



# **MINUTES**

## **Ordinary Council Meeting Thursday 21 March 2024**

**Date: Thursday 21 March 2024**

**Time: 5:00pm**

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

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**MINUTES OF WEDDIN SHIRE COUNCIL  
ORDINARY MEETING  
HELD AT THE COUNCIL CHAMBERS, CNR CAMP & WEDDIN STREETS,  
GRENFELL NSW 2810  
ON THURSDAY 21 MARCH 2024 AT 5:00PM**

**1 OPENING**

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

**2 ACKNOWLEDGEMENT OF COUNTRY**

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

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

**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**

**PRESENT:**

Cr Craig Bembrick (Mayor), Cr Paul Best (Deputy Mayor), Cr Jason Kenah, Cr Michelle Cook [via Teams], Cr Phillip Diprose, Cr Glenda Howell, Cr Stuart McKellar, Cr Warwick Frame, Cr Jan Parlett

**IN ATTENDANCE:**

Ms Noreen Vu (General Manager), Mr Luke Sheehan (Director Environmental Services), Mr John Thompson (Director Corporate Services)

**APOLOGIES**

Linda Woods (Director Infrastructure Services)

**LEAVE OF ABSENCE**

Nil

**LEAVE OF ABSENCE APPLICATION**

## VIRTUAL ATTENDANCE

### RESOLUTION 038/24

Moved: Cr Diprose  
Seconded: Cr Best

That the virtual attendance via Teams for Councillor Michelle Cook be granted.

**THE MOTION WAS CARRIED**

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## 5 CONFIRMATION OF MINUTES

### RESOLUTION 039/24

Moved: Cr Parlett  
Seconded: Cr Frame

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.

**THE MOTION WAS CARRIED**

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## 6 DISCLOSURES OF INTEREST

ITEM NUMBER & TITLE	13.1 – REVIEW OF ALCOHOL FREE ZONES
NAME	DEPUTY MAYOR, CR PAUL BEST
TYPE OF INTEREST	PECUNIARY / NOT SIGNIFICANT / LEAVING THE CHAMBER
INTEREST DESCRIPTION	OWNER OF BUSINESS IN THE MAIN STREET

ITEM NUMBER & TITLE	13.1 – REVIEW OF ALCOHOL FREE ZONES (LATE DECLARATION)
NAME	CR JAN PARLETT
TYPE OF INTEREST	PECUNIARY / NOT SIGNIFICANT / LEAVING THE CHAMBER
INTEREST DESCRIPTION	OWNER OF BUSINESS IN THE MAIN STREET

**7 PUBLIC FORUM**

NIL

**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.

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**RESOLUTION 040/24**

Moved: Cr McKellar

Seconded: Cr Kenah

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.

**THE MOTION WAS CARRIED**

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*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 \(nsw.gov.au\)](https://www.centraljo.nsw.gov.au/business-papers-agendas/2023-STATEMENT)

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

- 13 [Submissions - Central Joint Organisation \(nsw.gov.au\)](https://www.centraljo.nsw.gov.au/business-papers-agendas/) 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



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.cjoo.org.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.

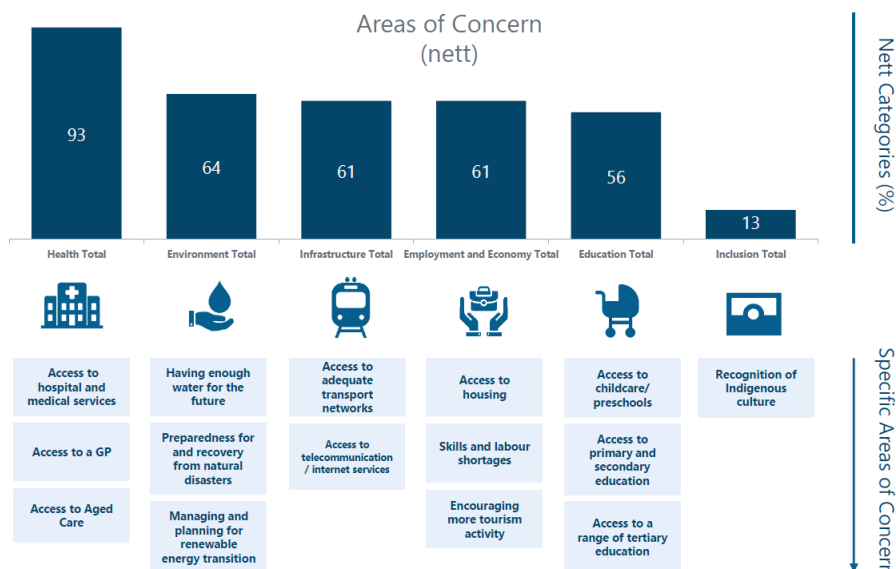
Two projects the region has been collaborating on are Community Sentiment Surveying and Our PlaceMats.

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

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### CNSW Joint Organisation Board Meeting

Minutes of Meeting 29 February 2024  
Held in Condobolin at the SRA Pavilion

#### In Attendance\*

<b>Cr J Jennings</b>	Bathurst Regional Council	<b>Cr M Statham</b>	Lithgow City Council
<b>Cr D Somerville</b>	Blayney Shire Council	<b>Cr A McKibbin</b>	Oberon Council
<b>Cr K Beatty</b>	Cabonne Council	<b>Cr J Hamling</b>	Orange City Council

<b>Cr R Fagan</b>	Cowra Shire Council	<b>Cr N Westcott</b>	Parkes Shire Council
<b>Cr J Medcalf</b>	Lachlan Shire Council	<b>Cr C Bembrick</b>	Weddin Shire Council

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**

<b>Resolved</b>	<b>Cr M Statham / Cr J Hamling</b>
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

<b>Resolved</b>
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

<b>Resolved</b>	<b>Cr R Fagan / Cr N Westcott</b>
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

<b>Resolved</b>	<b>Cr D Somerville / Cr M Statham</b>
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

<b>Resolved</b>	<b>Cr J Hamling /Cr J Jennings</b>
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

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

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

<b>Resolved</b>	<b>Cr R Fagan / Cr A McKibbin</b>
That the Board note the Statement of Budget and Revenue Report and;	
<ol style="list-style-type: none"><li>1. adopt the draft Statement of Budget and Revenue and place it on exhibition for 30 days;</li><li>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; and</li><li>3. provide advice in the Mayoral Board report regarding the Statement of Budget and Revenue seeking member feedback.</li></ol>	

#### 9c Advocacy Report

<b>Resolved</b>	<b>Cr J Jennings / Cr J Medcalf</b>
That the Board note the Advocacy Report and;	
<ol style="list-style-type: none"><li>1. note that a report from the workshop with the Rural Doctors' Network has been circulated;</li><li>2. adopt the Advocacy Plans for<ol style="list-style-type: none"><li>a. Transport;</li><li>b. Water;</li><li>c. Energy; - receive a report on end of life and ratings on renewable energy generation.</li><li>d. Regional Prosperity;</li><li>e. Health; and</li><li>f. Skills Shortages;</li></ol></li><li>3. endorse the activities of the Opt-in Advocacy Subcommittee of Mayors, those being;<ol style="list-style-type: none"><li>a. developing a media campaign on Council sustainability;</li><li>b. progressing advocacy for a Safe Swift and Secure Link between Sydney and Central NSW; and</li><li>c. providing oversight of advocacy for the renewable energy transition and council financial sustainability; and</li></ol></li><li>4. endorse the following submissions that have been lodged:<ol style="list-style-type: none"><li>a. Australian Productivity Commission third inquiry into the National Water Initiative – January 2024</li><li>b. <a href="#">Submission to the review of the Regional Development Act</a></li><li>c. <a href="#">Draft NSW Energy Policy Framework</a></li></ol></li></ol>	

- d. [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. DCCEEW 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

<b>Resolved</b>	<b>Cr C Bembrick / Cr D Somerville</b>
That the CNSWJO Board note the Community Engagement Collaboration Report and	
<ol style="list-style-type: none"> <li>1. adopt the Regional Report on community sentiment by Woolcott Research;</li> <li>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</li> <li>3. adopt the Regional PlaceMat with a proforma report to go to councils on this project.</li> </ol>	

## 9e Regional Procurement and Contracts Report

<b>Resolved</b>	<b>Cr J Medcalf / Cr A McKibbin</b>
That the Board note the Procurement and Contract Management report and; <ol style="list-style-type: none"><li>1. approve the updates to the procurement plan; and</li><li>2. 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.</li></ol>	

## 9f Disaster Risk Reduction Fund Program Report

<b>Resolved</b>	<b>Cr N Westcott / Cr M Statham</b>
That the Board note the Disaster Risk Reduction Fund Program report and; <ol style="list-style-type: none"><li>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;</li><li>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; and</li><li>3. commend to members that Mayors, General Managers, and other relevant staff participate in the upcoming community workshops and training sessions.</li></ol>	

## Priority Five: Regional Transport and Infrastructure and Planning and Prioritisation

### 9g Transport Report

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

## Priority Six: Regional Water Security and Productive Water

### 9h Regional Water Report

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

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

## 9i Energy Program Report

<b>Resolved</b>	<b>Cr D Somerville / Cr J Medcalf</b>
That the Board note the Energy Program report and;	
<ol style="list-style-type: none"><li>1. endorse the JONZA mid-term report;</li><li>2. note the addition of \$59,534 in funding for the JONZA program extension to 30 June 2024;</li><li>3. note the regional application for participating councils under the Community Energy Upgrades Fund focusing on pools;</li><li>4. endorse the draft Zero Emissions Fleet Transition Strategy, particularly the proposed 16 recommended strategic actions for CNSWJO;</li><li>5. request that member councils provide feedback on the draft regional zero emissions fleet transition strategy;</li><li>6. endorse the Business Case on the Nexus Between Energy Security and Emissions Reduction, the appendices and the Roadmap; and</li><li>7. endorse the following submissions:<ol style="list-style-type: none"><li>a. Energy Policy Framework; and</li><li>b. AER Determination for 2024-2029 for Public Lighting.</li></ol></li></ol>	

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

<b>Resolved</b>	<b>Cr A McKibbin / Cr J Medcalf</b>
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

<b>Resolved</b>	<b>Cr J Medcalf / Cr M Statham</b>
That the Board	
<ol style="list-style-type: none"><li>1. resolve into closed session to consider business identified, together with any late reports tabled at the meeting;</li><li>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; and</li><li>3. correspondence and reports relevant to the subject business be withheld from access.</li></ol>	

## 11. Executive Officer

**11a Executive Officer Performance Review 2022-2023**

<b>Resolved</b>	<b>Cr R Fagan / Cr J Medcalf</b>
That the Board note the Executive Officer Performance Review 2022-2023 and	
<ol style="list-style-type: none"><li>1. note the report regarding the performance management of the Executive Officer and that the performance was better than satisfactory; and</li><li>2. 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%.</li></ol>	

## 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"><li>1. transition all staff to be employed through the Joint Organisation;</li><li>2. seek to have payroll and HR functions administered through a member council;</li><li>3. adopt a 2IC model for staff management for the next twelve months;</li><li>4. note that the Executive Officer will reduce hours to four days a week until December of this calendar year; and</li><li>5. review the structure with the incoming Board in December of this year.</li></ol>	

### 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



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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**

<b>Income</b>	
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
	<b>\$964,909</b>
Grant funding - JONZA	\$155,000
Grant funding - Bridges Project Mgmt	\$12,746
Grant funding - Disaster Ready Fund	\$202,195
	<b>\$369,941</b>
CWUA -Smart Approved Watermark	19,767
	<b>\$19,767</b>

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

<b>Expenditure</b>	
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
<b>Total Expenditure</b>	<b>\$2,014,390</b>
<b>Net Profit/Loss</b>	<b>\$55,227</b>

**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.

**RESOLUTION 041/24**

Moved: Cr Frame

Seconded: Cr Parlett

That Council note and receive the Mayoral Minute.

**THE MOTION WAS CARRIED**

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](mailto: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.

Moved: Cr Diprose

Seconded: Cr McKellar

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.

**THE MOTION WAS LOST**

**DIVISION** required under the *Local Government Act 1993* called by Cr Diprose

**FOR:** Crs Cook and Diprose

**AGAINST:** Crs Bembrick, Best, Kenah, Howell, McKellar, Frame and Parlett

**AMENDMENT****RESOLUTION**

Moved: Cr Diprose

Seconded: Cr McKellar

That:

1. The Councillor component expenditure for the Post Council Meeting Dinners 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;
2. 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).
3. The Councillor Expenses and Facilities Policy be amended to reflect the above.

**THE AMENDMENT WAS PUT AND LOST**

**AMENDMENT****MOTION**

Moved: Cr McKellar

Seconded: Cr Diprose

That Councillors pay cash on the night of the Councillor Dinners to reduce the administration burden on staff.

**THE AMENDMENT WAS PUT AND LOST**

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**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**

<b>Date</b>	<b>Venue</b>	<b>Cost</b>	<b># attendees (incl staff)</b>	<b>Cost/head</b>
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
<b>\$3,158.21</b>	<b>121</b>		<b>\$26</b>	

**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.

## 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.

**RESOLUTION 042/24**

Moved: Cr Best

Seconded: Cr Kenah

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.

**THE MOTION WAS CARRIED UNANIMOUSLY**

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**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:

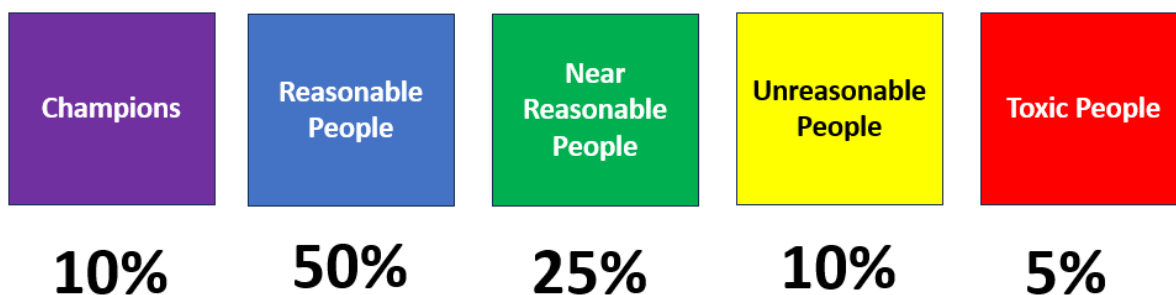
- *"we were surprised from our community surveying the extent that our community gets its information about Councils from social media"*

- *“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.



<b>Champions</b>	They love you and your work
<b>Reasonable people</b>	They can see what you’re doing and why and accept it is necessary.
<b>Near-reasonable people</b>	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.
<b>Unreasonable people</b>	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.
<b>Toxic people</b>	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.

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*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.*

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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.





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 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](http://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.

**RESOLUTION 043/24**

Moved: Cr Frame

Seconded: Cr McKellar

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

**THE MOTION WAS CARRIED UNANIMOUSLY**

**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
<b>Completed</b>	The action is completed.
<b>Needs Attention</b>	Requires the ARIC/Council's focus, possible ongoing concern.
<b>Does Need Attention</b>	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
<b>Short term</b>	1	13	3 (3.3, 5.1 & 5.3)	<b>17</b>
<b>Mid Term</b>	0	2	1 (6.1)	<b>3</b>
<b>Strategic</b>	0	3	0	<b>3</b>

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.

### 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.

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#### RESOLUTION 044/24

Moved: Cr Frame

Seconded: Cr Howell

That Council:

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1. Note and receive the report.
2. That Council approve 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.

### **THE MOTION WAS CARRIED**

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Director Corporate Services left the room at 5:52 pm.

Director Corporate Services entered the room at 5:53 pm.

### **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.

### **10.4 RESOLUTION REGISTER**

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

## **RECOMMENDATION**

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

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## **RESOLUTION 045/24**

Moved: Cr Diprose

Seconded: Cr Kenah

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

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**THE MOTION WAS CARRIED UNANIMOUSLY**

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**PURPOSE**

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

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**RESOLUTION 046/24**

Moved: Cr Diprose

Seconded: Cr Frame

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.

**THE MOTION WAS CARRIED UNANIMOUSLY**

## **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.

### 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.

## RESOLUTION 047/24

Moved: Cr McKellar  
Seconded: Cr Howell

That Council note the report.

**THE MOTION WAS CARRIED UNANIMOUSLY**

**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	<b>Merchandise:</b> \$2,441.85 <b>Services*:</b> \$1,456.50 <b>Gallery:</b> \$3,506.50
January	307	<b>Merchandise:</b> \$854.45 <b>Services*:</b> \$1,864.20 <b>Gallery:</b> \$3,400
February	223	<b>Merchandise:</b> \$432.80 <b>Services*:</b> \$225.10 <b>Gallery:</b> \$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/Opening
  - 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:

Grant	Project	Status
		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.
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	Taylor Park Inclusive Upgrades - Stage 2	Application submitted. Outcome announced May 2024.

Grant	Project	Status
Improvement Fund (CRIF)		
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



**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.

**RESOLUTION 048/24**

Moved: Cr Frame  
 Seconded: Cr Howell

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

**THE MOTION WAS CARRIED UNANIMOUSLY**

**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 29<sup>th</sup> February 2024.

**Rates Collected:**

	<b>29 February 2024</b>	<b>28 February 2023</b>
--	-------------------------	-------------------------

Rates and Charges Collected (C)	\$ 3,361,224.65	\$ 2,517,337.38
<b>Total</b>	<b>\$ 3,361,224.65</b>	<b>\$ 2,517,337.38</b>

**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)
<b>Net Amount Levied (B)</b>	<b>\$ 4,385,968.68</b>	<b>\$ 3,979,013.65</b>
Total amount rates incl. arrears (A + B)	\$ 4,773,005.72	
Less: Total amount collected (C)	\$ 3,361,224.65	
<b>Total rates still to be collected</b>	<b>\$ 1,411,781.07</b>	

	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 Outstanding Due 31/8/23	\$ -		\$ 62,853.03	
Instalment Outstanding Due 28/11/23	\$ -		\$ 76,452.76	
Instalment 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.

**RESOLUTION 049/24**

Moved: Cr Frame  
 Seconded: Cr McKellar

That Council notes the information provided

**THE MOTION WAS CARRIED UNANIMOUSLY**

**BANK BALANCES AS AT 29 FEBRUARY 2024.**

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

**TERM DEPOSITS**

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

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

**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.

**RESOLUTION 050/24**

Moved: Cr Parlett

Seconded: Cr Howell

## 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. Explore Grant funding for the plaques.

**THE MOTION WAS CARRIED****AMENDMENT**

Moved: Cr Diprose

Seconded: Cr Parlett

## 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. Explore Grant funding for the plaques.

**THE AMENDMENT WAS CARRIED  
THE AMENDMENT BECOMES THE MOTION**

**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 50<sup>th</sup> 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:

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

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

Cr Kenah left the room at 6:18 pm.

Cr Kenah entered the room at 6:20 pm.

### **RECOMMENDATION**

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

### **RESOLUTION 051/24**

Moved: Cr Best

Seconded: Cr McKellar

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



**THE MOTION WAS CARRIED UNANIMOUSLY**

**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:

<b>AGRN - Event</b>	<b>Phase - Package</b>	<b>\$ Value</b>	<b>Status</b>
987 - 9 November 2021	EW	\$539,000	Approved, payment received.
1001 - 5 January 2022 onwards	EW	\$233,000	Approved, payment received.

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

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

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

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

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
<b>Administration</b>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>
<b>Public Awareness</b>	<ul style="list-style-type: none"> <li>• Handing out merchandise to raise weed awareness.</li> <li>• 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)</li> <li>• Planning new resident packs</li> <li>• Use of dye implemented 7 March 2024 to assist in public awareness of Weeds Program</li> </ul>
<b>Mapping</b>	<ul style="list-style-type: none"> <li>• Weed information mapped, synced and uploaded to DPI.</li> <li>• Working on inputting data when drone is used.</li> </ul>
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• WAP Operational Meeting at Warren, 5 March 2024</li> <li>• Central West Weeds Committee Meeting, Warren, 5 March 2024</li> <li>• Boxthorn Field Day, Warren, 6 March 2024</li> <li>• Weddin Weeds Committee Meeting - 8 February 2024 (Next meeting 11 April 2024)</li> </ul>
<b>Training</b>	<ul style="list-style-type: none"> <li>• Procure to Pay Purchasing and Invoices Changes Training.</li> <li>• Cert III in Aviation (remote pilot) ongoing 12 months.</li> <li>• Continual in-house drone training.</li> <li>• Drone mapping course, Dubbo (Toongi Hall) 19 March 2024</li> </ul>
<b>Private Property Inspections</b>	<ul style="list-style-type: none"> <li>• Informal inspections using drone for training.</li> <li>• Information packages for landholders to receive during inspections or on request.</li> <li>• Authorisation update in progress.</li> </ul>

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

**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.

**RESOLUTION 052/24**

Moved: Cr Diprose

Seconded: Cr McKellar

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. Place the proposal on Public Exhibition for the community to provide a submission.

**THE MOTION WAS CARRIED UNANIMOUSLY**

**AMENDMENT**

**RESOLUTION**

Moved: Cr Parlett

Seconded: Cr Diprose

**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. Place the proposal on Public Exhibition for the community to provide a submission.

---

**THE AMENDMENT WAS PUT AND CARRIED  
THE AMENDMENT BECOMES THE MOTION**

---

**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 resident 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"

**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.

**RESOLUTION 053/24**

Moved: Cr McKellar  
Seconded: Cr Frame

That Council note the information contained in this report

**THE MOTION WAS CARRIED UNANIMOUSLY**

**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	\$197,311.40	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
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
	<b>Total Indicative Allocation</b>	<b>\$1,125,000.00</b>	

**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

Cr Best left the room at 6:32 pm.

Cr Parlett advised of potential conflict of interest and provided late submission. Cr Parlett left the room at 6:32 pm.

Cr Best entered the room at 6:53 pm.

Cr Parlett entered the room at 6:53 pm.

## COMMITTEE OF THE WHOLE

**RESOLUTION**

Moved: Cr Diprose

Seconded: Cr Kenah

Council move into a Committee of the Whole to Consider the matter.

**THE MOTION WAS CARRIED**

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**RESOLUTION**

Moved: Cr Frame

Seconded: Cr Diprose

Council move out of Committee of the Whole.

**THE MOTION WAS CARRIED**

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**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.
- 

**RESOLUTION 054/24**

Moved: Cr Diprose

Seconded: Cr Kenah

That Council

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. The proposed Alcohol Free Zones to apply in Main Street Grenfell between 10:00pm – 9:00am daily for a trial period of 12months. All other proposed Alcohol Free Zones are to apply at all times.
-

3. 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.
4. 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.
5. 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.

**THE MOTION WAS CARRIED  
CR COOK - AGAINST**

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## **AMENDMENT**

### **RESOLUTION**

Moved: Cr Kenah

Seconded: Cr McKellarl

That Council

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. The proposed Alcohol Free Zones to apply in Main Street Grenfell between 10:00pm – 9:00am daily for a trial period of 12months. All other proposed Alcohol Free Zones are to apply at all times.
3. 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.
4. 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.
5. 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.

**THE AMENDMENT WAS PUT AND CARRIED  
THE AMENDMENT BECAME THE MOTION**

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## AMENDMENT

### RESOLUTION

Moved: Cr Cook

Seconded: Cr Diprose

That Council

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. The proposed Alcohol Free Zone with the exception of Main Street Grenfell (10:00pm – 9:00am daily) to be trialled for a period of 12months. All other proposed Alcohol Free Zones are to apply at all times.
3. 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.
4. 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.
5. 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 the Henry Lawson Festival of Arts only, not any 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.

**THE AMENDMENT WAS PUT AND LOST**

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## 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.

**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,	\$30,000	LOT: 1 DP: 332592 20 Edward Square

<b>February 2024</b>				
<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
		signage and minor upgrade works (Fire Safety)		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.

<b>February 2024</b>				
<b>CDC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
NIL				

**Construction Certificates**

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

<b>February 2024</b>			
<b>CC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Address</b>
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.

**RESOLUTION 055/24**

Moved: Cr Frame

Seconded: Cr McKellar

That Council resolve to 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.

**THE MOTION WAS CARRIED**

**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.

## **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**

*Under Clause 13.1, of the Weddin Shire Council Code of Meeting Practice, Council may resolve to adopt multiple items of business on the agenda together by way of a single resolution.*

**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.

**RESOLUTION 056/24**

Moved: Cr Frame

Seconded: Cr McKellar

Except where otherwise dealt with, the Minutes of the Weddin Shire Weeds Committee Meeting held 9 November 2023 be noted and adopted as presented.

**THE MOTION WAS CARRIED****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.

**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.

*Under Clause 13.1, of the Weddin Shire Council Code of Meeting Practice, Council may resolve to adopt multiple items of business on the agenda together by way of a single resolution.*

**RECOMMENDATION**

Except where otherwise dealt with, the Minutes of the Weddin Local Traffic Committee held 7 November 2023 be noted and adopted as presented.

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**RESOLUTION 057/24**

Moved: Cr Frame

Seconded: Cr McKellar

Except where otherwise dealt with, the Minutes of the Weddin Shire Weeds Committee Meeting held 9 November 2023 be noted and adopted as presented.

**THE MOTION WAS CARRIED**

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**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.

**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

*Under Clause 13.1, of the Weddin Shire Council Code of Meeting Practice, Council may resolve to adopt multiple items of business on the agenda together by way of a single resolution.*

**RECOMMENDATION**

Except where otherwise dealt with, the Minutes of the Heritage Committee Meeting held 7 February 2024 be noted and adopted as presented.

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**RESOLUTION 058/24**

Moved: Cr Frame

Seconded: Cr McKellar

Except where otherwise dealt with, the Minutes of the Weddin Shire Weeds Committee Meeting held 9 November 2023 be noted and adopted as presented.

**THE MOTION WAS CARRIED**

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**INFORMATION**

The Heritage Committee Meeting was held on 7 February 2024, the Minutes from this meeting are attached for Council to note and adopt.

**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

*Under Clause 13.1, of the Weddin Shire Council Code of Meeting Practice, Council may resolve to adopt multiple items of business on the agenda together by way of a single resolution.*

**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.

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**RESOLUTION 059/24**

Moved: Cr Frame

Seconded: Cr McKellar

Except where otherwise dealt with, the Minutes of the Weddin Shire Weeds Committee Meeting held 9 November 2023 be noted and adopted as presented.

**THE MOTION WAS CARRIED**

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**INFORMATION**

The Henry Lawson Festival of the Arts Committee Meeting held 14 February 2024 be noted and adopted as presented.

**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.

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**RESOLUTION 060/24**

Moved: Cr Kenah

Seconded: Cr Frame

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.

**THE MOTION WAS CARRIED**

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**RECOMMENDATION**

The meeting return to Open Council.

**RESOLUTION 067/24**

Moved: Cr Frame

Seconded: Cr Howell

The meeting return to Open Council.

**THE MOTION WAS CARRIED**

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**17 RETURN TO OPEN COUNCIL**

Returned to Open Council at 7:31pm.

**18 REPORT ON CLOSED COUNCIL**

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**RESOLUTION 068/24**

Moved: Cr Kenah

Seconded: Cr McKellar

That Council

1. Review correspondence received by the lessee.
2. Delegate the General Manager to negotiate a lease agreement with the lessee for the next period and to report back to Council on the negotiations.

**THE MOTION WAS CARRIED**

**CR COOK ABSTAINED**

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**19 CLOSURE**

The Meeting closed at 7:32pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 April 2024.

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**CHAIRPERSON**