

WEDDIN SHIRE COUNCIL



ANNUAL REPORT 2013/2014

"WEDDIN COUNCIL - WORKING FOR AND WITH THE COMMUNITY"

COUNCIL'S MISSION STATEMENT

For the future as in the past Weddin Council and Staff will endeavour to achieve:-

- Proper maintenance and improvement of all services
- Assets and finances managed in a proper manner
- Improve communication with residents
- Promote tourism and development in a balanced manner
- Seek high productivity and morale with a well trained, motivated and safe workforce

<u>Contents</u>	<u>Page</u>
1. Council Offices and Facilities.....	1
2. Council and Committee Meetings	1
3. Message from the Mayor	3
4. Personnel and Professional Agents 2013/2014.....	6
5. Statutory Disclosures – Local Government Act	8
6. Statutory Disclosures – Government Information (Public Access) Act	18
7. Statutory Disclosures – Privacy and Personal Information Protection Act	18
8. Statutory Disclosures – Public Interest Disclosures Act 1994.....	18
9. Statutory Disclosures – Environmental Planning and Assessment Act.....	18
<i>Appendices:</i>	
A - Financial Reports 2013/2014 (Introduction)..... (Copies of full Report are separately available from the Council Chambers)	19
B - Operational plan – Performance Report 2013/2014	20
C - Completed Works of Note 2013/2014	26
D - State of Environment Report 2013/2014 (Introduction)..... (Copies of full Report are separately available from the Council Chambers)	28
E - Condition of Public Works (30/6/2014)	29

1. Council Offices & Facilities

Council Chambers	Camp Street, Grenfell open 8.30am - 4.00pm Mon-Fri (Ph) 6343 1212 (Fax) 02 - 6343 1203 email: mail@weddin.nsw.gov.au website: www.grenfell.org.au
Library	Main Street, Grenfell (Ph/Fax) 6343 1334
Technology Centre	Main Street, Grenfell (Ph/Fax) 6343 1720 email: grentech@grenfell.org.au
Art Gallery	Main Street, Grenfell (Ph) 6343 1864 email: gallery@grenfell.org.au
Economic Development/ Tourism Office	Main Street, Grenfell (Ph) 6343 2855 (Fax) 6343 2546 email: edo@grenfell.org.au
Caravan Park	Grafton Street, Grenfell (Ph) 6343 1194, email: caravanpark@grenfell.org.au
Swimming Pool	Forbes Street, Grenfell (Ph) 6343 1756
Swimming Pool	Second Street, Quandialla (Ph) 63471304
Works Depot	South Street, Grenfell (Ph) 6343 1748 (Fax) 63431651
Noxious Weeds	South Street, Grenfell (Ph) 6343 2999 (Fax) 6343 1203
Sewage Treatment Works	Memory Street, Grenfell (Ph) 6343 1578
Bushfire Headquarters	Melyra Street, Grenfell (Ph) 6343 1027
SES Headquarters	Dalton Street, Grenfell (Ph) 6343 1027

2. Council and Committee Meetings

Council: meets on the third Thursday of the month at 5.00 pm.

Correspondence for Meetings: Correspondence for consideration by Council must be received by the Wednesday in the week preceding the Meeting.

Public Attendance: members of the public are welcome to attend Council and certain Committee meetings except when otherwise resolved by Council to permit discussion of confidential matters.

Noxious Plants Committee: meets at 3.30 pm on the Tuesday in the week preceding the Council Meeting. (not every month)

Not open to public.

Tourism Committee: meets bi-monthly at 3.30 pm on the first Thursday of the month.

Not open to the public.

Heritage Committee: meets bi-monthly at 5.00 pm on the first Thursday of the month.

Not open to the public.

Art Gallery Committee: meets bi-monthly at 8:30am on the first Thursday of the month.

Not open to the public.

Manex Committee: meets at 8.00am on the Tuesday immediately preceding the Council Meeting.

Not open to the public.

Town Works Committee: meets at 4.30 pm on the Monday immediately preceding the Council Meeting.

Open to the public.

Lawson Festival Committee: meets at 7.30 pm EST (or 8.00 pm DST) on the third Tuesday of the month.

Open to the public.

Other Committees: meet as and when required. Meetings are advertised when members of the public may attend.

Note: Meeting times and days may vary on occasions. Some committees may not meet every month.

For confirmation please contact Council's office on 6343 1212.

3. MESSAGE FROM THE MAYOR 2013/2014

The 2013/2014 Financial Year saw the continuation of the Integrated Planning and Reporting (IPR) process which has seen Council take a more strategic approach to asset management and the provision of services to our rate payers.

This process facilitated the development, review and adoption of the following plans by Council:

- 2013-2023 – Community Strategic Plan
- 2013-2017 – Delivery Program
- 2014-2015 – Operational Plan
- Resourcing Strategy (including the Asset Management Plan (AMP), Long Term Financial Plan (LTFP) and workforce plan.)

While Council has previously endorsed our strategic direction for the next ten years the 2013-2017 Delivery Program was reviewed and outlines various projects to be undertaken in the next four years which are detailed below:

- Grenfell Medical Centre
- Visitor Information Centre
- Grenfell Swimming Pool upgrade
- Grenfell Main Street upgrade

Councils resourcing strategy indicates that these capital projects will be in the future funded in the following ways:

- Loans
- Grant Funding
- Special Rate Variations
- Interest Rate Subsidies

During 2013/2014 the plans and specifications for the Grenfell Medical Centre and Grenfell Swimming Pool upgrade were in the process of being developed. It is anticipated tenders will be called in the 2014/2015 financial year for both projects. The completion of both of these projects will not only assisting in closing our assets infrastructure gap but allow us to continue to provide quality services to our residents.

The NSW Independent Local Government Review Panel's final report was also released with the panel making 65 recommendations and advising wide ranging and concerted action is required to make NSW Local Government sustainable and fit-for-purpose into the 21st Century.

The key recommendations for Weddin Shire Council were that we be a Rural Council in the Central West Regional Joint Organisation (RJO) or merge with Forbes or Cowra. Explanations of the new proposals or concepts are explained below with residents no doubt aware of the detrimental and disastrous consequences an amalgamation of our Shire would have:

- **Regional Joint Organisation (RJO's)** - would be formed whereby there would be 17 RJO's statewide. The RJO would be a statutory grouping of Councils established

under the Local Government Act, 1993 that undertake a range of high level functions on behalf of their members.

- **Rural Councils** – would work as part of the (RJO) with reduced legislative and compliance responsibilities as well as having a lower cost base which would be more appropriate for rural areas. Rural Councils would also have a maximum of five Councillors including the Mayor and no more than 6 Council meetings a year.

It is important to realise that this report was prepared by an independent review panel and the Minister for Local Government the Hon Don Page had not responded to the report as at 30th June 2014. Minister Page did however reiterate the government's policy of no forced amalgamations during this term of government which is very encouraging and reassuring.

After reviewing the report Council resolved to not support amalgamations, Rural Councils (subject to further investigation) and endeavour to form regional alliances with surrounding Councils to deliver quality services in an efficient and effective manner. It is anticipated the Minister for Local Government will respond to the Independent Review Panels final report taking into consideration Council's submission in the 2014/2015 financial year.

It was also very pleasing that Dr Patrick Akhiwu commenced full time on the 3 February 2014 which was very much welcomed by Council and the community. While it has been a long process it is a worthwhile one as the Shire now has two doctors providing GP services in the Shire. Dr Patrick is also attending the Grenfell MPS as a visiting medical officer (VMO) which has seen the hospital re-open and begin to admit patients again which is great news for the Weddin Shire.

Council's Roads Maintenance Council Contract (RMCC) with the Roads and Maritime Services (RMS) on SH6 and SH17 continued during 2013/2014 with very good results. Council is accredited to conduct upgrade works to the nominal value of \$2,000,000 for each individual project which is very beneficial to Council and the community. Other major works were conducted on various main and local roads with Grenfell streets construction and village maintenance works also undertaken.

The official unveiling of the Henry Lawson Statue by the Hon. Katrina Hodgkinson MP on Wednesday 21 May, 2014 was an outstanding success.

There was a lot of excitement and anticipation in the air as the statue was unveiled in glorious weather conditions in front of a very large crowd. The Henry Lawson Statue project was a joint initiative between State and Local Government and the Grenfell Henry Lawson Festival of Arts committee. The unveiling of the statue was the culmination of a massive amount of work and cooperation between these bodies and our local community` to bring the project to fruition.

The amount of interest the statue is generating is quite extraordinary with many locals and visitors inspecting the statue and all commenting very favourably. The Statue was particularly popular on the day of the Henry Lawson Festival with people having photos taken all day long.

The statue also gained exposure on the local news and radio as well as social media. It is anticipated that it will eventually gain national exposure which will attract tourists from all over Australia to Grenfell which will be a huge boost to not only tourism in the Weddin Shire but also to the local business sector.

The Henry Lawson Statue is very significant as it has seen the return of arguably Australia's greatest poet to his birthplace, provided Grenfell with a major tourist attraction and given due recognition to Grenfell's favourite son.

Council also continues to invest in plant and equipment and information technology allowing staff to operate in a much more efficient and effective environment. Council also completed upgrade works at the Grenfell Tip and Sewerage Treatment Works allowing these sites to comply with Environment Protection Authority (EPA) requirements.

Other ancillary works included Caravan Park improvements, the development of the Tourism Interpretation and Asset Management Plan for O'Briens Hill, tourism signs upgrades and the Grenfell Lawn Cemetery upgrade works.

I would like to take this opportunity to thank both Councillors and staff for their support, advice and assistance during the 2013/2014 financial year. I look forward to continuing to work with Council's team in the future to deliver the projects identified and prioritised in the Integrated Planning and Reporting (IPR) process.

CLR MARK LIEBICH
MAYOR

4. Personnel and Professional Agents 2013/2014

Councillors

Mayor: Clr M J Liebich
Deputy: Clr J C Niven

Councillors: G B Halls
 N W Hughes
 G McClelland
 A C Griffiths
 P H Best
 C Brown
 J E Parlett

Meeting Attendances

Meeting	Council	Town Works	Heritage	Tourism	Noxious Weeds	Property and Development
Total Held	13	11	6	6	8	10
Clr Liebich	13	11	(5)	(5)	(3)	10
Clr Niven	12	(3)	-	(1)	8	-
Clr Halls	12	-	-	-	5	-
Clr Hughes	13	-	3	3	-	8
Clr McClelland	12	8	-	3	-	7
Clr Griffiths	12	-	-	-	7	9
Clr Best	13	8	-	4	-	7
Clr Brown	13	11	6	6	(1)	(7)
Clr Parlett	13	7	6	6	-	8

Note: numbers in brackets “()” indicate attendances as observers.

Executive Staff

General Manager	G Carroll
Director Engineering	W Twohill
Director Environmental Services	B Hayes
Director Corporate Services	L Gibson

Professional Agents

Auditors:	Intentus Pty Ltd PO Box 885 Orange NSW 2800
Solicitors:	Gordon Garling Moffitt 129 Main Street Grenfell NSW 2810
Banker:	Westpac 124 Main Street Grenfell NSW 2810

5. Statutory Disclosures – Local Government Act

The following matters are required to be reported by Council under Section 428(2) of the Local Government Act 1993, and are listed with the corresponding clause number. Figures given are for 2013/2014

- (a) Expenses, Revenue & Assets:
See Appendix A.
- (b) Operational Plan – Performance Report 2013/2014:
See Appendix B.
- (c) Completed Works of Note 2013/2014:
See Appendix C.
- (d) Report on the State of the Environment:
See Appendix D.
- (e) Condition of Public Works:
See Appendix E.
- (f) Summary of Legal Proceedings:
Council costs in regard to legal proceedings for 2013/2014 amounted to \$4,241.00.

The majority of legal expenses were incurred in legal action taken for the recovery of outstanding rates. This legal action is still in progress.

- (g) Payments to Councillors:
Fees: Fees for Councillors of the Weddin Shire were determined by Council within the limits approved by the Local Government Remuneration Tribunal as:-

Councillor	\$10,480pa
Mayor	\$22,870 pa extra

The total expenditure during the year was:-

Councillors fees	\$94,237
Mayoral fees	\$22,870

Expenses: Under its policy for payment of expenses as adopted on 16 June 2011, Council paid the cost of accommodation, meals, conference fees and travel expenses. Travel expenses by car were calculated at 65c/km under 2.5 litres and 74c/km 2.5 litres and over.

Amounts paid during the year were:-

Delegates expenses	\$1,113
Travel, subsidence	\$4,707
Insurance	\$1,999

Council made available an office with telephone for official use by the Mayor and Councillors as and when required.

(h) Senior Staff:

Council's only designated "Senior Staff" position is that of the General Manager.

Payments for the year totalled \$165,000 with deductions for superannuation made from the total package as well as running costs for private vehicle use.

(i) Contracts:

Council awarded the following contracts over \$150,000 during 2013/2014:

Joint Centroc Tender	-	Supply fuel from 1/7/2013 – 30/6/2014	\$334,377.20
-------------------------	---	---------------------------------------	--------------

(j) Bush Fire Hazard Reduction Activities: There are 11 Rural Fire brigades in the shire under the control of the Rural Fire Service.

The township of Grenfell is covered by the NSW Fire and Rescue. Vacant allotments were inspected for excessive growth and owners encouraged to slash, mow or graze to reduce vegetation.

Rural property owners are required by public notice to establish and maintain 3 metre wide fire breaks appropriate to the Rural Fires Act. Residential properties in villages are required to keep grass and weed growth below 150 mm.

No Section 66 Notices were issued to those not complying with the public notice. However, 17 letters were sent to owners of blocks requiring treatment.

Council carried out its annual hazard reduction programme on firebreaks around the villages of Bimbi and Caragabal as well as burning off in conjunction with Rural Fire Brigades around the rubbish tips at Grenfell, Quandialla and Caragabal, including spraying and clearing with heavy machinery. Firebreaks were inspected around the Company Dam Reserve north of Grenfell and upgraded where necessary.

On going maintenance was carried out on all tankers and equipment during the year.

- (k) Multicultural Services: Weddin Shire has a relatively low population of indigenous and ethnic residents, and there is no known population which does not speak English. Consequently, there was no demand throughout the year for additional services from people with diverse cultural and linguistic backgrounds. Brochures in various languages containing information on such matters as social security, immunisation and building services, are available for members of the public but are rarely if ever used.

One Citizenship Ceremony was carried out in 2013/2014.

- (l) Subsidised Works on Private Land:
Council has a policy of hiring plant to approved local community organisations for fuel costs only. No work was carried out under this policy in 2013/2014.

- (m) Donations and Contributions under Section 356:
A total of \$8,786.05 was donated or contributed by Council during the year, as follows:

Organisation	Description	Amount
Grenfell Henry Lawson Fest of Arts	Donation - Art Acquisition Prize	\$1,500.00
Grenfell PAH & I Assoc	Donation – Sewer Charges	\$975.00
The Grenfell Gunyah Craft Shop	Donation - Rates	\$269.35
Grenfell Public School	Donation - Presentation Day	\$100.00
Quandialla Central School	Donation - Presentation Day	\$100.00
Greenethorpe Public School	Donation - Presentation Day	\$100.00
Caragabal Public School	Donation - Presentation Day	\$100.00
St Josephs Catholic School	Donation - Presentation Day	\$100.00
The Henry Lawson High School	Donation - Presentation Day	\$100.00
Grenfell Country Women’s Assn	Donation - Rates	\$372.88
Grenfell Jockey Club	Donation - The Grenfell Guineas	\$200.00
Grenfell Rugby Club	Donation – Rates	\$358.82
Grenfell Picnic Race Club	Donation – Races	\$200.00
Greenethorpe Hall Committee	Donation – Le Tour de Greenethorpe	\$200.00
The Henry Lawson High School	Donation – Science and Engineering Challenge	\$500.00
The Henry Lawson High School	Youth Week Costs	\$1,230.00
Grenfell Country Club	Sporting Clubs Golf Day	\$200.00
Grenfell Henry Lawson Fest of Arts	Youth event funding – Big Air School	\$2,000.00
Western Region Academy of Sports	Contribution to WRAS	\$180.00
		\$8,786.05

(n) Human Resource Activities:

Industrial Relations at the council remain good and there is close and constant liaison between management and union representatives.

During the year Council operated under the Local Government (State) Award 2010.

The three Directors are employed on employment agreements as per the Local Government (State) Award 2014.

The **Award Consultative Committee** met on four occasions during the year.

The annual **staff assessments** for the majority of the staff were completed by the end of December 2013, with the remaining assessments being completed promptly after the employees' return from leave.

The **Organisation Structure** was reviewed and adopted unchanged in May 2014 (see following page). The structure shows the functional roles relating to each department below the level of Director.

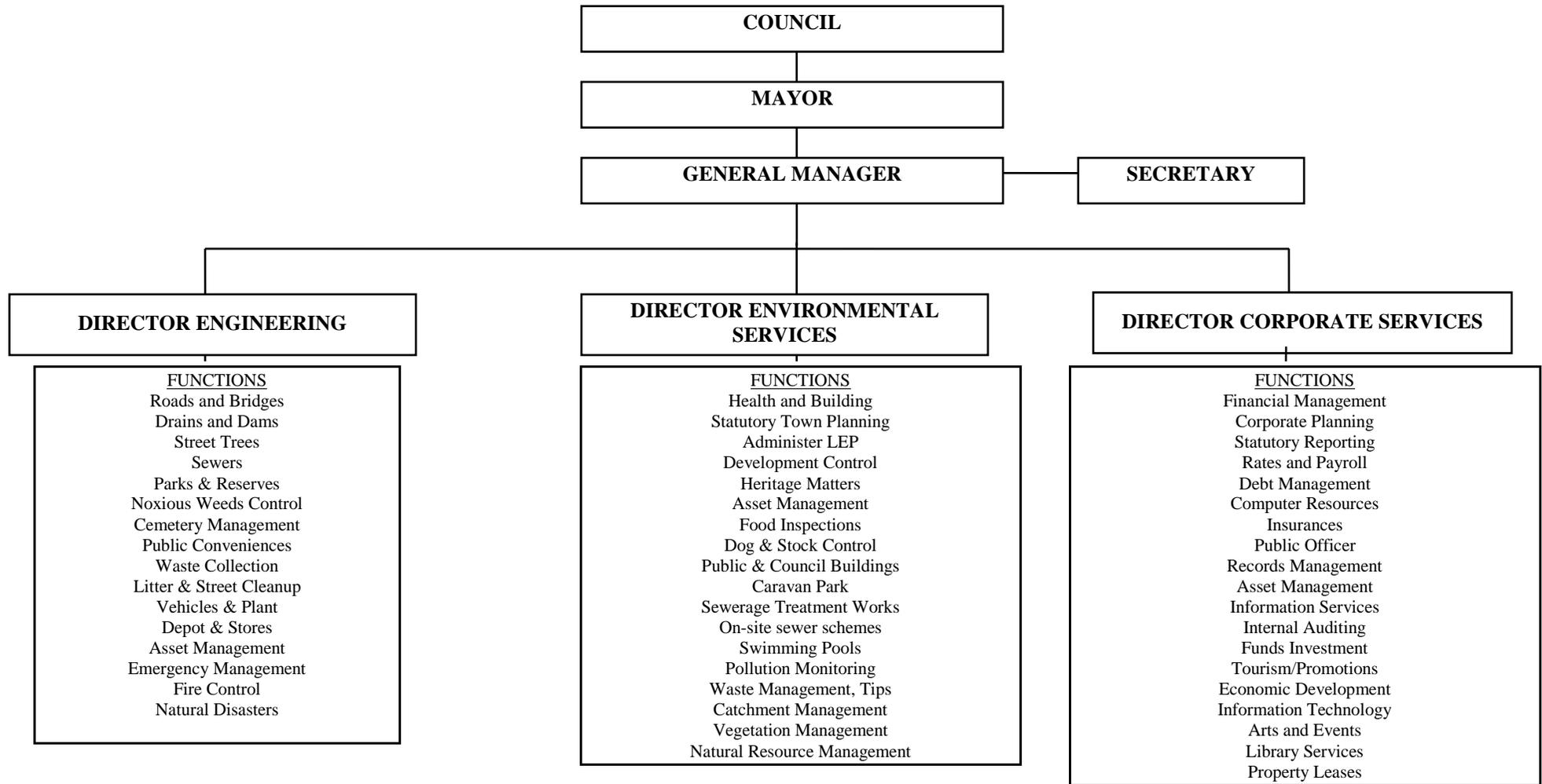
The **workforce** at Weddin Shire is traditionally very stable and turnover is usually minimal. Changes to indoor staff included:-

- resignation of General Manager
- appointment of General Manager
- appointment of Director Corporate Services
- appointment of Arts and Cultural Officer
- General Manager Secretary – Completion of 12 month leave position
- job sharing of General Managers Secretary position

Changes to the outdoor staff included:-

- resignation of Patch Truck Operator
- resignation of two labourers
- appointment of two school based trainees
- appointment of five labourers
- appointment of one casual Quandialla Pool attendant

WEDDIN SHIRE COUNCIL - ORGANISATION STRUCTURE



Adopted: 15 May 2014

Staff **training** is a major investment for Council. Council also employs trainees and apprentices to offer local youths an opportunity to gain experience or a trade. At the end of 2013/2014 there were:-

- an apprentice Gardener (Second year January 2012)
- a school based trainee (Parks and Gardens, first year January 2013)
- a school based trainee (Certificate II in Automotive Mechanical, second year January 2013)

Training courses attended by Council staff are listed below.

2013/2014

Name of Training Course	Days	No. Attending	Cost of Training	Knowledge/skills Acquired.
NSW Rating Professionals	3	1	\$772.73	Rates Conference
CENTROC	2	4	\$1,760.00	Traffic Control Plans (Red Ticket)
CENTROC	1	4	\$1,650.00	Traffic design and inspect course
Australian Institute Building Surveyors	2	1	\$804.55	AIBS Conference
CENTROC	4	2	\$1,600.00	LGMA Manager tool kit
Royal Life Saving	1	1	\$113.64	Lifeguard trainer workshop
TAFE		1	\$313.00	Certificate III in Parks and Gardens
Statewide Mutual	1	1	\$450.00	Risk Management Conference
Civica			\$311.25	E. Tuto
Centroc	1	1	\$400.00	Minute taking skills training course
Local Government Super	2	1	\$381.82	S.L.O Conference
Office of Environment and Health	1	1	\$218.18	Heritage refresher workshop
Verto Ltd	2	1	\$440.00	Induction – White Card
Pitney Bowes	2	2	\$2,240.00	Exponare Administrator
Western Institute TAFE	1	2	\$956.00	Civil Construction Supervision Course
Aust. Institute Local Government Rangers	1	1	\$250.00	Companion Animal Short Course
Morse Accounting Services	1	1	\$359.09	FBT Workshop
Country Pool Managers	3	1	\$60.00	Country Pool Managers Conference
Environmental Development & Allied Professionals	3	1	\$409.09	EDAP Conference
Blayney Shire Council	1	2	\$45.45	Event Risk Management Workshop
Riverina Eastern Regional Organisation of Councils	1	1	\$120.00	Mapped Out GIS Conference
Total Training Fees			\$13,654.80	

The total cost of training including wages was \$40,557.28

Council's **OH & S Committee** met four times during the year, pursuant to its role of identifying risks and improving employee safety.

(o) Equal Employment Opportunity:

An Equal Employment Opportunity Management Plan was adopted by Council in August 2009 to guide the consideration of Equal Employment Opportunity matters.

Council observes the guidelines of this Plan in conjunction with recruitment, promotion and training activities. Vacancies are advertised internally and externally, and interview panels include an independent community member as well as gender balance where appropriate.

Council has adopted a Policy for Resolution of Grievances which is applied to any complaints by staff to ensure a speedy and fair resolution.

Oversight of the implementation of the Equal Employment Opportunity Plan is the responsibility of the Award Consultative Committee, which comprises representatives of management and staff.

(p) Delegations to External Bodies:

External bodies which exercised functions delegated by the Council were:

- Central Tablelands Water - water supply to Grenfell, Quandialla and some rural areas;
- Cowra Council - water supply to Greenethorpe and nearby rural areas;
- Grenfell Historical Society - operation of the Grenfell Museum;
- Grenfell Rotary Club - approved maintenance and upgrading of Rotary Park.
- Rural Fire Service – activities in accordance with the Service Level Agreement.

(q) Controlling Interests:

NIL

(r) Partnerships, Co-operatives and Joint Ventures:

Council was a member of three local government strategic alliances during the year, as follows:-

- Mid Lachlan Alliance – with the councils of Forbes, Lachlan and Parkes.
- City/Country Alliance – with Hawkesbury City Council
- Joint Rail Alliance – with the councils of Blayney, Cowra, Harden and Young.

Council is also a member of the Central West Regional Organisation for Councils (CENTROC), together with thirteen other councils. This organisation has developed a strong training arm and offered a number of joint tenders such as signage and linemarking. Council's representatives regularly attend meetings of the board of management and other sub-groups, to demonstrate support for the arrangement.

Netwaste

There was one organisation in which Council (in conjunction with other Councils) held a joint interest during the year which was NetWaste. NetWaste is a collaborative waste management project originally sponsored by the Central West (CENTROC) and Orana (OROC) regional organizations of councils. It emerged as a response to the challenges to change solid waste planning and service delivery amongst local councils.

NetWaste covers over 30 members. It has a view to improve the planning and delivery of waste management services across the region. To this end, a Subregional Strategic Plan has been compiled and an Action Plan formulated.

Council was not involved in any other partnership, co-operatives and joint ventures during the year.

(s) Additional Information

a) Expenses and Facilities for Councillors:

There were no overseas visits undertaken by councillors this year.

The total cost of expenses and the provision of facilities to councillors for 2013/2014 was \$6,706. Details of this cost are given below:-

(i)	equipment and telecommunications	Nil
(ii)	telephone calls	Nil
(iii)	conference and seminars	Nil
(iv)	training	Nil
(v)	interstate visits	Nil
(vi)	overseas visits	Nil
(vii)	expenses for spouses	Nil
(viii)	child care	Nil
(ix)	travelling expenses	\$2,166
(x)	council meeting sustenance	\$2,541
(xi)	Insurance	\$1,999

b) Total Remuneration for Senior Staff:

The only member of council staff designated as “senior staff” is the General Manager, with details of this position being given in item (h) above.

c) Activities for Children:

Local activities for children provided or supported by council include:

- Assistance with the Youth Week project at The Henry Lawson High School
- Donations to school presentation days,
- The financing and operation of public swimming pools at Grenfell and Quandialla,
- Provision and maintenance of playground equipment in the parks at Grenfell, Caragabal, Greenethorpe and Quandialla,
- Maintenance of a number of playing fields and ovals for general sporting use,
- Story telling, craft activities and playgroups at Library,
- Maintenance of a Skatepark in Vaughn Park,

d) General:

- i) The statement of Access and Equity Activity for 2013/2014 is included in Appendix F.
- ii) Council does not have any Category 1 business activities.
- iii) Council has one Category 2 business activity - Grenfell Sewerage.
- iv) Council does not have any Category 1 business activities.
- v) Council has only one Category 2 business activity - Grenfell Sewerage and as such the principles of Competitive Neutrality do not apply.
- vi) Council does not have any Category 1 business activities.
- vii) Council has only one Category 2 business activity - Grenfell Sewerage and a competitive neutrality complaints mechanism has not been required.
- viii) Council does not have any Category 1 business activities.
- ix) There were no competitive neutrality complaints received during the year.

e) Stormwater Management:
Council has not levied an annual charge for stormwater management services.

f) Companion Animals Act
Activities under the Companion Animals Act and Regulation were as follows:

- Pound data collection returns were submitted to the Department on 1 July 2014.
- There were five dog attacks reported for 2013/2014.
- Expenditure relating to companion animals management and activities totalled \$53,996.00.
- There were four education programs carried out in 2013/2014 via the local print media.
- If animals are impounded or surrendered, the animals must be microchipped and registered prior to their release. Council encourages the desexing of animals with reduced fees and education of potential pet owners.
- Animals surrendered to Council are advertised in the local newspaper for sale. A list of people wanting particular breeds of dogs is kept by the Animal Control Officer. If these dogs come into Council's possession these people are contacted by telephone.
- Council provides two off leash areas. One at Lawson Oval and the other at Grenfell Arboretum (Gooloogong Road).
- Dog tidy bags were supplied at each off leash area for pet owners to use.
- Enforcement of an impounding fee has encouraged pet owners to be more responsible.
- Details on the use of the Companion Animals Fund are as follows:-

	Income (\$)	Expenses (\$)
Dog Registration	3,265.00	
Companion Animals Registration	523.00	
Impounding Fees	1,062.00	
Staff		42,916.00
Vet Fees		580.00
Vehicle		10,500.00
Total	4,850.00	53,996.00

g) Community Consultation and Communication

Council continues to provide a weekly column in the local newspaper (The Grenfell Record) which provide commentary on matters of importance or relevance, and is accompanied by the advertisements and public notices for that week. Some additional advertising is occasionally required.

The weekly column and notices are also forwarded to the six schools of the shire for inclusion of relevant sections within their school newsletters. This is particularly important in the villages of Greenethorpe, Caragabal and Quandialla where the school newsletter acts as the local information bulletin.

All this information is also available on the Council's website.

A community engagement session was held at the Grenfell Bowling Club on the 29 October 2013 to consult with the community in regards to the development of the new Medical Centre and the various options available to Council to fund this project.

It was an excellent session as it enabled Council to engage with the Community and it reinforced how imperative it is that we are all heading in the same direction and the community are with us on this exciting journey.

The Emu Creek Stream Management Plan was advertised for comment. No comments were received. The Emu Creek Stream Management Plan is in draft form.

Council resolved to amend provisions of Weddin Shire Council Local Environment Plan 2011. This amendment was advertised however no comments were received. The amendment was subsequently approved and adopted.

As part of Council's notification policy, relevant Development Applications are notified and advertised for public comment.

It is recognised locally that topical news spreads quite quickly through the local community via the many social, recreational and business networks which are in place. This process is assisted by the councillors and senior staff being well known and able to be approached by the public.

6. Statutory Disclosures – Government Information (Public Access) Act

Council received no applications under the Government Information (Public Access) Act during 2013/2014.

7. Statutory Disclosures - Privacy and Personal Information Protection Act

Council adopted its Privacy Management Plan on 21 August 2008. This plan was based on the Local Government Model Plan prepared by the Department of Local Government.

Council staff continue to observe the twelve (12) Information Protection Principles in their daily routine.

There were no reviews conducted under Part 5.

8. Statutory Disclosures – Public Interest Disclosures Act, 1994

Council adopted its policy for Public Interest Disclosures on 21 June 2013.

The Policy establishes an internal reporting system for the reporting of disclosures of corrupt conduct, maladministration or serious and substantial waste of public money by the Council, its staff, and Councillors. The system enables such internal disclosures to be made to the Disclosure Co-ordinator, a nominated Disclosure Officer, or the Mayor, as an alternative to the General Manager.

The policy is designed to complement normal communication channels between supervisors and staff. Staff are encouraged to continue to raise appropriate matters at any time with their supervisors, but as an alternative have the option of making a protected disclosure in accordance with this policy.

There were no disclosures made under the Public Interest Disclosures Act, 1994 during 2013/2014.

9. Statutory Disclosures - Environmental Planning and Assessment Act

Council had no planning agreements in force during 2013/2014.

Appendix A: Financial Reports 2013/2014

INTRODUCTION

Council is required under the Local Government Act to prepare financial reports for each year which must comply with the prescribed standards which include the “Local Government Code of Accounting Practice and Financial Reporting” and the “Local Government Asset Accounting Manual”, both published by the Division of Local Government.

Council must also refer the annual financial reports for external audit, and this is carried out by Intentus.

A full copy of the 2013/2014 Financial Reports may be obtained from the Council Chambers or on Council’s website www.weddin.local-e.nsw.gov.au.

Appendix B: Operational Plan – Strategic Objectives and Detailed Activities
Performance Report for 2013/2014

ITEM	ACTION	REPORT
SO#1	Strong, Diverse and Resilient Local Economy	
1.1	Strong and progressive agricultural sector	<p>Lobbying continued to reopen the Blayney-Demondrille rail line.</p> <p>Continue to carry out road upgrades under the FAG, R2R, Regional Roads, State Highway and National Highway programme.</p> <p>2013/2014 FAG Program completed except for Quandialla drainage, kerb and guttering, various roads upgraded as per FAG Program.</p> <p>Completed and now B-Double approved for its whole length in Weddin Shire.</p>
1.2	Maximise the Weddin Shire's tourism potential	<p>Extended weekend Visitors Information Centre (VIC) service with agreement with the Caltex Service Station.</p> <p>Ongoing research and planning into establishment of an accredited VIC in conjunction with Tourism Committee.</p> <p>Heritage grants awarded. O'Briens Hill Heritage and Tourism Plans completed.</p> <p>Grant application in process of being completed for O'Briens Hill.</p> <p>Ongoing development of O'Briens Hill historical site and Tourism Strategy.</p> <p>Development of Weddin Shire prospectus completed with positive feedback received.</p> <p>Support provided to B & B Networking Group to develop marketing material.</p> <p>Supported provided to Festival, Go Kart State Titles, League Grant Final. Tourism display at the Weddin Mountain Muster. Goldfest organised and successfully held.</p> <p>Community noticeboard TV installed in Community Hub building.</p> <p>Supported installation of Henry Lawson Statue.</p> <p>Ongoing heritage advice for grant funding.</p> <p>Upgrade of Caravan Park access facilities.</p>
1.3	Infrastructure and services to support business activity	<p>Distribute and advertise information on grant funding opportunities.</p> <p>Prepare master plan for upgrade of Main Street and George Street.</p> <p>One outdoor employee in third year of a four year Horticulture Apprenticeship at TAFE.</p> <p>Two outdoor employees carrying out Overseers Certificate externally at TAFE.</p> <p>Two school based trainees working with Council for 100 days. One in horticulture and one in workshop.</p> <p>Staff encouraged, supported to identify and pursue training opportunities.</p> <p>Drainage improvements at Quandialla progressing.</p> <p>Country week attended and Industrial land promoted to prospective new businesses.</p> <p>Prospectus completed and distributed.</p> <p>Quandialla recycling station operational.</p>

ITEM	ACTION	REPORT
1.4	Support existing business & encourage new industries	<p>Quotations provided for industrial land.</p> <p>Support provided to Weddin Development Committee.</p> <p>Potential investors made aware of Council's incentive policies.</p> <p>Grant funding opportunities advertised and distributed to relevant groups.</p> <p>Supported delivery of Business Strategic Planning course by Central West Business Enterprise Centre (BEC).</p> <p>Contact made with NSW Trade and Investment ie potential speakers to Weddin Development Committee.</p> <p>Participated in Country Week with all leads followed up.</p> <p>DOP's approval of rural land use study pending.</p>
1.5	Promote land zoned for development	<p>Industrial land promoted to potential new businesses.</p> <p>Incentives regularly reviewed.</p> <p>Prospectuses being developed to assist in marketing Weddin Shire to prospective new business.</p>
1.6	Foster partnerships to advance economic activity	<p>Ongoing liaison undertaken with Central West BEC.</p> <p>Supported the Weddin Development Committee. Potential new business people referred to NSW Trade and Investment. Arranged and supported Central West Enterprise Centre relationship to advance economic activity.</p> <p>Liaised with National Parks and Wildlife regarding potential signage at Ben Halls Cave. Ongoing participation.</p>
1.7	Support expanded aged care facilities & services	<p>Council supports Seniors Week by conducting free IT Classes as well as screening a free movie.</p> <p>Promoted aged care services in the shire eg. services provided by Carewest.</p> <p>Application submitted for hearing loop in conference room.</p> <p>Taxi service maintained.</p>
1.8	Support responsible mining	<p>Meeting with existing mining operators regarding life span and core and maintaining planning. Advice provided regarding approvals for possible processing unit.</p>
1.9	Encourage renewable energy development	<p>CEEP grant obtained through CENTROC upgrade Council buildings lighting completed.</p> <p>CEEP 2 grant obtained through CENTROC to reline sewers in Grenfell including smoke detection.</p>
SO#2	Healthy, Safe and Educated Community	
2.1	Encourage provision of quality medical facilities	<p>New doctor commenced full time in February 2014. Main Street Surgery upgraded and new house constructed. Plans and specifications being developed for new Grenfell Medical Centre.</p> <p>Interest rate subsidy and a special rate variation application submitted to assist in funding for Grenfell Medical Centre. Special rate variation application was unsuccessful.</p> <p>Development Application approved for new Medical Centre.</p>
2.2	Promote and develop health education	<p>No local health courses proposed at this stage.</p>
2.3	Support community transport	<p>Council is providing a Taxi Service which is well patronised as well as co-operating with Community Transport in providing transport for our aged.</p>
2.4	Support provision of adequate aged care service	<p>Council has provided support to the aged care service providers in advertising their services.</p> <p>Conference room made available to relevant organisations.</p>

ITEM	ACTION	REPORT
		Application made for hearing loop in conference room. Community Hub is now an access point for Department of Human Services.
2.5	Maximise public health and safety	All food premises inspected and temporary facilities inspected. Complaints and inspections attended to as appropriate. Home swimming pool inspections program developed, adopted and commenced. No complaints received from RFS. RFS meetings attended, assistance given to SES as required. All contributions submitted on time. No requests received from local units. Cleaning schedule adhered to, including for special events. No incidents of schedule oversights. Street lighting operating satisfactorily. No defects received. No new streetlights installed. An safe and effective streetlighting network is provided to Grenfell and Villages.
2.6	Support local education institutions	Australia Day Academic Award presented to Henry Knowles. Council makes an annual donation to all Schools in the Shire for their presentation days. 2 school based traineeships awarded (Parks and Gardens and Workshop)
2.7	Provide lifelong learning opportunities	Grenfell Library maintained with books regularly updated, housebound service provided and deposit stations available in villages. Grenfell Internet Centre services maintained including IT classes held on a weekly basis and on demand as appropriate. Community Hub is now an access point for Department of Human Services.
SO#3	Democratic and Engaged Community	
3.1	Develop leadership skills in the community	Relationship with Central West BEC leveraged to provide training and development opportunities within the community. Council staff encouraged to take an active role in community organisations.
3.2	Implement the integrated planning and reporting	Reviews of CSP & DP completed. IP & R documents implemented and reviewed on an ongoing basis. IT and software opportunities reviewed and pursued where appropriate. Feedback from interim accounting audit implemented. Local Government Accounting Stakeholder consulted on current practices and future trends.
3.3	Support village progress organisation activities	Rural works committee met in Quandialla. Other annual meetings to be arranged.
3.4	Harness and leverage existing leadership network	Grant funding opportunities distributed to village progress associations. Supported provided to progress association initiatives. Morning tea held to thank CWA volunteers.
3.5	Community consultation on major decisions	The Emu Creek Stream Management Plan was advertised for comment. No comments were received. Community meeting regarding Medical Centre Development held.

ITEM	ACTION	REPORT
3.6	Educate Community on role of Council & Councillors	Weekly news column placed in Grenfell Record and website.
3.7	Leverage internet and social media to engage community in local leadership and communication.	Investigation into upgrade of Council websites initiated. Social media used by Council services and Council events where appropriate eg Library services, Art Gallery facebook sites.
SO#4	Culturally rich, vibrant and inclusive community	
4.1	Maintain & develop sporting facilities & events	Amenities at Quandialla Pool upgraded as requested. Regularly monitor facilities. Most works requested at Grenfell and Quandialla Pools were completed by September 2013. No complaints received.
4.2	Maintain & develop recreational facilities & events	Planning for redevelopment of Weddin Aquatic Centre commenced. Reserves and all parks mowed and maintained with no complaints. Two free usage by schools were granted as requested. Skate park maintained in a clean condition on a daily basis. No graffiti occurred. Bogolong Dam not owned by Council in 2013/2014. Youth week grant obtained.
4.3	Maintain & develop cultural & arts facilities & events	The Henry Lawson Festival is supported with financial and human resources to assist in the conduct of the event. Art Gallery supported with new committee structure implemented.
4.4	Develop strategy for attracting diverse cultures	New residents are sent an introductory letter upon arrival to make them feel welcome as well as being introduced to various groups and activities.
4.5	Encourage sense of community & connectiveness	Community members encouraged to join Community and Council committees. Nominations of community members on Council committees called for and positions filled.
4.6	Implement a social activities planning program	Taxi service provided. Movie screening held regularly in Community Hub. IT classes held by Grenfell Internet Centre and access to IT facilities provided. Community Hub is now the access point for the Department of Human Services. Conference room made available and support provided to employment support agencies.
SO#5	Cared for Natural, Agricultural & Built Environments	
5.1	Implement environmental regs & control in Council ops	DA's, CC's and CDC's being processed in appropriate and timely manner. State of Environment Report completed. Grenfell Sewerage Scheme operating in accordance with licence conditions. Urban stormwater maintained. Emu Creek maintenance plan being formulated. Grenfell sewerage scheme operating well and within statutory limits. No scheduled programmes carried out. Awaiting completion of Emu Creek Management Plan. Bogolong Dam Operations and Maintenance Management Plan to be developed. Storm water systems maintained satisfactorily. IWCM completed, awaiting approval from NSW Office of Water.

ITEM	ACTION	REPORT
		Clean up Australia Day supported by Council. Domestic and commercial waste as well as recycling collected as per schedule. Trees planted depending on climatic conditions. Four noxious weeds notices were issued. All roads sprayed for control of noxious weeds.
5.2	Encourage waste reduction & recycling	Grenfell, Greenethorpe and Quandialla recycling services operating well. Caragabal services deferred.
5.3	Raise awareness of sustainable practices	No grants available at this stage.
5.4	Improve environmental outcomes of Council operations	Garbage collection services operating well. Landfills operated as prescribed. Domestic, commercial waste and recycling carried out satisfactorily. Tree planting carried out as season allows. 322 trees planted in Grenfell.
5.5	Inform local ag industry about sustainable practices	Local forums publicised in Council newsletter.
5.6	Preserve the heritage of built areas	Free Heritage Advisory service provided. Local heritage grants programs administered. Very successful program.
5.7	Preserve broader landscape connectivity for native fauna	Agreement signed with Weddin Native Nursery to supply trees and shrubs.
SO#6	Well Maintained & Improving Shire Assets and Services	
6.1	Council facilities meet reasonable community expectations	Community Hub maintained and made available for utilization by other organisations. Grant funding application submitted for O'Briens Hill. Rates system maintained and updated as required. Investment policy implemented and adhered to. Public parks in Grenfell and villages maintained. Grant for Emu Creek Management Plan and O'Briens Tributary drainage improvement obtained and progressing. Tourism and Heritage draft Plans for O'Briens Hill completed for public consultation. O'Briens Hill facilities maintained in appropriate manner. Sewerage system upgraded and maintained regularly and meets minimum service level requirements. No sewer mains rehabilitation carried out in 2013/2014. Sewer Strategic Business Plan (SBP) adopted in March 2013. All drainage and channels in Grenfell and villages maintained. All Local Government Area Section 68 applications for onsite effluent disposal determined and approved.
6.2	Maintain & improve transport infrastructure	State, Regional, urban and rural roads and footpaths maintained in good order. Flood damage programmes completed. Stormwater drains and pipes maintained in good order in Grenfell and Villages. No new footpaving completed in 2013/2014.
6.3	Maintain structural assets	All structural assets maintained as funds permit within the relevant asset management plans levels of service.
6.4	Position Weddin Shire as "employer of choice"	Council staff encouraged and supported to identify and undertake study and training provided.

ITEM	ACTION	REPORT
6.5	Provide a modern plant fleet	Workshop, plant and equipment working well with no grievances. Plant Replacement Program completed.
6.6	Manage classified roads on behalf of RMS	State, National and regional roads maintained within RMS standards.
6.7	Participate in, & support, Localising NSW 2021	CENTROC opportunities renewed and participated in if the opportunity to gain a benefit is identified.
6.8	Liaison & partnership with Federal & State govts	Ongoing liaison with government departments. Obtained Floodplain grant from Office of Environment and Heritage for Emu Creek management plan and O'Briens Tributary Drainage Improvement.

Appendix C: Completed Works of Note 2013/2014:

Road Name	Start Chainage	End Chainage	Length (km)	Nos	Description	Date
HIGHWAYS						
SH6					Completed and primersealed heavy patches	Sep-13
SH17						
SH17					Downer EDI replaced non-conforming asphaltic surface	Oct/Nov-13
SH6					Reseals done	Nov-13
SH17			1.890km		Porters Mount Rehabilitation completed & primersealed	Mar-14
SH6 (East)					Heavy Patched	Apr-14
SH6					Replaced guard rails at three sites	Jun-14
MAIN ROADS						
MR398					2 heavy patches completed, primersealed	Mar-14
MR236					2 heavy patches completed, primersealed	Mar-14
MR237	14.613	20.113	5.500km		Sealed (Final Seal)	Mar-14
MR237	27.524	29.053	1.529km		Sealed (Final Seal)	Mar-14
MR398	32.406	34.712	2.306km		Sealed (Final Seal)	Mar-14
MR398	38.963	42.463	3.500km		Sealed (Final Seal)	Mar-14
SHIRE ROADS						
Murrays Lane	0	0.890			Primersealed	Jul-13
Nowlans Road					Resheeted	Jul-13
Grimms Lane					Resheeted	Jul-13
Barrs Lane					Resheeted	Jul-13
Napiers Lane					Resheeted	Jul-13
Major West Road					Resheeted	Jul-13
Wheatleys Road					Resheeted	Jul-13
Holy Camp Road					Erected Kangaroo warning signs	Aug-13
Back Piney Range Rd						
Driftway Road	6.795	7.946	1.151km		Widened, primersealed	Sep-13
Driftway Road	8.342	9.208	0.866km		Widened, primersealed	Sep-13
Driftway Road					Constructed 2 pipe culverts	Oct-13
Morans Road					Completed minor widening	Nov-13
Driftway Road	9.208	9.784	0.576km		Widened, primersealed	Nov-13
Heathcotes Lane					Sealed a causeway	Nov-13
Heathcotes Lane					Resheeted	Nov-13
Pinnacle Road	5.733	7.964	2.231km		Widened, primesealed	Jan-14
Adelargo Road			3.500km		Resheeted	Jan-14
Barkers Road			1.400km		Resheeted	Jan-14
Bald Hills Road			1.000km		Resheeted	Jan-14
Hancock-Williams Rd			0.300km		Resheeted	Jan-14
Adams Lane					Resheeted	Feb-14
Goodes Lane					Resheeted	Feb-14
Beasleys Lane					Resheeted	Feb-14
Moores Lane	0	1.437	1.437km		Resheeted	Feb-14
Chapples Lane					Resheeted	Feb-14
Pinnacle Road	4.722	5.733	1.011km		Sealed (Final Seal)	Mar-14
Old Young Road	0	0.255	0.255km		Sealed (Final Seal)	Mar-14
Old Young Road	5.423	9.520	4.097km		Sealed (Final Seal)	Mar-14
Driftway Road	3.722	6.795	3.073km		Sealed (Final Seal)	Mar-14

Road Name	Start Chainage	End Chainage	Length (km)	Nos	Description	Date
Bimbi-Thuddangra Road	2.918	3.974	1.056km		Re/sealed	Mar-14
Ballendene Road	2.460	3.730	1.270km		Widened, primersealed	Apr-14
Martins Lane	2.999	5.802	2.803km		Sealed (Final Seal)	Apr-14
Wongarra Lane	0	1.002	1.002km		Resheeted	May-14
Pinnacle Road			2.020km		Widened, primersealed	Jun/Jul-14
Thompsons Lane	0	0.597	0.597km		Resheeted	Jun-14
GRENFELL TOWN AREA						
Brundah Street					Completed Emu Creek wing walls	Jul-13
Alexandra Street						
Backlanes between Camp and North Sts					Reconstructed, primersealed	Sep-13
Backlanes between Melyra and North Sts					Reconstructed, primersealed	Nov-13
Melyra Street					Constructed a traffic island	Nov-13
Main Street					Cast 2013 Henry Lawson Plaque	Jan-14
Main Street					Replaced rotten bollards	Jan-14
Nash Street	0	0.115	0.115km		Resealed	Mar-14
Main Street					Erected Henry Lawson statue	Apr-14
QUANDIALLA						
Second Street					Replaced pipe culverts	Jul-13
Backlanes					Resheeted	Feb-14

Note 1: Maintenance works are not included in the above table.

Note 2:

- Primerseal - the initial seal placed over a prepared base (pavement), which needs to be sealed (final seal) in due course.
- Seal (final seal) - the final seal placed over a primersealed road segment.
- Reseal - seal placed over a final sealed or resealed road segment
- Re/seal - mix of reseal and final seal across the width of a road segment

Appendix D: State of Environment Report 2013/2014

1. INTRODUCTION:

Weddin Shire Council is required under the Local Government Act to prepare a State of the Environment Report for the year ending 30th June, 2014.

These eight environmental sectors are:

- [i] land,
- [ii] air,
- [iii] water,
- [iv] biodiversity,
- [v] waste,
- [vi] noise
- [vii] Aboriginal heritage, and
- [viii] non – Aboriginal heritage,

In relation to each such environmental sector, the report must consider any

- management plans relating to the environment,
- special council projects relating to the environment, and
- the environmental impact of council activities.

The 2014 State of Environment Report is a supplementary document to support the comprehensive report of 2013. Copies of the report will be separately available from the Council Chambers.

Appendix E: Condition of Public Works (30/6/14)

Assets	Quantity	Remaining Life (%) = Remaining Life/Useful Life		Estimates to Bring to as New – Rehab/Reconstruction on cost (Renewal Cost)	Annual Expenditure to Maintain at Standard (Annual Depreciation)	Renewal Programme 2013/2014 (Excluding Flood Damage Restoration)
		Base	Seal			
National Highways - SH 17 - Newell	22 km	44%	44%	\$30.38 M	\$2.24 M	\$0.36 M
State Highways - SH 6 - Mid Western	103 km	46%	46%	\$45.25 M	\$1.36 M	\$1.09 M
Regional Roads - MR 236,237,239,398	122 km	54%	69%	\$12.65 M	\$0.43 M	\$0.46 M
Local Roads						
1. Urban - Sealed	30 km	63%	53%	\$4.50 M	\$0.111 M	\$0.02 M
2. Urban - Unsealed	7 km	40%	-	\$0.07 M	\$0.004 M	-
3. Rural - Sealed	386 km	66%	60%	\$30.18 M	\$0.766 M	\$0.59 M
4. Rural - Unsealed	506 km	33%	-	\$5.05 M	\$0.336 M	\$0.29 M
1. Bridges						
1.1 Regional - Concrete	4 Nos		77%	\$2.84 M	\$0.028 M	-
1.2 Local - Concrete	5 Nos		55%	\$1.90 M	\$0.018 M	-
1.3 Local - Timber	2 Nos		31%	\$0.35 M	\$0.006 M	-
1.4 Local - Composite	1 No		97%	\$0.03 M	\$0.001 M	-
2. Culverts						
2.1 Regional	228 Nos		78%	\$10.47 M	\$0.130 M	\$0.02 M
2.2 Local	1244 Nos		68%	\$13.95 M	\$0.174 M	\$0.02 M
Drainage (Storm water)	4991 m		60%	\$38.60 M	\$0.48 M	-
Sewer Mains	31278 m		29%	\$5.66 M	\$0.07 M	-
Sewer Treatment Works	1		23%	\$2.16 M	\$0.03 M	\$0.05 M
Swimming Pools	2 each		75%	\$1.17 M	\$0.05 M	-
Parks, sporting fields	12 each		58%	\$1.90 M	\$0.28 M	\$0.16 M
Cemeteries	3 each		86%	\$0.25 M	\$0.06 M	\$0.04 M
Public Toilets	7 each		63%	\$0.40 M	\$0.02 M	\$0.02 M
Street Lighting	Total		74%	\$0.47 M	\$0.36 M	\$0.02 M
Caravan Park	1		81%	\$0.91 M	\$0.35 M	\$0.02 M
Dwellings	4 each		67%	\$0.63 M	\$0.05 M	\$0.33 M
Council Chambers	1 each		83%	\$0.73 M	\$0.05 M	\$0.01 M
Library and Offices	3 each		92%	\$0.02 M	\$0.01 M	\$0.02 M
Depots	1 each		95%	\$0.24 M	\$0.07 M	\$0.07 M

Notes:

Council's public works assets have been evaluated as required under AAS-27.

Roads to Recovery funding from the Federal Government has continued to be used to accelerate council's resealing programme as in previous years, thus prolonging the life of Council's bitumen roads.

Generally significant lengths of all sealed road networks require reconstruction and strengthening. Council's gravel road network requires a programme of regraveling which is beyond the capacity of maintenance funds.

Council uses most of its Financial Assistance Grant (Roads Component) to widen and rehabilitate existing sealed local roads and to resheet gravel roads, as well as for minor general maintenance.