



MINUTES

Ordinary Council Meeting Thursday, 18 July 2024

Date: Thursday, 18 July 2024

Time: 5:00pm

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

ORDER OF BUSINESS

1	OPENING	4
2	ACKNOWLEDGEMENT OF COUNTRY	4
3	ACKNOWLEDGEMENT OF SERVICE	4
4	ATTENDANCE AND APPLICATIONS FOR LEAVE	4
5	CONFIRMATION OF MINUTES	5
6	DISCLOSURES OF INTEREST	6
7	PUBLIC FORUM	6
8	MAYORAL REPORTS/MINUTES	6
8.1	MAYORAL MINUTE - UPDATE ON MAYORAL EVENTS.....	6
9	MOTIONS/QUESTIONS WITH NOTICE	7
10	GENERAL MANAGER REPORTS	7
10.1	RESOLUTION REGISTER	7
10.2	COUNCILLOR EXPENSES REPORT 1 JANUARY 2024 TO 30 JUNE 2024.....	8
11	CORPORATE SERVICES REPORTS	10
11.1	ARTS, TOURISM, EVENTS AND GRANT ACTIVITIES FOR MARCH TO JUNE 2024	10
11.2	ADOPTION OF SALE/DISPOSAL OF COUNCIL ASSETS OR ITEMS POLICY	14
11.3	ADOPTION OF CONTRACT MANAGEMENT POLICY	16
11.4	COUNCIL COMMITTEE REPORT REQUIRING ACTION - MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING HELD ON 20 JUNE 2024	18
11.5	DRAFT CYBER SECURITY POLICY (16.16.02).....	19
11.6	RATES AND CHARGES COLLECTION - JUNE 2024	21
11.7	STATEMENT OF BANK BALANCES	23
11.8	QUARTERLY BUSINESS REVIEW STATEMENT (QBRS) AS AT 30 JUNE 2024	25
11.9	LIBRARIAN'S REPORT FEBRUARY 2024 - JUNE 2024	31
11.10	ADOPTION OF PROCUREMENT POLICY	35
12	INFRASTRUCTURE SERVICES REPORTS	37
12.1	BUSINESS CASE FOR PROCUREMENT OF A SKID STEER ROAD PLANER	37
12.2	INFRASTRUCTURE SERVICES REPORT - JULY 2024	43
12.3	REQUEST FOR NEW STREETLIGHT INSTALLATION NEAR GRENFELL PRESCHOOL AND LONG DAY CARE	55
13	ENVIRONMENTAL SERVICES REPORTS	60

13.1	WEDDIN SHIRE DISABILITY INCLUSION ACTION PLAN 2024-2028.....	60
13.2	DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES.....	64
14	DELEGATE(S) REPORTS.....	65
15	CLOSED COUNCIL	65
15.2	WEDDIN SHIRE COUNCIL LEASE OF DENTAL SURGERY	66
15.3	ENTERING INTO CONTRACTS FOR THE SUPPLY, DELIVERY AND/OR INSTALLATION OF GUARDRAIL AND WIRE ROPE SAFETY FENCING	66
15.4	ENTERING INTO CONTRACTS FOR THE SUPPLY AND DELIVERY OF BITUMEN EMULSION.....	66
16	RETURN TO OPEN COUNCIL	67
17	REPORT ON CLOSED COUNCIL.....	67
15.2	WEDDIN SHIRE COUNCIL LEASE OF DENTAL SURGERY	67
15.3	ENTERING INTO CONTRACTS FOR THE SUPPLY, DELIVERY AND/OR INSTALLATION OF GUARDRAIL AND WIRE ROPE SAFETY FENCING	67
15.4	ENTERING INTO CONTRACTS FOR THE SUPPLY AND DELIVERY OF BITUMEN EMULSION.....	68
18	CLOSURE.....	68

**MINUTES OF WEDDIN SHIRE COUNCIL
ORDINARY MEETING
HELD AT THE COUNCIL CHAMBERS, CNR CAMP & WEDDIN STREETS, GRENFELL
NSW 2810
ON THURSDAY, 18 JULY 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 Paul Best (Deputy Mayor), Cr Jason Kenah, Cr Michelle Cook, Cr Phillip Diprose, Cr Glenda Howell, Cr Stuart McKellar, Cr Warwick Frame, Cr Jan Parlett

IN ATTENDANCE:

Mr Luke Sheehan (A/g General Manager / Director Environmental Services), Mr Anthony Prpic (A/g Director Infrastructure Services), Mr John Thompson (Director Corporate Services),

APOLOGIES

Cr Craig Bembrick (Mayor), Ms Noreen Vu (General Manager)

APOLOGY

RECOMMENDATION

That the apology received from Mayor Cr Craig Bembrick be accepted and leave of absence granted

RESOLUTION

That the apology received from Mayor Cr Craig Bembrick be accepted and leave of absence granted.

Moved: Cr McKellar
Seconded: Cr Kenah

THE MOTION WAS CARRIED

LEAVE OF ABSENCE

Mayor Cr Craig Bembrick

LEAVE OF ABSENCE APPLICATION**RECOMMENDATION**

That the apology received from Mayor Cr Craig Bembrick be accepted and leave of absence granted

RESOLUTION 136/24

Moved: Cr Frame
Seconded: Cr Diprose

That the apology received from Mayor Cr Craig Bembrick be accepted and leave of absence granted.

THE MOTION WAS CARRIED

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That Minutes of the Ordinary Council Meeting held 20 June 2024 be taken as read and CONFIRMED.

RESOLUTION 137/24

Moved: Cr Diprose
Seconded: Cr Parlett

That Minutes of the Ordinary Council Meeting held 20 June 2024 be taken as read and CONFIRMED.

THE MOTION WAS CARRIED

6 DISCLOSURES OF INTEREST

ITEM NUMBER & TITLE	11.4 COUNCIL COMMITTEE REPORT MINUTES OF THE TOURISM COMMITTEE MEETING HELD ON 20 JUNE 2024
NAME	CR MICHELLE COOK
TYPE OF INTEREST	NON-PECUNIARY / SIGNIFICANT ? / NOT LEAVING THE CHAMBER
INTEREST DESCRIPTION	COMMITTEE MEMBER

7 PUBLIC FORUM

NIL

8 MAYORAL REPORTS/MINUTES

8.1 MAYORAL MINUTE - UPDATE ON MAYORAL EVENTS

File Number:

Attachment: Nil

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

Budget:

RECOMMENDATION

That Council note the Mayoral Minute.

RESOLUTION 138/24

Moved: Cr Kenah

Seconded: Cr Diprose

That Council note the Mayoral Minute.

THE MOTION WAS CARRIED

The following is an update on a number of events and matters that occurred in the last couple of months that I wish to provide the Council an update on.

Henry Lawson Festival of Arts 2024

The Henry Lawson Festival of Arts 2024 was an absolute success. I commended the Committee in the Grenfell Record for delivery of another successful festival, it would be remiss of me not to mention this in our final year of this elected Council in our Business Paper. I had the absolute pleasure of participating in the various events across the June long weekend. I recently met up with our local member Steph Cooke to thank her for also attending and supporting our festival.

To the Committee, in particular, President Belinda Power and to the Executive who sit on this committee, thank you for your volunteering efforts. I would also like to say special thanks to Caddie Marshall from Ready Marketing who continues to support the festival in the event management space.

National General Assembly, Canberra

The General Manager and I attended the National General Assembly (NGA) in Canberra this month. It was a pleasure to represent Weddin Shire Council, as my final attendance to the NGA in this council term. Day 1 was the Regional Forum. The NGA was the first address of Her Excellence the Honourable Ms Sam Moystn AC, Governor-General of the Commonwealth of Australia. There were keynote speakers including Annabel Crabb (from the ABC); Simon Kuestenmacher (Demographer); Samuel Johnson OAM (Actor and extraordinaire from Love your Sister); and a number of politicians.

The hot topic this NGA definitely include the state of our infrastructure, in particular roads. Sitting with 537 councils across Australia, I felt that we are not alone with the state of road decay across Australia and the issues holding up funding arrangements. Financial sustainability was constantly questioned at the NGA as being near impossible. It is more prevalent now the need to increase the Financial Assistance Grants to 1% of Commonwealth taxation revenue. We need to continue to advocate for this.

LG Professional Scholarships

Weddin Shire Council received not one, but two scholarships this month. Our Director of Corporate Services will be attending the Integrated Planners Conference in Canberra after being awarded the Integrated Planners Scholarship.

Our General Manager was also awarded the inaugural scholarship to attend the Society of Local Authority Chief Executives and Senior Managers (Solace) Summit in Manchester, UK.

9 MOTIONS/QUESTIONS WITH NOTICE

Nil

10 GENERAL MANAGER REPORTS

10.1 RESOLUTION REGISTER

File Number: C2.3.3
Author: Executive Assistant to the General Manager
Authoriser: General Manager
Attachments: 1. ATT 1 | Resolution Register as at 11 July 2024
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis:
Budget: NIL

RECOMMENDATION

That Council note the attached Resolution Register as at 11 July 2024.

RESOLUTION 139/24

Moved: Cr Frame

Seconded: Cr Diprose

That Council note the attached Resolution Register as at 11 July 2024.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

To provide Council with an update on the current outstanding action on the Resolution Register as at 11 July 2024.

CONCLUSION

That Council note the current outstanding actions on the Resolution Register.

10.2 COUNCILLOR EXPENSES REPORT 1 JANUARY 2024 TO 30 JUNE 2024**File Number:**

Author: Director Corporate Services

Authoriser: General Manager

Attachments: 1. **COUNCILLOR EXPENSES REPORT 1 JAN 2024 TO 30 JUNE 2024**

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

Precis: Councillor Expenses Report for the 6 months ended 30 June 2024 is presented to Council

Budget: Nil

RECOMMENDATION

That Council note the Councillor Expenses Report for the 6 months ended 30 June 2024.

RESOLUTION 140/24

Moved: Cr Frame

Seconded: Cr Parlett

That Council note the Councillor Expenses Report for the 6 months ended 30 June 2024.

THE MOTION WAS CARRIED UNANIMOUSLY

As per the Weddin Shire Councillor Expenses and Facilities Policy 1.3.17, Council will report on the provision of expenses and facilities to Councillors as required in the *Local Government Act 1993* and Local Government Regulations. Detailed reports on the provision of expenses and facilities to Councillors will be publically tabled at a Council meeting every six (6) months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

A number of Councillor Expenses not included in the reporting period of 1 July 2023 to 31 December 2023 were due to reconciliations being undertaken outside of the reporting period and now appear in this report. June 24 Fees and superannuation will be reflected in Quarter 1, 2025 FY and also noted in red text.

11 CORPORATE SERVICES REPORTS

11.1 ARTS, TOURISM, EVENTS AND GRANT ACTIVITIES FOR MARCH TO JUNE 2024

File Number: C2.6.43
Author: Arts, Tourism & Events Coordinator
Authoriser: Director Corporate Services
Attachments: 1. ATT 1 - Post Event Report Autumn 2024
CSP Objective: Culturally rich, vibrant and inclusive community
Precis: Arts, Tourism, Events and Grant Activities – March to June 2024
Budget: Nil

RECOMMENDATION

That Council note the report.

RESOLUTION 141/24

Moved: Cr Diprose
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 March to 30 June 2024.

Statistics

Month	No. of visitors	Sales
March	365	Merchandise: \$ 419.65 Services*: \$595.70 Gallery per exhibition: Mel Hoey: \$5,440
April	465	Merchandise: \$677.45 Services*: \$195.75
May	407	Merchandise: \$1,205.80 Services*: \$159.30 Gallery per exhibition: Sue Hodge & David Brown: \$2,340.00
June	273	Merchandise: \$601 Services*: \$161.50 Gallery per exhibition: Forbes Art Group: \$1506.50

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

Meetings/Workshops attended

- Accredited Visitor Information Centre Connect meeting
- Ask Izzy webinar
- White Card training
- Traffic Control training
- Cyber Security training
- Local Government NSW Destination and Visitor Economy conference in Wagga Wagga
- All Visitor Information Centre staff familiarisation tour
- Henry Lawson Festival / Council monthly meetings
- Weddin Mountain Muster / Council meetings
- Grenfell 2 Greenethorpe Rail Trail meeting
- Central NSW Joint Organisation Tourism Managers Meeting
- NSW Visitor Economy Strategy Review
- Hosted Bicycling Australia editor
- Bogolong Dam Committee Meetings
- Tourism Committee Meeting
- Sustainable Tourism Toolkit, Train the Trainer Workshop
- AVIC Connect Meeting
- NSW First Experience Development Workshop
- Arts Outwest 50th Anniversary Function
- Staff wellbeing and engagement survey debrief
- Leadership webinar

Weddin Mountains Region Events

- Grenfell Art Gallery Exhibition Installations/Openings
 - Sue Hodge and David Brown – 12 April

- Environmental Echos by Forbes Art Group – 12 June
- Autumn Holiday Break Events (Funded by Department of Regional Youth)
 - Mountain Bike Skills Session
 - TOTEM Skateboarding Workshops
- Henry Lawson Festival

Projects and Grants

Grant	Project	Status
LRCI phase 4	Festoon lighting	Project management: Project on track. EE poles to be removed August, new poles installation September.
SCCF-r4 – 0650	Village Streetscapes	Project management: Costings being established.
	Tourism Wayfinding Signage	Grant Management: Final few signs to be installed.
SCCF-r4 - 0782	Grenfell Rugby Union Grounds Irrigation	Grant management: All major work has been completed except telemetry installation due to shortage in industry.
	Committee Training	Project completed
SCCF-r5	Taylor Park Redevelopment and Inclusive Play space – Stage 1	Project management: Request For Tenders and Request For Quotes evaluated. Project planning in progress.
	Strengthen villages by enhancing sports / showground facilities and providing freedom camping areas (Caragabal, Quandialla and Greenethorpe)	Project management: Village consultations now complete. Costings being established
LSCA	Public EV Destination Charger	Project management: Stage 2 application submitted
Department of Regional Youth Summer and Autumn Holiday Break Program 2023/2024	Summer and Autumn school holiday events	Autumn event successfully held. See attached report.
Creative Capital	Grenfell Art Gallery Upgrades	Project management: Climate control upgrades ¾ way. AV upgrades finished. RFQ for other components of grant to be advertised in July.
Premiers Department NSW Social Cohesion Grants Round 3	Light Up the Night 2024	Unsuccessful

Grant	Project	Status
Department of Regional Youth Winter & Spring Holiday Break Program 2024	Winter & Spring school holiday events	Spring component successful, Winter component unsuccessful due to funding being exhausted.
Transport for NSW Open Streets Program	Light Up the Night 2024/2025 Event	Successful. Preparations started. Resolution 071/24: regarding Australian Beach Boys – this band is not available for event. Another artist has been locked in.

11.2 ADOPTION OF SALE/DISPOSAL OF COUNCIL ASSETS OR ITEMS POLICY

File Number:

Author: Arts and Tourism Officer

Authoriser: Director Corporate Services

Attachments:

1. ATT 1 | Draft Sale/Disposal of Council Assets - tracked changes
2. ATT 2 - Draft Sale/Disposal of Councils Assets

CSP Objective: Shire assets and services delivered effectively and efficiently

Precis: The Sale or Disposal of Council Assets Policy has been exhibited and the final policy is provided for Council's determination

Budget: Nil.

RECOMMENDATION

That Council:

1. Note the information contained in this report.
2. Adopt the Sale or Disposal of Council Assets Policy.

RESOLUTION 142/24

Moved: Cr Frame

Seconded: Cr Kenah

That Council:

1. Note the information contained in this report.
2. Adopt the Sale or Disposal of Council Assets Policy.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

The purpose of this report is to present the Sale/Disposal of Council Assets or Items Policy to Council and request the adoption of the final policy.

BACKGROUND

Weddin Shire Council has created a new Sale/Disposal of Council Assets or Items Policy that supersedes the Procurement and Sale of Assets Policy. As part of Weddin Shire Council's improvement process it was identified that a new and separate Sale/Disposal of Council Assets or Items was required. The standalone policy is a comprehensive policy providing further guiding principles on legal requirements, accountability and utilise Council assets with minimal operational costs.

ISSUES AND COMMENTS

Presented to Council is the final Sale/Disposal of Council Assets or Items Policy following public exhibition. No public submissions were provided however extensive consultation with

Council's Finance and Procurement Working Group has resulted in a number of changes that we commend to Council. The major changes include:

- Title change - 'Items' was added into the title to allow for recognition of low value items not considered an asset in accordance with the Australian Accounting Standards.
- Repurposing allows for the new use of an item. For example the repurposing of assets allows for playground equipment to be repurposed in other playgrounds across the local government area.
- Provision relating to classification/reclassification of land under s. 31 of the Local Government Act 1993 for new acquisitions to be classified as operational land unless otherwise stated subject to the provisions in the legislation.
- Items was included in section 6.3 for low-value items less than \$1,000 to adhere to the Australian Accounting Standards.
- Organic items like wood and garden organics are disposed onsite for environmental habitat or taken to the waste management facility or subject to the approval of the Director of Infrastructure.

POLICY/LEGAL IMPLICATIONS

- *Local Government Act 1993*
- NSW Local Government (General) Regulation 2021

Once adopted, the Council's Procurement and Sale of Assets Policy will be superseded. It will see a new policy focused on sale and disposal of assets/items. The Procurement Policy will be removed into a separate policy. The Policy progresses the action identified in the Self-Initiated Improvement Management Plan.

FINANCIAL/RESOURCE IMPLICATIONS

There are no direct financial implications arising from this report. Continued development of the procedures to support the policy will be undertaken as part of the business-as-usual activities.

INTERNAL/EXTERNAL CONSULTATION

The draft policy was placed on public exhibition for a period of 28 days after presentation to Councillors at the 16 May 2024 meeting. No public submissions were received. Consultation was undertaken with the Finance and Procurement Working Group who made a number of suggestions and changes and this is now presented to Council.

CONCLUSION

We request Council to support the adoption of the Sale or Disposal of Council Assets Policy. By adopting this policy Weddin Shire Council can ensure adherence to legal requirements, promote accountability, and maximise asset utilisation while minimising operational costs. By outlining clear guidelines, roles, and responsibilities, the policy facilitates prudent decision-making and upholds best practices in asset management. Through periodic review, it remains adaptable to changing needs and regulations, reaffirming the council's commitment to responsible governance and community welfare.

11.3 ADOPTION OF CONTRACT MANAGEMENT POLICY**File Number:****Author:** Arts and Tourism Officer**Authoriser:** Director Corporate Services**Attachments:** 1. ATT 1 - CONTRACT MANAGEMENT POLICY - TRACKED
2. ATT 2 - CONTRACT MANAGEMENT POLICY**CSP Objective:** Democratic and engaged community supported by efficient internal systems**Precis:** The Contract Management Policy has been exhibited and the final policy is provided for Council's determination.**Budget:** nil**RECOMMENDATION**

That Council

1. Note the information in this report
2. Adopt the Contract Management Policy.

RESOLUTION 143/24

Moved: Cr Diprose

Seconded: Cr Howell

That Council

1. Note the information in this report
2. Adopt the Contract Management Policy.

THE MOTION WAS CARRIED UNANIMOUSLY**PURPOSE**

The purpose of this report is to present the Contract Management Policy to Council and request the adoption of the final policy.

BACKGROUND

Council did not previously have a Contract Management Policy. The need for a Contract Management Policy was identified as an action in the Self-Initiated Improvement Plan. The policy outlines standardised procedures, from procurement to performance evaluation, ensuring transparency, compliance, and value for money. The adoption of the Contract Management Policy will ensure the optimisation of outcomes, minimisation of risks and stronger relationships with stakeholders. The Contract Management Policy allows for

effective management of contracts which is essential for Council to maximise the benefits and achieving required objectives from contracts entered in to by Council.

ISSUES AND COMMENTS

Presented to council is the final Contract Management Policy. No public submissions were provided however extensive consultation with Council's Finance and Procurement Working Group has resulted in a number of additions to the Policy which we now commend to Council. The major changes include:

- The additional objective relating to end-to-end management of the purchase of goods and services begins with good procurement practices.
- Linkages to legislation like the Building and Construction Security Payment Act 2002 and the Government Information (Public Access) Act 2009.
- Adding into the stages of contract management of 'procurement planning'.
- Mandatory requirements of ensuring that prior to payments, there is verification that deliverables have been delivered and accepted within the contract terms.
- Contractor work, health and safety provisions.
- Some variations may require council resolution to vary the contract, i.e. extensions.

POLICY/LEGAL IMPLICATIONS

The Policy relates to

- *Local Government Act 1993*
- Local Government Code of Accounting Practice and Financial Reporting (Guidelines), Update No. 23 – March 2015
- Government Information (Public Access) Act 2009
- The Building and Construction Industry Security of Payment Act, 2002

FINANCIAL/RESOURCE IMPLICATIONS

There are no direct financial or resource implications arising from this report.

INTERNAL/EXTERNAL CONSULTATION

The draft policy was placed on public exhibition for a period of 28 days after presentation to Councillors at the 16 May 2024 meeting. No public submissions were received. Consultation was undertaken with the Finance and Procurement Working Group who made a number of suggestions and changes and this is now presented to Council.

CONCLUSION

That Council support the adoption of the new Contract Management Policy. By adopting this policy it further progresses the action identified in the Self-Initiated Improvement Plan.

11.4 COUNCIL COMMITTEE REPORT | REQUIRING ACTION - MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING HELD ON 20 JUNE 2024

File Number: C2.6.26

Author: Arts, Tourism & Events Coordinator

Authoriser: Director Corporate Services

Attachments: 1. Attachment 1 - Minutes of the Weddin Shire Council Tourism Committee Meeting - 20 June 2024

CSP Objective: Culturally rich, vibrant and inclusive community

Precis:

Budget:

RECOMMENDATION

That Council note the Weddin Shire Council Tourism Committee Meeting of 20 June 2024 met but was unable to formally close due to WHS incident.

RESOLUTION 144/24

Moved: Cr Howell

Seconded: Cr McKellar

That Council note the Weddin Shire Council Tourism Committee Meeting of 20 June 2024 met but was unable to formally close due to WHS incident.

THE MOTION WAS CARRIED

AMENDMENT

That Council note the Weddin Shire Council Tourism Committee Meeting of 20 June 2024 met.

MOTION

Moved: Cr Parlett

Seconded: Cr Diprose

That Council note the Weddin Shire Council Tourism Committee Meeting of 20 June 2024 met.

THE MOTION WAS PUT AND LOST

INFORMATION

The Weddin Shire Council Tourism Committee was held on 20 June 2024. The Minutes from this Meeting are attached for Council to note that the meeting was unable to formally close

due to a work, health and safety incident arising. As a result, staff immediately terminated the meeting.

11.5 DRAFT CYBER SECURITY POLICY (16.16.02)

File Number:

Author: IT Officer

Authoriser: Director Corporate Services

Attachments: 1. ATT 1 | Draft Cyber Security Policy | 16.16.02

CSP Objective: Shire assets and services delivered effectively and efficiently

Precis: Draft Cyber Security Policy 16.16.02

Budget: Nil

RECOMMENDATION

That Council:

1. Approve the Draft Cyber Policy being placed on Public Exhibition for a period of 28 days inviting submissions from staff and the public in accordance with provisions of Section 405 of the *Local Government Act 1993*
2. Request the General Manager presents a further report to Council with all submissions received at the conclusion of the public exhibition period for Council's further consideration and adoption of the policy, or in the event that no submissions are received during the exhibition period, Council formally adopt the Policy, without any changes, as a Policy.

RESOLUTION 145/24

Moved: Cr Howell

Seconded: Cr Kenah

That Council:

1. Approve the Draft Cyber Policy being placed on Public Exhibition for a period of 28 days inviting submissions from staff and the public in accordance with provisions of Section 405 of the *Local Government Act 1993*
2. Request the General Manager presents a further report to Council with all submissions received at the conclusion of the public exhibition period for Council's further consideration and adoption of the policy, or in the event that no submissions are received during the exhibition period, Council formally adopt the Policy, without any changes, as a Policy.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

Council has a responsibility to maintain the integrity of its data and the security of internal and internet facing devices. This also ensures that public resources and services are accessible at all times. A report is prepared which provides the Draft Cyber Security Policy (16.16.02).

BACKGROUND

The purpose of the Draft Cyber Security Policy is to provide employees, Councillors, consultants, contractors, volunteers, work placement students or any other persons who use Council's ICT resources (Users) with a comprehensive outline of the technology assets that require protection, as well as the various threats that may jeopardise their security. This is an amendment to an existing local policy. Additionally, this policy will provide clear rules and controls for safeguarding these assets and protecting Council. This policy aims to ensure that Council complies with the requirements set forth in the NSW Cyber Security Policy.

By adhering to this policy, Users can play an active role in safeguarding Council's digital assets and data, and contribute to creating a culture of cyber security awareness and best practices.

ISSUES AND COMMENTS

Council has prepared this amended draft Cyber Security Policy (16.16.02) to align with Guidance provided by our insurer around Return to Work, some legislation updates and to continue to develop a standard in which Council operates in order to ensure the security, integrity, and uptime of its devices.

The Cyber Security Policy was adopted in November 2023 however Cyber Security is a constantly moving target. These changes will further improve our risk management of Cyber Security.

It was flagged by Council's insurer that the Cyber Security Policy lacked guidance around Return to Work practices. This version includes guidance for Return to Work.

This version also includes:

- Minor grammatical changes,
- Reflects changes within the organisational structure,
- Update to backups during investigation, and
- Includes a section around device uptime and power status.

This updated draft policy will further improve the standards to safeguard Weddin Shire Council and reduce our cyber security risks.

POLICY/LEGAL IMPLICATIONS

Council and its employees have a responsibility to comply with relevant laws when using Council ICT assets. Council must also comply with relevant legal provisions when monitoring or enforcing requirements set in the policy.

This policy relates to the following legislation:

- Privacy Act 1988
- Security of Critical Infrastructure Act 2018 (SOCI Act)
- The Criminal Code Act 1995
- Local Government Act 1993

- State Records Act 1998 (NSW)
- Weddin Shire Council Policy For Records Management
- Weddin Shire Council Information Services Usages Policy
- Weddin Shire Council Social Media Policy
- Weddin Shire Council CCTV Workplace Surveillance
- Workplace Surveillance Act 2005 (NSW).

FINANCIAL/RESOURCE IMPLICATIONS

There are no direct financial implications relating to this policy.

CONCLUSION

By updating the Cyber Security policy Council are able to continue to maintain the integrity of its data and the security of internal and internet facing devices. This also ensures that public resources and services are accessible at all times. The policy will continue to evolve with the ever changing landscape of Cyber Security.

11.6 RATES AND CHARGES COLLECTION - JUNE 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:
Budget: NIL

RECOMMENDATION

That Council note the information update on rates and charges collection for the month of June 2024.

RESOLUTION 146/24

Moved: Cr Frame
Seconded: Cr Howell

That Council note the information update on rates and charges collection for the month of June 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 June 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.

Refer to the Financial/Resource Implications for the more recent commentary background with respect to collections for the current period to date as it relates to the above mentioned background on the 2023 rates as well as the current 2024 rates.

ISSUES AND COMMENTS

The annual rate charges are set out within Council’s 2023/24 Operational Plan.

The following provides a summary at 30 June 2024.

Rates Collected this month:

	30 June 2024	31 May 2024
Rates and Charges Collected (C)	\$ 4,298,666.10	\$ 3,903,958.29
Total	\$ 4,298,666.10	\$ 3,903,958.29

An **additional \$394,707.81** was collected in the month of June 2024.

Reconciliation: Rates Charged, Collected and Outstanding to be Collected:

	2024	2023
Rates/Charges in arrears (A)	\$ 387,037.04	\$ 368,537.15
2023/24 Gross Rates/Charges	\$ 4,524,387.46	\$ 4,116,939.65
Less Pension Concession	(\$ 138,418.78)	(\$ 137,926.00)
Net Amount Levied for 2023/24(B)	\$ 4,385,968.68	\$ 4,347,550.80
Total amount rates incl. arrears (A + B)	\$ 4,773,005.72	\$ 4,716,087.95
Less: Total amount collected (C)	\$ 4,298,666.10	\$ 4,329,050.91
Total (2022/23 & 2023/24) rates outstanding	\$ 474,339.62	\$ 387,037.04

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 both in terms of time and in monetary terms.

Council Officers sent out 241 letters in March 2024 regarding outstanding rates and encouraging our rate payers to make contact with Council. The Fourth instalment was sent which shows rates in arrears as well as outstanding amounts as a reminder.

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 **2023/24 rates and annual charges outstanding** (includes interest charged) as at June 2024 is **\$474,339.82**. As a percentage of its 2023/24 rates charged this is approximately **10.81% in arrears** (which is just **above the OLG benchmark of <10%** of rates charged).

This amount in arrears is largely due to the cost of living pressures experienced by ratepayers in 2024 and previous arrears from COVID 19 and other financial pressures that remain outstanding. Council finance staff continue review this regularly and engage external debt collectors.

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.

11.7 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 30/06/2024
Budget:	NIL

RECOMMENDATION

That Council notes the information provided.

RESOLUTION 147/24

Moved: Cr Kenah

Seconded: Cr McKellar

That Council notes the information provided.

THE MOTION WAS CARRIED UNANIMOUSLY

BANK BALANCES AS AT 30 JUNE 2024.

Bank Account	
Westpac	\$11,096,551.90
Short Term Deposits	
CBA (Table 1)	<u>\$7,000,000.00</u>
Total	<u>\$18,096,551.90</u>

TERM DEPOSITS

Below is a summary of Term Deposits as at 30 June 2024 showing interest earned and interest rates of current investments (Table 1).

	Invested Date	Maturity Date	Rate	Invested Amount	Interest earned
Commonwealth Bank	03/06/2024	03/07/2024	4.35	\$1,000,000	
Commonwealth Bank	13/05/2024	12/07/2024	4.54	\$ 500,000	
Commonwealth Bank	13/05/2024	12/07/2024	4.54	\$2,000,000	
Commonwealth Bank	11/06/2024	12/08/2024	4.50	\$1,000,000	
Commonwealth Bank	28/06/2024	27/08/2024	4.58	\$ 500,000	
Commonwealth Bank	06/06/2024	06/09/2024	4.70	\$1,000,000	
Commonwealth Bank	06/06/2024	06/09/2024	4.70	\$ 500,000	
Commonwealth Bank	06/06/2024	06/09/2024	4.70	\$ 500,000	
Total Interest – Year to Date				\$7,000,000	\$249,692.45

RESTRICTED & UNRESTRICTED CASH BALANCES

Restricted cash balance specific purpose Unexpended grants	\$11,724,841
Developer Contributions – Sewer Fund	\$ 102,000
Sewer Fund	<u>\$ 485,000</u>

Total Restricted cash	\$12,311,841
Unrestricted cash available is	\$ 5,784,711

Increase is predominantly from additional funding in June 2024:

Financial Assistance Grant	\$3,300,000 approx.
Tripartite Natural Disaster Funding	<u>\$2,400,000</u> approx.
	\$5,700,000 approx.

OVERDRAFT FACILITY

Council have obtained a temporary overdraft facility with a facility of \$1million in accordance with the Council Resolution 120/24 in the June 2024 council meeting.

Note we did not have to draw down on this facility prior to year-end as we received an advance payment of \$3.37million (85%) of our 2024-25 Financial Assistance Grant.

A further report will be submitted to Council regarding the overdraft opportunities following discussions with the Bank at the August 2024 meeting.

11.8 QUARTERLY BUSINESS REVIEW STATEMENT (QBRs) AS AT 30 JUNE 2024

- File Number:** A1.6
- Author:** Director Corporate Services
- Authoriser:** General Manager
- Attachments:** 1. ATT 1 | QBRs as at 30 June 2024
- CSP Objective:** Shire assets and services delivered effectively and efficiently
- Precis:** Statutory Report
- Budget:** \$ Nil to be sourced from

RECOMMENDATIONS

1. That Council note and receive the FY 2024 Quarterly Business Review Statement (QBRs) Quarter 4.
2. That Council Revote \$15,000 from Governance (Council Elections) to Corporate & Governance to fund additional unbudgeted Councillor legal expenses.

RESOLUTION 148/24

Moved: Cr Diprose
 Seconded: Cr Howell

1. That Council note and receive the FY 2024 Quarterly Business Review Statement (QBRs) Quarter 4.

-
2. That Council Revote \$15,000 from Governance (Council Elections) to Corporate & Governance to fund additional unbudgeted Councillor legal expenses.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

The QBRS is a financial reporting system that presents a summary of Council's financial position at the end of each quarter of the financial year.

BACKGROUND

The QBRS consist of a Responsible Accounting Officers (RAO) statement, Operational Income and Expenditure Budget Review, Capital Budget Review, Cash and Investments Review, Contracts Awarded, Legal Expenses, and Consultant Expenses.

The QBRS is designed to facilitate progress reporting against the original and revised budgets at the end of each quarter, provide explanations for major variations, and enable the RAO to indicate if Council will be in a satisfactory financial position at the end of the financial year.

ISSUES AND COMMENTS

The QBRS Quarter 4 Report is attached for Council's consideration and includes information on:

- Budgeted Profit and Loss by Program (Revised Budget)
- Profit and Loss as at 30 June 2024 by Fund
- Statement of Financial Position by Fund as at 30 June 2024
- Contracts, consultants and legal budget review statement
- Reserves (Internal Allocations and External Restrictions)
- Council's capital program

The Capital Program provides an update of projects in alignment to the information provided in the revised 2024 Operational Plan endorsed by Council at its February 2024 meeting. There are some further minor variances to grants within its own funding stream proposed in this quarter as a result of a recent thorough review of our Grants Register.

POLICY/LEGAL IMPLICATIONS

There are no direct policy or legal implications.

FINANCIAL/RESOURCE IMPLICATIONS

The following is a summary of financial and resourcing implications for Council.

PROPOSED BUDGET VARIATIONS

General Budget

- As discussed in the March 2024 QBRS the previous Net Operating Result budgeted was for a surplus \$695,000. A revised figure reporting a \$73,000 deficit was endorsed. We have reported in the June 2024 Q4 QBRS a preliminary surplus result of \$2.045m. However this is very preliminary and we are aware of some large expenses still to be processed for road works conducted before 30 June 2024.

- We anticipate the actual pre audited result may be more reflective of the revised budget. This will be reported in the September 2024 (2025 Q1) QBRs.
- In the March 2024 QBRs we reported that the Natural Disaster Package AGRN1034 - Packages 3 and AGRN1034 Package 6 respectively had their 'upper limit' approved. We can only report on upper limit amounts at this stage. As presented to Council then Package 3 was reduced by \$838,750.99 (43%) and Package 6 was reduced by \$1,616,409.97 (18%).
- Importantly we anticipate that the area to undertake the reconstruction works remains the same, but the cost to deliver the reconstruction works may reduce. Council has a list of approved suppliers and we would expect based on previous experience to date that the cost of contractors selected will result in an amount that is less than the approved upper limit rates by TfNSW anyway.
- At this stage no further Packages have been approved. This value is based on the assumptions that AGRN 1034 Packages 2, 4, 5 and 7 remains the same however a future adjustment may need to be made. We did advise in the March 2024 QBRs that we would advise council the revised amount however this process remains in negotiation with TfNSW and therefore we cannot provide any further updates at this stage.
- We will further advise on the status of the AGRN1034 - Packages in the September 2024 (2025 QBRs Q1).

Governance and Corporate Services

- As noted in the March 2024 QBRs Council received a \$22,000 benefit from State Cover to provide WHS related activities to staff.
- Council earned \$249,692 in interest earned (over the 12 month period).
- As mentioned in the March 2024 QBRs Council is required to have a Business Continuity Plan per our External Audit findings and requirements. No budget was identified however a readjustment for \$20,000 to allow Council to comply with its insurer was reallocated from within savings gained in the Governance Operating expenditure. This was voted on by council. This was not utilised and has been therefore included in the 2025 Budget which council endorsed in their June 2024 council meeting (RES 122/24).
- Council's legal vote (under governance) will need to be increased by a further \$15,000 due to Code of Conduct expenses.

Wages

- Wages paid were in accordance to budgeted amounts in the Revised 2024 Budget.

Infrastructure

- Council has submitted six reconstruction works packages with Transport for NSW (TfNSW) and currently awaiting approval on four of these. Package 1 was completed in the March 2024 quarter. Packages 3 and 6 have now been approved.
- We received from TfNSW as part of the Tripartite arrangement with Council, TfNSW and Reconstruction Australia (RA) an amount of 20% of the AGRN 1034 Packages (a combination of both Approved and Submitted Packages) less any receipts to date (eg. Package 1 which was completed in April 2024). This amount was \$4.592m.
- We also received 85% of our 2024-25 Financial Assistance Grant in advance in the last days of the financial year. This amounted to \$3.375m in funds received.
- There was a particular focus from staff on applying pressure on Government ministers, the Office of Local Government and on the Tripartite funding bodies to ensure that we did not ensuring that we did not ng bodies in an attempt to ensure that we did not breach our restricted cash requirements.
- We can report that we were successful in receipt of both these blocks of funding and that we did not breach our restricted cash which was our concern leading up to the end of the financial year.

ONGOING BUDGET CONCERNS

Environmental Services

- The temporary closures of the Quandialla and Caragabal tips is a significant area of concern. Council resolved to create an external restriction for waste management and immediately internally allocated \$100,000 to domestic waste management. We will transfer a further amount of \$150,000 in the 2025 year which was voted on in the June 2024 Council Meeting as part of our 2024 - 2025 Operational Plan RES 122/24).
- The costs to clean up the site in accordance to the EPA requirements and longer term ability to set up a waste management fund to deal with the future rehabilitation and post rehabilitation is currently unknown and a significant concern.
- To the above, noting that in past practices the waste management charges were diverted into the general fund to cover the cost of other areas. This practice will no longer happen and the extent of this practice will be further analysed and modelled with the revision of the Long Term Financial Plan. A separate fund called Waste Management Fund will commence in the 2025 financial year. This was also voted on in the 2024 - 2025 Operational Plan in the June 2024 Council meeting (RES 122/24).

- This will remain an ongoing concern for council. We will provide progress reports to council as and when to hand.

Infrastructure Services

- Natural disaster repair works for AGRN-1034 – refer to details above. We anticipate that based on the revisions and approved packages to date this may reduce to \$23 million. Refer to Capital Works Program of this report for further details. The amount of works may see an increase in employee costs with overtime hours worked and/or additional staff to assist in the process. These are direct costs and are linked to the increased road activity that will be performed.
- As advised in the March 2024 (Q3 2024 QBRS) the Regional Emergency Road Repair Fund (RERRF) amount recently announced for \$2,755,267.00 (in addition to the \$1,966,645 under the RLRRP), has a significant limitation of a 2% project management/oncost. The Minister for Regional Roads had responded that the project management fee would be unable to be changed. This now sees Council absorbing much of the internal project management cost to deliver the project. Refer to Capital Works Program of this report for further details.
- Council is obligated to have an asset management strategy and plan through the Integrated Planning and Reporting Framework. As mentioned in the March 2024 (Q3 2024) QBRS the current asset management plans have not been reviewed since 2017 along with the Long Term Financial Plan. Council does not have an Asset Management Strategy. As Director of Corporate Services, I note that I have allocated funding in the 2025 budget for this reason.
- I further note that this was voted and approved by Council in the June 2024 Council meeting (RES 122/24). This funding provision is essential to assist Council in complying with these and its ongoing Integrated Planning and Reporting (IP&R) requirements.
- Council's sewer fund will be a concern into the future as the costs to operate and maintain the new plant has proven to be costly. Again as was done so in the December 2023 and March 2024 QBRSs, at this this stage, this is only flagged for awareness. Council is looking continually at ways for the Sewer Treatment Plant to be more efficient including such things as chemicals, labour and other input costs,

Corporate Services

- Council has now implemented the first of a four stage upgrade of a major IT upgrade to Authority 7.1 and server upgrade. Stage 1 was for its Enterprise Resource Management (or ERM) module.
- A further three (3) Civica modules are anticipated in the 2025 financial year, one being an Asset Management program as mentioned earlier in this report. This will

assist us with the issues raised with the focus on an asset management plan, the capturing of accurate data and the accurate reporting of this. The costs to support this IT program upgrade as well as ongoing upkeep of the different modules, including new software improvements as well as Cyber Security improvements are approximately \$0.5m. These costs have also been reflected across the 2024 and the 2025 budgets (and respective Operational Plans).

- Of the other modules to be introduced through the upgrade, will include asset management system (as mentioned) and a customer response management system. This will allow for customer responses to be notified when jobs are completed.
- Council will continue to provide details on the strengthening of IT and Cyber Security as we move into the 2025 financial year.
- Council has also rolled out IT and Cyber Security Awareness training for staff. This has been well reviewed and will only continue to strengthen Council against a potential cyber-attack.
- Internal Audit - the 2025 Corporate Services consultant's budget now includes an amount of funds set aside to allow for obtaining assistance to fund this activity. Where possible and where there are internal skills within Council (which will be dependent on the risk being assessed) this will be performed internally. Otherwise this will be outsourced to external consultants to perform. It will be determined by the ongoing development of our Risk Assessment Plan which is an activity that we are conducting and reporting on to ARIC.
- As mentioned earlier in this paper Council's long term financial plan (LTFFP) has not been reviewed since its inception in 2017. Best practice includes an annual review. Whilst a number of the works can be undertaken in house, some assistance will need to be outsourced. The Corporate Services Consultants budget for 2025 supports the adequate resourcing for this. We note that this was approved per the 2025 Operational Plan adopted by Council in its June 2024 meeting. Refer to RES 122/24.
- This LTFFP will also inform and influence Council's next Workforce Plan again as part of its IP&R framework.
- Council has now engaged Marsh Consulting to perform a Business Interruption and Continuity framework which will in turn assist Council in developing a Business Continuity Plan (BCP). Having a BCP is also a requirement for Council as stipulated by our External auditors.

- A Work, Health and Safety Incidents Investigation Report instructed by SafeWork is currently in development. At the meeting with SafeWork it was agreed that Council would commission an independent investigation. This was unbudgeted and once costs are known, it is recommended that the 2024-2025 period that:
 - The Councillors Training and Development vote and Councillor Travel expenses vote is reduced to only cover the necessary Induction and Code of Meeting Practice training.
 - The Mayoral Training and Development vote and Mayoral Travel vote is reduced to only cover attendance at the CNSWJO Board Meetings.

This will help offset the costs likely to come out of this investigation. As the investigation relates to multiple parties including Councillors, those exact costs and revote will be provided in the 2024-2025 Q1 budget for the Council’s determination.

- Early indication of the next local government elections shows that the costs are significantly increasing with pre polling potentially being introduced. Accordingly, Council has increased its 2025 budget as adopted by Council in its June 2024 meeting (Refer to RES 122/24).
- As a cost saving measure, the Council Chambers will be provided as a pre-polling venue.

Council’s Executive Team have been consulted on the issues raised in this June 2024 (Q4 2024) QBRs.

CONCLUSION

The Quarterly Budget Review Statement for Quarter 4 is now attached for your consideration.

11.9 LIBRARIAN'S REPORT | FEBRUARY 2024 - JUNE 2024

File Number: C2.8.15
Author: Executive Assistant to the General Manager
Authoriser: General Manager
Attachments: Nil
CSP Objective: Shire assets and services delivered effectively and efficiently
Precis: To provide Council with Library statistics for the period February 2024 to June 2024.
Budget: NIL

RECOMMENDATION

That Council note the information contained within this report.

RESOLUTION 149/24

Moved: Cr Frame

Seconded: Cr McKellar

That Council note the information contained within this report.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

To provide Council with the Library Statistics for the period February to June 2024.

STATISTICS

CIRCULATION	<ul style="list-style-type: none"> • 479 over 120 days
LIBRARY VISITS	<ul style="list-style-type: none"> • 559 • 57 Phone enquiries • 31 Reference enquiries • 8 Internet Desktop • 5 Internet Wi-Fi • 4 Kids Games • 0 Word • 3 eResources
SOCIAL MEDIA	<ul style="list-style-type: none"> • 1125 x Facebook visits • 641 x Facebook followers • 101 Instagram Followers
BAG DELIVERY HOUSEBOUND	<ul style="list-style-type: none"> • 40 deliveries <ul style="list-style-type: none"> ▪ 8 x February 2024 ▪ 8 x March 2024 ▪ 8 x April 2024 ▪ 8 x May 2024 ▪ 8 x June 2024
COST RECOVERY ACTIVITIES	<ul style="list-style-type: none"> • From February 2024 to 30 June 2024 <ul style="list-style-type: none"> ▪ Photocopying/printing \$203.50 + \$158.50 + \$162.90 + \$55.50 ▪ Scan & Email \$20 + \$25 + \$15 + \$20 ▪ Lamination \$0 ▪ Disk cleaning \$0 ▪ Library Bag \$4
INTERLIBRARY LOANS	<ul style="list-style-type: none"> • 0 x requests
MEMBERS	<ul style="list-style-type: none"> • Registrations as at 30 June 2024 = 900 <ul style="list-style-type: none"> ▪ 397 x Adults ▪ 11 x Housebound ▪ 10 x Institutions ▪ 83 x Junior ▪ 337 x Seniors ▪ 62 x Young Adults

- New registrations as at 30 June 2024 = 35
 - 9 x Adults
 - 11 x Seniors
 - 1 x Institution
 - 14 x Juniors

ADDITIONS OF STOCK	<ul style="list-style-type: none"> • 375 x new items • 101 x donated items <ul style="list-style-type: none"> ▪ Valued at \$ 2,825,45 • 100 x Large Print • 12 x Toys • 78 x Magazines • 71 x DVDs • 42 x Junior Fiction • 105 x Fiction • 12 x Board Books • 40 x Non Fiction • 10 x Youth Fiction • 6 Talking Books
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DELETION OF STOCK	<ul style="list-style-type: none"> • 178 x items valued at \$2892.90
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DISCRETIONARY SPENDING AS AT 30 JUNE 2024	<ul style="list-style-type: none"> • Book Vote 2023/2024: \$20,000 committed, this includes standing orders set up for this year. • Magazines \$2,923 committed
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Story Box Library

Site Access:	February	March	April	May	June
	0	6	0	2	1

Indyreads

	February	March	April	May	June
Loans:	3	4	3	3	4
Reservations:	1	1	1	1	1
Users:	12	12	12	12	12

BorrowBox

February	eAudiobooks	eBooks
Circulation:	72	61
Reservations:	24	15

Stocks:	10597	18110
Users:	158	158

March	eAudiobooks	eBooks
Circulation:	66	76
Reservations:	26	22
Stocks:	10519	18123
Users:	159	159

April	eAudiobooks	eBooks
Circulation:	80	66
Reservations:	23	16
Stocks:	10667	18660
Users:	159	159

May	eAudiobooks	eBooks
Circulation:	78	69
Reservations:	22	14
Stocks:	10721	18871
Users:	160	160

June	eAudiobooks	eBooks
Circulation:	82	74
Reservations:	25	19
Stocks:	10801	18409
Users:	162	162

OTHER

- Ordering and Processing of new stock has continued, and has increased in volume.
- The usual programming of posts on Facebook & Instagram has continued and updates to the website has continued. New senior’s programs will be introduced at the end of the year.
- We have had quite a few school holiday activities/programs held at Grenfell Library and the high attendance for the programs were highly welcomed. This will continue into the near future.

- There are new programs being introduced this year, and so far the attendance for these have been good, this will continue for the rest of the year.
- We have had incursions from Grenfell Childcare for an impromptu Storytime, which will happen on a monthly basis.
- New Housebound client Grenfell Hospital/Nursing Home has been a welcome addition to the Housebound program.
- The Author talk was well received by the public, and more will be in the works soon.

11.10 ADOPTION OF PROCUREMENT POLICY

File Number:

Author: Arts and Tourism Officer

Authoriser: Director Corporate Services

Attachments:

1. ATT1 - DRAFT PROCUREMENT POLICY - WITH TRACKED CHANGES
2. ATT2 - DRAFT PROCUREMENT POLICY WITHOUT TRACK CHANGES

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

Precis: The Procurement Policy has been exhibited and the final policy is provided for Council's determination.

Budget: nil

RECOMMENDATION

That Council

1. Note the information in this report
2. Adopt the Procurement Policy.

RESOLUTION 150/24

Moved: Cr Diprose

Seconded: Cr Howell

That Council

1. Note the information in this report
2. Adopt the Procurement Policy.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

The purpose of this report is to present the Procurement Policy to Council and request the adoption of the final policy.

BACKGROUND

A procurement policy serves as a guiding framework that outlines Weddin Shire Council's approach to acquiring goods, services, and works. It defines the rules, procedures, and principles governing the entire procurement process. By establishing clear guidelines and standards, the procurement policy ensures that procurement activities are conducted in a consistent, ethical, and cost-effective manner, while also aligning with organisational objectives and legal requirements. This policy supersedes the Procurement and Sale of Asset Policy and once adopted will separate procurement from sales and disposal.

ISSUES AND COMMENTS

The Procurement Policy of Weddin Shire Council underscores our commitment to fostering a culture of compliance, ensuring that:

1. Council actively promotes a culture of good governance and compliance, aligning with the Council's Integrated Planning and Reporting Framework.
2. Council proactively prevents, identifies, and responds to breaches of laws, regulations, codes, policies, and organisational procedures and standards within its procurement activities.
3. Council consistently upholds the highest standards of governance in all its procurement endeavours.

This policy serves as a local supplement to the relevant provisions of the Act and Regulation, providing additional guidance and standards for effective procurement practices within the Council's operations.

The Policy will be a new policy focused on procurement only. The sales and disposal of assets will be removed into a separate policy. The Policy progresses the action identified in the Self-Initiated Improvement Management Plan.

Presented to Council is the final Procurement Policy following public exhibition. No public submissions were provided however extensive consultation with Council's Finance and Procurement Working Group has resulted in a number of changes that we present to Council. The major changes include:

- Linkages to legislation like the *Building and Construction Security Payment Act 2002*.
- Clarification on the exemptions of tender requirements and reducing the number of exemptions from tender in accordance with the *Local Government Act 1993*.
- Clearer headings for clarity.
- Ensuring that principles around communicating with tenderers also applies to suppliers and consultancies who do not meet the tender threshold. That the communication transparency and ethical conduct applies to all procurement.
- Ensuring that parameters for tenders also apply to request for quotations.
- Consolidating information on the panel of contractors. That the same rules apply to the establishment of all panel of contractors regardless if it is providing supplies or a service.
- Breaching of the procurement policy section has been added in.

POLICY/LEGAL IMPLICATIONS

The Policy is a local policy that supports the following legislation:

- *Local Government Act 1993 particularly Section 55, Section 10A, Section 12.*
- Relevant Australian Standards.
- *Local Government (General) Regulation 2021*
- Office of Local Government Tendering Guidelines for NSW Local Government.
- *Government Information (Public Access) Act 2009.*
- National Competition Policy.
- *Competition and Consumer Act 2010 (Cth) and the Fair Trading Act 1987 (NSW)*
- Privacy and Personal Information Protection Act 1998.
- *State Records Act 1998.*

The Policy will be a new policy focused on procurement only. The sales and disposal of assets will be removed into a separate policy. The Policy progresses the action identified in the Self-Initiated Improvement Management Plan.

FINANCIAL/RESOURCE IMPLICATIONS

There are no direct financial implications arising from this report. Continued development of the procedures to support the policy will be undertaken as part of the business-as-usual activities.

INTERNAL/EXTERNAL CONSULTATION

The Draft Policy was placed on public exhibition for a period of 28 days after presentation to Councillors at the 16 May 2024 meeting. The Finance and Procurement Working met extensively and provided a number of suggestions to continuously improve our processes.

CONCLUSION

We request that Council support the adoption of the Procurement policy. The Procurement Policy will serve as a new, focused guideline for procurement, distinct from the sales and disposal of assets, thereby advancing the action identified in the Self-Initiated Improvement Management Plan and reinforcing Weddin Shire Council's unwavering commitment to compliance, good governance, and the highest standards of procurement practices.

12 INFRASTRUCTURE SERVICES REPORTS

12.1 BUSINESS CASE FOR PROCUREMENT OF A SKID STEER ROAD PLANER

File Number:

Author: Assets Engineer

Authoriser: General Manager

Attachments: Nil

CSP Objective: Shire assets and services delivered effectively and efficiently

Precis: New Skid Steer Business Case
Budget: Approximately \$185,000 from plant budget, however the market will determine the final price

RECOMMENDATION

- 1. That Council:
 - (a) Approves the acquisition process for a skid steer for long term benefit of the community.
 - (b) Invites future tender submissions for a skid steer in accordance with s. 55 of the *Local Government Act 1993*.

RESOLUTION 151/24

Moved: Cr Diprose
 Seconded: Cr McKellar

- 1. That Council:
 - (a) Approves the acquisition process for a skid steer for long term benefit of the community.
 - (b) Invites future tender submissions for a skid steer in accordance with s. 55 of the *Local Government Act 1993*.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

This business case outlines the potential savings, operational improvements, and lifecycle considerations for incorporating a new skid steer road planer into Council’s permanent fleet at Weddin Shire Council Depot. The skid steer road planer will enhance efficiency in road maintenance and construction tasks, offering significant cost savings and productivity gains, especially in pothole repair and pavement maintenance over the period of time.



Figure 1: A Skid Steer Cold Planer in operation

BACKGROUND

Presently, road maintenance and repair operations are conducted by the Council without external contractors. The cost of cold mix for road repairs over a 12-month period is \$153,223 to Council.

Proposed is the acquisition of a new skid steer Cold Planer/Profiler to be added into our permanent fleet. This machinery will allow us to perform road planing operations internally, significantly reducing cost of Cold Mix as well as multiple resources and enhancing our operational flexibility.

ISSUES AND COMMENTS

Cold mix is not user-friendly in wet weather and only offers a temporary solution. The current equipment setup involves two rollers and one grader, which increases costs and operational inefficiencies.

With the inclusion of skid steer road planer, the following considerations will come into play:

Operational Improvements

- **Increased Productivity**

- a) Immediate reduced time for pothole repairs by an estimated 25%.
- b) Immediate availability of machinery for urgent and scheduled road planning tasks.
- c) Reduction in project lead times and improved response to weather-related road damages.

- **Cost Efficiency**

- a) Significant reduction in cold mix usage and associated costs as calculated above.
- b) Reduction in traffic control costs.
- c) Reduction in additional machinery usage.

- **Enhanced Capability**

- a) Ability to perform permanent repairs rather than temporary fixes.
- b) Capability to repair sections of pavement that a grader cannot, improving overall road quality.

Lifecycle Considerations

- **Machinery Lifespan**

- a) Expected useful life of the skid steer road planer: 10 years
- b) Regular maintenance schedules to ensure longevity and optimal performance.
- c) Depreciation calculated over 10 years with 50% estimated residual value.
- d) Residual value at the end of 10 years estimated at \$92,500.

- **Additional Advantage**

a) Consideration for necessary attachments and supplementary equipment for future acquisition is another advantage of procuring a skid steer. For instance the following can be attached to the skid steer for use:

- Broom
- Auger / Slasher

POLICY/LEGAL IMPLICATIONS

There are no direct or indirect policy/legal implications arising from executing this proposal. It is worth mentioning that Council is on its way to improve procurement procedure and presenting a business case prior to the Tender execution supplements the objectives of an improved procurement process.

FINANCIAL/RESOURCE IMPLICATIONS

A detailed financial analysis has been carried out as follows.

Current Operational Costs for Road Maintenance (Cold Mix – Potholing)

- a) Annual cost of cold mix: \$153,223.80 (as per Council stats)
- b) Current daily traffic control costs: Estimated \$1,500 (operated 9 days every fortnight)

Current Daily Cost - Traffic Control	Annual Working Days	Total Cost
\$1,500 per day Estimated	5 x 20 + 4 x 20 = 180	\$270,000/year

Proposed Acquisition Costs

- a) Estimated Purchase price of skid steer road planer: \$185,000 approx.
- b) Estimated annual maintenance costs after 2-year warranty: \$3,000.

Projected Savings

- a) Annual Reduction in cold mix cost: Estimated 90% (\$137,901.42 savings annually)
- b) Reduction in traffic control costs: Estimated 20% (\$1,200)

New Daily Cost - Traffic Control	Annual Working Days	Total Cost
\$1,200 per day Estimated	180	\$216,000/year

- c) Reduction in equipment and operator costs by reducing the number of rollers from 2 to 1 and eliminating the grader.

Machine	Daily Cost (Hourly x Hours)	Annual Working Days	Total Cost
Roller	\$44.5 x 6.5 = \$289.25	180	\$52,065/year
Grader	\$92 x 6.5 = \$598	180	\$107,640/year
Skid Steer Profiler	\$77* x 6.5 = \$500.50	180	-\$90,090/year

*Make up of estimated \$77 for skid steer is below:

Operator Cost	\$45 per hour (including oncosts)
Repayment Cost	\$11 per hour @ 7% interest
Depreciation	\$7.90
Fuel Cost	\$10 per hour (5 x litres diesel per hour usage)
Maintenance @ \$4,000 per year	\$3.41 per hour
Total	\$77.00 per hour

Cost / Savings Breakdown

Item	Current Cost	Proposed Cost (estimated)	Net Savings
Cold Mix (Annual)	\$153,223/year	\$15,322/year	+\$137,901.42/year
Traffic Control Cost (Annual)	\$270,000/year	\$216,000/year	+\$54,000/year
- Rollers (2 to 1)	\$104,130/year	\$52,065/year	+\$52,065/year
- Grader (Eliminated)	\$107,640/year	0	+\$107,640/year
Skid Steer Profiler	0	-\$90,090/year	(-\$90,090/year)
Total			\$261,516.42
For 10 years (A)			+\$261,516.42 / 10 years (or \$2.6M)
Investment Costs for 10 years			
Skid Steer Road Planer Purchase Price	\$0	-\$185,000	-\$185,000
Annual Maintenance (After 2-year Warranty)	\$0	-\$4,000/year	-\$32,000 / 8 years
Annual Depreciation (50% over 10 years)	N/A	-\$9,250/year	-\$92,250 / 10 years
Total Investment Costs (B)			-\$309,500 / 10 years



Payback period and Return on Investment (ROI)

- **Payback period**

Initial Investment: -\$185,000

Annual Savings: +\$261,516

$$\text{Payback Period} = \frac{185,000}{261,516.42} \approx 0.71 \text{ years}$$

This is approximately eight (8) months.

- **Return on Investment (ROI):**

ROI measures the profitability of the investment over a specified period, typically expressed as a percentage.

- **Total Savings Over 10 Years – Net Present Value (NPV) = \$2,420,310***

*CPI and discounted cash flow indexation applied to \$2.615 Million over 10 years

- **Discounted Return over 10 Years / NET GAIN**

Discounted Return over 10 Years = \$2,420,310 - \$309,500.00 = \$2,110,810

Total Investment (Initial Purchase + Maintenance + Depreciation over 10 years):

Maintenance Costs Over 10 Years=0 for first 2 years, then \$4,000×8= \$32,000

Depreciation Over 10 Years=\$9,250×10= \$92,500

Total Investment Over 10 Years=\$185,000+\$32,000+\$92,500= \$309,500

$$\text{ROI} = \left(\frac{\text{Total Savings Over 10 Years} - \text{Total Investment Over 10 Years}}{\text{Total Investment Over 10 Years}} \right) \times 100$$

10-Year ROI:

$$\text{ROI} = \left(\frac{2,420,310 - 309,500}{309,500} \right) \times 100$$

$$\text{ROI} = \left(\frac{2,110,810}{309,500} \right) \times 100$$

$$\text{ROI} \approx 682\%$$

10-Year ROI: Approximately 682%

Summary

- **Initial Investment:** \$185,000
- **Discounted Cost Savings over 10 years:** Estimated cost savings of \$2.420 Million

- **Discounted Return over 10 years:** Estimated Net Gain of \$2.110 Million to Council.
- **Operational Flexibility:** Ability to schedule and perform road maintenance without dependency on external contractors.
- **Safety and Compliance:** Enhanced control over safety standards and regulatory compliance during road planning operations.
- **Sustainability:** Reduced environmental impact through better management of road debris and more efficient operations.

INTERNAL/EXTERNAL CONSULTATION

Council’s internal staff were consulted with input provided. Consultation also occurred with Council’s finance department.

CONCLUSION

The analysis show that the investment in the skid steer road planer has a very short payback period of less than a year and offers high returns over a span of 10 years, making it a financially sound decision for Weddin Shire Council.

Incorporating a skid steer road planer into our fleet presents a strong business case with clear financial and operational benefits. The investment will pay off with substantial savings and improved service delivery over the machinery’s lifecycle. The acquisition shall enhance Council’s road maintenance capabilities and achieve long-term cost efficiencies.

Last but not the least, it is in Council’s best interest to obtain the plant under Finance.

12.2 INFRASTRUCTURE SERVICES REPORT - JULY 2024

File Number:

Author: Executive Assistant to the General Manager

Authoriser: General Manager

Attachments: Nil

CSP Objective: Shire assets and services delivered effectively and efficiently

Precis: Infrastructure Works Report

Budget: Nil

RECOMMENDATION

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

RESOLUTION 152/24

Moved: Cr Kenah

Seconded: Cr Howell

That Council receive and note the information provided on infrastructure works completed in June 2024 and planned works for July 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 June 2024 and planned works for July 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 or in our circumstances extended by the NSW Government. However noting that the extension granted has expired.

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 work is provided in the following table.

Information of the packages and their approval status are now publicly available on Council’s website with information of where road crews are operating for the natural disaster packages are now uploaded. Scope of works for the financial year will be developed within the next month.

AGRN Event	Phase - Package	\$ Value (Subject to Change)	Status
1034 - 14 September 2022 onwards	EPA-RW - P2 General Works	\$1,736,708.30	DCPM submitted scope of work to TfNSW for approval. Scope includes: o Unsealed roads (non-priority) o Tree & vegetation clearing - Roads included are: • Abbots Lane • Adams Lane • Adams Lane North

AGRN Event	Phase - Package	\$ Value (Subject to Change)	Status
			<ul style="list-style-type: none"> • Adelargo Road • Andersons Road • Arramagong Road • Back Piney Range Road • Bald Hills Road • Beazleys Lane • Bembricks Lane • Berendebba Lane • Bewleys Road • Bimbi-Caragabal Road • Caragabal-Quandialla Road • Bobelar Lane • Campbells Lane • Clay Pit Road • Dixons Lane • Dunkleys Lane • Eualdrie Road • Eves Lane • Gerrybang Road • Gerrybang Road-II • Gibraltar Rocks Road • Goodes Lane • Grants Lane • Grimms Lane • Hancock-Flinns Road • Hancock-Williams Road • Hazells Road • Healys Road • Heathcotes Lane • Holy Camp Road • Kangaroooby Road • Major West Road • McCanns Lane • McDonalds Lane • Melyra Street • Napiers Road • O'Loughlins Lane • Peaks Creek Road • Piney Range Hall Road • Pinnacle Road • Reeves Lane • Sandy Creek Road • South Street • Taylors Road • Yambira Road
1034 - 14 September	EPA-RW - P3 Priority Patches	\$7,211,868.03	\$7,211,868.03 upper limit is approved by TfNSW for Package 3.

AGRN Event	Phase - Package	\$ Value (Subject to Change)	Status
2022 onwards			<ul style="list-style-type: none"> • Contractor has completed Quandialla-Caragabal Road. Road is fully functional now. • Repair work on Henry Lawson Way - Young is completed. • Scope includes: <ul style="list-style-type: none"> • Deaths Lane (80% completed by Council's own crew as Deaths Lane was unsafe) • Henry Lawson Way - Young • Henry Lawson Way - Forbes • Driftway Road (90%) • Morangarell Road (Starting 15th July)
1034 - 14 September onwards	EPA-RW - P4 - North Patching	\$6,092,819.36	<p>Council is working with TfNSW on the revised scope of works for this package. TfNSW is disputing contractor rates (market rate with no mark up). Other issues were also raised whereby assessors did not look at photos to see straightness test on subgrade issues and other pavement issues. Council has submitted a submission back to TfNSW and awaiting a response.</p> <p>Roads included in the package are:</p> <ul style="list-style-type: none"> • Adelargo Road • Bald Hills Road - East West Ballendene • Bewleys Road • Goodes Lane • Gooloogong Road (MR237) • Hunters Road • Keiths Lane • Mortray Road • Muncks Lane • Piney Range Hall Road • Sandy Creek Road
1034 - 14 September 2022 onwards	EPA-RW - P5 - South Patching	\$10,726,397.41	<p>DCPM submitted scope of works to TfNSW for approval.</p> <p>Scope of works include:</p> <ul style="list-style-type: none"> • Back Piney Range Road • Berrys Road • Bimbi-Quandialla Road • Bimbi-Thuddungra Road • Bland Road • Edward Square, Greenethorpe • Eualdrie Road • Gambarra Road

AGRN Event	Phase - Package	\$ Value (Subject to Change)	Status
			<ul style="list-style-type: none"> • Gerrybang Road • Gooloogong Road (R096/MR237) • Greenethorpe-Bumbaldry Road • Greenethorpe-Koorawatha Road • Grenfell Street • Holy Camp Road • landra Road • James Street • Martins Lane • Melyra Street • Murrays Lane • Newton Street • Nowlans Road • Old Forbes Road • Sale Street • Second Street • South Street • Talbot Street • Third Street • Tyagong Creek Road • Wirega-Greenethorpe Road
1034 - 14 September 2022 onwards	EPA-RW - P6 - Priority Unsealed	\$1,103,072.01	<p>Scope includes medium and heavy formation grading of unsealed roads. 80% of the work under this scope is already completed. Council will submit the interim payment claim for this Package in July 2024.</p> <p>- Roads included are:</p> <ul style="list-style-type: none"> • Arramagong Road • Bald Hills Road • Barkers Road East • Barkers Road North • Gannons Lane • Lynchs Road • Maddens Lane • McCanns Lane • Napiers Road • Nealons Lane • Reeves Lane
1034 - 14 September 2022 onwards	EPA-RW - P7 - Drain Cleaning	\$1,550,000.00	<ul style="list-style-type: none"> • Council providing scope and photos. • Once all other packages are approved, Council will begin with scope of work.
1034 - 14 September 2022 onwards	EPA-RW - P7 - Sinking Culverts	TBC	<ul style="list-style-type: none"> • Council providing scope and photos. • Once all other packages are approved, Council will begin with scope of work.

Council has received an upfront Tri-Partite payment totalling to \$4,592,870.16 that will be used to assist in starting works under this natural disasters program.

Challenges of Cold Weather

At this time of year, colder weather presents challenges for our road sealing operations. Sprayed bituminous treatments, which are essential for road surfacing, require warm and dry conditions to adhere properly to the road surface. When temperatures are cold or damp, there is a significant risk of the seal not bonding correctly with the road, leading to potential issues like early aggregate loss (known as stripping). This can ultimately compromise the durability and safety of our roads and lead to expensive re-work.

To ensure that our road surfaces meet safety and quality standards, all road authorities delay any sealing work, typically over the winter period, until more favourable weather conditions return which is usually around end of September to mid-October.

Council Officers understand that this delay may cause inconvenience and encourage road users to drive to the road conditions and contact Council to ensure that safety measures like signage are out.

STATE ROADS

- For the RMCC works, please refer to the separate report provided to Council. The reporting format will move to bi-monthly reporting.

MAJOR WORKS

Pullabooka Road Drainage and Resurfacing

- Council is waiting to commence drainage work on Pullabooka Road in October 2024 which is funded through the Regional Local Roads Repair Program (RLRRP).

Greenethorpe-Koorawatha Road Rehabilitation

- Pavement works have recommenced as of early July 2024 and works is expected to finish by mid-September, subject to weather. This work is being completed by Council's workforce.

Nowlans Road Upgrade

- A variation has been granted for delayed commencement. Council Officers are currently liaising with TfNSW on the scope of works. At the time of writing this report, letters were being drafted to landholders along Nowlans Road asking them to contact the Acting Director of Infrastructure to discuss the scope approved by TfNSW and the objectives of the project.

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 when water levels and weather improve and this is likely around November 2024, if not somewhat sooner,

Heathcotes Lane Culvert Replacement

- Sealing of either side of culvert has been completed as has clean-up of site.
- Claim to funding body will be submitted before the end of the month.

Weddin Shire Road Entry Signs

- Contractor has completed all but one of the signs which is under the powerlines at Goolagong Rd. The location will be moved.
- Works progressing into the 2024-2025 financial year will be funded under SCCF Round 4 funding.

Caragabal Shared Pathway

- Council is waiting for ARTC to install the rubber matting on the railway corridor. Once the work is concluded, Council will complete the remaining 10m construction (both sides of the railway corridor). ARTC has been very difficult to pin down when they will complete their portion of the work and in providing Council with Rail Protection workers so we can complete the final section(s) of footpath. TfNSW has also now assisted in chasing ARTC to complete this work.

Grenfell Cemetery Amenities

- Council Engineers have met with the installation contractor and they have told us that the solar powered single Unisex/Disabled Toilet will be fully completed by early October 2024, weather permitting.

Water Meter Installation According to Water NSW Requirement

- Bogolong Dam work is in progress. Council is still awaiting a telemetry system that will be supplied by Water NSW for Company Dam.

Bogolong Dam Restoration Project

- PWD is compiling a report for Council that will provide information necessary for decommissioning and declassification of the dam.
- Bogolong Dam Precinct Committee met and agreed to the above report. Once received a final decision by the Committee will be made and presented to Council.

FOOTPATH /KERB AND GUTTER WORKS

Third Street, Quandialla

- Procurement process is ongoing to select a suitable construction contractor for kerb and gutter replacement. Sufficient quantity of kerb and gutter work needs to be generated to make this work viable.
- 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 - Works Planned: 1 July – 31 July 2024

- Hancock Flinn Road (Complete)
- Martins Lane
- Wheatleys Road
- Barkers Road

Gravel Resheeting

Council is intending to undertake a gravel resheeting program for the roads indicated below as per Council's strategic planning. The gravel resheeting program will be funded under the Regional Emergency Road Repair Fund (RERRF). Council's plan is to complete the program by the next three (3) years depending on the availability of Council resources. Full program of the approved works will be developed within the next month.

Re-sheet program has started

- Stock Route Road 90% Completed
- Adams Lane
- Arramagong Road
- Hamptons Lane
- Kangaroooby Road
- Manganese Road
- Wards Lane
- Watts Lane

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 Dagmar Street
- 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 Dalton Street
- Mowed and whipper snipped Railway Free Camp (West Street)
- Mowed and whipper snipped Henry Lawson Way
- Mowed, weeded and whipper snipped Forbes Road Rest Stop
- Mowed and whipper snipped Camp St
- Mowed and whipper snipped Melyra St
- Mowed and whipper snipped Brundah St
- Set sprinklers in Memorial Park
- Repaired sprinkler system in Rotary Park
- 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

PLANT REPORT

Plant Report			
Plant Number	Plant Description	Fault	Repairs
2085	Toyota	Due For Service	Serviced
4095	John Deere Tractor	Faulty Battery	Replaced Battery
4125	Kubota	No Horn	Fit Horn
4107	Patch Truck	Filter Blocked	Clean Filter

Plant Report			
Plant Number	Plant Description	Fault	Repairs
2085	Toyota	Due For Service	Serviced
4095	John Deere Tractor	Faulty Battery	Replaced Battery
4109	Roller	Broken Bonnet @Hand Control	Replaced Struts
4099	Compactor	Gearbox	Top Up Oil
4107	Patch Truck	Sweeper	Replace Sweeper
4108	Roller	Padfoot	Removed Padfoot
2102	Toyota	Due For Service	Serviced
4106	Back Hoe	Full Service	Serviced
3952	Kenworth	Suspension	Replace Airbag Leveller
4117	Toro	Belts @Pulleys	Replace Idler Pulley Bolt
3962	IZUZU	Due For Service	Serviced
2102	Toyota	Brakes	Replaced Front Pads

Plant Report			
Plant Number	Plant Description	Fault	Repairs
2100	Toyota	Service Required	Serviced
3961	IZUZU	Won't Start	Replaced Starter Motor
2102	Toyota	Tyres	Replaced Tyres
1132	Toyota	Due For Service	Serviced
5240	Spray Max	Leaking	Replaced Hoses In Tank
2083	Nissan	Pump Won't Run	Replaced Chain
2109	Mitsubishi	Due For Service	Serviced
4115	Fork Lift	Due For Service	Serviced
3229	Daihatsu	Clutch Not Working	Replaced Slave And Master Cylinder

Plant Report			
Plant Number	Plant Description	Fault	Repairs
2100	Toyota	Service Required	Serviced
3961	IZUZU	Won't Start	Replaced Starter Motor
4123	Kubota	No Reverse Buzzer	Fit The Buzzer
2096	Nissan	No Camera	Fitted Camera
2082	Nissan	Won't Start	Fit Glow Plugs
5261	Seca	Won't Start	Replace Fuel Filter

BIOSECURITY

ACTIVITY	LOCATION
Administration	<ul style="list-style-type: none"> Monthly report, mapping, BIS uploads, inspections and weeds loaded on Chartis Weeds App, email correspondence, review weed spraying program and plan of action, review relevant budget totals, review/reply Service Requests when received.
Public Awareness	<ul style="list-style-type: none"> Handing out merchandise to raise weed awareness. Planning a social media / letterbox drop campaign. (Noted weeds include: African Boxthorn, Silverleaf Nightshade, Bridal Creeper, St John's Wort, Blackberry, Blue Heliotrope, Devils Claw, Green Cestrum, Coolatai Grass, Spiny Burr Grass) Received Spot and Report signs organising installation New Rugby Jumpers will arrive early August – Weddin Shire Council Logo and No Space For Weeds design
Mapping	<ul style="list-style-type: none"> Weed information mapped, synced and uploaded to DPI. Working on inputting data when a drone is used.
Meetings	<ul style="list-style-type: none"> Weekly Infrastructure works meeting CWRWC meeting @ Forbes
Training	<ul style="list-style-type: none"> Cert III in Aviation (remote pilot) 3 staff successfully completed Continual in-house drone training. Community engagement @ Wagga Client interaction and defensive tactics @ Molong

	.
Private Property Inspections	<ul style="list-style-type: none"> • Informal inspections using drone for training. • Information packages for landholders to receive during inspections or on request. • Authorisation update completed • Inspections organisation in progress
Roadside Inspections and On-ground Control, if Required	<ul style="list-style-type: none"> • Continuous roadside inspections: Control when required and environmental conditions allow.
Council Owned Land	<ul style="list-style-type: none"> • Council owned /managed vacant land, Grenfell and village areas.
TSR Inspections	<ul style="list-style-type: none"> • Stock Route Road, Driftway Road, Mortray Road, Forbes Road, Mary Gilmore Way, SH6, SH17.
Rail Inspections	<ul style="list-style-type: none"> • Caragabal, Quandialla areas. • Working on having the rail lines treated
Other High Risk Sites	<ul style="list-style-type: none"> • Cemetery, silos, camping areas, including National Parks and rest areas.
Sucker Control	<ul style="list-style-type: none"> • Sucker spraying ongoing, treated on sighting, when conditions allow.
Biological Control	<ul style="list-style-type: none"> • Looking into trialling, Blackberry Rust and a release of Bridal Creeper Rust and Leaf Hopper • African boxthorn rust release with State Forest in June 2024, will monitor throughout coming months
Other	<ul style="list-style-type: none"> • Mentoring staff members in Biosecurity.

MAIN STREET UPDATE

RESOLUTION 070/24
 Moved: Cr Frame
 Seconded: Cr McKellar
 Moved: Cr Frame
 Seconded: Cr Diprose
 For discussion as separate items:
 1. That Council Officers provide a report on the finalisation of signage and marking of the Main Street including for disabled parking.
 2. That Council Officers provide a report on the CCTV in the Main Street.
 3. That Staff provide updates through the Infrastructure Works Report until it is finished.
THE MOTION WAS CARRIED UNANIMOUSLY

Disabled Parking in Main Street

Disabled parking was marked in front of the Medical Centre, Chinese Restaurant and Chrysler Museum with remaining areas to be completed when dry weather allows. We also need to install a disabled bollard at each 'Shared Parking Area'.

CCTV

Council have been in contact with Young Locksmiths in regards to the project commencement date and a date has been "locked in". Installation will commence on Tuesday 23 July 2024, the cameras will be installed using ladder access to the poles limiting vehicular delays. Project will be completed within a week subject to weather.

Other

Council has received a quotation from a linemaker who can complete all the remaining road markings at the roundabout and the remaining parking bays (which are thermoplastic dots) for the whole of Main St. We are still awaiting approval to complete this work.

12.3 REQUEST FOR NEW STREETLIGHT INSTALLATION NEAR GRENFELL PRESCHOOL AND LONG DAY CARE**File Number:**

Author: Assets Engineer

Authoriser: General Manager

Attachments: 1. REQUEST | New Streetlight Request Grenfell Preschool and Long Day Care Centre

CSP Objective: Shire assets and services delivered effectively and efficiently

Precis: New Streetlight request near Grenfell Pre-School

Budget: Subject to no objections, approx. \$4,134 from the streetlight vote

RECOMMENDATION

That

1. That Council note the information contained in this report.
2. That Council delegate the Acting Director of Infrastructure to notify adjoining and adjacent landowners on the intentions to install an additional streetlight and provide a 28 day period to respond.
3. That Council delegate the Acting Director of Infrastructure to proceed with engaging Essential Energy to install the streetlight, in the event that no objections are received.

RESOLUTION 153/24

Moved: Cr Parlett

Seconded: Cr McKellar

That

1. That Council note the information contained in this report.
2. That Council delegate the General Manager to notify adjoining and adjacent landowners on the intentions to install an additional streetlight and provide a 28 day period to respond.
3. That Council delegate the General Manager to proceed with engaging Essential Energy to install the streetlight, in the event that no objections are received.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

This report relates to a request from the Grenfell Long Day-care and Preschool for a request for an additional streetlight on the corner of Dagmar Street.

BACKGROUND

Council is in receipt of a request from the Grenfell Preschool and Long Day Care Centre for an additional streetlight on Dagamar Street. Council currently does not have a streetlight infill policy relating to streetlights. Streetlights were built to the standard at the time with some jurisdictions developing a streetlight infill policy to deal with these types of requests. In the absence of a policy, the request is before Council.

The streetlights are attached on the Essential Energy network.

Council owns most of the streetlights installed in Grenfell as Council Assets. Essential Energy maintains these assets (that aren't metered or privately owned) and Council pays for its maintenance.

Council's Streetlight Asset Register contains 463 Streetlights as of May 2024.

Council has recently received a request for installation of a new streetlight in front of Grenfell preschool at the intersection of Dagmar St and Forbes St.

There is no streetlight in front of the pre-school. During late afternoon times the Grenfell Preschool and Long Daycare Centre have raised concerns for students/teachers/parents exiting the property with the natural light becoming inadequate and potentially creating a hazardous environment.

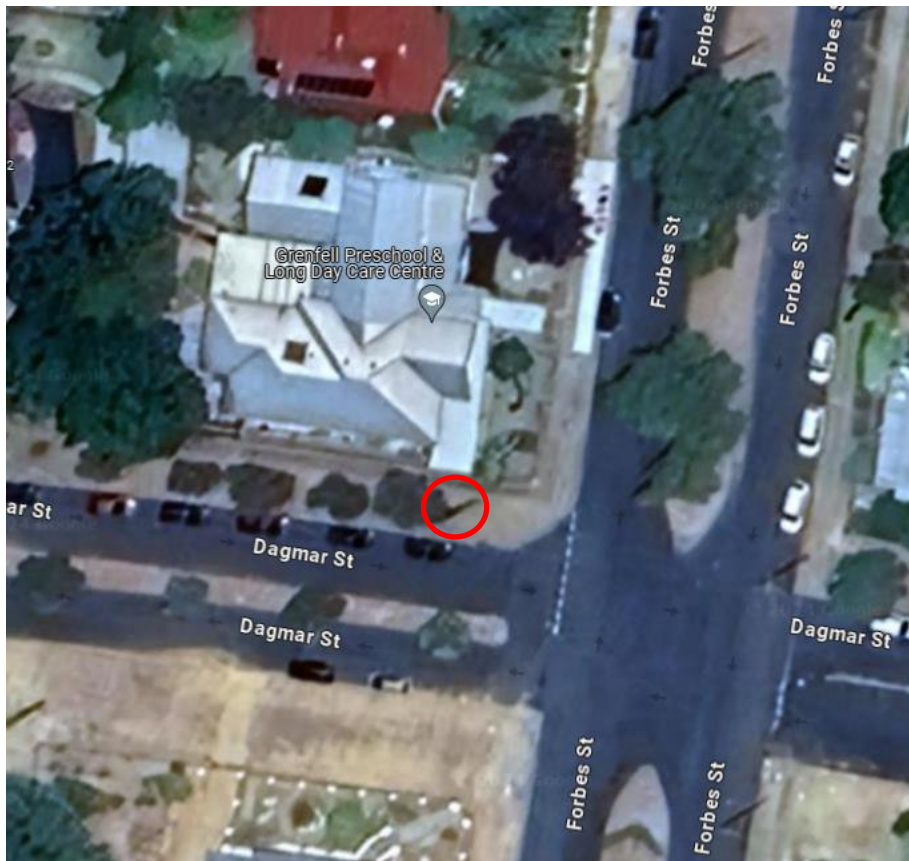


Figure 1: Proposed location of streetlight requested on an existing pole

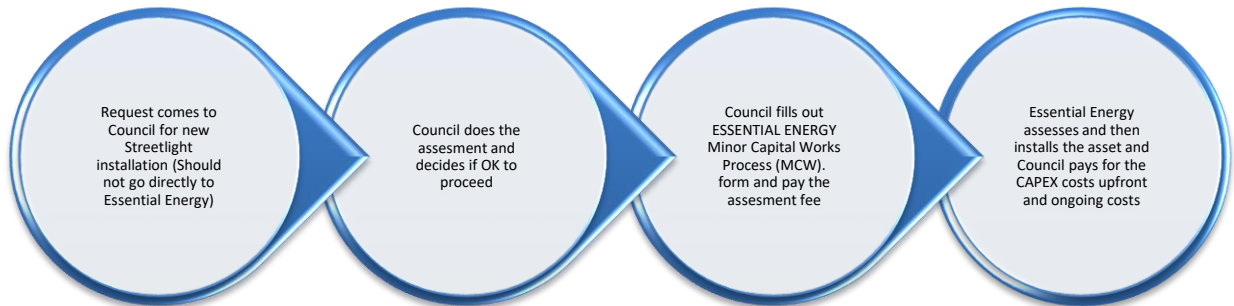


Figure 2: Location of Grenfell Pre-school in Dagmar Street

ISSUES AND COMMENTS

Council has liaised with Essential Energy to determine the process. Council is required to fill out a form by Essential Energy– Minor Capital Works Request for Assessment & Guide.

Process of Installation of a New Streetlight



Assessment

Council has acknowledged the request and has conducted an inspection. The following is proposed:

- There is currently only one Streetlight present at the intersection of Dagmar St and Forbes St and is located on a pole opposite/diagonal to the pre-school as shown in Figure 3 below.
- It is not uncommon for road intersections in Grenfell to have only one streetlight as many other intersections have only one streetlight. Streetlights were built to the standard of the time. Some newer road intersections have two and some have three streetlights as well.
- A 33W Sylvania Streetlight is recommended as it suits the location depending on various factors as determined by the Essential Energy Form (33W Streetlights are common in most streets) – will potentially be replaced with 27W Ignis Mini as per Essential Energy.
- Essential Energy has provided with a Cost Estimate for CAPEX; as per 1 July 2024* Essential Energy will only offer upfront payment of any works to be conducted under Minor Capital Works.

*Before 1 July 2024: With Minor Capital Works (MCW), there was no upfront payment required. The lights and associated equipment were charged through monthly SLUOS billing. Council was charged a monthly Capex fee to recover capital costs and a monthly OPEX fee to cover maintenance costs.

Considerations of adjoining and adjacent landholder

Consideration of adjoining and adjacent landholders should be considered. Council needs to be mindful of residents raising concerns of potential lighting (including brightness and

use of LED) nuisance a new streetlight might cause them especially those people who are living adjacent/nearby the proposed streetlight installation pole. Although it is assumed that it is unlikely to occur, it is recommended that a letter notifying those residents adjoining and adjacent of the intent to install the streetlight and for landowners to provide any objections.

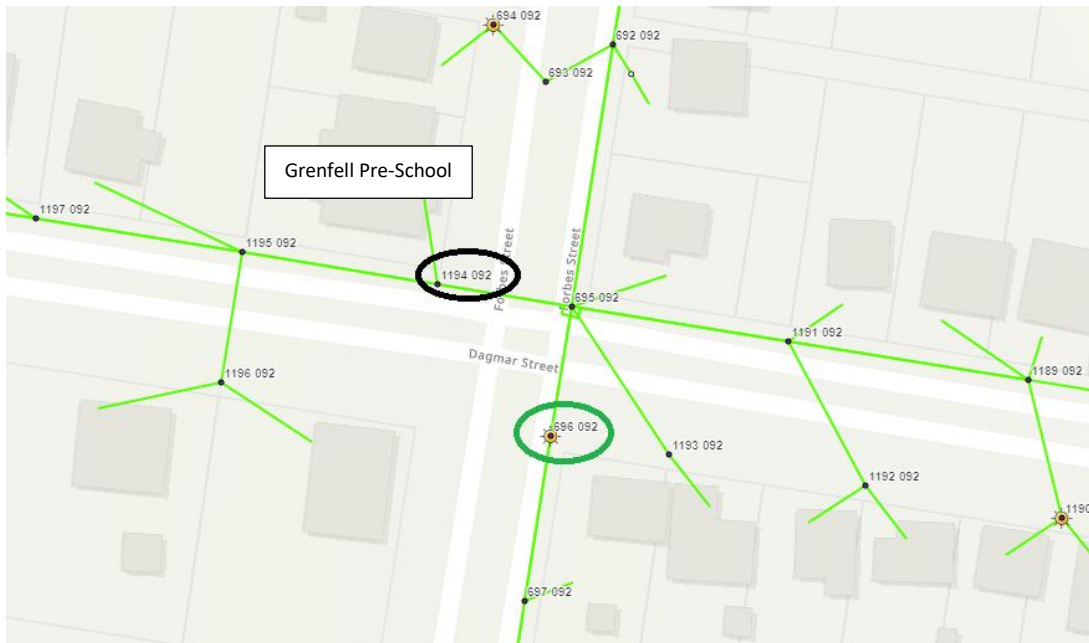


Figure 3: The map shows the current location of a streetlight already present in the road intersection (green oval) and also location of proposed new streetlight to be installed (black oval)

Costs

The following costs implications – estimated, apply for acquisition and ongoing operation of one streetlight of 33 W. (A formal quote to be provided by Essential Energy post Assessment)

ESTIMATED CAPITAL COSTS (CAPEX)	
Type of Cost	Fee (EXC GST)
Essential Energy Assessment Fee	\$191.25
33W Sylvania StreetLED2	\$508.87
CE2 2M STREETLIGHT BRACKET	\$498.13
LABOUR	\$949.57
TRAFFIC CONTROL (IF REQUIRED)	\$1610.00
TOTAL CAPEX	(\$4,133.60 INC GST)
ESTIMATED ONGOING COST (OPEX)	
Power consumption (Iberdrola) @ Unmetered Supply Rate	\$13.45 per month (INC GST)
Maintenance - SLUOS (Essential Energy)	\$ 9.00 per month (INC GST)
Total OPEX	\$22.45 per month (INC GST)

POLICY/LEGAL IMPLICATIONS

There are no Council policy implications arising from the proposed installation of the Streetlight.

FINANCIAL/RESOURCE IMPLICATIONS

The following financial implications apply to Council:

TOTAL CAPEX	\$4,133.60 INC GST (Estimated)
Total OPEX	\$22.45 per month INC GST (Estimated)

Council currently receives a small streetlight subsidy which normally is used to pay the electricity costs of the streetlights. Given that this is a one-off request, the amount can be budgeted from the streetlight subsidy and subsequent streetlights vote.

INTERNAL/EXTERNAL CONSULTATION

Essential Energy was consulted for Cost implications related to CAPEX.

Iberdrola was consulted for Cost implications related to power consumption. However, no definitive answer was provided and hence the numbers have been estimated based on Iberdrola recent monthly bills.

It is proposed that neighbourhood notification to adjoining and adjacent landholders is conducted to allow for 28 days for any comment or objections. If no submissions are received, it is recommended that Council proceed with this project.

CONCLUSION

Due to the lack of a streetlight infill policy and the rarity of such requests, it is advised that Council write to adjoining and adjacent neighbours of the pole on Dagmar Street to notify them of the intent to install a streetlight, giving them 28 days to respond.

Streetlights may cause a nuisance for some people; therefore, it is important to consider a balanced approach although Council does not envisage any significant problems.

If no objections are received, it is requested that Council proceed with the streetlight installation.

13 ENVIRONMENTAL SERVICES REPORTS

13.1 WEDDIN SHIRE DISABILITY INCLUSION ACTION PLAN 2024-2028

File Number:

Author: Director Environmental Services

Authoriser: Director Environmental Services

Attachments: 1. Submission
2. Weddin Shire Disability Inclusion Action Plan 2024-2028

CSP Objective: Culturally rich, vibrant and inclusive community

Precis: The draft Weddin Shire Disability Inclusion Action Plan 2024-2028 is presented to Council for adoption.

Budget: Nil

RECOMMENDATION

That Council

1. Note the report on the draft Weddin Shire Disability Inclusion Action Plan 2024-2028.
2. Adopt the Weddin Shire Disability Inclusion Action Plan 2024-2028 as a Plan.

RESOLUTION 154/24

Moved: Cr Frame

Seconded: Cr Howell

That Council

1. Note the report on the draft Weddin Shire Disability Inclusion Action Plan 2024-2028.
2. Adopt the Weddin Shire Disability Inclusion Action Plan 2024-2028 as a Plan.

THE MOTION WAS CARRIED UNANIMOUSLY

PURPOSE

The purpose of this report is to present the draft Weddin Shire Disability Inclusion Action Plan 2024-2028 to Council for adoption.

BACKGROUND

The Disability Inclusion Act 2014 (DIA) is the key piece of legislation guiding local government disability inclusion and access planning.

The objects of the DIA include:

- a. to acknowledge that people with disability have the same human rights as other members of the community and that the State and the community have a responsibility to facilitate the exercise of those rights,
- b. to promote the independence and social and economic inclusion of people with disability,
- c. to enable people with disability to exercise choice and control in the pursuit of their goals and the planning and delivery of their supports and services,
- d. to provide safeguards in relation to the delivery of supports and services for people with disability,
- e. to support, to the extent reasonably practicable, the purposes and principles of the United Nations Convention on the Rights of Persons with Disabilities,
- f. to provide for responsibilities of the State during and following the transition to the National Disability Insurance Scheme.

The DIA requires all NSW government agencies and local Councils to develop Disability Inclusion Action Plans (DIAP) in consultation with people with a disability, to review these

plans every four (4) years and to report progress on DIAP implementation in their Annual Report.

A disability inclusion action plan demonstrates local government's commitment to people with a disability on improving access to services, facilities and jobs. It's also designed to change perceptions about people with a disability.

A disability inclusion action plan must:

1. Specify how the public authority proposes to have regard to the disability principles in its dealings with matters relating to people with disability, and
2. Include strategies to support people with disability, including, for example, strategies about the following:
 - (i) providing access to buildings, events and facilities,
 - (ii) providing access to information,
 - (iii) accommodating the specific needs of people with disability,
 - (iv) supporting employment of people with disability,
 - (v) encouraging and creating opportunities for people with disability to access the full range of services and activities available in the community, and
3. Include details of the authority's consultation about the plan with people with disability, and
4. Explain how the plan supports the goals of the State Disability Inclusion Plan, and
5. Include any other matters prescribed by the regulations.

ISSUES AND COMMENTS

Council at its Ordinary Meeting held on 18 April 2024 resolved to place the draft Weddin Shire Disability Inclusion Action Plan 2024-2028 on public exhibition for a period of 28 days inviting submissions from the community, along with formally referring to the draft plan to the Weddin Interagency during the public exhibition period, inviting comments and feedback from the Interagency as a whole or from individual agencies.

The draft plan was placed on public exhibition for 28 days, closing on 24 May 2024. As part of this exhibition process, the draft plan was also formally referred to Community Health, Weddin Health Council and the Weddin Interagency as a whole and to each individual agency.

One (1) submission was received as a result of the public consultation process. A copy of the submission is included in **Attachment 1** was received by Cr Diprose. A review of the issues raised in the submission and a corresponding comment are provided below:

1. The document include categories of businesses and service providers who have a bias toward catering for the disabled e.g. medical, schools etc.

The Draft Weddin Shire Disability Inclusion Action Plan 2024-2028 is a strategic document which is linked to Councils Integrated Planning and Reporting documents. As the plan has a lifespan of four (4) years, nominated specific businesses and/or service providers who deal with people with a disability, could result in the document needing to be updated regularly.

An additional item has been added to the focus area dealing with Positive community attitudes and behaviours, which commits to liaising with known local disability service agencies on matters which are likely to have a significant impact on people with a

disability. Key action relating to this focus have also been included in section 7 of the Plan. A copy of the updated plan is included in **Attachment 2**.

2. In addition to standard communications, where disabled amenities and signage are to be removed or altered by Council for whatever reason then contact is to be made with the potentially impacted owners / managers of the above prior to the changes being made.

As referred to above, an additional focus area has been included in the Plan which commits to liaising with known local disability service agencies regarding matters which are likely to have a significant impact on people with a disability.

3. Where disability signage is involved; the sequence should be such that the new/alternate sites be sign posted prior to the removal of the signage from the replaced sites.

This is an operational issue, which will vary on a case-by-case basis. The signage in mention has been replaced with new signage and disabled parking identification.

As the Plan is a strategic document, it is not considered appropriate to include specific operational issues in the plan. Such issues can be identified and included in future specific project plans.

POLICY/LEGAL IMPLICATIONS

Once adopted, the Weddin Shire Disability Inclusion Action Plan 2024-2028 will supersede the previous Plan adopted by Council in 2017.

The Disability Inclusion Action Plan 2024-2028 will be strategically linked to Councils other Integrated Planning and Reporting documents and will provide valuable input when developing Councils Community Strategic Plan, Delivery Program and Operational Plan.

The DIA requires Council to report on the progress of implementation of the adopted Disability Inclusion Action Plan in its annual report.

FINANCIAL/RESOURCE IMPLICATIONS

There are no immediate cost or resource implications associated with the adoption of the draft Weddin Shire Disability Inclusion Action Plan 2024-2028. The Plan is a strategic document which aims to provide guidance to Council on inclusivity and accessibility within the Weddin Shire into the future.

Some of the actions identified in the Plan will have cost implications. These costs will need to be considered as part of Council annual budget, and as part of future grant applications.

INTERNAL/EXTERNAL CONSULTATION

As previously stated above, the draft plan was placed on public exhibition for a period of 28 days inviting submission from the community, along with referring the plan to Community Health, Weddin Health Council and the Weddin Interagency as a whole and to each individual agency. The submission responses are provided in this report.

CONCLUSION

The *Disability Inclusion Act 2014* requires Council to have a Disability Inclusion Action Plan and to review the plan every 4 years. Council’s current policy was adopted in 2017 and is therefore overdue for renewal.

A new plan was drafted and placed on public exhibition for 28 days. One (1) submission was received as a result of the public exhibition process. As a result of the issues raised in the submission, an additional focus area and corresponding actions were included in the draft plan.

The draft Weddin Shire Disability Inclusion Action Plan 2024-2028 is being presented to Council for adoption.

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 June to 30 June 2024.
Budget: Nil

BACKGROUND

In accordance with the requirements of the *Environmental Planning and Assessment Act 1979*, Council Officers under delegated authority, can exercise the power to determine development applications, complying development certificates and construction 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 June 2024.

Development Applications Determined by Council

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

DA NO.	Applicant	Construction	Value (\$)	Address
NIL				

Complying Development Applications

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

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

Construction Certificates

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

CC NO.	Applicant	Construction	Address
17/2024	Mr S P Wood	Farm Shed (existing slab)	LOTS: 147 & 148 DP: 754578 94 Hilder Road GRENFELL NSW 2810

14 DELEGATE(S) REPORTS

Nil

15 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:

15.2 WEDDIN SHIRE COUNCIL LEASE OF DENTAL SURGERY

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.

15.3 ENTERING INTO CONTRACTS FOR THE SUPPLY, DELIVERY AND/OR INSTALLATION OF GUARDRAIL AND WIRE ROPE SAFETY FENCING

This matter is considered to be confidential under Section 10A(2) - c, d(i), d(ii) and d(iii) 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it, information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

15.4 ENTERING INTO CONTRACTS FOR THE SUPPLY AND DELIVERY OF BITUMEN EMULSION

This matter is considered to be confidential under Section 10A(2) - c, d(i) and d(ii) 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

RESOLUTION 155/24

Moved: Cr Parlett

Seconded: Cr Diprose

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

15.2 WEDDIN SHIRE COUNCIL LEASE OF DENTAL SURGERY

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.

15.3 ENTERING INTO CONTRACTS FOR THE SUPPLY, DELIVERY AND/OR INSTALLATION OF GUARDRAIL AND WIRE ROPE SAFETY FENCING

This matter is considered to be confidential under Section 10A(2) - c, d(i), d(ii) and d(iii) 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it, information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

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THE MOTION WAS CARRIED

RECOMMENDATION

The meeting return to Open Council.

RESOLUTION 159/24

Moved: Cr Kenah

Seconded: Cr Diprose

The meeting return to Open Council.

THE MOTION WAS CARRIED UNANIMOUSLY

16 RETURN TO OPEN COUNCIL**17 REPORT ON CLOSED COUNCIL****15.2 WEDDIN SHIRE COUNCIL LEASE OF DENTAL SURGERY****RESOLUTION 156/24**

Moved: Cr Diprose

Seconded: Cr Kenah

That Council

1. Note the information contained in this report
2. Delegate the General Manager to sign the revised lease arrangements/letter in accordance to the information contained in this report.

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

**15.3 ENTERING INTO CONTRACTS FOR THE SUPPLY, DELIVERY AND/OR
INSTALLATION OF GUARDRAIL AND WIRE ROPE SAFETY FENCING****RESOLUTION 157/24**

Moved: Cr McKellar

Seconded: Cr Kenah

That Council

1. Note the information contained in this report.
2. Delegate the General Manager to accept and sign contracts with RBK Pty Ltd trading as Top Notch Fencing, and Western Safety Barriers Group Pty Ltd for the supply, delivery and/or installation of guardrail and wire rope safety fencing.
3. Request that the General Manager write to the Central NSW Joint Organisation its decision.

THE MOTION WAS CARRIED UNANIMOUSLY

15.4 ENTERING INTO CONTRACTS FOR THE SUPPLY AND DELIVERY OF BITUMEN EMULSION

RESOLUTION 158/24

Moved: Cr McKellar

Seconded: Cr Parlett

That Council:

1. Note the information contained in this report.
2. Delegate the General Manager to accept and sign a contract with Bitupave LTD for the supply and delivery of bitumen emulsion, and
3. Request that the General Manager write to the Central NSW Joint Organisation of its decision.

THE MOTION WAS CARRIED UNANIMOUSLY

18 CLOSURE

Moved: Cr Kenah

Seconded: Cr Howell

The Meeting closed at 7:08pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 August 2024.

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CHAIRPERSON