



## WEDDIN SHIRE COUNCIL

To Avoid Delay when  
Replying or Telephoning

Please Quote:

Your Ref:

All Correspondence to be addressed to:  
The General Manager  
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### MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 18 DECEMBER 2008 COMMENCING AT 5.00 PM.

18 December 2008

«Name»

«Title»

Dear «Intro»

**NOTICE** is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 18 DECEMBER 2008**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

T V LOBB  
GENERAL MANAGER  
BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES- Ordinary Mtg 20 November 2008
3. PRESENTATION BY AUDITOR\*
4. QUESTIONS FROM THE PUBLIC
5. DECLARATIONS OF INTEREST (if any)
6. CORRESPONDENCE (As per Precis attached)
7. MOTIONS WITH NOTICE
8. MAYORAL MINUTES
9. REPORTS: (a) General Manager  
(b) Director Corporate Services  
(c) Director Engineering  
(d) Director Environmental Services  
(e) Delegates
10. MINUTES - Consultative Ctee Mtg, 18/11/08  
- Henry Lawson Festival Ctee Mtg, 18/11/08  
- Local Emergency Management Ctee Mtg, 1/12/08  
- Occupational Health and Safety Ctee Mtg, 2/12/08  
- Local Traffic Ctee Mtg, 5/12/08  
- Manex Ctee Mtg, 15/12/08  
- Town Works Ctee Mtg, 15/12/08
11. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
12. TENDERS AND QUOTATIONS
13. QUESTIONS
14. CLOSED COUNCIL
15. REPORT ON CLOSED COUNCIL
16. CLOSURE

**\*Note:** Scheduled Addresses – Presentation by Auditor at 5.01 pm

**PRESENT:** The Mayor Clr M A Simpson in the Chair, Clrs G B Halls, J C Niven, D W Hughes, N W Hughes, R W Atchison, C M Lobb, M R Crutcher, B R Hinde and G McClelland.  
General Manager (T Lobb), Director Corporate Services (G Carroll), Director Engineering (W Twohill) and Director Environmental Services (S Wilson).

**A minutes silence was held in honour of the late Mr Maurice Schneider who was a past Mayor and Councillor of the Weddin Shire Council.**

**APOLOGY:** Nil

**CONFIRMATION OF MINUTES:**

**302 RESOLVED:** Clr N Hughes and Clr Atchison that the Minutes of the Ordinary Meeting, held on 20 November 2008 be taken as read and **CONFIRMED** with Resolution No. 263 amended.

**AUDITOR'S PRESENTATION**

**Council's Auditor Mr John O'Malley from Morse Group delivered a power-point presentation in regards to Council's 2007/2008 Financial Statements and answered questions from Councillors.**

**The Mayor thanked Mr O'Malley for his informative presentation and congratulated and thanked the staff for their efforts.**

**QUESTIONS FROM THE PUBLIC**

Council has resolved that a ten minute "question time" be allowed at the beginning of each meeting, where members of the public can put their concerns before Council for discussion on the following basis:

- Requests to speak to be submitted in writing at least ten (10) days prior to the meeting.
- Requests to be accompanied by a copy of any questions.
- Each speaker to be allowed three minutes.

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The following requests have been received:-

Nil

**DECLARATIONS OF INTEREST**

A Declaration of Interest form has been forwarded with the Business Paper, for completion prior to the meeting.

Completed forms may be declared and handed in at this point.

Declaration forms were submitted as follows:-

<b>Councillor</b>	<b>Item No.</b>	<b>Nature of Interest</b>	<b>Type</b>
Clr Lobb	General Manager's Report Item 15	Wife of General Manager	Pecuniary
Clr N Hughes	Director Environmental Services Item 10	Client of Grenfell Commodities	Pecuniary
	Closed Council	Client of Grenfell Commodities	Pecuniary
	General Manager's Report Item 1		
Clr Simpson	Director Environmental Services Item 10	Client of Grenfell Commodities	Pecuniary
	Closed Council	Client of Grenfell Commodities	Pecuniary
	General Manager's Report Item 1		
Clr Crutcher	Director Environmental Services Item B1 DA 66/2008	Son of applicant	Pecuniary
Clr McClelland	Director Environmental Services Item B1 DA 66/2008	Applicant	Pecuniary

**SUMMARY OF CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 18 DECEMBER 2008.**

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**CORRESPONDENCE**

1. Department of Planning, G2.2.1/G2.2.2: Advising that funding has been approved for your council for the 2009-10 financial year for the Local Government Heritage Management program as follows:-

**Funding for the heritage advisor program**

A maximum grant of up to \$7,000 has been approved to continue your council's heritage advisor position for 2009-10. Please note that the funding is available on a \$1 for \$2 basis.

**Funding for the local heritage fund program**

A maximum grant of up to \$8,500 has been approved for Weddin Shire Council to continue the local heritage fund program to assist projects in your local area for 2009-10.

**RECOMMENDATION:** that the heritage grant offers be accepted.

**303 RESOLVED:** Clr Lobb and Clr Hinde that the heritage grant offers be accepted.

2. Department of Lands, R2.1.4: Concerning the Industrial Estate and advising that approval in principle has been given for your application to purchase road adjoining your property.

The purchase price for the land has been determined at \$7,250.00

Please complete and return your payment election, acceptance to the purchase price and agreement for the sale to proceed.

**RECOMMENDATION:** that the offer be accepted.

**304 RESOLVED:** Clr N Hughes and Clr Atchison that the offer be accepted.

3. Ian Brothers, C1.3.34: Expressing disappointment that Councillors agreed to assist with promotions and sponsorship, relating to a planned rodeo at Quandialla next April.

**Copy forwarded to Councillors**

**305 RESOLVED:** Clr Hinde and Clr D Hughes that the letter be noted.

**306 RESOLVED:** Clr D Hughes and Clr Halls that Late Correspondence be received and dealt with.

**SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD 18 DECEMBER 2008.**

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4. NSW Department Primary Industries, E3.1.6: Concerning 2008-09 State Government funding for control of noxious weeds.

For 2008-09 the State Government has allocated \$8,363,000 to help meet the objectives of the NSW Invasive Species Plan and Noxious Weeds Act 1993.

The Minister approved grants totalling \$20,000 for Weddin Shire Council.

Please indicate your acceptance of this offer by signing the attached schedule and returning the original to NSW Department of Primary Industries along with a Tax Invoice for the grant amount plus GST.

**RECOMMENDATION:** that the grant offer of \$20,000 be accepted and the agreement signed on behalf of Council.

**307** **RESOLVED:** Clr N Hughes and Clr Halls that the grant offer of \$20,000 be accepted and the agreement signed on behalf of Council.

5. Grenfell Town and District Band, C1.3.17: Advising it has recently paid its annual rates and would like to apply for a full rebate on such.

**Note: 2008/2009 total rates were \$468.54 (provided for in 2008/2009 Management Plan)**

**RECOMMENDATION:** that a donation of \$470 be approved.

**308** **RESOLVED:** Clr Crutcher and Clr D Hughes that a donation of \$470 be approved.

6. B Ward Councillors, G2.8.1: Submitting an application for funding from the Federal Government's Infrastructure Program to improve Edwards Square Greenethorpe.

A BBQ area with BBQ, shelter, table and seats with a water pipe laid from the School bore to Edwards Square for the purpose of irrigating the park area. This would beautify the village and attract tourists.

**Noted**

7. Grenfell Lions Club Inc, G2.18.1: Concerning ways to spend the \$100,000 grant from the Federal Government.

The ideal project would be a medical centre. Alternatively, there has been talk over the past few years to provide a pool blanket to cover the town pool. Also just recently, Caroline Schneider has promoted the idea of some form of electric or hydraulic lifting device to lift elderly and/or incapacitated people in and out of the pool.

**Noted**

**309** **RESOLVED:** Clr Atchison and Clr Niven that the Correspondence be noted except where otherwise resolved.

**NOTICE OF MOTIONS**

Nil

**MAYORAL MINUTE**

Nil

# THE GENERAL MANAGER'S ORDINARY REPORT

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11 December 2008

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

## **1. Local Development Performance, C2.10.1**

The Department of Planning has released the Local Government Performance Monitoring Report 2007/2008, which compares development assessment statistics for all councils in NSW.

The following table gives a comparison of Weddin Council's performance with the average for councils in the same classification group (Group 9). Weddin generally performs satisfactorily in most measures.

<b>Performance Indicator</b>	<b>Unit</b>	<b>Weddin</b>	<b>Group 9 Average</b>
DAs Determined	No.	76	67
- alternations and additions	No.	25	24
- single new dwelling	No.	14	15
- commercial/retail/office	No.	4	9
Determination Time (mean net)	Days	19	29
Determination body - council	%	5.3	11.3
- staff	%	94.7	88.7
DAs per staff member	No.	76	67
Full time staff	No.	1	2
Complying Development Certificates	No.	7	22
Construction Certificates	No.	42	46
Occupation Certificate	No.	28	25

**For Information**

**Noted**

## **2. General Manager's Forum, P1.2.4**

The annual General Manager's Forum was conducted by the Local Government Managers Australia in Sydney on 17 November 2008.

A brief summary of matters of interest is as follows:-

### **Jerrold Cripps QC, Commissioner of ICAC**

- deals with corruption by public officials (not private industry),
- stronger powers than the normal legal system,
- 41% of complaints concern local government,
- usually planning related,
- SEPP 1 is always on issue,

## **THE GENERAL MANAGER'S ORDINARY REPORT**

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- apart from the corruption issues, problems at Wollongong involved inappropriate use of SEPP 1 and inappropriate delegations to junior staff,
- the ICAC recommendation that the Quattro development be invalidated was the first use of this power,
- the situation was an example of the problem of political parties in local government.

### **Ross Woodward, Deputy Director General, Department of Local Government**

- integrated planning and reporting will go to cabinet shortly,
- the Premier's announcement on rate pegging was not detailed,
- the De-corporatisation Bill has passed through Parliament and should make no difference except to WorkChoices,
- regional cooperation is still supported, there is no current agenda for amalgamations,
- the Department is currently examining the WBC and the New England alliances,
- the Department will be targeting councillors who did not attend the seminars.

### **Panel of General Managers – Liverpool, Warringah and Wollongong Councils**

- all three councils have been dismissed and administrators appointed,
- some common problems have occurred with the administrators:-
  - conflict with General Managers
  - no interest in the media
  - no interest in attending local functions

**For Information**

**Noted**

### **3. Good Sports Program, C1.2.1**

My report to Council's April 2008 meeting refers. Council subsequently resolved:-

*“that a contribution be considered on acceptance by Council of the proposal from the Good Sports Office.”*

After a number of unsuccessful attempts to follow up, the Good Sports Office has now advised that it has entered into a partnership with Greater Western Area Health Service and the local contact is now their Health Promotion Prevention Officer at Cowra.

The Officer has verbally advised that the local sporting organisations will be invited to a public meeting probably in February next year. The Grenfell Goannas have already signed up for the program.

**For Information**

**310** **RESOLVED:** Clr N Hughes and Clr Hinde that Council co-operate with the organisation of the public meeting.

## **THE GENERAL MANAGER'S ORDINARY REPORT**

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### **4. Leases for Rural Fire Service Tanker Sheds, E1.3.21**

The Rural Fire Service proposes to construct sheds for brigade tankers on private property owned by Messrs John Smith (lot 2, DP 500842, parish Eualdrie) and Stuart McKellar (lot 21 DP 657620, parish Yuline).

Draft deeds to authorise the occupation of the properties have been prepared by Council's solicitor. A licence fee of \$1.00 pa is application for each for their 25 year duration.

#### **RECOMMENDATION:**

**It is recommended that approval be given to sign the draft deeds on behalf of Council, and to register Council's interest on the properties as appropriate.**

**311 RESOLVED:** Clr Crutcher and Clr Halls that approval be given to sign the draft deeds on behalf of Council, and to register Council's interest on the properties as appropriate.

### **5. Australia Day Awards, C1.5.2**

My report to Council's October meeting refers.

The following nominations have been received:-

#### **Nominations For Awards:**

<b>Category</b>	<b>Nominee</b>	<b>By</b>
Citizen of the Year	Nancy Logan Margaret Charlesworth Judy Mitton Anthony Cass	Grenfell Lions Club Jed Nowlan Kath Smith, Deidre Carroll Australia Day Council (for Christie Chapman)
Senior Citizen of the Year	Nancy Logan Judy Mitton	Grenfell Lions Club Kath Smith, Deidre Carroll
Community Service Award	Lisa Eastaway Alan Bernard Ross Hunter	Nevin Hughes Grenfell Town Band Grenfell Mens Bowling Club and The Henry Lawson High School
Emergency Service Award	Nil	
Community Event of the Year	Weddin Mountain Muster	Grenfell PAH & I
Youth Awards	Emily Crutcher Jessica Lavis Benjamin Kelly Jack Ray Thomas Taylor Henry Hunt Sean King	The Henry Lawson High School Quandialla Central School Quandialla Central School Caragabal Public School Greenethorpe Public School Grenfell Public School St Josephs School

Winners of the various awards will be determined by the nominated committee and will be announced at the Australia Day ceremony in Grenfell. Some awards may be presented at village ceremonies where these are held.

**For Information**

## **THE GENERAL MANAGER'S ORDINARY REPORT**

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### **6. School Exchange Proposal, C1.8.1**

My report to Council's July and August 2008 meeting refers.

The matter has been discussed with the Acting Principal of The Henry Lawson High School and the Principal of Quandialla Central School, and general agreement has been reached as follows:-

- target year 9 students,
- duration of 2-3 weeks, possibly one week in holidays,
- 4 or 5 students at a time (maximum),
- Terms 2 and 3 preferred,
- students to be billeted,
- reciprocal visits required.

The Henry Lawson High School has had several student exchanges with a school at Berry this year which have been very successful, and the Acting Principal was keen to see this system adopted as the template.

There appears no need with this smaller-scale exchange to involve Cockatoo Network, as it should be possible to organise it directly, preferably with a school or schools in the Hawkesbury Shire.

#### **RECOMMENDATION:**

**It is recommended that:-**

- i) Council agree to act as the initial organiser for a school exchange in the Hawkesbury area along the above lines, and;**
- ii) Cockatoo Network be advised that Council does not wish to participate in the "Regional Bound" Program.**

#### **312 RESOLVED: Clr Atchison and Clr Niven that:-**

- i) Council agree to act as the initial organiser for a school exchange in the Hawkesbury area along the above lines, and;**
- ii) Cockatoo Network be advised that Council does not wish to participate in the "Regional Bound" Program.**

### **7. State Mini Budget, A3.19.2**

At a recent meeting of the General Managers of the Mid Lachlan Alliance, it was agreed that member councils be requested to nominate possible issues for joint action by the Alliance.

Specific areas of concern were:-

- rail closures,
- Country Towns Water Supply and Sewerage (CTWSS) Program,
- closure of agriculture research stations,
- health services cutbacks.

## **THE GENERAL MANAGER'S ORDINARY REPORT**

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### **RECOMMENDATION:**

**It is recommended that Council consider any issues from the State mini-budget for possible joint action by the Alliance.**

**MOVED:** Clr N Hughes and Clr Atchison that the following issues be nominated for joint action by the Mid Lachlan Alliance:-

- rail closures,
- Country Towns Water Supply and Sewerage (CTWSS) Program,
- closure of agriculture research stations,
- health services cutbacks.

**AMENDMENT:** Clr Niven that closure of agriculture research stations be excluded.

**AMENDMENT:** lapsed for want of a seconder.

**313** The original **MOTION** was then put to the meeting and was **CARRIED**.

### **8. Conduct Review Committee, A3.26.6**

In response to my report (Item 11) to the September meeting, Council resolved as follows:-

*“that Clrs Simpson, N Hughes, Halls, Atchison, Niven and the General Manager be included on the list of names willing to assist other Councils and the General Manager advise the other Mid Lachlan Alliance Councils accordingly.”*

The Department of Local Government has expressed concern that councillor and staff members of alliance councils may not be sufficiently independent to sit on each other's Conduct Review Committees.

At a recent meeting of the General Managers of the Mid Lachlan Alliance, the group recommended that councils consider a core of independent professional people supported by others with previous local government experience.

### **RECOMMENDATION:**

**It is recommended that Council nominate suitable local people (subject to their concurrence) as members of the Conduct Review Committee pool.**

**It is further recommended that any suitable independent professional people be also nominated.**

**314** **RESOLVED:** Clr Lobb and Clr Halls that:-

- i) Council nominate suitable local people (subject to their concurrence) as members of the Conduct Review Committee pool.
- ii) any suitable independent professional people be also nominated.
- iii) the matter be deferred for consideration at the January 2009 Council meeting.

## **THE GENERAL MANAGER'S ORDINARY REPORT**

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### **9. Local Community Infrastructure Program, G2.18.1**

#### **A. General**

Council resolved at its November meeting that a list of possible projects be prepared for consideration at Council's December meeting.

A total of 29 separate projects were nominated by councillors, staff and members of the public, and copies or summaries of these nominations have been forwarded to all councillors. The program has clearly generated intense public interest, and many of the suggested projects address social needs within the community which do not always get a high priority at budget time.

The list of projects is shown on the following schedule. Tentative estimates have been included but many of these have had to be based on assumptions as it has not been possible to prepare accurate estimates for so many projects.

The eligibility of some projects was unclear and these have been referred to the Department's Information Line for advice: answers given are as shown, with a number being ruled out.

#### **B. Distribution of Funds**

Council has two main options:-

- i) allocate the funds to a specific major project which will have long term benefits, or;
- ii) reach agreement to share the funds between Grenfell and the Villages.

#### **RECOMMENDATION:**

**It is recommended that the funds be allocated as follows:-**

- \$10,000 each to Caragabal, Greenethorpe and Quandialla/Bimbi,
- \$70,000 to Grenfell.

**315 RESOLVED:** Clr D Hughes and Clr Halls that the funds be allocated as follows:-

- \$10,000 each to Caragabal, Greenethorpe and Quandialla/Bimbi,
- \$70,000 to Grenfell.

#### **C. Selection of Projects**

Projects may now be selected as decided above.

Whilst Council is not required to advise the Department of its program until 30 January 2009, it would not be advisable to defer the decision until the January meeting. If decisions cannot be finalised at the December meeting, authority should be delegated to the relevant ward councillors to determine the project(s).

#### **RECOMMENDATION:**

**It is recommended that the approved projects be determined.**

**In the event that this is not possible, it is recommended that the projects be determined by the relevant ward councillors as soon as possible.**

**316 RESOLVED:** Clr Lobb and Clr Atchison that Grenfell's grant of \$70,000 be allocated as follows:-

- New playground equipment – Taylor Park      \$32,000
- Cover over skatepark      \$20,000
- Pool blankets      \$18,000

## **THE GENERAL MANAGER'S ORDINARY REPORT**

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- 317 RESOLVED:** Clr Niven and Clr Halls that Quandialla's grant of \$10,000 be allocated to improving Blamey Park (shadecloth) and work at the pool.
- 318 RESOLVED:** Clr D Hughes and Clr N Hughes that Greenethorpe's grant of \$10,000 be allocated to a BBQ, shelter, table and seats in Edward Square.
- 319 RESOLVED:** Clr Halls and Clr Niven that Caragabal's grant of \$10,000 be allocated to the construction of change rooms at Caragabal Sportsground.

**THE GENERAL MANAGER'S ORDINARY REPORT**

**COMMUNITY INFRASTRUCTURE PROGRAM**

**SCHEDULE OF PROJECTS**

<b>CENTRE</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>ELIGIBILITY</b>	<b>EST. COST</b>	<b>COMMENTS</b>
Grenfell	New Medical Centre	Put towards new medical centre.	No (separate fund)	\$800,000	Letter B2 Balance not funded.
Grenfell	Burrangong Street Surgery	Disabled entrance.	Yes	\$15,000	Letter A27
Grenfell	Main Street	Improving access for the disabled at local buildings and businesses.	Yes	\$40,000 - \$100,000	Letter B4 Part of Main Street Study.
Grenfell	Showground	Replacing the wall lining in the Pavilion	No (not Council's)	\$15,000	Letter B12 Maintenance work
Grenfell	Grenfell Pre-School	Updating and improving the facilities at the Grenfell Pre-School and Long Day Care Centre.	No (not Council's)	\$30,000	Letter B13 (building only)
Grenfell	Grenfell Tip	Infrastructure to expedite manning of the facility.	Yes	\$100,000 +	Letter B2 Separate funding available.
Grenfell	Sewerage Treatment Works	A new pond.	Yes	\$30,000	Letter B3 Separate funding available.
Grenfell	Sewage Treatment Works	Chlorinator for effluent.	Yes	\$40,000	DE Separate funding available.
Grenfell	Sporting Venue	Multi Purpose Sports Facility – athletics.	Yes	\$200,000+	Letter B16 Major project, detailed planning required.
Grenfell	Top Lawson Oval	Change rooms, shelter and possible toilets.	Yes	\$70,000	Letter B2
Grenfell	Parks	Play equipment for the parks in Grenfell as well as provide soft fall.	Yes	up to \$80,000	Letter B5, B11, B17, B21
Grenfell	Vaughn Park	Cover over skatepark.	Yes	\$20,000	Letter B2,
Grenfell	Vaughn Park	Playground equipment.	Yes	up to \$80,000	Letter B2, DE
Grenfell	Taylor Park	New playground equipment.	Yes	up to \$50,000	Letter B10

## THE GENERAL MANAGER'S ORDINARY REPORT

CENTRE	LOCATION	DESCRIPTION	ELIGIBILITY	EST. COST	COMMENTS
Grenfell	Procter Park	Provide public toilets	No (not Council's)	\$60,000	Letter B22
Grenfell	Pool	Pool blankets.	Yes	\$18,800	Letters B6, B7, B9 \$11,200 already raised.
Grenfell	Pool	Heating the pool (solar heating).	Yes	\$30,000	Letter B8
Grenfell	Rest Area – SH6	Permanent entrance at the Rest Area.	No (roadworks)	\$10,000	Letter B18 RTA funds possible.
Grenfell	Young Road	Footpath to Walsh's Lane.	No (roadworks)	\$70,000	Letter A27 (concrete) Cycleway extension?
Grenfell	O'Briens Mine	Toilet block, Visitor's centre.	Possible	\$90,000 - \$100,000	Letter B20, GM
Grenfell	Rygate Square	Statue of Henry Lawson.	Yes	\$70,000	DCS
Grenfell	Railway Station	Seal car park and access roads.	No (roadworks)	\$120,000	GM
Grenfell	Main Street	Install bead lighting to shop fronts.	Yes	\$30,000	GM
Caragabal	Wyalong Street	Upgrading the town toilet block for disabled/general public use.	Possible	\$10,000	Letter B14
Quandialla	Hall	Provision of disabled toilet.	No (not Council's)	\$10,000	Letters B14, B15
Quandialla	Blamey Park	Improving Blamey Park (shadecloth)	Yes	\$10,000	Letter B14
Quandialla	Pool	Sealing of the Chlorine room, a ladder into the sand filters and drainage gutters around cement edges.	Yes	\$7,000	Letter B15
Quandialla	Town streets	A ride-on lawn mower to extend the capacity of volunteers to mow village path ways etc.	No (operational)	\$5,000	Letter B15
Greenethorpe	Memorial Hall	Upgrade disabled toilet at Hall.	No (not Council's)	\$10,000	Letter B19

## THE GENERAL MANAGER'S ORDINARY REPORT

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**320** **RESOLVED:** Clr Crutcher and Clr Lobb that Council adjourn for supper.

**Council adjourned for supper: 6.53 pm**

**Council resumed at: 7.23 pm**

**321** **RESOLVED:** Clr Crutcher and Clr Atchison that Council resume.

### **10. Request for Assistance – Hancock Haulage, T4.5.9**

Hancock Haulage and Harvesting Trust has submitted two development applications (both approved) for development in Davies Place, Grenfell. Details of the development applications are as follows:-

DA 50/2008 - \$13,000 (fencing and earthworks)

DA 54/2008 - \$50,000 (shed)

The developer has now applied for funding to assist with the sewer connection, estimated at \$12,755.

Under Council's policy for Incentives for Expansion of Existing Businesses, the developer would be eligible for interest - free repayments of the account over five years after an initial 20% deposit. The investment - based grants do not apply for developments under \$100,000.

#### **RECOMMENDATION:**

**It is recommended that Hancock Haulage be advised of their entitlements under Council's policy as outlined above.**

**MOVED:** Clr McClelland and Clr Hinde that a 50% reduction of the estimated cost of the sewer connection be granted.

Upon being put to the meeting the motion was **LOST**.

**322** **RESOLVED:** Clr Crutcher and Clr Atchison that Hancock Haulage be charged cost price for the sewer connection.

### **11. CENTROC Meeting, C2.7.3**

The CENTROC quarterly meeting and Annual General Meeting were held at Wellington on 4 December 2008. Unfortunately the Mayor and General Manager were unable to attend but a summary of significant matters discussed or decided is as follows:-

- a submission on the Bells Line of Expressway to be lodged supporting four lanes, B-doubles and the Newnes Plateau deviation,
- representations to be made opposing the closure of four rail lines in Central NSW,
- representations to be made opposing the closure of the Wagga Police Radio Network,
- lobbying to continue on the accreditation of Council Building Certifiers,
- representations to be made opposing the closure of the Agricultural Research Station at Condobolin.

## **THE GENERAL MANAGER'S ORDINARY REPORT**

The meeting was followed by the Annual General Meeting where the following appointments were made:-

Chair:	Clr Neville Castle (Lithgow)
Deputy:	Clr Phyllis Miller (Forbes)
Secretary/Treasurer:	Mr Roger Bailey (Lithgow)
Executive Members:	Clr Bill West (Cowra)
	Clr Paul Toole (Bathurst)

The next meeting will be held at Young on 26 February 2009.

**For Information**

**Noted**

### **12. Gallery Management Committee, C2.6.35**

As previously advised, it is intended to establish a committee of management made up largely of community members to arrange exhibitions and other activities at the new gallery.

In response to recent advertising three nominations were received, from Joan Bolton OAM, Chris Lobb and Jan Parlett. These nominees have been duly appointed together with Mr Glenn Carroll as my staff delegate.

A charter for the committee has been prepared and a copy has been separately forwarded to Councillors. In view of its operational nature, the committee will report to the General Manager.

### **RECOMMENDATION:**

**Confirm Action**

**323 RESOLVED:** Clr Atchison and Clr Crutcher that the action be confirmed.

### **13. Cinema Management Committee, C2.6.36**

It is also intended to establish a committee of management to operate a small cinema in the Conference Room in the new Community Hub.

After initially failing to get any response from the public, there were nine nominations when the committee was readvertised. In addition to Mr Glenn Carroll as my staff delegate, I have appointed:-

Mrs Mary Moffitt  
Mrs Judith Mitton  
Mr Bill McSpadden  
Mrs Pam Fletcher

A copy of the charter for the Cinema Committee has been separately forwarded to councillors. Some adjustment may be required as the project proceeds.

In review of its operational nature, the committee will report to the General Manager.

## THE GENERAL MANAGER'S ORDINARY REPORT

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### RECOMMENDATION:

**Confirm Action**

**324 RESOLVED:** Clr Crutcher and Clr N Hughes that the action be confirmed.

#### **14. Policy for Travelling Stock in Grenfell No. 2.3.1, C2.4.15**

Following determination of the routes for travelling stock through Grenfell, the previous policy may now be updated and amended.

A draft copy of the amended policy has been forwarded to councillors, with the original policy attached (pink).

### RECOMMENDATION:

**It is recommended that the amended Policy for Travelling Stock in Grenfell be adopted.**

**325 RESOLVED:** Clr Crutcher and Clr Halls that the amended Policy for Travelling Stock in Grenfell be adopted.

#### **15. Leave Application, P4.10041/P4.10015**

Application is made for annual leave from 2 – 9 January 2009.

### RECOMMENDATION:

**It is recommended that the application for leave be approved.**

**It is further recommended that Mr Glenn Carroll be appointed as the Acting General Manager with full delegations from Council.**

**Clr Lobb previously submitted a written declaration of interest and left the room.**

**326 RESOLVED:** Clr Atchison and Clr N Hughes that:-

- i) the application for leave be approved.
- ii) Mr Glenn Carroll be appointed as the Acting General Manager with full delegations from Council.

**Clr Lobb returned to the room.**

#### **16. Season Greetings**

On behalf of all the staff I offer Season Greetings to all councillors and their families, with the prospect of a more prosperous New Year for all concerned.

**For Information**

**Noted**

**T V LOBB**  
**GENERAL MANAGER**

**327 RESOLVED:** Clr Atchison and Clr Niven that except where otherwise dealt with the General Manager's Report be adopted

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

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11 December 2008

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

## 1. Statement of Bank Balances as at 30 November 2008:

Bank Account	
Westpac	<b><u>\$1,072,239.60</u></b>
Investments	
LGIS	
<b>Total Investments</b>	<b><u>\$4,000,000.00</u></b>

## CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 November 2008.

The investments shown above are made with the Local Government Investment Service. I certify that these investments have been made in accordance with the Local Government Act, 1993, the Regulations and Council's investment policies.

**For Information**

**Noted**

## 2. A Summary of Income For The Month of November follows:

Rates Receipts	199,026.69
Accounts Receivable	19,542.50
Government Grants	824,641.87
Agency Collections	67,404.89
Interest on Investments	19,863.02
Public Liability Reimbursement	5,683.70
Other Income	15,123.87
<b>Total</b>	<b><u>\$1,151,286.54</u></b>

**For Information**

**Noted**

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

### 3. Roads and Other Expenditure 2008/2009:

Following are the up to date maintenance figures as at 30 November 2008.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	541,824	269,725
Grenfell Town Streets Maintenance	146,536	99,943
Village Maintenance - Caragabal	7,118	5,443
Village Maintenance - Greenethorpe	6,000	4,827
Village Maintenance - Quandialla	6,000	6,901
Garbage Collection	51,000	19,842
Greenethorpe Collections	8,500	2,572
Trade Waste Collection	23,000	4,652
Tips Working Expenses	82,000	47,055
Noxious Plants	73,000	24,631
Parks & Gardens	163,000	74,148
Library Expenditure	108,090	42,088
Baths Income	-21,000	10,801
Baths Expenditure	112,127	36,615
Caravan Park Income	-31,500	17,544
Caravan Park Expenditure	67,113	24,356

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

### RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2008/09 State Roads (SH 6) Maintenance	100,000	31,573
2008/09 National Roads (SH 17) Maintenance	100,000	19,737
2008/09 State Road (SH6) Ordered Work	308,081	3,403
2008/09 National Road (SH17) Ordered Work	308,081	102,222
2008/09 Regional Roads Block Grant	496,393	39,450
2008/2009 REPAIR Program MR398	300,000	24,706
3 x 3 Program - MR 398	68,000	0

2007/2008 Rural Local Roads	VOTE	EXPENDITURE
Maintenance general	21,543	57,302
Reseals	85,000	84,969
Caragabal - Quandialla	97,000	21,725
Gambara Road	46,000	72,107
Nowlans Road	109,000	109,000
Sandy Creek Road	186,000	82,222
Bimbi - Quandialla	55,000	3,535
Pinnacle Road	29,000	15,018
Gravel Resheeting	108,000	108,000
<b>Total</b>	<b>736,543</b>	<b>553,878</b>

2008/2009 Rural Local Roads	VOTE	EXPENDITURE
Maintenance general	30,000	52,770
Reseals	95,000	1,911
Caragabal - Quandialla	95,000	389
Nowlans Road	65,000	6,287
Sandy Creek Road	180,000	0
Bimbi - Quandialla	35,000	0
Pinnacle Road	60,000	0
Driftway Road	42,521	10,912
Grenfell Streets Construction	55,000	20,701
Grenfell Kerb and Gutter	20,000	25,487
Grenfell Streets - Footpaving	8,000	0
Reconstruct Village Streets – Ex - Reserves	0	0
Gravel Resheeting	100,000	150,011
<b>Total</b>	<b>785,521</b>	<b>268,468</b>

2008/2009 Roads to Recovery	VOTE	EXPENDITURE
Grenfell Reseals	80,000	339
Greenethorpe – Gambara Road 4 km	72,000	29
Rural Roads Reseals	150,000	0
Gerrybang Road Causeway	100,000	91,596
<b>Total</b>	<b>402,000</b>	<b>91,964</b>

For Information

Noted

## **THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT**

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### **4. Grenfell Community Hub, C1.6.7**

Work is continuing on the Community Hub with the contractors still on schedule and making excellent progress.

Work is continuing on the Art Gallery and public amenities area which is currently being renovated and should be completed in the near future.

It is anticipated the works will be completed prior to Christmas with the official opening date to be determined.

**For Information**

**Noted**

### **5. Debt Recovery – Rates and Debtors, A1.7**

Reference is made to the report to the November 2008 Council meeting advising of the status of debt recovery in regard to rates and debtors.

The new round of debt recovery for both rates and debtors is continuing with legal action now in progress for ratepayers and debtors who have not responded. A statement of liquidated claim or summons has been served for outstanding debtors with judgement on these debtors being obtained and further legal action proceeding. Similar action for outstanding rates is currently in progress with thirty one (31) summons currently being served.

The sale of land for overdue rates will be conducted in 2009.

**For Information**

**Noted**

### **6. Councils Internal Reserves Review, A1.6**

Further to my report to the November Council Meeting please find attached a proposed draft reallocation of the internal reserves to assist in facilitating the funding of major capital and operational works for the 2008/2009 financial year.

The General Manager and Directors were recently consulted in regard to the possible reallocation of the internal reserves and the results are summarised below:

**Table 1 - Internal Reserves:**

<b>Reserve</b>	<b>Transfer To</b>	<b>Transfer from</b>
Library Upgrade	\$50,000	
New Depot	\$140,000	
Grenfell Tip Improvements	\$150,000	
New Council Residence		\$10,760
Future Capital Projects		\$321,240
Miscellaneous Works		\$8,000
	<b>\$340,000</b>	<b>\$340,000</b>

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

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**Table 2 - Miscellaneous Works:**

<b>Reserve</b>	<b>Transfer To</b>	<b>Transfer from</b>
AJ & MP Ray		\$8,000
<b>Total</b>		<b>\$8,000</b>

The draft reallocation of the internal reserves has been an ongoing process. The process has been fine tuned to the point that the remaining internal reserves have been all allocated for a specific purpose. The Future Capital Projects account balance at 30<sup>th</sup> September 2008 was \$326,162 of which it is proposed to reallocate \$321,240 to fund the Capital Projects currently in progress.

It is vital that the process of the reallocation of the internal reserves continues as it will ensure our capital projects and various operational works are carried and in a planned and systematic manner secure with the knowledge that the projects are able to be funded from internal reserves as they arise.

**RECOMMENDATION: that Council endorse the reallocation of Councils internal reserves and adopt the Statement of Internal Restrictions as presented.**

**328** **RESOLVED:** Clr Niven and Clr Atchison that Council endorse the reallocation of Councils internal reserves and adopt the Statement of Internal Restrictions as presented.

### **7. Charter for Grenfell Business Development Committee (GBDC), C2.6.30**

Reference is made to the General Manager's report to the October 2008 Council meeting regarding the above.

Since the charter was adopted by Council two anomalies have been detected which are detailed below. The alterations will require Council endorsement.

1. As Councillors may only attend these meetings as observers the type of committee should be changed from a "Strategic (planning) Policy Making Committee" to an "Advisory Committee".
2. A function of the committee had been listed to "develop a long term development strategy". As the committee is an Advisory Committee this would not be a function of the committee. This function should be amended to "assist in the development of a long term development strategy".

A copy of the amended charter has been attached for Councillors information.

**RECOMMENDATION: that the Charter for the Grenfell Business Development Committee (GBDC) be adopted as amended with the constitution to be amended accordingly.**

**329** **RESOLVED:** Clr Crutcher and Clr Lobb that the Charter for the Grenfell Business Development Committee (GBDC) be adopted as amended with the constitution to be amended accordingly.

## **THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT**

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### **8. Grenfell Library, C2.6.29**

As previously reported the Library re-opened on Tuesday 7 October 2008 with most services available and favourable comments being received from the public.

The process of replacing the Library Server is currently in progress with the compactor and shelving to arrive in due course.

A basic Summer Reading Club programme has been advertised involving a reading challenge for children aged six to fourteen with staged prizes. This will basically be the same format as last year.

It is anticipated that the library will open in the mornings only between Christmas and New Year.

**For Information**

**Noted**

### **9. Economic Development, C2.6.21**

Council's Economic Development Manager has been involved in the following activities:-

- Reviewing Council's Economic Development Strategy.
- Pursuing people interested in relocating to the Weddin Shire emanating from the Open Day Campaign.
- Planning the Grenfell Business Development Committee (GBDC) meeting scheduled for Thursday 4 December 2008.
- The shop local promotion which is being conducted by the Grenfell Record.
- Currently submitting a proposal to Council to investigate the possibility of establishing a road train depot in the Weddin Shire.

**For Information**

**Noted**

### **10. Tourism/Promotions, C2.6.2**

Council's Tourism Manager has been involved in the following activities:-

- The advertisement for Wingspan Magazine has been published and enquiries are being received requesting brochures. The article is still to be written. Other bird groups will now be invited to the Weddin Shire.
- An application for funding submitted under the Regional Flagship Events Programme for the Henry Lawson Festival was unsuccessful.
- The Weddin Shire Tourism brochure has been sent to the printer and should be available by mid December.
- The shooting of the Bollywood film "Sach" to commence in the near future. Local identities have been recruited to feature in the film. Should be a terrific promotion for Grenfell.
- Planning is underway for Australia Day to be held in January 2009. The Ambassador is Valerie Parv an author.
- Arranging Christmas Lights/Mailbox competitions.
- Information/Thankyou Day – being organised for the CWA ladies in the Visitor Information Centre.

**For Information**

**Noted**

## **THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT**

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### **11. Community Technology Centre (CTC), C2.6.28**

Council's Community Technology Centre (CTC) Manager has been involved in the following activities:-

- The CTC has printed approximately 300 Grenfell brochures. Currently developing other income streams such as Christmas cards which are selling well. Grenfell themed calendars are being investigated.
- Mobile Phone classes in progress. Forty four (44) registrations received to date. Excellent response.
- Tech Talk articles submitted in the Grenfell Record on a regular basis.
- Visiting local businesses to discuss services available at the CTC.

**For Information**

**Noted**

### **12. 2007/2008 Financial Statements, A1.6**

The 2007/2008 Financial Statements have been completed and audited with the reports sent to the Department of Local Government. A copy of the audit report is being forwarded separately for Councillors information with a copy of the Annual Statements being tabled at the meeting.

Section 418 of the Local Government Act (1993) requires that as soon as practical after Council receives a copy of the audit report it must fix a date for the meeting at which it proposes to present its audited financial reports together with the audit report to the public. Furthermore, Council must give notice of the date fixed. The Financial Statements have been advertised in the Grenfell Record with the date of the presentation to the public being 18 December 2008.

Mr John O'Malley of Alan Morse and Co will be in attendance at the meeting at 5.00 pm to deliver a presentation in regard to the reports and answer any queries Councillors may have.

**RECOMMENDATION: that Council formally adopt the Auditors Report and present the 2007/2008 Financial Statements to the public.**

**330** **RESOLVED:** Clr McClelland and Clr Atchison that Council formally adopt the Auditors Report and present the 2007/2008 Financial Statements to the public.

**GLENN CARROLL**  
**DIRECTOR**  
**CORPORATE SERVICES**

**331** **RESOLVED:** Clr N Hughes and Clr Niven that except where otherwise dealt with the Director Corporate Services' Report be adopted.

**STATEMENT OF INTERNAL RESTRICTIONS - GENERAL FUND**

<b>RESERVE</b>	<b>BALANCE AS AT 1/07/2008</b>	<b>TRANSFER TO RESERVES</b>	<b>TRANSFER FROM RESERVES</b>	<b>BALANCE AS AT 30/11/2008</b>	<b>VARIATION</b>
E.L.E.	1,146,994.26			1,146,994.26	0.00
OFFICE EQUIPMENT PLANT	83,629.00		9,041.00	74,588.00	9,041.00
RURAL/TOWN/VILLAGE FUNDS	176,348.72			176,348.72	0.00
LIBRARY UPGRADE	116,229.00			116,229.00	0.00
NEW DEPOT	207,105.00	50,000.00	207,105.00	50,000.00	157,105.00
GRENFELL TIP IMPROVEMENTS	23,558.00	140,000.00	104,956.00	58,602.00	-35,044.00
SHIRE WORKS - Internal Loan Repayment	95,386.00	150,000.00	5,501.00	239,885.00	-144,499.00
RESTORATION OLD GAS WORKS SITE	44,802.98			44,802.98	0.00
GRAVEL PIT MAINTENANCE	0.00			0.00	0.00
RLR PROGRAMME	21,133.80			21,133.80	0.00
MISCELLANEOUS WORKS	407,480.00			407,480.00	0.00
LOCAL DEVELOPMENT ASSISTANCE	412,876.00		43,284.00	369,592.00	43,284.00
FUTURE CAPITAL PROJECTS	71,857.00			71,857.00	0.00
NEW COUNCIL RESIDENCE	196,452.00	129,710.00	321,240.00	4,922.00	191,530.00
CONTRACT DEFECTS- SH17 & SH6	10,760.00		10,760.00	0.00	10,760.00
BROULA KING ROADWORKS	50,000.00			50,000.00	0.00
ECONOMIC DEVELOPMENT FUND	0.00			0.00	0.00
<b>TOTAL</b>	<b>56,337.53</b>	<b>469,710.00</b>	<b>704,235.00</b>	<b>53,989.53</b>	<b>2,348.00</b>
	<b>3,120,949.29</b>			<b>2,886,424.29</b>	<b>234,525.00</b>

## **THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT**

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### **List of Uncompleted Works as at 30 November 2008**

	\$
• Grenfell Flood Study	36,227
• Environmental Assistance (Septic Tanks)	7,625
• Heritage Operations - George Street Plan	5,000
• Quandialla Pool Upgrade	4,698
• Sloanes Cottage Upgrade	14,292
• Medical Centre Improvements	37,653
• Stormwater Funds	25,598
• Caravan Park – Upgrade Facilities	10,330
• AJ & MP Ray – Derribong Road Upgrade	0
• Administration Building – Replace Air Conditioner	3,000
• Consultancy Fee – Policy Formation	20,000
• Administration Building – Repair and Repaint	8,939
• OHS Consultancy	25,000
• Town Planning – Prepare DCP	5,000
• Lawn Cemetery Beam	0
• Recycling – Upgrade Collection Points	3,000
• Grenfell Swimming Pool Recycling Project	23,180
• Quandialla Swimming Pool Recycling Project	17,650
• Taylor Park Upgrade	30,000
• Industrial Area – Contingency Survey	5,000
• Industrial Area – Drainage Improvement	10,000
• Henry Lawson Oval – Grandstand Upgrade	22,000
• Museum Roof Upgrade	0
• Consultancy Fee – Asset Valuation	10,000
• Rural Heritage Study	10,000
• Integrated Water Cycle Management (IWCM)	10,400
• Purchase Industrial Land	25,000
<b>Total</b>	<b><u>\$369,592</u></b>

11 December 2008

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

## 1. Works Report (7 December 2008)

### 1.1 Classified Roads Maintenance

Routine maintenance such as slashing and patching has continued on a majority of classified roads during the month.

SH17 - heavy patching has been completed with the exception of line marking.

SH6 - signage has been erected for the start of heavy patching.

### 1.2 Rural Local Roads Programme

1 km of Trigalana Lane has been resheeted.

### 1.3 Rural Maintenance

Routine maintenance such as slashing, patching and guide posting has continued on a majority of classified roads during the month

- general maintenance
- repaired washout on McDonalds Lane
- repaired causeway scouring on Adelargo Road
- repaired scouring and washout on Bald Hills Road
- changed signage on Bimbi side track to vehicular detour
- sprayed Bimbi and Grenfell cemeteries
- removed trees on Gerrybang Road, Mogogong Road, MR239 and MR 237
- filled washout Grenfell cemetery
- located and marked all culverts on SH6 and SH17
- removed "Welcome To" village signs for powder coating and sign writing.

### 1.4 Urban Maintenance

- general maintenance
- completed West Street kerb and gutter
- graded back lanes
- improved drainage in North Street outside the school
- repaired cricket nets at Henry Lawson Oval
- blocked access for pigeons at the Commonwealth Bank Building

**For Information**

**Noted**

## 2. Future Works

### 2.1 Rural

- general maintenance
- gravel crushing to start at Eppelstun's and Simpson's Pits
- complete heavy patching on SH6
- continue Nowlans Road construction

### 2.2 Urban

- general maintenance
- construct drainage for new Library in George Street
- construct and seal Melyra Street between Dalton and Alexandra Streets
- commence kerb and gutter in O'Brien Street

**For Information**

**Noted**

## 3. Other Works

### 3.1 Parks and Ovals Report

Routine maintenance has been carried out during the month such as gardening, weeding, mowing and spraying.

- general maintenance
- lifted tree in West Street
- replaced missing trees in Main Street
- completed fence around new tanks in Lawson Park and Taylor Park

### 3.2 Cemeteries

The following graves have been prepared:

Grenfell Lawn	– Nil
Grenfell	– 4
Bimbi	– Nil
Caragabal	– 1

### 3.3 Sewer Mains

One (1) sewer choke has been attended to during the month.

### 3.4 Private Works

- graded fire trails for Department Lands
- hire of Patch truck to Forbes Council
- slashed several private blocks for rate payers

## THE DIRECTOR ENGINEERING ORDINARY REPORT

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### 3.5 Vandalism

Restood signs on Greenethorpe – Bumbaldry Road after they were pushed over \$200.00

**Total Cost: \$200.00**

**Progressive Cost: \$3,360.00**

(from 1/7/2008 to date)

**For Information**

**Noted**

### 4. CENTROC Weight of Loads Group, C2.7.16

In the last month the CENTROC Weight of Loads Group detected nil breaches.

**For Information**

**Noted**

### 5. Plant Report

Significant plant and vehicle maintenance, in accordance with the details as listed below, was carried out during the month:-

Plant No	Plant Item	Maintenance
	General plant	General maintenance
PI. 3244	Toyota Dyna	Fit new muffler and mirror.
PI. 4097	Toro Mower	Repair starting fault.
PI. 4082	Case Vibromax Smooth Drum Roller	Repair hydraulic steering, replace rubbers.

It is proposed to trade in the following vehicles:-

PI. 1090 Director Environmental Services  
PI. 2067 Traffic Control  
PI. 2069 P Gavin  
PI. 2071 K Abbott  
PI. 2075 L Howell  
PI. 2076 N Hockings

PI. 2075 is to be assigned to Animal Control as per the 2008/2009 Plant Replacement Programme.

**For Information**

**Noted**

## **THE DIRECTOR ENGINEERING ORDINARY REPORT**

---

### **6. Engineers Alliance – Weddin, Forbes, Parkes and Lachlan, C2.9.9**

The Asset Management Plan for roads is still being prepared.

A tender report for the combined bitumen tender will be presented to this meeting.

**For Information**

**Noted**

### **7. RTA RMCC Contract, R2.54.4**

Routine maintenance works on SH6 and SH17 continues.

The heavy patching work on SH17 has been essentially completed. All work was within specification.

Heavy patching on SH6 commenced on 8 December 2008. This will include widening of the east bound lane at Gambarra Road. The total work is planned to be completed in about 1.5 weeks.

Council is still waiting on a Works Order for the sealing work which must be completed prior to 31 March 2009 under the Contract.

**For Information**

**Noted**

### **8. Noxious Weed Report, C2.6.16**

- Spraying for St Johns Wort, Scotch Thistle, Bathurst Burr, Blue Heliotrope
- Grenfell Cemetery sprayed
- Bimbi Cemetery sprayed
- Plague locust inspections/spraying

**For Information**

**Noted**

### **9. Plant Replacement Programme, P6.1.3**

Council approved the purchase of a second hand sewer cleaning machine for \$8,000 in the 2007/2008 Plant Replacement Programme budget. This is to replace PI. 5150 purchased in 1986.

Despite a number of enquiries, a suitable second hand machine which would suit Council's requirements has not been found.

PI. 5150 has been raised at the last few Occupational Health and Safety Committee meetings as having operational problems.

## **THE DIRECTOR ENGINEERING ORDINARY REPORT**

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A demonstration unit has been offered to Council from SECA for \$34,000 incl GST. This unit is two years old and has 32 hours on the clock. The unit would suit Council's requirements.

Savings have been affected in the Plant Replacement Fund which would cover the extra expenditure.

**RECOMMENDATION: that Council approve the expenditure of \$34,000 for the purchase of a demonstration sewer cleaner from SECA, with funding to be covered from savings in the 2007/2008 Plant Replacement Fund.**

**332** **RESOLVED:** Clr Atchison and Clr Halls that Council approve the expenditure of \$34,000 for the purchase of a demonstration sewer cleaner from SECA, with funding to be covered from savings in the 2007/2008 Plant Replacement Fund.

### **10. Criterion Hotel - Proposed Road Closure, T4.3.1**

Council has received a request from the Managers of the Criterion Hotel for permission to conduct donkey rides either in Main Street or in Teston Street from 6.00 pm to 8.00 pm on Christmas Eve.

The Weddin Local Traffic Committee at its last meeting considered the request and offered no objection to the event being staged in Teston Street subject to the following conditions:-

- a) public liability insurance for \$20 million being provided to Council prior to the event,
- b) the road closure road advertised,
- c) provision be provided for pedestrian movement on the footpath past the band,
- d) the road be cleaned following the event,
- e) approval from the Police be obtained prior to the event.

The committee felt that closing Main Street between Teston Street and Forbes Street would create a disruption to traffic on Christmas Eve.

**RECOMMENDATION: that Council authorise the closure of Teston Street between Main Street and George Street from 6.00 pm to 8.00 pm on 24 December 2008.**

**333** **RESOLVED:** Clr Lobb and Clr Atchison that Council authorise the closure of Teston Street between Main Street and George Street from 6.00 pm to 8.00 pm on 24 December 2008.

### **11. Bimbi Bridge, R2.11.7**

The piles were predrilled, placed and have now been driven. Precast headstocks were placed and have been concreted. The planks have been cast and will cure over Christmas.

The Contractor will commence the placement of the planks in the week commencing 5 January 2009 and the deck will be poured following the completion of the plank placement.

**For Information**

**Noted**

**12. Garbage Collection – Lane, E3.3.1**

An assessment has been carried out of the garbage truck operation in the lanes between Weddin Street, Burrett Street, Vaughn Street and South Street.

If the truck is to negotiate the “T” intersection, land resumption would be required.

**RECOMMENDATION: that Council negotiate with one or both adjoining owners to acquire splay corner(s).**

**334** **RESOLVED:** Clr Atchison and Clr Hinde that Council negotiate with one or both adjoining owners to acquire splay corner(s) and a report be submitted to the February 2009 Council meeting.

**13. Christmas Greetings**

My Wife and I would like to wish Councillors and their families a safe and joyous Christmas and a prosperous New Year.

**For Information**

**Noted**

**W TWOHILL**  
**DIRECTOR ENGINEERING**

**335** **RESOLVED:** Clr Niven and Clr N Hughes that except where otherwise dealt with the Director Engineering’s Report be adopted.

9 December 2008

The General Manager  
Weddin Shire Council  
PO Box 125  
GRENFELL NSW 2810

Dear Sir

I wish to report to Council as follows:-

**A. Public Health and Environmental Matters.**

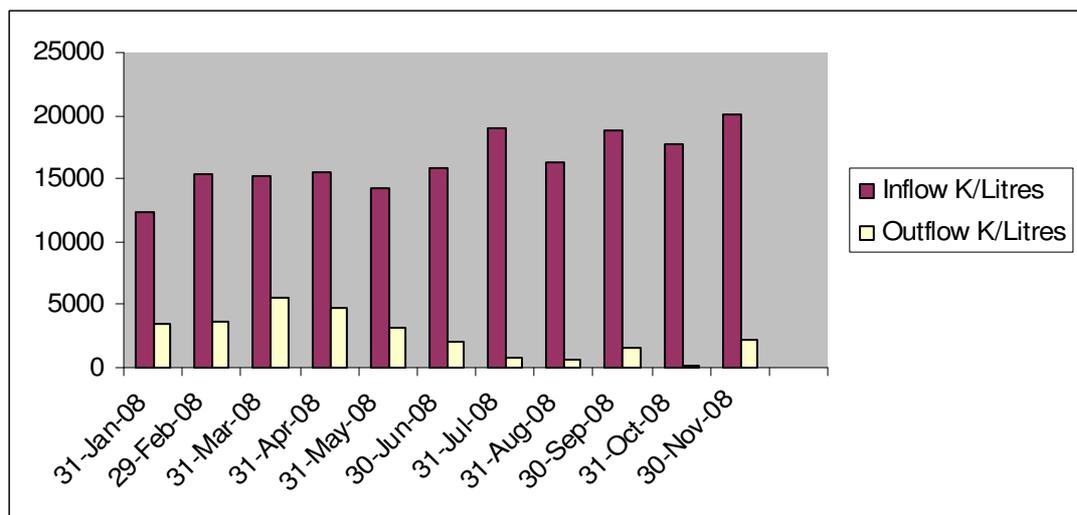
**The Mayor welcomed the Director Environmental Services to his first meeting and wished him all the very best in his endeavours.**

**1. Sewerage Treatment Works, S1.1.1**

Total inflow through the Works during November was 20079 K/Litres with the daily average of 669.3 k/litres. With outflow for irrigation being 2223.98 k/litres.

The highest daily recording of 1523 k/litres occurred for the 24 hours ending 6.30 am on 29 November 2008 and the lowest of 471 k/litres for the 24 hours ending 6.30 am on 7 November 2008.

A total rainfall of 52mm was recorded for the month.



Some works have been undertaken on the flow metres in the past month with further investigation and possible works to follow.

**For Council's Information**

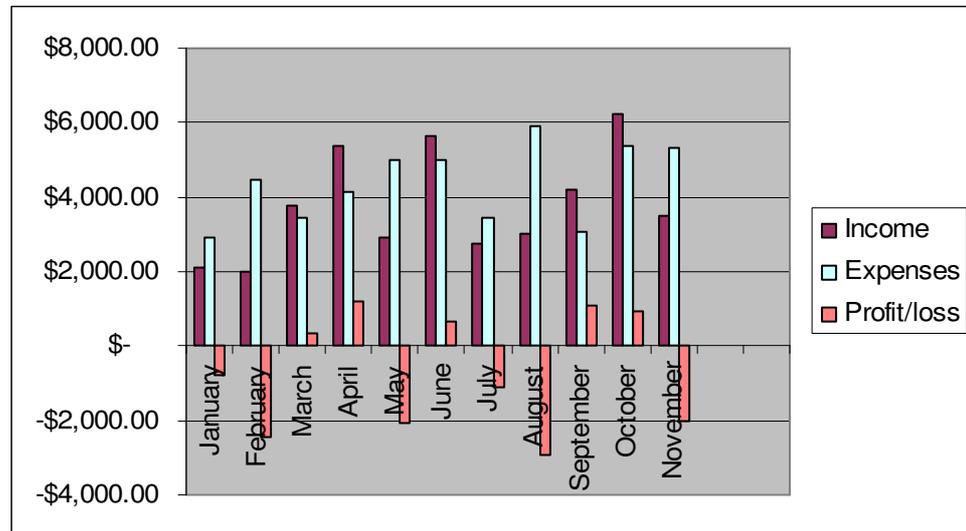
**Noted**

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

### 2. Caravan Park Operations, P2.3.3

Income for the month of November 2008 was \$3,484.00 with expenditure of \$5,503.36 resulting in an operational loss of \$2,019.36 for the month.

There were 97 sites occupied for the month of November 2008.



For Council's Information

Noted

### 3. Animal Control, A4.4.4

Animal control activities for November 2008 were:

#### a. Companion Animals

Animals Impounded: 5 (Note: this includes 4 kittens very wild/sick)

Animals Sold: 2

Animals Surrendered: 3

Animals Destroyed: 5

Animals Released: 0

Note: 1 dog remaining carried over to December

For Council's Information

Noted

## **DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL**

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### **4. Grenfell Swimming Pool, P2.3.1**

Total Attendance: 3240

Daily Average: 108

Cash Attendance: Adult 8

Child 147

Season Ticket Attendance: Child 1086

Adult 519

School Attendance: 1313

Other Usage: 167

Season Ticket Sales: Family 10

Adult 7

Child 15

Pensioner 1

Monthly Water Usage - 211Kl

- The Grenfell Primary participated in a 10 day water safety program with an enrolment of 120 students; the program was very successful considering the weather not being favourable.
- Royal Life Saving conducted a Lifeguard and First Aid Course at the facility.
- Central Western Districts held a swimming clinic for swimming club members which was well supported. There were no incidents or accidents during the month.
- Considering the weather during the month the facility has been well supported.

**For Council's Information**

**Noted**

### **5. Quandialla Swimming Pool, P2.3.2**

The Quandialla Swimming Pool opened for the season on 31/10/08.

Opening from Tuesday to Sunday, closed on Mondays.

A total of 1,291 patrons visited the pool.

90% were season ticket holders.

A total of \$4,067 was banked for the month.

29 family & 10 single season tickets were sold.

Swimming Club was held each Wednesday & Friday evenings.

Quandialla Central School held sport at the pool each Wednesday afternoon.

- Bribbaree Public School invited Caragabal Public & Quandialla Central Schools to join them at the pool each Friday afternoon for Active Swimming. The 3 schools combined for Intensive Swimming Lessons beginning on 24th November.
- Aqua exercises commenced on Friday 28th November.
- No accidents or incidents occurred during November.
- Lots of positive comments were made on the freshly painted pool.

**For Information**

**6. Building Professionals Board (BPB) Proposal to Accredit Council Building Surveyors A3.34**

**Report prepared by: Alan Lindsay (Acting DES)**

On the 17 November 2008 the BPB placed on exhibition for comment changes to the Building Professionals Regulation 2007 for the accreditation scheme made under the Building Professionals Act 2005 for proposals to:

- categories of accreditation for Council Building Surveyors
- requirements to be met for accreditation under the scheme
- the assessment process for Council Officers, and
- transitional arrangements for Council Officers

The draft proposals are on exhibition until 27 February 2009.

During the exhibition period the BPB are conducting a series of information sessions and I attended the Dubbo session on 19 November.

The proposed accreditation scheme of the BPB is to accredit all NSW Council Building Surveyors similar to the private certification system that currently exists.

The proposal is to provide a lower accreditation fee at first of \$250 per Council Building Surveyor and within 5 years to charge the standard private certification fee currently \$1500 pa.

It would appear that the State Govt will be using Council Building Surveyors to fund the BPB with the accreditation fee.

There will be a separate code of conduct for Council Building Surveyors to work under and Council Building Surveyors will be in the position of having two bodies to answer to the BPB and Council.

The BPB is able to issue fines on accredited persons as well as remove the accreditation.

Both the Development Environment Professionals Association (DEPA) and the Environmental Development and Allied Professionals Western Group (EDAP) are strongly opposed to such proposals and on Thursday 11 December both associations will be meeting in Orange to prepare a submission to the proposal.

**RECOMMENDATION: that Council make a submission to the BPB proposal to accredit Council Building Surveyors in the same vein as the DEPA/EDAP submissions.**

**336 RESOLVED:** Clr Crutcher and Clr Atchison that:-

- i) Council make a submission to the BPB proposal to accredit Council Building Surveyors in the same vein as the DEPA/EDAP submissions,
- ii) Council's State Member be advised of the situation,
- iii) a copy be forwarded to Mick Veitch, Deputy Government Whip, Member of the Legislative Council.

**7. Contaminated site investigation of former Grenfell Gasworks Site, E3.2.2**

In July 2008 Weddin Shire Council commissioned URS Australia Pty Ltd (URS) to undertake a Contaminated Site Investigation (CSI) at the site of the former Grenfell Gasworks (the Site) located on the corner of Gooloogong Road and Bourke Street, Grenfell, NSW.

The objectives of the CSI were to:

- Provide data on Site contamination sufficient to support preparation of a Remedial Action Plan or an Environmental Management Plan; and
- Assess whether a Significant Risk of Harm (SRoH), as determined under the Contaminated Land Management (CLM) Act, exists on the Site.

The agreed scope for soil sampling comprised ten (10) soil boreholes, extended to a maximum depth of six (6) meters. The groundwater investigation involved extending six of the soil sampling boreholes to a depth of 8-10 meters (maximum of 12 m) to assess the presence of groundwater and the direction of the groundwater gradient.

These investigations have now been completed and the Draft Contaminated Site Investigation (CSI) has been received, with a copy of the executive summary being distributed to all Councillors.

The conclusion of the draft report is that “in the current condition and land use, the site is unlikely to present a Significant Risk of Harm as determined by the NSW DECC.

**RECOMMENDATION: that council resolves to accept the Draft Contaminated Site Investigation prepared by URS Australia Pty Ltd and advise URS to prepare and submit the Final Report, which will then be reported back to Council.**

**337 RESOLVED: Clr N Hughes and Clr D Hughes that council accept the Draft Contaminated Site Investigation prepared by URS Australia Pty Ltd and advise URS to prepare and submit the Final Report, which will then be reported back to Council.**

**8. Lachlan CMA Local Government Reference Group E3.9.2**

I attended the Lachlan CMA Local Government Reference Group meeting held in Forbes on the 3<sup>rd</sup> December 2008.

The main topics discussed were:

1. The proposal for a Natural Resource Management (NRM) Delivery Plan, which would form a framework for future Lachlan CMA and Weddin Shire action plan for Natural Resource Management. Lachlan CMA staff will contact council to further discuss this in the future.
2. Caring for Country Funding – which the Lachlan CMA is proposing to lodge an application on a regional level. It is hoped that there may be funding secured by which the NRM delivery plans, educational programs or biodiversity studies may be prepared or undertaken. The submissions for the grant funding closes in early February 2009.

## **DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL**

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3. Environmentally Sensitivity mapping was discussed, these have been delivery to all Councils by DECC and are to be used predominantly for the preparation of and in association with the new LEP's.
4. The afternoon session was project updates from Forbes and Orange Councils that involved NRM outcomes.

**For Council Information**

**Noted**

### **9. Review of Local Companion Animals Management Plan, A4.4.1**

The Department of Local Government's, Better Practice Review Report - recommendation 28, that Council should review and update its Companion Animal Management Plan.

The reviewed plan deleted completed items for example; preparation of the local keeping of animal's policy, updated new time frames for action on other matters and minor rewording. The plan has been reviewed with the assistance of Council's Animal Control Officer. The revised plan places a strong emphasis on community education for responsible pet ownership, lifetime registration and the early desexing of pets. The Grenfell Record has generously supported Council notices in this regard.

The current Companion Animal Management Plan will be available on the noticeboard at the meeting.

**RECOMMENDATION: that Council adopts the revised Companion Animal Management Plan.**

**338** **RESOLVED:** Cllr McClelland and Cllr Hinde that Council adopt the revised Companion Animal Management Plan.

### **10. Grenfell Commodities DA 72/2002**

Council has received both written and verbal complaints about the operations of the Grenfell Commodities site located at 1 Grafton Street, Grenfell.

There are three areas of main concern and they relate to dust, chemicals and noise emissions allegedly emanating from the grain storage site. Copies of the letters of complaint have been forwarded to all Councillors prior to the meeting.

As a result of the concerns raised, I visited the site on Wednesday 9 December 2008 and discussed these issues with the operator of the business Mr P Mawhinney. A summary of this meeting is detailed below.

- I was advised that the busy part of the harvest will conclude for Grenfell Commodities by around the 12<sup>th</sup> December 2008, as the grain storage is entirely full and truck movements will reduce to around 10 per day, which will be mainly taking grain out of the facility.

## **DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL**

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- Generally Mr Mawhinney understood some the concerns about the dust coming from the process of unloading of grain from the trucks and advised that he would be investigating options for extraction type hoods to reduce the dust emission.
- The site does use fumigation type chemicals to treat the grain as it is loaded into the storage shed. These chemicals are however fast acting with a zero withholding period. I have requested the Material Safety Data sheets that will more clearly identify the possible risk to persons on and off the site. Although there was only one truck unloading and being treated during my visit, the odour from the chemical treatment was minimal at a distance of 30m.

I advised Mr Mawhinney that a letter would be forwarded to Grenfell Commodities, formally advising them of the concerns and requesting that they provide details of methods they propose to address the concerns and make a commitment to complete these actions within an acceptable time frame. A copy of this letter has been distributed to the Councillors for information.

As Council is aware there have been a number of concerns raised about the business operating on this site for about the past ten years, during which mediation, agreements and meetings have occurred. The currency and legality of the previous agreement is being investigated.

### **RECOMMENDATION:**

**Confirm Action**

**Clr Simpson and Clr N Hughes previously submitted written declarations of interest and left the room.**

**Clr Crutcher declared a non pecuniary interest as a friend of the Directors of Grenfell Commodities and did not leave the room.**

**339 RESOLVED:** Clr Halls and Clr D Hughes that Clr McClelland act as the interim chair.

**Clr McClelland took the chair.**

**340 RESOLVED:** Clr Atchison and Clr Lobb that the action be confirmed.

**Clr Simpson and Clr N Hughes returned to the room.**

**Clr Simpson resumed the chair.**

### **11. Alcohol Free Zones (H1.6.9)**

Council resolved at the November 2008 meeting:-

1. *That the proposal to establish Alcohol Free Zones be advertised and exhibited in accordance with the Guidelines and public comment be invited.*
2. *All interested parties as listed in the Guidelines be advised of the proposal.*

The public comment period ended 11<sup>th</sup> December 2008 with no written submissions received.

**RECOMMENDATION**

- (a) that Council establish Alcohol Free Zones as listed below:
- (i) at all times:
- ◆ Main Street from the intersection of Camp & Grafton Streets including Rygate Square to Burrangong Street, excluding the pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main Street and George Street Grenfell
  - ◆ Burrangong Street from Main Street to Weddin Street
  - ◆ Weddin Street from Burrangong Street to Camp Street
  - ◆ George Street from Grafton Street to Short Street
  - ◆ Forbes Street from Camp Street to George Street
  - ◆ Teston Street from Main Street to George Street
  - ◆ Nash Street footway from Main Street to George Street
  - ◆ Short Street From Burrangong Street to George Street
  - ◆ Unnamed footway/ lane running south from Dalton Street between George Street and Main Street
- (ii) between the hours of 10 pm and 9 am daily:
- ◆ the pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main Street and George Street Grenfell.
- (iii) between the hours of 9 pm and 7 am daily:
- ◆ Taylor Park
  - ◆ Memorial Park
  - ◆ Proctor Park
- (iv) to be an alcohol free zone at all times:
- ◆ Vaughan Park
- (b) that the Alcohol free zones operate from the 23<sup>rd</sup> December 2008 and end 30<sup>th</sup> September 2011.
- (c) that a notice be published in the Grenfell Record declaring that Alcohol Free Zones have been established in the areas as listed in recommendation (a) commencing on 23<sup>rd</sup> December 2008.
- (d) that the existing signage be amended to show the new period for which the Alcohol Free Zones will apply.
- (e) that letters be sent to interested parties, the Police and licensees of Hotels and clubs notifying of the establishment of the Alcohol Free Zones.

**341 RESOLVED:** Clr McClelland and Clr Crutcher that:-

- (a) Council establish Alcohol Free Zones as listed below:
- (i) at all times:
- ◆ Main Street from the intersection of Camp & Grafton Streets including Rygate Square to Burrangong Street, excluding the pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main Street and George Street Grenfell
  - ◆ Burrangong Street from Main Street to Weddin Street
  - ◆ Weddin Street from Burrangong Street to Camp Street
  - ◆ George Street from Grafton Street to Short Street
  - ◆ Forbes Street from Camp Street to George Street
  - ◆ Teston Street from Main Street to George Street
  - ◆ Nash Street footway from Main Street to George Street
  - ◆ Short Street From Burrangong Street to George Street

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

- ◆ Unnamed footway/ lane running south from Dalton Street between George Street and Main Street
- (ii) between the hours of 10 pm and 9 am daily:
  - ◆ the pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main Street and George Street Grenfell.
- (iii) between the hours of 9 pm and 7 am daily:
  - ◆ Taylor Park
  - ◆ Memorial Park
  - ◆ Proctor Park
- (iv) to be an alcohol free zone at all times:
  - ◆ Vaughan Park
- (b) that the Alcohol free zones operate from the 23<sup>rd</sup> December 2008 and end 30<sup>th</sup> September 2011.
- (c) that a notice be published in the Grenfell Record declaring that Alcohol Free Zones have been established in the areas as listed in recommendation (a) commencing on 23<sup>rd</sup> December 2008.
- (d) that the existing signage be amended to show the new period for which the Alcohol Free Zones will apply.
- (e) that letters be sent to interested parties, the Police and licensees of Hotels and clubs notifying of the establishment of the Alcohol Free Zones.

### **B. Development Applications – Building Matters:**

1. **The undermentioned applications were received and determined subject to specified conditions, by the General Manager under delegated authority issued on 17 January 2002 (Res. No. 369):**

DA NO.	Applicant	Construction	Value (\$)	Address
46/2007	TH Hargrave	Modification Subdivision	\$0	Lot: 2 DP: 881513 Manganese Road GRENFELL NSW 2810
61/2008	Andrew Cooper Owner: GJ Birch	Double Garage	\$11,500	Lot: 1 DP: 512065 21 Brundah Street GRENFELL NSW 2810
66/2008	G & ND McClelland	Swimming Pool & Fence	\$30,000	Lot: 331 DP: 754578 Berry's Road GRENFELL NSW 2810
C/D 13/2008	WJ Chapman & NJ Soley	Verandah	\$4,000	Lot: 1212 DP: 754578 48 Star Street GRENFELL NSW 2810

**For Council's Information**

**Clrs McClelland and Crutcher previously submitted written declarations of interest and left the room**

**Noted**

**Clrs McClelland and Crutcher returned to the room.**



**SHANE WILSON**  
**DIRECTOR ENVIRONMENTAL SERVICES**

- 342** **RESOLVED:** Clr D Hughes and Clr N Hughes that except where otherwise dealt with the Director Environmental Services' Report be adopted.

**MINUTES OF CONSULTATIVE COMMITTEE MEETING HELD ON FRIDAY,  
18 NOVEMBER 2008 IN THE COMMITTEE ROOM AT THE 3.00 PM (C2.6.12)**

---

1. PRESENT: M Martens, W Twohill, G Carroll, A Lindsay, V Carter, W Schneider and Clr Atchison (observer).

2. APOLOGIES: Nil

3. MINUTES:

**Resolved:** W Twohill and V Carter that the minutes of the meeting held on 19 September 2008 be adopted as read.

4. MATTERS ARISING:

4.1 Induction Manual – in progress.

**Noted**

4.2 Code of Conduct – new model to be issued to all staff.

**Noted**

4.3 Pay Increase – has taken effect.

**Noted**

4.4 Adjustment to Pay

- Grader Operator
- IT/Finance Officer

**Noted**

5. SECURITY AT NEW DEPOT

- Not a bad idea
- Insurance implications (possible reduction in premiums?).

**Noted**

**T Lobb attended the meeting at this point 3.15 pm.**

6. CODE OF CONDUCT

To be formally adopted by Council on 20 November 2008.

To be handed out to employees after this. All staff to sign for the document.

**Noted**

7. SALARY SYSTEM

Old Wycomp salary system now found and it is hoped that it can be run on an old computer.

The alliance is also looking at engaging a person to look at the salary systems for the four shires.

8. UPDATES – FEDERAL INCREASE 1 OCTOBER 2008  
Effective up to Grade 12.

Award increase in November 2008 (3.2%).

Council will shortly be decorporated (ie Council not under WorkChoices), back to where we were.

**Resolved:** M Martens and W Schneider that the 2008 salary structure be ratified.

9. CHARTER FOR COMMITTEE  
To be reviewed at next meeting.

**Noted**

10. CONSTITUTION  
To be reviewed at next meeting.

**Noted**

**T Lobb left the meeting at 3.45 pm and did not return.**

11. GENERAL BUSINESS

11.1

**Resolved:** G Carroll and M Martens that a vote of thanks afforded to the General Manager for his pragmatic approach to the salary system increases over the last two years.

- 11.2 Annual Assessments – to be conducted in early December.

**Noted**

- 11.3 Job Review and Job Evaluation – requires classification.

**Noted**

- 11.4 IT/Finance Officer – letter tabled, process to be clarified.

**Noted**

NEXT MEETING: Tuesday, 10 February 2009 at 3.00 pm.

CLOSURE: There being no further business the meeting closed at 4.12 pm.

**343** **RESOLVED:** Clr McClelland and Clr Halls that the Minutes of the Consultative Committee Meeting be noted.

**Minutes of the Monthly Meeting of the Henry Lawson Festival of Arts held Tuesday 18<sup>th</sup>  
November 2008**

**Welcome:** In her absence President Jenny Smith called upon Vice President Chris Lobb to chair the meeting. Chris declared the meeting open and welcomed everybody to the meeting with a special greeting to Cate and Ron Gardner.

**Present:** G England, C Brown, J Graham, A Can-, E Needham, R Cawthome, M Roper, R Gardner, C. Gardner T. Lobb, J. Niven (observer) S. Jackman, T. Silvester, G. Rolls, G. Carroll, C. Lobb, J. Mitton and J. Black.

**Apologies:** were received from J. Smith, K. Smith, J. Hetherington, Merle Simpson, Maurice Simpson, and J. Wood. Moved E. Needham/J. Graham. Carried.

**Minutes of the previous meeting:** were confirmed. Moved R. Cawthome / G. England. Carried.

**Business Arising:**

**N.S.W. Fire brigade Band:** No action to date - deferred to next meeting.

**T.V. Awards:** Gaynor England suggested it would be a retrograde step to abolish both awards and moved that one award be presented for the best Australian T.V. Production seconded J. Graham. Carried. Chris Lobb advocated that an award of that nature would bring artists, entertainers and associated people to Grenfell.

**Arts Out West Membership:** Glenn Carroll advised that the matter would be handled at the forthcoming Council meeting on the 20th November.

**Treasurer's Report:** See attached sheet. Moved Glenn / G. England Carried. Glenn advised the current balance totals \$ 3,332.30. Glenn also advised that the invested money has been transferred to a new NAB ISaver account at 6% interest rate and sought acceptance of the transfer from the meeting. Moved E. Needham / G. Rolls. Carried. Glenn also advised co-ordinators to seek sponsorship for their individual activities.

**Correspondence:** See list. Moved M. Roper / C. Brown that inwards correspondence be received as read and the outwards correspondence be endorsed. Carried.

**Election of positions held over from AGM:**

**Assistant Secretary:** Jack Black nominated by G. England - accepted.

**Street Stalls:** G. England nominated by J. Graham accepted.

**Art:** C. Lobb nominated by G. England - accepted. M. Roper to assist.

**Busking:** R- Murphy nominated - to be confirmed,

**Fun Run:** P. Moffitt nominated - confirmed by phone call by T. Lobb.

**Co-ordinator's Reports:**

**Safety:** R Cawthome advised he had brought copies of the current Henry Lawson Festival of Arts Emergency Operation to the meeting and asked that each co-ordinator take one, read it, and make comments as to their special requirements and return to Ray. A copy of the Emergency Operation Plan and accompanying list of emergency contact numbers are attached to these minutes.

**King /Queen:** Moved C. Gardner / C. Brown that the competition remain the same as it was. Carried.

**Car Clubs:** R. Gardner advised that consideration is being given to the inclusions of motorbikes, tractors etc. Keith Brus has details of propositions.

**Window Dressings:** E. Needham is considering including a junior section as well. As next year is the 30th anniversary of the Guinea Pig Racing Elaine suggested that a guinea pig be included in this entry and a competition could be held to spot the guinea pig.

**Promotions:** A. Carr advised that she had nothing to report.

**Photography:** A. Wood advised that she is considering working with the Photography Club.

**Poetry:** C. Brown reported that she will begin shortly.

**Publicity:** G. England suggested an update of different addresses - email etc. Gaynor to check with Glenn Carroll re the festival's email address.

**Street Activities:** T. Silvester reported she has everything in hand.

**V.S.S.:** S Jackman advised that sponsors have been advised.

**Procession:** G. Rolls advised that access to Bob Reynold's shed in Short Street has been agreed upon for next festival.

**General Business:**

**Contracting volunteers in working hours:** C. Brown from experience at her work place suggested that care be taken about what is said in public about the festival. A level of integrity must be maintained.

Mrs. J. Smith's suggestions for consideration were

- 1. Main Stage:** Hire one - narrower one - C. Lobb suggested that the location be looked at first as the size of the stage is limited by the width of the road. Jenny to get size and costing and bring back to the next meeting.
- 2. Use of EFTpos:** Auburn thought it would be handy to pay for the Award's Dinner and the Concert tickets. Glenn Carroll advised that the cost could be excessive hence not viable.
- 3. Funding Raising:** Bring ideas to next meeting.
- 4. Major Raffle:** Deferred to next meeting.

**Festival Banners:** Chris Lobb suggested signs similar to those erected for she open day – Festival Sign on the back of the Grenfell Signs - Festival Sign on back of the Muster Signs. Auburn said the three open day signs cost \$800.00. Moved J. Graham / G. England that we go for metal signs and costing be obtained- Carried.

**Fun Run:** Cathy Weigold must be retained in the name of the Fun Run and her family contributes greatly towards it.

There being no further business the meeting closed at 8.45 pm.

Next meeting to be held on the 20th January 2009 at 8.00 pm

**344 RESOLVED:** [Clr Hinde and Clr Niven that the Minutes of the Henry Lawson Festival Committee Meeting be noted.](#)

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, 1 DECEMBER 2008  
COMMENCING AT 4.30 PM (E1.1.5)**

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1. **PRESENT:** Bill Twohill (Chair - Weddin Shire Council, LEMO), Craig Livingstone (NSW Ambulance), Ray Cawthorne (SES), Alan Hunter (SES), Bob Evans (Lachlan SES), Nichole Richardson (Lachlan SES), Allan O'Neill (NSW Police), Keith White (NSW Fire Brigades), Shane Wilson (Weddin Shire Council) and Karen Hancock (Grenfell Health Service).
2. **APOLOGIES:** John O'Connell (DEMC), Angus Nielsen (RFS), and Dylan Hopkins (NSW Police)

**Resolved:** A O'Neill and R Cawthorne that the apologies be accepted.

3. **MINUTES:**

**Resolved:** K White and R Cawthorne that the minutes of meeting held on 8 September 2008 be adopted as read with the following amendment change 4.1 to "Local Displan to be reviewed".

4. **MATTERS ARISING**

4.1 **Local Displan**

To be reviewed by W Twohill and A O'Neill in the new year.

**Noted**

4.2 **Local EOC SOPs Review**

Each member to review for next meeting.

**Noted**

5. **OTHER MATTERS**

5.1 **Members Reports**

- a) NSW Police – Allan O'Neill has attended Emergency Management Committee and Working In An EOC courses, to do an exercise in the new year.
- b) NSW Fire Brigades – plans drawn up for extensions to fire station.
- c) NSW Rural Fire Service - nil
- d) NSW Ambulance – one person left, one person replaced.
- e) SES – another vehicle before Christmas. New Grenfell unit Headquarters. Three jobs with trees and one roof (33hrs). Phone 132 500 from landline straight to Grenfell, but mobiles to Sydney (voice recognition). New Director General and Director of Operations will be in Grenfell on 16 December 2008 to look at new Headquarters.
- f) Hospital - nil

6. **GENERAL BUSINESS**

6.1 **SES**

Desktop draft Weddin Shire Local Flood Plan forward to members to comment.

Retrofit old depot.

Vehicles ordered (Nisson Navara back is being built).

**6.2 Police**

One new Police officer started. Now fully staffed.

**6.3 NSW Fire Brigades**

Nil

**6.3 Ambulance**

Nil

**6.4 Weddin Shire Council**

Two coolroom trailers. Now delivered.

**7. MEETINGS 2009 – held at 4.30 pm**

2 March 2009

1 June 2009

7 September 2009

7 December 2009

**8. CLOSURE:** There being no further business to discuss the meeting closed at 5.10 pm.

**BILL TWOHILL  
(LEMO)**

**345 RESOLVED:** Clr McClelland and Clr Atchison that the Minutes of the Local Emergency Management Committee Meeting be adopted including the recommendations therein except where otherwise resolved.

**OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 2 DECEMBER 2008 COMMENCING AT 3.33 PM (C2.6.14)**

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**1 PRESENT:** Messrs W Twohill, M Martens (chair), G Carroll, S Wilson and N Baker.

**2 APOLOGIES:** Clr D Hughes.

**Resolved:** M Martens and W Twohill that the apology be accepted.

**3 MINUTES:**

**Resolved:** M Martens and G Carroll that the minutes of the meeting held on 3 September 2008 were adopted as read.

**4 MATTERS ARISING**

**4.1 Gas Leaks**

Director Environmental Services to consider checking outside General Manager's office.

**Noted**

**4.2 Evacuation plans**

Commonwealth Bank, new Depot and new Community Hub to be drawn up.

**Noted**

**4.3 Business Continuity Plan**

In progress.

**Noted**

**4.4 Sewer Machine**

A second hand sewer cleaner has been allowed for in the 2007/2008 plant replacement programme estimates.

**Noted**

**Warwick Schneider entered the meeting at 3.43 pm.**

**4.5 Volunteers – training, SWMs**

Green books, traffic control plans for volunteers to be investigated.

**Noted**

**4.6 SWM 39**

To be reviewed (three employees).

**Noted**

**4.7 Future Inspections**

Parks in the shire completed and sent to Statecover.

**Noted**

**4.8 Policy Annexure to “Green Book”**

In progress.

**Noted**

**4.9 Central OH & S Working Party Peer Group Audit – Weddin Shire**  
Asbestos to be finalized.

**Noted**

**4.10 Major Inspections of Playground Equipment Annually**

**Noted**

## **5. GENERAL BUSINESS**

### **5.1 Charter**

Election in new year (two outdoor and one indoor employees)

**Noted**

### **5.2 Asbestos Policy**

To next meeting.

**Noted**

### **5.3 Injury Forms**

- Warwick Schneider – pothole SWMs to be investigated.
- Corey Clark – hit unmarked culvert (guidepost laying in long grass) on Gambarra Road. Guidepost replaced. Other guideposts to be replaced over culverts. A slower speed could be more appropriate.

**Noted**

- Alan Hewen – needle stick injury. Gloves to be worn. Street bins to be changed to solid handles. Check SWMs for wearing gloves.

**Noted**

## **6. OTHER BUSINESS**

### **6.1 Welding**

Fumigation in workshop to be investigated.

**Noted**

## **7. FUTURE INSPECTIONS**

Community Hub

**8. NEXT MEETING:**Monday, 2 March 2008 at 3.30 pm.

**9. CLOSURE:** There being no further business the meeting closed at 4.27 pm.

**346 RESOLVED:** Clr N Hughes and Clr D Hughes that the Minutes of the Occupational Health and Safety Committee Meeting be noted.

**MINUTES OF THE MEETING OF THE WEDDIN LOCAL TRAFFIC COMMITTEE  
MEETING HELD IN THE COUNCIL CHAMBERS AT 10.00 AM ON FRIDAY, 5  
DECEMBER 2008 (C2.6.3)**

---

**1. PRESENT:** W Twohill, David Vant (RTA) Andrew Bament (RTA observer), Doug Freudenstein (Local Member's Representative) and Patrick Smith (NSW Police).

**2. APOLOGIES:** M Simpson (observer)

**Resolved:** D Freudenstein and D Vant that the apology be accepted.

**3. MINUTES:**

**Resolved:** D Freudenstein and D Vant that the minutes of the meeting held 24 October 2008 be adopted as read.

**4. MATTERS ARISING**

**4.1 Glasson Street Quandialla**

Traffic counters to be placed in Glasson Street.

**Noted**

**4.2 Quandialla Progress Association – 40 Km/h Zone on Bland Road**

RTA carrying out an assessment.

**Noted**

**4.3 Main Street – Truck Parking**

Trial in operation from 4 August 2008

**Noted**

**4.4 Warraderry Street School Crossing**

To be inspected.

**Noted**

**4.5 Main Street Parking**

The committee supported Resolution No. 260 November 2008 Council meeting.

**Resolved:** D Vant and P Smith that the provision of loading zones in Main Street be considered in conjunction with the Main Street parking proposals.

**5. CORRESPONDENCE**

**5.1 Robert Mitchell – 50 km/h zone**

Requesting the 50 km/h zone on Henry Lawson Way be moved to just past Walsh's Lane.

A classifier to be placed 100 metres south of 80 km/h zone so as to ascertain the speed of vehicles at that point.

**Noted**

## **5.2 Criterion Hotel – Donkey Rids**

The committee was not in agreement with the Main Street being used for donkey rides.

**Resolved:** D Freudenstein and P Smith that no objection be made to Teston Street being closed from 6.00 pm to 8.00 pm on Christmas Eve subject to:-

- a) public liability insurance for \$20 million being provided to Council prior to the event,
- b) the road closure road advertised,
- c) provision be provided for pedestrian movement on the footpath past the band,
- d) the road be cleaned following the event,
- e) approval from the Police be obtained prior to the event.

## **5.3 Signs - Approaches to Roads**

A request from the Rotary Club of Grenfell Inc to erect approach signs to Grenfell was considered. Refer to RTA Signs and Delineation Officer.

**Noted**

## **5.4 Rest Area**

Throat of rest area has been narrowed in temporary materials for 6-12 months. The trial has been successful. It is proposed to convert the temporary narrowing to permanent materials.

**Resolved:** W Twohill and P Smith that a plan be submitted to the RTA for concurrence and possible funding under the Traffic Facilities Programme.

## **6. GENERAL BUSINESS**

### **6.1 No Standing Signs**

Now have the status of No Stopping.

**Noted**

## **7. DATES OF MEETINGS FOR 2009**

6 February 2009

3 April 2009

5 June 2009

7 August 2009

2 October 2009

4 December 2009

## **8. WARRADERRY STREET SCHOOL CROSSING**

An inspection was carried out on the Warraderry Street school crossing. The RTA advised that all pedestrian signs to be converted to fluorescent green and made "B" size. Council could also paint the kerbs on the blisters and place painted pavement markers. There are no holding lines. Sharon Grierson from RTA to inspect the crossing. RTA will fund the work.

**CLOSURE:** there being no further business to discuss the meeting closed 11.30 am.

**347 RESOLVED:** Clr Hinde and Clr Lobb that the Minutes of the Weddin Local Traffic Committee Meeting be adopted including the recommendations therein except where otherwise resolved.

**MINUTES OF MANEX MEETING HELD ON MONDAY, 15 DECEMBER 2008 AT 2.30 PM (C2.6.10).**

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**Present:** Messrs T Lobb, G Carroll, W Twohill and S Wilson.  
Observer: Clr Simpson.

**Apologies:** Nil

**Minutes:**

**Resolved:** W Twohill and G Carroll that the minutes of 17 November 2008 be adopted as circulated.

**General Business:**

**1A Administration**

- (i) Annual Report – forwarded to Department of Local Government by due date.
- (ii) Annual Statements – reported in Director Corporate Services' report.
- (iii) State of Environment Report – supplementary report completed on a regional basis and forwarded to Department of Local Government. Full State of Environment Report to be undertaken in 2009/2010.
- (iv) Dalton Street Depot – one valuation received. Awaiting another valuation. To be then placed on the market for sale.
- (v) New Depot – computer link to Administration building currently being installed.
- (vi) Department of Local Government Policy Directory – General Manager forwarded circular to Directors. To be utilised for policy development.
- (vii) Department of Local Government Better Practice Review – action plan in progress. Staff to monitor due dates and action accordingly. Updated report on status to be submitted to Department by 6 February 2009.
- (viii) Assets – Fair Valuation – roads to be valued at fair value as at 30 June 2009. Consideration to be given to engaging an external consultant or undertaking the valuation process internally.

**1B Human Resources**

- (i) Vacancies - Engineering - Mechanic appointed, commenced.
- (ii) Decorporatisation – the Local Government Amendment (Legal Status) Bill 2008 was passed on 13 November 2008. Legislation now gazetted. The new legislation introduced to convert Local Government from a corporate body to body politic. WorkChoices no longer applicable to local government in NSW.
- (iii) Annual Assessments - Administration – completed.
  - Engineering – in progress.
  - Environmental – in progress.
- (iv) Job Re-evaluations – Wycomp system obtained to conduct re-evaluations. System approved by the Shires Association and Unions. Re-evaluations to be conducted after the assessment process on application.
- (v) Christmas Period – Directors to ensure arrangements in place for respective departments. Copy of emergency call out list to be forwarded to Councillors.

- 2. Public Order and Safety**
  - (i) Berrys Lane (Dogs) – Council’s solicitor has not received a response to date. Director Environmental Services to pursue.
  - (ii) Alcohol Free Zones – Director Environmental Services to submit a follow up report from the November Council meeting to the December meeting.
  
- 3. Health**

Nil
  
- 4. Community Services and Education**

Nil
  
- 5. Housing and Community Amenities**
  - (i) Recycling Collection Options – Eloura Recycling advised Council they are unable to provide the required service. Council has agreed “in principle” to enter into an agreement with Cowra Shire Council to receive recyclable materials and consider a kerbside collection of cardboard and paper subject to cost. Director Environmental Services to pursue.
  - (ii) Grenfell Tip – master plan currently being reviewed. Director Environmental Services to report to January 2009 Council meeting.
  - (iii) Clean Up Australia Day - to be held 1 March 2009. Annual clean up to be considered.
  - (iv) Housing Code – SEPP gazetted. Effective from 27 February 2009.
  
- 6. Sewerage**
  - (i) Water Grant for Effluent – works associated with the Memorial Park project to be referred to the Town Works Committee for consideration.
  - (ii) Mains Investigation – mains investigation currently being undertaken by Interflow Pty Ltd. Report on results to be submitted to Council.
  
- 7. Recreation and Culture**
  - (i) Community Hub – reported in Director Corporate Services report.
  - (ii) Management Committees – advertised and members appointed. Reported in General Manager’s report.
  
- 8. Mining Manufacture and Construction**

Nil
  
- 9. Transport and Communication**
  - (i) RTA Contract – reported in Director Engineering’s report.
  - (ii) Bimbi Bridge – reported in Director Engineering’s report.
  - (iii) Other Programs – noted.
  
- 10. Economic Affairs**

Nil
  
- 11. General Purpose Revenues**

Nil

**12. Alliances**

- (i) Hawkesbury City Council – preliminary arrangements being made for two (2) staff members to attend Hawkesbury City Council, possibly in March 2009.
- (ii) Mid Lachlan Alliance – December meeting deferred to late January 2009.
- (iii) Salary Consultant – assistance with job re-evaluations will be required. To be discussed with the Mid Lachlan Alliance.

**13. CENTROC**

- (i) Occupational Health and Safety Committee – Director Engineering attended a Risk Management meeting recently. Attendance at these meetings is one of the prerequisites to obtaining insurance premium refunds.

**14. Other Matters**

- (i) Energy Audit – preliminary report received from Planet Footprint. Additional information to be forwarded. Street Lighting inventory required. Director Engineering to pursue.
- (ii) Quandialla Pool Structure – insurance claim approved. New structure to arrive early January 2009.
- (iii) Lawson Oval Tank – insurance claim submitted and approved for tank repairs. Director Engineering to pursue.
- (iv) Port-a-loo Hire – long term hire charge to be considered. Director Engineering to report to January 2009 Council meeting.

**Review of Job List**

**Noted**

**Next Meeting:** Monday, 19 January 2009.

**Closure:** There being no further business to discuss the meeting closed at 3.59 pm.

**348 RESOLVED:** Clr Atchison and Clr D Hughes that the minutes of the Manex Committee meeting be noted.

**MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY, 15 DECEMBER 2008 AT 5.00 PM (C2.6.8).**

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1. **PRESENT:** Clrs Simpson, Atchison, Lobb, Crutcher, McClelland and Hinde.  
Messrs T Lobb, G Carroll, W Twohill and S Wilson.

2. **APOLOGIES:** Nil

3. **CONFIRMATION OF MINUTES:**

**Resolved:** Clr McClelland and Clr Lobb that the minutes of 17 November 2008 be adopted.

4. **MATTERS ARISING:**

**6.3 Company Dam**

Clr Hinde advised there is a NSW Dam Safety Surveillance Course that could be undertaken by staff to alleviate the need to engage the Department to carry out the required works.

→ Director Engineering advised that the course would not be adequate for the Dam Safety Committee's requirements.

5. **CORRESPONDENCE:**

Nil

6. **REPORTS**

6.1 **General Manager's Report**

Nil

**Noted**

6.2 **Director Corporate Services' Report**

Reports on Town Costings and Grenfell Community Hub.

**Noted**

6.3 **Director Engineering's Report**

Reports on Works Report, Future Works, Other Works, RTA RMCC Contract, Plant Replacement Programme and Garbage Collection – Lane.

**Noted**

**Criterion Hotel – Proposed Road Closure**

**Resolved:** Clr Lobb and Clr Atchison that Council authorise the closure of Teston Street between Main Street and George Street from 6.00 pm to 8.00 pm on 24 December 2008.

6.4 **Director Environmental Services' Report**

**The Mayor welcomed the Director Environmental Services to his first meeting and wished him all the very best in his endeavours.**

Reports on Sewerage Treatment Works, Caravan Park, Animal Control, Grenfell Swimming Pool and Grenfell Commodities DA 72/2002.

**Noted**

**Resolved:** Clr Atchison and Clr Crutcher that a late report from the Director Environmental Services be accepted.

**A11. Alcohol Free Zones**

**Resolved:** Clr McClelland and Clr Atchison that Council establish Alcohol Free Zones as recommended.

**B1. Town DAs**

**Clr McClelland declared a pecuniary interest as the land owner in regards to DA 66/2008 and left the room.**

**Noted**

**Clr McClelland returned to the room.**

**7. BUSINESS WITH NOTICE:**

**7.1 Memorial Park – Watering**

**Resolved:** Clr Hinde and Clr Atchison that the proposed works be held in abeyance until the recycled water system is chlorinated.

**8. QUESTIONS:**

- |              |  |
|--------------|--|
| Clr Atchison | - advised the new trees in the Main Street are dead and enquired why they were planted so late.<br>→ Director Engineering to investigate.  |
|              | - enquired as to the result of the inspection of the water problem at the top end of Bradley Street.<br>→ Director Engineering to investigate.   |
| Clr Lobb     | - enquired if the maintenance of the roundabout and blisters come under Council's responsibility.<br>→ Director Engineering advised Council's parks and gardens section maintains those areas. |
|              | - enquired if the areas mentioned above could be beautified.<br>→ Director Engineering to investigate.   |
|              | -  |

**NEXT MEETING:** Monday, 19 January 2009 at 5.00 pm.

**CLOSURE:** There being no further business to discuss the meeting closed at 5.46 pm.

**349 RESOLVED:** Clr Crutcher and Clr Atchison that the Minutes of the Town Works Committee Meeting be adopted including the recommendations therein except where otherwise resolved.

## LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

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### 1. INSPECTIONS AND MEETINGS:

- |                |  |
|----------------|--|
| October 2007   | 1. <u>Payne's Gravel Pit:</u> Ward Councillors and Director Engineering to meet with new landowner (DE).<br><b>In Progress</b>   |
| September 2008 | 2. <u>Stormwater Warraderry Street:</u> negotiate with owners and occupiers to establish stormwater controls (DES/DE).<br><b>In Progress</b>                               |
| October 2008   | 3. <u>November Council Meeting:</u> to commence at 9.00 am for Auditors Presentation (DCS).<br>Note: deferred to December Council Meeting (5.00 pm).<br><b>Carried Out</b> |
| November 2008  | 4. <u>January Council Meeting:</u> defer until 22 January 2009 (GM).<br><b>In Progress</b>   |
|                | 5. <u>DA 14/2008:</u> negotiate mutually acceptable outcome with applicant (GM).<br><b>In Progress</b>   |

### 2. DEFERRED ACTIVITIES:

- |               |   |
|---------------|---|
| April 2008    | 1. <u>Good Sports Office:</u> consider contribution on acceptance of proposal (GM).<br><b>In Progress</b>                       |
|               | 2. <u>Keeping of Dogs – Dagmar Street:</u> reconsider after current legal action has been resolved (DES).<br><b>In Progress</b> |
| August 2008   | 3. <u>School Exchange Proposal:</u> refer to High School Principals (GM).<br><b>Carried Out</b>                                 |
| November 2008 | 4. <u>Arts Out West:</u> ascertain membership cost and consider re-joining (GM).<br><b>In Progress</b>                          |
|               | 5. <u>Community Infrastructure Program:</u> consider projects at December Council meeting (GM).<br><b>Carried Out</b>           |
|               | 6. <u>Internal Reserves:</u> report to December Council meeting (DCS).<br><b>Carried Out</b>                                    |

7. Open Day/Membership: review and report to February Council meeting (DCS).  
**In Progress**
8. Company Dam: allocate funding of \$20,000 at budget review if possible (DCS/DE).  
**In Progress**
9. Alcohol Free Zones: arrange public exhibition before adoption (DES).  
**Carried Out**
10. Village Heritage Study: arrange public exhibition before adoption (DES).  
**In Progress**

## TENDERS

### 1. Tender - Bitumen Surfacing, T1.3.6/08

Tenders closed at 2.30 pm on Wednesday, 10 December 2008 for bitumen surfacing of roads at various locations within the Weddin Shire Council until 30 June 2011. This tender was arranged by the Mid Lachlan Alliance

The following tenders were received:

<b>Company</b>	<b>Tendered Price per Year(incl GST)</b>
Pioneer Road Service Pty Ltd	\$452,154.00*
Downer EDI Works	\$663,824.60

\* Pioneer Road Services did not provide a sealing price for Council's roads, but only supplied an price for classified roads. Accordingly this is a non-conforming tender.

Council has used Southern Asphalters and latterly Downer EDI for the last year (company takeover) for the last three contracts and has received excellent service and response from the company.

**RECOMMENDATION: that Council accept the Tender from Downer EDI Works for the bitumen surfacing of roads at various locations within the Weddin Shire Council to 30 June 2011 at a tendered price of \$663,824.60 excluding GST per year.**

**350** **RESOLVED:** Clr Crutcher and Clr Atchison that Council accept the Tender from Downer EDI Works for the bitumen surfacing of roads at various locations within the Weddin Shire Council to 30 June 2011 at a tendered price of \$663,824.60 excluding GST per year.

## QUESTIONS

**Questions** maybe put to councillors and council employees in accordance with clause 25 of the Council's **Code of Meeting Practice**, as follows:-

- “(1) A councillor:*  
*(a) may, through the chairperson, put a question to another councillor, and*  
*(b) may, through the chairperson and the General Manager, put a question to a council employee.*
- (2) However, a councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents.*
- (3) The councillor must put every such question directly, succinctly, and without argument.*
- (4) The chairperson must not permit discussion on any reply or refusal to reply to a question put to a councillor or council employee under this clause. “*

Questions should not be used to introduce **business without notice**. This is covered in Clause 17 of Council's **Code of Meeting Practice**, as follows:-

- “(3) ....., business may be transacted at a meeting of a Council even though due notice of the business has not been given to the councillors. However, this can happen only if:*  
*(a) a motion is passed to have the business transacted at the meeting, and*  
*(b) the business proposed to be brought forward is ruled by the chairperson to be of great urgency.*
- Such a motion can be moved without notice.*
- (4) ....., only the mover of a motion referred to in subclause (3) can speak to the motion before it is put.”*

Questions on routine **operational matters** should be directed to the General Manager or the appropriate Director separately from and/or prior to the meeting.

**MOVED:** Clr N Hughes that a maximum of three questions be allowed at question time.

**MOTION:** lapsed for want of a seconder.

**MOVED** Clr D Hughes that a maximum of four questions be allowed at question time.

**MOTION:** lapsed for want of a seconder.

**351 RESOLVED:** Clr Crutcher and Clr Hinde that unlimited questions be allowed at question time.

- Clr Hinde
- enquired in regard to a local doctor's situation and the status of his VMO rights at the Grenfell Hospital.  
→ General Manager advised that the doctor has been granted leave as a VMO for an extended period.
  - enquired why various goods and services are not purchased locally and requested that purchases be made locally where possible.  
→ General Manager advised that staff are obliged to obtain value for ratepayers money and because it is not always possible to purchase locally because of price variances.
- Clr Atchison
- enquired if the Library will be named when it is officially opened.  
→ General Manager advised it is currently named the Grenfell Community Hub. However, further consideration will be given to the naming of the building in due course.
- Clr N Hughes
- enquired in regard to the status of the upgrade of Sloanes Cottage.  
→ Director Environmental Services to investigate.
- Clr D Hughes
- enquired when a replacement Police Officer will be appointed at the Greenethorpe Police Station.  
→ To be investigated.

## CLOSED COUNCIL

### THE LOCAL GOVERNMENT ACT

The authority for Council to close a meeting to the public is given under Section 10 of the Local Government Act, for which the following excerpts apply:

**[s 10A1 Which parts of a meeting can be closed to the public?**

**10A**

- (1) **[Meetings may be closed]** A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
- (a) the discussion of any matters listed in subclause (2), or
  - (b) the receipt or discussion of any of the information so listed.
- (2) **[Grounds for closure]** The matters and information are the following:
- (a) personnel matters concerning particular individuals (other than councillors),
  - (b) the personal hardship of any resident or ratepayer,
  - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
  - (d) commercial information of a confidential nature that would, if disclosed:
    - (i) prejudice the commercial position of the person who supplied it, or
    - (ii) confer a commercial advantage on a competitor of the council, or
    - (iii) reveal a trade secret,
  - (e) information that would, if disclosed, prejudice the maintenance of law,
  - (f) matters affecting the security of the council, councillors, council staff or council property,
  - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege
  - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (3) **[Closure of Resolution to close]** A council, or a committee of the council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.
- (4) **[Public's right to make representations]** A council, or a committee of a council may allow members of the public to make representations to or at a meeting, before and part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

**[s 10C] Notice of likelihood of closure not required in urgent cases**

**10C** Part of a meeting of a council, or of a committee of the council of which all the members are councillors, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:

- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in section 10A(2), and
- (b) the council or committee, after considering any representations made under section 10A(4), resolves that further discussion of the matter:
  - (i) should not be deferred (because of the urgency of the matter), and
  - (ii) should take place in a part of the meeting that is closed to the public.

**[s 10D] Grounds for closing part of meeting to be specified**

**10D (1)[Record of grounds for closure]** The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.

(2) **[Details to be specified]** The grounds must specify the following:

- (a) the relevant provision of section 10A(2),
- (b) the matter that is to be discussed during the closed part of the meeting,
- (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which the discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**RECOMMENDATION:** That Council form a Closed Council to consider the items listed below,

AND THAT the Press and the public be excluded from the Meeting of the Closed Council because of the confidential nature of the business to be transacted, as stated below:

**352** **RESOLVED:** Clr Atchison and Clr Crutcher that Council form a Closed Council to consider the items listed below AND THAT the Press and the public be excluded from the Meeting of the Closed Council because of the confidential nature of the business to be transacted.

**REPORT FROM CLOSED COUNCIL**

The Mayor read out the following resolutions from the Closed Council:

**GENERAL MANAGER’S REPORT**

**1. Sale of Industrial Block, P2.5.4**

**RESOLVED:** that:-

- i) the General Manager and Clr Crutcher negotiate with the prospective purchaser along the lines discussed and report back to Council,
- ii) the sale be subject to Council’s usual terms and conditions, but including a requirement for substantial commencement within five years, or as recommended by Council’s solicitor,

**2. DA 14/2008 –Shed in Weddin Street, T5.14.2008**

**Noted**

**CLOSURE:** There being no further business the meeting closed at 9.14 pm

Taken as read and confirmed as a true record this day 22 January 2009.

.....General Manager.....Mayor