructive online discussions about the issues facing our community.

This page is moderated and abusive behaviour will not be tolerated. This includes:

- 1. Threats of violence*
- 2. Personal attacks*
- 3. Swearing*
- 4. Spreading of misinformation, including links*
- 5. Sharing explicit imagery, including links*
- 6. Repeatedly making the same comment*
- 7. Irrelevant contributions*
- 8. Impersonation of others, or use of pseudonyms*
- 9. Spam, scams or marketing*

All serious threats will be reported to police, Comments that violate these terms will be removed. Repeated violations of these terms may result in a user being banned or suspended from this page.

Delete and hide comments that violate your terms immediately. Take screenshots of repeat offenders before banning or suspending them and keep it on file.

You can also set up an auto-hide feature for any comments that use certain terms.

After the grace period, implement these terms stringently and start banning the worst offenders. Spend a period of time focusing on this. Within one to two weeks, you should see a considerable drop in the most vile interactions. This helps you reset, so you can more easily manage your accounts.

Win over near-reasonable people by demonstrating fairness, accountability and transparency

By targeting the near-reasonable group you will

Automatically win support from champions and reasonable people

Quell the unreasonable, because they won't gain validation from the toxic, who you remove; or from the discontent of others.

Respond to comments and don't dismiss positive intent

The vast majority of people who interact with your social media accounts will have a positive intention behind doing so, and if you recognise this it will help facilitate a positive interaction.

If people feel attacked or dismissed they will not be open to different ideas or points of view. You need to show them you are listening to their core concerns. Be aware that while they may have positive intent, it may still come across in a confrontational way, but if it is not abusive, and you respond well, you will not only start winning that person over, but others who are following the conversation which is key.

The image displays four screenshots of social media interactions. Each screenshot shows a user's comment and the City of Longabalong's official reply. The replies are polite and provide information or apologize as appropriate.

- Top Left:** A user asks if a 44% rate increase is reasonable. The reply explains that higher prices are due to cut road funding and delayed building of a community clinic, and provides a link to rate information.
- Top Right:** A user complains about the \$5 million cost of the Monkey and Pig Festival and accuses the council of corruption. The reply states that the festival was run because ratepayers wanted more activities and asks for feedback via a survey.
- Bottom Left:** A user says council workers should have been drowned at birth. The reply is a polite request to keep interactions respectful to avoid bans.
- Bottom Right:** A user complains about potholes on a street. The reply apologizes and offers to investigate the problem via email.

This does something else that is critical: Demonstrating respect and decency, especially in the face of those who are short and confrontational will help to charm those who are 'near reasonable'.

This can only be done if you are in the right frame of mind. If you act unreasonably at any time, this will shake this group of people, and you risk being labelled unfair or liars.

What you're trying to do is create a domino effect. Once the toxic fall, it's easier to charm the near-reasonable. Once the near reasonable are making the right noises then the unreasonable have nothing to feed off. Combined this can take a lot of heat out of an online conversation.

It is important to note, you can't expect to eliminate abuse and unreasonableness, but you can manage it and reduce it. These people always will be, and always have been present in the community - social media just elevates their voices.

Importantly, not all sites are owned and operated by Council. There are a few tactics that can be helpful in managing toxicity on other sites:

Get out in front and be strategic

Build trust with the community through other mechanisms eg CSP consultation, surveys, events, subcommittees of Councils, other communications such as newsletters. Build a database of community members and communicate with them regularly.

If you know you there is a significant likelihood of toxicity about a matter before Council – develop a plan to manage this and be resource ready to implement it. This includes a “page of facts” that can be dropped into toxic conversations.

Do not hide – engage on other sites

Do not engage on sites other than your own – just drop in “the facts.”

Redirect those looking for factual information on the issue to a site you control.

Be ready willing and able to go the legal route

Sending a \$500 legal letter can quickly shut down defamatory or threatening toxicity.

Mental health of Council staff/Councillors constantly exposed to social media is important

Avoid interacting with online users in a defensive or combative way, as opponents can capture this and turn this against you. To win over those who are somewhat reasonable you need to seem reasonable - emotions must be left at the door, as they will cloud your judgement. Strategies to achieve this:

- Avoid people in public view, such as the Mayor or CEO managing their own account. Anyone who feels personally connected to the issue should leave it to others. In cases of individual councillors, they should turn off comments or suspend accounts. Let staff manage and respond where possible.
- Avoid overexposure of any individual to the toxic online environment: even if the abuse isn't specifically targeted at a staff member, looking at it on an ongoing basis can be demoralising and lead to a clouded judgement.
- Make sure everyone who manages social accounts acts consistently and have a set of rules that are clearly and publicly defined.
- Give consideration to a shared resource at the regional level to call in help when more is needed.

Note on social media timings

When an issue is starting to gain momentum, or is bound to gain momentum, then it is best for an organisation to publicly address it at an early opportunity.

Take the time to get your messaging right, but you do not want to let your opponents set the stage on any issue. Allowing this to happen can create unvalidated public concerns that will not go away. It can be frustrating and time-consuming responding to such baseless concerns.

When determining to what extent you respond to online commentary, you will want to consider the expectations of your audience. Generally, there is a large and growing section of the community that will want to interact with you through social media and will want you to respond.

As a rule of thumb, it is recommended responding within one business day. Generally, the public understands large organisations, or people in high office have a large volume of communications. Also, very few private individuals respond to their friends or family in real-time on social media.

Also, you do not need to respond to every comment individually, rather try responding to each concern, as you will find the same concern is raised multiple times. You may choose to respond to the most prominent comment on the matter, or by publishing an individual post on concerns that are attracting significant attention.

Seeking help

Any case of direct and severe threat should be reported to police. If you would report a threat in a phone call to police, then if the comment is made on social media you should also report it to police. This includes:

- threats of violence towards anyone;
- threats of property damage;
- threats of terrorism; and
- threats of self-harm.

Establish a culture of support within your organisation. Having a broad institutional understanding of the impact a toxic online environment can have will encourage support among colleagues. Organisational leaders can encourage this behaviour by checking in on their staff. The simple act of making others aware you understand the situation they are facing and are prepared to help can help build significant resilience within your team.

The Australian eSafety Commissioner also has resources for managing online abuse. You can file a report of Adult Cyber Abuse to eSafety Commissioner after exhausting the options available through the platform in question. The eSafety Commissioner has the power to order content be taken off line and can issue fines to companies or individuals who do not comply. Find out more at: www.esafety.gov.au

<https://www.esafety.gov.au/report/what-you-can-report-to-esafety#adult-cyber-abuse>

In conclusion - Social Media in a day-to-day setting

Using this strategy day-to-day will assist you in keeping control of the issues before they arise. An open and respectful forum will always facilitate the exchange of good ideas and public understanding of the decisions your organisation makes.

BE PROACTIVE: Get in front of issues – don't let unreasonable and toxic people write history

HOUSE RULES: Maintain house rules and moderation, this will keep the temperature down at all times and give you a head start when issues escalate.

BE POSITIVE: Remember always be reasonable

CULTURE OF SUPPORT: Check in with staff and members using social media and reinforce reality

POLICY/LEGAL IMPLICATIONS

Whilst there are no direct legal implications arising from this report. The need to consider defamatory and threatening content may need to be explored into the future with solicitors. Council should review both the Social Media Policy for Councillors and Social Media Policy for Staff in line with the work of the CNSWJO. Councillors, Council Officials and Council staff will need to adhere to their obligations under the Council's Code of Conduct and Procedures.

FINANCIAL/RESOURCE IMPLICATIONS

There are no direct financial or resource implications. The need to consider defamatory and threatening content may need to be explored into the future with solicitors.

INTERNAL/EXTERNAL CONSULTATION

There has been external consultation surrounding this report by the CNSWJO with member councils.

CONCLUSION

In light of the valuable insights gained from the Policy Labs workshop conducted by Charles Sturt University and CNSWJO on 28 September 2023, it is recommended that Council takes proactive steps to enhance its approach to social media management. The workshop participants and CNSWJO Board's resolution to share advice through a comprehensive report underscore the significance of addressing the challenges posed by the evolving social media landscape.

10.2 SELF INITIATED IMPROVEMENT MANAGEMENT PLAN UPDATE**File Number:****Author:** Arts and Tourism Officer**Authoriser:** General Manager**Attachments:** 1. 20240313 Improvement Management Plan update V1.2**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** A report to the Council on the summary of actions, due dates and progress from the endorsed Self- Initiated Improvement Plan.**Budget:** NIL**RECOMMENDATION**

That the Council note and receive the report including the update of actions.

PURPOSE

To continue to monitor the progress of the Self-Initiated Improvement Management Plan ('the Plan'). The Plan provides an operational and strategic program of works that improves the financial sustainability for Weddin Shire Council and address the governance, administrative, compliance and organisational matters identified during the 2022-23 Financial Statement preparation. An action update is provided.

BACKGROUND

At the 28 September 2023 Ordinary Meeting, Council identified a range of issues and challenges relating to our financial sustainability and resourcing. A number of these issues were found during the preparation of the Draft Annual Financial Statements for the 2022-2023 period. Other observations of issues and challenges are noted following a change in management.

The Audited Financial Statements found that the three biggest factors that concerns Council includes:

1. The restricted cash amount and breach as at 30 June 2023.
2. The amount of debtors and accruals at 30 June 2023.
3. The amount of grant liabilities at 30 June 2023.

During the Audit process, further issues around contract management and accruals were identified. The Plan has been consulted with the Audit, Risk and Improvement Committee, the Council and staff and now reflect those discussions.

ISSUES AND COMMENTS

Council endorsed the Self-Initiated Improvement Management Plan at its December Ordinary Meeting (Resolution 279/23).

The plan provides:

- Background information to explain why we have initiated this plan.
- The objective focusing on improving the financial sustainability and addressing the immediate issues identified.
- Aims to allow staff, the Council, stakeholders and community to focus on.
- The plan includes short term, medium term and strategic performance for business improvement focus and goals have been provided. They are broken up into each section. The actions have been expanded with supporting information.
- The tables provide information on what the performance improvement objective is and why we are doing it. The quick summary allows readers to be across the issue. The table includes a number of required outcomes under each objective, which are followed by actions to help achieve the action and objective. The 'how to' part. The table outlines the support and systems needed to help achieve these actions. It also outlines who is responsible and the support staff. An indicative timeline is provided. Each table is wrapped up with a consequence statement. By achieving the objective/outcome, there will be a good consequence for the organisation.

Updates

An action update was provided to the Audit, Risk and Improvement Committee (ARIC) on 17 February 2024. Additional changes with updates since that time are now provided to Council. The changes are in yellow highlight for ease of reference.

The 'Status' provides simple words to the ARIC and Council to monitor issues requiring attention.

Key	Explanation
Completed	The action is completed.
Needs Attention	Requires the ARIC/Council's focus, possible ongoing concern.
Does Need Attention	Generally considered as in progress and on track.

The following provides an overview of actions and their status updates:

	Completed	Does not need attention	Needs attention	Total
Short term	1	13	3 (3.3, 5.1 & 5.3)	17
Mid Term	0	2	1 (6.1)	3
Strategic	0	3	0	3

The actions identified as requiring attention includes:

Action Requiring Attention	Why
3.3 Review of natural disaster claims process and improve internal function of documenting and submitting in claims.	Failure to submit claims in a timely manner and failure in internal processes will result in cash flow issues. The Mayor, Deputy Mayor and General Manager met with Minister for Regional Roads Office regarding a tri-party upfront milestone agreement on 12 February 2024. This continues to be a discussion to flag the issues relating to Council’s cash flow.
5.1 All procurement purchases are supported with relevant quotes and or tenders.	This is an area still identified as a weakness amongst the staff. Council has new employees who are also learning the system. There is a need to continue to implement the actions. Review of procurement policy is currently underway.
5.3 All contracts are executed and Contracts Register updated	This is an area still identified as a weakness amongst the staff. Council has new employees who are also learning the system. There is a need to continue to implement the actions. Order of Services Form developed for panel contracts provide a level of accountability on budgets and contract management. Transition for staff involved.
6.1 Council adopts a Strategic Risk Management Framework	Council continues to lack strategic frameworks like the strategic risk management framework. To commence as per timeframe and allocation of resources.

POLICY/LEGAL IMPLICATIONS

There are no direct policy or legal implications arising from this report. However as identified, such a plan will have sensitivities to manage with staff due to the increased volume of reporting and meetings and should be appropriately consulted with the workforce.

FINANCIAL/RESOURCE IMPLICATIONS

The improvement plan incorporates some actions that will require future funding. The plan commits staff to additional responsibilities and this does have a resource implication and should be appropriately consulted with the workforce. Council is currently recruiting for a Management Accountant.

INTERNAL/EXTERNAL CONSULTATION

Council endorsed that the General Manager add or amend the plan as required and actions and amendments are reported to the ARIC and then to Council (Resolution 279/23). Council’s General Manager provided a presentation to the Office of Local Government’s Management team on 22 January 2024. The action update will also be provided to the OLG at their request with a meeting arranged by the OLG for the 15 March 2024.

CONCLUSION

The Self-Initiated Improvement Management Plan is an opportunity for Council Officers to address a number of issues found during the preparation of the Annual Financial Statements

for the 2022-2023 period. It allows an opportunity to address weaknesses within the business system, improve procedures and process and increase our reporting and accountability through the number of objectives, outcomes and actions proposed.



WEDDIN SHIRE COUNCIL SELF-INITIATED IMPROVEMENT MANAGEMENT PLAN



Self-Initiated Improvement Plan

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Self-Initiated Improvement Plan

BACKGROUND

Weddin Shire Council ('Council') identified a range of issues and challenges relating to our financial sustainability and resourcing. A number of these issues were found during the preparation of the Draft Annual Financial Statements for the 2022-2023 period. Other observations of issues and challenges are noted following a change in management. On average, Council's rateable income makes up 20 to 30% of Council's annual total income from continuing operations. The 2022-2023 financial year saw this amount to 10% with a large volume of grants and contributions received because of natural disaster declarations for our road network.

Council's own source operating revenue continues to be below the benchmark of greater than 60%. This is generally in line with rural/regional councils.

Council continues to increase its operational expenditure. In the last financial year, Council has seen increases to operating expenditure including:

- in compliance costs such as the audit, risk and improvement committee and internal audits,
- cost shifting of state and federal roles to local government such as medical centres and subsidies,
- removal of state subsidies like the emergency services levy,
- increase in cost of suppliers whether it is materials and contractors,
- increase in insurance premiums.

The Audited Annual Financial Statements for 2022-2023 found that the three biggest factors that concerns Council includes:

1. The restricted cash amount and breach at the 30 June 2023.
2. The amount of debtors and accruals at 30 June 2023.
3. The amount of grant liabilities at 30 June 2023.

This provides a good opportunity for Council to consider a self-initiated improvement management plan for the organisation to deal with the immediate issue and set ourselves up to focus on continuous improvement.

The Self-Initiated Improvement Management Plan ('the Plan') will be mainly implemented by Weddin Shire Council Staff due to our limited resourcing capacity. However external expertise may be required to assist us in overcoming some of our concerns.

OBJECTIVE

OBJECTIVE

To deliver an operational and strategic program of works that improves the financial sustainability for Weddin Shire Council and address the governance, administrative, compliance and organisational matters identified during the 2022-23 Financial Statement preparation.



Self-Initiated Improvement Plan

Note: Council adopted the Organisational Improvement Plan (OIP) in 2020. A number of the principles provided in this OIP will also be considered in this document. The focus of this document is on improving Council's current cash flow situation, noting that the OIP focuses more broadly on effective and efficient delivery of services and capital projects. Future versions of this document may go into the whole of organisation improvement in all areas. However acknowledging that as part of the Integrated Planning and Reporting Framework, all councils will need to establish a service review plan. The Service Review process will need to establish areas of service that Council will review and how the Council will engage with the community and other stakeholders to determine service level expectations and appropriate measures. Council has established an Audit, Risk and Improvement Committee, which helps provide independent assurance to the Council by monitoring, reviewing and providing advice about the Council governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

AIMS

1. To provide transparency and accountability in improvement approaches to Weddin Shire Council that is undertaken with care and respect.
2. To provide a framework in guiding the organisation to improve financial sustainability, organisational improved performance and maturity.
3. To actively work on increasing the ratios for sustainability in our Financial Statements.
4. To improve the capability, administrative and cultural performance of the organisation that is monitored for its performance on an annual basis.
5. To restore the community's confidence and trust in the business systems and the process of the Council.
6. To ensure compliance and risks are appropriately managed.



Self-Initiated Improvement Plan

HOW TO READ THIS PLAN?

The Plan provides a simple tabulated format and addresses the same framework. The framework is designed to ensure that staff across the organisation and community members can understand the purpose and how to implement this plan. It follows the following structure:

TABLE THEME	EXPLANATION
Why	Why are we doing this?
Required outcomes	The necessary results to align with why are we doing this?
Actions	What steps we need to take?
Support/System	The resources such as positions or systems to carry out the actions.
Timeline	The timeframe to carry out certain actions or if actions implemented will continue to be ongoing.
Consequences	When we have achieved our outcome, what the consequences will be

Note: Council is currently without a Director of Corporate Services, where this position is mentioned, delegation will fall with the General Manager or an alternative resource.



Self-Initiated Improvement Plan

SHORT TERM OPERATIONAL FOCUS

Performance Improvement Objective	1. To increase Council's operational financial performance through governance process improvements.			
Why?	Cash flow management and communication issues across departments			
Required outcomes	1.1 Financial weekly reporting with weekly meetings	1.2 Review financial delegations	1.3 Training and development for staff in preparing and managing budgets	1.4 Management of cash outflows
Actions	1.1.1 Weekly expenditure reports emailed 1.1.2 Weekly remittance reports emailed 1.1.3 Weekly face-to-face meetings (with Teams offered to staff)	1.2.1 Reduce financial delegation/purchase authoriser to General Manager Directors, Team Leaders and Managers 1.2.2 Signed delegations of authority by both parties completed. 1.2.3 Delegations are reviewed annually.	1.3.1 Enrolled courses, conferences or seminars as they arise. 1.3.2 Peer support from other Councils	1.4.1 Reduce the number of approvals in Creditors Approvals to General Manager, Directors and Management Accountant
Support/System	<ul style="list-style-type: none"> Authority Crystal Reports Email followed up with face-to-face meeting 	<ul style="list-style-type: none"> Delegations completed for all staff Word document Personnel file 	<ul style="list-style-type: none"> Courses as they arise. Staff to travel to other Councils for other thoughts and ideas 	<ul style="list-style-type: none"> Authority Bank System (Westpac)
Responsibilities	Management Accountant	General Manager	Management Accountant	Management Accountant
Support	Rates Officer Creditors Clerk	Management Accountant	Directors	Rates Clerk
Timeline	Weekly (ongoing)	By 30 November 2023 (Reduction in financial Delegations for organisation completed) Individual delegations following Annual Appraisal and confirmation of position descriptions by 31 January 2024	Ongoing as required	By 30 November 2023 (Completed)
Consequences	Staff buy-in and understanding of systems and processes.	Staff understanding on two-step process in financial approvals. Directors, Team Leaders and Managers are across their budgets.	Staff are supported with the necessary tools and skills. Staff are further supported through learning experiences from other Councils.	Tighter restraint on creditors fund release that can be appropriately managed by the Management Accountant.
Action update as at March 2024	Does not need attention. Ongoing and on track.	Does not need attention. Delegations issued to staff with majority returned and executed.	Does not need attention. Ongoing. Staff have commenced the Genesis Accounting Local Government webinars	Completed.



Self-Initiated Improvement Plan

Performance Improvement Objective	2. To develop Council's operational grants and expenditure performance through collaborative and accountable process improvements.			
Why?	Council's current grant liabilities and historical grants require an overhaul and much needed improvement. Multiple grants have included similar scope, undeliverable scope and issues with costing. The system of expense income has not supported staff with understanding their budgets.			
Required outcomes	2.1 Whole of organisation input into grants process (existing)	2.2 Rapid approach to grant acquittals.	2.3 Whole of organisation input into grants process (new)	2.4 Grant application, management and acquittal follows the same or similar process
Actions	2.1.1 Weekly Grants and Procurement meeting for project and grant update. 2.1.2 Further develop Grants Spreadsheet by Luka Group with live data from Authority	2.2.1 In addition, Council's Tourism, Arts and Events Coordinator is reporting directly to the General Manager on historical grant acquittals and removed from day-to-day role to focus on acquittals.	2.3.1 Pre grant approval application forms identifying grant, management and Council resources. 2.3.2 New grants informed to weekly grants and procurement meeting. 2.3.3 New grants income to be put against work order to allow ease of tracking	2.4.1 Grant procedures developed including portal access and handover procedures.
Support/System	Development of spreadsheet with live extraction from Authority Face-to-face	Designated officer resource on non-road acquittals.	Application form and process Face-to-face meeting	Smarty Grants Portals access to mail@weddin.nsw.gov.au
Responsibilities	General Manager until Director of Corporate Services is filled	Tourism, Art and Events Coordinator General Manager	All Officers who wish to apply for a grant	All Officers who wish to apply for a grant
Support	Director of Infrastructure Management Accountant	Management Accountant Creditors Clerk	Attendees of Weekly Grants and Procurement Meeting	Attendees of Weekly Grants and Procurement Meeting
Timeline	Weekly (ongoing)	Everyday (ongoing)	Form introduced (completed) Weekly (ongoing) Income action (completed)	March 2024
Consequences	Cross organisational understanding of grant projects and status. Grant liabilities reduced. Grants acquitted.	Grant liabilities reduced. Grants acquitted.	Cross organisational understanding of grant projects and status. Grants cover specific scope that is deliverable.	Cross organisational buy-in for new projects requiring council resources. Avoids multiple logins with no control when staff leave.
Action update as at March 2024	Does not need attention. Ongoing and on track. Meeting held with Luka Group in February.	Does not need attention. Ongoing and on track. Acknowledging that the additional works created on this Officer and continuing to monitor workload.	Does not need attention. Ongoing and on track. Forms have been implemented with grant income put against work orders to allow tracking.	Does not need attention. Ongoing. Portal transition is in the hands of the State and Federal Government who have varying response times to the request.



Self-Initiated Improvement Plan

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Performance Improvement Objective	3. To improve how we do our road business with Transport for NSW and the Reconstruction Authority.		
Why?	The amount of debtors at 30 June 2023 with the amount owing and in some instances, not yet claimed by Council. The internal processes, systems and resources did not support the large amount of claims and we can do it better.		
Required outcomes	3.1 RMCC Work order claims are submitted within 30 days of completing works.	3.2 Review of RMCC process and improve internal function including rates disputes, claims and ordered works.	3.3 Review of natural disaster claims process and improve internal function of documenting and submitting in claims.
Actions	3.1.1 Weekly Infrastructure Team meetings to discuss progress of works and claims. 3.1.2 Special Works/Additional work orders are to be reported to the Finance meeting. 3.1.3 Escalation of issues to General Manager	3.2.1 Monthly meetings with TfNSW. 3.2.2 TfNSW Senior Management and General Manager to call weekly. 3.2.3 Ordered Works are approved in writing by TfNSW prior to works being carried out. Commencement of works approved by Director of Infrastructure 3.2.4 RMCC claims in accordance with TfNSW terms with Council committing to submit as soon as reasonably possible.	3.3.1 Weekly Infrastructure Team meetings to discuss progress of works and claims. 3.3.2 Building capacity in-house to avoid use of consultants and contractors. 3.3.3 Develop procedure on data collection process including independent IT audit on data storage on system to ensure documentation is being completed. 3.3.4 Repair programs are supported with program plans, which defines scopes with respect to budget, resources and claim duration. Work orders are divided into smaller milestones, which are claimed. 3.3.5 Works programs are discussed and approved in writing by TfNSW prior to works being carried out. Commencement of works approved by Director of Infrastructure
Support/System	Face-to-face meetings	Communication via Teams Face-to-face meeting/Teams (monthly and ongoing)	Face-to-face meetings Microsoft software to support programs Data storage on server and secured
Responsibilities	RMCC Coordinator	RMCC Coordinator	Project Engineer
Support	Director of Infrastructure	Director of Infrastructure	Director of Infrastructure
Timeline	Weekly (ongoing)	Weekly (ongoing) Monthly meetings	Weekly (ongoing)
Consequences	Debtor liability reduced. Improved cash flow into the future.	Improved claims process. Cross organisational understanding of process.	Improved claims process. Milestone claims are submitted at 50% versus 100%. Data accuracy
Action update as of March 2024	Does not need attention. Ongoing and on track.	Does not need attention. Ongoing and on track. RMCC team attended the Peer Engagement Group by TfNSW this month.	Needs attention. Ongoing. The Mayor, Deputy Mayor and General Manager met with Minister for Regional Roads Office regarding a tri-party upfront milestone agreement on 12 February 2024. This continues to be a discussion to flag the issues relating to Council's cashflow.



Self-Initiated Improvement Plan

Performance Improvement Objective	4. To provide an understanding to Council through monthly reporting		
Why?	Council Officers can improve what we report to Council on a month-to-month basis.		
Required outcomes	4.1 Council has oversight on RMCC Ordered Works including progress and tracking.	4.2 Council has oversight on status of investments and rates and charges collections	4.3 Audit, Risk and Improvement Committee provide guidance and recommendations to Council.
Actions	4.1.1 Separate and targeted monthly reporting to Council on RMCC situation. 4.1.2 Separate and targeted monthly reporting on process improvements and gains during the month.	4.3.1 Status of investments provided monthly to Council in addition to Statement of Bank Balances. 4.3.2 Rates and charges collection provided to Council.	4.3.1. ARIC meeting minutes provided to Council. 4.3.2. Areas of concerns from ARIC are reported to Council (Report Card – Risk Profile Affecting Events)
Support/System	Face-to-face meetings Info Council to provide reports	Face-to-face meetings Info Council to provide reports	Face-to-face meetings Info Council to provide reports
Responsibilities	RMCC Coordinator	Rates Officer	General Manager
Support	Director of Infrastructure	Management Accountant	Director of Corporate Services
Timeline	Monthly (ongoing)	Monthly (ongoing)	Minimum four times a year.
Consequences	Debtor liability reduced. Improved cash flow into the future.	Improved cash flow into the future. Lessens chance of restricted cash breach. Benchmark for rates debtors reduced below threshold.	ARIC provides independent assurance to the Council by monitoring, reviewing and providing advice about the Council governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.
Action update as at March 2024	Does not need attention. Ongoing and on track.	Does not need attention. Ongoing and on track.	Does not need attention. Ongoing and on track.



Self-Initiated Improvement Plan



Performance Improvement Objective	5. To improve Council's contract management arrangements		
Why?	Council requires improved contract management framework that ensures all officers are operating in the same systems and carrying out Council's obligated contract arrangements.		
Required outcomes	5.1 All procurement purchases are supported with relevant quotes and or tenders.	5.2 All contract management is streamlined and uniformed	5.3 All contracts are executed and Contracts Register updated
Actions	5.1.1 Policy for Procurement and Sale of assets updated. 5.1.2 Procurement Policy supported with procedures. 5.1.3 Weekly Grants and Procurement meeting occur	5.2.1 Development of contract management policy. 5.2.2 Development of contract management procedure.	5.3.1 Formal notification to tenderers on outcome and Execute Contracts with signatures. 5.3.2 Council's contract register is updated.
Support/System	Face-to-face meetings Info Council to provide reports Officer to review policy	Face-to-face meetings Info Council to provide reports Officer to create policy	Face-to-face meetings Info Council to provide reports Records system – contract management Council's contract register
Responsibilities	Director of Corporate Services	Director of Corporate Services	General Manager
Support	Grants and Procurement meeting attendees	Grants and Procurement meeting attendees	Director of Corporate Services
Timeline	March 2024	April 2024	Ongoing
Consequences	Reviewed and improvement Policy for Procurement and Sale of Assets supported by procedures and process.	Contract management policy is developed which is supported with procedures and policy. Weekly meetings continue to ensure effective implementation and monitoring and review.	Council's record management system is streamlined and uniformed across the organisation to include all records of procurement and contract management
Action update as at March 2024	Needs Attention. Ongoing. Review of procurement policy is currently underway including WHS Purchasing requirements currently being consulted with staff.	Does not need attention. To commence as per timeframe and allocation of resources.	Needs attention. Ongoing. Order of Services Form developed for panel contracts provide a level of accountability on budgets and contract management. Transition for staff involved.



Self-Initiated Improvement Plan

MID TERM OPERATIONAL FOCUS

(Continue above and move the business into mid-term strategies. Mid term strategies are focused on financial outcomes as per the intent of the Improvement Management Plan).

Performance Improvement Objective	6 To develop Council’s Strategic Frameworks		
Why?	Council lacks strategic frameworks to help guide our governance and improvement processes.		
Required outcomes	6.1 Council adopts a Strategic Risk Management Framework	6.2 Council adopts a Business Continuity Plan	6.3 Council adopts a Service Review Plan
Actions	6.1.1 Council undertakes Enterprise Risk Framework workshop with Statewide Mutual. 6.1.2 Draft Strategic Risk Management Framework developed and tabled to ARIC for endorsement 6.1.3 Council adopts Strategic Risk Management Framework.	6.2.1 Council engages consultant to undertake a Business Continuity Plan utilising data from Strategic Risk Management Framework. 6.2.2 Draft Business Continuity Plan developed and tabled to ARIC for endorsement. 6.2.3 Council adopts Business Continuity Plan.	6.3.1 Utilising data from the BCP process, defining Council’s Services. 6.3.2 Develop a Service Review Framework for the ARIC’s endorsement. 6.3.3 Council adopts the Service Review Framework. 6.3.4 Begin a service review.
Support/System	Statewide Mutual Consultant (could be funded through governance re-vote) ARIC	Consultant (could be funded through governance re-vote) ARIC	Consultant (unfunded) ARIC
Responsibilities	Director of Corporate Services	Director of Corporate Services	Director of Corporate Services
Support	General Manager Management Accountant	General Manager and Directors	General Manager and Directors
Timeline	Within 12 months.	Within 12 months.	Within 12 months
Consequences	Known risks and mitigation measures are in place. Systems are created for Council to respond to unexpected events and situations.	Known risks and mitigation measures are in place. Systems are created for Council to respond and continue to unexpected events and situations.	Continuous improvement. Opportunity to reset historical practices which may no longer be relevant. Manage risks.
Action update as at March 2024	Needs attention. To commence as per timeframe and allocation of resources	Does not need attention. To commence as per timeframe and allocation of resources	Does not need attention. To commence as per timeframe and allocation of resources



Self-Initiated Improvement Plan

STRATEGIC PERFORMANCE FOR BUSINESS IMPROVEMENTS FOR FINANCIAL SUSTAINABILITY

Performance Improvement Objective	7 To build and grow the business systems including its people, its systems and its culture.		
Why?	Council lacks the technological business systems for it to grow, which impacts on our employees and the structures that are not there.		
Required outcomes	7.1 Resourcing to support financial Management (the People)	7.2 Authority Upgrade (the System)	7.3 Authority Modules (the Support System)
Actions	7.1.1 Resourcing of position(s)/consultants to review Council's compliance with accounting principles, including the Local Government Act 1993, regulations and Code of Accounting Practice	7.2.1 Identify dedicated internal resourcing to work with Civica to prepare for the upgrade. 7.2.2 Authority Upgrade to 7.1 completed.	7.3.1 Authority Asset Management System is installed. 7.3.2 HP Content Manager is installed.
Support/System	Director of Corporate Services to be filled Role of Management Accountant to be resourced External Accounting Firm	Authority Authority Server	Assets - development of asset management register that inputs into Authority. Hard copy records
Responsibilities	General Manager	Management Accountant	Assets Engineer Records Officer
Support	Capstone Recruitment for DCS role	IT Officer Director of Corporate Services	Management Accountant IT Officer Director of Infrastructure
Timeline	As soon as possible.	March 2024.	Within 12-18 months of 7.1 upgrade.
Consequences	Critical appointment of Director to provide stability and leadership to the Corporate Services department. Critical appointment of Director to complete leadership team.	Critical system upgrade to continue and improve our service delivery and business.	Staff are supported with systems that support our work. Community is supported with systems that are integral to Council delivering its services.
Action update as at March 2024	Does not need attention. DCS role filled. Management Accountant recruitment underway.	Does not need attention. Ongoing and on track.	Does not need attention. To commence after 7.2 is carried out.

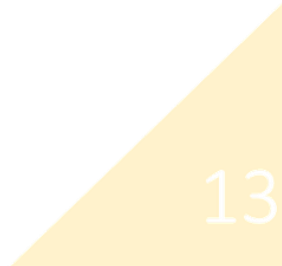


Self-Initiated Improvement Plan

Performance Improvement Objective	8 To create opportunities for sound financial management and financial sustainability for Council.		
Why?	Council's high dependence on grants and small rate base creates a financial sustainability concern for Council.		
Required outcomes	8.1 Business improvement with financial accountability (the Framework)	8.2 Adoption of new Long Term Financial Plan (LTFP)	8.3 The strategic frameworks are continually monitored and reviewed.
Actions	8.1.1 Policies, statutory reporting and compliance are carried out in a timely manner.	8.2.1 Undertake review of the Long Term Financial Plan. 8.2.2 Draft LTFP developed and tabled to ARIC for endorsement. 8.2.3 Council adopts LTFP.	8.3.1 Monitor and review the frameworks with actions and implementation plan with Council's strategic framework. 8.3.2 Report the updates to ARIC and to Council.
Support/System	Director of Corporate Services to be filled Role of Management Accountant to be resourced Rolling program of review	Director of Corporate Services to be filled Role of Management Accountant to be resourced to support.	Registers and digital systems to assist in reporting.
Responsibilities	All staff involved with policy updates and compliance reporting	Director of Corporate Services	Directors and General Manager
Support	General Manager	Management Accountant General Manager	Management Accountant IT Officer
Timeline	Ongoing	Within the next 12 months.	In line with action 5 with at least an annual review.
Consequences	Improvement on governance frameworks and buy in from staff, the Council and community through genuine consultation and engagement.	Council has an updated LTFP that accurately reflects the financial position and future forecast of Council.	Plans and strategies are not left on the shelf and we follow through. Continuity and improvement in business.
Update as at March 2024	Does not need attention. Ongoing. Does not need attention. Updates and reviews as per timeframe and allocation of resources allows it.	Does not need attention. To commence as per timeframe and allocation of resources.	Does not need attention. Ongoing and on track.



Self-Initiated Improvement Plan



IMPLEMENTATION

The Self-Initiated Improvement Management Plan describes the short term operational focus; mid-term operational focus; and the strategic performance for business improvement for financial sustainability. The implementation actions are to ensure that Council has operational and strategic actions and programs of works that addresses the governance, administrative, compliance and organisational matters identified during the 2022-2023 Financial Statement preparation.

The Plan provides a plan within itself, highlighting the:

Why – Why are we doing this?

Required outcomes - The necessary results to align with why are we doing this?

Actions – What steps we need to take?

Support/System – The resources such as positions or systems to carry out the actions.

Timeline – The timeframe to carry out certain actions or if actions implemented will continue to be ongoing.

Consequences – When we have achieved our outcome, what the consequences will be.

HOW WILL THE PLAN BE ROLLED OUT?

In accordance with the tabulated framework, the frequency and the format that the work and activities will need to be undertaken has been provided. This will change depending on the type of action, whether it is operational and a week-to-week activity or if it is strategic and requires drafting of new documents.

Actions and activities that are currently unfunded remain as future options for further consideration and will be provided to the Audit, Risk and Improvement Committee (ARIC) and the Weddin Shire Council.

ADAPTIVE MANAGEMENT AND IMPLEMENTATION

The Plan utilises an adaptive management and implementation approach. Adaptive management and implementation is the process to plan, implement, evaluate and adjust (Figure 1).

By utilising the adaptive implementation process, the Plan has prioritised a number of actions to be carried out in the short term, whilst working towards mid term and strategic projects required for Weddin Shire Council. The priorities were informed through the result of the 2022-2023 financial statements and prior year issues and a review of lack of governance frameworks and procedures.



Self-Initiated Improvement Plan

As time progresses the actions will be revised to allow Council us to be transform, adapt and reprioritise.

Implementation of certain actions and its connected activities may require new resources and therefore could be delayed until those resources are secured. Opportunities to align current resources and implement actions across the organisation or through the Central NSW Joint Organisation should continue to be investigated.

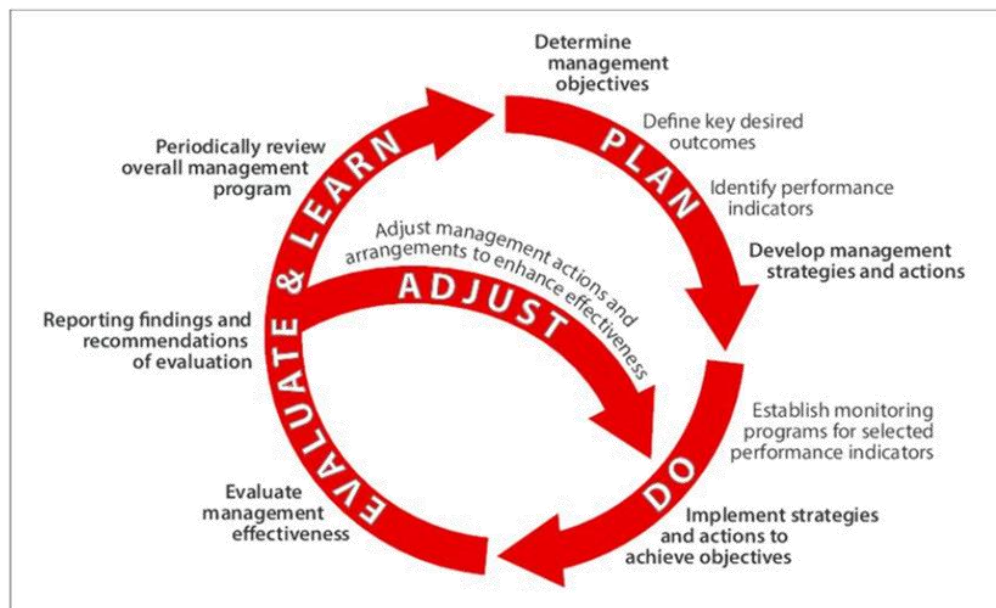


Figure 1: Adaptive management cycle based (Walters, 1986).



Self-Initiated Improvement Plan

MONITORING, EVALUATION AND REVIEW

HOW WILL THE PLAN BE MONITORED?

The Plan has a number of outcomes that include some measurable targets such as the delivery of certain strategies and plans but also actions relating to improved communication, governance and relationship building between the different council departments, state and federal government, the Council and community.

A report card outlining the progress of actions will be tabled to the Audit, Risk and Improvement Committee (ARIC) and subsequently to Council. **The Status provides simple words to the ARIC and Council to monitor issues requiring attention.**

Key	Explanation
Completed	The action is completed.
Needs Attention	Requires the ARIC/Council's focus, possible ongoing concern.
Does Need Attention	Generally considered as in progress and on track.



Self-Initiated Improvement Plan

Title: Self-Initiated Improvement Management Plan		
Department: General Manager		
Version	Date	Author
0.1	19 October 2023 Working Draft tabled to Council	General Manager
0.2	27 November 2023 Working draft tabled to ARIC	General Manager
1.0	14 December 2023 Tabled to Council for endorsement	
1.1	17 February 2024 Update of action as at February 2024 to ARIC	General Manager
1.2	13 March 2024 Update of action as at March 2024 to Council	General Manager
<p>This plan may be amended or revoked at any time. The General Manager will be responsible for the review of this plan. Review of this plan will incorporate relevant legislation, documentation released from relevant state agencies and best practice guideline and actions arising and ongoing will be reported to the ARIC and Council.</p>		
Review Date: Ongoing		
Amendments in the release		
Amendment History	Date	Detail
Annexure Attached:		
<p>Noreen Vu General Manager</p>		



Self-Initiated Improvement Plan

10.3 CONSTITUTIONAL REFERENDUM | CHANGING THE NUMBER OF COUNCILLORS AT WEDDIN SHIRE COUNCIL

File Number: C2.1.8

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. ATT 1 | Circular to Councils 24-01 - Constitutional referendums and council polls

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

Precis: To provide Councillors with the opportunity to consider a change in the number of Councillors at Weddin Shire Council from nine (9) to seven (7) following the OLG Circular to Councils issued on 18 January 2024 for Council's consideration.

Budget:

RECOMMENDATION

That Council:

1. Note and receive the report.
2. That Council approve one of the below options.

Option 1

Council resolve to remain with nine (9) and decline the NSW Electoral Commission (NSWEC) to administer a constitutional referendum poll in conjunction with the September 2024 local government elections.

Option 2

Council resolve to obtain the approval of its electors at a constitutional referendum to change the number of Councillors from nine (9) to seven (7) Councillors and accept the NSWEC offer to administer a constitutional referendum poll in conjunction with the September 2024 local government elections.

PURPOSE

To provide Councillors with the opportunity to consider a change in the number of Councillors at Weddin Shire Council from nine (9) to seven (7) through a constitutional referendum. Should Councillors wish to reduce the number of Councillors, then a decision will need to be determined prior to August 2024 to refer this to the NSW Electoral Commission prior to the September 2024 elections.

BACKGROUND

Under section 16 of the *Local Government Act 1993*, a council must obtain the approval of its electors at a constitutional referendum to do each of the following:

- Divide a council area into wards or abolish wards
- Change the number of councillors
- Change the method of electing the mayor
- Change the method of election for councillors where the council's area is divided into wards.

Section 224(2) of the Act requires that not less than 12 months before an ordinary election the council must determine the number of councillors for the following term.

If a Council has determined to change the number of its councillors, it must obtain approval at a constitutional referendum. Approval at a constitutional referendum conducted in September 2024 changes the number of councillors for the electoral term starting September 2028.

If a reduction in councillor numbers is approved at a referendum and not yet taken effect, a casual vacancy in the office of a councillor (but not a mayor elected by the councillors), must not be filled if the number of councillors will remain at or above the number approved at the referendum (section 294B of the Act).

ISSUES AND COMMENTS

Office of Local Government issued a Circular to Councils on 18 January 2024; Circular Details 24-01 / 18 January 2024 / A857671; provided via email to all Councillors on 19 January 2024 from the Records Clerk which outlines the process for a constitutional referendum. It is a timely reminder sent to all councils to consider this.

POLICY/LEGAL IMPLICATIONS

There are no direct policy or legal implications arising from this report, noting that the information is provided to Council from the NSW Electoral Commission.

FINANCIAL/RESOURCE IMPLICATIONS

The cost to administer the constitutional referendum will be part of the election costs, however noting that the 2024 election costs have increased substantially from the 2021 elections. A reduction in Councillors from the 2028 period could provide a small cost saving in councillor fees of approximately \$25,000 per annum.

INTERNAL/EXTERNAL CONSULTATION

The report is provided for Council's consideration and a constitutional referendum will provide the electors the voice to make the decision.

CONCLUSION

Council elections allows all councils to consider a need for a constitutional referendum. The OLG issued a Circular to Councils on 18 January 2024; Circular Details 24-01 / 18 January 2024 / A857671; provided via email to all Councillors on 19 January 2024 from the Records Clerk which outlines the process for a constitutional referendum. It is a timely reminder sent to all councils to consider this. Council could consider a need to maintain nine (9) Councillors and decline the service offer from NSWEC

or look at decreasing the number to seven (7) and accept the NSWEC request to provide this service.

Circular Details	24-01 / 18 January 2024 / A857671
Previous Circular	20-39 Constitutional referendums and council polls
Who should read this	Councillors / General Managers / Council Governance Staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Information

Constitutional referendums and council polls

What's new or changing

- Councils are reminded to inform the NSW Electoral Commissioner (NSWEC) if they have resolved for the NSWEC to administer a constitutional referendum or poll in conjunction with the September 2024 local government elections.

What this will mean for your council

- Under section 16 of the *Local Government Act 1993*, a council must obtain the approval of its electors at a constitutional referendum to do each of the following:
 - divide a council area into wards or abolish wards
 - change the number of councillors
 - change the method of electing the mayor
 - change the method of election for councillors where the council's area is divided into wards.

Key points

- Councils should notify the NSWEC as soon as possible if they wish to enter into an arrangement for the administration of a referendum or poll.
- If a council resolves that a constitutional referendum or poll is to be conducted, it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2021*.
- Any changes approved at a constitutional referendum held in September 2024 will come into effect at the September 2028 local government elections.

Where to go for further information

- For councils considering, or that have resolved to have the NSWEC conduct a constitutional referendum or poll, contact Steve Robb at the NSW Electoral Commission on telephone 9290 5431 or Steve.Robb@elections.nsw.gov.au.
- See attachment to this Circular for further information.



Douglas Walther
A/Deputy Secretary, Local Government

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

Attachment

Conducting a constitutional referendum

If a council resolves to conduct a constitutional referendum it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2021*.

This includes notifying the Electoral Commissioner within 21 days of council resolving to conduct a constitutional referendum. Where the constitutional referendum is to be held in conjunction with the 14 September 2024 ordinary election of councillors, the council must notify the Electoral Commissioner of the question to be asked at the constitutional referendum by no later than 12 noon on the closing date for that election on 5 August 2024.

It is critical that the referendum question or questions are carefully worded to ensure workable outcomes. Questions should be clear, concise, and be capable of being responded to with a 'yes' or 'no' answer.

If more than one question is asked on a subject, then extra care needs to be taken to ensure that the possible combinations of 'yes' and 'no' answers do not produce a conflicting decision.

Councils are responsible for the preparation and publicity of the required explanatory material. Councils must ensure this material presents a balanced case both for and against any proposition to be put to a constitutional referendum.

Dividing an area into wards or abolishing all wards

Under section 210(5) of the *Local Government Act 1993* (the Act), a council must not divide its area into wards or abolish all wards unless it has obtained approval to do so at a constitutional referendum.

After receiving elector approval at a constitutional referendum, and before dividing its area into wards, a council must undertake the consultation required by section 210A of the Act. This includes consulting with the Electoral Commissioner and the Australian Statistician together with public exhibition of the proposal. (Compliance with section 210A is not required where approval has been given by electors at a referendum to abolish wards.)

Changes to wards approved at a constitutional referendum conducted in September 2024 come into effect for the electoral term commencing in September 2028.

Changing the number of councillors

Section 224(2) of the Act requires that not less than 12 months before an ordinary election the council must determine the number of its councillors for the following term.

If a council has determined to change the number of its councillors, it must obtain approval at a constitutional referendum. Approval at a constitutional referendum conducted in September 2024 changes the number of councillors for the electoral term starting September 2028.

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If a reduction in councillor numbers is approved at a referendum and has not yet taken effect, a casual vacancy in the office of a councillor (but not a mayor elected by the councillors), must not be filled if the number of councillors will remain at or above the number approved at the referendum (section 294B of the Act).

Changing the method of electing the mayor

The Act provides two methods for electing a mayor — by popular vote at an ordinary election or by vote among the councillors. Section 228 of the Act permits a council to change the way the mayor is elected by seeking approval of its electors at a constitutional referendum.

Councils with wards are reminded that sections 280(2) and 281(2) of the Act require the same number of councillors to be elected for each ward. A popularly elected mayor is not included in this count. In such circumstances, councils should be mindful that changing the method of electing the mayor could result in an increase or decrease in the number of councillors to be elected.

If following the September 2024 election, electors approve a change to the way the mayor is elected, that change will come into effect for the electoral term commencing in September 2028.

Changing the method of electing councillors

The councillors for an area divided into wards are to be elected in accordance with either method of election prescribed under section 280 or 281 of the Act.

The method of election under section 280 (method 1) is to apply unless a decision made at a constitutional referendum is in force, which requires the method of election to be conducted under section 281 (method 2).

The decision made at a constitutional referendum to alter the method of election to method 2 must also specify the number of councillors to be elected by the ward electorate and the number of councillors to be elected by the area electorate.

If electors at a constitutional referendum conducted in conjunction with the 2024 ordinary elections approve a change to the method for electing councillors, this will come into effect for the electoral term commencing in September 2028.

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10.4 RESOLUTION REGISTER

File Number: C2.3.3
Author: Executive Assistant to the General Manager
Authoriser: General Manager
Attachments: 1. ATT 1 | Resolution Register as at 14 March 2024
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis: Providing Council with current resolution / action register
Budget: Nil

RECOMMENDATION

That Council note the attached Resolution / Action Register as at 14 March 2024.

PURPOSE

To provide Council with an update on the current outstanding Resolution Register action items as at 14 March 2024.

<p>Division: Council Committee: Officer:</p>	<p>Date From: Date To:</p> <p>Printed: 14 March 2024 11:56 AM</p>
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Action Sheets Report

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 8.1 143/22	Council 26/05/2022	Cook, Michelle Vu, Noreen	NOTICE OF MOTION - COUNCIL SUPPORT THE DOLLY PARTON IMAGINATION LIBRARY IN WEDDIN SHIRE	9/06/2022		

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 10.10 153/22	Council 26/05/2022	Kershaw, Maxwell Vu, Noreen	CROWN LAND RESERVES	9/06/2022		
<p>09 Jun 2022 2:24pm Osborne, Audrie Management report forwarded to Crown Lands for assessment</p> <p>12 Jul 2022 3:20pm Osborne, Audrie Still underway</p> <p>11 Aug 2022 8:56am Osborne, Audrie 8 July 2022 NSW Department of Crown Land acknowledged receipt of WSC letter and Management plan and are currently reviewing.</p> <p>09 Mar 2023 2:36pm Walters, Liz Crown Lands are still reviewing the documentation. Advised by Director Corporate Services</p> <p>12 Jul 2023 5:13pm Walters, Liz Crown Lands are continuing to review the documentation and will provide an update in due course.</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 0.0 174/22	Council 16/06/2022	Bembrick, Craig Vu, Noreen	MAYORAL MINUTE - GRENFELL PRESCHOOL + LONG DAY CARE CENTRE	30/06/2022		
<p>13 Jul 2022 4:53pm Osborne, Audrie In Progress</p> <p>09 Mar 2023 12:53pm Walters, Liz Meetings between Council and the DayCare have been ongoing. Last meeting was 19 January 2023.</p> <p>11 May 2023 9:31am Walters, Liz Meetings between Council Staff and Director and staff from Grenfell Preschool and LDC continues - last meeting held on 2 May 2023</p> <p>22 Jun 2023 12:09pm Walters, Liz Grenfell Preschool and Long Day Care Centre have purchased a block of land and lodged a grant application for the new centre.</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 8.2	Council 20/10/2022	Cook, Michelle Vu, Noreen	NOTICE OF MOTION - HOUSING WORKING GROUP	3/11/2022		

Division: Council	Date From:
Committee: Council	Date To:
Officer:	Printed: 14 March 2024 11:56 AM

Action Sheets Report

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 13.1 320/22	Council 15/12/2022	Sheehan, Luke Sheehan, Luke	NAMING OF GRENFELL DOG PARK	29/12/2022		
<p>09 Feb 2023 4:47pm Osborne, Audrie Naming of dog park confirmed. Currently investigating sign options and story board.</p> <p>11 Apr 2023 4:25pm Sheehan, Luke Preparing wording and sign details to obtain quotations</p> <p>10 May 2023 5:31pm Walters, Liz Work is progressing, anticipate final design and costing for signage to be end June 2023 - as advised by Director Environmental Services.</p> <p>12 Jul 2023 4:35pm Sheehan, Luke Wording for storey board drafted. Currently trying to source suitable pictures to be included on story board.</p> <p>09 Aug 2023 11:58am Sheehan, Luke Consulting with sign companies to determine if photos obtained are suitable for inclusion on storey board.</p> <p>12 Oct 2023 9:42am Sheehan, Luke Sign company requested to inspect site and prepare sign and story board in conjunction with other sign works requested by Council.</p> <p>09 Nov 2023 3:19pm Walters, Liz Awaiting site visit to finish preparing the full quote in conjunction with the story board site visit.</p> <p>06 Dec 2023 4:14pm Sheehan, Luke Site visit organised to liaise with sign company to development dog park sign and potentially look at the replacement of storey boards in Main Street.</p> <p>08 Feb 2024 4:35pm Sheehan, Luke Location and design discussed with sign company. Design being developed.</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 8.1 026/23	Council 16/02/2023	Parlett, Jan Vu, Noreen	Notice of Motion - That Council review the current LG Hub System to assess its suitability to meet current and future demands.	2/03/2023		
<p>09 Mar 2023 2:10pm Walters, Liz At Council Ordinary Meeting of 16 February 2023 it was agreed that a Councillor Workshop be convened in the near future to discuss LG Hub and other options, including Councillors requirements. Resolution 026/23</p> <p>11 May 2023 9:11am Walters, Liz Wokshop to be scheduled in due course noting priorities to date has been budget discussions.</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 7.1 161/23	Council 17/08/2023	Bembrick, Craig Vu, Noreen	Mayoral Minute - Civic Reception for Clare Hunt	31/08/2023		
<p>20 Sep 2023 4:03pm Walters, Liz</p>						

Division: Council	Date From:
Committee:	Date To:
Officer:	Printed: 14 March 2024 11:56 AM

Action Sheets Report

Resolution 161/23 Council endorsed the civic reception with funding of up to \$1,000 from the community small projects vote to assist in the planning of the event.

11 Oct 2023 3:56pm Walters, Liz

The Civic Reception will be organised by the events and tourism team; planning has commenced.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Council 28/09/2023	Best, Paul	Notice of Motion - Request for desktop investigation on non-potable water system	12/10/2023		
8.1		Vu, Noreen				
192/23						
11 Oct 2023 3:05pm Walters, Liz						
RESOLUTION 192/23, Moved: Cr Diprose, Seconded: Cr Best, 1.That Council, in collaboration with Central Tablelands Water investigate a possiblenon potable water system and source in order to supplement the current Parks andGardens reticulated water systems., 2.That Council, in collaboration with Central Tablelands Water provide a desktopinvestigation on the benefits and disadvantages of such a system, indicative costings and other requirements such as licencing, external consultation required etc., THE MOTION WAS CARRIED UNANIMOUSLY						
09 Nov 2023 3:44pm Walters, Liz						
Director Environmental Services has commenced investigations.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Council 28/09/2023	Walters, Liz	COMMITTEE DELEGATES	12/10/2023		
10.4		Vu, Noreen				
193/23						
11 Oct 2023 12:33pm Walters, Liz						
Resolution 193/23 1. Appoint the committee positions outlined in this report table 1, table 2, table 3 (with the removal of Cr Parlett as Councillor Delegate from the Henry Lawson Festival of Arts Committee) to September 2024. 2. Investigate delegate nominations post Council meeting and defer nominations until next Council meeting for delegate members term of Council to September 2024 for Arts Outwest and Henry Lawson Festival of Arts Committee. 3. Seek an Expression of interest for hte vacanices - one (1) Community member and one (1) village representative for the Tourism Committee.						
09 Nov 2023 3:53pm Walters, Liz						
Further work to be underaken.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Council 28/09/2023	Vu, Noreen	COUNCILLOR EXPENSES AND FACILITIES REIMBURSEMENT FEE TO CR BEMBRICK (RESOLUTION 150/23)	12/10/2023		
10.6		Vu, Noreen				
197/23						
11 Oct 2023 12:45pm Walters, Liz						
Resolution 197/23 1. Note the information contained in this report. 2. Reimburse the legal fees incurred by Cr Bembrick to the value of \$3,465.00 following the discontinuation of the matter (service of Notice of Discontinuation for 2023/00218413 on 6 September 2023) by the Plaintiff in accordance with Section 8 of Weddin Shire Council's Councillors Expenses and Facilities Policy. 3. Resolves to refer this matter to the Office of Local Government as a Public Interest Disclosure Matter, in regard to the expenditure of Public Money (\$3,465.00). 4. That in the event Cr Bembrick releases a public statement, Council resolves to support him with any legal expenditure associated to his favourable outcome on the matter to the value of \$1,000.00., 05/10/2023 - Letter sent to OLG.						
08 Feb 2024 3:55pm Walters, Liz						

<p>Division: Committee: Council Officer:</p>	<p>Date From: Date To:</p> <p>Printed: 14 March 2024 11:56 AM</p>
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Action Sheets Report

RESOLUTION 197/23, Moved: Cr Howell, Seconded: Cr Kenah, That Council:, (1)Note the information contained in this report., (2)Reimburse the legal fees incurred by Cr Bembrick to the value of \$3,465.00 followingthe discontinuation of the matter (service of Notice of Discontinuance for2023/00218413 on 6 September 2023) by the Plaintiff in accordance with Section 8 ofWeddin Shire Council's Councillors Expenses and Facilities Policy., (3)Resolves to refer this matter to the Office of Local Government as a Public InterestDisclosure matter, in regard to the expenditure of Public Money (\$3,465.00)., (4)That in the event Cr Bembrick releases a public statement, Council resolves tosupport him with any legal expenditure associated to his favourable outcome on thematter to the value of \$1,000.00., THE MOTION WAS CARRIED, DIVISION required under the Local Government Act 1993 called by Cr McKellar., FOR: Cr Kenah, Cr Howell, Cr McKellar, Cr Frame, Cr Parlett, AGAINST: Cr Diprose

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 10.1 221/23	Council 19/10/2023	Vu, Noreen Vu, Noreen	WORKING DRAFT SELF-INITIATED IMPROVEMENT MANAGEMENT PLAN AND ANNUAL REPORT UPDATE	2/11/2023		
<p>09 Nov 2023 4:06pm Walters, Liz Resolution 221/23., Annual Report with Draft Financials uploaded on website.</p> <p>05 Dec 2023 3:45pm Walters, Liz Working Draft Weddin Shire Council Self-Initiated Performance Management Plan to be tabled at December 2023 Ordinary Council Meeting.</p> <p>08 Feb 2024 3:54pm Walters, Liz RESOLUTION 221/23, Moved: Cr Best, Seconded: Cr McKellar, That Council:, 1. Note the information contained in this report., 2. Note that the Annual Report for the 2022-2023 period will be published online with the Draft Annual Financial Statements in line with section 428(5) of the Local Government Act 1993., 3. Approves that debtor income from the 2022-2023 is prioritised towards the internal allocations (Work paper C1-3 Restricted and Allocated Cash, Cash Equivalents and Investments, p. 31) which should have been in place at 30 June 2023.This includes:., Internal Allocations (\$'000), Plant and vehicle replacement, 287, Employee leave entitlement, 500, Domestic waste management, 100, Development projects, 81, Gravel pits, 36, Office equipment, 40, Town and shire works, 2,432, Financial Assistance Grant advance payment, 3,200, Total internal allocations, 6,676, 4. Endorses the creation of an external restriction for domestic waste management moving forward to ensure Council meets its obligation with waste management., 5. Endorses the creation of the working Draft Weddin Shire Council Self-Initiated Performance Management Improvement Plan and return to Council in December 2023., THE MOTION WAS CARRIED UNANIMOUSLY</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 11.4 228/23	Council 19/10/2023	McCann, Claire Thompson, John	SCCF5 - Taylor Park Revelopment - Draft Master Plan	2/11/2023		
<p>09 Nov 2023 4:22pm Walters, Liz Resolution 228/23, Emailed Arts Tourism and Events 30/10/2023 advising of resolution. Plans placed on Public Exhibition on 30/10/2023 closing 28 November 2023.</p> <p>05 Dec 2023 4:08pm Walters, Liz Placed on Public Exhibition on 30/10/2023.</p> <p>14 Mar 2024 11:36am Walters, Liz Request for Quotes and Request for Tenders have been placed on VendorPanel and loaded onto Council's website. RFQ's closing 12 April 2024 and RFTs closing 12 April 2024</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 13.3 234/23	Council 19/10/2023	Holmes, Isabel Sheehan, Luke	QUANDIALLA & CARAGABAL WASTE FACILITIES	2/11/2023		
<p>09 Nov 2023 3:24pm Walters, Liz</p>						

Division: Council	Date From:
Committee:	Date To:
Officer:	Printed: 14 March 2024 11:56 AM

Action Sheets Report

Further report provided to Council for 16 November 2023 Ordinary Council Meeting

08 Feb 2024 3:52pm Walters, Liz

RESOLUTION 234/23, Moved: Cr Frame, Seconded: Cr Best, That, 1. Council note the details in the report regarding correspondence received from the Environment Protection Authority in relation to Quandialla Waste Facility;., 2. Council note the action taken to close the Quandialla and Caragabal Waste Facilities to the public as a result of the potential asbestos risks, and to allow further investigations to be undertaken;., 3. A further report be prepared to Council in the future regarding the ongoing management of the Quandialla and Caragabal Waste Facilities, including the estimated cost of any required clean-up and rehabilitation works to comply with the Environment Protection Authority requirements., THE MOTION WAS CARRIED UNANIMOUSLY

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 13.4 238/23	Council 19/10/2023	Holmes, Isabel Sheehan, Luke	2023-2024 LOCAL HERITAGE GRANTS	2/11/2023		
09 Nov 2023 3:24pm Walters, Liz						
In the process of notifying the successful applicants						
08 Feb 2024 3:51pm Walters, Liz						
RESOLUTION 238/23, Moved: Cr Diprose, Seconded: Cr Parlett, That, 1. The following Weddin Shire Local Heritage Grants applications and corresponding funding allocations be approved by Council, subject to conditions and appropriate documentation being supplied to Council;., (a) 51 Forbes Street, Grenfell – Verandah repairs – 50% of cost up to a maximum of \$4,500., (b) 14 Glasson Street, Quandialla – Repair and restore the damaged Church (St Brigid’s Catholic Church – 50% of cost up to a maximum of \$3,350., (c) 66 Main Street, Grenfell – New Shop Verandah – 50% of cost up to a maximum of \$4,000., (d) West Street, Grenfell – Paint Heritage Rail Carriage - 50% of cost up to a maximum of \$3,650., THE MOTION WAS CARRIED UNANIMOUSLY						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 13.5 239/23	Council 19/10/2023	Holmes, Isabel Sheehan, Luke	Signage - Cobb & Co	2/11/2023		
09 Nov 2023 3:25pm Walters, Liz						
Currently on public exhibition for 28 days; closing 30 November 2023. Voting link provided on website and Facebook and forms available on website and available at Chambers.						
08 Feb 2024 3:50pm Walters, Liz						
RESOLUTION 239/23, Moved: Cr Diprose, Seconded: Cr Best, That Council;., 1. Place the two colour design options for the restoration of the Cobb & Co sign located on the Mid Western Highway on the approach to Grenfell, out for public consultation for a period of 28 days, requesting the public to vote for their preferred colour design;., 2. The colour design option for the restoration of the Cobb & Co sign be chosen based on the most popular vote of the public;., THE MOTION WAS CARRIED UNANIMOUSLY						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 10.2 251/23	Council 16/11/2023	Forsyth, Freuin Vu, Noreen	DRAFT PPE UNIFORM POLICY AND DRAFT SUN PROTECTION POLICY	30/11/2023		
08 Feb 2024 3:47pm Walters, Liz						
RESOLUTION 251/23, Moved: Cr Frame, Seconded: Cr McKellar, That Council, 1. Place the draft PPE Uniform and draft Sun Protection Policies on public exhibition for a period of 28 days with the purpose of inviting submissions from the public and staff;., 2. Request the General Manager present a further report to Council with all the submissions received at the at the conclusion of the public exhibition period for Council’s further consideration and adoption of the policy, or in the event that no submissions are received during the exhibition period, Council formally adopt the Policy, without and changes, as a Policy;., THE MOTION WAS CARRIED UNANIMOUSLY						

<p>Division: Council Committee: Officer:</p>	<p>Date From: Date To:</p> <p>Printed: 14 March 2024 11:56 AM</p>
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Action Sheets Report

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 13.3 269/23	Council 16/11/2023	Holmes, Isabel Sheehan, Luke	QUANDIALLA & CARAGABAL WASTE FACILITIES	30/11/2023		
<p>08 Feb 2024 3:44pm Walters, Liz RESOLUTION 269/23, Moved: Cr Frame, Seconded: Cr McKellar, That, 1. Council note the report providing updates on the actions taken regarding Quandialla and Caragabal waste facilities, and the correspondence received from the Environment Protection Authority dated 1 November 2023., THE MOTION WAS CARRIED UNANIMOUSLY</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 10.1 279/23	Council 14/12/2023	Vu, Noreen Vu, Noreen	SELF-INITIATED IMPROVEMENT MANAGEMENT PLAN	28/12/2023		
<p>08 Feb 2024 3:43pm Walters, Liz RESOLUTION 279/23, Moved: Cr Frame, Seconded: Cr Howell, That Council:, 1. Note the information contained in this report., 2. Endorses the Weddin Shire Council Self-Initiated Performance Management Improvement Plan., 3. Endorses the General Manager to continue to add or amend the Plan as required and actions and amendments are reported to the Audit, Risk and Improvement Committee and then to Council., THE MOTION WAS CARRIED</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 11.2 288/23	Council 14/12/2023	McCann, Claire Thompson, John	TAYLOR PARK MASTER PLAN - PUBLIC EXHIBITION SUBMISSIONS	28/12/2023		
<p>08 Feb 2024 3:35pm Walters, Liz RESOLUTION 288/23, Moved: Cr Frame, Seconded: Cr Parlett, 1. That council note information contained in this report., 2. Endorse the attached final Taylor Park Master Plan (Attachment 1), reflecting the below amendments based on the submissions received during the public exhibition., 3. That Council accept Stage 1 and proceed, and that Stage 2 will be reconsidered at a later date prior to commencement of project development of that stage., THE MOTION WAS CARRIED</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 7.1 008/24	Council 15/02/2024	Bembrick, Craig Vu, Noreen	MAYORAL MINUTE COST SHIFTING ON TO LOCAL GOVERNMENT	29/02/2024		

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 11.1 015/24	Council 15/02/2024	Dawes, Joshua Thompson, John	DRAFT DATA BREACH RESPONSE POLICY	29/02/2024		
<p>14 Mar 2024 11:46am Walters, Liz Resolution 015/24 - Placed on Public exhibition, submissions close 18 March 2024.</p>						

<p>Division: Committee: Council Officer:</p> <p>Action Sheets Report</p>	<p>Date From: Date To:</p> <p>Printed: 14 March 2024 11:56 AM</p>
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Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 5.1	Council 27/02/2024	Vu, Noreen Vu, Noreen	REVISED OPERATIONAL PLAN 2023-2024	12/03/2024		

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 6.1	Council 27/02/2024	Vu, Noreen Vu, Noreen	QUARTERLY BUSINESS REVIEW STATEMENT (QBRS) AS AT 31 DECEMBER 2023	12/03/2024		

11 CORPORATE SERVICES REPORTS

11.1 HENRY LAWSON FESTIVAL | FUNDING REQUEST FROM GROW GRENFELL GROUP FOR LIGHTING GRENFELL MAIN STREET BUILDINGS

File Number:

Author: Arts and Tourism Officer

Authoriser: General Manager

Attachments:

1. FUNDING REQUEST FROM GROW GRENFELL GROUP
2. REQUEST FROM THE HLF TO COUNCIL

CSP Objective: Culturally rich, vibrant and inclusive community

Precis: Funding Request to Henry Lawson Festival of Arts Committee

Budget: \$15,000 from the Henry Lawson Festival Vote

RECOMMENDATION

That Council:

1. Note the request made by The Grow Grenfell Group to The Henry Lawson Festival of Arts Committee for additional funding for Lighting of Grenfell Main Street Buildings.
2. Approve the funding allocation from The Henry Lawson Festival of Arts of \$15,000 to The Grow Grenfell Group.
3. Approve the funding allocation from The Henry Lawson Festival of Arts of \$16,846.83 for the 2024 festival.
4. Approve the funding allocation from The Henry Lawson Festival of Arts of \$15,000 for the 2025 festival.

PURPOSE

To report to Council on the request from The Grow Grenfell Group to Henry Lawson Festival of the Arts Committee request for additional funding for Lighting of Grenfell Main Street buildings as well as additional funds to be allocated for the 2024 and 2025 festival.

BACKGROUND

The Grow Grenfell Group has secured funding from the Stronger Country Communities Fund (SCCF Round 5) to allow for lighting on Main Street Buildings. The Grow Grenfell Group has requested funding from The Henry Lawson Festival of Arts Committee for further lighting to be installed on two buildings showcasing the life of Henry Lawson. There is also an additional request for funds to be allocated for the 2024 and 2025 festival.

ISSUES AND COMMENTS

The Henry Lawson Festival of Arts (HLF) in previous years has fundraised over \$66,000. At the 14 February 2024 HLF Committee Meeting, the Committee resolved to request Council to consider a resolution for part of this funding. As Council is aware, council funds without a purpose can become an issue for Council. Unclaimed funds continues to be an issue raised in Council's Audited Financial Statements through our Management Letter.

The HLF Committee are now seeking Council's approval for

- \$15,000 to The Grow Grenfell Group to contribute to the Lighting of the Grenfell Main Street Buildings.
- \$16,846.83 for the 2024 festival
- \$15,000 for the 2025 festival.

To acknowledge the contributions of the HLF Committee both past and present, a plaque could be considered to acknowledge the contribution and this can be further discussed with both the Grow Grenfell Group and the HLF Committee.

The additional \$15,000 allows the Grow Grenfell Group to focus on lighting up buildings ahead of the HLF. However acknowledging that the hail storm damage may also have implications on the delivery by the June long weekend. Nevertheless the Grow Grenfell Group's Lighting of the Grenfell Main Street Project is supported by our local businesses with some grant funding and support from the NSW Government. Once completed, the project will create a tourism and night time economy product to showcase the heritage and architecture of Grenfell.

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 and approval.

FINANCIAL/RESOURCE IMPLICATIONS

The financial implication is a transfer of \$15,000 to the Grow Grenfell Group for the Lighting of the Grenfell Main Street Buildings. Funding allocation is also requested for the 2024 HLF for \$16,846.93 and 2025 HLF for \$15,000. The additional funds for this year's festival and next year's festival gives the HLF certainty and security on the delivery of the festival and avoids the continual requests to Council due to their limited budget and expenditure.

INTERNAL/EXTERNAL CONSULTATION

The Grow Grenfell Group met with the HLF Committee prior to submitting in the proposal. The HLF Committee met on the 14 February 2024 to consider the proposal. Both members of the HLF Committee and Grow Grenfell Group have met with Council Officers who are supportive of the proposal.

CONCLUSION

The Henry Lawson Festival of Arts Committee has received a request for additional funding from The Grow Grenfell Group for the lighting of two main street buildings showcasing the life of Henry Lawson. The funds to be allocated for this year's festival and next year's festival will also give the HLF certainty and security on the delivery of the festival.



The Grenfell Lights...365 Nights a Year !

14 February 2024

Belinda Power – President
Lawson Festival Executive Committee
P.O Box 77 Grenfell NSW 2810

Dear Belinda,

On behalf of the executive and membership of the Grow Grenfell Group Inc I am writing to you seeking financial support from the Henry Lawson Festival Executive Committee for our plans to install lighting on buildings along the main street of Grenfell as part of our *Grenfell Lights* initiative.

Grow Grenfell Group Inc has secured funding from the Stronger Country Communities Fund to allow a number of lighting installations to be completed in Grenfell.

The first of these installations has been the Grenfell Silos Lightshow in West Street which was officially opened in December last year.

The lighting of facades on selected buildings along our historic main street over the coming months will complete the work to be done under this funding from the NSW Government.

We are seeking financial support from the Henry Lawson Festival Executive Committee in the amount of \$15,000.00 to specifically cover the costs of installing world-class lighting on two buildings in the main street that will showcase the life of Henry Lawson.

We have a number of creative ideas for how we can achieve great lighting effects that feature Henry Lawson upon a couple of buildings including adding images and also wording from his poems.

Next month John Buchanan our Lighting Designer from Brisbane will be visiting Grenfell for two days to undertake background design work and lighting equipment tests on selected buildings along the main street of Grenfell.

We are then expecting to have final designs and the associated costs for the lighting equipment on the installations submitted to the Grow Grenfell Group by John during April and at this stage we expect our remaining funds from the Stronger Country Communities Fund will allow 'Vivid-

Style' lighting to be installed upon the facades of four or five buildings using lighting designs from John Buchanan.

The securing of an additional \$15,000 from the Henry Lawson Festival will allow the Grow Grenfell Group to increase the total number of main street buildings to receive lighting installations by a further two.

Adding Henry Lawson themed lighting to two additional buildings will be a fantastic result for our lighting project.

Our installation of '*Vivid-Style*' lighting on buildings in the main street of Grenfell will be of major benefit to the township and complimentary to what we have achieved with our nightly lighting of the Grenfell Silos. It will greatly assist in giving Grenfell a significant point-of-difference for attracting more visitors, will provide tangible benefits for our community and a positive and long- lasting impact to the township of Grenfell.

Lighting the facades of historic buildings along the Main Street will prove to be a game-changer for Grenfell and the additional financial support in the amount of \$15,000 from the Henry Lawson Festival to facilitate '*Henry Lawson*' installations on two buildings will play a big part in achieving this outcome.

Submitted for your review and advice.

Best regards

JEff Gallimore

President – **Grow Grenfell Group Inc**

Tel: 0424 503 450

6 March 2024

Ms Noreen Vu
General Manager
Weddin Shire Council
PO Box 125
Grenfell, NSW, 2810

RE: Request to allocate funds in Bendigo Bank Account

Dear Ms Vu,

The Henry Lawson Festival Committee would like to request that the funds in the Bendigo Bank Account, currently \$66,846.83, be triaged as follows:

- \$16,846.83 for this years' festival
- \$15,000 for next years' festival
- \$15,000 to Grow Grenfell for light installations

The remaining \$20,000 to be held in the account. We look forward to hearing your response.

Yours faithfully,

Belinda Power
President
The Grenfell Henry Lawson Festival of Arts

11.2 ARTS, TOURISM, EVENTS AND GRANT ACTIVITIES FOR DECEMBER 2023 TO FEBRUARY 2024

File Number: C2.6.43
Author: Arts, Tourism & Events Coordinator
Authoriser: Director Corporate Services
Attachments: 1. Post Event Report - Summer Youth Event 2023.24
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: Arts, Tourism, Events and Grant Activities – Dec 2023 to Feb 2024
Budget: Nil

RECOMMENDATION

That Council note the report.

PURPOSE

The purpose of this report is to provide Council the Arts, Tourism, Events and Grants information for the period of 1 December 2023 to 29 February 2024.

Statistics

Month	No. of visitors	Sales
December	311	Merchandise: \$2,441.85 Services*: \$1,456.50 Gallery: \$3,506.50
January	307	Merchandise: \$854.45 Services*: \$1,864.20 Gallery: \$3,400
February	223	Merchandise: \$432.80 Services*: \$225.10 Gallery: \$1,630

Services* include Hub Hire, Caravan Park, Gallery Donations, Printing/Photocopying

Meetings/Workshops attended

- Tourism meeting 7/12/23
- Tourism meeting 1/02/2024
- Tourism Tribe Webinar – Must have Canva Skills 2024
- AVIC Connect Meeting 28/02/2024
- NSW First Webinar - Creating World-Class Wellness Experiences 29/02/2024
- Destination Central West Agritourism Workshop
- HLF / Council monthly meetings
- Department Regional NSW meetings
- Australia Day Committee meetings
- LGNSW Event Network meeting

Weddin Mountains Region Events

- Grenfell Silo Lightshow
 - Assisted with the production of flyers & marketing
- Grenfell Art Gallery Exhibition Installations/Openings
 - Osla Thomason, Bronwyn Evelyn & G.G Jolliffe, 10 November – 3 January
 - Grenfell Artists Inc, 5 January – 21 February
 - Mel Hoey, 23 February – 10 April
- Summer/Autumn Holiday Break Events (Funded by Department of Regional Youth)
 - Bathurst Aqua Park
 - Dive in Cinema
 - Australia Day Pool Party – Inflatable Hire & Freight
- Australia Day Events (Funded by Australia Day Council)
 - Australia Day Pre-Awards Dinner
 - Australia Day Celebrations – Taylor Park
 - Australia Day Pool Party - BBQ

Projects and Grants

Grant	Project	Status
LRCI phase 4	Festoon lighting	Project management: Engaged contractors.
SCCF-r1	Main St Infrastructure Revitalisation	Acquittal accepted and grant now closed.
SCCF-r4 – 0650	Village Streetscapes	Project management: Prepared documents for community consultation. Began community consultation
	Tourism Wayfinding Signage	Grant Management: Signage install delay with first stage due to commence mid of March 2024.
SCCF-r4 - 0782	Grenfell Rugby Union Grounds Irrigation	Project management: Irrigation installed, works progressing on water connections and tank inspection points, meter and Company Dam connection.
	Committee Training	Project completed
SCCF-r5	Taylor Park Redevelopment and Inclusive Play space	Project management: RFT and RFQ documents finalised. Contact with Crown Lands
	Strengthen villages by enhancing sports / showground facilities and providing freedom camping areas (Caragabal, Quandialla and Greenethorpe)	Project management: Have met with some villages. Approval requirements to be looked at. Discussions started with TfNSW.
RNIG-r2	Main St Infrastructure Revisualisation	Acquittal accepted and grant now closed.
LSCA	Public EV Destination Charger	Project management: Next stage progressing.

Grant	Project	Status
Department of Regional Youth Summer and Autumn Holiday Break Program 2023/2024	Summer and Autumn school holiday events	Application for variation Summer Break (to include Aus Day Pool Party) – Submitted/Approved Event successfully held. See attached report. Summer events completion and acquittal report submitted Application for variation Autumn Break – Submitted/Approved
Australia Day 2024 Community Grant	Weddin Shire Australia Day Ceremonies	Completion & Acquittal report – Submitted
Creative Capital	Grenfell Art Gallery Upgrades	Project management: Climate control upgrades ½ way. AV upgrades finished. Initial stages of lead lighting restoration.
2023-24 Crown Reserves Improvement Fund (CRIF)	Taylor Park Inclusive Upgrades - Stage 2	Application submitted. Outcome announced May 2024.
Premiers Department NSW Social Cohesion Grants Round 3	Light Up the Night 2024	Submitted
Department of Regional Youth Winter & Spring Holiday Break Program 2024	Winter & Spring school holiday events	Submitted
Transport for NSW Open Streets Program	2024/2025 Event	Submitted

OFFICE FOR REGIONAL YOUTH HOLIDAY BREAK PROGRAM

SUMMER 23/24

POST EVENT REPORT



Supported by



Regional Youth

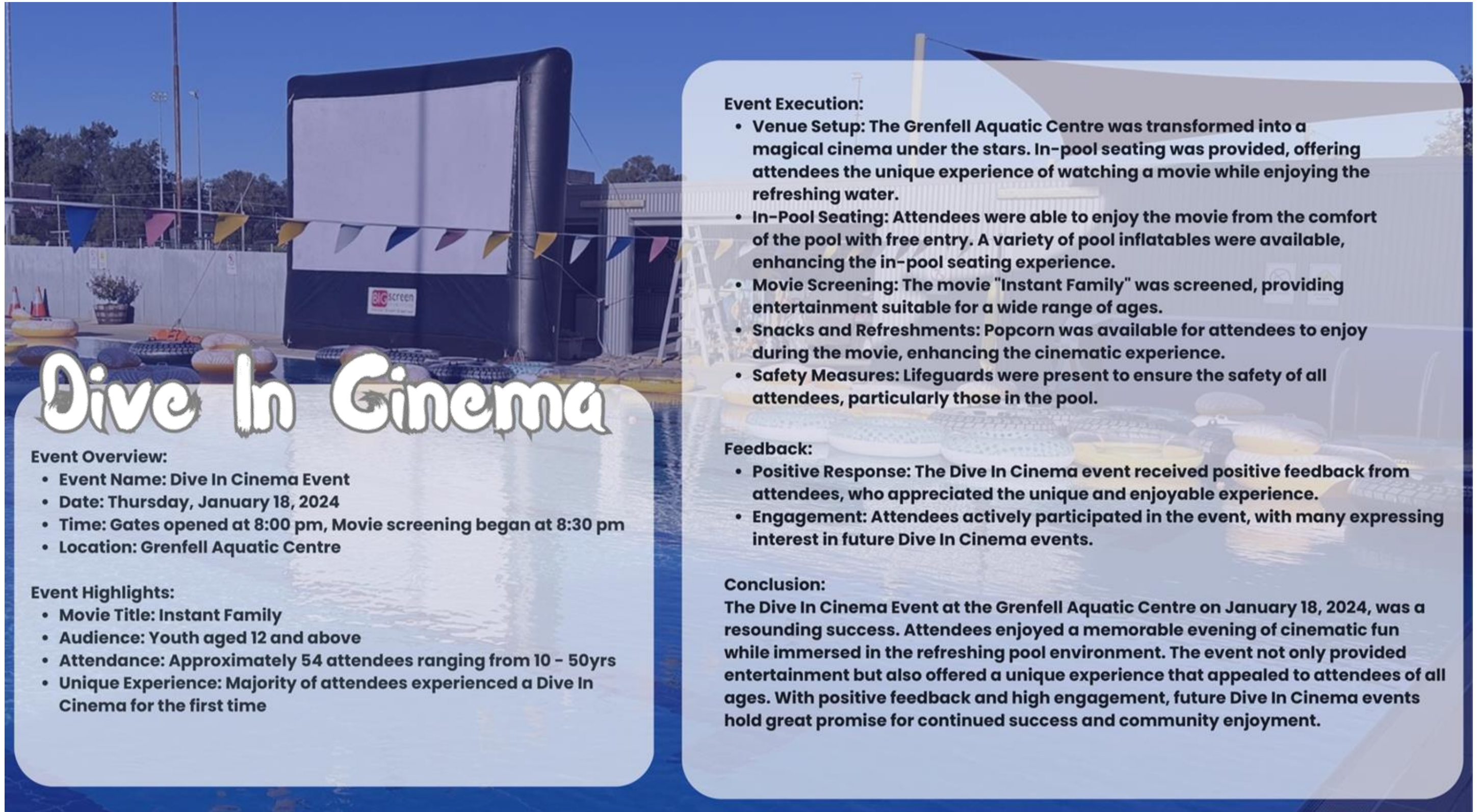
Initiatives to improve lifestyles and outcomes of young people living in regional NSW.

The Office for Regional Youth’s Holiday Break program provides young people in regional NSW with the opportunity to enjoy a range of free activities to connect, socialise, learn new skills and have fun during the school holidays. All regional NSW councils and not-for-profit groups can apply for funding to deliver events as part of the Holiday Break program.

Proudly funded by



Holiday Break program is delivered in a new streamlined half yearly model. These changes allow applicants to plan ahead for their school holiday activities and promote their activities to communities well in advance. Funding of up to \$15,000 for Summer 2023/24 and \$7,000 for Autumn 2024 was available for 93 regional councils and other organisations to cover the cost of running youth events over the respective Summer and Autumn school holidays.



Dive In Cinema

Event Overview:

- **Event Name:** Dive In Cinema Event
- **Date:** Thursday, January 18, 2024
- **Time:** Gates opened at 8:00 pm, Movie screening began at 8:30 pm
- **Location:** Grenfell Aquatic Centre

Event Highlights:

- **Movie Title:** Instant Family
- **Audience:** Youth aged 12 and above
- **Attendance:** Approximately 54 attendees ranging from 10 - 50yrs
- **Unique Experience:** Majority of attendees experienced a Dive In Cinema for the first time

Event Execution:

- **Venue Setup:** The Grenfell Aquatic Centre was transformed into a magical cinema under the stars. In-pool seating was provided, offering attendees the unique experience of watching a movie while enjoying the refreshing water.
- **In-Pool Seating:** Attendees were able to enjoy the movie from the comfort of the pool with free entry. A variety of pool inflatables were available, enhancing the in-pool seating experience.
- **Movie Screening:** The movie "Instant Family" was screened, providing entertainment suitable for a wide range of ages.
- **Snacks and Refreshments:** Popcorn was available for attendees to enjoy during the movie, enhancing the cinematic experience.
- **Safety Measures:** Lifeguards were present to ensure the safety of all attendees, particularly those in the pool.

Feedback:

- **Positive Response:** The Dive In Cinema event received positive feedback from attendees, who appreciated the unique and enjoyable experience.
- **Engagement:** Attendees actively participated in the event, with many expressing interest in future Dive In Cinema events.

Conclusion:

The Dive In Cinema Event at the Grenfell Aquatic Centre on January 18, 2024, was a resounding success. Attendees enjoyed a memorable evening of cinematic fun while immersed in the refreshing pool environment. The event not only provided entertainment but also offered a unique experience that appealed to attendees of all ages. With positive feedback and high engagement, future Dive In Cinema events hold great promise for continued success and community enjoyment.

Bathurst Aqua Park

Event Overview:

- **Event Name:** Bathurst Aqua Park Day Trip
- **Date:** Friday, January 12, 2024
- **Location:** Bathurst Aqua Park

Event Highlights:

- **Youth Engagement:** The trip targeted energetic youth aged 12 and above, providing them with an exhilarating day of fun and adventure.
- **Transportation & Tickets:** Thanks to the support of the NSW Government, transportation and admission tickets were provided, ensuring accessibility for all attendees.

Event Execution:

- **Transportation:** Attendees were transported to Bathurst Aqua Park with local bus company, Loaders Coaches.
- **Activities:** The Aqua Park offered a range of thrilling activities, including waterslides, inflatable obstacles, and water trampolines, catering to the diverse interests of the attendees.
- **Community Building:** The trip fostered fellowship among attendees, providing them with the opportunity to make new friends and strengthen community bonds.

Gratitude and Acknowledgment:

- **Supporting Partners:** Special thanks were extended to the NSW Government, Department of Regional Youth, and the Weddin Shire Council for their unwavering support and funding, making the event possible.
- **Attendees:** The success of the trip was attributed to the enthusiasm and participation of the attendees, who showcased exemplary behavior and contributed to the positive atmosphere.

Feedback:

- **Positive Experience:** Attendees thoroughly enjoyed the day trip, expressing their excitement through laughter and enthusiastic participation in the activities.
- **Demand:** The event garnered significant interest, with limited spots quickly filling up, indicating a high demand for similar recreational opportunities in the future.

Conclusion: The Bathurst Aqua Park Day Trip on January 12, 2024, was a resounding success, providing attendees with an unforgettable day of fun and excitement. Through the support of various stakeholders and the enthusiastic participation of the youth, the event exemplified the spirit of community engagement and collaboration. Moving forward, there is a clear demand for similar recreational experiences, underscoring the importance of continued efforts to provide accessible and enjoyable activities for the youth in the region.

Australia Day Pool Party

Event Overview:

- **Event Name:** Australia Day Pool Party
- **Date:** Thursday, January 26, 2024
- **Location:** Grenfell Aquatic Centre

Event Highlights:

- **Free Entry:** Attendees enjoyed free entry into the pool, making the event accessible to all members of the community.
- **Activities:** The event featured unlimited access to Bubbling with Energy's inflatable obstacle course, in-pool trampoline, and a variety of other pool inflatables, providing endless entertainment for attendees.
- **Sausage Sizzle:** A free sausage sizzle, cooked by Weddin Shire Council staff, was provided, offering attendees a delicious meal to complement the day's activities.
- **Community Engagement:** Over 350 attendees, including parents, carers, and children, participated in the pool party, fostering a sense of community and inclusivity.

Event Execution:

- **Activities:** Attendees enthusiastically participated in the various pool activities, including navigating the inflatable obstacle course and enjoying the in-pool trampoline.
- **Food:** The free sausage sizzle was well-received by attendees, providing a convenient and satisfying meal option during the event.

Gratitude: Many attendees verbally expressed their gratitude for the event, highlighting the importance of providing low-cost entertainment options for children and breaking down barriers to participation.

Feedback:

- **Positive Response:** The Australia Day Pool Party received overwhelmingly positive feedback from attendees, who appreciated the free entry, activities, and food provided.
- **Community Impact:** Attendees noted the significance of events like these in creating an inclusive and supportive community environment, particularly for families facing financial constraints.
- **Suggestions:** Some attendees suggested incorporating additional activities or expanding the event duration to accommodate the high level of interest and attendance.

Conclusion: The Australia Day Pool Party held at the Grenfell Aquatic Centre on January 26, 2024, was a tremendous success, attracting over 350 attendees and fostering a vibrant atmosphere of community engagement and enjoyment. Through the provision of free entry, activities, and food, the event exemplified the spirit of inclusivity and support for families in the region. Moving forward, there is an opportunity to build upon the success of the event by expanding offerings and further enhancing the community impact of similar initiatives.



11.3 RATES AND CHARGES COLLECTIONS - FEBRUARY 2024

File Number: A3.4.3
Author: Rates Clerk
Authoriser: Director Corporate Services
Attachments: Nil
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis: February 2024, monthly report on the rates and charges collection.
Budget: Nil

RECOMMENDATION

That Council note the information update on rates and charges collection for February 2024.

PURPOSE

The purpose of this report is for Council to be updated with the most recent information pertaining to its rates and charges collections – as applicable to the month of February 2024.

BACKGROUND

The monthly report provides Council information on the rates and charges collection. It was noted in preparation of the Draft and Audited Annual Financial Statement for the 2022-2023 period that the rates and annual charges outstanding percentage was higher than the desired benchmark of <10%, being 10.51% at 30 June 2023. There were a number of reasons for the higher ratio in 2023, including a halt to outstanding rates collections during COVID-19.

ISSUES AND COMMENTS

The annual rate charges are set out within Council’s 2023/24 Operational Plan and the following provides a summary at 29th February 2024.

Rates Collected:

	29 February 2024	28 February 2023
Rates and Charges Collected (C)	\$ 3,361,224.65	\$ 2,517,337.38
Total	\$ 3,361,224.65	\$ 2,517,337.38

Reconciliation: Rates Charged, Collected and to be Collected:

	2024	2023
Rates/Charges in arrears as at 30 June 2023 (A)	\$ 387,037.04	\$ 368,537.15
Gross Rates/Charges levied & adjustments for 2023/24	\$ 4,524,387.46	\$ 4,116,939.65
Less Pension Concession – Granted with Annual Levy	(\$ 138,418.78)	(\$ 137,926.00)
Net Amount Levied (B)	\$ 4,385,968.68	\$ 3,979,013.65
Total amount rates incl. arrears (A + B)	\$ 4,773,005.72	
Less: Total amount collected (C)	\$ 3,361,224.65	
Total rates still to be collected	\$ 1,411,781.07	

	Last month's Report to Council		This month's report to council	
	31 Jan 2024	31 Jan 2023	29 Feb 2024	28 Feb 2023
30 June 2023 Outstanding	\$ -	-	\$ 340,109.94	-
Instalment 1 Outstanding Due 31/8/23	\$ -		\$ 62,853.03	
Instalment 2 Outstanding Due 28/11/23	\$ -		\$ 76,452.76	
Instalment 3 Outstanding Due 29/2/24	\$ -	-	\$ 151,415.86	-
Total Outstanding	\$ -		\$ 630,831.59	
Instalment 4 is Due 31/5/2024	\$ -	-	\$ 780,949.48	-
Total Rates and Charges to be Collected	\$ 2,049,494.17	\$ 1,830,213.02	\$ 1,411,781.07	\$ 1,366,201.41

The amount levied for rates and charges for 2023/2024 includes the current year's annual rates and charges and any interest added since the date the rates notices were issued. The amount received as of 29 February 2024 includes receipts for both arrears and current year's amounts outstanding.

It should be noted that the rates and charges 2023/2024 levied amount is reduced by the pensioner concession of \$138,418.78; reducing the amount of income derived from these rates and charges. Of this concession, Council's contribution is 45%, which represents an

amount of \$62,288.45. Council has submitted a claim to reimburse itself for the 55%, which was due on 1 October 2023, and received 21 December 2023.

POLICY/LEGAL IMPLICATIONS

Council staff comply with the directions provided by Council's suite of policies that govern this function of Council. The collection of rates does have an economic and social impact on the community. For this reason, Council is always willing to negotiate payment terms with outstanding debtors. Rate payers are afforded several opportunities to contact Council and make suitable arrangements regarding outstanding amounts.

FINANCIAL/RESOURCE IMPLICATIONS

Uncollected rates is cash flow that is not available to council to use for normal operational matters.

Council has engaged the Council's Debt Recovery Agency and is currently monitoring 58 active files. These agency costs unfortunately come at a considerable collection cost to Council.

However, it needs to be acknowledged that post Covid-19 along with the additional increase in the cost of living has impacted on Council's ability to collect rates and charges.

Council rates and annual charges outstanding percentage (as at the third quarter on 2024) of rates collected has continued to deteriorate to about 14.1% in arrears (noting the OLG benchmark of <10% of rates charged). Further analysis shows that the higher arrears percentage is in large part due to the significant arrears in 2023 rates that remain uncollected collected (representing 7.6% of the 14.1%). Only a further \$46,927 of the 2023 outstanding rates has been collected since 1 July 2023.

We put this down to the cost of living pressures experienced by ratepayers in 2024 causing an inability to pay outstanding 2023 rates. It needs to be noted that the payment in arrears of the 2024 rates is only 6.5% (which is well below the OLG benchmark) and very reasonable and comparable to the years prior to 2021.

INTERNAL/EXTERNAL CONSULTATION

This report is a monthly report to Council.

CONCLUSION

Council is focused on the collection of outstanding rates in a timely fashion but that this will always be undertaken in a sensitive manner.

11.4 STATEMENT OF BANK BALANCES

File Number: 11.4
Author: Rates Clerk
Authoriser: Director Corporate Services
Attachments: Nil
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis: Statement of Bank Balances as at 29/02/2024
Budget: NIL

RECOMMENDATION

That Council notes the information provided.

BANK BALANCES AS AT 29 FEBRUARY 2024.

Bank Account Westpac	\$2,255,990.24
Short Term Deposits CBA	<u>\$8,000,000.00</u>
Total	<u>\$10,255,990.24</u>

TERM DEPOSITS

Below is a summary of Term Deposits as at 29 February 2024 showing interest earned and interest rates of current investments

	Invested Date	Maturity Date	Rate	Invested Amount	Interest
Commonwealth Bank	04/12/2024	04/03/2024	4.93	\$1,000,000	
Commonwealth Bank	04/12/2024	04/03/2024	4.93	\$500,000	
Commonwealth Bank	04/12/2024	04/03/2024	4.93	\$500,000	
Commonwealth Bank	08/01/2024	08/03/2024	4.62	\$500,000	
Commonwealth Bank	08/01/2024	08/03/2024	4.62	\$2,000,000	
Commonwealth Bank	30/01/2024	29/04/2024	4.88	\$2,000,000	
Commonwealth Bank	08/02/2024	08/03/2024	4.59	\$1,000,000	
Commonwealth Bank	08/02/2024	08/03/2024	4.32	\$500,000	
Total Interest – Year to Date				\$8,000,000	\$136,771.63

11.5 HENRY LAWSON FESTIVAL COMMITTEE SPECIAL GUEST PLAQUE REQUEST**File Number:****Author:** Arts, Tourism & Events Coordinator**Authoriser:** General Manager**Attachments:** Nil**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** Henry Lawson Festival Committee request to have the plaques for previous years official guests purchased and installed.**Budget:** \$1,651.76 per plaque**RECOMMENDATION****That Council:**

1. Receive and note the report including the request from the Henry Lawson Festival Committee to purchase and install official guest plaques.
2. Provide decline/approval for the plaque and the vote _____ that it will be funded from.

PURPOSE

To inform Council of the Henry Lawson Festival Of Arts Committee's request to have the past three (3) years official guests' plaques purchased and installed, and the costs associated with this request.

BACKGROUND

To commemorate the 50th Henry Lawson Festival of Arts in 2007, plaques honouring each official guest were laid in the Main Street footpaths. This has continued on and now plaques are placed on both sides of the street to recognise that year's guest.

Council supported the Festival project by developing a brochure to accompany it, which outlined the list of official guests by year from the beginning. Council has also previously co-ordinated installation and the costs would have come out from Council's internal Festival budget. Given that Councils support of the Festival is now more formally separated and accounted for, Council need to decide how to fund the plaques requested and future plaques at the below cost.

ISSUES AND COMMENTS

The request received by the Festival Committee president, dated 14 February 2024 (received 4 March 2024) states the following:

The Henry Lawson Festival Committee would like to request that the Special Guest Plaques be installed for:

- 2019 – this had been ordered and should be at Council ready to be installed.
- 2022 – James Morrison to be ordered and installed.

- 2023 – *Hugh McKay to be ordered and installed.*

Council’s purchasing system does not indicate that the 2019 plaque was ordered and are following the matter with the supplier for confirmation.

POLICY/LEGAL IMPLICATIONS

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

FINANCIAL/RESOURCE IMPLICATIONS

Below is an estimate of the cost of purchasing and installing the plaques:

ITEM	COST
Plaque (price correct 11.03.2024)	\$751.76
Staff time (estimate based on previous years)	\$750
Plant/Equipment/Materials (estimate based on previous years)	\$150
TOTAL	\$1,651.76 per plaque

Council currently support the Henry Lawson Festival committee in the way of:

- \$20,000 financial contribution
- \$3,500 marketing
- \$1,500 acquisitive artwork purchase
- \$20,000 in kind support

The Festival committee currently have \$66,846.83 in their bank account.

Depending on the situation of the 2019 plaque, this could cost up to \$5,000 to cover the cost of up to three supply and installation of the plaques.

INTERNAL/EXTERNAL CONSULTATION

Council Officers contacted a supplier for an updated quote received for the plaques from the supplier.

CONCLUSION

Based on the above information Council need to consider the above request from the Henry Lawson Festival Committee and where the request will be funded from.

12 INFRASTRUCTURE SERVICES REPORTS

12.1 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

RECOMMENDATION

That Council receive and note the information provided on infrastructure works completed in February 2024 and planned works for March 2024.

EXECUTIVE SUMMARY

The following information is to update Councillors and the community on matters associated with construction and maintenance from the Infrastructure Division (Roads, Parks and Gardens, Sewerage and Plant for works, Urban Services and Weeds) undertaken in February 2024 and planned works for March 2024.

NATURAL DISASTERS

The Weddin Local Government Area has been impacted by a number of wet weather events and Natural Disaster declared events. When a Natural Disaster event is declared for Local Government areas, this means emergency repairs (to make safe only) are required to be completed within three (3) months of the declaration date.

Subsequent reconstruction works are a further claim that Council must apply to the NSW Government for approval and funding. In addition to this, a number of construction and maintenance projects scheduled have been impacted by weather, resourcing of staff, contractors and supplies.

Summary of events and progress of Storm Emergency Work:

AGRN - Event	Phase - Package	\$ Value	Status
987 - 9 November 2021	EW	\$539,000	Approved, payment received.
1001 -	EW	\$233,000	Approved, payment received.

AGRN - Event	Phase - Package	\$ Value	Status
5 January 2022 onwards			

AGRN - Event	Phase - Package	\$ Value	Status
1030 - 4 August 2022 onwards	EW	\$184,777.81	<ul style="list-style-type: none"> - Council provided all the remaining photographic evidence. - Finalise claim submitted to TfNSW (16 Oct 2023).
1034 - 14 September 2022 onwards	EW	\$719,993.85	<ul style="list-style-type: none"> - Council provided all the remaining photographic evidence. - Finalise claim submitted to TfNSW (16 Oct 2023).
1034 - 14 September 2022 onwards	EPA-RW - P1 MGW	\$1,129,634 (including variation) for 80% completed works. Additional scope not approved by TfNSW.	<ul style="list-style-type: none"> - Mary Gilmore Way - \$1.129m submitted to TfNSW. - Additional area sent to TfNSW not approved. - Council to proceed with final seal from RERRF Money subject to approval.
1034 - 14 September 2022 onwards	EPA-RW - P2 General Works	TBC	<ul style="list-style-type: none"> - DCPM submitted scope of work to TfNSW for approval. - Scope includes: <ul style="list-style-type: none"> o Unsealed roads (non-priority) o Tree & vegetation clearing - Roads included are: <ul style="list-style-type: none"> • Abbots Lane • Adams Lane • Adams Lane North • Adelargo Road • Andersons Road • Arramagong Road • Back Piney Range Road • Bald Hills Road • Beazleys Lane • Bembricks Lane • Berendebba Lane • Bewleys Road • Bimbi-Caragabal Road • Caragabal-Quandialla Road • Bobelar Lane • Campbells Lane • Clay Pit Road • Dixons Lane • Dunkleys Lane • Eualdrie Road • Eves Lane • Gerrybang Road • Gerrybang Road-II

AGRN - Event	Phase - Package	\$ Value	Status
			<ul style="list-style-type: none"> • Gibraltar Rocks Road • Goodes Lane • Grants Lane • Grimms Lane • Hancock-Flinns Road • Hancock-Williams Road • Hazells Road • Healys Road • Heathcotes Lane • Holy Camp Road • Kangaroooby Road • Major West Road • McCanns Lane • McDonalds Lane • Melyra Street • Napiers Road • O'Loughlins Lane • Peaks Creek Road • Piney Range Hall Road • Pinnacle Road • Reeves Lane • Sandy Creek Road • South Street • Taylors Road • Yambira Road
1034 - 14 September 2022 onwards	EPA-RW - P3 Priority Patches	\$8,828,278	<ul style="list-style-type: none"> - \$8.8m submitted, subject to TfNSW review. Tender submission submitted to TfNSW for upper limit approval. - Tendering and negotiations with TfNSW are completed regarding the upper limit for the package. Waiting for final approval from TfNSW before issuing purchase order to selected contractor on each road. - Scope includes: <ul style="list-style-type: none"> ○ Deaths Lane (80% completed by Council's own crew as Deaths Lane was unsafe) ○ Henry Lawson Way - Young ○ Henry Lawson Way - Forbes ○ Driftway Road ○ Morangarell Road ○ Quandialla-Caragabal Road
1034 - 14 September 2022 onwards	EPA-RW - P4 - North Patching	\$7,053,249.65	<ul style="list-style-type: none"> - With TfNSW for approval (31 Oct 2023) - Roads included in the package are:

AGRN - Event	Phase - Package	\$ Value	Status
			<ul style="list-style-type: none"> ○ Adelargo Road ○ Bald Hills Road - East West Ballendene ○ Bewleys Road ○ Goodes Lane ○ Gooloogong Road (MR237) ○ Hunters Road ○ Keiths Lane ○ Mortray Road ○ Muncks Lane ○ Piney Range Hall Road ○ Sandy Creek Road
<p>1034 - 14 September 2022 onwards</p>	<p>EPA-RW - P5 - South Patching</p>	<p>TBC</p>	<ul style="list-style-type: none"> - DCPM Submitted scope of works to TfNSW for approval. - Scope of works include: <ul style="list-style-type: none"> ○ Back Piney Range Road ○ Berrys Road ○ Bimbi-Quandialla Road ○ Bimbi-Thuddungra Road ○ Bland Road ○ Edward Square, Greenethorpe ○ Eualdrie Road ○ Gambarra Road ○ Gerrybang Road ○ Gooloogong Road (R096/MR237) ○ Greenethorpe-Bumbaldry Road ○ Greenethorpe-Koorawatha Road ○ Grenfell Street ○ Holy Camp Road ○ landra Road ○ James Street ○ Martins Lane ○ Melyra Street ○ Murrays Lane ○ Newton Street ○ Nowlans Road ○ Old Forbes Road ○ Sale Street ○ Second Street ○ South Street ○ Talbot Street ○ Third Street

AGRN - Event	Phase - Package	\$ Value	Status
			<ul style="list-style-type: none"> ○ Tyagong Creek Road ○ Wirega-Greenethorpe Road
1034 - 14 September 2022 onwards	EPA-RW - P6 - Priority Unsealed	\$1,941,823	<ul style="list-style-type: none"> - Waiting for final approval from TfNSW. Negotiations are ongoing for finalising heavy formation and light formation grading unit rates. - Scope includes medium and heavy formation grading. - Roads included are: <ul style="list-style-type: none"> ○ Arramagong Road ○ Bald Hills Road ○ Barkers Road East ○ Barkers Road North ○ Gannons Lane ○ Lynchs Road ○ Maddens Lane ○ McCanns Lane ○ Napiers Road ○ Nealons Lane ○ Reeves Lane
1034 - 14 September 2022 onwards	EPA-RW - P7 - Drain Cleaning	TBC	<ul style="list-style-type: none"> - Council providing scope and photos. - Once all other packages are approved, Council will begin with scope of work.
1034 - 14 September 2022 onwards	EPA-RW - P7 - Sinking Culverts	TBC	<ul style="list-style-type: none"> - Council providing scope and photos. - Once all other packages are approved, Council will begin with scope of work.

Council Officers are currently working with TfNSW to establish a tri-party agreement with the NSW Reconstruction Authority and TfNSW to allow for upfront milestone payments. Early indication suggest this could be a 20% payment upfront payment without the administration burden of completing the works and submitting a claim. This process does not delay the approval process of the above and will work in conjunction with the process once approved.

STATE ROADS

- For the RMCC works, refer to the separate report provided to Council.

MAJOR WORKS

Pullabooka Road Rehabilitation

- Council will commence drainage work on Pullabooka Road in the upcoming months which is funded through the Regional Local Roads Repair Program (RLRRP).

Greenethorpe-Koorawatha Road Rehabilitation

- Project under Fixing Local Roads Round three (3).
- The project involves the road length of 7.1km and Council has received funding for \$2.9M.
- Tree removal work has been completed.
- Pipes and culverts have been ordered and have arrived on site. Works have commenced on culvert extensions.
- Pavement works will commence following the consideration of the tender.

Nowlans Road Upgrade

- Project under Fixing Local Roads Round Four (4).
- The project involves the road length of 21.2km and Council has received funding for \$2.9M.
- Project planning work has commenced.
- Council is currently seeking a variation to delay the expected start date from February 2024 to July 2024.
- The variation at this point in time includes the same completion date by February 2025.

Arramagong Road Culvert Replacement

- Council has received the precast concrete box culvert cells at site.
- Creek bed is full of water.
- Council is planning to start construction works after Heathcotes Lane Culvert.

Heathcotes Lane Culvert Replacement

- Precast concrete box culverts have been installed.
- Concreting works have commenced, following a delay due to rain events in January 2024 and this has held up these works.

Adelargo Road Culvert Replacement

- Project under Bridge Renewal Program (BRP) Round 5. The project involves replacing the existing culvert and installation of guardrails.
- 100% of the culvert work has been completed.
- Council has submitted the Post Completion Report (PCR) for payment of the final project cost.
- Council received its final milestone payment on 5 March 2024.

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.
- Contractor is currently doing a DBYD (service search) and foundation works almost complete.
- The Contractor, Armsign Pty Ltd has delayed the construction date by another month. Council Officers are following up on the matter.

Railway Walking Track

- Council staff will be constructing the walking track in January 2024 to be completed by March 2024.

Caragabal Shared Pathway

- Construction of the share pathway has commenced.

Grenfell Cemetery Amenities

- Council has accepted a quotation for the supply and construction for the supply and construction of the new amenities building.
- Council is in the process of submitting a DA modification for the amenities block.



Water Meter Installation According to Water NSW Requirement

- Supply and install water meter at two (2) locations: Caragabal (Lic. No: 70CA614170) and Bogolong Dam (Lic. No: 70CA614157) according to Water NSW requirement. J & G Bowerman was awarded this contract on 8 August 2023 for up to \$21,554.94.

- Council held a community consultation and awareness meeting in Caragabal Hall on Tuesday, 14 November 2023 regarding water meter installation.
- Caragabal water meter was completed with a telemetry system in December 2023. Bogolong Dam work is in progress. In addition, Council would like to proceed with the Company Dam (Lic No: 70 CA615222) water meter installation within April 2024.

FOOTPATH /KERB AND GUTTER WORKS

Third Street, Quandialla

- Procurement process is ongoing to select a suitable construction contractor for kerb and gutter replacement.
- Council has nominated the project under Regional and Local Roads Repair Program (RLRRP) which has been approved by TfNSW.

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
Morangarell Road	25/05/2023	Ongoing
Bewleys Road	22/06/2023	Ongoing
Quandialla-Caragabal Road	29/06/2023	Ongoing
Gerrybang Road	31/10/2023	Ongoing
Greenethorpe-Wirega Road	14/11/2023	Ongoing
Driftway Road (Section only)	5/12/2023	Ongoing
Deaths Lane (Section only)	6/11/2023	Ongoing

Maintenance Grading - Works Planned and Undertaken

- Martins Lane
- Nealons Lane
- Brundah Hall Road

- Gannons Lane
- Hazell Road
- Maddens Lane
- Napiers Road
- Lynches Road
- Eves Lane

Gravel Re-sheeting

At this present time there is no re-sheeting happening as Council is attending to emergency road repairs. However acknowledging that Council is submitting a resheeting program through the Regional Emergency Road Repair Fund and currently seeking approval from TfNSW.

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.

Park Maintenance

- Mowing, weeding and whipper snipped in parks and garden areas
- Mowed and whipper snipped the cemetery grounds
- Mowed, weeded and whipper snipped Taylor Park
- Mowed and whipper snipped Vaughn Park
- Mowed and whipper snipped Proctor Park
- Mowed, weeded and whipper snipped Memorial Park
- Mowed and whipper snipped Rotary Park
- Mowed and whipper snipped Goodsell Park
- Mowed and whipper snipped SH6 Rest Stop
- Mowed, weeded and whipper snipped Rygate Square
- Mowed and whipper snipped Council Chambers
- Mowed and whipper snipped O'Briens Hill and Lookout
- Mowed, weeded and whipper snipped Endemic Garden
- Mowed, weeded and whipper snipped Sculpture Garden
- Mowed and whipper snipped Lawson Oval Top and Bottom
- Mowed, weeded and whipper snipped Henry Lawson's Birthplace
- Mowed and whipper snipped Railway Crossing on the Young Road
- Mowed and whipper snipped Warraderry Street Islands
- Mowed and whipper snipped Railway Free Camp (West Street)

- Mowed and whipper snipped Henry Lawson Way
- Mowed, weeded and whipper snipped Forbes Street Islands
- Mowed and whipper snipped West Street Dog Park
- Mowed and whipper snipped Company Dam Picnic Area
- Set sprinklers in Memorial Park
- Repaired water leak at Vaughn Park
- Replaced faulty irrigation pump in Taylor Park
- Repaired sprinkler system in Rotary Park
- Hedged the photinias at Camp Street Roundabout
- Weeded the daisies garden bed in Rygate Square

Town Maintenance

- Mulched all garden beds in Main Street
- Checked and fixed sprinklers in Taylor Park as well as Memorial Park
- Whipper snipped around all islands on the road within the Grenfell town area
- Whipper snipped around guard railing
- Started tree lifting, whipper snipping and mowing in laneways

Village Maintenance

- Standard village maintenance of mowing in Greenethorpe, Caragabal and Quandialla
- Clearance of debris at Caragabal, Greenethorpe and Bimbi

BIOSECURITY

ACTIVITY	LOCATION
Administration	<ul style="list-style-type: none"> • Monthly report, mapping, BIS uploads, inspections and weeds loaded on Chartis Weeds Technology (app now live), email correspondance, review weed spraying program and plan of action, review relevant budget totals, communicate with DPI regarding new grant process, and review/reply service requests.
Public Awareness	<ul style="list-style-type: none"> • Handing out merchandise to raise weed awareness. • Planning social media campaign ('Weed Week' to include Boxthorn, Silverleaf Nightshade, Bridal Creeper, St John's Wort, Bathurst Burr, Blackberry, Blue Heliotrope, Devils Claw, Green Cestrum, Khaki Weed, Noogoora Burr, Coolatai Grass, Spiny Burr Grass) • Planning new resident packs • Use of dye implemented 7 March 2024 to assist in public awareness of Weeds Program
Mapping	<ul style="list-style-type: none"> • Weed information mapped, synced and uploaded to DPI. • Working on inputting data when drone is used.
Meetings	<ul style="list-style-type: none"> • WAP Operational Meeting at Warren, 5 March 2024 • Central West Weeds Committee Meeting, Warren, 5 March 2024 • Boxthorn Field Day, Warren, 6 March 2024 • Weddin Weeds Committee Meeting - 8 February 2024 (Next meeting 11 April 2024)
Training	<ul style="list-style-type: none"> • Procure to Pay Purchasing and Invoices Changes Training. • Cert III in Aviation (remote pilot) ongoing 12 months. • Continual in-house drone training. • Drone mapping course, Dubbo (Toongi Hall) 19 March 2024
Private Inspections	<ul style="list-style-type: none"> • Informal inspections using drone for training. • Information packages for landholders to receive during inspections or on request. • Authorisation update in progress.

ACTIVITY	LOCATION
Roadside Inspections and On-ground Control, if Required	<ul style="list-style-type: none"> • Continuous roadside inspections and control when required and environmental conditions allow.
Council Owned Land	<ul style="list-style-type: none"> • Council owned /managed vacant land, cemeteries, Grenfell and village areas.
TSR Inspections	<ul style="list-style-type: none"> • Stock Route Road, Driftway Road, Mortray Road, Forbes Road, Mary Gilmore Way, SH6, SH17.
Rail Inspections	<ul style="list-style-type: none"> • Caragabal, Quandialla areas. • Working on access to treat rail lines
Other High Risk Sites	<ul style="list-style-type: none"> • Cemetery, silos, camping areas, including National Parks and rest areas.
Sucker Control	<ul style="list-style-type: none"> • Sucker spraying ongoing, treated on sighting, when conditions allow. Road inspections to prioritise.
Biological Control	<ul style="list-style-type: none"> • Looking into trialling African Boxthorn Rust, Blackberry Rust and Bridal Creeper Rust and Leaf Hopper.
Other	<ul style="list-style-type: none"> • Mentoring staff members in Biosecurity.

12.2 CARAGABAL RESIDENTS PETITION | REQUEST TO NAME PARK "LARRY MCDONALD PARK"**File Number:****Author:** Arts and Tourism Officer**Authoriser:** General Manager**Attachments:** 1. ATT 1 | Caragabal Progress Group | Petition_Oliver Park to Larry McDonald Park**CSP Objective:** Culturally rich, vibrant and inclusive community**Precis:** Request to Rename "Oliver Park" to Park "Larry McDonald Park" in Caragabal**Budget:** Signage from Stronger Country Communities Round 4.**RECOMMENDATION**

That Council:

1. Note and receive this Report.
2. Note and receive the petition provided by the Caragabal Progress Group regarding the 'renaming of Oliver Park to Larry McDonald Park ' from Caragabal residents.
3. Approve the renaming of Oliver Park to Larry McDonald Park.
4. Approve that signage be created to rename the park to Larry McDonald Park from the Stronger Country Communities Round Four funding for village streetscape improvements.

PURPOSE

To rename a median strip located in Caragabal to "Larry McDonald Park".

BACKGROUND

Larry McDonald was a well-known resident of Caragabal. The Caragabal Progress Group had received a request to pursue the renaming of a median strip located in Caragabal from "Oliver Park" to "Larry McDonald Park". A petition was created and put to the residents of Caragabal in support of the renaming of the median strip.

ISSUES AND COMMENTS

Caragabal Progress Group are unable to verify if the median strip in question was called "Oliver Park". The residents who have signed the petition provided strong support to rename the area to Larry McDonald Park. In total there were 54 signatures received from residents in Caragabal and region.

POLICY/LEGAL IMPLICATIONS

Council currently does not have a naming convention policy for its public places and could look at developing a policy into the future. Nevertheless the concept to rename the park to

honour the well-known resident has been an idea put forward by the Caragabal Progress Group for a long period of time and should be supported.

FINANCIAL/RESOURCE IMPLICATIONS

A new sign could be installed for the naming of Larry McDonald Park and provided through the Stronger Country Communities Funding Round Four.

INTERNAL/EXTERNAL CONSULTATION

Residents of Caragabal have signed a petition in support of the renaming of the park to "Larry McDonald Park".

CONCLUSION

The Caragabal Progress Group have received a request to rename the median strip in Caragabal known as "Oliver Park" to "Larry McDonald Park". A petition was put to the residents of Caragabal and region to measure the support of the renaming of the park. There were 54 signatures collected showing strong support for the proposal. The Caragabal Progress Group would like Council to consider and support the renaming of the park to "Larry McDonald Park"

PETITION TO RE-NAME THE MEDIAN STRIP 'LARRY MCDONALD MEMORIAL PARK'

The late Larry McDonald was a lovable larrikin, who epitomised the spirit of Caragabal and contributed significantly to both the village and surrounding farming community of Caragabal. The Caragabal Progress Group has received a request to pursue the re-naming of the median strip from 'Oliver's Park' to 'Larry McDonald Memorial Park'. If you would like to see this change effected, please sign the petition below, which will be submitted to Weddin Shire Council along with our proposal for consideration. Thank you.

Name	Address	Signature
[Redacted]	[Redacted] Caragabal 2810	[Redacted]
[Redacted]	[Redacted] Caragabal 280	[Redacted]
[Redacted]	[Redacted] Mid Western Hwy Caragabal	[Redacted]
[Redacted]	[Redacted] Caragabal	[Redacted]
[Redacted]	[Redacted] Caragabal	[Redacted]
[Redacted]	[Redacted] CARAGABAL	[Redacted]
[Redacted]	[Redacted] Caragabal	[Redacted]
[Redacted]	[Redacted] Caragabal	[Redacted]
[Redacted]	[Redacted] Caragabal	[Redacted]
[Redacted]	[Redacted] C/511	[Redacted]
[Redacted]	[Redacted] Caragabal	[Redacted]
[Redacted]	[Redacted] Caragabal	[Redacted]
[Redacted]	[Redacted] Mid Western Hwy Caragabal	[Redacted]
[Redacted]	[Redacted] Mid Western Hwy Caragabal	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted] CARAGABAL	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted] Caragabal 2810	[Redacted]
[Redacted]	[Redacted] Caragabal 2910	[Redacted]
[Redacted]	[Redacted] Caragabal 2810	[Redacted]
[Redacted]	[Redacted] st	[Redacted]
[Redacted]	[Redacted] Rocks rd	[Redacted]

PETITION TO RE-NAME THE MEDIAN STRIP 'LARRY MCDONALD MEMORIAL PARK'

The late Larry McDonald was a lovable larrikin, who epitomised the spirit of Caragabal and contributed significantly to both the village and surrounding farming community of Caragabal. The Caragabal Progress Group has received a request to pursue the re-naming of the median strip from 'Oliver's Park' to 'Larry McDonald Memorial Park'. If you would like to see this change effected, please sign the petition below, which will be submitted to Weddin Shire Council along with our proposal for consideration. Thank you.

Name	Address	Signature
[Redacted]	Quandialla Caragabal Caragabal Caragabal " "	[Redacted]
[Redacted]	" ' CARAGABAL Quandialla Quandialla "Caragabal"	[Redacted]
[Redacted]	St Grenfell " " " "	[Redacted]
[Redacted]	CE Highway Grenfell	[Redacted]
[Redacted]	High Rd Bimbi St. Grenfell	[Redacted]
[Redacted]	Grenfell BIMBI	[Redacted]
[Redacted]	CARAGABAL Caragabal	[Redacted]

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Name	Address	Signature
[Redacted]	Midwestern Hwy CRGBL Rd, CRGBL Rd, CRGBL Pullabook Pullabook	[Redacted]

Larry McDonald

Larry McDonald moved to Caragabal with his family as a young boy and attended the Caragabal Public School. He grew up on a local farm, where he worked horses, helped on the farm and looked after his sisters.

Larry met and later married Helen Tomamichel in 1972 and had two children, David and Megan. They made their home in Caragabal and later moved to the family property 'New Farm' when Larry's parents retired. Later in life, they moved back to their house in Caragabal.

Larry's children went to the local school and he was often involved as a parent, helping with the P&C, local school camps and sporting events. Many remember his encouragement of participation and sportsmanship.

Larry's work ethic was second to none. His first job was working on the railway at Caragabal, which was tough manual work. Later, while continuing to run the family farm, he also ran the local rural supplies store at Caragabal (originally Hargraves and Son, then Delta Agribusiness), single-handedly for many years. Larry was well respected by the Caragabal community for his commitment to the farming sector, keeping the store open for extended hours, sometimes from 6am in the morning until late in the evening and responded to requests outside of these hours when needed. He always obliged and offered his time to locals, who often just called in for a cuppa and chat.

Larry also assisted his wife Helen and mother-in-law Kath Tomamichel who ran the Post Office and General Store in Caragabal. In 2000, Larry and Helen began managing the Royal Hotel at Caragabal, on top of their existing duties. These 6 years were some of the best that the patrons of the hotel enjoyed.

Larry loved Caragabal and the people loved him. With his central role in the community, Larry became the unofficial 'Mayor of Caragabal'. He loved to talk and socialise with everybody – friend or stranger. Larry welcomed a hearty conversation and became the 'shoulder' for many locals to help them cope with the highs and lows of farming/rural life. A yarn with Larry was always a lively one – he was never dull or backward in engaging in conversation.

Larry was endlessly involved in community events, projects, committees and working bees, volunteering much of his time. He loyally represented the Tennis, Golf and Lawn Bowls Clubs and contributed significantly to these clubs over the years, assisting with the merge of the bowling club and golf club along with the construction of the new synthetic lawn bowls rinks.

He took it upon himself to maintain the median strip and other areas of the village and worked tirelessly mowing and watering to maintain the streetscape in the village.

Larry epitomised the Caragabal spirit and was a lovable larrikin. His spirited gestures and unique mannerisms are still mimicked today. It is unlikely that Caragabal will ever have another community member that is as devoted, hardworking or generous as Larry was, which is why we see it fit that the median strip is named in his honour.

Well Record and Lachlan District Advertiser (NSW : 1876 - 1951), Thursday 5 September 1906, page 1

Caragabal.

VALEDICTORY SOCIALS.

MR. AND MRS. W. S. OLIVER HONORED.

There was a very large number present at the Caragabal Hall on Tuesday night when a farewell dinner was tendered by the residents to Mr. and Mrs. W. S. Oliver, and a presentation made to them of a handsome clock. The hall had been specially decorated for the occasion, and the tables were also very prettily arranged and fairly groined beneath the many delicious dishes prepared for the occasion by the Caragabal ladies.

Mr. P. Coelli was in the chair, and when justice had been done to the good things provided the toast of "The King" was duly honored.

The chairman said there was no need for him to remind them that they had met to say farewell to a very respected family; he had felt honored at presiding over many functions at Caragabal, and on the present occasion he felt very honored indeed, the assemblage being a very worthy gathering together for a worthy purpose. Later in the evening he would have something further to say, and would call upon Mr. McClelland to propose the toast of "Our Guests."

Mr. McClelland said he was quite a new friend of the guests and he would like the toast to have been proposed by older friends who would have done more justice to it. His remarks, however, would be none the less sincere. When one asked the reason why Caragabal had made such progress the answer was "Mr.

such progress the answer was "Mr. Oliver." He could personally vouch for the great assistance Mr. Oliver had been in regard to the school, and to Mrs. Oliver also they were much indebted for the way in which she assisted her husband in the good work. At the time of Mrs. Oliver's recent illness there was much anxiety in the district regarding her health, and he was sure no one could have more sincere friends, and they were also sorry to lose them, and also to lose the Oliver children who were a credit to their parents.

Mr. Butler said he had great pleasure in supporting the toast; there was no good movement made for Caragabal that did not have behind it the full weight of Mr. Oliver, who did his utmost for the locality in which he lived, and who was one of the best "public service" men he had known; he was upright, straightforward, and endeared himself to all, and to him could be attributed all the forward movements of the district. He hoped that some day they would return to Caragabal, and wished them the best of happiness.

Mr. J. H. Parker said he was very sad when he heard of the intended departure of Mr. and Mrs. Oliver, who had been wonderful neighbours, and whose departure would be a great loss to the district. He knew that whatever had been accomplished at Caragabal was due to the interest taken by Mr. Oliver, and the gathering that night was evidence of their great popularity. He wished them every happiness.

Song—Mrs. Blamey.

Mr. McKenna (Bank of N.S.W.) said he felt honored at being asked to support the toast. Though practically a newcomer to Caragabal he felt they were losing two of their best

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...they were losing two of their best citizens—in fact he would say “their best citizens” whose departure was a misfortune for Caragabal. He trusted their future lot would be cast in pleasant places, though there was no better place in which to settle down than Caragabal district. He wished them all the good things they could wish themselves, and hoped to see them return some day to the district.

Mr. Edgar Lyons said he heartily supported the toast. All the good things that had been said of their guests was quite correct. Caragabal would miss them both very much, and he wished them the best of luck.

Mr. A. J. McNickle said it gave him great pleasure to support the toast. Though he had not been very long at Caragabal he was well aware of the good qualities of the nests. Everything that Mr. Oliver had taken in hand for the public good had been carried out, and had been for the progress of Caragabal. He specially mentioned Mr. Oliver's interest in the school, and his work as secretary of the Parents and Citizens Association—also to his generosity in regard to the hall. He endorsed all that had been said, and wished them every happiness.

Mr. W. Monger referred to his long association with Mr. Oliver whose loss to Caragabal would be a serious one, for they would never find his place as a townsman and a man who did so much for the district. For the school and the Co-operative Store he was the man behind the gun. He was also a good member of the Cricket Club and very generous. He remembered that on one occasion Mr. Oliver handed a pound note to the batsman making a century—the offer got an awful shake—and though no batsman collected the £1 the amount was given to the club. Mr. Oliver also had his head screwed on the right way when he chose Mrs. Oliver as his helpmate, and to her influence was also due Mr. Oliver's great interest in the progress of Caragabal. The

...making a century—the offer got an awful shake—and though no batsman collected the £1 the amount was given to the club. Mr. Oliver also had his head screwed on the right way when he chose Mrs. Oliver as his helpmate, and to her influence was also due Mr. Oliver's great interest in the progress of Caragabal. The

Caragabal

Oliver children were also “great kids,” and he wished them all very great happiness.

Mr. Hugh Taylor and Mr. Harold Burness also supported the toast, referring to Mr. and Mrs. Oliver's public services, and to the fact that the gathering that night of so many representative people was great testimony to the work and popularity of the guests.

Mr. Luton apologised for the unavoidable absence of Messrs. Carey, Stein, Simon, Cornish and Witcombe, and referred to the pleasure it gave him to be able to be present at such a memorable occasion. The fact that Mr. Oliver was such a fine public-spirited man was also evidence of the fact that Mrs. Oliver also had the interests of the district and community at heart, and it was right that they should so assemble and do them honour. It was also right that they should have named a park after such good people, and he joined with them in extending best wishes and hoping that some day they would return.

Mr. Coelli at this stage apologised for the absence of Mr. Vernon Taylor.

“An artist new to us—and one who has been hiding his light under a bushel—now appeared, in the person

bushel—now appeared, in the person of Mr. Nelmes, who rendered a sparkling violin solo.

Rev. N. G. Cooke referred to the wonderful spread that had been put before them that night by the ladies of Caragabal, and to the many parts of the district from which friends had come to do honor that night to Mr. and Mrs. Oliver, who had won the affection of all. Mr. Oliver was a man of the highest principles—and was progressive—a type of man who was needed, not only in the community, but upon the land. Mrs. Oliver also had endeared herself to all, and he knew from the gathering that night and from thoughts expressed and unexpressed that their guests would know that the interest of all present would go with them. The children also were splendid little ones, and he hoped to hear always good news of them. He hoped that God's richest blessing would be with them and keep them, that they would have long life and sweet companionship one with another, and with their children.

Mr. Jas. Berman said he appreciated the privilege of being present to join in the splendid evidence of the popularity of Mr. and Mrs. Oliver, whose good work for Caragabal would long be remembered. It was very pleasant to hear that night such high tributes paid to the guests, and he was in accord with all that had been said; there was no doubt that to Mr. Oliver Caragabal owed a great deal for its progress. Mr. Berman also referred to the great hospitality always extended at "Tallara," and wished Mr. and Mrs. Oliver and family the very best of happiness.

Mr. Morton said he was the baby of the party and had not known Mr.

of the party and had not known Mr. Oliver very long. In that time, however, he had formed the opinion of him that had been expressed by the speakers that night, and he could quite understand how the Caragabal people were so sorry to lose such estimable citizens. He was sure that all that had been said was quite true, and he joined with them in extending to Mr. and Mrs. Oliver and family his best wishes for a happy future.

The toast of "The Guests" was then honored with long, sustained cheering.

Mr. Oliver, who received a wonderful reception, said he had felt nervous on two occasions in his life—this was one of them. He felt very honored indeed to know that he had won their appreciation, and he also thanked them for their loyal cooperation in any effort he had made for the betterment of the town and district. One man could not carry out such work unless he had the assistance of his fellow men, and he had had that, and was grateful for such assistance. For his own part he felt that it was not of much account for a man to live in a district unless he worked for it and took an interest in its progress. There was no such thing, however, as not being able to replace anyone, and someone would step into the vacancy and Caragabal would continue to progress. Both he and Mrs. Oliver and the children loved Caragabal, and the district had been very kind to him. He had succeeded, and his success was due in a great measure to the good helpmate he had. Referring to the wonderful team of workers in the district Mr. Oliver mentioned that the opening function to pay off the debt on the hall brought in £182, succeeding efforts

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...ought in £182, succeeding efforts ...
 ...ing in £132, £128, £67—£1000—
 ... for two and a quarter years. (Ap-
 ... plause). He could not have succeed-
 ... ed without their co-operation, and
 ... he was sure they would carry on.
 ... They must work for the school—
 ... that was a duty. They would con-
 ... tinue to agitate for the weir, though
 ... he was assured that the building, of
 ... such was a foregone conclusion, and
 ... he hoped to come back for the open-
 ... ing of this weir which would hold
 ... 13,000,000 gallons and would only cost
 ... £400—a marvellous project. He
 ... would like to come back to Caraga-
 ... bal—and might do so. Mr. Oliver
 ... concluded by paying a tribute to the
 ... womenfolk and also to Mr. Coelli,

Caragabal

who was a great worker, and who was deserving of all the help they could give him.

Song—Mrs. Blamey.

Mr. Coelli then presented Mr. and Mrs. Oliver with a beautiful clock, which, he said, carried with it the best wishes of all for the future happiness of Mr. and Mrs. Olliver and family. He asked the guests to accept such as a token of appreciation and esteem for their many kindnesses and for the great work they had done for the town and district of Caragabal. Mrs. Oliver had been a wonderful helper to her husband in all that he had done, and was beloved by the womenfolk. He hoped that the chimes of the clock would bring back to them the memory of their many friends and of the good times they had had together.

Mr. Oliver thanked Mr. Coelli for his kindly expressions and also all

his kindly expressions, and also all who had come so many miles that evening to do them honor, and expressed his kindly feelings for Caragabal and Grenfell. The gift of the clock was very much appreciated, and such would have an honored place in the home.

Cr. Butler proposed the toast of "The Artists," responded to by Mr. Luton.

The toast of "The Press" was acknowledged by Mr. H. S. Howarth ("The Grenfell Record"), and the toast of "The Ladies" was proposed by Rev. N. G. Cooke and responded to by Mr. Penman.

Mr. McClelland proposed "The Chairman," Mr. Coelli responding.

Dancing was then indulged in, music being provided by Messrs. R. Butler, Nelmes and H. S. Howarth.

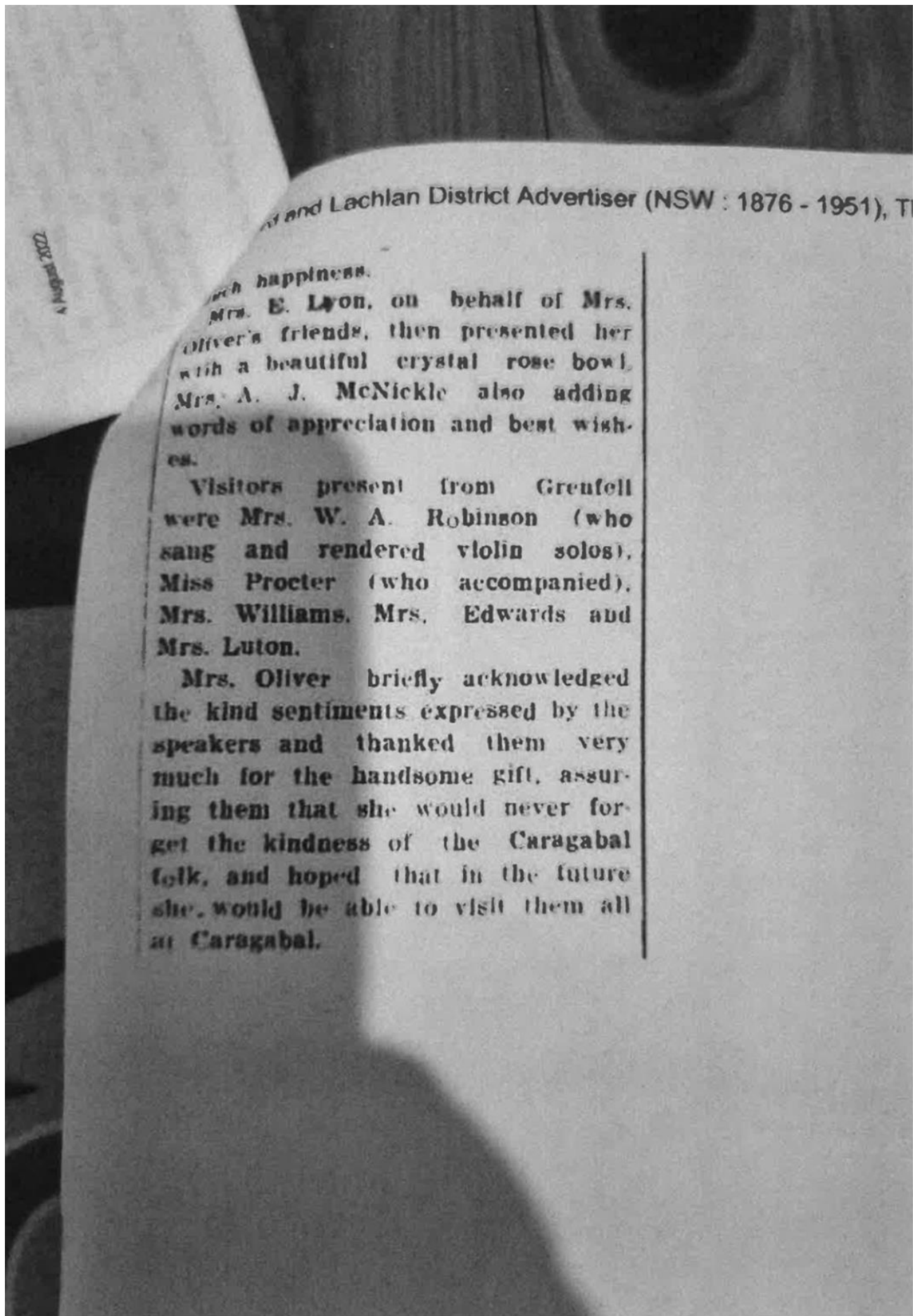
PRESENTATION TO MRS. OLIVER.

Earlier in the day the ladies of Caragabal and district entertained Mrs. Oliver at a farewell afternoon tea, the guest being presented on arrival with a bouquet by Beverley Burness, and being received by Mrs. Geo. Death.

Mrs. Burness presided over the gathering.

Miss McCombie referred to the wonderful help Mrs. Oliver had given to all movements—both social and public—at Caragabal, and said she would be greatly missed; she would carry away the best wishes of all, and the speaker wished her every happiness.

Mrs. H. Taylor also referred to the guest and of her popularity, and also joined in trusting that the future years would hold in store for her much happiness.



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...uch happiness.
 Mrs. E. Lyon, on behalf of Mrs. Oliver's friends, then presented her with a beautiful crystal rose bowl. Mrs. A. J. McNickle also adding words of appreciation and best wishes.

Visitors present from Grenfell were Mrs. W. A. Robinson (who sang and rendered violin solos), Miss Procter (who accompanied), Mrs. Williams, Mrs. Edwards and Mrs. Luton.

Mrs. Oliver briefly acknowledged the kind sentiments expressed by the speakers and thanked them very much for the handsome gift, assuring them that she would never forget the kindness of the Caragabal folk, and hoped that in the future she would be able to visit them all at Caragabal.

12.3 ROAD MAINTENANCE COUNCIL CONTRACT (RMCC)

File Number: 2023/24 RMCC
Author: RMCC Coordinator
Authoriser: General Manager
Attachments: Nil
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis: Road Maintenance Council Contract (RMCC)
Budget: Nil

RECOMMENDATION

That Council note the information contained in this report.

PURPOSE

To provide Council with an overview of the RMCC Contract and, in particular, ordered work carried out by Council as part of the RMCC Contract during the 2023/2024 periods.

BACKGROUND

Council has a RMCC (Road Maintenance Council Contract) with Transport for NSW (TfNSW), which includes carrying out various maintenance and specific work such as reseals and heavy patching on the Mid Western Highway (HW06) and Newell Highway (HW17).

The Mid Western Highway is about 105 km and Newell Highway is about 22km. Council’s current RMCC Contract is for a period of three (3) years from 1 July 2023.

The value of the Maintenance component of the RMCC Contract has reduced from \$627,000 to \$594,000 over the past three (3) years and could decrease further in future years. However noting that Council’s data shows that the actual payment of the RMCC contract for the last three (3) years varied from \$614,000 to \$621,000 over the past three (3) years, meaning the potential for maintenance work to further reduce below the \$594,000. This relates to the way TfNSW applies an upper limit on contracts but rarely utilises this clause.

2023/2024 Routine Maintenance Annual Plan (RMAP)

The following funding for routine maintenance has been received for the first 6 months of the current financial year:

Reference	Description	Amount	Status
Q1	RMAP 2023/2024 Jul-Sep	\$140,156.50	Completed/Received
Q2	RMAP 2023/2024 Oct-Dec	\$197,311.4	Completed/Received

In addition to the RMAP funding, due to natural disaster events, the value of the issued ordered work component has gone up as follows:

- 2020/2021 - \$1.5 million.
- 2021/2022 - \$3.0 million.
- 2022/2023 - Approximately \$8.0 million.
- 2023/2024 - Approximately \$4.0 million to date.

It is noted that with the significant increase in the value of the ordered work and workload, comes with major operational / documentation / supervision challenges with the same amount of resources Council has always had / provided for RMCC work.

ISSUES AND COMMENTS

Council RMCC Co-Ordinator has taken part in the weekly budget meetings and feels with the RMCC teams commitment to the new systems implemented by the finance team, will help ensure that Council continue to strengthen financial position for the future.

Council's RMCC staff will also confer with the finance team to best decide on timing for taking on new works with TfNSW and to identify if part payments will be required during these projects. RMCC staff will use the new 'Request for New Work Order' template for initiating this process.

Council must also ensure it meets all of its contractual requirements over the life of its contract. One of these requirement is the Aboriginal Procurement Policy (APP) which means if our contract with TfNSW exceeds \$7.5 million, we must commit \$1.5% of total funding to the engagement of Aboriginal employees or an aboriginal registered company.

Council has received the original approved 2023/24 Routine Maintenance Annual Program (RMAP) from TfNSW.

Q1 and Q2 RMAPs funding has been claimed and reimbursed by TfNSW.

Newell Highway

- Scoping of further Natural disaster works has been undertaken with documentation and estimates submitted to TfNSW for processing. This was due earlier this month with no more new claims under this package from this point forward. All works must be completed by 30Jun2025.
- A Shoulder repair Newell Highway commenced on 11 December 2023. Due to site variations, additional material and personal resources were required. This triggered an additional draft work order to be submitted to TfNSW to ensure the job could be completed. All earthworks were completed on 24 January 2024 with the sealing part of work scheduled for March to April once TfNSW sent the variation Work Order.
- Stabilization Tenderers (RFT-034-2023) as approved in the 17 January 2024 extraordinary meeting have been issued with order of services forms for packages of work to be completed this financial year. Council has awarded the first Package of work on a part service basis and is currently reviewing contractor paperwork, with works to be delivered from late March to April.

- Seal Tenderers (RFT-033-2023) as approved in the 17 January 2024 extraordinary meeting have been issued with ‘Order of Service’ packages 1, 2 and 3, some have started coming in with evaluations to be carried out on contractor submissions later this month, to find the best supplier for each of the packages. This includes sealing of the Shoulder widening, Heavy Patching and Reseals.
- Traffic control work to be undertaken by Council’s own works staff under the required G Registration to carry out work on State Roads.

Mid Western Highway

- Scoping of further Natural disaster works has been undertaken with documentation and estimates submitted to TfNSW for processing. This was due earlier this month with no more new claims under this package from this point forward. All works must be completed by 30Jun2025.
- Stabilization Tenderers RFT-034-2023 as approved in the 17 January 2024 extraordinary meeting have been issued with order of services forms for packages of work to be completed this financial year. Council has awarded the first Package of work on a part service basis and is currently reviewing contractor paperwork, with works to be delivered from late March to April.
- Seal Tenderers (RFT-033-2023) as approved in the 17 January 2024 extraordinary meeting have been issued with ‘Order of Service’ packages 1, 2 and 3, some have started coming in with evaluations to be carried out on contractor submissions later this month, to find the best supplier for each of the packages. This includes sealing of the Shoulder widening, Heavy Patching and Reseals.
- Murrays Bridge Guardrail Extension Work Order has been completed with the claim to be put in later this month.
- Traffic control work to be undertaken by Council’s own works staff under the required G Registration to carry out work on State Roads.

2023/2024 Ordered Work Program

The following work orders have been completed either in the 22/23 or 23/24 financial year with payments claimed this financial year but received to the year that the works were undertaken:

Reference	Description	Amount	Status
483.23.10	Flood damage Heavy Patch SH17	\$601,680.20	Completed/Received
483.23.11	Flood damage Heavy Patch SH06	\$1,272,348.00	Completed/Received
483.23.12	Reseals SH06	\$605,410.03	Completed/Received
483.23.13	Truck Incident Claim	\$40,982.70	Completed/Received
483.23.14	Flood damage Heavy Patch SH17	\$2,025,321.10	Completed/Received
483.23.15	Flood damage Heavy Patch SH06	\$858,439.45	Completed/Received
483.23.16	Flood damage Slab Jack SH17	\$465,390.00	Completed/Received
483.23.11_V01	Heavy Patch Variation SH17	\$97,191.60	Completed/Received

Reference	Description	Amount	Status
483.24.02	Segment 06310 Reshape	\$390,887.30	Completed/Received
483.24.05	SH17 Line marking	\$22,761.20	Completed/Received
483.24.06	SH06 Line Marking	\$17300.80	Completed/Received

The following lists all current issued outstanding work orders issued for the 2023-2024 program and there progress status:

Reference	Description	Amount	Status
483.24.01	Sh17 Shoulder Repairs	\$283,660.00	Underway
483.24.03	Murrays Creek	\$31,315.00	Completed
483.24.04	Culvert 288087	\$41,280.00	Planning
483.24.07	Heavy Patch Flood SH06	\$1,587,312.75	Planning
483.24.08	Heavy Patch HP SH06	\$49,271.19	Planning
483.24.09	Heavy Patch HP SH17	\$51,661.50	Planning

Council has received the following allocations for the current financial year. These works are in the planning but not started stage. It is to be noted that these allocations are at the Draft Work Order (DWO) stage and may vary due to other competing works that TfNSW may have within their network:

Reference	Description	Allocation	Status
TBA	Resurface Improvements for Seal SH06	\$380,000.00	DWO
TBA	Reseal SH06	\$200,000.00	DWO
TBA	Resurface Improvements for Seal Sh17	\$200,000.00	DWO
TBA	Reseal SH17	\$345,000.00	DWO
	Total Indicative Allocation	\$1,125,000.00	

POLICY/LEGAL IMPLICATIONS

There are no direct policy or legal implications arising from this report or work undertaken under the RMCC.

FINANCIAL/RESOURCE IMPLICATIONS

All work undertaken by Council and its Contractors on the State Roads network is fully funded by TfNSW under the RMCC Contract in two (2) parts - Routine Maintenance Annual Program (RMAP) and Ordered Work.

INTERNAL/EXTERNAL CONSULTATION

Council staff have been in regular contact with TfNSW RMCC Contract Representatives through the regular monthly meetings and other correspondence. Council's RMCC Coordinator recently attending the Peer Exchange Group meeting in Dubbo to consult with others in the industry.

CONCLUSION

TfNSW have now paid Council for all claimed Work Orders under the new assessment and approval process for the RMCC. Future works with TfNSW will come under these same conditions and it is important that Council is aware of the new conditions.

13 ENVIRONMENTAL SERVICES REPORTS

13.1 REVIEW OF ALCOHOL FREE ZONES

File Number: H1.6.9

Author: Director Environmental Services

Attachments: 1. Ministerial Guidelines on Alcohol Free Zones February 2009

CSP Objective: Culturally rich, vibrant and inclusive community

Precis: The Alcohol Free Zones within the Grenfell CBD area lapsed on 30 September 2023. A proposal to re-establish the alcohol free zones has been development in consultation with NSW Police and a presentation was provided to Council in a Councillor Workshop on 14 August 2023. The proposal is recommended to be place on public exhibition.

Budget: \$2,000 to be sourced from the Urban and Town Maintenance Budget

RECOMMENDATION

That

1. A notice complying with the requirements of clause 644A(1) of the *Local Government Act 1993* be placed on public exhibition for a period of 28 days inviting submission from members of the public on the proposed Alcohol Free Zones.
2. A copy of the notice be sent to the officer in charge of the Grenfell Police Station, and to each holder of a liquor licence for premises that border, adjoin or is adjacent to the proposed Alcohol Free Zones, inviting their comments in relation to the proposal.
3. The Director Environmental Services present a further report to Council with all submissions received at the conclusion of the public exhibition period, for Councils further consideration on the proposed Alcohol Free Zones.
4. In the event that Alcohol Free Zones are established, that Council delegate to the General Manager, the authority to suspend an Alcohol Free Zone for a special event, subject to publishing a notice of the suspension in a manner which is likely to bring the notice to the attention of members of the public and notifying NSW Police.

PURPOSE

The purpose of this report is to present the proposed Alcohol-Free Zones (AFZ) and Alcohol Prohibited Areas to Council for consideration and request that the proposal be placed on public exhibition for a period of 28 days inviting submissions from the community.

BACKGROUND

Alcohol Free Zones (AFZ) means a zone operating under Part 4 of Chapter 16 of the *Local Government Act 1993* (Act). These zones apply to road-related public area such as a public roadway, footpath or carpark.

Alcohol Prohibited Area (APA) means an area which has been declared as an APA under Clause 632A(4) of the Local Government Act 1993. These areas apply to non-road-related public places such as a park and reserves.

The objective of an AFZ is an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime.

Council records indicate that AFZ were first established in Grenfell in 1999. These AFZ were identified in and around Main Street, along with in Taylor Park, Vaughan Park, Memorial Park and Proctor Park.

As it was identified that AFZ did not apply to non-road related areas, Council resolved at its meeting held on 16 July 2009 to establish the following APA-

Between the hours of 9pm and 7am

- Taylor Park
- Memorial Park
- Proctor Park
- Rotary Park
- Alcohol prohibited at all times
- Vaughn Park

AFZ were initially only able to be established for a maximum period of three (3) years, before they were required to be re-established. Amendments to the Act in 2010 increased the maximum period of an AFZ to four (4) years.

The AFZ have generally be continually re-established when required, since their inception in 1999. The latest resolution of Council relating to AFZ was at the meeting held on 19 September 2019, which resolved to re-establish the following AFZ:

At all times -

- Main St from the intersection of Camp and Grafton St including Rygate Square to Burrangong Street, excluding the pedestrian footway under the Hotel, between Main St and George St
- Burrangong Street from Main St to Weddin St
- Weddin St from Burrangong St to Camp St
- George St from Grafton St to Short St
- Forbes St from Camp St to George St
- Teston St from Main St to George St
- Nash St footway from Main St to George St
- Short St from Burrangong St to George St
- Unnamed footway/lane running south from Dalton St between George St and Main St.
- Cross St from North St to Melyra St
- Forbes St from George St to North St
- Melyra St from Cross St to Forbes St

Between the hours of 10pm and 9am:

- The pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main St and George St.

The current AFZ lapsed on 30 September 2023 and therefore Council must consider whether the AFZ should be re-established and or modified. During a previous workshop with Councillors on 14 August 2023, the option of modifying the AFZ was discussed, to limit restrictions in the Main Street to certain hours in order to cater for alfresco dining.

ISSUES AND COMMENTS

Establishing AFZ

The Act outlines the requirements to be followed in order to establish AFZ. Clause 644 of the Act states –

644 Proposal for establishment of alcohol-free zone

- (1) *A council may prepare a proposal for the establishment of an alcohol-free zone, either on its own motion or on the application of one or more of the following people—*
 - (a) *a person who the council is satisfied is a representative of a bona fide community group active in the area,*
 - (b) *a police officer,*
 - (c) *a person who the council is satisfied lives or works in the area.*
- (2) *The application must be in the form set out in the guidelines in force under section 646 or, if there are no such guidelines, in the approved form.*
- (3) *The proposal must comply with the guidelines (if any) in force under section 646.*
- (4) *The proposed alcohol-free zone may comprise either or both of the following—*
 - (a) *a public road or part of a public road,*
 - (b) *a public place that is a car park or part of a car park.*
- (5) *The proposal may provide for an alcohol-free zone to be established for a period not exceeding 4 years and for the zone to operate for the whole of that period or just for days on which particular special events occur.*

Proposal

In accordance with clause 644 it is proposed to re-establish the existing AFZ in Grenfell. The guidelines referred to in section 646 of the Act are the Ministerial Guidelines on Alcohol-Free Zones dated February 2009. A copy of these guidelines are included in **Attachment 1**. The guidelines supplement the provision of the Act and provide detailed procedures to be followed in the establishment of an AFZ. As required by the guidelines the following matters have been considered as part of the proposal:

1. Reasons to Support an AFZ

Evidence suggests that when AFZ are established in appropriate areas and operated with the required level of resources to promote and enforce the zones, they are an effective tool in assisting Police and Council to manage public safety. AFZ provide an early intervention measure to prevent the escalation of irresponsible street drinking to incidents of serious crime.

While Grenfell does not have a significant street drinking problem, this could be linked in part to the fact that AFZ have been in place since 1999. Establishing AFZ also aids to prevent instances of malicious damage and littering.

2. Location of an AFZ

Figure 1 below indicates the location of the previously established AFZ. The zones where establish in areas surrounding licensed premises, along with known walking routes between these sites. It is proposed to re-establish the AFZ in the same location.



Figure 1. Map of previous Alcohol Free Zones proposed to be established.

3. Duration of an AFZ

Clause 644(5) of the Local Government Act 1993 states that a proposal may provide for an AFZ to be established for a period not exceeding 4 years and for the zone to operate for the whole of that period or just for days on which particular special events occur.

It is proposed that the AFZ be established for a period of 4 years and to apply at all times, with the exception of the pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main St and George St, which would only apply between the hours of 10pm and 9am.

Where resolved by Council, the AFZ would commence 7 days after the first publication of the relevant notice required by Clause 644B of the Act, which states:

644B Establishment of alcohol-free zones

- (1) *After complying with the procedures set out in sections 644 and 644A, the council may, by resolution, adopt a proposal (with or without modifications) to establish an alcohol-free zone.*
- (2) *The resolution has the effect of establishing the alcohol-free zone in accordance with the terms of the resolution.*
- (3) *After making the resolution, the council must, by notice published in a manner that the council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned—*
 - (a) *declare that an alcohol-free zone has been established, and*
 - (b) *specify the period (or, in the case of a zone established for one or more special events, the day or days) for which the alcohol-free zone is to operate.*
- (4) *An alcohol-free zone may be re-established from time to time, in accordance with this Part, for further periods each not exceeding 4 years.*

4. Consultation with the Police

Consultation was undertaken with NSW Police regarding AFZ within Grenfell including the option to limit the time periods of the zones in Main Street, in order to allow for alfresco dining. Below is a summary of the comments provided by NSW Police:

- AFZ should continue in and around the CBD / Main Street.
- AFZ should continue in parks.
- If a restaurant or café wish to open / trade in an AFZ and they were a bona fide dining establishment, consideration would be given to an alfresco area that allows alcohol consumption up until a suitable time. This would not be supported for a pub or hotel to permit alcohol consumption on the footpath area.
- For special events a licensed premise can make an application to allow alcohol on the footpath area, or for alcohol to be permitted in a park.

Suspension or Cancellation of AFZ

In accordance with clause 645 of the Act, Council may at the request of any person or body or of its own motion, suspend the operation of an alcohol-free zone by publishing notice of the suspension in a manner that the council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned.

During the period indicated in such a notice as the period of suspension, the zone does not operate as an alcohol-free zone. Additionally Council may at any time cancel the operation of an AFZ.

Request from the Henry Lawson Festival Committee

Council has recently received a request from the Henry Lawson Festival Committee to have any AFZ within Main Street suspended for the 2024 Henry Lawson Festival. It is recommended that Council delegate to the General Manager, the authority to suspend an AFZ for a special event, subject to publishing a notice of the suspension in a manner which is likely to bring the notice to the attention of members of the public and notifying NSW Police.

POLICY/LEGAL IMPLICATIONS

The proposal to establish AFZ has been prepared in accordance with the requirements of clause 644 of the Act and the current Ministerial Guidelines on Alcohol-Free Zones dated February 2009.

Prior to establishing the proposed AFZ, the proposal will need to be placed on public exhibition in accordance with clause 644B of the Act, which states:

644A Public consultation on proposal to establish alcohol-free zone

(1) After preparing a proposal under section 644, the council may, by notice published in a manner that the council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned—

- (a) declare that it proposes to establish an alcohol-free zone, indicating the location of the zone and the proposed period or special events for which it will operate, and*
- (b) state the place at which, the dates on which and the times during which a copy of the proposal may be inspected, and*
- (c) invite representations and objections from persons and groups within the area, indicating that any representations or objections by them must be made within 14 days after the date on which the notice is published.*

(2) The council must give a copy of its proposal to each of the following persons, indicating that any representations or objections by the person must be made within 30 days after the date on which the copy is given—

- (a) the officer in charge of the police station within or nearest to the proposed alcohol-free zone,*
- (b) each holder of a licence in force under the [Liquor Act 2007](#) for premises that border on, or adjoin or are adjacent to, the proposed alcohol-free zone.*
- (c) (Repealed)*

(3) If required to do so by the guidelines in force under section 646, the council must also give a copy of its proposal to the Anti-Discrimination Board, indicating that any representations or objections by the Board must be made within 40 days after the date on which the copy is given.

(4) The council must consider all representations and submissions that are duly made to it under this section.

FINANCIAL/RESOURCE IMPLICATIONS

In the event that Council resolves to establish the AFZ as proposed, there will be a cost to Council to update existing signage to reflect the new restriction periods. A small number of new poles will need to be installed due to the Main Street upgrade to allow for signage, and a small number of signs which are faded will need to be replaced.

It has been estimated that the cost to Council for materials and labour to upgrade and install signage to reflect the proposed AFZ would be \$2,000.00.

INTERNAL/EXTERNAL CONSULTATION

In order to comply with clause 644A of the Act it is recommended that a notice complying with the requirements of clause 644A(1) of the Act be placed on public exhibition for a period of 28 days inviting submission from members of the public.

It is proposed that the notice be placed in the Grenfell Record, on Councils website and social media during the exhibition period. It is further proposed to send a copy of the notice to the officer in charge of the Grenfell Police Station and each holder of a liquor licence for premises that borders, adjoins or is adjacent to the proposed AFZ.

CONCLUSION

Council previously resolved to establish AFZ within several areas within the Grenfell CBD. The AFZ lapsed on 30 September 2023 and therefore Council must consider whether the AFZ should be re-established and or modified.

A proposal to re-establish the AFZ in their previous locations for a four (4) year period has been developed in consultation with NSW Police.

It is recommended that the proposed AFZ be placed on public exhibition for a period of 28 days inviting submissions from the public. It is also recommended that a copy of the proposal be provide to the officer in charge of the Grenfell Police Station and each holder of a liquor licence for premises that borders, adjoins or is adjacent to the proposed zones.

Council has received a request from the Henry Lawson Festival Committee to suspend any AFZ in Main Street for the 2024 festival. It is recommended that in the event that AFZ are established that Council delegate to the General Manager the authority to suspend an AFZ for a special event.

**Ministerial
Guidelines
on
Alcohol - Free
Zones**

February 2009

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© NSW Department of Local Government 2009
ISBN 1 920766 80 4

Produced by the Department of Local Government



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FOREWORD

The NSW Government has made clear its determination to tackle the growing problem of anti-social behaviour and alcohol-related violence in our community. The Government has introduced a comprehensive package of initiatives to help address this issue, including amendments to the alcohol-free zone provisions in the *Local Government Act 1993* to give Police and local council enforcement officers more power to enforce alcohol-free zones.

These Ministerial Guidelines have been prepared under section 646(1) of the *Local Government Act*. The Guidelines take effect on 5 February 2009 replacing the previous Guidelines issued in 1995.

The principal object of an alcohol-free zone is to prevent disorderly behaviour caused by the consumption of alcohol in public areas in order to improve public safety.

Alcohol-free zones are most effective if they form part of a larger program in which the local community is actively involved directed at irresponsible alcohol consumption. Used in isolation they may only move the problem from one place to another.

The Guidelines provide councils with detailed procedures to be followed when considering the establishment of alcohol-free zones. The guidelines include details on the application process, consultation and operational requirements, as well as guidance on enforcing alcohol-free zones. Councils are encouraged to establish a good working relationship with their Police local area command to enhance the effectiveness of alcohol-free zones.

There is evidence that when alcohol-free zones are established in appropriate areas and operated with the required level of resources to promote and enforce the zones, they are an effective tool in assisting Police and councils manage public safety.

I encourage all councils to consider the appropriate use of alcohol-free zones to manage alcohol related anti-social behaviour in their community.



The Hon. Barbara Perry, MP
Minister for Local Government
5 February 2009

Ministerial Guidelines on Alcohol-Free Zones

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Ministerial Guidelines on Alcohol-Free Zones

INTRODUCTION

The object of alcohol-free zones is an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime.

The drinking of alcohol is prohibited in an alcohol-free zone that has been established by a council. Public places that are public roads, footpaths or public car parks may be included in a zone. Alcohol-free zones promote the use of these roads, footpaths and car parks in safety and without interference from irresponsible street drinkers.

Any person living or working within an area, the local police or a local community group may ask a council to establish an alcohol-free zone or a council itself may decide to do so. A proposal to establish an alcohol-free zone must in all cases be supported by evidence that the public's use of those roads, footpaths or public car parks has been compromised by street drinkers. For example, there could be instances of malicious damage to property, littering, offensive behaviour or other crimes.

The council must undertake a consultation process to decide if an alcohol-free zone is appropriate. Once established by council resolution, the roads, footpaths and public car parks within the zone must be signposted and notice of the zone must appear in the local press. The maximum duration of an alcohol-free zone is four years, although it may be re-established at the conclusion of the original period, following a review by council of its continuing applicability. Alcohol-free zones may also be established for special events only.

Alcohol-free zones are enforced by the police or by council enforcement officers where the Commissioner of Police gives written authorisation. Any person observed to be drinking in an alcohol-free zone may have the alcohol in their possession immediately seized and tipped out or otherwise disposed of.

Alcohol-free zones are most effective if they are part of a larger program directed at irresponsible alcohol consumption in which the local community is actively involved. Used in isolation they may only move the problem from one place to another.

These Ministerial Guidelines provide local councils with detailed procedures which must be followed in the establishment of an alcohol-free zone. They supplement the relevant provisions of the *Local Government Act 1993*.

Each of the paragraphs of these Guidelines are accompanied by the relevant section reference in the Act. As set out in section 646 of the Local Government Act, the Ministerial Guidelines must be used by councils when establishing an alcohol-free zone.

The Commissioner of Police may separately issue directions relating to the enforcement of alcohol-free zones.

Ministerial Guidelines on Alcohol-Free Zones

GUIDELINES FOR COUNCILS**VALID ESTABLISHMENT OF AN ALCOHOL-FREE ZONE****sections 644, 644A, 644B, 644C and 646**

To validly establish an alcohol-free zone a council must comply with the procedures in sections 644 to 644C of the Local Government Act as well as those set out in these Guidelines.

The Act identifies that alcohol-free zones can be established in those areas which have identified problems with regard to street drinking.

APPLICATION FOR AN ALCOHOL-FREE ZONE**section 644 (1) and (2)**

One or more of the following people may make application to a local council to establish an alcohol-free zone:

- a person who is a representative of a community group active in the area,
- a police officer, or
- a person who lives or works in the area.

An application to the relevant council is to be made in the form set out at Appendix 1 to these Guidelines. A council may adapt the form, provided the same information is required as a minimum. Councils may consider making the application form available on their website.

An application fee is not appropriate.

If council receives more than one application referring to the same roads, footpaths or public carparks, they may be joined in a single alcohol-free zone proposal.

PROPOSAL FOR THE ESTABLISHMENT OF AN ALCOHOL-FREE ZONE**section 644**

A council may prepare a proposal for the establishment of an alcohol-free zone. In this case, receipt of an application is not necessary as the council itself is initiating action for a zone.

A proposal must be prepared in respect of every proposed alcohol-free zone.

An alcohol-free zone is a means by which a council may limit the locations within its area where the consumption of alcohol is permitted. Because it will impose restrictions on the personal freedom of citizens, a proposal to establish a zone must adequately address the following matters:

Ministerial Guidelines on Alcohol-Free Zones

1 Reasons to Support an Alcohol-Free Zone

The irresponsible consumption of alcohol on roads and footpaths and in public carparks can compromise their safe use by members of the public without interference. Each individual zoning is to be considered according to its particular circumstances.

Reasons for supporting alcohol-free zones must be included and must reflect the fact that irresponsible behaviour arising from the consumption of alcohol is occurring on those roads and footpaths and in those public carparks included in the proposal. This could involve instances of obstruction, littering, the actual commission of, or police intervention to avoid the commission of, more serious offences under the *Law Enforcement (Powers and Responsibilities) Act 2002*, *Summary Offences Act 1988* or the *Crimes Act 1900*, such as malicious damage, etc.

It is not appropriate to consider an alcohol-free zone for reasons that are unrelated to the irresponsible behaviour of drinkers, for example, the congregation of drinkers where irresponsible behaviour does not occur, general conduciveness to business or tourist activities or the personal beliefs of particular citizens.

2 Location of an Alcohol-Free Zone

An alcohol-free zone may only be established to include a public road, footpath or a public place that is a carpark (ie carparks on public land or Crown land). Private carparks (being on private land and not under the control of the council) may not be included.

Generally, an alcohol-free zone should be as small as is possible and must only extend to areas which can be supported by reasons as set out in point 1 above. However, larger alcohol-free zones, sometimes known as 'whole-town' alcohol-free zones may be effective in some rural and remote towns where they are supported generally by all stakeholder groups in that community. There are legal issues that need to be considered by councils when such 'whole-town' zones are proposed, as some relevant areas of a town will not be public roads, footpaths or public carparks.

Large alcohol-free zones need to be established in a way which is complementary with public places signposted under section 632 of the *Local Government Act 1993*. It is not usually appropriate to establish an entire local government area, or a substantial part of that area, as an alcohol-free zone. Similarly, it would usually be inappropriate to zone the greater part of a town, suburb or urban area as alcohol-free.

Alcohol-free zones should primarily be located adjacent to outlets supplying alcohol where drinkers congregate. In the absence of such an outlet a zoning should be considered only in exceptional circumstances. For example, a known hot spot for inappropriate street drinking may be in a public carpark adjacent to a beach or public reserve, but which is many kilometres from an outlet supplying alcohol.

Ministerial Guidelines on Alcohol-Free Zones

Alcohol-free zones and alfresco dining

In some circumstances an alcohol-free zone may be proposed for an area that includes footpath alfresco dining areas for cafés and restaurants which fall within the zone. When a council issues a licence for the use of public footpaths for such dining use in an alcohol-free zone, it must impose conditions on the licensee (eg restaurant operator) about the requirements of the zone, including clear delineation and control of the licensed area from the alcohol-free zone.

3 Duration of an Alcohol-Free Zone

An alcohol-free zone may be established for a maximum period of four years. Once established, it applies twenty-four hours per day.

Where a problem with irresponsible street drinking exists only in relation to a special event within the local area, an alcohol-free zone may be established only for that special event. A "special event" is not defined in the Local Government Act. It could be applied to any event that is of significance to the local area, for example, a local show day, a cultural event such as Tamworth's Country Music Festival, or a particular time of year such as New Year's Eve celebrations. It is for the relevant council to decide what is a "special event" for the purposes of establishing an alcohol-free zone.

An alcohol-free zone declared for a special event also has a maximum duration of four consecutive years. The proposal and related signage needs to define the special event that the alcohol-free zone relates to.

The duration of an alcohol-free zone established prior to 3 December 2008 is not extended.

4 Consultation with the Police

In preparing a proposal to establish an alcohol-free zone a council must consult with the relevant Police Local Area Commander about the appropriate number and location of alcohol-free zones.

COUNCIL CONSULTATION WITH INTERESTED PARTIES

section 644A

After preparing a proposal to establish an alcohol-free zone a council is required to undertake a public consultation process. The process under the Act involves all of the following:

1. Publish a notice of the proposal in a newspaper circulating in the area of the proposed alcohol-free zone, allow inspection of the proposal and invite representations or objections within 30 days from the date of publication. The notice should state the exact location of the proposed alcohol-free zone, and the place and time at which the proposal may be inspected.

Ministerial Guidelines on Alcohol-Free Zones

2. Send a copy of the proposal to:

- a) the Police Local Area Commander and the officer in charge of the police station within or nearest to the proposed zone,
- b) liquor licensees and secretaries of registered clubs whose premises border on, or adjoin or are adjacent to, the proposed zone,

and invite representations or objections within 30 days from the date of sending the copy of the proposal, AND

3. Send a copy of the proposal to the NSW Anti-Discrimination Board, if the local area is listed in Appendix 2 to these Guidelines, and invite representations or objections within 30 days from the date of sending the copy of the proposal. Other councils have the option of advising the Board if they wish to seek the Board's views on the proposed alcohol-free zone.

In addition to these statutory requirements there are other consultative avenues that may enhance the effectiveness of any alcohol-free zone that is subsequently established. Accordingly, a council is also required to:

4. Send a copy of the proposal to any known organisation representing or able to speak on behalf of an identifiable Aboriginal or culturally and linguistically diverse group within the local area and invite representations or objections within 30 days from the date of sending the copy of the proposal.

A council is to give proper consideration to any representations, submissions or objections received and as a result may amend or withdraw a proposal to establish an alcohol-free zone. However, any amendment that extends the location of the proposed alcohol-free zone must be supported by reasons (as outlined above).

COUNCIL RESOLUTION TO ESTABLISH AN ALCOHOL-FREE ZONE

section 644B (1) and (2)

After complying with the procedures a council may, by resolution, adopt a proposal to establish an alcohol-free zone. The resolution itself will establish the zone.

After resolution, a council's usual administrative processes would apply in informing interested parties including any applicant, the Anti-Discrimination Board (if applicable), the relevant police Local Area Commander and officer in charge of the local police station (if different), affected liquor licensees and club secretaries and other organisations advised of the original proposal.

OPERATION OF AN ALCOHOL-FREE ZONE

section 644B (3) and (4)

A council must publicly advise the establishment of an alcohol-free zone by notice published in a newspaper circulating in the area that includes the zone.

An alcohol-free zone will not operate until 7 days after publication of the notice AND until the roads, footpaths and public carparks affected are adequately signposted.

Ministerial Guidelines on Alcohol-Free Zones

Signage for Alcohol-Free Zones

A council is required to consult with the police regarding the placement of signs.

As a minimum, signs are to be placed at the outer limits of the zone, at the site of specific trouble spots (as indicated by the police) and at other suitable intervals within the zone.

Signs designating an alcohol-free zone must indicate that the drinking of alcohol is prohibited in the zone. Signs should note that alcohol may be seized and disposed of if alcohol is being consumed in the zone. Starting and finishing dates for the operation of the zone should also be included.

It is recommended that signs use consistent, easily recognisable symbols and include a map of the area defining the location of the zone. Some councils may choose to complement erected notices with spray-painted no-alcohol symbols on the footpaths.

Graphic representation on signs is an option. However, Standards Australia does not have an internationally recognised symbol for alcohol and considers that depiction of a bottle, glass AND can would be ideal to avoid confusion. The International Organisation for Standardisation (ISO) provides advice on methods that can be used to create different types of prohibition signs (ISO 7010-2003 *Safety Signs used in Workplaces and Public Areas*). This can be read with ISO 3864.3-2006 (*Design Principles for Graphical Symbols for use in Safety Signs*) which is used to ensure symbols and signs have the intended meaning and can be comprehended by persons as they enter the area the sign applies to. The Standard provides sizing requirements and font sizes for letters used in symbols.

Councils are encouraged to utilise symbols on their signage which don't rely on high levels of literacy.

The local Aboriginal community may be engaged to design signs which are also appropriate for their community.

Ministerial Guidelines on Alcohol-Free Zones

The content of the sign below is considered a minimum standard.



** Insert appropriate directional arrow or map*

On such signs the dates may be inserted in a manner that allows re-use of the sign, provided the dates cannot be removed during the period of operation.

Signs are to be removed as soon as practicable, but no longer than 30 days, after the end date of an alcohol-free zone.

SUSPENSION OR CANCELLATION OF AN ALCOHOL-FREE ZONE

section 645

The power to suspend or cancel an alcohol-free zone during its period of operation is provided so that a council may respond to more immediate situations that arise within the area of the zone.

A council must pass a valid resolution to suspend or cancel a particular alcohol-free zone. Such action may be taken as a result of a request received from any person or body, or at a council's own initiative.

Liaison with the local police, before and after the council resolution, is essential to ensure that both groups are informed and action is coordinated. Additionally, a council may undertake any other consultation that it considers necessary.

A council must publish notice of a suspension or cancellation as required under section 645 (1) and (3). In the case of cancellation of an alcohol-free zone the signs should be removed immediately.

Ministerial Guidelines on Alcohol-Free Zones

A council is not limited in the reasons for which it may suspend or cancel an alcohol-free zone. A suspension would not usually be appropriate for any period longer than one month, and generally would be of a much shorter duration eg. to accommodate a specific community event. Alcohol-free zone signage should be removed for the duration of any suspension of the zone.

The four year operation of an alcohol-free zone is not extended by any suspension occurring within that period.

RE-ESTABLISHMENT OF AN ALCOHOL-FREE ZONE

section 644B(4)

An alcohol-free zone is essentially a short-term control measure and in many instances a zone will achieve the desired objectives within its operational period.

There is no general provision for an alcohol-free zone to be extended. However, the roads, footpaths or public carparks comprising a zone may be included in another alcohol-free zone of the same or different configuration, immediately following the cessation of the existing zone or at any future time.

All the requirements for the valid establishment of a zone apply whether or not any of the roads, footpaths or carparks concerned have previously been zoned as alcohol-free.

Where a proposal for an alcohol-free zone includes roads, footpaths or public carparks that have previously been zoned as alcohol-free, a council is to have regard to that previous zoning.

The evaluation criteria that councils use when considering the re-establishment of an alcohol free zone should include the following:

- what were the factors which originally supported a zoning in that area?
- how successful was the previous alcohol-free zone in achieving a reduction in unacceptable street drinking?
- what do police statistics indicate about the value of re-establishing an alcohol-free zone in that area?
- what other measures may need to be considered (eg a community education program) if unacceptable street drinking is still of concern in that area?
- has the community's perceptions of safety improved?

The re-establishment procedure provides a council with the opportunity to focus again on any community problems associated with irresponsible alcohol consumption and the range of strategies that may be implemented to address these problems.

Ministerial Guidelines on Alcohol-Free Zones

RECORDING OF ALCOHOL-FREE ZONES

The maintenance of appropriate records is essential for established alcohol-free zones. As a minimum, records need to be kept in sufficient detail:

- to document that all the steps for valid establishment have been undertaken
- to provide for removal of signs at the conclusion of the zone's operation
- to identify suspensions or cancellations of alcohol-free zones
- to avoid overlap in the establishment of alcohol-free zones
- to provide a reference base where re-establishment of an alcohol-free zone is sought.

ENFORCEMENT OF ALCOHOL-FREE ZONES

sections 642 and 648

Alcohol-free zones may be enforced by any officer of the NSW Police Force or an enforcement officer. An enforcement officer means an employee of a council authorised in writing by the Commissioner of Police to be an enforcement officer for the purpose of section 642 of the Local Government Act.

The legislation applies to all persons, including minors.

The power to seize and tip out or otherwise dispose of alcohol without the need to issue a warning applies within an alcohol-free zone.

Where a council has authorised enforcement officers, the council will be required to adopt a procedure regarding the disposal of any alcohol that is seized.

A Police officer or authorised council enforcement officer may use their discretion to issue a warning to a person who is drinking in an alcohol free zone, for example, where the person may be unaware of the zone.

It should also be noted that in circumstances where a person does not co-operate with a Police officer or authorised council enforcement officer, they can be charged with obstruction under section 660 of the Local Government Act which carries a maximum penalty of \$2,200.

The Commissioner of Police has the power to authorise council officers to enforce alcohol-free zones. The Commissioner may delegate his or her authority to Police Local Area Commanders. Where councils identify benefits to their communities for their officers to enforce alcohol free zones, the general manager will need to liaise with the Local Area Commander to ensure that council officers are suitable for this enforcement role.

Only authorised employees of a council and not contractors, who may be otherwise engaged by a council to provide regulatory services, may be authorised for this purpose.

Councils are responsible for ensuring that their authorised enforcement officers have appropriate identification to support this enforcement role.

Ministerial Guidelines on Alcohol-Free Zones

Councils with authorised council enforcement officers need to establish a system to record the number of occasions that these officers enforce the Alcohol-Free Zone legislation in their area. This should include monitoring the number of authorised council enforcement officers and how often alcohol is tipped out or otherwise disposed of. Councils may from time to time be required to report this data to the Department of Local Government to inform the evaluation of the usage of the Alcohol-Free Zone powers by councils.

It is important that the Police Local Area Commander and the officer-in-charge of the local police station (if different) are involved in the establishment procedure so that the zone operates and is enforced most effectively.

ALCOHOL-FREE ZONES AND COMMUNITY EDUCATION

As well as the requirement to publish information in the local media about the establishment of an alcohol-free zone, the community will be better educated about the intent of the alcohol-free zone if a community education campaign is run in line with the establishment of the zone.

Councils may wish to engage their local Community Drug Action Team or Drug and Alcohol Service within their Area Health Service so that responsible drinking messages can be promoted within the community to coincide with the establishment of the alcohol-free zone.

Posters and other information about the consequences of irresponsible street drinking may be displayed in local licensed premises and bottle shops. Collaboration between council, the police and stakeholders including liquor licensees may be assisted through a local Liquor Accord. Further information on Liquor Accords is available on the Office of Liquor, Gaming and Racing website at www.olgr.nsw.gov.au.

Ministerial Guidelines on Alcohol-Free Zones

CONTACTS**Department of Local Government**

Level 1, 5 O'Keefe Avenue
(Locked Bag 3015)
Nowra, 2541

Telephone: (02) 4428 4100

Website: www.dlg.nsw.gov.au

Anti-Discrimination Board

Level 4, 175 Castlereagh Street,
Sydney
(PO Box A2122, Sydney South, 1235)

Telephone:

General Enquiry Service & Employers Advisory Service (02) 9268 5544
For rural and regional New South Wales only 1800 670 812

Website: www.lawlink.nsw.gov.au/adb

NSW Police Service

1 Charles Street
(Locked Bag 5102)
Parramatta, 2150

Telephone: 1800 622 571

Website: www.police.nsw.gov.au

Ministerial Guidelines on Alcohol-Free Zones

Appendix 1

APPLICATION FOR ALCOHOL-FREE ZONE

(Local Government Act 1993, section 644)

To(Name of Council)

I
(Full Name)

2 of
(Address) (Telephone No.)

3 Being (tick appropriate box):

- (a) a representative of
(Name of Community Group in area)
- (b) a police officer stationed at
- (c) a person living in the area
- (d) a person working in the area at
.....
(work address)

apply to the Council to establish an alcohol-free zone.

4 Roads or parts of roads ('roads' includes 'footpaths') and/ or public car parks to be included in the alcohol-free zone:

.....
.....
.....
(Specify exactly by referring to street numbers or other landmarks)

5 Reasons for requesting the alcohol-free zone:

.....
.....
.....
(Give details of obstruction, littering, personal injury, property damage, police intervention, etc. that have occurred on those roads or in those car parks)

Signed.....

Date.....

Documents supporting the information on this form may be attached.

Ministerial Guidelines on Alcohol-Free Zones

Appendix 2

**COUNCILS WHICH MUST CONSULT WITH
THE ANTI-DISCRIMINATION BOARD**

Sixteen councils are required to consult with the NSW Anti-Discrimination Board in their establishment of an alcohol-free zone to provide a measure of protection against the possibility of a discriminatory impact upon certain groups in the community. These councils are:

Blacktown
Bourke
Campbelltown
Dubbo
Kempsey
Lake Macquarie
Liverpool
Moree Plains
Newcastle
Penrith
Randwick
Shoalhaven
South Sydney
Tamworth
Walgett
Wollongong

13.2 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 February to 29 February 2024.

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 February 2024.

Development Applications Determined by Council

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

February 2024				
DA NO.	Applicant	Construction	Value (\$)	Address
13/2019 MOD	Mrs JD Montgomery	Multi Dwelling Housing – Modification to Condition 10 (1)	\$1,889,700	LOT: 524 DP: 754578 11 North Street GRENFELL NSW 2810
4/2024	Mr D Rose	Change of use to Community Facility, signage and minor upgrade works (Fire Safety)	\$30,000	LOT: 1 DP: 332592 20 Edward Square GREENETHORPE 2810
5/2024	Mr SD Badman	Demolition of existing Garage and construction of new garage with attached carport	\$95,600	LOT: 448 DP: 754578 13 Grafton Street GRENFELL NSW 2810

Complying Development Applications

The complying development certificate applications approved within the Shire in February 2024 by Council or any other Principal Certifiers.

February 2024				
CDC NO.	Applicant	Construction	Value (\$)	Address
NIL				

Construction Certificates

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

February 2024			
CC NO.	Applicant	Construction	Address
13/2023	Mr R Pace	Industrial Building (vehicle repair station) and associated office and amenities building	LOT: 27 DP: 1237971 Phil Aston Place GRENFELL NSW 2810
22/2023	Chris Duff	New amenities facilities for Existing Business (Delta Agribusiness)	LOT: 12 SEC: 1 DP: 7763 16 Second Street QUANDIALLA NSW 2721
32/2023	Ms NR Case	New Dwelling	LOT: 2 DP: 1243779 4A Palmer Street GRENFELL NSW 2810

13.3 REQUEST FOR COUNCIL TO ASSUME OWNERSHIP OF MAIN LEAD ROADWAY

File Number:	R2.4.19.A
Author:	Director Environmental Services
Authoriser:	Director Environmental Services
Attachments:	1. Attachment 1. Referral advice from Crown Lands
CSP Objective:	Shire assets and services delivered effectively and efficiently
Precis:	COUNCIL HAS RECEIVED A REQUEST FROM THE OWNERS OF 111 COWRA ROAD, GRENFELL TO CONSIDER TAKING OVER OWNERSHP OF MAIN LEAD, WHICH IS A CROWN ROAD.
Budget:	There will be no cost to Council for the transfer of the road to Council ownership. However, Council will be responsible for all ongoing management costs for the life of the road. A definitive cost associated with this ongoing maintenance is not able to be calculated.

RECOMMENDATION

That Council resolve to -

Option 1

Provide in principle support to assume ownership and management of Main Lead roadway from Crown Lands, on the provision that a full development assessment of DA 1/2024 results in development consent being granted, and construction works on the development commences.

Option 2

Not provide in principle support to assume ownership and management of Main Lead roadway from Crown Lands.

PURPOSE

To report to Council on a request from the owners of 111 Cowra Road Grenfell, for Council to assume ownership and management of Main Lead roadway.

BACKGROUND

Development Application 1/2024 was lodged with Council on 11 January 2024 proposing a 20 room motel with attached restaurant and manager's residence. Access to the development is proposed from Main Lead roadway, which is currently sealed and has kerb and guttering partially along the western side.

Council's records indicate that the roadway has been maintained by Council in the past. There are approximately five (5) dwellings (including a dwelling to be demolished on development site), with vehicle entrance from Main Lead.

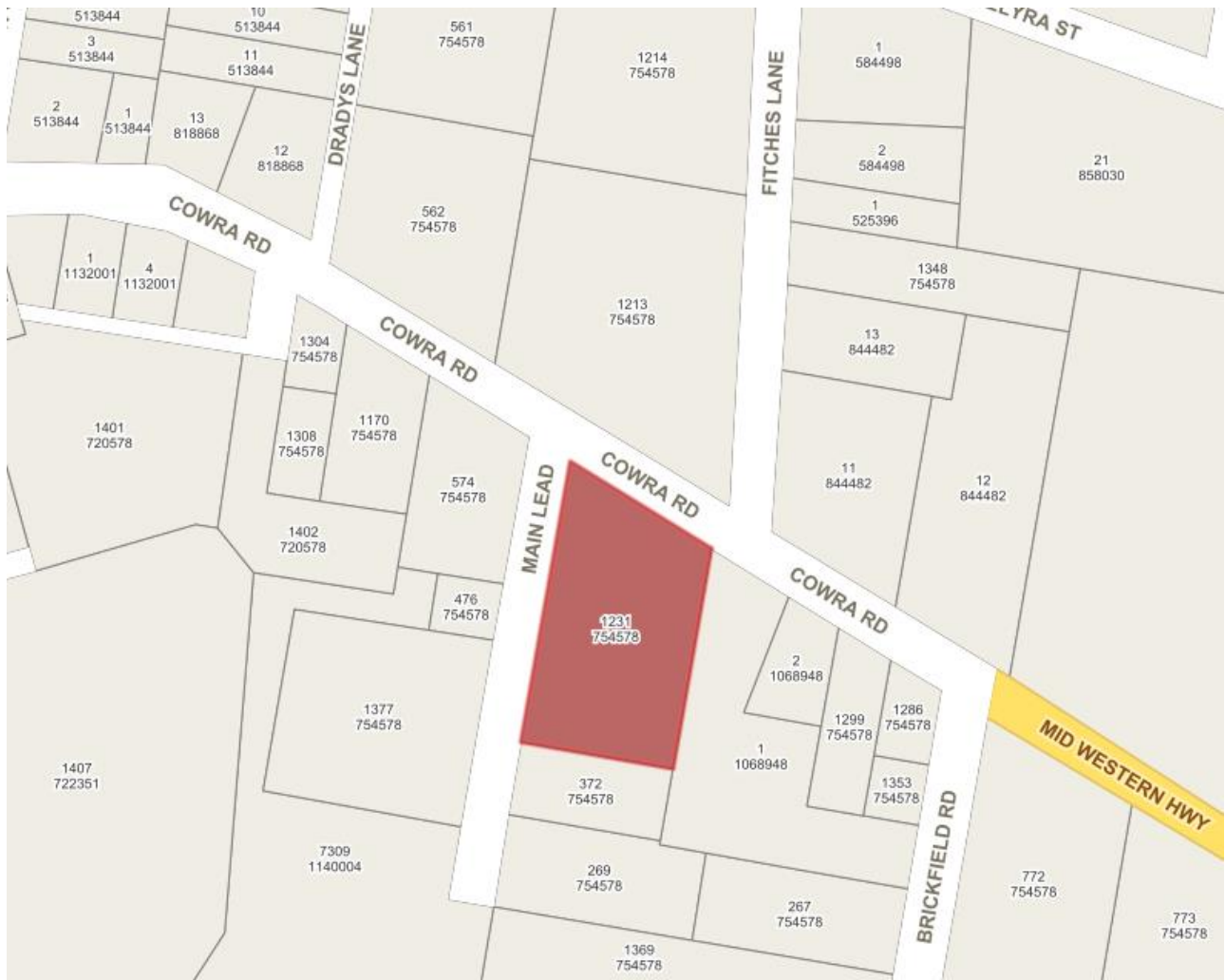


Figure 1. Location map showing development site in relation to Main Lead.

As Main Lead is a Crown Road, Development Application 1/2024 was referred to Crown Lands for assessment. Crown Lands advised they have no objections to the proposed development, however note that the access and egress relies on using Main Lead, which is a Crown Road. A copy of the reply received from Crown Lands is provided in **Attachment 1**.

The Department’s Roads Policy is to transfer a Crown Road to Council where development consent has been granted by a Council that requires use of a Crown road to service a traffic generating development.

ISSUES AND COMMENTS

As a result of the response received from Crown Lands, the owners of the development site have submitted a request to Council seeking its consideration to assume ownership and management of Main Lead roadway.

In order for the submitted development application to progress, Council will need to make a decision as to whether it is willing to take over the ownership and management of Main Lead. In this event, Council will need to submit a request to Crown Lands for the transfer of the road. If the department was agreeable, the roadway will then be transferred to Council by notice in the Government Gazette.

Discussion have been held with Transport for NSW regarding the potential for an access/egress directly from the Mid Western Highway. Transport for NSW have raised concerns with this option and would prefer the use of Main Lead.

It is considered that Council has two options available –

Option 1.

Council agree in principle to assuming the ownership and management of Main Lead roadway. This would allow the applicant for the proposed motel development to prepare further plans and documentation to enable a full development assessment to be undertaken.

The transfer of the roadway to Council will only be completed in the event that development consent is issued for the proposal, upon the completion of a detailed development assessment, and construction works on the development commences.

Option 2.

Council not agree to taking over ownership of Main Lead roadway. This option will require the applicant to redesign the proposed motel development and enter into further discussions with Transport for NSW regarding a potential for access/egress to be gained directly to the development site via Mid Western Highway, noting that Transport for NSW have raised concerns with this option. If a suitable access/egress option cannot be found, it is likely that the development would not be able to proceed due to the restrictions.

POLICY/LEGAL IMPLICATIONS

In the event that Council was to assume ownership and management of the Main Lead roadway, Council will legally be responsible for the roadway once the transfer was complete and published in the Government Gazette. The roadway will become a Council asset and be included on Council's asset register.

There are no Council policy implications from Council taking over ownership and management of the road.

FINANCIAL/RESOURCE IMPLICATIONS

Main Lead is a sealed road approximately 250 metres long with kerb and guttering located partially along the western side. The roadway ends in a cul-de-sac at the southern end and is generally in good condition.

While the roadway is a Crown Road, records indicate that road maintenance has been undertaken by Council in previous years. As Council's did not historically record the cost of maintenance works for individual urban roads until recently, detailed costs associated with the maintenance of the road is not known. A review of Council's roads asset register has identified that Main Lead is currently on the register.

In the event that Council agreed to take over ownership of the roadway, there will be no cost to Council for the change of ownership process. However all future maintenance and management cost for the road will be borne by Council. This would include depreciation of the asset. However as stated above, Council has been maintaining the roadway in the past and it is already listed in Council's road asset register. Therefore the transfer of ownership of the road to Council is not expected to have a material impact on Council's financial statements and budget.

Should the assessment of the development application identify any upgrading works to the roadway or road reserve, these cost will generally be the responsibility of the person acting on the development consent.

INTERNAL/EXTERNAL CONSULTATION

Development Application 1/2024 was referred to Transport for NSW and Crown Land.

Transport for NSW have raised concerns with an access to the proposed development being directly from the Mid Western Highway, and would prefer the use of Main Lead.

As discussed above, Crown Lands have no objections to the proposed access to and exit from the development site being from Main Lead. However as per their policy, the roadway would need to be transferred to Council.

CONCLUSION

Development Application 1/2024 was lodged with Council proposing a 20 room motel with attached restaurant and manager's residence. Access to the development is proposed from Main Lead roadway, which is a Crown Road.

The development application was referred to Crown Lands who advised that they do not have any objection to the proposal subject to Council taking over ownership of the roadway as required by the Departments roads policy.

In order for the development application to progress, Council will need to make a decision as to whether it is willing to agree in principle to taking ownership of the roadway or not.

The subject roadway has been maintained by Council in the past and is currently included within Councils roads asset register.



CM9 Ref:DOC24/023613

The General Manager
Weddin Council
PO Box 125
Grenfell NSW 2810

Email: mail@weddin.nsw.gov.au

Dear Sir/Madam

Proposed Development: DA 1/2024 – Motel with attached restaurant and manager's residence

Applicant: I & K Brenner

Location: Lot 1231 DP 754578 – 111 Cowra Rd, Grenfell

I refer to Council's letter dated 16 January 2024 requesting comments for the above development proposal.

The Department of Planning, Housing and Infrastructure - Crown Lands (the department), as adjoining landowner has reviewed the development application in accordance with the principles of Crown land management (s.1.4 *Crown Lands Management Act 2016*) and offers no objections to the proposed development. It is however noted that access and egress relies on using Main Lead Rd which is a Crown road.

The Department's Roads policy is to transfer a Crown road to Council where development consent has been granted by a council that requires use of the Crown road to service a traffic generating development, in accordance with the current 'Administration of Crown Roads Policy – IND-O-250'.

<https://www.crownland.nsw.gov.au/licences-leases-and-permits/information-about-crown-roads/transfer-crown-road>

<https://www.crownland.nsw.gov.au/sites/default/files/2022-07/Administration-of-Crown-roads-guideline.pdf>

The department would be pleased to receive a letter from Council requesting transfer of the road to Council management. Upon the receipt of this request the department will transfer the road at no cost to Council.

Should the development be modified in any manner that impacts the adjoining Crown land, e.g. by amendment to the development proposal or draft conditions of consent, the department requests an opportunity to further review the application prior to determination.

Should you require any further information, please do not hesitate to contact Rachel Bailey at the Orange Crown Lands Office by phone on 02 6391 4316 or email rachel.bailey@crownland.nsw.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Bailey'.

Rachel Bailey

Senior Natural Resource Management Officer
Department of Planning, Housing and Infrastructure - Crown Lands
Date: 8 February 2024

14 DELEGATE(S) REPORTS

Nil

15 MINUTES OF COMMITTEE MEETINGS**15.1 COUNCIL COMMITTEE REPORT | REQUIRING ACTION - MINUTES OF THE WEDDIN SHIRE WEEDS COMMITTEE HELD 9 NOVEMBER 2023****File Number:****Author:** Executive Assistant - Infrastructure**Authoriser:** Director Infrastructure Services**Attachments:** 1. **MINUTES | WEDDIN SHIRE WEEDS COMMITTEE - 9 NOVEMBER 2023****RECOMMENDATION**

Except where otherwise dealt with, the Minutes of the Weddin Shire Weeds Committee Meeting held 9 November 2023 be noted and adopted as presented.

INFORMATION

The Weddin Shire Weeds Committee Meeting was held on 9 November 2023, the Minutes from this meeting are attached for Council to note and adopt.



MINUTES

Weddin Shire Weeds Committee Meeting Thursday, 9 November 2023

Date: Thursday, 9 November 2023

Time: 3:00pm

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

**Linda Woods
Director Infrastructure Services
Chairperson**

ORDER OF BUSINESS

1 **OPENING / WELCOME** 3

2 **ACKNOWLEDGEMENT OF COUNTRY**..... 3

3 **ATTENDANCE**..... 3

4 **APOLOGIES** 3

5 **CONFIRMATION OF MINUTES** 3

6 **MATTERS ARISING FROM PREVIOUS MEETING** 4

7 **GENERAL BUSINESS**..... 5

 7.1 **BIOSECURITY NOVEMBER REPORT** 5

 7.2 **BIOSECURITY OFFICER'S PRESENTATION – CHRYSOLINA BEETLES** 7

8 **NEXT MEETING** 8

9 **CLOSURE**..... 8

**MINUTES OF WEDDIN SHIRE COUNCIL
WEDDIN SHIRE WEEDS COMMITTEE MEETING
HELD AT THE COUNCIL COMMITTEE ROOM,
CNR CAMP & WEDDIN STREETS, GRENFELL NSW 2810
ON THURSDAY, 9 NOVEMBER 2023 AT 3:03PM**

1 OPENING / WELCOME

Conducted by Linda Woods (Chairperson)

Those in attendance are asked to comply with all relevant WSC codes, policies and procedures at all times.

2 ACKNOWLEDGEMENT OF COUNTRY

Conducted by Linda Woods (Chairperson)

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.

3 ATTENDANCE

PRESENT:	Linda Woods (Chairperson - WSC)	(LW)
	Keith Starr (Landcare Grenfell)	(KS)
	Kellie Frost (Biosecurity Officer - WSC)	(KF)
	Clr Paul Best (WSC)	(PB)
	Harvey Matthews (NSW Farmers Assoc)	(HM)
	Corey Clark (Biosecurity - WSC - Guest)	(CC)
	Jaime Elms (Biosecurity - WSC - Guest)	(JE)

4 APOLOGIES

Rob Taylor (Community Member)
Clr Warwick Frame (WSC)

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That Minutes of the Weddin Shire Weeds Committee Meeting held 7 September 2023 be taken as read and CONFIRMED.

COMMITTEE RESOLUTION 019/23

Moved: Harvey Matthews
Seconded: Keith Starr

CARRIED

6 MATTERS ARISING FROM PREVIOUS MEETING

ACTION: KF to investigate plant. Speak to Craig about mulcher.

LW to advise KF about mulcher details - *Completed*.

General discussion followed.

7 GENERAL BUSINESS**7.1 BIOSECURITY NOVEMBER REPORT****File Number:****Author:** Biosecurity**Authoriser:** Director Infrastructure Services**Attachments:** Nil**CSP Objective:** Sustainable natural, agricultural and built environments**Precis:** Biosecurity Officer's November Report**Budget:** WAP**RECOMMENDATION****That:**

The Committee be advised of the Biosecurity Officer's Report on items of interest.

PURPOSE

To provide items of interest to Weddin Shire Council's Weeds Committee.

BACKGROUND

The objectives of the Biosecurity Officer's Report is to highlight relative information to the Committee.

ISSUES AND COMMENTS

- Currently there are three (3) staff members working in the Weeds Department
Corey Clark and Jaime Elms.
- Weddin Shire Council Works Reports
- Quarterly reporting to Regional Project Officer on WAP targets *(on budget)*
- Monthly uploading to BIS - sync issue organising - fixing the issue *(problem with VIS program - internet issue)*
- CWRWC meeting - attended at Dubbo
- MLVWC meeting - attended at Orange *(First meeting for Jaime)*
- WAP operational group meeting - attended at Dubbo

- Training - Drone mapping training - Organising through CWRWC (*Future meeting in Condobolin in the New Year. Certificate III in Aviation - 2 practical days, mostly online*)
- New merchandise has arrived and distribution has commenced

ACTION: KF to bring to next meeting.
- MLVWC funding training in 4WD, Snake & Spider Safety Awareness - postponed
- Preparing for St John's Wort and Biological Control Field day on 28 November 2023
- Organising a second vehicle and Quikspray for busy season ahead
- Regional roadside, shoulder spraying complete
- St John's Wort - very busy season this year

HM How is it going?

KF Need a State Rail Inspector accompanying you on the railway line. Use a drone. Pressure on every Council re: railway lines. Slow work as using spot hand gun on foot and by hand. Bathurst burrs on firebreaks. We do not serve a Notice, we now issue a Direction and the Direction is on an individual, not the land.

General discussion followed.

KS Considered pointless as not all people are doing the right thing.

LW Council is trying to minimise the impact. Still have to do our best to try to minimise.

POLICY/LEGAL IMPLICATIONS

- Biosecurity Act 2015
- Biosecurity Regulation 2017
- Regional Strategic
- Central West Regional Strategic Weed Management Plan
- Pesticide Act 1999
- Pesticide Regulations 2017

FINANCIAL/RESOURCE IMPLICATIONS

WAP funding.

INTERNAL/EXTERNAL CONSULTATION

Weddin Shire Weeds Committee - scheduled November meeting.

CONCLUSION

The Committee accept the report.

7.2 BIOSECURITY OFFICER'S PRESENTATION – CHRYSOLINA BEETLES

PowerPoint Presentation deferred until next meeting.

KF Chrysolina Beetles come in waves. Works best a couple of years in a row.

PB Drought - need feed and water for them to survive.

HM How long to multiply?

KF Early spring larvae, late spring beetle. Both larvae and beetle eat on plants. Once a year breeding. Released on a property six years ago and now there are a lot of beetles. Beetles do not work as well as the Patterson's Curse biocontrol. Trial block for release of mites and beetles.

HM Can anyone place beetles on the rifle range? Not used and no-one looking after it.

General discussion followed.

8 NEXT MEETING

Thursday, 8 February 2024

3:00pm - 4:00pm

Council Committee Room

9 CLOSURE

HM Welcomed Corey and Jaime to the team.

Both undertaking Prohibitive Training Course next week.

HM Spray Wort when flowering.

There being no further business to discuss, the Meeting closed at 3.30pm.

The minutes of this meeting were confirmed at the Weddin Shire Weeds Committee held on Thursday, 8 February 2024.

.....
CHAIRPERSON

15.2 COUNCIL COMMITTEE REPORT | REQUIRING ACTION - MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD 7 NOVEMBER 2023

File Number: C2.6.3

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. ATT 1 | Minute of the Weddin Local Traffic Committee Meeting held 7 November 2023.

RECOMMENDATION

Except where otherwise dealt with, the Minutes of the Weddin Local Traffic Committee held 7 November 2023 be noted and adopted as presented.

INFORMATION

The Weddin Local Traffic Committee was held on 7 November 2023, the Minutes from this meeting are attached for Council to note and adopt.



MINUTES

Weddin Local Traffic Committee Meeting Tuesday, 7 November 2023

Date: Tuesday, 7 November 2023

Time: 2:00pm

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

ORDER OF BUSINESS

1 OPENING / WELCOME 3

2 ACKNOWLEDGEMENT OF COUNTRY 3

3 ATTENDANCE 3

4 APOLOGIES 3

5 CONFIRMATION OF MINUTES 3

6 MATTERS ARISING FROM PREVIOUS MINUTES 4

6.1 MID WESTERN HIGHWAY KERB ADVISORY SIGNAGE 4

6.2 MARY GILMORE WAY SPEED ZONE REDUCTION 4

6.3 GIVEWAY SIGNS – MELYRA STREET & FORBES STREET
INTERSECTION 4

6.4 MARY GILMORE WAY 50KM ZONE - BIMBI 4

7 GENERAL BUSINESS 5

7.1 SPECIAL EVENT - REMEMBRANCE DAY COMMEMORATIVE
SERVICE 5

7.2 SPECIAL EVENT - CRI MARKET DAY 7

7.3 SPECIAL EVENT - CARGO TO GRENFELL 2024 FUNDRAISER
WALK 9

7.4 INSTALLATION OF NO PARKING SIGNS R5-40 - WOOD STREET,
GRENFELL 11

7.5 LEVEL CROSSING TRIAL - MARY GILMORE WAY 14

8 NEXT MEETING 14

9 BUSINESS WITHOUT NOTICE 15

10 CLOSURE 15

**MINUTES OF WEDDIN SHIRE COUNCIL
WEDDIN LOCAL TRAFFIC COMMITTEE MEETING
HELD AT THE COUNCIL INTERVIEW ROOM,
CNR CAMP & WEDDIN STREETS, GRENFELL NSW 2810
ON TUESDAY, 7 NOVEMBER 2023 AT 2:00PM**

1 OPENING / WELCOME

Conducted by Linda Woods (Chairperson)

Those in attendance are asked to comply with all relevant WSC codes, policies and procedures at all times.

2 ACKNOWLEDGEMENT OF COUNTRY

Conducted by Linda Woods (Chairperson)

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.

3 ATTENDANCE

PRESENT: Linda Woods - Weddin Shire Council (Chairperson) (LW)
 Jason Nicolson - TfNSW (JN)
 Renee Baird-Jones - NSW Police (RBJ)
 Mohsin Muhammad (MM)
 John Hetherington (JH)

Via Zoom

Thomas Greene - TfNSW (Guest Presenter)
 Sarah Rosewell - TfNSW (Guest Presenter)

4 APOLOGIES

Nil.

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That Minutes of the Weddin Local Traffic Committee Meeting held 8 August 2023 be taken as read and **CONFIRMED**.

COMMITTEE RESOLUTION

Moved: Jason Nicolson
 Seconded: Linda Woods

CARRIED

6 MATTERS ARISING FROM PREVIOUS MINUTES

6.1 Mid Western Highway Kerb Advisory Signage

Jason Nicolson provided update.

6.2 Mary Gilmore Way Speed Zone Reduction

Remove as item.

6.3 Giveway Signs – Melyra Street & Forbes Street Intersection

ACTION: Update on site visit attended by Linda Woods and Jason Nicolson.

Update provided by Linda Woods. Engaged a surveyor. Will do more work. Once designed will bring back to the Committee.

6.4 Mary Gilmore Way 50km Zone - Bimbi

Remove as item.

LW/JN provided JH with background information. General discussion followed. Rural intersection signs will be utilised. Then monitor.

7 GENERAL BUSINESS**7.1 SPECIAL EVENT - REMEMBRANCE DAY COMMEMORATIVE SERVICE**

File Number:	C1.3.26
Author:	Casual Engineering Assistant
Authoriser:	Acting Director Infrastructure Services
Attachments:	<ol style="list-style-type: none"> 1. Event Application Form 2. Schedule 1 Form - Notice of Intention to Hold a Public Assembly 3. Special Event Transport Management Plan 2023 4. Remembrance Day Road Closures Map 5. Risk Assessment 6. Contingency Plan 7. Public Liability Certificate of Currency 8. Traffic Guidance Scheme
CSP Objective:	Culturally rich, vibrant and inclusive community
Precis:	Documentation for the Remembrance Day Commemorative Service Special Event to be held on Saturday, 11 November 2023
Budget:	\$1,000.00 to be sourced from the Community Events Budget

RECOMMENDATION

That:

The Committee endorse the Special Event Transport Management Plan including Traffic Guidance Scheme, Risk Assessments, Public Liability Insurance (interested parties lists), Site Map and Contingency Plan for the Remembrance Day Commemorative Service provided permission to conduct the event is obtained by NSW Police.

COMMITTEE RESOLUTION

No changes from last year with regard to the proceeding of the event.

No questions. No trouble with it.

ENDORSED UNANIMOUSLY

PURPOSE

The Grenfell RSL Sub-Branch wish to hold the annual Remembrance Day Commemorative Service at Grenfell Memorial Park including closing the Mid-Western Highway so to prevent passing traffic from disturbing the Service. Council wish to support the planning and execution of this event to ensure the event upholds safe and appropriate standards.

BACKGROUND

The Remembrance Day Commemorative Service is held yearly at Memorial Park in Grenfell. It is a public event which sees attendees come to pay honour to men and women who have served.

ISSUES AND COMMENTS

The attached Transport Management Plan is awaiting NSW Police permission.

POLICY/LEGAL IMPLICATIONS

Road Transport Legislation

FINANCIAL/RESOURCE IMPLICATIONS

Weddin Shire Council will support this event by contributing Traffic Control Services from the Community Events Budget.

INTERNAL/EXTERNAL CONSULTATION

The general public will be notified of the road closure in the Local Newspaper, on Council's Website and on Council's Facebook page. A TfNSW ROL will be obtained for traffic control impacting the Mid-Western Highway.

CONCLUSION

The Remembrance Day Commemorative Service strongly supports Council's strategic objective for culturally rich, vibrant and inclusive community, therefore, Council wish to endorse the Remembrance Day Special Event as per the abovementioned recommendation and documentation provided.

7.2 SPECIAL EVENT - CRI MARKET DAY

File Number:	C1.4.5
Author:	Casual Engineering Assistant
Authoriser:	Acting Director Infrastructure Services
Attachments:	<ol style="list-style-type: none"> 1. Contingency Plan 2. Event Application Form 3. Public Liability Insurance 4. Risk Assessment 5. Section 68 6. Traffic Guidance Scheme 7. Transport Management Plan & Map
CSP Objective:	Culturally rich, vibrant and inclusive community
Precis:	Transport Management Plan for the Cri Market Day Special Event
Budget:	No Council budget requirements

RECOMMENDATION

That:

The Committee endorse the Special Event Transport Management Plan including Traffic Guidance Scheme, Risk Assessments, Public Liability Insurance (interested parties lists), Site Map, Use of Council Land Application and Contingency Plan for the Cri Market Day event provided permission to conduct the event is obtained by NSW Police.

COMMITTEE RESOLUTION

Same as last year. No changes. Public Liability - checked dates. Covered.

ENDORSED UNANIMOUSLY

PURPOSE

The Criterion Hotel wish to hold their Cri Market Day event on Saturday, 16 December 2023 from 3:00pm to 9:00pm. The event will include a live band and market stalls with activities taking place on the Hotel premises as well as Teston Street which adjoins the property. Council wish to support the planning and execution of this event to ensure the event upholds safe and appropriate standards.

BACKGROUND

The Criterion Hotel's Cri Market Day is a running event. The hotel invites stall holders to participate in a market day event hosted by the Hotel. It is a public event that invites locals and visitors to enjoy locally crafted goods including handmade items and food.

ISSUES AND COMMENTS

The attached Transport Management Plan is awaiting NSW Police permission.

POLICY/LEGAL IMPLICATIONS

Road Transport Legislation

FINANCIAL/RESOURCE IMPLICATIONS

No Council resources required.

INTERNAL/EXTERNAL CONSULTATION

Neighbouring properties are to receive a letter regarding road closure and the general public will be notified of the road closure in the Local Newspaper, on Council's Website and on the Council Facebook page.

CONCLUSION

The Cri Market Day strongly supports Council's strategic objective for culturally rich, vibrant and inclusive community and, therefore, Council wish to endorse the Cri Market Day Special Event as per the abovementioned recommendation and documentation provided.

7.3 SPECIAL EVENT - CARGO TO GRENFELL 2024 FUNDRAISER WALK

File Number:

Author: Executive Assistant - Infrastructure

Authoriser: Director Infrastructure Services

- Attachments:**
1. Event Application Form EA-1
 2. Special Event Transport Management Plan
 3. C2G 2024 Risk Assessment
 4. C2G 2024 Walk Summary Page With Road Names
 5. C2G 2024 Day 1 Map
 6. C2G 2024 Day 2 Map
 7. C2G 2024 Day 3 Map
 8. C2G 2024 Contingency Plan
 9. C2G 2024 (40km, 60km, 80km & 100km) TGS
 10. C2G 2024 Traffic Management Plan
 11. C2G 2024 Certificate of Currency
 12. C2G 2024 Rules & Guidelines
 13. C2G 2024 Waiver

CSP Objective: Culturally rich, vibrant and inclusive community

Precis: Transport Management Plan for the Cargo to Grenfell 2024 Event

Budget: Council In Kind Contribution

RECOMMENDATION

That:

The Committee endorse the Cargo 2 Grenfell 2024 Event and the supplied Special Event Transport Management Plan including Traffic Guidance Schemes, Risk Assessment, Public Liability Insurance, C2G Daily Walk Maps and Contingency Plan provided permission to conduct the event is obtained from NSW Police.

COMMITTEE RESOLUTION

JN requires clarification regarding drivers having the appropriate Traffic Control ticketing. Speed reduction to 40kms/hr.

The Cargo 2 Grenfell 2023 Event be accepted, pending the Traffic Control ticketing clarification.

ENDORSED UNANIMOUSLY

PURPOSE

The C2G Walk is a 96km fundraiser walk which takes place in Central West, NSW over three days in the second week of March. The 2024 C2G Walk is scheduled to take place from Thursday, 14 March to Saturday, 16 March 2024.

The purpose is to coordinate an event to raise awareness and funds to help improve the lives of people affected by mental health issues in regional communities.

BACKGROUND

The C2G Walk is an initiative created with the purpose to assist people suffering with mental health related issues through a community driven environment dedicated to bringing essential programs, courses and workshops to the region.

ISSUES AND COMMENTS

The walk is from Cargo to Canowindra to Gooloogong concluding at Grenfell.

The C2G event is an all-inclusive fundraiser which runs annually and aims to bring the community together to engage in a physical and mental challenge which enlightens, builds connections and friendships. Participants of the walk are from the towns which the event is held, together with external participants, bringing people together from different communities.

The C2G walk provides an opportunity for community members to be involved in building awareness and funds for mental health in Central West NSW, which most community members can relate to on an individual basis and are aligned with the goals of providing resources for the region.

The Committee is to review the supplied Traffic Management Plan and related documentation for the portion of the event that takes place in the Weddin Shire on the final day, Saturday 16 March 2024.

POLICY/LEGAL IMPLICATIONS

- Road Transport Legislation
- Road Transport Act 2013

FINANCIAL/RESOURCE IMPLICATIONS

Council In Kind Contribution

INTERNAL/EXTERNAL CONSULTATION

The general public will be notified of the event in the Local Newspaper, Council's Website and Facebook page.

CONCLUSION

The Cargo 2 Grenfell 2024 Event (C2G) strongly supports Council's strategic objective for a culturally rich, vibrant and inclusive community and, therefore, Council wish to endorse the C2G 2024 Event as per the abovementioned recommendation and documentation provided.

7.4 INSTALLATION OF NO PARKING SIGNS R5-40 - WOOD STREET, GRENFELL**File Number:****Author:** Assets Engineer**Authoriser:** Director Infrastructure Services**Attachments:** Nil**CSP Objective:** Shire assets and services delivered effectively and efficiently**Precis:** Installation of No Parking Signs (R5-40) - Wood Street, Grenfell**Budget:** \$?**RECOMMENDATION****That:**

The Committee support the provision of two (2) x NO PARKING signs be installed in Wood Street, Grenfell, adjacent to 41 Camp Street, Grenfell.

COMMITTEE RESOLUTION

The Committee accepted the recommendation.

ENDORSED UNANIMOUSLY

Traffic Committee Members are required to advise whether they have any pecuniary or non-pecuniary interest in regard to the item discussed below.

PURPOSE

Council is proposing to install two (2) x NO PARKING SIGNS (R5-40) on Wood Street, Grenfell adjacent to a local business workshop.

BACKGROUND

Council has received a request from a local business, Good Year Auto Care, represented by Mr Steel Caldwell, who has raised concerns about vehicles being parked on Wood Street, Grenfell. The issue of on-street parking has given rise to safety concerns, particularly for large vehicles attempting to make turns from Camp Street onto Wood Street. This situation results in a constrained pathway for these heavy vehicles, thereby reducing their manoeuvring space during turns.

Furthermore, the presence of parked vehicles has the potential to create visibility obstructions for pedestrians and the employees of Good Year Auto Care when they are reversing their vehicles out of their workshop onto Wood Street. This poses a concern regarding the safe movement of vehicles in this area.

See diagrams below.



Figure 1: Location Plan and dimensions of area affected



Figure 2: Approximate manoeuvre path of a heavy vehicle (B-double) intercepting the proposed No Parking location

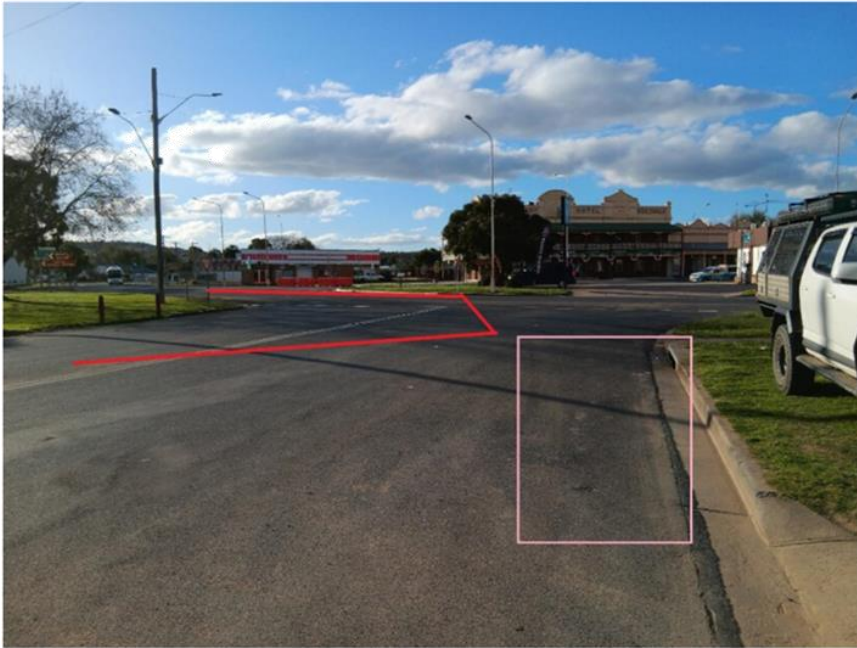


Figure 3: Site visual of the proposed No Parking location (red lines shows the turning path of heavy vehicles whereas pink rectangle shows the area affected)

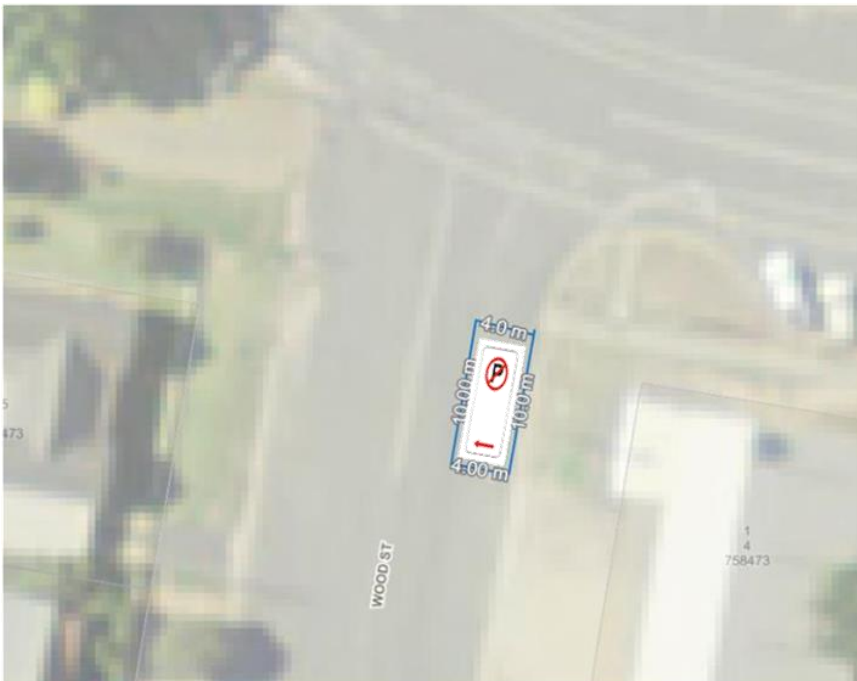


Figure 4: Proposed No Parking Zone Dimensions

CONCLUSION

Council recommends that:

The Committee support the provision of two (2) x NO PARKING signs be installed in Wood Street, Grenfell, adjacent to 41 Camp Street, Grenfell as shown in Figure 4.

7.5 LEVEL CROSSING TRIAL - MARY GILMORE WAY

File Number:

Author: Executive Assistant - Infrastructure

Authoriser: Director Infrastructure Services

Attachments: 1. Level Crossing Technology Trial Overview

CSP Objective: Shire assets and services delivered effectively and efficiently

Precis: Guest Presenter - TfNSW

Budget: \$Nil

RECOMMENDATION

That:

The Committee be advised that one (1) guest speaker will present, via Zoom, at this meeting.

Thomas Green / Sarah Rosewell from TfNSW will be presenting on the level crossing trial at Mary Gilmore Way.

Sarah Rosewell provided the presentation. General questions and answers followed regarding the remote train radar and the trial.

LW Thanked Thomas and Sarah. Requested that once the information has been collated, that TfNSW provide the findings to the Committee.

8 NEXT MEETING

Tuesday, 6 February 2024
2:00pm - 3:00pm
Council Chambers

Tuesday, 7 May 2024
2:00pm - 3:00pm
Council Chambers

Tuesday, 6 August 2024
2:00pm - 3:00pm
Council Chambers

Tuesday, 5 November 2024
10:30am - 11:30pm
Council Chambers

9 BUSINESS WITHOUT NOTICE

NOTE: *This was not an Agenda item.*

9.1 JH *Raised the issue of the installation and maintenance of road reflective signs. A problem with not being placed/angled 5 degrees away from traffic. Provided documentation to LW. Stated the regulations should be enforced with full compliance. General discussion followed.*

ACTION: *JN will send out an email addressing the above concerns.*

9.2 JN *Will have a face to face meeting with Council to go through procedures for Minute taking. Agenda should be provided a minimum of one week prior to the meeting being held. Minutes should go out prior to Council Meeting. Ensure that meetings are run properly.*

LW *Council has requested consistent standards for some time now.*

ACTION: *JN suggested that the Attendance Sheet - should be amended to reflect whether members are a voting member or not. (Voting to be "majority unanimous").*

General discussion followed.

9.3 RBJ *B-Double parking in residential streets. Can Council suggest a parking spot?*

ACTION: *LW will take this item on notice.*

9.4 RBJ *Company Dam and Trail Bikes*

Unlicensed, uninsured and unregistered bikes are being ridden around Company Dam. The Police have received complaints. Would Council make it a no-go zone?

ACTION: *Update signs.*

9.5 Business Without Notice

LW *Advised that moving forward this will not be an Agenda item. Wants members to be more pro-active. Items are to be submitted prior to all meetings and will be placed in "General Business" on the Agenda.*

JN *Indicated the Agenda is incorrectly formatted.*

9.6 RBJ *Matt Carroll and Pat Smith will no longer be attending Traffic Committee Meetings.*

Confirmed Pat Smith is still to complete the official sign-off on all Special Events. RBJ is to be 'cc'd' in to Special Event correspondence.

10 CLOSURE

There being no further business to discuss, the Meeting closed at 3:12pm.

The minutes of this meeting were confirmed at the Weddin Local Traffic Committee held on Tuesday, 6 February 2024.

.....
CHAIRPERSON

15.3 COUNCIL COMMITTEE REPORT | REQUIRING ACTION - MINUTES OF THE HERITAGE COMMITTEE MEETING HELD 7 FEBRUARY 2024

File Number: C2.6.22

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. ATT 1 | Minutes of the Heritage Committee Meeting held 7 February 2024

RECOMMENDATION

Except where otherwise dealt with, the Minutes of the Heritage Committee Meeting held 7 February 2024 be noted and adopted as presented.

INFORMATION

The Heritage Committee Meeting was held on 7 February 2024, the Minutes from this meeting are attached for Council to note and adopt.



MINUTES

Heritage Committee Meeting Wednesday, 7 February 2024

Date: Wednesday, 7 February 2024

Time: 4.30pm

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

Order Of Business

1	Opening	3
2	Acknowledgement of Country	3
3	Attendance	3
4	Confirmation of Minutes	3
5	Disclosures of interest	4
6	Matters Arising	4
6.1	STRATEGIC PLAN DEVELOPMENT FOR DIRECTION OF HERITAGE	4
6.2	GENERAL MATTERS ARISING	6
7	Correspondence	6
7.1	General Correspondence	6
8	Heritage Advisor’s Report	7
8.1	HERITAGE ADVISOR’S VERBAL REPORT	7
9	Next Meeting, 10 April 2024	7
10	Closure	7

**MINUTES OF WEDDIN SHIRE COUNCIL
HERITAGE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
CNR CAMP & WEDDIN STREETS, GRENFELL NSW 2810
ON WEDNESDAY, 7 FEBRUARY 2024 AT 4.30PM**

1 OPENING

Those in attendance are asked to 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.

3 ATTENDANCE**PRESENT:**

Mr Luke Sheehan (Director Environmental Services/Chair), Cr Jason Kenah, Cr Glenda Howell, Mr Andrew Reidy, Mr John Hetherington, Mrs Sandra Hughes (Historical Society Representative), Mrs Susan Jackson-Stepowski (Heritage Advisor) and Mrs Isabel Holmes (Observer)

APOLOGY:

Mr William Matchett

RESOLVED

Moved: Clr G Howell

Seconded: Clr J Kenah

That the apology be accepted.

4 CONFIRMATION OF MINUTES**RECOMMENDATION**

That Minutes of the Heritage Committee Meeting held 5 October 2023 be taken as read and CONFIRMED.

RESOLVED

Moved: Mr J Hetherington

Seconded: Clr G Howell

That Minutes of the Heritage Committee Meeting held 5 October 2023 be taken as read and CONFIRMED subject to the inclusion of Mr Andrew Reid being noted as present during the meeting.

5 DISCLOSURES OF INTEREST

Nil

6 MATTERS ARISING

6.1 STRATEGIC PLAN DEVELOPMENT FOR DIRECTION OF HERITAGE

File Number: C2.6.22
Author: Executive Assistant to the Director Environmental Services
Authoriser: Director Environmental Services
Attachments: Nil
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: Strategic Plan for Heritage
Budget: Nil

1. Heritage Promotion

The Director Environmental Services advised there has been no heritage promotion carried out. The Director Environmental Services advised that grant funding has been applied for to carry out the review of Council's Local Environmental Plan (LEP) including land use zones. A review of the Development Control Plan (DCP) will be carried out following the LEP which will incorporate Heritage, the process may take 18 months.

2. Heritage Booklet

Mrs Jackson-Stepowski to discuss in the Heritage Advisor's report.

3. Building Plaques

The Director Environmental Services advised that there is currently no money for the plaques however it may be an option to include the project into next year's budget.

4. Signage – Cobb & Co

The Director Environmental Services advised that the public consultation was finished with the colour option being the preferred option. The sign writer has been advised and a meeting will be held at Council shortly to discuss the details. The owner of the property will also be notified.

5. Digitising Information

The Director Environmental Services advised that he will need to follow up about the possibility of State Archives taking the books and storing them. Cllr Kenah to follow up on getting a camera quote.

6. 2023/24 Heritage Grants

The Director Environmental Services advised that 4 applicants received a letter of offer for funding. One of the offers have been declined due to the owner of the property now selling (St Brigid's Church). A progress report will be required to be submitted to the Heritage Office in May.

7. Town Band Rotunda – Stone Plaque

The Director Environmental Services advised that it is still envisaged that a story board will be made and installed as part of the upgrade to Taylor Park.

8. Grenfell Maternity Hospital

The Director Environmental Services advised that he had a meeting with Steph Cooke last year and she would be willing to provide a letter of support however it will need to be driven from a local level.

6.2 GENERAL MATTERS ARISING

File Number: C2.6.22
Author: Executive Assistant to the Director Environmental Services
Authoriser: Director Environmental Services
Attachments: Nil
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: General Matters
Budget: Nil

1. 2024/25 Local Government Heritage Small Grants

The Director Environmental Services advised that the next round of grant funding will be advertised in March/April, closing in May. This will allow the applications will be assessed in June by the Director Environmental Services and the Heritage Advisor. Approved applicants will be required to finalise their projects during April 2025.

2. Hailstorm Damaged Roofs - Conservation Areas and Heritage Items

The Director Environmental Services advised that the Heritage Advisor and himself have had discussions regarding replacement of roofs within the Conservation Areas and Heritage Items. Each property will be assessed case by case. Historical, Council has requested Heritage Items that had galvanised roofs were to be replaced with galvanised. The Director Environmental Services also advised that a discussed has been made with BlueScope and that Heritage Items and properties within the Conservation Areas can be covered by warranty however the property owner will need to seek approval from BlueScope themselves.

7 CORRESPONDENCE

7.1 GENERAL CORRESPONDENCE

File Number: CS.6.22
Author: Executive Assistant to the Director Environmental Services
Authoriser: Director Environmental Services
Attachments: Nil
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: Correspondence Received
Budget: Nil

1. Inventory of Weddin Memorials – Mary Gilmore Way, Turland Graves

RESOLVED

Moved: Mr J Hetherington

Seconded: Clr G Howell

That the correspondence be noted.

CARRIED**8 HERITAGE ADVISOR'S REPORT****8.1 HERITAGE ADVISOR'S VERBAL REPORT**

File Number: C2.6.22

Author: Executive Assistant to the Director Environmental Services

Authoriser: Director Environmental Services

Attachments: Nil

CSP Objective: Culturally rich, vibrant and inclusive community

Precis: Heritage Advisor's Verbal Report

Budget: Nil

Mrs Jackson-Stepowski provided verbal report of her activities during this visit:

- Isabel re agenda and appointments
- The Director Environmental Services re matters, roofs etc
- Onsite Meetings (2 x Main Street)
- Working on home styles she
- etc (draft), copies shown to members

RESOLVED

Moved: Mrs S Hughes

Seconded: Mr J Hetherington

That the Heritage Advisor's verbal report be noted.

CARRIED**9 NEXT MEETING, 10 April 2024****10 CLOSURE**

The Meeting closed at 5.37pm.

15.4 COUNCIL COMMITTEE REPORT | REQUIRING ACTION - MINUTES OF THE HENRY LAWSON FESTIVAL OF ARTS COMMITTEE MEETING HELD 14 FEBRUARY 2024

File Number: C2.6.32

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: 1. ATT 1 | Minutes of the Henry Lawson Festival of Arts Committee Meeting held 14 February 2024

RECOMMENDATION

Except where otherwise dealt with, the Minutes of the Henry Lawson Festival of the Arts Committee Meeting held 14 February 2024 be noted and adopted as presented.

INFORMATION

The Henry Lawson Festival of the Arts Committee Meeting held 14 February 2024 be noted and adopted as presented.



President:

Name: Belinda Power
 Phone: 0413306973
 Email: belindampower@yahoo.com.au

Secretary:

Name: Cathy Gilbert
 Phone: 0427391134
 Email: cathygilbert.hlf@gmail.com

Treasurer:

Name: Amber Atkins
 Phone: 0408496142
 Email: amberatkins194@gmail.com

**MINUTES of Meeting held
 14 February 2024**

At Grenfell Bowling Club

Meeting commenced 7pm

- 1 President Belinda Power welcomed all to meeting.
- 2 Present – Deb Stanton Paul McKnight Glenda Howell Sharon Eppelstun Belinda Power Kellie Frost (phone) Amber Atkins (phone) Cathy Gilbert (phone)
- 3 Apologies Virginia Osbourne, Lawrence Howell, Cassie Griffin
- 4 No new members.
- 5 Minutes from November 2023. Moved Deb Stanton that minutes be accepted. Seconded by Sharon Eppelstun. Carried.
- 6 Business arising from minutes
 - Traffic plan has been done by council. Should be going through Feb meeting.
 - Peter Lawson – not 2024.
 - Ready Marketing are on board
 - Raffle done

Moved Deb Stanton. Seconded by Sharon Eppelstun. Carried.

7. Correspondence in

7.1 email from council requesting Executive Committee contact information



7.2 email from Council requesting 2024 meeting dates

7.3 Emails from council with the summaries from Dec 6 2023 & Jan 3 2024 meetings

7.4 Email from Belinda re Main Street Alcohol

7.5 roving magician email

7.6 Geoffrey Graham and Cobb & Co

7.7 proposed budget

7.8 brochures for 2024

7.9 Emails from Council with new email address form minutes

8 Correspondence out

8.1 answers to 7.1 & 7.2 above

8.2 Application to Bendigo Bank for sponsorship

9 Treasurers report

Balance \$66846.83

Moved Amber Atkins. Seconded by Glenda Howell. Carried.

10 General Business

10.1 Fundraising – Cathy is looking at new ideas and getting quotes

- Monthly raffles.

Motion that \$300 a month be allocated for raffles.

Moved Cathy. Seconded Sharon. Carried.

10.2 seek quotes from Geoffrey Graham and Cobb & co

10.3 Theme – “Up the country”

. Publicity brochure ready to go.



10.4 Looking into stage at Railway Hotel for poetry reading and/or music. Poetry reader Andrew Hull. Music Harry Cleverdon from Young,

10.5 Duo – Jason & Cloe – they put Henry’s words to music. Possible for Friday night for a ticketed event.

10.6 Potential April & May events to raise funds. Zoom meetings may be called as required.

10.7 No rides. Hard to source. Still need child entertainment but options depend on budget.

10.8 Festival contained in Main street and Short street.

10.9 Budget email discussed.

Motion – to accept high level overview budget for budgetary purposes only. Moved Amber Atkins. Secunder Cathy Gilbert. Carried.

Motion – Engage Ready Marketing to design banner and get quotes up to \$2500 and move ahead if within budget. Moved Paul McKnight. Seconded Sharon Eppelstun. Carried

10.10 Kylie Shead from Arts OutWest is the judge for Art competitions and window dressing

10.11 competitions - Art, Poetry, Microfilm, Window Dressing, Childrens Competitions. No photography – it will be an exhibition only. Closing dates being determined. Prize money and categories have been adjusted. Paul and Jan went through the Art. 150 to be printed and distributed in a couple of weeks

10.12 Plaques in street for special guests. Letter to be sent to council to ask for the plaques to be updated for 2019, 2022 and 2023. It is possible that the 2019 plaque is created and just needs to be installed. James Morrison 2022 and Hugh McKay 2023.

Motion – Letter to be written to council for plaques to be ordered for 2022 and 2023 and then installed for 2019, 2022 and 2023.



Moved Paul McKnight. Seconded Kellie Frost. Carried.

10.13 Special Guest – investigating options for 2024

10.14 Waste to Art – Council asked that this be incorporated with HLF. Council will be running it and displaying in library.

10.15 RSPCA will be having a display. Council initiative.

10.16 Motion – Letter to Council to request to lift alcohol prohibition in Main Street for 2024 and ongoing.

Moved Sharon Eppelstun. Seconded Glenda Howell. Carried.

10.17 Money in the account – Auditors state that the monies in the bank account need to be allocated to a purpose. Technically belongs to Council. Allocations can be reviewed and amended anytime.

Suggestion \$16866.83 for 2024 festival

15000 for 2025 festival

15000 Grow Grenfell Group Lighting project

20000 Grow Grenfell Group Cultural Project

10.17.1 Grow Grenfell Group is planning to light up further buildings in town on a daily basis. HLF will provide \$15K to assist and allow an additional building to be lit with Henry Lawson related show. To be ready and in place for June 2024.

Motion - Letter to be forwarded to Council to allocate \$15000 to Grow Grenfell Group for light installation.

Moved Cathy Gilbert. Seconded Paul McKnight. Carried.

10.17.2 Grow Grenfell Group is investigating the feasibility of building a Community Centre in Grenfell.

Motion – Letter to be forwarded to Council to allocate \$20000 to Grow Grenfell Group to complete paperwork to be shovel ready for future grants for Grenfell Community Centre. Moved Cathy Gilbert. Seconded Paul McKnight.



Vote - For 5. Against 3. Carried.

10.18 Tree – planted 100 years ago. Discussion on upgrading the area. Not visited much. Council has limited resources to maintain area.

10.19 Henry’s head needs fibre glass maintenance and storage. Claire is investigating. P:otentially could be stored in old school building or under library. Needs to check access to see if head will fit in.

10.20 Working party to investigate memorial for Mo and Joan. Cathy, Deb, Kellie and Belinda to investigate ideas and costs.

10.21 2024 entertainment. Roving magician – not going ahead this year. Old Kentucky – out 2024. Geoffrey Graham and Cobb & Co in. Caddie has ideas. Change some things up this year.

10.22 Donation box collected and given to Belinda by Sharon.

10.23 Ready Marketing – revised tender correspondence

Motion – Accept revised tender and forward to Council. Moved Amber Atkins. Seconded Cathy Gilbert. Carried.

10.24 Caddie hopes to be at next meeting

10.25 Sponsorship request sent to Bendigo Bank

10.26 Festival King and Queen competition.

Motion – Moving forward there will be no King and Queen competition due to lack of entries. Moved Deb stanton. Seconded Glenda Howell. Carried.

10.27 Glenda Howell to send through Grain Corp Grant application for up to \$5K to Belinda.

Meeting closed 8.30pm

16 CLOSED COUNCIL**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:

16.1 REQUEST FROM LESSEE TO LEASOR - GRENFELL FAMILY DENTIST

This matter is considered to be confidential under Section 10A(2) - d(i) of the *Local Government Act 1993*, and Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Purpose: Request from Lessee to Lessor regarding current lease arrangements and future leasing arrangements.

17 RETURN TO OPEN COUNCIL**18 REPORT ON CLOSED COUNCIL****19 CLOSURE**