

# **WEDDIN SHIRE COUNCIL**



## **ANNUAL REPORT 2010/2011**

# "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 2010/2011.....	4
5. Statutory Disclosures – Local Government Act .....	6
6. Statutory Disclosures – Government Information (Public Access) Act.....	16
7. Statutory Disclosures – Privacy and Personal Information Protection Act.....	16
8. Statutory Disclosures – Environmental Planning and Assessment Act.....	16
<i>Appendices:</i>	
A - Financial Reports 2010/2011 (Introduction)..... (Copies of full Report are separately available from the Council Chambers)	17
B - Performance of Principal Activities 2010/2011.....	18
C - Completed Works of Note 2010/2011 .....	34
D - State of Environment Report 2010/2011 (Introduction)..... (Copies of full Report are separately available from the Council Chambers)	38
E - Condition of Public Works (30/6/11) .....	39
F - Access and Equity Activity Statement 2010/2011 .....	40

## 1. Council Offices & Facilities

Council Chambers	Camp Street, Grenfell open 8.30am - 4.00pm Mon-Fri (Ph) 6343 1212 (Fax) 02 - 6343 1203 email: <a href="mailto:mail@weddin.nsw.gov.au">mail@weddin.nsw.gov.au</a> website: <a href="http://www.grenfell.org.au">www.grenfell.org.au</a>
Library	Main Street, Grenfell (Ph/Fax) 6343 1334
Technology Centre	Main Street, Grenfell (Ph/Fax) 6343 1720 email: <a href="mailto:grentech@grenfell.org.au">grentech@grenfell.org.au</a>
Art Gallery	Main Street, Grenfell (Ph) 6343 1864 email: <a href="mailto:gallery@grenfell.org.au">gallery@grenfell.org.au</a>
Economic Development/ Tourism Office	Main Street, Grenfell (Ph)6343 2855 (Fax) 6343 2546 email: <a href="mailto:edo@grenfell.org.au">edo@grenfell.org.au</a>
Caravan Park	Grafton Street, Grenfell (Ph) 6343 1194, email: <a href="mailto:caravanpark@grenfell.org.au">caravanpark@grenfell.org.au</a>
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 at 4.00 pm on the Tuesday in the week preceding the Council Meeting. (not every month)

Not open to the public.

Heritage Committee: meets at 5.00 pm on the Tuesday in the week preceding the Council Meeting. (not every month)

Not open to the public.

Manex Committee: meets at 2.30 pm on the Monday immediately preceding the Council Meeting.

Not open to the public.

Town Works Committee: meets at 5.00 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.

Grenfell Business Development Committee: meets as and when required. Meetings are advertised.

This committee has since been discontinued.

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 2010/11**

I wrote last year about the relief from the horrendous drought and by the time the report was in print a massive fall of rain caused much road damage and crop deterioration.

Flood damage was applied for by way of a grant and this is still being expended on the damaged sections of Shire roads and is not expected to be finished by Christmas 2011.

The Engineering Department is being kept very busy in completing road closure applications which take up considerable time on inspections and liaison with land owners and councillors. The point of the exercise is for land owners to consolidate various small sections of old disused roads into a more compact description to save money for both the landholder and the State Government. There is no income stream for our work on this matter.

As mentioned previously many long sections of old sewer mains are being relined which is expected to extend the life of the old mains by many decades. This can only go on for a certain period and planning is being done to see how it will be financially possible to replace the old mains \when required.

The private management of the Waste Disposal Area is meeting all expectations with the only complaint being the restricted hours of operation. Much thought and discussion has gone into the problem with no variation of the opening hours being considered in the near future.

The work which has gone into the Grenfell Swimming Pool has been both costly and time consuming. Much concrete has been broken up with many pipes being replaced in an attempt to eliminate the elusive leaks which were wasting large quantities of water per season. It appears to be that the cold joints in the scupper drain are now the villain and the loss is now considerably less. Much water is being retrieved and pumped back into the filtration system.

The Council will be planning a major upgrade of the pool in the next few years as finances improve.

As reported last year the Council is still deeply involved in the provision of doctors for the town which is not a council responsibility. Both State and Federal Governments have been happy for Councils to spend rate payers money on the ongoing projects involving health.

A new doctor is intending to come to Grenfell and a house is being constructed for him with a surgery upgrade to be completed.

CLR M A SIMPSON  
MAYOR

## 4. Personnel and Professional Agents 2010/2011

### Councillors

Mayor: Clr M A Simpson

Deputy: Clr N Hughes

Councillors "A" Ward: J C Niven  
G B Halls  
"B" Ward: N W Hughes (Deputy Mayor)  
D W Hughes  
"C" Ward: M A Simpson (Mayor)  
R W Atchison  
"D" Ward: M R Crutcher  
C M Lobb  
"E" Ward: G McClelland  
B R Hinde

### Meeting Attendances

Meeting	Council	Town Works	Heritage	Tourism	Property and Development	Noxious Weeds
<b>Total Held</b>	<b>12</b>	<b>9</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>5</b>
Clr Niven	12	-	5	5	-	-
Clr Halls	12	-	-	-	0	3
Clr N Hughes	12	-	5	5	0	-
Clr D Hughes	10	-	-	-	-	5
Clr Simpson	10	5	4	4	-	(2)
Clr Atchison	10	8	-	-	0	3
Clr Crutcher	10	6	-	-	0	3
Clr Lobb	12	7	5	5	-	-
Clr McClelland	12	9	2	3	-	4
Clr Hinde	11	9	-	-	0	-

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

## **Executive Staff**

General Manager	T V Lobb
Director Engineering	W Twohill
Director Environmental Services	S Wilson
Director Corporate Services	G Carroll

## **Professional Agents**

Auditors:	Morse Group 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 2010/2011

(a) Expenses, Revenue & Assets:  
See Appendix A.

(b) Performance of Principal Activities:  
See Appendix B.

A summary of works completed is given in Appendix C.

(c) Report on the State of the Environment:  
See Appendix D.

(d) Condition of Public Works:  
See Appendix E.

(e) Summary of Legal Proceedings:  
Council costs in regard to legal proceedings for 2010/2011 amounted to \$9,765.00.

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

(f) 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	\$9,290 pa
Mayor	\$20,280 pa extra

The total expenditure during the year was:-

Councillors fees	\$92,900
Mayoral fees	\$20,280



Expenses: Under its policy for payment of expenses as adopted on 24 June 2010, Council paid the cost of accommodation, meals, conference fees and travel expenses. Travel expenses by car were calculated at 64c/km under 2.5 litres and 73c/km 2.5 litres and over.

Amounts paid during the year were:-

Delegates expenses	\$13,597
Travel, subsidence	\$11,409
Insurance	\$1,910

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

(g) Senior Staff:

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

Payments for the year totalled \$140,000 including fringe benefits. Payments for superannuation, fringe benefits tax and running costs for private vehicle use were made from the total package.

(h) Contracts:

Council awarded the following contracts over \$150,000 during 2010/2011:

Dib Group T/as Hill & Co Mobil Distributor	- Supply of fuel	\$301,687 Incl GST
Westrac	- Supply Caterpillar 120 M Motor Grader	\$324,500 Incl GST
Westrac	- Supply Caterpillar 432E2 Backhoe/Loader	\$160,600 Incl GST
Carrion Enterprises Pty Ltd	- Grenfell Waste Depot Operations for three years.	\$393,000 Incl GST

(i) Bush Fire Hazard Reduction Activities: There are 12 Rural Fire brigades in the shire under the control of the Rural Fire Service.

The township of Grenfell is covered by the NSW Fire Brigade. 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 due to ongoing drought conditions. However, 34 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.

Purchased a dual cab Cat 1 Tanker for Caragabal.

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

- (j) 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.

Two Citizenship Ceremonies were carried out in 2010/2011.

- (k) Subsidised Works on Private Land:

Council has a policy of hiring plant to approved local community organisations for fuel costs only. The following work was carried out under this policy:-

- Grenfell Showground – graded track
- Grenfell Rugby Union Club – hired loader

(l) Donations and Contributions under Section 356:

A total of \$9,710.50 was donated or contributed by Council during the year, as follows:

<b>Organisation</b>	<b>Description</b>	<b>Amount</b>
Grenfell Henry Lawson Fest of Arts	Donation - Art Acquisition Prize	\$1,500.00
Grenfell PAH & I Assoc	Donation - Rates	\$394.25
The Grenfell Gunyah Craft Shop	Donation - Rates	\$210.78
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	\$299.73
Grenfell Jockey Club	Donation - The Grenfell Guineas	\$200.00
Western Regional Academy Sports	Donation	\$180.00
Gulgong Heritage Harness Assoc.	Donation – Federation Drive	\$1,000.00
Grenfell Ladies Show Auxiliary	Donation – Showgirl Competition	\$250.00
Grenfell Rugby Club	Donation – Rates	\$318.24
Lifeline Central West Incorporated	Donation – Operational Costs	\$150.00
Grenfell Rugby Club	Donation – Clubhouse	\$920.00
The Henry Lawson High School	Donation – Science and Engineering Challenge	\$1,000.00
Forbes Shire Council	Contribution to Charity Auction	\$500.00
Christian Bookshop	Donation – Rates	\$111.53
Grenfell Lions Club	Donation – Festival Season Banners	\$500.00
Grenfell Rifle Club	Donation – Rates	\$184.95
Grenfell Soccer Club	Donation – DA Fees	\$968.00
Grenfell Lions Club	Donation – DA Fees	\$353.00
Grenfell Town Band	Donation – Rates	\$70.02
		\$9710.50

(m) 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 initially operated under the Local Government (State) Award 2007 which was replaced by the Local Government (State) Award 2010.

The three Directors have 5 year contracts of employment. The Director Engineering commenced a new contract on 9 October 2010.

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 2010, with the remaining assessments being completed promptly after the employees' return from leave.

The **Organisation Structure** was reviewed and adopted unchanged in May 2011 (see following page). The structure shows the functional roles relating to each department below the level of Director.

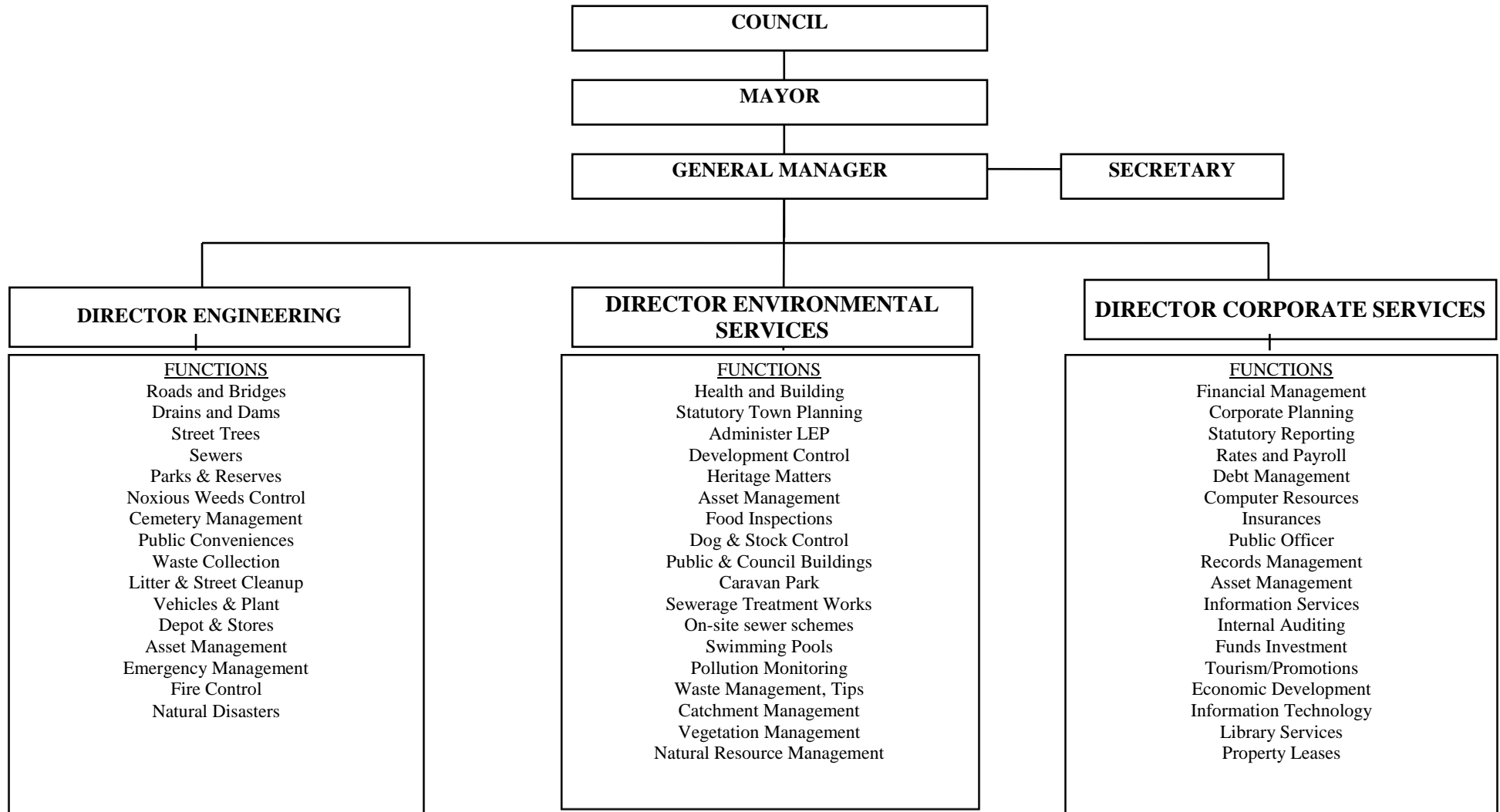
The **workforce** at Weddin Shire is traditionally very stable and turnover is usually minimal. Changes to indoor staff include:-

- staff rotation in the Administration Department to prepare for possible retirement,
- appointment of a Design Engineer,
- appointment of a full-time Environmental Services Assistant,

Changes to the outdoor staff include:-

- resignation and retirement of two Plant Operators.
- appointment of four Labourers.
- resignation and retirement of Sewer Treatment Plant Operator
- employment of new Sewer Treatment Plant Operator

**WEDDIN SHIRE COUNCIL - ORGANISATION STRUCTURE**



Adopted: 19 May 2011

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 2010/2011 there were:-

- a trainee IT Officer at the Grenfell Internet Centre (fourth year)
- an apprentice Gardener (fourth year January 2010)
- a school based trainee (second year)

Training courses attended by Council staff are listed below.

#### 2010/2011

Name of Training Course	Days	No. Attending	Cost of Training	Knowledge/skills Acquired.
NSW Rating Professionals	3	2	\$720.00	Rates Conference
CENTROC	1	6	\$1,296.36	Chemical Use Training
OTEN	1 yr	6	\$1,008.00	IT Certificate IV
CENTROC	1	12	\$1,777.05	Stop/Slow Course (Blue Ticket)
Environmental Development and Allied Professionals	2	1	\$295.00	EDAP Conference
L Logan	1	3	\$435.00	First Aid Training
Asset Edge	2	1	\$600.00	User Group Conference
Australian Library and Information		1	\$222.73	ALIA Training Course
G Eppelstun		1	\$856.42	Course Fees
LGMA	1	2	\$515.00	Integrated Planning and Reporting Forum
Young Shire Council	1	1	\$25.00	Events Management Workshop
Local Government Training Institute		1	\$1,000.00	Certificate IV – Local Government Health and Environment
Australian Institute Building Surveyors	1	1	\$259.09	Building Surveyors Seminar
CENTROC	1	2	\$620.00	Design and Inspect Traffic Plans – (Orange Ticket)
CENTROC	1	12	\$2,633.00	Traffic Control (Yellow Ticket)
CENTROC	2	4	\$1,760.00	Traffic Control (Red Ticket)
CENTROC	1	1	\$175.00	Construction Induction (White Card)
CENTROC	2	8	\$3,360.00	Confined Spaces
CENTROC	1	1	\$410.00	Handling Difficult People
Forbes Shire Council	3	1	\$54.55	Pool Managers Conference
CENTROC	1	5	\$1,290.00	Stop/Slow Course (Blue Ticket)
CENTROC	1	2	\$1,300.00	Accredited Playground Inspectors Training
AEC Systems	2	1	\$1,000.00	Civil 3D Training Course
Central West Community College	1	1	\$200.00	OH & S (White Card)
CENTROC	2	2	\$1,400.00	Unsealed Roads
Our Community	1	1	\$131.82	Writing Winning Grant Applications
Australian Institute Building Surveyors	2	1	\$695.45	NSW and ACT 2011 Conference
<b>Total Training Fees</b>			<b>\$24,039.47</b>	

The total cost of training including wages was \$43,167.39

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

(n) 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.

(o) 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.

(p) Controlling Interests:

NIL

(q) 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.

(r) 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 2010/2011 was \$26,916. Details of this cost are given below:-

(i)	equipment and telecommunications	Nil
(ii)	telephone calls	Nil
(iii)	conference and seminars	\$11,517
(iv)	training	\$1,992
(v)	interstate visits	Nil
(vi)	overseas visits	Nil
(vii)	expenses for spouses	\$88
(viii)	child care	Nil
(ix)	travelling expenses	\$7,742
(x)	council meeting sustenance	\$3,667
(xi)	Insurance	\$1,910

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 (g) 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,
- Provision of two free computers at the Grenfell Internet Centre in conjunction with Inspire Foundation,
- 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 2010/2011 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 2011.
- There were three dog attacks reported for 2010/2011.
- Expenditure relating to companion animals management and activities totalled \$44,625.00.
- There were two education programs carried out in 2010/2011 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 and broadcast on a local radio station. 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).
- 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:-

	<b>Income (\$)</b>	<b>Expenses (\$)</b>
Dog Registration	3,847.00	
Companion Animals Registration	123.00	
Impounding Fees	964.00	
Staff		32,232.00
Vet Fees		375.00
Vehicle		10,163.00
<b>Total</b>	<b>4,671.00</b>	<b>44,625.00</b>

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.

Council also utilised its computerised mapping records to circularise all landowners potentially affected by the Heritage schedule in the new standard Local Environmental Plan. The subsequent public meetings were very well attended and generated excellent feedback.

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 2010/2011.

**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 - Environmental Planning and Assessment Act**

Council had no planning agreements in force during 2010/2011.

## **Appendix A: Financial Reports 2010/2011**

### **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 Department of Local Government.

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

A full copy of the 2010/2011 Financial Reports may be obtained from the Council Chambers or on Council’s website [www.weddin.local-e.nsw.gov.au](http://www.weddin.local-e.nsw.gov.au).

**Appendix B: Performance of Principal Activities 2010/2011**

<b>PRINCIPAL ACTIVITY AND PERFORMANCE TARGET</b>	<b>STRATEGY AND ACTIONS</b>	<b>OUTCOME AND REMARKS</b>
<p><b>1 <u>Administration</u></b>  <u>Goal</u>            To develop financial, administrative and engineering policies and procedures to ensure all activities of Council are properly managed to obtain effective and efficient utilisation of all resources  <u>Programmes</u>            a. <u>Administration and General Management</u>            To provide and maintain effective administrative support and co-ordinate strategic/long term planning</p>	<ol style="list-style-type: none"> <li>1. Provide information and advice to Council to enable sound decisions to be made.</li> <li>2. Preparation of annual and 3 yearly programmes and priorities for subsequent years.</li> <li>3. Upgrade office equipment.</li> <li>4. Arrange for repairs and various works to Council Chambers building.</li> <li>5. Replace air conditioner</li> <li>6. Continuously pursue resource sharing and improvements through alliance.</li> </ol>	<p>Completed to Council's satisfaction.</p> <p>Completed by 31 May 2011.</p> <p>Equipment upgrade to satisfactory level whereby equipment operates reliably and efficiently.</p> <p>Maintenance works undertaken as required.</p> <p>Air conditioning installed to Administration area as per budget.</p> <p>CENTROC membership maintained. Alliance with Mid Lachlan Alliance and Hawkesbury Councils maintained.</p>

<b>PRINCIPAL ACTIVITY AND PERFORMANCE TARGET</b>	<b>STRATEGY AND ACTIONS</b>	<b>OUTCOME AND REMARKS</b>
b. <u>Financial Services</u> To provide sound financial planning and reporting.	<ol style="list-style-type: none"> <li>1. Preparation of a three year programme budget.</li> <li>2. Accounting work to be kept current <ul style="list-style-type: none"> <li>- Annual Statements</li> <li>- Quarterly Statements</li> </ul> </li> </ol>	<p>Completed by 31 May 2011.</p> <p>Annual statements completed by due date, quarterly statements submitted to Council within two months.</p>
c. <u>Human Resources</u> To develop a highly motivated and skilled workforce capable of delivering quality service to all residents.	<ol style="list-style-type: none"> <li>1. Complete annual job competency assessment, refine as appropriate.</li> <li>2. Develop staff training plans.</li> <li>3. Conduct Award Restructuring Consultative Committee Meetings.</li> <li>4. Develop and implement risk management strategies</li> </ol>	<p>Completed by February 2011.</p> <p>Plans in progress.</p> <p>Three meetings held this year.</p> <p>Ongoing.</p>
d. <u>Plant and Vehicles</u> To maintain an efficient public works and vehicle fleet.	<ol style="list-style-type: none"> <li>1. The submission of the annual plant replacement programme.</li> <li>2. Review long term replacement programme.</li> <li>3. Repair and maintain fleet in good condition.</li> </ol>	<p>Completed by April 2011.</p> <p>Completed by April 2011.</p> <p>Maintenance and repairs carried out in a timely manner.</p>
e. <u>Engineering Advice and Design</u> To maintain efficient and effective Engineering Services.	<ol style="list-style-type: none"> <li>1. The forward preparation of engineering plans.</li> <li>2. To hold regular engineering staff planning meetings.</li> <li>3. Update and replace computer and survey equipment.</li> </ol>	<p>Completed to schedule.</p> <p>Weekly meetings held.</p> <p>Equipment operating well.</p>

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
<p><b>2. <u>Public Order and Safety</u></b></p> <p><u>Goal</u> To promote public safety in emergency situations and control animals in public places.</p> <p>a. <u>Fire Protection</u> To control and manage the activities of this Council's Bushfire Brigades.</p>	<ol style="list-style-type: none"> <li>1. Conduct meetings with FCO.</li> <li>2. Provide brigade equipment in accordance with Rural Fire Service.</li> <li>3. Review Service Level Agreement, in liaison with Department Rural Fire Service.</li> </ol>	<p>Regular meetings held.</p> <p>Review completed by 30 June 2011.</p>
<p>b. <u>Animal Control</u> To suppress any nuisance within the community caused by noisy or straying animals.</p>	<ol style="list-style-type: none"> <li>1. Patrol for and impound straying animals.</li> <li>2. Respond to complaints of noisy or straying animals.</li> <li>3. Implement requirements for Companion Animals Act.</li> </ol>	<p>Complaints of straying dogs decreasing, as a result of public education. Problems investigated and remedial action taken. Micro-chip registration system encouraged and enforced.</p>
<p>c. <u>Emergency Services</u> To ensure local emergency units are coordinated and operationally efficient.</p>	<ol style="list-style-type: none"> <li>1. Assist local units including SES as funds permit.</li> <li>2. Conduct Local Emergency Management Meetings as required by legislation.</li> </ol>	<p>Assistance given as requested.</p> <p>Four meetings held, all planning carried out to schedule.</p>

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
<p><b>3. <u>Health</u></b>  <u>Goal</u>            To promote public and community health and control of noxious plants  <u>Programmes</u>            a. <u>Public Health Nuisances</u>            To control and eliminate public health nuisances.</p>	<ol style="list-style-type: none"> <li>1. Carry out regular inspections of locations involving potential public health nuisances.</li> <li>2. Respond to complaints from the public.</li> </ol>	<p>Annual inspections completed and scheduled for 2011/12 year.</p> <p>All complaints investigated.</p>
<p>b. <u>Surveillance of food Premises</u>            To ensure all places of residential and public accommodation and food premises are properly equipped and maintained.</p>	<ol style="list-style-type: none"> <li>1. Carry out regular inspections of food premises.</li> <li>2. Respond to complaints from the public.</li> </ol>	<p>Inspections carried out as per the Food Partnership.</p> <p>All complaints investigated.</p>
<p>c. <u>Swimming Pool Safety</u>            To promote home swimming pool safety.</p>	<ol style="list-style-type: none"> <li>1. Publicise swimming pools regulations.</li> </ol>	<p>Posters displayed, press releases issued. Compliance inspections conducted as required.</p>
<p>d. <u>Control of Noxious Plants</u>            To ensure the control of noxious plants on both public and private land</p>	<ol style="list-style-type: none"> <li>1. Publicise noxious weeds.</li> <li>2. Inspect for noxious weeds on private property.</li> <li>3. Enforce action to control noxious weeds.</li> <li>4. Inspect and spray noxious weeds on public land.</li> </ol>	<p>Information distributed to landowners.            114 property inspections carried out.</p> <p>No legal action required.</p> <p>Roadside spraying attended to.</p>
<p>e. <u>Dental Surgery</u>            To facilitate dental services to residents.</p>	<ol style="list-style-type: none"> <li>1. Provide suitable premises for a dental surgery.</li> </ol>	<p>Dental surgery incorporated in future medical centre.            Temporary premises to be utilised if dentist is located.</p>

<b>PRINCIPAL ACTIVITY AND PERFORMANCE TARGET</b>	<b>STRATEGY AND ACTIONS</b>	<b>OUTCOME AND REMARKS</b>
<p>f. <u>Doctors Surgery</u> To facilitate medical services to residents</p>	<ol style="list-style-type: none"> <li>1. Provide suitable premises for medical services.</li> <li>2. Provide a multiuser medical centre.</li> <li>3. Doctors Surgeries – improvements.</li> </ol>	<p>Two premises available but only one doctor providing services (except VMO) at this stage. Design, complete and grant funding being sought. Burrangong Street surgery to be upgraded and equipped for new doctor.</p>
<p><b>4 <u>Community Services and Education</u></b> <u>Goal</u> To continually improve available services for residents, in particular the young and the aged.</p>		
<p>a. To improve facilities for housing the aged.</p>	<ol style="list-style-type: none"> <li>1. Investigate further funding for additional units.</li> </ol>	<p>No suitable funding identified.</p>
<p>b. To provide opportunities for the aged.</p>	<ol style="list-style-type: none"> <li>1. Support Seniors Week activities by acting as sponsor for annual grant application, arrange functions at Library, Grenfell Internet Centre and Cinema.</li> </ol>	<p>Grants received to run computer courses and show a free film during seniors week.</p>
<p>c. To provide opportunities and improve facilities for local youths.</p>	<ol style="list-style-type: none"> <li>1. Support Youth Week Activities by submitting an annual application for funding in conjunction with local school(s).</li> <li>2. Maintain Weddin Youth on Line facilities.</li> </ol>	<p>Youth week supported through the Henry Lawson High School.  Maintained within the Grenfell Internet Centre.</p>
<p>d. To review and monitor community profile and needs.</p>	<ol style="list-style-type: none"> <li>1. Progressively implement recommendations of Social/Community Plan.</li> <li>2. Social/Community Plan.</li> </ol>	<p>Partly completed (see also Appendix F).  To be now incorporated into Integrated Planning process.</p>



PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
<p><b>5 <u>Housing And Community Amenities</u></b></p> <p><u>Goal</u> To protect and enhance the natural environment, to control waste disposal and to provide amenities for the public.</p> <p><u>Programs</u></p> <p>a. <u>Town Planning</u> To plan and regulate the orderly arrangement and use of land.</p>	<ol style="list-style-type: none"> <li>1. Ensure compliance with current planning instruments and standards.</li> <li>2. Provide advice and financial assistance on heritage to property owners and developers.</li> <li>3. Preserve heritage through Local Building Funds</li> </ol>	<p>48 DAs, 2 Sec 96 applications and 18 Complying Development Consents processed. Ongoing.</p> <p>Local Heritage Funds completed by May 2011.</p>
<p>b. <u>Environmental Management</u> To manage and minimise damage to the environment</p>	<ol style="list-style-type: none"> <li>1. Ensure local developments and businesses comply with environmental regulations.</li> <li>2. Encourage local businesses to adopt “best practice” operations.</li> <li>3. Monitor environmental features and any degradation.</li> <li>4. Prepare appropriate State of Environment Report</li> </ol>	<p>Compliance monitored satisfactorily.</p> <p>Operations publicized.</p> <p>Ongoing.</p> <p>Supplementary Report submitted by 30 November 2011.</p>

<b>PRINCIPAL ACTIVITY AND PERFORMANCE TARGET</b>	<b>STRATEGY AND ACTIONS</b>	<b>OUTCOME AND REMARKS</b>
<p>c. <u>Waste Management</u> To efficiently collect and landfill dispose of domestic, commercial and industrial waste.</p>	<ol style="list-style-type: none"> <li>1. Provide efficient collection services for domestic and trade waste, at Grenfell and Greenethorpe and well-maintained garbage depots at Grenfell, Quandialla and Caragabal.</li> <li>2. Progressively implement Management Plans for Grenfell and village tips.</li> <li>3. Continue and review collection scheme for Grenfell.</li> </ol>	<p>Weekly (Grenfell) and fortnightly (Greenethorpe) collections provided. Bi-weekly trade waste collection in Grenfell.</p> <p>Grenfell tip operations contracted for a further three years. Operations of village tips being reviewed.</p> <p>Kerbside recycling continued at Grenfell and drop off facilities provided at Quandialla, Caragabal and Greenethorpe. Increasing quantity of materials recycled in Grenfell and Greenethorpe and transferred to Cowra for sorting.</p>
<p>d. <u>Cemeteries</u> To manage all cemeteries within the Council area.</p>	<ol style="list-style-type: none"> <li>1. Maintain and enhance the Council cemeteries.</li> <li>2. Maintain accurate and up to date cemetery records.</li> </ol>	<p>All interments satisfactorily conducted, grounds regularly maintained. The Grenfell Cemetery is operating satisfactorily. The General Cemetery is yet to be verified in the field. The Bimbi Cemetery has been entered onto a spreadsheet and is still to be verified in the field. The project is planned to be completed by June 2012. The Caragabal Cemetery is operating satisfactory.</p>
<p>e. <u>Public Conveniences</u> To provide clean and well maintained public conveniences.</p>	<ol style="list-style-type: none"> <li>1. Implement programmes of regular cleaning, maintenance and inspection.</li> </ol>	<p>All public toilets inspected daily and cleaned if required. Otherwise, toilets are cleaned at least twice per week. New toilet blocks at Railway and O'Briens Hill cleaned daily.</p>

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
<p>f. <u>Pollution Monitoring</u> To identify and minimise sources of pollution in order to preserve and improve the natural environment.</p>	<p>1. Carry out regular inspections of potential and reported sources of pollution.</p>	<p>All complaints or concerns investigated but relatively uncommon. Continued monitoring of application of biosolids from Sydney Water onto a number of agricultural properties.</p>
<p>g. <u>Housing</u> To provide and maintain staff housing.</p>	<p>1. Maintain and repair cottages.</p>	<p>Repairs and minor improvements carried out as required.</p>
<p>h. <u>Stormwater</u> To make adequate provision for urban stormwater.</p>	<p>1. Improve drainage of Warraderry Street. 2. Finalise Grenfell (Emu Ck) Floodplain Risk Management Study and Plan. 3. Complete IWCM Study – Stage 2.</p>	<p>Subject to funding, by 30 June 2012. By February 2012.  By 30 June 2012.</p>
<p><b>6. <u>Sewerage</u></b> <u>Goal</u> To provide a cost effective, safe and environmentally responsible sewerage system to Grenfell. <u>Programs</u> a. <u>Operations</u> To manage the Sewerage Scheme to meet or exceed minimum levels of service.</p>	<p>1. Implement best practice procedures. 2. Ensure staff are adequately trained. 3. Repair broken or leaking mains 4. Implement OH&amp;S improvements. 5. Rehabilitate sewer mains. 6. Extend sewer mains.</p>	<p>All DECC testing satisfactory. All staff fully trained.  All operations faults identified and corrected, within one day of detection. Improvements and upgrades continue to extend Plant Replacement until 2030 By September 2011.  On an as needed basis.</p>

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
	7. Operate effluent recycling scheme in accordance with license. 8. Complete IWCM Study – Stage 2.	Minimal outflow to Emu Creek.  By 30 June 2012.
<b>b. <u>Environmental Impact</u></b> To provide an ecologically sustainable scheme with minimal adverse environmental impacts	1. Review of and response to testing results and relevant reports.	Although constructed over 60 years ago, the scheme operates in a satisfactory manner with minimal defects or breakdowns. Wetland treatment has been designed for further enhancement in the future. Treated effluent is recycled to parks and playing fields in Grenfell. Effluent reuse flow is now recorded as part of the licensing requirements.
<b>c. <u>Health and Safety</u></b> To attain a high level of occupational health and safety, particularly in the area of entry into confined spaces.	1. By provision of the necessary confined spaces training and adequate equipment. 2. Upgrade works to progressively eliminate OHS problem areas.	All necessary training carried out and Certificates held.  Programmed works completed by 30 June 2011, with continued improvements planned for 2011/2012.
<b>7. <u>Recreation and Culture</u></b> <u>Goal</u> to provide a range of facilities which enables shire residents to pursue both active and passive recreational and cultural activities. <u>Programs</u> <b>a. <u>Library Service</u></b> To provide a facility which largely satisfies the needs of the Community.	1. Provide good stock, trained staff and an adequate building. 2. Purchase new books and equipment to budget.	Continued regular use by public. Nil complaints.  Completed by 30 June 2011.

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
<p>b. <u>Culture</u> To provide for and support local cultural organisations.</p>	<p>1. Contribute to approved organisations.</p>	<p>Donations provided to approved organisations.</p>
<p>c. <u>Swimming Pools</u> To ensure that the Council swimming pools are managed and maintained in a manner which enables and encourages frequent use.</p>	<p>1. Provide for regular maintenance, testing and promotion of facilities. (Grenfell)</p> <p>2. Repair/replace main return water supply line.</p> <p>3. Upgrade chlorination and filtration system.</p> <p>4. Replace pool cleaner (Quandialla).</p> <p>5. Repair amenities block (Grenfell).</p> <p>6. Prepare detailed plans and tender documents for major upgrade/replacement of pool and amenities (Grenfell).</p>	<p>Superintendents continued for the 2010/2011 swimming season in Grenfell. Attendance figures were down on previous seasons due to extremely wet summer. All works completed prior to swim season.</p> <p>New systems installed with improved water quality during the season.</p> <p>Foundation stabilisation undertaken and allowed to settle prior to further works. Grant application unsuccessful so no funding available in the 2010/2011 year.</p>
<p>d. <u>Parks, Reserves and Sporting facilities</u> To manage and maintain Parks, Reserves and Sporting facilities in a safe and attractive condition which encourages frequent use by residents and visitors.</p>	<p>1. Implement regular maintenance programmes.</p> <p>2. Maintain and continue upgrading as funds permit</p> <p>3. Maintain effluent irrigation system.</p>	<p>Grounds maintained under a regular program to suit both summer and winter seasons in passive and active areas. All parks maintained to a high degree. Lawson Oval continues to be used for many sports. Skatepark continues to be used extensively.</p> <p>No complaints</p> <p>No complaints</p>

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
	4. O'Brien 's Hill improvements (Stage 1)	Design complete and contract onwarded. Works scheduled for completion by October 2011.
<p><b>8. <u>Mining, Manufacture and Construction</u></b></p> <p><u>Goal</u> To promote and enhance the built environment and foster pride in the its physical and visual amenity.</p> <p><u>Programs</u></p> <p>a. <u>Building Control</u> To ensure all building work meets relevant codes and standards with regard to aesthetics and the areas heritage.</p>	<p>1. To assess development applications received to ensure that building codes and standards are being met.</p> <p>2. Provide advice to intending Builders</p> <p>3. Ensure by regular inspections that the required building standards are met.</p>	<p>Monitoring and assessment of building works continue within the development assessment process. Complying and exempt development promoted and implicated.</p> <p>Regular enquiries dealt with as they arise.</p> <p>Critical stage inspections carried out as required by a BPB accredited building surveyor.</p>
<p><b>9. <u>Transport and Communication</u></b></p> <p><u>Goal</u> To develop and maintain a safe and effective road system that provides all weather access for all residents.</p> <p><u>Programs</u></p> <p>a. <u>Planning</u> To provide a management system to determine standards and priorities for a safe and effective road network.</p>	<p>1. Develop long term priorities for the road system within the Council area.</p>	<p>Completed by 30 June 2011.</p>

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
<p>b. <u>Classified Roads - Maintenance and Construction</u> To maintain and improve the classified road network in association with the Roads and Traffic Authority.</p>	<p>1. Seek all available funding, provide all necessary resources and implement programmed works.</p>	<p>Programmes completed by 30 June 2011 to RTA satisfaction. State Roads were maintained under October 2008 – 2012 Road Maintenance Contract and Regional Roads such as MR236, MR237, MR239 and MR398 were maintained and improved under Block Grant Funding, RTA Repair Programme and ex 3X3 programme. Road widening on MR398 and MR237 continued.</p>
<p>c. <u>Town/Village Streets - Maintenance and Construction</u> To maintain and improve Town/Village streets in accordance with Council's priorities.</p>	<p>1. Provide all necessary resources and implement programmed works.</p>	<p>Programmed maintenance and construction works for Grenfell and villages roads for 2010/2011 were carried out.</p>
<p>d. <u>Rural Roads - Maintenance and Construction</u> To maintain and improve roads in accordance with Council's priorities</p>	<p>1. Seek all available funding and provide all necessary resources and implement programmed works</p> <p>2. Carry out gravel resheeting programme to limit of funds.</p>	<p>Major improvements were continued to sections of various roads, (See Appendix C) Resealing works and road construction were undertaken using financial assistance funding and Roads to Recovery funding. By June 2011. Maintenance carried out using ward funds. Major flood damage in November 2010 occurred to shire and urban roads and infrastructure. Repairs to be completed by February/March 2011.</p>

<b>PRINCIPAL ACTIVITY AND PERFORMANCE TARGET</b>	<b>STRATEGY AND ACTIONS</b>	<b>OUTCOME AND REMARKS</b>
e. <u>Bridges and Culverts</u> To provide and maintain a network of safe and effective bridges, culverts and causeways in accordance with Council's adopted standards.	1. Seek all available funding, provide all necessary resources and implement programmed works.	Routine maintenance carried out. Widening and replacement of various culverts on shire roads carried out for safety reasons.
f. <u>Footpath Construction and Maintenance</u> To provide and maintain a network of safe and effective footpaths in accordance with Council's adopted standards.	1. Provide all necessary resources and implement programmed works.	Footpaving maintenance was carried out to eliminate slips and trips.
g. <u>Tree Planting and Maintenance</u> To carry out a programme of street tree planting and maintenance in order to preserve and enhance the natural environment.	1. Provide all necessary resources and implement programmed works.	Some tree replacement was carried out. Efforts were concentrated on removal of dead and dangerous trees.
h. <u>Town and Shire Works</u> To provide a programme of major improvements to town and shire areas.	1. Prepare and implement designs and/or programmes for major improvement projects to streets and roads.	Deferred.
i. <u>Street Lighting</u> To provide and maintain a safe and effective street lighting network to cater for the current and future development of Grenfell and the Villages.	1. Provide all necessary resources and implement programmed works.	Street lighting was operated and maintained as programmed.



PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
<p><b>10. <u>Economic Affairs</u></b>  <u>Goal</u>            To manage the various Business Undertakings of Council in an efficient and profitable manner.</p> <p><u>Programs</u>            a. <u>Grenfell Caravan Park</u>            To provide a well maintained and efficiently managed facility to cater for the requirements of visitors to the area.            Requirements of visitors to the area.</p>	<ol style="list-style-type: none"> <li>1. Promote, maintain and continuously improve the Caravan Park</li> <li>2. Upgrade facilities (Stage 2).</li> </ol>	<p>Promotions undertaken, and general improvements, or equipment replacement as required.            Stage 1 upgrades complete, with stage 2 to be undertaken in 2011/12.</p>
<p>b. <u>Tourism and Industry Promotion</u>            To actively promote Grenfell and the surrounding area as an attractive and interesting location for tourism, business and industry.</p>	<ol style="list-style-type: none"> <li>1. Promote attractions and activities of area.</li> <li>2. Encourage developers to take advantage of potential business opportunities.</li> <li>3. Co-operate and liaise with the Grenfell Business Development Committee.</li> <li>4. Conduct Open Day to promote Grenfell.</li> <li>5. Install 2010 plaque in Main Street.</li> </ol>	<p>Promotions continuing. Planning to reprint brochure. Policies have been developed to encourage developers however business interest in the area currently affected by the drought.            Grenfell Business Development Committee operating effectively. Breakfast Seminars conducted.            Conducted in October 2010.            Plaque installed.</p>
<p>c. <u>Bank Building</u>            To maximise income from the Main Street premises.</p>	<ol style="list-style-type: none"> <li>1. Lease commercial premises to suitable business.</li> <li>2. Lease or rent residential flat.</li> </ol>	<p>Premises available on application.            Rented to staff member for full year.</p>
<p>d. <u>Industrial Area</u>            To provide a specific area for industrial development.</p>	<ol style="list-style-type: none"> <li>1. Sale of industrial lots to developers.</li> <li>2. Prepare ongoing development plan.</li> <li>3. Construct infrastructure.</li> </ol>	<p>Sale of one lot concluded.            Layout completed.            Deferred pending enquiries.</p>

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
e. <u>Technology Centre/Library</u> To provide high standard IT facilities.	1. Access to State-of-the Art Information Technology services and equipment to all community members and visitors.	Services and equipment being utilised. Nil complaints from internet café customers received. IT equipment operating in an efficient manner. Customer revisits.
	2. Provision of opportunities to raise awareness of and provide access to on-line government and non-government services and information in line with community needs. eg centrelink. 3. Development of economies, environments, cultures and people of Rural and Regional NSW through the provision of access to technology and telecommunications facilities eg Development of Information Technology equipment youth can utilise to assist in gaining employment in an IT environment.	Community members able to access services on-line.  Needs to be developed further.
	4. Provision of Information Technology (IT) training based on customer needs. Encourage attendees to then attend TAFE to gain formal qualifications. 5. Provision of Printing Services to businesses and community members including photographic printing.	People attended training at the Internet Centre and then attended TAFE to gain formal qualifications. Nil complaints from customers.  Quality printing achieved. Evidence by repeat customers. Nil complaints from customers.

PRINCIPAL ACTIVITY AND PERFORMANCE TARGET	STRATEGY AND ACTIONS	OUTCOME AND REMARKS
	6. Provision of computer repairs to businesses and community members.	Customer satisfaction with repairs as evidenced by number of repeat customers. Nil complaints from customers.
	7. Provide access to computer hardware, software and ancillary sales ie inks.	A number of computers sold. Sales of inks and cartridges. Very successful.
g. <u>Taxi Service</u> To provide a taxi service for Grenfell and District.	1. Maintain and monitor service.	Operated for the full year. Nil complaints received.
<p><b>12. <u>General Purpose Revenues</u></b></p> <p><u>Goal</u> To raise income through rates and grants to fund Council's operations.</p> <p><u>Programs</u></p> <p>a. <u>Rates</u> To manage an efficient rates system based on an up-to-date property information base.</p>	<p>1. Up-date property transfers and valuations.</p> <p>2. Determine annual rates subject to statutory limits.</p> <p>3. Issue rate notices to all property owners.</p>	<p>Actioned within 1 week of receipt. Completed by 31 May 2011.</p> <p>Notices issued quarterly as required by the Local Government Act.</p>
b. <u>Grants and Investments</u> To maximise untied income from government and investment sources.	<p>1. Seek all available funding, lobby for increases.</p> <p>2. Invest available funds in secure optimum accounts.</p>	<p>All identified applications submitted.</p> <p>Funds invested with LGFS and Westpac giving superior interest with minimal risk of loss.</p>

**Appendix C: Completed Works of Note 2010/2011:**

Road Name	Start Chainage	End Chainage	Length (km)	Nos	Description	Date
<b>HIGHWAYS</b>						
SH 6					Sealed Warrikambo Rehab	Jul-10
SH 6					Replaced wooden guardrail end posts	Sep-10
SH 17					Repaired a large amount of broken seals	Sep-10
SH 17					Completed Heavy Patching	Oct-10
SH 17	54.199	55.550	1.351		Stabilised - North Weddin Rehab	Nov-10
SH 17	54.199	55.550	1.351		Finished Placing DGB - North Weddin Rehab	Dec-10
SH 17	54.199	55.550	1.351		Sealed - North Weddin Rehab	Feb-11
SH 17					Completed Heavy Patching Maintenance	Mar-11
Sh 6					Erected new Cobb & Co Sign on eastern approach	Apr-11
Sh 6					Erected new Signs at Caragabal-Quandi Intersection	Apr-11
SH 17					Commenced Heavy patching programme	May-11
SH 6					Stabilised and Sealed 4 Major Heavy Patches	Jun-11
SH 6					Replaced a water main at Bogolong	Jun-11
SH 6			0.08		Stabilised and Sealed at Bogolong	Jun-11
SH 17				97	Heavy Patched (with stabilising) 97 patches	Jun-11
SH 6					Constructed a a log fence at the entrance of rest area	Jul-11
<b>MAIN ROADS</b>						
MR 239 (Ch0 at Camp Street)	0.015	0.865	0.850		Started Weddin Street Rehab	Jul-10
MR 398 (Ch0 at SH 6)	1.518	1.675	0.157		Started Holy Camp Rd Intersection Upgrade	Jul-10
MR 398					Replaced Damaged Signs	Aug-10
MR 236					Replaced Width Marker Signs	Aug-10

Road Name	Start Chainage	End Chainage	Length (km)	Nos	Description	Date
MR 239					Replaced Damaged Road Signs	Aug-10
MR 239	0.015	0.865	0.850		Primer sealed - Weddin Street Rehab	Aug-10
MR 239					Repaired a large amount of broken seals	Sep-10
MR 237 (Ch0 at Melyra Street)	6.915	10.380	3.465		Resealed a section	Oct-10
MR 398 (Ch0 at SH 6)	1.518	1.675	0.157		Completed Holy Camp Rd Intersection Upgrade	Oct-10
MR 398 (Ch0 at SH 6)	22.810	27.460	4.650		Resealed a section	Oct-10
MR 239				1	Commenced Weddin Street School Crossing	Feb-11
MR 398					Started next section of widening	Mar-11
MR 239				1	Completed Weddin Street School Crossing	Mar-11
MR 398 (Ch0 at SH 6)	37.880	40.080	2.200		Primer sealed - widening	Apr-11
MR 398 (Ch0 at SH 6)	40.080	41.500	1.420		Primer sealed - widening	May-11
MR 237			5.000		Started widening	Jul-11
<b>SHIRE ROADS</b>						
Woodgates Lane					Gravel Resheeted	Jul-10
Martins Lane					Gravel Resheeted	Jul-10
Holy Camp Road				1	Installed 3 Cell Culvert	Jul-10
New Forbes Street					Shoulder Graded	Jul-10
Pinnacle Road			1.000		Started next 1km widening	Aug-10
Bald Hills Road					Replaced Scours	Aug-10
Ballendene Road (Ch0 at SCR)	0.000	2.460	2.460		Resealed a section	Oct-10
Old Young Road (Ch0 at MR 398)	3.158	5.423	2.265		Resealed a section	Oct-10
Greenethorpe-Bumbaldry Road	0.000	1.500	1.500		Resealed a section (Ch 0 at Greenethorpe)	Oct-10
Iandra Road	0.000	4.008	4.008		Resealed a section (Ch 0 at Greenethorpe)	Oct-10
Barrs Lane			3.000		Gravel Resheeted	Nov-10
Dunkleys Lane			2.000		Gravel Resheeted	Nov-10
Greenethorpe-Wirega Road			1.500		Gravel Resheeted	Nov-10
Berendebba Lane			1.000		Gravel Resheeted	Dec-10

Road Name	Start Chainage	End Chainage	Length (km)	Nos	Description	Date
Berendebba Lane				1	Repaired a Culvert	Dec-10
Gerrybang Road					Started Widening	Mar-11
Gerrybang Road				1	Replaced a Pipe Culvert	Mar-11
Stock Route Road				1	Repaired a causeway	Mar-11
Gerrybang Road (Ch0 at SH 6)	6.100	8.100	2.000		Sealed - widening and commenced next 2km	Apr-11
Gerrybang Road				1	Replaced Single Cell Culvert	Apr-11
Adelargo Road				1	Constructed a pipe culvert	May-11
Gerrybang Road (Ch0 at SH 6)	8.100	10.100	2.000		Primer sealed - widening of next 2km	Jun-11
Gerrybang Road (Ch0 at SH 6)	10.100	10.750	0.650		Prepared for Primer Sealing	Jul-11
Gerrybang Road (Ch0 at SH 6)	12.029	12.418	0.389		Prepared for Primer Sealing	Jul-11
<b>GRENFELL TOWN AREA</b>						
Company Dam					Filled large scour at Company Dam near toilet	Jul-10
Vaughn Park					Erected Play Equipment	Jul-10
Railway Car Park					Signs and Beautification to complete construction	Jul-10
Taylor Park				27	Planted 27 Trees	Jul-10
Vaughn Park					Constructed a footpath	Aug-10
Vaughn Park					Completed Play Equipment & Installed new seating	Aug-10
Henry Lawson Oval				1	Replaced Air Valve	Aug-10
Camp Street					Completed planting at roundabout	Aug-10
Railway Station					Erected signs	Sep-10
Taylor Park					Relayed pavers	Sep-10
				1	Constructed dog pound	Sep-10
Main Street					Planted shrubs	Sep-10
Depot					Beautification of Depot	Sep-10
Forbes Street				1	Replaced a stormwater culvert	Oct-10
Forbes Street (Main - Melyra)	0.000	0.100	0.100		Resealed	Oct-10
Melyra Street (Forbes - Cross)	0.000	0.090	0.090		Resealed	Oct-10

Road Name	Start Chainage	End Chainage	Length (km)	Nos	Description	Date
Forbes Street (Main - SH 6)	0.000	0.110	0.110		Resealed	Oct-10
Main Street					Relayed pavers	Oct-10
Forbes Street				1	Constructed a Drainage Outlet	Nov-10
Melyra Street					Repaired Drainage	Dec-10
Taylor Park					Repaired Plinth	Dec-10
Henry Lawson Oval					Repaired water sprinklers	Feb-11
Vaughn Park					Repaired water sprinklers	Feb-11
Rotary Park					Repaired Main Pipe Line	Feb-11
Rotunda					Repaired Rotunda brickwork and foundation	Feb-11
Melyra Street				1	Replaced a box culvert	Mar-11
Industrial Block					Replaced Shrubs	Mar-11
Vaughn Park				1	Completed Vaughn Park Fence	Mar-11
North Street					Constructed Headwalls on storm water pipe	Apr-11
O'Briens Hill					Replaced claret ashes with native trees	May-11
Forbes Street			0.200	1	Constructed Kerb and Gutter (Northern End)	Jun-11
Camp Street					Repaired Broken Kerb and Gutter	Jul-11
O'Briens Hill					Replaced dead shrubs	Jul-11
Taylor Park					Replaced bark chips in rose garden	Jul-11
Grenfell Caravan Park					Replace water returns.	Sept 10
Grenfell Pool					Stabilise foundation of amenities building	May 11
Sewerage Treatment Plant					Installed new pumps and replaced trickle filter arms.	Apr 11

## **Appendix D: State of Environment Report 2010/2011**

### **1. INTRODUCTION:**

Weddin Shire Council is required under the Local Government Act to prepare a State of the Environment Report for the year ending 30<sup>th</sup> June, 2011.

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 2009 State of Environment Report was a fully comprehensive report, so the 2011 Report is required to be a Supplementary Report.

Copies of the 2011 State of Environment Report will be separately available from the Council Chambers.



## **Appendix E: Condition of Public Works (30/6/11)**

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 2010/2011
		Base	Seal			
<b>National Highways</b> -SH 17 - Newell	22 km	47%	47%	\$27.81 M	\$2.06 M	\$3.05 M
<b>State Highways</b> - SH 6 - Mid Western	103 km	50%	50%	\$41.41 M	\$1.24 M	\$0.88 M
<b>Regional Roads</b> - MR 236,237,239,398	122 km	51%	74%	\$12.86 M	\$0.49 M	\$0.48 M
<b>Local Roads</b>						
1. Urban - Sealed	30 km	66%	71%	\$3.74 M	\$0.103 M	\$0.14 M
2. Urban - Unsealed	7 km	50%	-	\$0.06 M	\$0.002 M	-
3. Rural - Sealed	380 km	67%	70%	\$29.37 M	\$0.778 M	\$0.89 M
4. Rural - Unsealed	512 km	52%	-	\$4.68 M	\$0.156 M	\$0.11 M
<b>1. Bridges</b>						
1.1 Regional - Concrete	4 Nos		81%	\$2.64 M	\$0.026 M	-
1.2 Local - Concrete	5 Nos		59%	\$1.76 M	\$0.018 M	-
1.3 Local - Timber	2 Nos		34%	\$0.32 M	\$0.005 M	-
<b>2. Culverts</b>						
2.1 Regional	247 Nos		83%	\$9.72 M	\$0.121 M	\$0.02 M
2.2 Local	1229 Nos		73%	\$13.01 M	\$0.161 M	\$0.02 M
Drainage (Storm water)	4886 m		61%	\$34.42 M	\$0.43 M	-
Sewer Mains	31253 m		19%	\$8.45 M	\$0.06 M	-
Sewer Treatment Works	1		20%	\$2.62 M	\$0.03 M	\$0.05 M
Swimming Pools	2 each		79%	\$1.08 M	\$0.05 M	\$0.07 M
Parks, sporting fields	12 each		64%	\$1.64 M	\$0.25 M	\$0.16 M
Cemeteries	3 each		89%	\$0.22 M	\$0.06 M	\$0.05 M
Public Toilets	7 each		69%	\$0.37 M	\$0.02 M	\$0.02 M
Street Lighting	Total		89%	\$0.44 M	\$0.33 M	\$0.02 M
Caravan Park	1		84%	\$0.83 M	\$0.32 M	\$0.03 M
Dwellings	4 each		69%	\$0.57 M	\$0.05 M	\$0.01 M
Council Chambers	1 each		84%	\$0.67 M	\$0.05 M	\$0.01 M
Library and Offices	3 each		94%	\$0.02 M	\$0.01 M	\$0.01 M
Depots	1 each		97%	\$0.21 M	\$0.07 M	\$0.07 M

### **Notes:**

Council's public works assets, including stormwater drainage pipes and structures 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 regravelling 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.

**Appendix F: Access and Equity Activity Statement 2010/2011**

<b>PROGRAMME</b>	<b>PERFORMANCE TARGET</b>	<b>REMARKS</b>
a. <u>Children 0-11 yrs</u>	<ol style="list-style-type: none"> <li>1. Provide suitable range of books and materials.</li> <li>2. Maintain pro-active involvement with Preschool/Long Day Care Centre.</li> <li>3. Maintain Skatepark in safe condition.</li> </ol>	<ol style="list-style-type: none"> <li>1. New books purchased throughout the year, story time session held for school children. Toy library proving popular. Gift packs for babies program conducted.</li> <li>2. Ongoing liaison with Preschool executive. Long term loan repaid</li> <li>3. Skatepark safely maintained and monitored throughout the year. Minimal vandalism.</li> </ol>
b. <u>Young People 12-24 yrs</u>	<ol style="list-style-type: none"> <li>1. Maintain Skatepark in safe condition.</li> <li>2. Publicise existence of cycle ways.</li> </ol>	<ol style="list-style-type: none"> <li>1. Skatepark safely maintained and monitored throughout the year. Minimal graffiti.</li> <li>2. Cycleway markings generally satisfactory.</li> </ol>
c. <u>Women</u>	<ol style="list-style-type: none"> <li>1. Maintain taxi service in Grenfell.</li> <li>2. Continually seek improved IT communications, engage local co-ordinator.</li> <li>3. Publicise existence of cycle ways.</li> </ol>	<ol style="list-style-type: none"> <li>1. Taxi service operating 7 days per week. Good service provided.</li> <li>2. Internet Centre proving popular, staffed by Council. Broadband internet service now available at affordable cost.</li> <li>3. Cycleway markings generally satisfactory and remarked as required.</li> </ol>

PROGRAMME	PERFORMANCE TARGET	REMARKS
d. <u>Persons 55 and over</u>	<ol style="list-style-type: none"> <li>1. Maintain dental service in Grenfell.</li> <li>2. Liaise and consult with local doctors.</li> <li>3. Maintain taxi service in Grenfell.</li> <li>4. Assist and promote the Mens Shed</li> <li>5. Provide library services.</li> </ol>	<ol style="list-style-type: none"> <li>1. Dentist to be recruited.</li> <li>2. Ongoing liaison with local doctors (one retired).</li> <li>3. Taxi service operating 7 days per week. Good service provided.</li> <li>4. Mens Shed assisted with grounds maintenance, representative included in Open Days promotion.</li> <li>5. Seniors program conducted. Large print books purchased. House bound and hospital deliveries conducted.</li> </ol>
e. <u>Socio-economic Disadvantaged</u>	<ol style="list-style-type: none"> <li>1. Issue letter of welcome to all new landowners.</li> <li>2. Request agents to distribute information packages to new residents.</li> <li>3. Provide library services.</li> </ol>	<ol style="list-style-type: none"> <li>1. Letters issued to all new landowners on receipt of property transfer.</li> <li>2. Request made to agents.</li> <li>3. Deposit stations set up in villages as an Outreach Service.</li> </ol>
f. <u>People with Disabilities</u>	<ol style="list-style-type: none"> <li>1. Encourage owners to improve access to shops, offices.</li> <li>2. Publicise disabled toilets in Main Street.</li> <li>3. Provide library services.</li> <li>4. Assist with mobility.</li> </ol>	<ol style="list-style-type: none"> <li>1. Options being considered with new federal legislation being reviewed..</li> <li>2. Signage erected</li> <li>3. House bound and hospital delivery services conducted. Large print books purchased. Talking books available.</li> <li>4. Footpaths regularly inspected and potential hazards progressively removed. Gutter crossings installed.</li> </ol>

PROGRAMME	PERFORMANCE TARGET	REMARKS
	5. Access Committee to be investigated.	5. Access Committee to be investigated.
g. <u>People from Culturally and Linguistically Diverse Backgrounds</u>	1. Encourage TAFE to provide English courses for adults  2. Publicise  3. Provide library services.	1. Ongoing discussions with TAFE, however demand is very low.  2. Not publicized as not available at this time. 3. Access available to State Library collections in other languages.
h. <u>Police</u>	1. Encourage citizens to report all problems.  2. Liaise with Police re problems  3. Provide suitable duties for Community Service Order Offenders.	1. Announcements made in weekly newspaper column. 2. Regular liaison. Mayor attends PACT meetings with Local Area Commander on quarterly basis. 3. CSO offenders engaged when possible to carry out worthwhile works in the community.