



WEDDIN SHIRE COUNCIL

To Avoid Delay when
Replying or Telephoning

Please Quote:

Your Ref:

All Correspondence to be addressed to:
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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 19 AUGUST 2010 COMMENCING AT 5.00 PM.

12 August 2010

«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, 19 AUGUST 2010**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

T V LOBB
GENERAL MANAGER

B U S I N E S S

1. APOLOGIES
2. CONFIRMATION OF MINUTES- Ordinary Mtg 15 July 2010
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager
(b) Director Corporate Services
(c) Director Engineering
(d) Director Environmental Services
(e) Delegates
9. MINUTES - Art Gallery Ctee Mtg 02/08/10
- Consultative Ctee Mtg 03/08/10
- OH&S Ctee Mtg 03/08/10
- Traffic Ctee Mtg 05/08/10
- Tourism Ctee Mtg 10/08.10
- Heritage Ctee Mtg 10/08/10
- Noxious Weeds Ctee Mtg 16/08/10
- Town Works Ctee Mtg, 16/08/10
- Manex Ctee Mtg, 18/08/10
10. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
11. TENDERS AND QUOTATIONS
12. QUESTIONS
13. CLOSED COUNCIL
14. REPORT ON CLOSED COUNCIL
15. CLOSURE

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).

At this point the Mayor welcomed Mr & Mrs Greg Butler the Democrats candidate for the seat of Hume.

APOLOGIES: Nil

CONFIRMATION OF MINUTES:

032 RESOLVED: Clr Atchison and Clr Lobb that the Minutes of the Ordinary Meeting held 15 July 2010 be taken as read and **CONFIRMED.**

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.
-

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.

Councillor	Item No.	Nature of Interest	Type	Left the Room
Clr Simpson	Correspondence	Chair of Showground	Pecuniary	Yes
	Item 2	Trust		
	Correspondence	Rents land from Trust	Pecuniary	Yes
	Item 4			
Clr Atchison	Director	Member of Grenfell	Non-	No
	Environmental	Bowling Club	Pecuniary	Reason:
	Services Item 8			Insignificant Interest
Clr N Hughes	Director	Member of Grenfell	Non-	No
	Environmental	Bowling Club	Pecuniary	Reason:
Clr N Hughes	Services Item B3			Insignificant Interest
	General Manager's	Relation to Prospective	Pecuniary	Yes
Clr N Hughes	Report Item 6	Applicant		
	Director	Member of Grenfell	Non-	No
Clr N Hughes	Environmental	Bowling Club	Pecuniary	Reason:
	Services Item 8			Insignificant Interest
Clr Halls	Director	Member of Grenfell	Non-	No
	Environmental	Bowling Club	Pecuniary	Reason:
Clr Halls	Services Item 8			Insignificant Interest
	Director	Member of Grenfell	Non-	No
Clr Lobb	Environmental	Bowling Club	Pecuniary	Reason:
	Services Item B3			Insignificant Interest
Clr D Hughes	Mayoral Minute	Wife of General Manager	Pecuniary	Yes
	Closed Council			
Clr M Crutcher	Director	Director of Grenfell	Pecuniary	Yes
	Environmental	Bowling Club		
	Services Item 8			
Clr M Crutcher	Director	Director of Grenfell	Pecuniary	Yes
	Environmental	Bowling Club		
	Services Item B3			
Clr M Crutcher	Correspondence	Major Sponsor	Non-	Yes
	Item 7		Pecuniary	

SUMMARY OF CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 19 AUGUST 2010.

CORRESPONDENCE

1. Local Government & Shires Associations, A3.8.2: Introducing the next stage of the Association's work on how together we might shape NSW Local Government to deal with contemporary and future challenges.

I am pleased to provide you with a copy of Modernising local government: discussion paper.

Feedback will be accepted in response to the paper up until 30 September 2010.

In the coming weeks, the Associations will be settling on a series of focus groups and other forums to explore the variety of questions posed in the paper and will be trying to reach a representative spread of councillors and staff and engage them in smaller group work so that people have a chance to be heard.

Note: the paper is available on the GLSA website www.lgsa.org.au or may be perused at the Council Chambers.

Noted

2. Grenfell P.A.H. & I. Association Inc., C1.3.19: Advising it is preparing for the Grenfell Show to be held on Friday 3rd and Saturday 4th September 2010.

We are offering you another invaluable opportunity to become part of our annual show whilst receiving the benefits of the advertising opportunities that come with being a sponsor.

There are three levels of sponsorship that we are offering.

GOLD SPONSORS: \$250

SILVER SPONSORS: \$150

BRONZE SPONSORS: \$100

We would be most appreciative of your support in being a vital link in creating another successful Grenfell Show.

Note: 2009 Donation \$250.

RECOMMENDATION: For Council's consideration.

Clr Simpson previously submitted a written declaration of interest and left the room. Clr N Hughes took the chair.

033 RESOLVED: Clr Halls and Clr Atchison that a Donation of \$250 be made towards the 2010 Grenfell Show.

Clr Simpson returned to the room and resumed the Chair.

3. The Henry Lawson High School, C1.8.3: Advising it seeks assistance with the Weddin/Hawkesbury Shires on-going project to develop partnerships across the shires through our band competing in the Hawkesbury Eisteddfod.

Copy forwarded to Councillors.

034 RESOLVED: Clr Crutcher and Atchison that Council provide \$1,000 to the Henry Lawson High School to assist with expenses associated with the School Band competing in the Hawkesbury Eisteddfod.

4. Weddin Mountain Muster – 2010, C1.4.13: Advising the Weddin Mountain Muster will be commencing on Sunday 26 September 2010 and will finish on Friday evening on 1 October 2010.

We have had full support from the Weddin Shire Council in past years by way of usage of Council equipment at no cost e.g. Usage of Portaloo.

Once again it would be most appreciated if we are able to have the use of a Council Portaloo and could the same arrangement be extended again this year.

RECOMMENDATION: that a mobile toilet be provided at no cost provided it is returned undamaged.

Clr Simpson previously submitted a written declaration of interest and left the room. Clr N Hughes took the chair.

035 RESOLVED: Clr Lobb and Clr D Hughes that a mobile toilet be provided at no cost provided it is returned undamaged.

Clr Simpson returned to the room and resumed the Chair.

5. Grenfell Junior Soccer Club Inc, T2.1.9: Requesting that all fees and charges on the development application for the Canteen/Change rooms project be waived, as the Council is the land owner, and we believe this project will be an asset to the shire.

We hope the council gives this project its fullest support.

Note: the estimated cost of fees is \$1257.80 (statutory fees \$289.80)

RECOMMENDATION: that Council donate the amount of the non-statutory fees (\$968).

036 RESOLVED: Clr Crutcher and Clr N Hughes that Council donate the amount of the non-statutory fees (\$968).

6. Department of Veterans' Affairs, C1.3.26: Concerning ANZAC Day.

Anzac Day is already a day of national commemoration when we pause to remember Australia's servicemen and women. During the Anzac Centenary, which will mark the period 2014 to 2018, Australia will commemorate 100 years since our involvement in the First World War and also a century of service in war, defence and peacekeeping.

The Australian government has appointed a National Commission on the Commemoration of the Anzac Centenary, with a public submission process that will be open until 17 September.

I am writing to encourage you to put forward your ideas and suggestions about how the Australian community can be engaged to mark the Anzac Centenary.

RECOMMENDATION: that the request be publicised in the local press.

037 **RESOLVED:** Clr McClelland and Clr D Hughes that the request be publicised in the local press.

7. Grenfell Little Athletics Club, C1.2.10: Writing to request that Weddin Shire Council give consideration to allowing and assisting with the development of an athletics facility at Top Lawson Oval.

Copy forwarded to Councillors.

RECOMMENDATION: that the needs of the Club and the existing users be investigated to ascertain their relative needs and compatibility.

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

038 **RESOLVED:** Clr N Hughes and Clr Atchison that the needs of the Club and the existing users be investigated to ascertain their relative needs and compatibility.

Clr Crutcher returned to the room.

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD 19 AUGUST 2010

RECOMMENDATION:

It is recommended that the late correspondence be received and dealt with because of the urgency of the matters.

039 **RESOLVED:** Clr Lobb and Clr Niven that the late correspondence be received and dealt with because of the urgency of the matters.

8. Quandialla Progress Association, C1.3.12: Advising it is requesting Council permission to place an information plaque on Dr. William Blamey in the gateway to Blamey Park.

Council agreeing, we would hope to unveil the plaque at the Australia Day gathering next year.

Descendents of Dr Blamey are assisting with the project.

As Dr Blamey was a Councillor of the Weddin Shire for a number of years (including a year as Shire President) would it be possible for the current Council to make some financial contribution to the project?

Attached is a first draft of the proposed wording on the plaque currently being looked at by the family and local residents. Council may have some comments.

Copy forwarded to Councillors.

RECOMMENDATION: It is recommended that:

- (i) Council advise no objection to a plaque to be unveiled on Australia Day 2011,
- (ii) Details of the plaque to be subject to further liaison with Quandialla Progress Association,
- (iii) Council defer consideration of a financial contribution until the style of plaque is mutually agreed.

040 **RESOLVED:** Clr McClelland and Clr Hinde that:

- (i) Council advise no objection to a plaque to be unveiled on Australia Day 2011,
- (ii) Details of the plaque to be subject to further liaison with Quandialla Progress Association,
- (iii) Council defer consideration of a financial contribution until the style of plaque is mutually agreed.

9. Clr Graeme Halls, C2.2.6: Requesting that my application for leave for the August meeting be revoked, and requesting to attend the meeting.

Copy previously forwarded to Councillors.

Noted

10. The Grenfell Jockey Club Inc, C1.1.3/C1.2.3: Advising that the seventh running of the Henry Lawson “Loaded Dog” Handicap is set down for Saturday September 25. Council has assisted in past years by provision of litter-bins and sponsorship towards an actual race.

Would Council continue this or similar assistance for 2010?

Note: 2009 sponsorship was \$200.

RECOMMENDATION: that Council offer the usual assistance with the provision of bins and consider the request for sponsorship.

041 RESOLVED: Clr Crutcher and Clr Hinde that Council offer the usual assistance with the provision of bins and donate \$200 towards a race.

042 RESOLVED: Clr D Hughes and Clr Niven that the Correspondence be noted except where otherwise resolved.

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. CENTROC Summit on the Mount, C2.7.3

The CENTROC Summit at Mt Panorama was attended by Clrs Simpson, Lobb, Atchison and the General Manager on 29 and 30 July. The theme of the Summit was "Recharging the Region" and the nominated priorities were the Bells Line of Expressway, water security, the health workforce, telecommunications, village revitalisation and electric vehicle (EV) recharge stations.

An abbreviated summary of the main features is as follows:

- presentations and demonstrations by the EV manufacturers: one vehicle on a sports car body can reach 100 kph in under 4 seconds, but at this stage they all have a maximum range of approximately 150 km and require 8 hours for recharging (2-3 hours for fast recharge).
- Mitsubishi will soon launch their MiEV all-electric vehicle,
- the development of lithium ion batteries has been a significant improvement for EVs.
- fast charge and battery swap stations are being installed in the USA,
- some shopping centres and coffee shops are providing plug-in points for clients
- at this point the main users of EVs are expected to be metropolitan drivers,
- EVs will lower pollution in the cities, but it may be transferred to the generating areas of Wallerawang and the Hunter Valley,
- an address by Bathurst farmer Michael Inwood on new farming techniques to address:
 - peak oil
 - peak phosphorus
 - phosphorus lock-up
 - energy costs.
- an address by NBN on the national broadband network project: CENTROC is lobbying heavily for the Central West of NSW to get an early roll-out.
- an address by John Dee, 2010 NSW Australian of the Year and co-founder of Planet Ark, on environmental initiatives such as bans on bottled water and incandescent light globes.
- an address by Professor David Karoly for UMel on climate change science. This was based on the findings of the UN's Intergovernmental Panel on Climate Change which was set up in 1988 to deal with climate change research on behalf of all its member governments who are in turn required to endorse its reports before release. This was clearly the outstanding presentation of the Summit, touching on the Garnaut Report, weather extremes, melting ice caps, CO₂ emissions, sea level rises and drought. Professor Karoly dealt with long term patterns of change and demonstrated where other scientists were using short-term statistics to draw different conclusions.

THE GENERAL MANAGER'S ORDINARY REPORT

- a presentation by Professor Ian Acworth from UNSW on groundwater issues. A new research station is being developed in Wellington.
- a presentation by Allan Jones MBE on the utilisation of alternative energy generation to reduce emissions and waste. He has successfully implemented projects in Woking and London in the UK, and has now been engaged by Sydney City Council.
- a session with Opposition politicians John Cobb, Warren Truss and Andrew Stoner.
- a session with Federal Labour politicians Bob Debus and Steve Hutchins.
- a session with NSW Country Labour politicians Tony Kelly, Christine Robinson and Lylea McMahon.

The Country Energy Shiny Halo environmental awards were presented by Regional Manager Chas McPhail with Central Tablelands Water receiving the Council Award for its stand against bottled water. However the Individual Award was won by Grenfell's Mikla Lewis for her work (with Wayne Lavers) in demonstrating how commercial farming and biodiversity protection can co-exist.

CENTROC was described by State and Federal politicians as one of the two best ROCs in Australia, and is proving a great example of how councils can work together to achieve mutual outcomes. The Summit was considered to be quite successful and can only add to CENTROC's growing reputation.

For Information

043 **RESOLVED:** [Clr D Hughes and Clr N Hughes that a letter of congratulations and thanks be forwarded to Mikla Lewis and Wayne Lavers for winning the Individual Award and for the environmental work they undertake.](#)

2. Integrated Planning & Reporting (IPR) Forum

The Director Environmental Services and General Manager attended a forum on IPR in Sydney on 23 July 2010. The forum was organised by the Division of Local Government (DLG) in conjunction with the Local Government Managers Association (LGMA).

Features of the forum were as follows:

- an address by Minister Perry
- an address by DLG Chief Executive Ross Woodward
- presentations by Group 1 Councils – Randwick, Kogarah and Pittwater
- a presentation by LGMA on its IPR electronic learning service at a cost of \$1,650 (joining fee) and \$3,300 pa (package).
- Presentations by Shoalhaven, Waverly, Ryde, Ashfield, Moree Plains, Penrith and Parkes Councils on their experiences.

The presentations overall were not particularly helpful, particularly as the majority were city-centric. However some of the handouts appear useful and are currently being reviewed for applicability to Weddin. There may also be a benefit in one of our alliance partners, Parkes, being a Category 1 Council and being able and willing to assist in general terms.

THE GENERAL MANAGER'S ORDINARY REPORT

Preliminary action has commenced in establishing time-lines for the various components, and a draft policy for public consultation is also in hand. A briefing report for Council will be prepared once these matters have been adequately reviewed.

For Information

Noted

3. Code of Conduct Training, C2.4.1

Staff training for the Code of Conduct has been carried out as follows:

indoor staff	28 July
outdoor staff	3 August.

Copies of the Code of Conduct are being forwarded to all employees who have been engaged since the last distribution.

For Information

Noted

4. Lease of Industrial Estate, P2.4.9

The lease of the undeveloped section of the industrial estate has expired. As this is Council land, a lease of up to 5 years is permissible.

RECOMMENDATION: It is recommended that:

- (i) applications be invited for the lease of the industrial estate (undeveloped area only).
- (ii) The General Manager's delegation be extended to include the leasing of council-owned land for up to 5 years, with all such approvals to be reported to the next Council Meeting.

044 RESOLVED: Clr Atchison and Clr N Hughes that:

- (i) applications be invited for the lease of the industrial estate (undeveloped area only).
- (ii) The General Manager's delegation be extended to include the leasing of council-owned land for up to 5 years, with all such approvals to be reported to the next Council Meeting.

5. Annual Returns of Disclosure of Interest, C2.2.2

The annual returns are required under the Act to be lodged by 30 September 2010 by all Councillors and other designated persons. Draft forms have been separately forwarded.

To date, completed returns for the 2009/2010 have been received from:-

Clrs McClelland, D Hughes, N Hughes, Simpson, Lobb, Atchison, Niven and Hinde, and Messrs Lobb, Carroll, Twohill and Wilson.

THE GENERAL MANAGER'S ORDINARY REPORT

The returns once received are available for inspection by the public.

For Information

Noted

6. Weather Station, A3.7.17

The Bureau of Meteorology has advised that it requires a new site for the Grenfell weather station and a new contractor for the twice-daily readings. If these are not available, the station will be relocated and Grenfell will not feature in future weather records after building up over 100 years of readings.

The contractor's position pays \$9,384.15 pa and is being publicised in the local paper.

A suitable location for the weather station could be an area like the caravan park, the treatment works, the industrial estate or O'Briens Hill. These will be discussed with the Bureau as prospective contractors become known.

RECOMMENDATION: It is recommended that approval be given to negotiate a suitable site for the Grenfell weather station with the Bureau of Meteorology.

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

045 RESOLVED: Clr Crutcher and Clr Niven that approval be given to negotiate a suitable site for the Grenfell weather station with the Bureau of Meteorology.

Clr Atchison returned to the room.

7. Review of Policies, C2.4.3

My report to Council's June Meeting refers, concerning the following draft policies:

- Policy No. 12.3.3 – Incentives for New Business (Shops)
- Policy No. 12.4.3 – Incentives for New Business (General)
- Policy No. 12.5.3 – Incentives for Expansion of Existing Businesses
- Policy No. 8.3.5 - Use of Parks, Reserves & Sporting Grounds.

The draft policies amend policies which are currently in place. Copies of the draft policies were forwarded to Councillors with the business paper for the June meeting.

No submissions were received in response to the public exhibition and the draft policies may now be adopted. Council may still change a draft policy but this will then require re-exhibition.

RECOMMENDATION: It is recommended that draft policies nos. 12.3.3, 12.4.3, 12.5.3 and 8.3.5 be adopted.

046 RESOLVED: Clr Atchison and Clr D Hughes that draft policies nos. 12.3.3, 12.4.3, 12.5.3 and 8.3.5 be adopted.

THE GENERAL MANAGER'S ORDINARY REPORT

8. Procurement Policy, T1.6.1

One of the recommendations within the Division of Local Government's Better Practice Review is that Council should develop documented procedures for purchasing and tendering. To some extent, these are covered in Council's delegations on purchasing but a more comprehensive document is required.

The Division of Local Government has issued "Tendering Guidelines for NSW Local Government" which will be utilised in preparing the policy and procedures. The Guidelines allow for a local preference policy under certain conditions.

Relevant extracts from the Guidelines are:

- "This policy should be based on sound reasoning"
- "where an additional cost would be incurred by the council, (it) should also be acceptable to the local community"
- "Councils should also consider seeking legal opinion regarding their proposed local preference policy to ensure the policy does not breach either the Trade Practices Act 1974 (Commonwealth) the Fair Trading Act (NSW), or various international trade agreements".

A draft policy is being prepared for presentation to a future meeting.

For Information

Noted

T V LOBB
GENERAL MANAGER

THE GENERAL MANAGER'S LATE REPORT

RECOMMENDATION:

It is recommended that the following report be received and dealt with because of the urgency of the matters therein.

047 **RESOLVED:** Clr Crutcher and Clr Halls that the following report be received and dealt with because of the urgency of the matters therein.

9. One Association Convention, A3.8.1

The Mayor and General Manager attended the One Association Convention held in Sydney on 16 (&17) August 2010, and organised by the Local Government Association and the Shires Association. The purpose of the Convention was to discuss the possible amalgamation of the two Associations into a single entity which would result in enhanced political influence and bargaining power.

A joint Taskforce with an independent chair was established to prepare a working party on the main points of contention.

As expected, there was impassioned debate on the issues where the Associations had different practices but the delegates demonstrated a willingness to negotiate and managed to work through the entire agenda on Day 1.

A summary of the heads of agreement is as follows:

- there should initially be two regions – one metropolitan and one rural/regional;
- councils like Newcastle, Gosford and Wollongong should be placed in the rural region;
- internal divisions within the regions to be further considered;
- councils should have proportional representation/voting within each region;
- the total votes within each region should be equal;
- the board should initially comprise 10 metropolitan and 10 rural directors;
- each set to be elected by the respective region;
- the President, two Vice Presidents and the Treasurer should be elected by the full membership;
- the Presidency should alternate initially;
- there should be a 4 year term limit on the position of President;
- there should be no category of Associate Member;
- County Councils should be full members;
- The NSW Aboriginal Land Council should be a full member with representation to be reconsidered.

The concensus from the Convention is not binding and the issues now need to be debated and decided at the Annual Conferences of the two Associations.

**For Information
Noted**

**T V LOBB
GENERAL MANAGER**

048 **RESOLVED:** Clr Atchison and Clr Niven that the General Manager's Report be adopted.

THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

12 August 2010

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Statement of Bank Balances as at 31 July 2010:

Bank Account	
Westpac	<u>\$229,962.14</u>
Investments	
LGFS	
Total Investments	<u>\$4,000,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 July 2010.

The investments shown above are made with the Local Government Financial 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 July follows:

Rates Receipts	22,318.32
Accounts Receivable	75,463.12
Government Grants	672,350.45
Agency Collections	16,428.83
Caravan Park Fees	5,067.00
Interest on Investments	31,164.39
Other Income	17,262.08
Total	<u>\$840,054.19</u>

For Information

Noted

THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

3. Roads and Other Expenditure 2009/2010:

Following are the up to date maintenance figures as at 31 July 2010.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	541,565	579,950
Grenfell Town Streets Maintenance	161,993	160,705
Village Maintenance - Caragabal	6,000	7,411
Village Maintenance - Greenethorpe	6,000	3,310
Village Maintenance - Quandialla	6,000	8,881
Garbage/Recycling Collection	92,400	84,823
Greenethorpe Collections	8,500	6,385
Trade Waste Collection	23,000	11,805
Grenfell Waste Depot Manning/Plant Hire	84,000	96,559
Tips Working Expenses	29,000	37,727
Noxious Plants	74,000	48,737
Parks & Gardens	178,028	185,062
Library Expenditure	110,755	96,458
Baths Income	-22,000	23,436
Baths Expenditure	106,514	98,892
Caravan Park Income	-32,000	59,149
Caravan Park Expenditure	64,691	68,897

THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2009/10 State Roads (SH 6)	1,156,830	1,156,830
2009/10 National Roads (SH 17)	410,000	214,741
2009/10 Regional Roads Block Grant	425,000	380,164
2009/2010 REPAIR Program MR398	300,000	267,102
3 x 3 Program - MR 398	68,000	8,088

2009/2010 Rural Local Roads	VOTE	EXPENDITURE
Maintenance general	22,000	22,707
Reseals	99,000	92,792
Caragabal - Quandialla	33,000	3,308
Gerrybang Road	64,000	69,480
Pinnacle Road	67,000	105,972
Driftway Road	90,000	114,071
Grenfell Streets Construction	39,000	42,293
Grenfell Kerb and Gutter	29,000	12,521
Grenfell Streets - Footpaving	33,000	24,923
Warraderry Street Drainage	111,000	9,990
Reconstruct Village Streets	5,864	527
Taylor Park Playground Equipment	9,000	9,988
Manganese Road Drainage	27,000	32,389
Burrett/Vaughn Streets	5,000	4,450
Gravel Resheeting	110,000	92,399
Overexpenditure 2008/2009	53,096	53,096
Total	796,960	690,906

2009/2010 Roads to Recovery	VOTE	EXPENDITURE
Grenfell Reseals	80,000	78,584
Gerrybang Road	122,000	123,412
Rural Roads Reseals	120,000	120,761
Old Young Road	128,876	128,119
Total	450,876	450,876

For Information

Noted

4. Debt Recovery – Rates and Debtors, A1.7

Reference is made to the report to the July 2010 Council Meeting advising of the status of debt recovery in regard to rates and debtors.

As reported to the July Meeting the debt recovery process is ongoing and a new round of debt recovery for both debtors and rates is in progress which is nearing completion. A new round of debt recovery will begin in the near future.

The outstanding rates percentage as at 30th June 2010 should be known by the October 2010 Council Meeting.

For Information

Noted

5. Sale of Land for Overdue Rates, R1.9

Reference is made to the report to the July 2010 Council Meeting in regard to the sale of land for overdue rates to be held at the Grenfell Community Hub on Friday, 26 November 2010 at 10.30 am.

The sale will be advertised in the Grenfell Record and the Government Gazette. Gordon Garling Moffitt – Solicitors have been engaged to act on Council's behalf and both Grenfell Real Estate Agencies have been appointed to conduct the sale.

Title searches are being obtained and the owners have all been notified in writing of Councils intentions to sell their land for overdue rates.

A further report will be submitted to the September 2010 Council Meeting.

For Information

Noted

6. Reconciliation of Rate Levies, R1.4

Tabled at the meeting will be the reconciliation of rate levies for the year ended 30 June 2010 and the financial year commencing 1 July 2010.

A resolution of Council is required to formally adopt the reconciliations, to affix the common seal of Council and to authorise the signature of the Mayor, Deputy Mayor and General Manager.

RECOMMENDATION: that Council adopt the Rate Reconciliations as presented, the common seal of Council be affixed and that they be signed by the Mayor, Deputy Mayor and General Manager.

049 RESOLVED: Cllr Halls and Atchison that Council adopt the Rate Reconciliations as presented, the common seal of Council be affixed and that they be signed by the Mayor, Deputy Mayor and General Manager.

7. Open Day/Market Day T4.3.7

Reference is made to my report to the March 2010 Council meeting whereby it was resolved to conduct the Open Day/Market Day on Saturday 30 October 2010. The planning process is underway with the following arrangements to be made.

- A business consultation process will be conducted by Council's Economic Development Manager in regards to the participation of local business people in the Market Day. Other feedback obtained will also be considered.
- A letter will be written to all business people explaining the Market Day concept and inviting them to participate.
- A meeting of all business people will be convened on Monday 23 August 2010 to further explain the concept and answer any questions business people may have.

THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

We are still endeavouring to source grant funding from the Department of State and Regional Development (DSRD) to assist in off setting expenses associated in conducting the event.

For Information

Noted

8. Policy for Communication and Consultation, (No. 1.16.1), C2.4.15

The Promoting Better Practice Review Report by the Division of Local Government recommends that Council prepare a Policy for Communication and Consultation that incorporates and recognises the multi-faceted way in which Council can engage with its community.

A draft policy has been prepared and a copy has been forwarded to Councillors.

RECOMMENDATION: that the Policy for Communication and Consultation be adopted.

050 **RESOLVED:** Clr D Hughes and Clr N Hughes that the Policy for Communication and Consultation be adopted.

9. Policy for Investment (No. 1.17.1), C2.4.15

The Division of Local Government have issued Investment Policy guidelines to facilitate the development of an investment policy which will assist in the investment of council's funds in a prudent and responsible manner.

A draft policy has been prepared and a copy has been forwarded to Councillors.

RECOMMENDATION: that the Policy for Investment be adopted.

051 **RESOLVED:** Clr Lobb and Clr Niven that the Policy for Investment be adopted.

10. Customer Service Charter and Standards, C2.4.15

The Promoting Better Practice Review Report by the Division of Local Government recommends that Council prepare a Customer Service Charter and Standards that provide the foundation for measuring, reporting and improving customer satisfaction with Council.

A draft Customer Service Charter and Standards has been prepared and a copy has been forwarded to Councillors.

RECOMMENDATION: that the Customer Service Charter and Standards be adopted.

052 **RESOLVED:** Clr Atchison and Clr Niven that the Customer Service Charter and Standards be adopted.

11. Grenfell Library

Activities by the Librarian over the last month include the following:-

- Approximately forty children and guest adults attended the Summer Reading Club Awards Afternoon Tea held on 26th July. Peter Westman presented an excellent half-hour of entertainment which combined puppetry, ventriloquism and conjuring with a strong pro-reading/pro-library message. Certificates were presented to all participants and afternoon tea was provided by the Friends of Grenfell Library.
- A 'Knit, Natter and Nibble' session was held in the library each Friday morning with between four and thirteen participants knitting squares for the "Wrap with Love" project sponsored by ABC radio but increasingly supported by public libraries. Brooke Daniels from 2CR was special guest at the final session on 30th July.
- The PreSchool StoryTime programme recommenced on 28th July. Sessions will be offered on alternate Wednesday mornings through until 22nd September. Efforts are being made to attract greater attendance.
- Two people attended the July Saturday afternoon opening for family history research. It is anticipated that we will be represented at the Cowra Family History Group's one-day workshop on Saturday 21 August . The library will not be open for research here on that day.
- The weeded books are being either offered for sale on the Pre-Loved Books sale table in the library or will be taken to the recycling plant at Young.
- The library was successful in winning the New South Wales Public Libraries Marketing Award in the section for libraries serving populations of under 5,000. A commemorative certificate was presented to Central West Zone Chairperson Cr Les Lambert from Narromine at the PLNSW Conference on behalf of the library and a cash prize should follow.

RECOMMENDATION: that a letter of congratulations be forwarded to Council's Librarian Ms Anne Gault on winning the Public Libraries Marketing Award.

053 **RESOLVED:** Clr Lobb and Clr Atchison that:

- (i) a letter of congratulations be forwarded to Council's Librarian Ms Anne Gault on winning the Public Libraries Marketing Award.
- (ii) the award be presented to Ms Gault on Australia Day, 2011.

12. Economic Development, C2.6.21

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

- Council's Economic Development Strategy review is in progress. Ian Mackey from Cre8 Community Growth and Development was in Grenfell on 26/27 July 2010 to conduct one on one interviews with various business people. The draft report and the final report to be completed by the end of August 2010.

THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

- Samantha Hain conducted a Customer Service Session on 2 August 2010 with sixteen people attending. Further Session to be held on 30 August 2010.
- Grenfell has been requested to host the next EDO forum on 21 September 2010.
- Preparations for Open Day/Market Day have commenced with a community consultation meeting to be held Monday 23 August 2010 at the Grenfell Bowling Club at 6.30 pm.

For Information

Noted

13. Tourism/Promotions, C2.6.2

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

- Sending all bird groups in Australia invitations and flyers to encourage them to visit the Weddin Shire. A bird fair will be held at Leeton in September 2010 and Rankin Springs in October 2010. Tourism Officer to attend the Bird Fair at Leeton.
- The Weddin Shire Tourism brochures are currently being distributed to surrounding areas.
- The funding application for the Gold Trail Project is to be resubmitted possibly in August 2010. Gold trail brochure to be developed.
- "Information Bay" signage from Civic Guide received with the signs placed at the Obelisk and Railway Station.
- Ben Hall Trail project in progress with a brochure developed.
- The Grenfell Henry Lawson Festival of Arts has applied for the Prime TV Regional Achievement awards for the community and event of the year. The festival also submitted an EOI for Flagship Funding and has since been invited to submit a grant funding application.
- John Larkin from Aurora Research in Dubbo attended Grenfell on August 2 to visit our VIC and also the Railway Station. He then delivered a presentation to members of Council and the tourism committee at the Council Chambers. John reinforced the value of a Visitor Information Centre in enabling a town to market itself to tourists. Further discussed at the August Tourism Meeting.
- The 'What's on in Grenfell' newsletter for August and September has been produced, E-mailed and posted to the tourism mailing list.
- **Upcoming events:** There are several events coming up in the Shire in September and a tourism feature on country towns has been included in Go55 magazine. This features mentions Iandra Castle on September 2, Grenfell Show September 3 and 4, the male Voice Choir on September 12, the Caragabal Sheep Races September 18, Jockey Club Races September 25, Melbourne Scottish Fiddle Club concert on October 1 and Iandra Castle on October 10.
- The 'Walk of Fame' brochures have been updated to reflect the installation of the Max Cullen plaque. They have been printed at the CTC and provided to the Visitor Information Centre.

For Information

Noted

14. Grenfell Internet Centre, C2.6.28

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

- Developing other income streams such as designing and printing funeral service booklets and various cards. Examples to be featured in a window display.
- Tech Talk articles submitted in the Grenfell Record on a regular basis. An article on Facebook to be submitted in due course. They are being well received by the public.
- Window displays addressed and constantly changing.
- A new computer game "Age of Empires" has been sourced and loaded on all of the computers. Promotion of the game in progress. Further purchase of games currently being investigated.
- A flyer mail out to households promoting the services available conducted. Further mail out being considered.
- Visiting local businesses to discuss services available at the Internet Centre.

For Information

Noted

15. Internal Audit, A1.2.2

The NSW Division of Local Government (DLG) have advised that a professional Internal Audit function is one of the key components of effective governance of any council.

Internal audit is described as "an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes."

Internal audit's role is primarily one of providing independent assurance over the internal controls and risk management framework of the council. Internal audit's core competencies are in the area of internal control, risk and governance.

Internal audit's scope will include some or all of the following areas:

- Reliability and integrity of financial and operational information
- Effectiveness and efficiency of operations and resource usage
- Safeguarding of assets
- Compliance with laws, regulations, policies, procedures and contracts
- Adequacy and effectiveness of the risk management framework.

All Councils in NSW are being advised to develop an internal audit function for the following reasons:

- it supports good internal governance
- to ensure consistency with other levels of government
- to improve the effectiveness of risk management, control and governance processes

THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

- helps to instil public confidence in an organisation’s ability to operate effectively.

To assist Council in setting up our internal audit function two quotations have been received from an accounting firm and a public sector agency which are detailed below:

	Morse Group (GST Inc)	Internal Audit Bureau (IAB) Services (GST Inc)
	\$	\$
Internal Audit Setup	19,277.50	11,000.00
Internal Audit Program	<u>21,395.00</u>	<u>22,000.00</u>
	40,672.50	33,000.00
	=====	=====

Morse Group – as Councillors are aware Morse Group are our external auditors and would no doubt provide an outstanding service. There was concern regarding a possible conflict of interest (being our external auditors). However, Sec 290.182 of the Code of Ethics for Professional Accountants addresses this concern as it states that an extension of procedures (from external to internal) would not impair independence provided that the audit firms personnel do not act or appear to act in a capacity equivalent to a member of the audit clients management.

Internal Audit Bureau (IAB Services) – is a professional government agency specialising in providing internal audit services to both State and Local Government authorities. “IAB” Services were awarded the Centroc Tender to provide internal audit services to Centroc Councils who wish to utilise their services. Apart from the Saving in the initial set up costs their would be a distinct advantage in utilising IAB Services as Council would be able to receive the benefits from economies of scale, knowledge sharing and benchmarking against other alliance and Centroc Councils.

In accordance with the Division of Local Governments Internal Audit Guidelines the appointment of the internal auditor is the responsibility of the General Manager. Consequently, the General Manager intends to appoint IAB Services as Council’s internal auditors subject to funding being provided and approved by Council.

Once the appointment of Councils internal auditor is made the auditor will then undertake and assist Council in the following functions:

- Establishing an audit committee
- developing a policy/audit plan
- develop and deliver the audit program.

In regard to funding Council has not allocated any funding towards the internal audit program for the 2010/2011 financial year. It may be possible to reallocate funds from Councils internal reserves which will be presented to the November 2010 Council meeting however, at this stage it is proposed to fund the program by way of a future budget review.

RECOMMENDATION: that funding for the Internal Audit Program be provided at a future quarterly budget review.

THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

- 054** **RESOLVED:** Clr McClelland and Clr Crutcher that the matter be further investigated and reported back to Council.

16. Half Yearly Audit, A1.2

Council's external auditors Morse Group of Orange have forwarded the interim audit report for the year ending 30 June 2010.

The auditors report stated that "our audit confirmed that the financial management procedures and systems have been controlled effectively in a manner relevant to council's structure and resources". However, there were three minor matters of concern regarding purchasing delegations, termination pays and review of daily banking which have since been rectified.

The audit report was an excellent result and a credit to all the staff concerned and it certainly typifies the manner in which the staff carry out their duties. The same amount of time and effort will be required to ensure our end of year audit achieves the same result.

The audit report can be perused by Councillors if so desired.

For Information

Noted

17. 2009/2010 Financial Statements Audit, A1.2

Work on the 2009/2010 Financial Statements has commenced and Council's external auditors have indicated they will be attending Council from 20-22 October 2010 to conduct the audit.

The audit will entail a comprehensive review of Council's systems and procedures as well as the Financial Statements and associated works.

For Information

Noted

GLENN CARROLL
DIRECTOR
CORPORATE SERVICES

- 055** **RESOLVED:** Clr Atchison and Clr Lobb that except where otherwise dealt with the Director Corporate Services Ordinary Report be adopted.

12 August 2010

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

1. Works Report (8 August 2010)

1.1 Classified Roads Maintenance

Routine maintenance such as Slashing, Patching and Guide-posting has continued on a majority of classified roads during the month

SH6 - General Maintenance
- Erected guide posts on Warrakimbo Rehabilitation Project

SH17 - General Maintenance

MR398 - General Maintenance
- Sprayed suckers on road edge
- Replaced damaged signs

MR236 - General Maintenance
- Replaced width marker signs

MR237 - General Maintenance

MR239 - General Maintenance
- Sprayed Box Thorn on the road edge
- Replaced damaged road signs
- Sealed Weddin Street Rehabilitation work

1.2 Rural Local Roads Programme

Routine maintenance such as Slashing, Patching & Guide Posting has continued on a majority of classified roads during the month

- Started next 1km widening on Pinnacle Road
- Continuing Holy Camp intersection upgrade

1.3 Rural Maintenance

Routine maintenance such as Slashing, Patching & Guide Posting has continued on a majority of classified roads during the month

- General Maintenance
- Maintenance graded Boundary Road, Goodes Lane, Matchetts Lane, Hunts Lane, Schneiders Lane & Thompsons Lane

THE DIRECTOR ENGINEERING'S ORDINARY REPORT

- Removed fallen trees on Holy Camp Road, Roberts Road, Major West Road and Kangaroooby Lane
- Removed fallen branches on a number of rural roads after high winds
- Replaced scours on Bald Hills Road
- Cleared table drains on Adelargo Road

1.4 Urban Maintenance/Construction

- General maintenance
- Replace stormwater pipes in Weddin Street opposite St Josephs School
- Constructed concrete apron on the corner of Young & Warraderry Street
- Replace bollard in the Main Street
- Sprayed RFS yard for weeds

For Information

Noted

2. Other Works

2.1 Parks & Ovals Report

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

- General Maintenance
- Construct a footpath in Vaughn Park and remove 2 trees
- Remove fallen Pine tree in West Street
- Completed Vaughn Park play equipment & installed new seating
- Replaced air valve in HLO recycle tank
- Completed planting Camp Street roundabout
- Cleared drainage structures GTA

2.2 Cemeteries

The following graves have been prepared from: 5 July 2010 to 8 August 2010

- Grenfell Lawn – 1
- Grenfell – Nil
- Bimbi – Nil
- Caragabal–1

2.3 Sewer Mains

Fourteen (14) sewer chokes have been attended to during the month.

2.4 Private Works

- Sold 4 loads gravel to ratepayer
- Sold 1 load gravel to a ratepayer
- Cleared a sewer choke for a ratepayer
- Sold 1 load gravel to ratepayer
- Cleared a sewer choke for a ratepayer

THE DIRECTOR ENGINEERING'S ORDINARY REPORT

2.5 Vandalism

- Broken glass in Vaughn Park & toilets 1 ½ hrs clean up \$75.00
- Otto Bin burnt & rubbish spread all over the park 1 ½ hrs clean up & new Bin \$240.00
- Removed graffiti on Company Dam toilet walls 1 hr \$60.00

Total Cost: \$375.00

Progressive Cost Urban: \$375.00

Progressive Cost Rural: Nil

(from 1/7/2010 to date)

For Information

Noted

3. Future Works

3.1 Rural

- General maintenance
- Commence MR 398 widening
- Commence 1 km widening on Pinnacle Road
- Complete Holy Camp Road/MR 398 intersection.

3.2 Urban

- General maintenance
- Main Street roundabout – replace pink roses with red roses
- Vaughn Park – erect fence
- Complete Railway Car Park and beautification

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 4094	Case 580 SLE Backhoe	Repair wiring, replace hydraulic hose, repair exhaust, fit new clutch fan, replace bucket bushes.
PI 3244	Toyota Dyna	Replace clutch booster assembly

THE DIRECTOR ENGINEERING'S ORDINARY REPORT

Plant No	Plant Item	Maintenance
PI 4098	Patching Truck	Major service, repair joystick
PI 3953	Garbage Truck	Replace headlights, air leak repairs
PI 3951	Iveco Truck	Replace diff seals, major service, repair air leaks, replace front main leaf.
PI 3950	Iveco Truck	Major Service, repair air bags
	Treatment Works	Remove pump in wet well
PI 4103	New Holland Tractor	Repair – slow three point linkage (draft control repair)
	RFS Hilux	Full Service, Fit lights, replace inner rack end assembly

For Information

Noted

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

The draft Road Asset Management Plan has now been prepared for checking.

For Information

Noted

7. RTA RMCC Contract, R2.54.4

Routine maintenance works on SH6 and SH17 continue.

Council has submitted the heavy patching proposals for SH17 and is waiting a Work Order.

Quality documentation has been submitted to the RTA for the rehabilitation project on SH17. An estimate is being prepared for the works.

Council has received a bonus of \$43,626.49 from the RTA for the Warrakimbo rehabilitation work on SH6 west of Caragabal. This bonus has been paid because Council was able to achieve very low roughness counts on the job.

For Information

Noted

8. Noxious Weed Report – July, C2.6.16

The Noxious Weeds Officer has carried out the following works:-

- Property inspections carried out throughout July in the Parish of Bumbaldry, Yambira and Walla Walla with over a 100 inspections completed. Nearly all property owners are complying with the Noxious Weeds Act with only a couple that need work.
- Legal training of noxious weeds carried out at Maitland. This completes certificate 1,2 & 3 in legal training for the Noxious Weeds Officer.

THE DIRECTOR ENGINEERING'S ORDINARY REPORT

- Hosted the Lachlan Valley Noxious Weeds Meeting at the community hub on Wednesday 14 July 2010.
- Sprayed roadside shoulders either side of Grenfell to Dicks Bridge, Bimbi Road.
- Sprayed roadside shoulders – Birchs Lane.
- Sprayed Privet on roadsides at Bumbaldry.
- Sprayed Quandialla Tip for vegetation control.
- Completed Lachlan Valley Group project reports.

For Information

Noted

9. ALGA National Local Road Congress, R2.56

The Annual ALGA National Local Roads and Transport congress will be held in Bunbury, Western Australia from 13 – 15 October 2010.

The Mayor and the Director Engineering have attended previous congresses and have found them to be an important venue to show solidarity with other Local Government representatives to the Federal Government that the Roads to Recovery funding is vital for local roads.

RECOMMENDATION: that the Mayor attend with the Director Engineering the 2010 National Local Roads and Transport Congress in Bunbury, Western Australia on 13-15 October 2010.

056 **RESOLVED:** Clr Niven and Clr N Hughes that the Mayor attend with the Director Engineering the 2010 National Local Roads and Transport Congress in Bunbury, Western Australia on 13-15 October 2010.

10. Joint Detailed IWCM Strategy Study, U1.6.12

The Director Engineering attended an Inception meeting in Blayney on 27 July 2010 with Cabonne Council, Blayney Council, Central Tablelands Water and HydroScience Consulting to discuss:

- the IWCM Strategy Study (now completed)
- Project Management - Central Tablelands Water to be the main point of contact for the member Councils as for the previous Study.
- Project Reference Group – Central Tablelands Water to write to member Councils asking for representatives to be nominated for the PRG. There may be a need for representatives from Greenethorpe, Quandialla, Caragabal and Grenfell to be nominated as there are possible water and sewerage works to be carried out in the three (3) villages. The representatives could be Ward Councillors and/or village representatives. There will be two (2) PRG Meetings.
- A review of the issues from the previous Study was carried out.
- A significant amount of extra data will be required from the member Councils.

THE DIRECTOR ENGINEERING'S ORDINARY REPORT

- A timetable of proposed actions was tabled with finalisation of the detailed study planned for 15 April 2011.

RECOMMENDATION: That Council nominate representatives to attend the two (2) PRG Meetings.

057 RESOLVED: Clr McClelland and Clr Crutcher that Clr N Hughes and Clr D Hughes be nominated to attend the two (2) PRG meetings.

058 RESOLVED: Clr McClelland and Clr Lobb that Clr Halls and Clr Niven be nominated to attend the two (2) PRG meetings.

059 RESOLVED: Clr Crutcher and Clr Atchison that Clr McClelland and Clr Hinde be nominated to attend the two (2) PRG meetings.

11. Weddin Mountain Muster, C1.4.13

The Weddin Mountain Muster will again be held from Monday 27 September 2010 to Friday 1 October 2010.

The Weddin Local Traffic Committee offered no objection to the Muster subject to Police and RTA approval. The Police and RTA have now provided approval.

RECOMMENDATION: That Council approve the use of the nominated Council roads for use by the Weddin Mountain Muster from 27 September 2010 to 1 October 2010 subject to the conditions set down by the RTA and Police.

060 RESOLVED: Clr McClelland and Clr N Hughes that Council approve the use of the nominated Council roads for use by the Weddin Mountain Muster from 27 September 2010 to 1 October 2010 subject to the conditions set down by the RTA and Police.

12. Southern Highlands Carriage Club Combined Driving Event, C1.4.5

The Southern Highlands Carriage Club Combined Driving Event will again hold the combined Driving Event on Saturday 18 and Sunday 19 September 2010.

The Weddin Local Traffic Committee offered no objection to the event subject to Police and RTA approval. The Police have now provided approval.

RECOMMENDATION: That Council approve the use of the nominated Council roads for use by the Southern Highlands Carriage Club from 18 September 2010 to 19 September 2010 subject to the conditions set down by the RTA and Police.

061 RESOLVED: Clr Hinde and Clr McClelland that Council approve the use of the nominated Council roads for use by the Southern Highlands Carriage Club from 18 September 2010 to 19 September 2010 subject to the conditions set down by the RTA and Police.

13. Weddin Street Pedestrian & School Crossing, T3.4.9

An assessment has been made of the existing pedestrian crossing in Weddin Street to determine if the crossing was warranted.

It was noted that it is currently a combined pedestrian crossing and school crossing but the pedestrian crossing does not comply with the current standards particularly at night where it is not lit and motorists cannot see the pedestrians crossing.

The crossing does not meet the warrant, being 30 pedestrians/hr and 500 vehicles/hr.

However, the school crossing is warranted and will remain as a school crossing. The RTA has indicated it may fund the upgrade of the crossing to include a central island and kerb blisters and upgraded signage.

If the pedestrian crossing is to be removed, Council will have to seek public comment on the removal of the traffic facility prior to requesting RTA to delete the facility.

RECOMMENDATION: that Council advertise the removal of the pedestrian crossing in Weddin Street for public comment.

062 RESOLVED: Clr Crutcher and Clr Atchison that Council advertise the removal of the pedestrian crossing in Weddin Street and the retention of the school crossing for public comment.

14. Weddin Senior Management Team Meeting, E1.3.17

The Director Engineering and Mayor attended the meeting of the Committee on 23 July 2010 at 7.30 am at the Weddin Fire Control.

The following matters were discussed:-

- Financial reports to Council about September 2010
- One new Cat 1 tanker to Caragabal, not two second hand tankers as there are no 0-5 yr old tankers available.
- The Committee to inspect a Cat 6 6x4 11,000 litre tanker – good for grass fires, can be operated from the cabin with a joystick, but not in production as yet (\$260,000 for a new CAT 1 vs \$300,000 for a new Cat 6)
- Group Captains reports
 - David Robinson – birds still in Bimbi Shed, plenty of water and growth assured.
 - John Johnson – plenty of water and good growth assured.
 - Warwick Simpson – B Double rollover in Bimbi, water OK
 - Kevin Bryant – plenty of fuel to come.
 - Brett McKellar – new Piney Range tanker, plenty of water.

THE DIRECTOR ENGINEERING'S ORDINARY REPORT

- Bevan McAlister – fire in toilet in Blamey Park, Quandialla Tip to be sprayed.
- Steve Lander – firebreaks required on farms. Water OK, big fire season, last meeting as Group Captain.
- Bill Twohill – to draft letter to RTA re: table drain maintenance.
- \$10,000 available in 2010/2011 for hazard reduction programme in Weddin Shire.
- New station standards - \$85,000 - \$90,000 for Caragabal and Quandialla.
- Question raised regarding bushfire radios being insured.
- battery drive in Quandialla and Greenethorpe totalling \$6,695.
- Kevin Bryant to step down.
- 19/8/2010 – training in Quandialla.

A complete set of official minutes will be forwarded from Rural Fire Service in due course.

For Information

Noted

W TWOHILL
DIRECTOR ENGINEERING

063 **RESOLVED:** Clr N Hughes and Clr McClelland that except where otherwise dealt with the Director Engineering's Ordinary Report be adopted.

12 August 2010

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

Dear Sir

I wish to report to Council as follows:-

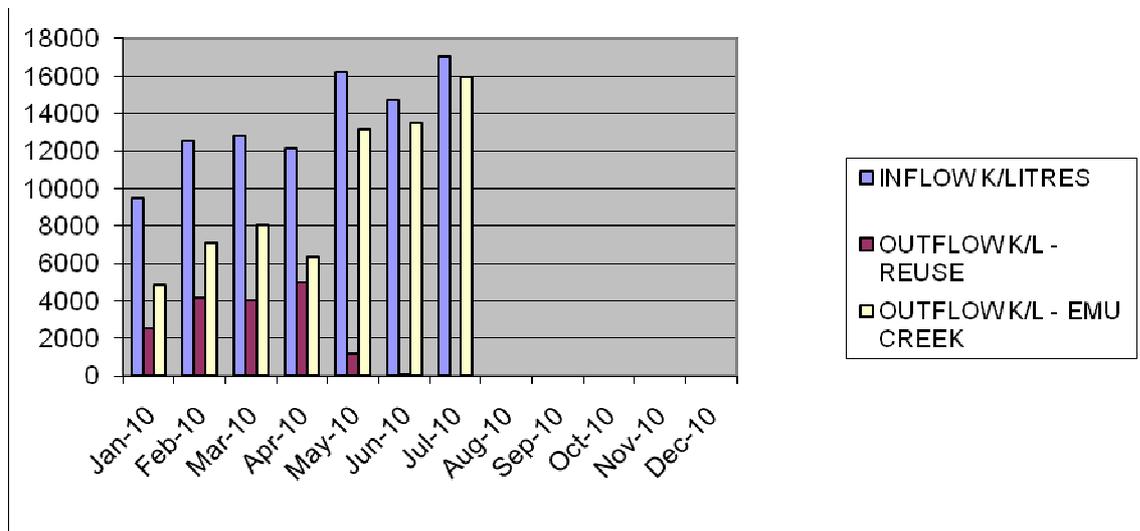
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during August 2010 was 17,070 k/litres with the daily average of 550.64 k/litres. With outflow for irrigation for reuse being Nil k/litres and discharge to Emu Creek being 15,980 k/litres.

The highest daily recording of 1023 k/litres occurred for the 24 hours ending 6.30 am on 14 July 2010 and the lowest of 437 k/litres for the 24 hours ending 6.30 am on 13 July 2010.

A total rainfall of 79mm was recorded for the month.



For Council's Information

Noted

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

2. Animal Control, A4.4.4

Animal control activities for July 2010 were:

a. Companion Animals

Animals Impounded:	3 (Dogs)	Animals Destroyed:	0
Animals Sold:	0	Animals Released:	3
Animals Surrendered:	0		

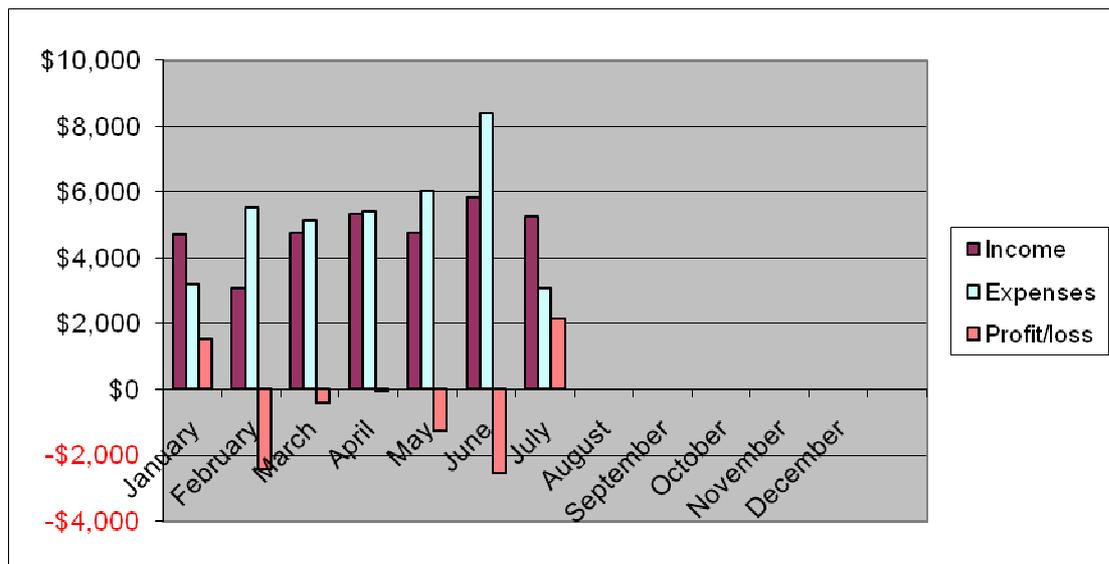
For Council's Information

Noted

3. Caravan Park Operations, P2.3.3

Income for the month of July 2010 was \$5,237.00 with expenditure of \$3,071.02 resulting in an operational profit of \$2,165.98 for the month.

There were 139 sites occupied for the month of July 2010.



For Council's Information

Noted

4. Building Professionals Board (BPB) Accredit Council Building Surveyors, A3.34

Further to my last report to the June 2010 meeting, in which I advised that from 1 September 2010 all building inspection and construction or complying development certificates can only be carried out by accredited Building Surveyors. I applied for accreditation with a classification of A1 (any type and size of building), on 19 July 2010 this was approved by the Building Professional Board.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

So from Council and the public's perspective this means business as usual, however I have to now put my name and accreditation details on all certifications and undertake all required Continue Professional Development training over the next year.

For Council's information

Noted

5. NetWaste – Regional environmental Sustainability Action Plan (ReSAP), E3.7.7

On the 26 July 2010, the General Manager and I attended a presentation/workshop in Parkes to review the Regional environmental Sustainability Action Plan. The workshop was attended by all participating Councils, with a mix of Councillors, management and staff.

The draft plan covers six key environmental areas:

- Water
- Waste
- Planning and Development
- Climate Change and Energy Efficiency
- Community Engagement and Council Culture Change
- Biodiversity and Vegetation

Within each of these areas a number of agreed initiatives and actions have been identified.

In late August 2010 the formal draft will be distributed to Councils for review, at that time consideration of holding a Council workshop may be required.

If you wish to know any specific details please contact the Director Environmental Services.

For Council's information

Noted

6. Policy No. 7.2.2 – Draft Grenfell Sewer Contribution Plan, C2.4.15

At Council's June Meeting the Draft Grenfell Sewer Contribution Plan was adopted for exhibition with the Water Directorate *Section 64 Determinations of Equivalent Tenements Guidelines (standard ET Figures Tables)* as the method for determining the ET value of developments.

The Draft Grenfell Sewer Contribution Plan was placed on public exhibition for the required period, with no submissions being received.

Council may choose to modify the plan at this stage, but must be aware that any changes will require the plan to be placed back on public exhibition.

RECOMMENDATION: that Council resolve to adopt Policy No. 7.2.2 - Grenfell Sewer Contribution Plan.

064 **RESOLVED:** Clr Lobb and Clr Atchison that Council resolve to adopt Policy No. 7.2.2 - Grenfell Sewer Contribution Plan.

7. Quandialla Progress Association – Recycling Grant, C1.3.12

The Quandialla Progress Association has received a grant for \$4,255 through Keep Australia Beautiful. The grant is to provide a physical compound in which recycle bins will be placed and a trailer which can be used to transport the bins from Grenfell to Quandialla and back on a regular basis (weekly suggested).

The grant as applied for was for \$5,100 thus there is a shortfall of \$850 for the establishment of the compound. The other important consideration for Council is the collection costs associated with servicing the compound which is estimated to cost \$5,200 per year for Quandialla pickup only. The short fall and operating costs have not been accounted for in the current budgets and would need to be funded prior to the collection commencing.

If funding is allocated then a location for the compound will be investigated, with consideration to all relevant planning and security matters.

The Caragabal Community Committee has also enquired about the possibility of Council providing a recycling service, this would involve a number of recycle bins being stored in an existing business, the estimated cost of establishing the compound is around \$600.

Considering establishment and operation of Quandialla and Caragabal at the same time will reduce the cost of a collection service to both communities. The combined cost of servicing both villages with a collection on a weekly basis is \$4,900 per year, as other activities can be conducted concurrently.

Funding for the shortfall at Quandialla and establishment at Caragabal in an existing secure site is available from the respective Village reconstruction vote. The operational cost can be funded via a review of the recycling/garbage votes.

RECOMMENDATION: that Council support and fund the implementation of a recycling compound and collection at Quandialla and Caragabal.

065 **RESOLVED:** Clr D Hughes and Clr Crutcher that Council offer “in principle” support and fund the implementation of a recycling compound and collection at Quandialla and Caragabal.

8. Grenfell Bowling Club – Car park on old gas works, T2.1.9

Further to the letter from the Grenfell Bowling Club, in which they have requested that Council give consideration to converting part of the Old Gasworks site into a public car park. (A copy of this letter was previously forward to Councillors)

The Remediation Action Plan that was prepared for Council by URS gave consideration to the site being used as a car park or similar. In short the entire car park area to be used would need to be covered and maintained to ensure that the soil is not exposed. The car park areas will need to be fenced to prevent access to any bare earth areas. Estimated costs associated with the

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

environmental monitoring and validation would be around \$18,500, this does not include any physical construction works that are required to construct the car park.

As Councillors are aware the remediation cost of the land to utilise it for any commercial or residential use is not justifiable, but as a car park the site may be a very appropriate use as it requires only minor remediation.

I would suggest that Council give consideration to allowing the Bowling Club to acquire or lease the required area of land, subject to all remediation and construction costs being borne by the Club.

RECOMMENDATION: that:

1. Council give in-principle support to allowing the Grenfell Bowling Club the use of a portion of the Old Gas works site in Cross Street, for the purpose of a car park.
2. The General Manager be authorised to negotiate with the Bowling Club on the form of agreement, the area required and any other matters that may arise.

Clrs Simpson, N Hughes and Halls previously submitted written declarations of interest and stayed in the room.

Clr D Hughes previously submitted a written declaration of interest and left the room.

066 RESOLVED: Clr Crutcher and Clr N Hughes that:

1. Council give in-principle support to allowing the Grenfell Bowling Club the use of a portion of the Old Gas works site in Cross Street, for the purpose of a car park.
2. The General Manager be authorised to negotiate with the Bowling Club on the form of agreement, the area required and any other matters that may arise.

Clr D Hughes returned to the room.

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 22 January 2009 (Res. No. 367):**

DA NO.	Applicant	Construction	Value (\$)	Address
16/2010	Matthew McCann	Shed	\$70,000	Lot: 1 DP: 1142180 Davies Place GRENFELL NSW 2810
17/2010	M Stewart	Refurbishment & Alterations to ANZ Branch	\$142,142	Lot: 3 Sec: 3 DP: 758473 77 Main Street GRENFELL NSW 2810

For Council's Information

Noted

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

2. The undermentioned applications were received and determined as Complying Development subject to standard conditions.

CDC NO.	Applicant	Construction	Value (\$)	Address
6/2010	JD Ingrey & T Starr	Extention/Addition to Dwelling	\$90,000	Lot: 1118 DP: 754578 "Yarraglen" 580 Mary Gilmore Way GRENFELL NSW 2810

For Council's Information

Noted

3. **Development Applications for the Consideration of Council**
DA 23/2010 – Alteration and addition to the existing commercial building

Applicant: Zackaari Pty Ltd
Owner: Grenfell Bowling Club Ltd
Site: Lot: 1 DP: 612678 1 Cross Street, Grenfell
Zone: 2(T) - Township

Précis

This application was lodged on the 26th July 2010 and has been referred to Council for consideration as it falls outside the delegated authority of the General Manager. The proposed alterations and addition have been recommended for Approval.

Description of the Proposal

The proposed development involves the:

1. Removal of the skillion roof and associated skylights, and a new 10 degree gable Colorbond roof to be constructed over the entire building and new drainage.
2. Addition of a 58.5m² storage room, north of the existing kitchen.

Description of the Site

The site is occupied by the Grenfell Bowling Club building and associated facilities, within the 2(t) township zone.

Planning Assessment

The proposal has been assessed in accordance with the matters for consideration under section 79C of the Environment Planning and Assessment Act 1979, full assessment is available on request; the key issues of the proposal in this report are for Council's consideration.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

Commentary

The proposed replacement of the roof is permitted under all of the Weddin Shire Council planning controls and standards. The proposal does not increase the usable size of the club nor does it alter the current approved use.

The alterations will only increase the current height of the roof by approximately 1.2m at the ridge, thus not substantially impacting on any adjoining properties. The addition of the small storage room is considered suitable and consistent with the existing use of the building.

Notification was conducted with all neighbouring properties notified for a period of 14 days, with no submissions being received at the completion of the notification period.

Conclusion

I consider that the proposal meets the Weddin LEP 2002 requirements from both a prescriptive and objective manner; the type of works proposed will create little impact to the surrounding properties and will improve the buildings condition.

The assessment has given no reasonable planning grounds that would suggest that this development could or should be recommended for refusal or alike.

RECOMMENDATION: that Development Application 23/2010 for the Alteration and addition to the existing commercial building at Lot: 1 DP: 612678 No.1 Cross Street, Grenfell be APPROVED, subject to the draft Development Consent conditions presented to the 19 August Council meeting.

Division required *Local Government and Planning Legislation Amendment (Political Donations) Act 2008.*

1. BUILDING

- (1) The development shall be carried out in accordance with the plans as submitted with the Development Application and any supporting documentation, as stamped and approved by Council, except as otherwise provided by conditions of this consent.

Reason: to ensure the development is carried out in accordance with the submitted application as assessed by Council.

PRINCIPAL CERTIFYING AUTHORITY

- (1) A final **Occupation Certificate** must be issued by the Principal Certifying Authority prior to occupation or use of the development. In issuing an occupation certificate, the Principle Certifying Authority must be satisfied that that the requirements of section 109H of the Environmental Planning and Assessment Act 1997 have been satisfied.

Reason: to ensure compliance with the Environmental Planning and Assessment Act 1979

- (2) The building works are to be inspected during construction by the Council or by an "Accredited Certifier" (as applicable) and documentary evidence

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

of compliance with the relevant terms of the approval/standards of construction detailed in the Building Code of Australia and Council's established development standards (as listed under Advisory Conditions which form part of this consent), is to be obtained prior to proceeding to the subsequent stages of construction, encompassing not less than the following key stages:-

- (i) *Footings and Concrete Slabs: When the footings have been excavated and all steel reinforcement has been placed in position.*
- (ii) *Sub floor bearers and joists: Prior to the laying of the floor and when ant caps are in place.*
- (iii) *Structural framework: When complete, all external walls and roof cladding must be in place prior to inspection. Internal plumbing should be in place and under pressure.*
- (iv) *Roof frame: Prior to the installation of the ceiling lining and eaves soffit lining.*
- (v) *Stormwater Drainage: When the stormwater and roofwater drainage system has been completed.*
- (vi) *Completion: Upon compliance with all conditions of approval and prior to occupation.*

Note: 48 Hours notice is required prior for all inspections

Reason: To comply with the Environmental Planning & Assessment Amendment (Quality of Construction) Act 2003.

2. LIMITATIONS OF THE CONSENT

- (1) All building work must be carried out in accordance with the provisions of the Environmental Planning and Assessment Act 1979 and the Building Code of Australia.

Reason: to ensure compliance with the legislation and standards.

3. HEALTH & SAFETY

- (1) Work shall be confined to normal working hours, namely 7.00 am to 5.00 pm Monday to Friday, and 7.00 am to 1.00 pm Saturdays. (No work is permitted on Sundays or public holidays).

Reason: to minimise nuisance to adjoining neighbours.

- (2) All plumbing and draining being in accordance with Council's Plumbing and Drainage Code, and to the requirements of NSW Code of Practice for House Drainage. Plumbers and Drainers carrying out the work are to hold a current licence.

Reason: To protect the health and safety of the occupants.

4. STORMWATER

- (1) The stormwater being discharged to the existing system.

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

Reason: to prevent damage to the building, nuisance, and to comply with the requirements of Part 3.1.2 of the Building Code of Australia.

5. SITE MANAGEMENT

- (1) The applicant must provide an adequate receptacle to store all waste generated by the development pending disposal. The receptacle must be regularly emptied and waste must not be allowed to lie or accumulate on the property other than in the receptacle. Consideration should be given to the source separation of recyclable and reusable materials.

Reason: to ensure that any possible soil erosion and runoff is contained on the site to prevent pollution of drainage lines.

6. FIRE SAFETY

- (1) On completion of the proposed building work, the owner shall provide Council with a certificate from a competent person in respect of each Essential Service installed in the building. The owner of the building shall provide Council with a further Certificate (with respect to each Essential Service installed in the building) at least once in every twelve (12) months thereafter.

Reason: To ensure the compliance with relevant legislation and risk to occupants is minimised.

7. SPECIAL – BCA

- (1) The new roof must be insulated to comply with the Deem to Satisfy Provisions of Section J of the Building Code of Australia. Full details are to be submitted to Council prior to the final Occupation Certificate being issued.

Reason: To ensure compliance with BCA requirements.

Clrs Simpson, N Hughes and Halls previously submitted written declarations of interest and stayed in the room.

Clr D Hughes previously submitted a written declaration of interest and left the room.

- 067 RESOLVED:** Clr Atchison and Clr Lobb that Development Application 23/2010 for the Alteration and addition to the existing commercial building at Lot: 1 DP: 612678 No.1 Cross Street, Grenfell be APPROVED, subject to the above draft Development Consent conditions.

Division required *Local Government and Planning Legislation Amendment (Political Donations) Act 2008.*

Division Required:

FOR: Clrs Simpson, McClelland, Hinde, Crutcher, Lobb, Atchison, N Hughes, Niven and Halls

AGAINST: Nil

DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

Clr D Hughes returned to the room.

S WILSON

DIRECTOR ENVIRONMENTAL SERVICES

068 RESOLVED: Clr Niven and Clr Hinde that except where otherwise dealt with the Director Environmental Services Ordinary Report be adopted.

REPORT TO COUNCIL OF THE LACHLAN REGIONAL TRANSPORT COMMITTEE MEETING HELD IN GRENFELL ON 7 AUGUST 2010

The Grenfell Hub was the most successful venue that we have used for a meeting. It brought much praise and comment from the attendees who came from as far away as Mudgee and Picton.

Special thanks must be given to the staff including a councillor who catered for the group in an excellent manner. It was the bench mark for all to try and match.

The meeting adopted several motions to go forward to the next meeting for consideration of full adoption. They included the one vote per financial group or council and rules on who can move or second a motion.

The report system is suggested for future use to save time and duplication which can easily flow from the new working groups or sub-committees which are another suggested move for the future.

The correspondence which is normally a very long list will now be noted on a single page and the full file will be on hand for any person to examine.

There is even a suggested name change to be considered and several other administrative matters will also be looked at in Young which is the planned next meeting venue.

The lunch break was then taken with very good discussion taking place amongst the delegates.

Annual General Meeting

The AGM then took place with Russell Holden (Mudgee) President and Maurice Simpson (Weddin) Vice President and Max Duffey (Cowra Resident) Honorary Secretary with assistance from Noelene Milligan (Wagga resident), Max Duffey was re-elected as Treasurer. Professor Ian Gray (Charles Sturt University, Wagga) is the special research officer. The Honorary auditor is Lawrence Ryan (Cowra resident).

After considerable discussion the fees were retained same as last year. \$250 for Councils and \$25 for individual members.

CLR M SIMPSON
DELEGATE

CLR D HUGHES
DELEGATE

069 **RESOLVED:** Clr D Hughes and Clr N Hughes that the report on the Lachlan Regional Transport Committee Meeting be noted.

**MINUTES OF THE ART GALLERY COMMITTEE MEETING HELD ON MONDAY 2
AUGUST 2010 AT 11.30 AM**

PRESENT: Clr Chris Lobb (Chair), Joan Bolton, Judy Mitton and Trevor Lobb (General Manager).

APOLOGIES: Nil.

1. **MINUTES:** of meeting 29 March 2010.

RESOLVED: J Bolton/C Lobb that the minutes of the meeting 29 March be adopted.

2. **BUSINESS ARISING:**

- a) Music License – copy required for Gallery.
- b) New member – Judy Mitton appointed.
- c) Joan Bolton will have time restraints in future.

3. **REPORT ON EXHIBITIONS:**

- a) “Mixed Impressions:
 - sales \$1545, commission \$309
 - total visitors 386.
- b) “ANZAC – Our Heroes”
 - total visitors 351
 - well patronised including local schools
 - to run again in 2011.
- c) “Nostalgia”
 - sales \$560, commission \$112.
 - total visitors 324.
- d) Henry Lawson Festival
 - proceeds to Festival Committee
 - total visitors 1,300.
- e) “Country Life”
 - Sales \$7,210, commission \$1,442
 - total visitors 314.
- f) “Diversity”
 - Extends until 4 September
- g) National Mosaic Exhibition “Crusty Oceania”
 - to show 20 September – 1 October
 - national touring exhibition
 - re-booked for 2011.
- h) “Bald Archies”
 - application submitted for 2011
 - fee of \$1,500 and \$500 transport
 - window screens would be required.
- i) “Waste to Art” 2011
 - local exhibition confirmed for 18 April – 29 April

- local exhibition to be displayed in Conference Room.
- j) Country Energy exhibition
- being reconsidered for 2011
 - may sponsor Bald Archies if successful.

4. **GENERAL BUSINESS**

- a) Volunteers
- morning tea held 2 August 2010. 20 attended
 - new members continue to come forward
 - new roster prepared
- b) Publicity
- being done by Kathleen McCue
- c) Exhibition Program
- New program printed until 5 March 2011
- d) Budget 2009/2010
- exceeded by \$771
- e) Promotional Activities
- local newspaper & radio publicity continuing
 - Included in ArtSpeak magazine
 - Advertising in Australian Art Magazine and Almanac to be considered
- f) New Committee
- Nominations currently being called for next year
- g) Visiting Groups
- gallery to be opened Monday 8 November for visiting caravanners
 - other groups by prior arrangement
- h) Signage
- Magnetic “Free Admission” signs required
 - “Donations” sign required for box.
- i) Cabinet
- Lockable glass display cabinet required – being investigated
- j) Sculptured Curtain
- Bollards & rope barrier provided by Dramatic Society.

5. **NEXT MEETING:** to be advised.

6. **CLOSURE:** There being no further business the meeting closed at 12.45 p.m.

070 **RESOLVED:** Clr Crutcher and Clr Atchison that the Minutes of the Art Gallery Committee Meeting be noted.

MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE MEETING HELD ON TUESDAY 3 AUGUST 2010 IN THE COMMITTEE ROOM AT THE 3.23 PM (C2.6.12)

1. **PRESENT:** G Carroll (Chair), V Carter, D Strange, Clr Atchison (Observer) and W Twohill.

2. **APOLOGIES:** Shane Wilson and W Schneider

Resolved: V Carter and W Twohill that the apology be accepted.

3. **MINUTES:**

Resolved: V Carter and W Twohill that the minutes of the meeting held on 4 May 2010 be adopted as read.

4. **MATTERS ARISING:**

4.1 **Induction Manual** – in progress.

Noted

4.2 **Job Re-evaluation** – completed.

Matter could not be discussed as Mrs Carter would have to leave the room and there would be no quorum.

Noted

4.3. **Review of Caravan Park**

Director Environmental Services to advise.

Noted

4.4 **Grenfell Tip**

Director Environmental Services to advise.

Noted

4.5 **Training for Code of Conduct**

General Manager conducted Code of Conduct training for indoor staff on Wednesday 27 July 2010 and for most outdoor staff on Tuesday 3 August 2010.

Those employees who missed out will be trained at a later date.

Noted

5. **GENERAL BUSINESS:**

5.1 **USU Representatives**

Elections held recently for two (2) USU representatives .
D Strange and W Schneider elected.

Noted

6. **CORRESPONDENCE**

Nil

NEXT MEETING: Tuesday, 9 November 2010.

CLOSURE: There being no further business the meeting closed at 3.33 pm.

071 RESOLVED: Clr Atchison and Clr Lobb that the Minutes of the Award Restructuring Consultative Committee be noted.

**MINUTES OF THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE
MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 3 AUGUST 2010
COMMENCING AT 3.38 PM (C2.6.14)**

1 PRESENT: Messrs M Horne (chair), G Carroll, G Eppelstun, D Strange and W Twohill.

2 APOLOGIES: Shane Wilson and W Schneider.

Resolved: G Carroll and G Eppelstun that the apology be accepted.

3 MINUTES:

Resolved: G Carroll and M Horne that the minutes of the meeting held on 4 May 2010 be adopted.

4 MATTERS ARISING

4.1 Evacuation plans

New Depot and Commonwealth Bank now completed.

Noted

4.2 Business Continuity Plan

In progress.

Noted

4.3 Volunteers – training, SWMs

Volunteer policy in progress.

Noted

4.4 CENTROC OH & S Working Party Peer Group Audit – Weddin Shire

Asbestos Policy to be finalised.

Noted

4.5 Inspections

Completed.

Noted

4.6 Cable Covers

Director Environmental Services to pursue.

Noted

4.7 Depot

Spiders to be sprayed.

Director Environmental Services to pursue.

Noted

5. GENERAL BUSINESS

a) Review of OHS & R Management Plan.

The Committee considered the content of the Plan and felt that it did not require amendments.

Resolved: W Twohill and M Horne that the OHS&R Plan be adopted with a review date of August 2012.

b) Review of Specific Responsibilities

The Committee considered the content of Specific Responsibilities and felt that it did not require amendments.

Resolved: G Carroll and M Horne that the Specific Responsibilities be adopted with a review date of August 2012

c) Review of Safe Work Method Statements

The Committee considered the content of Safe Work Method Statements and felt that it did not require amendments.

Resolved: G Eppelstun and G Carroll that the Safe Work Method Statements be adopted with a review date of August 2012.

6. INJURY REPORTS

- a) H Hunter – hit head with hose at Sewer Treatment Plant – more care to be taken.
- b) D Fanning – punctured finger on screen at Sewer Treatment Plant - was wearing gloves. Screen edge to be ground if not already done or a handle welded to screen.
- c) T Lobb – collided with a dog whilst travelling to Orange. Dog ran from long grass on side of road.
- d) Donna Anderson – slipped on a rock and crowbar hit her shoulder.
- e) Nak Perera – hit animal. Damage to radiator and motor.

Noted

7. FUTURE INSPECTIONS

- Tip – Director Environmental Services to advise.
- Depot
- Community Hub
- Sewerage Treatment Works
- Pool
- Council Offices
- Old Commonwealth Bank
- Memorial Park
- Henry Lawson Oval
- Blamey Park
- Edward Square
- Caragabal Park

Noted

8. CORRESPONDENCE:

Nil.

9. **NEXT MEETING:** Tuesday, 9 November 2010 at 3.30 pm.

10. **CLOSURE:** There being no further business the meeting closed at 4.05 pm.

072 **RESOLVED:** Clr Crutcher and Clr Atchison 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 THURSDAY, 5
AUGUST 2010 (C2.6.3)**

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

2. **APOLOGIES:** M Simpson

Resolved: W Twohill and P Smith that the apology be accepted.

3. **MINUTES:**

Resolved: D Freudenstein and D Vant that the minutes of the meeting held 30 April 2010 be adopted as read.

4. **MATTERS ARISING**

4.1 **Warraderry Street School Crossing**

Director Engineering to finalise.

Noted

4.2 **Henry Lawson Festival**

The event went very well with no problems.

Noted

4.3 **Open Day 30 October 2010**

Police approval given, RTA have advised no comment.

Noted

4.4 **AMSAG Car Rally**

Approved by Major Events (Police).

Noted

4.5 **Gulgong Heritage Harness Association Inc**

No response from the Association for the 2010 event.

Noted

5. **CORRESPONDENCE** Nil

6. **GENERAL BUSINESS**

6.1 **Weddin Mountain Muster**

The Committee offers no objection subject to the conditions imposed by the RTA and Police.

6.2 **Southern Highlands Carriage Club combined Driving Event**

The Committee offers no objection subject to the conditions imposed by the RTA and Police.

Noted

6.3 Weddin Street School Crossing at St Josephs School

The Committee considered the combined Pedestrian Crossing/School Crossing and noted that if the Pedestrian Crossing was to be removed, traffic and pedestrian counts would need to be taken to determine if the pedestrian crossing was warranted. Further, that proposed deletion of the pedestrian crossing would have to be advertised for comment.

Resolved: D Freudenstein and P Smith that subject to RTA concurrence, the Committee would have no objection to the crossing reverting to a school crossing only with associated pedestrian refuges.

6.4 B-Double Access – Ooma Enterprises (Bribbaree to Bimbi)

An assessment was carried out of the proposed extension of the B-Double route from the Weddin Shire boundary on Morans Road to Mary Gilmore Way (MR398) and Mary Gilmore Way from Morans Road to Bimbi. It was found that the width of the roads were insufficient to carry B-Doubles with safety and the existing shoulders were essentially black soil as far as the existing widening south of the Bimbi Bridge. No checks were made of the proposed route in Young Shire.

Based on the assessment, the Committee was not in favour of granting approval to the B-Double extension from Bribbaree to Bimbi.

7. **NEXT MEETING:** To be advised.

8. **CLOSURE:** There being no further business to discuss the meeting closed 11.20 am.

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

MINUTES OF THE WEDDIN SHIRE TOURISM COMMITTEE MEETING HELD ON TUESDAY 10 AUGUST 2010 AT 4pm AT THE COUNCIL CHAMBERS.

Present:Clr Simpson, Clr N Hughes, Clr Lobb, Clr McClelland, Clr Niven, J. Hetherington, L. Eastaway, D. Allen, A. Carr, G. Carroll (Chair).

1. **Apology:** Nil

2. **Adoption of Minutes:**

Resolved: L. Eastaway/ D. Allen that the minutes of the 8 June 2010 meeting be adopted.

3. **Business Arising:** - Nil

4. **Correspondence:**

In J & L Wallace

Resolved: L.Eastaway/ D. Allen that Council write to Mr & Mrs Wallace thanking them for their suggestions and advise that Council is currently endeavouring to address the majority of the concerns raised.

OutNil

Noted

5. **Projects:**

- **Grenfell brochure** – being distributed to surrounding areas. Excellent feedback.
- **Weddin Mountains Tours** – the National Parks new ranger has been appointed and will act as a tour guide when available. One month notice required. We need to be proactive, select a date and promote the tour. Possible date could be in October 2010. Auburn to pursue.
- **O'Brien's Hill Status** – master plan to be displayed. Project works to commence in the 2010/2011 financial year.
- **Bird Routes** - bird watching groups are being invited to the Weddin Shire with a group from the Central Coast to visit in the near future. Bird Fair to be held at Leeton in September 2010 with Tourism officer to attend. Review of bird routes to be held in due course.
- **Railway Station Development** – works completed.
- **Gold Trail Project** – regional grant funding application for \$500,000 unsuccessful. Feedback has been obtained and application to be resubmitted. In the meantime a gold trail brochure is being developed promoting the trail. Council has resolved to participate at a cost of \$1000. The Gold Trail has been expanded to include Sydney and Canberra which may assist in the funding application.
- **Ben Hall Trail Project** – brochure tabled depicting the Grenfell Historical Museum, Ben Halls Cave and Mt Wheoga. Lisa advised that there were articles in the Open Road and Caravan RV magazines in regard to the trail. Trail to now be further promoted.
- **Visitor Information Centre (VIC) accreditation** – Mr John Larkin addressed Council and Tourism Committee representatives on Monday 2nd August regarding accreditation of Visitor Centres. Awaiting outcome of Economic Development Strategic Review which has tourism implications before endeavouring to obtain grant funding to conduct a

diagnostic review of Tourism in the Weddin Shire. This review will assist Council in its future Tourism strategic direction.

- **RV Friendly Town accreditation** – requirements for accreditation to be ascertained.

Resolved: Clr McClelland/ L. Eastaway that Council and Motor Home requirements to become an RV Friendly Town be investigated and reported back to the next Tourism meeting.

- **Information Bay Signage** – erected at the Railway Station and Henry Lawson Obelisk. Excellent result.
- **Website** – attractions and events to be promoted utilising the www.grenfell.org.au site.

6. Prioritising Events:

Noted

7. Upcoming Events:

- Grenfell Show – 3-4 September 2010
- Tour to Greenethorpe – 18 September 2010.
- Caragabal Sheep Races – 18 September 2010
- Jockey Club Race Day – 25 September 2010
- Weddin Mountain Muster – 26/9/10-1/10/10
- Iandra Castle Open – 2/9/10, 10/10/10

8. General Business:

- John Hetherington advised that consideration should be given to upgrading Grenfell's entrance signs based on a gold theme.
- Clr Lobb advised that the CWA needs to be advised of recent discussions regarding the Visitor Information Centre. The general consensus of the meeting was that at this stage it would be premature to notify them as at this stage the matter is only being discussed.
- Lisa Eastaway tabled a George Street brochure and advised our previous Museum adviser Linda Raymond, believes we are under utilising O'Brien's Hill, George Street and Stan McCabe's tourism potential.
- Clr McClelland enquired in regards to the upgrading of the tourism signs in Grenfell.

Resolved: Clr McClelland/ Clr Lobb that status of the upgrading of the tourism signs be investigated.

- Auburn tabled a National Parks and Grenfell Gold Brochure.

Resolved: Clr Lobb/ L. Eastaway that the Grenfell Gold brochure be updated.

Next Meeting: 12 October 2010

Meeting Closed: 5.11 pm

074 RESOLVED: Clr McClelland and Clr N Hughes that the Minutes of the Tourism Committee Meeting be adopted including the recommendations therein except where otherwise resolved.

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON TUESDAY 10
AUGUST 2010 AT 5.00 PM AT THE COUNCIL CHAMBERS (C2.6.22).**

1. **PRESENT:** Clrs Clr M Simpson, N Hughes, G McClelland, C Lobb, J Niven
Mr S Wilson (DES)(Chair), Mrs S Jackson-Stepowski (HA), Mr I Pitt,
Mr J Hetherington & Mrs P Livingstone
Observers: Mr TV Lobb & Mrs I Holmes

2. **APOLOGIES:** Nil

3. **CONFIRMATION OF MINUTES:** Tuesday, 8 June 2010.

Resolved: Clr Lobb and Clr Hughes that the minutes of 8 June 2010 be adopted.

4. **MATTERS ARISING:**

4.1 Grenfell Heritage Study/Expansion of the Grenfell Heritage Conservation Area
Mr Wilson (DES) advised a town meeting will be conducted in October with Mrs Jackson-Stepowski (HA) in attendance. Mrs Jackson-Stepowski has prepared a draft document containing frequently asked question about owning a heritage listed property.

4.2 Brick Maintenance & Re-Pointing Course
Mr Wilson (DES) advised that a letter had been received by NSW Planning with no available funding in the near future.

4.3 Village Studies
Mr Wilson (DES) advised village meetings will be conducted in October with Mrs Jackson-Stepowski (HA) in attendance. Mrs Jackson-Stepowski has prepared a draft document containing frequently asked question about owning a heritage listed property.

4.4 Appreciation letter to GWAHS (Hospital facade)
Mr Wilson (DES) advised a letter was forward to GWAHS.

4.5 Inspection of Main/George Street Buildings (Invite Heritage Grant Application)
Mr Wilson (DES) advised that buildings were inspected with 26 invited to make an Application.

5. **CORRESPONDENCE:**

5.1 HA Referral Memo – ANZ Bank (DA 17/2010), (29/6/10) **Noted**

5.2 NSW Planning – Brickwork Maintenance & Repointing Course **Noted**

5.3 National Trust Magazine **Noted**

5.4 Grant Application – Anglican Church **Deferred to General Business**

5.5 Grant Application – Grenfell Gonyah Craft Shop Inc **Deferred to General Business**

- 5.6 Grant Application – Cowra Road Blue Church **Deferred to General Business**
- 5.7 Grant Application – R & P Holland **Deferred to General Business**
- 5.8 Grant Application – T & S Ryan **Deferred to General Business**
- 5.9 Grant Application – G Hallaron **Deferred to General Business**
- 5.10 Grant Application – BR Maroney **Deferred to General Business**
- 5.11 Grant Application – N & A York **Deferred to General Business**
- 5.12 Grant Application – W Holz **Deferred to General Business**
- 5.13 Grant Application – M Kemp & L Nowlan-Kemp **Deferred to General Business**
- 5.14 Grant Application – Grenfell Town & District Band **Deferred to General Business**
- 5.15 Grant Application – SJ Russell **Deferred to General Business**
- 5.16 HA Draft –Questions about owning a heritage property **Noted**
- 5.17 E Long (NSW Planning) Brickwork maintenance/re-pointing course (3/8/10) **Noted**
 The next round of funding for NSW Heritage grants will be launched in mid October.
 The Brickwork maintenance/re-pointing course could fit into the category of Strategic
 Community Projects, therefore a grant application will be considered.

6. GENERAL BUSINESS

6.1 Heritage Applications Assessment

Resolved: Clr Simpson and Clr McClelland that grant funding list as reported be approved and should any funding become available, the application of Stuart Jackson Russell be reconsidered.

6.2 Heritage Advisor’s Report

Mrs Jackson-Stepowski gave a verbal report:

- Had an appointment with Catriona Glanville at “Arramagong West” who will be submitting a grant application next year.
- Spoke about a conference she attended on farm vernacular.
- Mrs Jackson-Stepowski and Mrs Livingstone spoke about a forthcoming guided bus tour of Heritage Gardens of Grenfell and Weddin Shire.

7. QUESTIONS: Nil

8. NEXT MEETING: 12 October 2010

9. CLOSURE: There being no further business the meeting closed at 5.55pm.

075 RESOLVED: Clr Niven and Clr Crutcher that the Minutes of the Heritage Committee Meeting be adopted including the recommendations therein except where otherwise resolved.

**MINUTES FOR THE NOXIOUS WEEDS COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBERS AT 4.00 PM ON MONDAY, 16 AUGUST 2010 (C2.6.13)**

1. PRESENT: Ctrs W Atchison, D Hughes
Messrs W Twohill and K Starr.

2. APOLOGIES: Nil

As there was no quorum, no meeting occurred.

Noted

MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY, 16 AUGUST 2010 AT 5.00 PM (C2.6.8).

1. **PRESENT:** Clrs G McClelland (Chair), B Hinde, C Lobb, W Atchison and M Crutcher
Messrs G Carroll, W Twohill, S Wilson and M Nirupan.

Resolved: Clr Hinde and Clr Lobb that Clr McClelland be elected Chair in the absence of Clr Simpson.

2. **APOLOGIES:** Clr Simpson and T Lobb.

Resolved: Clr Hinde and Clr Crutcher that the apologies be accepted.

3. **CONFIRMATION OF MINUTES:**

Resolved: Clr Atchison and Clr Hinde that the minutes of 12 July 2010 be adopted.

4. **MATTERS ARISING:**
Nil

5. **CORRESPONDENCE:**

Grenfell Little Athletics Club, C1.2.10: Writing to request that Weddin Shire Council give consideration to allowing and assisting with the development of an athletics facility at Top Lawson Oval.

RECOMMENDATION: that the needs of the Club and the existing users be investigated to ascertain their relative needs and compatibility.

Resolved: Clr Lobb and Clr Atchison that the needs of the Club and the existing users be investigated to ascertain their relative needs and compatibility.

6. **REPORTS:**

General Manager's Report

The Director Corporate Services presented the General Manager's report in his absence.
Lease of Industrial Estate.

Noted

Director Corporate Services Report

Report on Town Costings and Open Day/Market Day.

Noted

Director Engineering's Report

Report on Works Report, Other Works, Future Works, Weddin Street Pedestrian & School Crossing.

Noted

Director Environmental Services Report

Reports on Sewerage Treatment Works, Caravan Park, Policy No. 7.2.2 – Draft Grenfell Sewer Contribution Plan, Grenfell Bowling Club – Car park on old gas works and Town Development applications.

DA 19/2010

The Director Environmental Services gave a verbal update in regard to the status of the Development Application.

There were two letters received which were not objections. Their concerns will be addressed in the Development Application consent conditions.

The Development Application will be approved by the General Manager in consultation with the Director Environmental Services under delegated authority.

7. BUSINESS WITH NOTICE

Nil

8. QUESTIONS WITH NOTICE

Nil

9. NEXT MEETING: Monday 13 September 2010 at 5.00pm or as otherwise arranged.

10. CLOSURE: There being no further business the meeting closed at 5.27 pm.

076 RESOLVED: Cllr Hinde and Cllr Crutcher that the Minutes of the Towns Works Committee Meeting be adopted including the recommendations therein except where otherwise resolved.

MINUTES OF THE MANEX MEETING HELD ON 18 AUGUST 2010 AT 9.00 AM (C2.6.10)

Present: T Lobb, G Carroll, W Twohill, S Wilson.

Apology: Nil

Minutes:

Resolved: G Carroll and W Twohill that the minutes of 13 July 2010 be adopted as circulated.

General Business:

1A Administration

- (i) Integrated Planning – preliminary schedule of implementation developed by General Manager. Further training courses to be attended. Assistance may be available through Mid-Lachlan Alliance. General Manager and Directors to pursue.
- (ii) Fuel Cards – a new supplier required. Director Engineering pursuing.
- (iii) Division of Local Government Better Practice Review – progress report to 30 June submitted.
- (iv) Code of Conduct training – completed.

Clr Simpson entered the meeting at this point as an observer 9.21 am.

- (v) Staff Training plans – requirement under Local Government State Award (2007). Plan for administration department completed. To be developed for other departments.
- (vi) Internal Audit – reported in Director Corporate Services report.

1B Human Resources

- (i) Vacancies
 - Engineering – Quandialla Village Maintenance position to be advertised.
 - Environmental – Sewer Attendants' position to be advertised in due course.
- (ii) School based traineeships – General Manager and Director Engineering discussed the initiative with the Henry Lawson High School Principal and Careers Advisor. Opportunities may be possible in the following areas:
 - Parks and Gardens
 - Trainee Mechanic
 - Administration TraineeDirector Engineering to advise the High School.

2. Public Order and Safety

Nil.

3. Health

- (i) Medical Centre – grant funding application feedback received. Very positive. Council encouraged to reapply. To be resubmitted by 30 September 2010. Director Environmental Services pursuing.
- (ii) Hospital Dispute – ongoing. No recent changes.

4. Community Services and Education

Nil

5. Housing and Community Amenities

- (i) LEP Mapping – options to be considered. In regard to new LEP Council has previously decided that the new LEP will be a rollover of the existing LEP. If the new LEP is not a rollover a Rural Land Use Strategy will be required. Currently endeavouring to source funding. Director Environmental Services pursuing.
- (ii) Quandialla and Caragabal Recycling – reported in Director Environmental Services report.

6. Sewerage

- (i) Strategic Plan Review -process in progress however currently on hold as advice received the review can be undertaken in conjunction with the IWCM strategy study. Update on IWCM study reported in Director Engineering's report. Director Environmental Services and Director Engineering pursuing.
- (ii) Submersible pump.- new pump installed in Wetwell.

7. Recreation and Culture

- (i) Art Gallery – current exhibition closes 4 September 2010.
- (ii) Cinema – next screening 20 August 2010.
- (iii) O'Briens Hill – design for Stage 1 construction currently being finalised. Quotes to be obtained by mid-September 2010.

8. Mining Manufacture and Construction

- (i) Gravel pits – awaiting legal opinion.

9. Transport and Communication

- (i) RTA Contract – reported in Director Engineering's report.
- (ii) Other Programs: Noted.
- (iii) Rail Branch Lines – awaiting brief for consultants. General Manager pursuing.

10. Economic Affairs

Nil

11. General Purpose Revenues

Nil

12. Alliances

- (i) Hawkesbury City Council - request from Henry Lawson High School for donation to attend the Hawkesbury Eisteddfod submitted to August 2010 Council Meeting for consideration.
- (ii) Mid Lachlan Alliance – next meeting scheduled for Thursday 26 August 2010 at Forbes. Mayor and Acting General Manager to attend.
- (iii) CENTROC – attendance at Summit on the Mount reported in General Manager's Report. Next meeting to be held at Forbes on 26 August 2010.

13. Other Matters

- (i) Grenfell Weather Station – options for site currently being considered. Director Engineering pursuing.
- (ii) Crown Lands Trust Meeting – organised to be held after/during Council Meeting.
- (iii) One Association Conference – late report submitted to Council by General Manager.
- (iv) The Mayors comments on the RTA bonus were noted.

14. Job List:

Noted

Next Meeting: 13 September 2010, 2.30 pm

Closure: There being no further business the meeting closed at 10.39 a.m.

5. Housing and Community Amenities

(i) LEP Mapping

077 RESOLVED: Clr McClelland and Clr N Hughes that the Director Environmental Services investigate what changes to the LEP would require a Rural Land Use Strategy to be undertaken particularly changes to minimum lot sizes and report back to the next Council Meeting.

- 078** **RESOLVED:** Clr Crutcher and Clr Niven that Council adjourn for supper at 6.57 pm.
- 079** **RESOLVED:** Clr Atchison and Clr Lobb that Council resume at 7.22 pm.
- 080** **RESOLVED:** Clr Atchison and Clr Lobb that the Minutes of the Manex Committee Meeting be noted.

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | |
|---------------|--|--------------------|
| October 2007 | 1. <u>Payne's Gravel Pit:</u> Ward Councillors and Director Engineering to meet with new landowner (DE).
(Initial Meeting Carried Out). | In Progress |
| December 2009 | 2. <u>Grenfell and Village Heritage Studies:</u> arrange meetings with affected property owners (DES). | In Progress |
| June 2010 | 3. <u>Centroc Summit at the Mount:</u> Clrs Simpson, Atchison, Lobb & General Manager to attend (GM). | Carried Out |
| | 4. <u>One Association Conference:</u> Mayor and General Manager to attend (GM). | Carried Out |
| July 2010 | 5. <u>VMO situation:</u> arrange Extra-ordinary meeting if appropriate (Mayor/GM) | In Progress |

1. DEFERRED ACTIVITIES:

- | | | |
|-----------|---|--------------------|
| June 2010 | 1. <u>Public Meeting for Hospital:</u> defer until all efforts are exhausted (GM) | In Progress |
|-----------|---|--------------------|

- 081** **RESOLVED:** Clr Atchison and Clr Crutcher that Standing Orders be suspended and the Crown Reserves Trust Meeting be now held.
- 082** **RESOLVED:** Clr Atchison and Clr Hall that Standing Orders be resumed and the Ordinary meeting continue.

TENDERS

SUPPLY OF UP TO 10,000 TONNE OF DGB20

Tenders were called for the supply of up to 10,000 Tonne DGB20 to either or both the Newell Highway approximately 55 km north of West Wyalong and the Mid Western Highway 48 km west of Grenfell as per RTA QA Specification 3051.

Tenders closed at 3 pm on Tuesday 27 July 2010. Two (2) Tenders were received being:

- | | | |
|----|-----------------|---------------------|
| 1. | Glenella Quarry | \$34/Tonne + GST |
| 2. | Millers Metals | \$21.50/Tonne + GST |

A third Tender was handed in over the front counter with contractor sheets on Tuesday 27 July 2010 at 1.50 pm and placed with other contractor sheets for payment instead of being placed in the Tender Box. This Tender was not noticed until Wednesday 28 July 2010 at about 11 am. It is considered that this tender is a conforming tender from a time point of view as the Tenderer handed it in prior to the closing date. There is a signed statement to that effect.

The third Tenderer was from Mitton Bros \$21.00/tonne +GST and was the lowest tender.

The three (3) Tenderers were requested to provide further information as per the RTA QA Specification 3051 so as to evaluate the Tenders.

To date all three (3) Tenderers have not been able to supply the information as per the specification. The information may be available for the Council Meeting.

The RTA have advised that as the product will be used on RTA roads, it will carry out its own sampling and testing for conformity to the specification prior to accepting Councils Work Proposals. Non conforming material cannot be used on these roads.

Glenella Quarry has since withdrawn its tender as it cannot produce material for testing at this stage.

RECOMMENDATION:

- a) subject to compliance with RTA QA Specification 3051 and acceptance by the RTA of the material and the quality system by 31 August 2010, Council accept the tender for the supply of up to 10,000 Tonnes of DGB20 from Mitton Bros at \$21.00/Tonne + GST..
- b) should compliance not be achieved Council accept the Tender from Millers Metals at \$21.50/Tonne + GST subject to the same conditions.

083 **RESOLVED:** Clr Crutcher and Clr Lobb that:

- a) subject to compliance with RTA QA Specification 3051 and acceptance by the RTA of the material and the quality system by 31 August 2010, Council accept the tender for the supply of up to 10,000 Tonnes of DGB20 from Mitton Bros at \$21.00/Tonne + GST.
- b) should compliance not be achieved Council accept the Tender from Millers Metals at \$21.50/Tonne + GST subject to the same conditions.

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.

Nil

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:

084 **RESOLVED:** Clr Atchison and Clr N Hughes 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:

Other items may be referred to closed council during the course of the meeting.

087 **RESOLVED:** Clr N Hughes and Clr Atchison that Council return to Open Council.

REPORT FROM CLOSED COUNCIL

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

THE DIRECTOR ENGINEERING’S REPORT

- 1. **RTA RMCC Contract, R2.54.4**
Reason for confidentiality: staff matter (Section 10A(2)(a))

RESOLUTION No. 85 that the bonus of \$43,626.49 for the Warrakimbo Project be transferred to general revenue for the time being.

GENERAL MANAGER’S REPORT

- 1. **Renewal of Contract – Director Engineering, P4.10059/3**
Reason for confidentiality: staff matter (Section 10A(2)(a))

Noted

MAYORAL MINUTE

- 1. **General Manager – Review of Performance Agreement, P4.10041/2**
Reason for confidentiality: staff matter (Section 10A(2)(a))

RESOLUTION No. 86 confirm action.

CLOSURE: There being no further business the meeting closed at 8.11 pm.

Taken as read and confirmed as a true record this day 16 September 2010.

.....General ManagerMayor