



WEDDIN SHIRE COUNCIL

To Avoid Delay when
Replying or Telephoning

Please Quote:

Your Ref:

All Correspondence to be addressed to:
The General Manager
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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 20 DECEMBER 2012 COMMENCING AT 8.00 AM

13 December 2012

«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, 20 DECEMBER 2012**, commencing at **8.00 AM** and your attendance is requested.

Note: 10.00am (approx.) – presentation by Auditor.

Yours faithfully

T V LOBB
GENERAL MANAGER

BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 22 November 2012
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) Environmental Services
(e) Delegates
9. MINUTES - WHS Ctee Mtg, 05/11/12
- Consultative Ctee Mtg, 05/11/12
- Australia Day Ctee Mtg, 20/11/12
- Henry Lawson Ctee Mtg, 20/11/12
- Local Emergency Mgt Ctee Mtg, 26/11/12
- Tourism Ctee Mtg, 11/12/12
- Heritage Ctee Mtg, 11/12/12
- Floodplain Ctee Mtg, 13/12/12
- Manex Ctee Mtg, 17/12/12
- Town Works Ctee Mtg, 17/12/12
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 J Liebich in the Chair, Crs J C Niven, G B Halls, G McClelland, A C Griffiths, P H Best, C Brown and J E Parlett.
General Manager (T Lobb), Director Corporate Services (G Carroll), Director Engineering (W Twohill) and General Manager's Secretary (L Baker).

APOLOGY: Cr N W Hughes

236 **RESOLVED:** Cr Halls and Cr Griffiths that the apology be accepted.

CONFIRMATION OF MINUTES:

237 **RESOLVED:** Cr McClelland and Cr Best that the Minutes of the Ordinary Meeting, held on 22 November 2012 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
Cr Liebich	GM report item 8	President of Show Society	Pecuniary	Yes

SUMMARY OF CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 20 DECEMBER 2012

CORRESPONDENCE

1. Independent Local Government Review Panel, C2.10.9: Advising more responsibilities for local Mayors, “Significant Consolidation” of Sydney councils, new regional groupings to deliver joint services, and streamlining rate-pegging are just some of the ideas for reform proposed by the Independent Review of Local Government in its latest discussion paper.

The Panel has released its discussion paper “Better, Stronger Local Government” proposing a broad package of measure to strengthen the “strategic capacity” of councils across NSW.

Panel member Glenn Inglis, who has a long association with rural NSW, says country councils are being hit hard by declining populations, increasing infrastructure backlogs and pressure to “fill the gap” as vital services disappear from their communities.

The Panel is considering options for rural, regional and coastal councils and expects a blend of boundary changes, new regional organisations and shared services may provide the answer.

Copy of Panel’s paper forwarded to Councillors

Noted

2. NSW Ministry of Health, H1.6.1 Informing you of the new smoke-free reforms in outdoor public places.

Amendments have been made to the Smoke-free Environment Act 2000 to make the following setting smoke-free from 7 January 2013:

- In public playgrounds within 10 metres of children’s play equipment;
- In open areas of public swimming pools;
- In major sporting facilities and at public sports grounds;
- At public transport stops and stations;
- Within 4 metres of the pedestrian access point to a public building; and
- From 2015, commercial outdoor dining areas.

Referred to Environmental Services Department

Noted

3. RMS, R2.54.4 Concerning the Road Maintenance Council Contract for works on roads and bridges on State Roads and forwarding your Contractor Performance Report for the four monthly period ending 1 August 2012.

Note: Council was rated as “Good” in 11 and “Acceptable” in 1 category, as well as being classed as “suitable for further work”.

Noted

4. Department of Premier and Cabinet, C2.2.4: Advising it is investigating the possibility of arranging an additional Councillor Workshop to be held outside business hours so that any councillors with full-time business commitments don't miss the opportunity to attend a workshop.

Expressions of interest are now sought from councils in relation to numbers of attendees for the workshop which would be held on either Saturday 9 February 2013 or Saturday 13 February 2013 (9.30am – 3.15pm). It is intended that the workshop will be held at a venue convenient to Sydney Airport.

Please advise no later Friday 21 December 2012 with numbers of attendees and date preference.

RECOMMENDATION:

For Councillors' consideration

Noted

5. Local Government Remuneration Tribunal, C2.2.3: Advising that the Local Government Remuneration Tribunal has commenced its review for the 2013 annual determination.

The Tribunal is required to make an annual determination, by no later than 30 April 2013, on the fees payable to Councillors and Mayors to take effect from 1 July 2013.

Given the significant work being undertaken by both the Government and local councils to drive and deliver local government reform, and the limitations placed on the Tribunal in respect of determining increases in fees, the Tribunal does not intend to call for general submissions from individual councils as part of the 2013 annual review.

However, if there are any issues of concern that you wish to raise with the Tribunal your correspondence should be received no later than 1 February 2013.

Noted

6. Quandialla Progress Association, E3.3.7 Extending an invitation to you and other councillors to attend a community meeting at the Quandialla Soldiers Memorial Hall. At this meeting we would like to invite community members to discuss issues which they are concerned about.

This would include discussion on such matters as the recycling depot, which I addressed in my previous letter, burnt buildings in Quandialla and the clearing of these sites as well as drainage issues in the main street outside Blamey Park which are three of our main concerns. We would suggest that the meeting commence at around 5pm and have a time frame of approximately 3 to 4 hours. We would be willing to supply dinner or supper at the meeting for all those present and are happy to make whatever arrangements you feel are needed so as to facilitate this event.

Obviously with harvest in full swing a time in early February 2013 may be a more suitable time for this meeting to take place.

RECOMMENDATION: It is recommended that the matter be referred to the Rural Works Committee

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD 20 DECEMBER 2012

RECOMMENDATION:

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

239 **RESOLVED:** Cr Niven and Cr McClelland that the late correspondence be received and dealt with because of the urgency of the matters.

7. Department of Premier and Cabinet, R2.1.0: Writing in relation to a boundary alteration proposal between Young Shire and Weddin Shire local government areas for Cunningham (MR239).

Council is requested to examine the enclosed description and advise the Division of Local Government within 28 days whether the description is accurate.

Note: see General Manager's report item 16 to Council's October Meeting. The proposed new shire boundary does not conform to the existing signposting and a meeting of the Executives of the two councils is being arranged for early 2013.

RECOMMENDATION: that the action be confirmed and the Division of Local Government be requested for an extension of time.

240 **RESOLVED:** Cr McClelland and Cr Niven that the action be confirmed and the Division of Local Government be requested for an extension of time.

8. The Henry Lawson Festival Committee, C2.6.32: Advising that since holding our annual general meeting in October we have been unable to fill both secretarial positions on our committee along with some coordinator positions. Without the two secretaries it makes it very difficult to coordinate the lead up organisation for the Festival.

The Executive of the Henry Lawson Festival Committee have decided to write to Council requesting secretarial assistance with the Festival committee for the next five months. At this stage we envisage such duties would mainly involve handling the correspondence for the Committee.

We believe it is important that our festival continues as a major event in the Grenfell calendar. We also believe that this assistance will not in any way change our Festival from being a community based festival.

Your consideration of this matter would be much appreciated.

Note: see General Manager's late report item 17.

Noted

241 **RESOLVED:** Cr McClelland and Cr Niven that the Correspondence be noted except where otherwise resolved.



NOTICE OF MOTION

1. Gravel in the Weddin Shire

I hereby give notice of the following motion for Council's next meeting:

"that Council assess the availability and cost of all Gravel in the Weddin Shire and the most advantageous price to Council at the point of road construction be determined and employed".

Signed: _____ Cr John Niven and Cr Graeme Halls _____

Supporting Comments

- i) To reduce freight costs and total cost

Comments by General Manager

- (i) Council holds the landowner's approval to operate 76 gravel pits throughout the shire.
- (ii) these pits are of variable quality and are not all suited for bitumen sealing.
- (iii) the agreements require Council to pay royalty for gravel removed, which totalled \$22,260 in 2011/12,
- (iv) the assessment of the most appropriate gravel is already undertaken by Engineering staff on a job by job basis,
- (v) this assessment includes consideration of ease of winning, ease of compaction, quality, suitability, proximity to the job and cost, as well as any other relevant matters,
- (vi) the motion does not include consideration of matters other than price,
- (vii) the motion above would involve a considerable amount of work for no benefit, and would be a waste of resources,
- (viii) the motion is considered to deal with operational matters which are the responsibility of staff.

MOTION: Cr Niven and Cr Halls that Council assess the availability and cost of all Gravel in the Weddin Shire and the most advantageous price to Council at the point of road construction be determined and employed.

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

2. Lawson Statue Placement

I hereby given notice of the following motion for Council's next meeting:

"that in addition to Bill Twohill's recommendations for the placement of the Henry Lawson Statue proposed by the Henry Lawson Festival, the area in front of the State Bank be assessed as placement for the statue and that Council discuss the placement of the Statue."

Supporting Comments

- (i) The Tourism Committee moved a motion regarding the statues stance – (so work could progress on the work) leaving the placement issue unaddressed.

Signed: _____ Cr Carly Brown _____

Comments by General Manager

- (i) an assessment of this site will be available at the meeting.
- (ii) discussion of the location of the statue would normally take place when the Director Engineering's report is considered.

242 RESOLVED: Cr Brown and Cr Parlett that in addition to Bill Twohill's recommendations for the placement of the Henry Lawson Statue proposed by the Henry Lawson Festival, the area in front of the State Bank be assessed as placement for the statue and that Council discuss the placement of the Statue.

The Mayor suggested the matter could be discussed in conjunction with the Mayoral minute which was agreed to by Cr Brown and Council.

13 December 2012

Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. CENTROC Board Meeting and Annual General Meeting, C2.7.3

The General Manager and I attended the Centroc Board meeting and AGM in Grenfell, with Cr Niven sitting in as an observer. I provide the following report for councils information. Formal meeting minutes will be provided in due course.

Speakers in attendance were Professor Vann and Mr Mark Burdack of Charles Sturt University (CSU). They provided an update on advocacy for a medical school in regional NSW including a campus at Orange. The key point made by the speakers was that when doctors are trained in regional areas they are much more likely to remaining in regional areas, in comparison to when they spend shorter times as part of outreach programs from city based institutions.

The Board meeting considered reports including the following:

- **Bells Line of Expressway** where members expressed their disappointment at the outcomes of the Long Term Corridor Plan and resolved to undertake further advocacy and support the Bells Line of Expressway Group particularly its efforts to work with Councils in Western Sydney.
- **Transport Infrastructure** where members expressed concern regarding the Infrastructure NSW “First Things First” strategy advice to the State Government. They resolved to provide a regional response.
- **Water Infrastructure** where the substantial activity of the Centroc Water Utilities’ Alliance was noted and it was resolved to do further advocacy regarding Local Water Utilities being included in the Local Government Review Process. It was also resolved to invite the Local Government Review Panel to the next Board meeting.
- **Regional Development** where the region has commenced a review of population data with a view to challenging the Department of Planning’s long term projections for decline in Central NSW
- **Member Council operational support** where Centroc is currently running regional contracts in fuel, road signs, bitumen emulsion, load shifting training and assessment, of which most members are participating in all. Four Councils (Bathurst, Oberon, Orange with Lithgow now joining in) are also participating in a trial of online training with the hopes that this technology will be rolled out regionally late 2013 as part of the ongoing cost savings of the Centroc Training service. The regional contract for Internal Audit which some members are involved in is due to expire in June 2013 and Centroc will go to tender for a new contract early in the new year in preparation. A new meeting of all Directors of Corporate Services will occur early in the new year to continue to explore cost savings opportunities for all members. Members have collectively saved a net total of \$1,266,425 in the last three years with all of the aforementioned projects.

MAYORAL MINUTE

- **Planning** – where the Board resolved to continue its advocacy around local government reform where special mention was made of issues members have been experiencing regarding procurement.
- **A Federal Tourism Industry Region Funding** grant opportunity building on the work outlined at the Centroc Summit was resolved to be progressed.
- **Late reports** were tabled. Firstly on support for apprentices, particularly through the SkillSet model where further advice will be provided to Council from Centroc. Secondly a request for cross ROC support for the engineering school proposal being mooted by CSU. There are meetings being held across regional NSW to progress this proposal.

Centroc business papers are available on the Centroc website at 2entric.com.au or via Centroc staff through the General Manager.

There are a number of significant events coming up on the Centroc calendar and Councillors are encouraged to keep an eye out for them, firm dates will be provided in due course:

- An event showcasing the innovation and value for money of the Centroc Water Utilities' Alliance.
- A workshop that determines the region's response to be facilitated by Mr Alan McCormack, recently retired General Manager of Parkes Shire Council who has a lot of experience in Local Government in this region.
- A Board meeting at Parliament House being co-ordinated by Mr Andrew Gee, Member for Orange.

I have asked Ms Bennett, Executive Officer of Centroc to attend a meeting of Council to provide a more comprehensive update on the activities of Centroc in the near future.

At the Centroc AGM the new Executive was welcomed:

- Cr Ken Keith (Mayor Parkes) as Chair
- Cr B West (Mayor Cowra) as Deputy Chair
- Cr P Miller (Councillor Forbes) as immediate past chair
- Cr J Davies (Mayor Orange) Centroc Executive Member
- Cr M Statham (Mayor Lithgow) Centroc Executive Member
- Cr Morse (Mayor Bathurst) Centroc Executive Member
- Mr K Boyd Secretary/Treasurer and Chair of GMAC
- Messrs Sherley, Bailey, Styles, Devery and Steffen forming the balance of the Executive.

Cr Miller, outgoing Chair was thanked for her vigorous advocacy on behalf of the region. The Annual Report and Statements were provided and will be sent to all Councillors in due course. I commend these to you as they provide a good overview of what is happening in the region.

I think you can see from the above that there is a lot of valuable collaborative activity going on in this region, and I commend this report to you for noting.

243 **RESOLVED:** Cr Liebich that the Mayoral Minute be noted.

2. Caravan Parking and the Position of the Henry Lawson Statue

The proposed RV and caravan parking will allow easy access for RV and caravans in close proximity to the main street. The tourism and retail value for the main street business would be greatly enhanced.

The position of the Henry Lawson Statue on the proposed “New Island” area State Bank corner. This position would offer a central position to the main street. Would be placed on a purpose built area.

RECOMMENDATION: That:-

- a) The RV and caravan parking together with the positioning of the Henry Lawson Statue plan be accepted in draft form.
- b) That council recommend to Roads and Maritime Service that Gooloogong Road route via Forbes Street be moved to Brundah/Melyra Street to align with existing alternative routes for heavy vehicles and the short section of Forbes Street be reduced to a town street rather than an RTA road.
- c) The Henry Lawson Statue to be placed on the State Bank corner if completed before the proposed “New Island” area. The statue would then be moved once the island is complete.
- d) The Heritage Advisor to be involved in regard to proposed complete development of the area.

244 RESOLVED: Cr Liebich that:-

- a) The RV and caravan parking together with the positioning of the Henry Lawson Statue plan be accepted in draft form.
- b) That council recommend to Roads and Maritime Service that Gooloogong Road route via Forbes Street be moved to Brundah/Melyra Street to align with existing alternative routes for heavy vehicles and the short section of Forbes Street be reduced to a town street rather than an RTA road.
- c) The Henry Lawson Statue to be placed on the State Bank corner if completed before the proposed “New Island” area. The statue would then be moved once the island is complete.
- d) The Heritage Advisor to be involved in regard to proposed complete development of the area.

CR M J LIEBICH
MAYOR

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. Local Government Act Taskforce, A2.2

On 27 November 2012 the Mayor and Deputy Mayor attended a morning meeting with the Taskforce members at Dubbo, and that afternoon the General Manager attended a similar meeting for staff members.

Matters discussed included:

- difficulties in reclassifying land from community to operational,
- the value of IPR,
- the ongoing amendments to the Act, usually in response to a council doing the wrong thing,
- over-reliance on community consultation to determine strategy, particularly for smaller centres of population,
- the overly bureaucratic approach of the Electoral Funding Authority,
- constant requests by Division of Local Government for surveys, data and returns,
- the disjointed nature of the Local Government Act.

It is doubtful that the Taskforce received any new information over and above what they came with.

For Information

Noted

2. Local Land Services – Boundaries, A3.6.65

Weekly Correspondence Item B1 (29 November 2012) refers.

Following circulation four councillors expressed an objection to Weddin Shire being included in the South West Riverina Local Land Service rather than the Central West Local Land Service. Accordingly formal objection to the proposed boundaries was lodged on the due date of 7 December, with the request that Weddin Shire be transferred to the Central West Local Land Service.

A request for support has also been forwarded to the Member for Burrinjuck.

RECOMMENDATION:

Confirm Action

245 RESOLVED: Cr Niven and Cr Best that the action be confirmed.

THE GENERAL MANAGER'S REPORT

3. Comparative Information on Councils 2010/2011, C2.10.1

The Department of Local Government has released its annual report giving comparative information on a number of key performance indicators for all councils in NSW. The councils are separated into like groups according to the Australian Local Government Classification System, with Weddin falling into Group 9 with another 20 councils.

Other councils in this group are:

Balranald	Gundagai
Bogan	Guyra
Bombala	Harden
Boorowa	Hay
Bourke	Lockhart
Carrathool	Murrumbidgee
Central Darling	Tumbarumba
Coolamon	Wakool
Coonamble	Walcha
Gilgandra	Warren

A summary of this council's performance compared with the group average and the NSW average follows. As a general comment, Weddin performs well in most measures, by comparison with the group, but the NSW figures include the large metropolitan councils and can be irrelevant as a result.

The full report is available on the Department's website at www.dlg.nsw.gov.au.

Comparative Information 2010/2011

Key Performance Indicator	Unit	Weddin	Group Average	NSW Average
Average rate per residential assessment	\$	362	342	812
Average rate per farmland assessment	\$	1,106	2,193	1,969
Average rate per business assessment	\$	918	666	4,305
Outstanding rates, charges and fees	%	9.39	9.47	5.3
Summary of total revenue	\$'000	10,189	14,482	64,100
Total operating income per capita	\$	2,540	3,226	1,095
Total operating expense per capita	\$	2,650	3,788	1,170
Current Ratio	no	4.69	3.98	2.9
Debt Service Ratio	%	0	3.23	5.4
Building and Infrastructure Renewal Ratio	%	60	47	57
Equivalent full time staff	no	54	69	291
Environmental Management Expenses per capita	\$	230	194	190
Recreation expenses per capita	\$	177	224	166
Community Services Expenses per capita	\$	7	217	66
Public Order and Safety Expenses per capita	\$	174	123	47
Health Expenses per capita	\$	35	50	11
Housing and Community Amenities per capita	\$	78	159	67

For Information

Noted

4. Procedure for review of Council's Policies, C2.4.15

Under Part 3 of the Local Government Act, Council may prepare draft local policies for **approvals** and draft local policies for **orders**.

These draft local policies can be adopted by council by following the prescribed procedure. Under section 165(4), local policies are automatically revoked 12 months after an election: this means that all such policies require to be reviewed and re-adopted by September 2013.

In addition to local policies for approvals and orders, Council has many other internal policies for the direction and assistance of staff: it is considered good practice that these policies also be reviewed by the new council, but do not require public exhibition.

To achieve a review of all policies by the due date, it is proposed to nominate a bracket of policies each month for comment by councillors. The policies will then be reviewed in the light of any comments received, then submitted to Council for exhibition (if required) and adoption.

RECOMMENDATION: It is recommended that the proposed procedure for review of Council's policies be adopted in principle.

246 **RESOLVED:** Cr McClelland and Cr Parlett that the proposed procedure for review of Council's policies be adopted in principle.

5. Review of Council's Policies – Governance, C2.4.15

It is proposed to review the following policies which are included in the "Governance" section of the policy index:

- 15.3.2 – Statement of Values
- 15.4.2 – Statement of Business Ethics
- 15.5.1 – Equal Employment Opportunity Plan
- 15.6.1 – Customer Service Charter
- 15.7.1 – Internal Audit

Copies of these policies are available on Councillors' iPads and also their policy registers.

Councillors are invited to submit comments on any or all of these policies, to assist with the review process.

RECOMMENDATION:

It is recommended that Councillors submit written comments on the listed policies by 18 January 2013.

247 **RESOLVED:** Cr Brown and Cr Parlett that Councillors submit written comments on the listed policies by 18 January 2013.

6. New Policies, C2.4.15

At the recommendation of Statewide Mutual, Council's public liability insurer, the following policies have been developed utilising the insurer's Best Practice Manual and Guidelines:

Policy No.1.19.1 – Policy for Gathering Information

THE GENERAL MANAGER'S REPORT

Policy No. 8.4.1 – Policy for Signage as Remote Supervision

Draft policies with removable cover sheets have been forwarded to all councillors. It is suggested that any queries be directed to me before the meeting if possible.

RECOMMENDATION

It is recommended that:

draft Policy No1.19.1 – Policy for Gathering Information, and
draft Policy No 8.4.1 – Policy for Signage as Remote Supervision
be adopted.

248 **RESOLVED:** Cr Best and Cr McClelland that:
draft Policy No1.19.1 – Policy for Gathering Information, and
draft Policy No 8.4.1 – Policy for Signage as Remote Supervision
be adopted.

7. Policy No 5.1.3 – Tree Preservation and Removal, C2.4.15

Council's current policy number 5.1.2 "Policy for Tree Preservation", was adopted on 17 September 2009. This policy is due for review, which was noted during a recent visit by Statewide Mutual.

A revised draft policy (No 5.1.3) has been prepared and has been forwarded to all councillors. The new draft has no major changes and has basically been updated where appropriate. If accepted, the draft policy will then need to be placed on public exhibition before final consideration by Council.

RECOMMENDATION:

It is recommended that draft Policy No 5.1.3 – Policy for Tree Preservation and Removal, be approved for public exhibition.

249 **RESOLVED:** Cr McClelland and Cr Best that draft Policy No 5.1.3 – Policy for Tree Preservation and Removal, be approved for public exhibition.

8. Grenfell PAH&I Association – donation, C1.1.3

A request to waive the Association's sewerage charges was considered at Council's November Meeting (correspondence item 7).

Council resolved:

"that the sewerage charges be ascertained and reported back to the December Meeting whereby the request can be considered".

The sewer charges total \$1,657 for 2012/13. Council previously resolved in October 2002:

"that council adopt a standard 25% rate rebate on the total amount of rates levied for the year for approved organisations".

Comments:

- (i) The application of this policy would result in a donation of \$414.25 to the Association.
- (ii) Whilst the showground facilities are only used occasionally, the usage is quite heavy at those times.
- (iii) The Association does not pay a general rate for the Showground (crown land), only a sewer rate.
- (iv) Council's current policy is considered to be a reasonable contribution.

THE GENERAL MANAGER'S REPORT

RECOMMENDATION:

For Council's consideration

Cr Liebich previously submitted a written declaration of interest and left the room, with Deputy Mayor Cr Niven taking the chair.

250 RESOLVED: Cr McClelland and Cr Griffiths that Council donate 50% of the rates for the Grenfell PAH&I Association.

Cr Liebich returned to the room and resumed the chair.

9. Grenfell Doctor Situation, H1.1.12

Previous reports refer.

Dr Akhiwu advises he has been requested to forward documentation for his visa to the Area Health Service. However at this stage the progress of his application for registration and the visa are not known.

The new house is now essentially ready for occupation, with some minor matters to attend to. Development of the grounds is well in progress.

For Information

Noted

10. January Council Meeting, C2.8.1

For various reasons a January Council Meeting was not held in 2011 & 2012. Whilst this places a small amount of additional work on the February meeting, it has not been a major problem.

Under the Local Government Act, Council is required to meet at least ten times a year. Cancelling the January Meeting will not conflict with the Act.

RECOMMENDATION:

It is recommended that Council cancel the ordinary monthly meeting for January 2013.

251 RESOLVED: Cr Best and Cr Halls that Council cancel the ordinary monthly meeting for January 2013.

11. Australia Day Awards, C1.5.2

My report to Council's October meeting refers.

The following nominations have been received:-

Nomination for Awards:

Category	Nominee	By
Citizen of the Year	Volunteer Drivers	Weddin Community Transport
	Mikla Lewis	Blue Mountains Wild Plant Rescue service
	Peter Mitton	Australia Day Committee
	Nancy McClelland	Nevin Hughes

THE GENERAL MANAGER'S REPORT

	John Gorman	Grenfell Public School
	Dr Al Badran	Weddin Health Support Association
	Bill Rudd	Grenfell Lions Club
Senior Citizen of the Year	Bill Rudd	Grenfell Lions Club
Community Achievement	Peter Mitton	Australia Day Committee
	Nancy McClelland	Nevin Hughes
	Jarrold Amery	David Taylor
Community Event of the Year	Nil	
Community Organisation of the Year	Nil	
Youth Awards	Henry Hunt	The Henry Lawson High School
	Jessica Pereira	Grenfell Public School
	Tiffany Penfold	Quandialla Central School
	Nil	Caragabal Public School
	TBA	Greenethorpe Public School
	Isabelle Hunter	St Joseph's Catholic School

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

For Information

Noted

12. Council Christmas Party, P1.5.1

The Council Christmas Party was held on 30 November and was well attended by:

- 4 councillors
- 10 indoor staff
- 10 outdoor staff
- 3 contractors
- 4 community committee members
- 7 retirees
- plus spouses and partners.

For Information

Noted

13. Councillor Appreciation Dinner, C2.2.1

Previous reports refer.

The dinner, scheduled for 13 November 2012, was postponed following the illness of former mayor Maurice Simpson.

A new date towards late January/early February will be determined by the Executive and notified as before.

For Information

Noted

14. Rail Branch Lines, T3.8.5

Previous reports refer.

Council resolved at the November 2012 Meeting to approve funding for a consultant to prepare an application under the Regional Development Australia Fund.

Initial advice from the consultant was that projects needed to be shovel-ready to receive funding, and it was unlikely that this would be achieved by Transport for NSW. Accordingly the five councils have agreed to continue to work with Transport for NSW to advance the project, and to defer the application until Round 4.

Discussions have also been held with a potential operator who continues to express strong interest in the project.

For Information

Noted

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

Application is made for annual leave from 2 to 4 January 2013.

RECOMMENDATION:

It is recommended that the application for leave be approved.

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

252 RESOLVED: Cr Brown and Cr Halls that:-

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

16. Season's Greetings

On behalf of the Directors and staff I wish all councillors and their families a Merry Christmas and a happy New Year.

For Information

Noted

THE GENERAL MANAGER'S LATE REPORT

RECOMMENDATION:

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

- 253** **RESOLVED:** Cr Niven and Cr McClelland that the following reports be received and dealt with because of the urgency of the matters therein.

17. Henry Lawson Festival, C1.4.1

On 17 December the General Manager met with Mr John Hunter and Mrs Dani Millyn, respectively the President and Treasurer of the Lawson Festival Committee (the Executive).

The Executive was concerned at the lack of community response which has resulted in vacancies in key positions, and in particular the secretary and minute secretary. In the absence of these key people, they did not believe a successful festival was likely.

The Executive has since written requesting assistance from Council (correspondence item C.8 refers).

This assistance could be provided by Council staff, possibly with some casual assistance, but the cost will exceed the current budget.

RECOMMENDATION:

It is recommended that secretarial assistance be provided to the Lawson Festival Committee for the 2013 Festival, with financial provision to be made at the next budget review.

- 254** **RESOLVED:** Cr Parlett and Cr McClelland that secretarial assistance be provided to the Lawson Festival Committee for the 2013 Festival, with financial provision to be made at the next budget review.

T V LOBB

GENERAL MANAGER

- 255** **RESOLVED:** Cr Halls and Cr Best that except where otherwise dealt with the General Manager's report be adopted.

THE DIRECTOR CORPORATE SERVICES' REPORT

13 December 2012

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Statement of Bank Balances as at 30 November 2012:

Bank Account	
Westpac	<u>\$468,729.75</u>
Investments	
Westpac	<u>7,000,000.00</u>
Total Investments	<u>\$7,000,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 November 2012.

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

For Information

Noted

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

Rates Receipts	300,880.78
Accounts Receivable	64,751.69
Government Grants	1,248,458.00
Agency Collections	39,043.30
Caravan Park Fees	8,499.00
Interest on Investments	35,539.73
Grenfell Baths Entry Fees	11,682.40
Other Income	28,062.53
Total	<u>\$1,736,917.43</u>

For Information

Noted

THE DIRECTOR CORPORATE SERVICES' REPORT

3. Roads and Other Expenditure 2012/2013:

Following are the up to date maintenance figures as at 30 November 2012.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	736,683	176,753
Grenfell Town Streets Maintenance	232,286	55,232
Village Maintenance - Caragabal	6,000	3,292
Village Maintenance - Greenethorpe	7,272	2,725
Village Maintenance - Quandialla	6,000	5,687
Garbage/Recycling Collection	105,399	54,493
Greenethorpe Collections	8,500	2,463
Commercial Waste Collection	30,000	5,337
Grenfell Waste Depot Manning/Plant Hire	115,000	50,929
Tips Working Expenses	32,000	19,115
Grenfell Cemetery Maintenance	28,000	10,301
Grenfell Lawn Cemetery Maintenance	14,000	9,081
Noxious Plants	79,000	31,494
Parks & Gardens	185,366	84,888
Library Expenditure	102,341	44,744
Baths Income	25,000	10,620
Baths Expenditure	129,949	47,025
Caravan Park Income	47,000	34,197
Caravan Park Expenditure	70,570	35,170

THE DIRECTOR CORPORATE SERVICES' REPORT

RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2012/13 State Roads (SH 6)	606,000	377,841
2012/13 National Roads (SH 17)	606,000	451,495
2012/13 Regional Roads Block Grant	400,000	200,792
2012/2013 REPAIR Program MR237	300,000	153,905
2012/2013 REPAIR Program MR398	300,000	300,000
3 x 3 Program - MR 398	68,000	0

2012/2013 Rural Local Roads	VOTE	EXPENDITURE
Reseals	308,866	6,319
Martins Lane	281,137	0
Pinnacle Road	175,298	28,951
Driftway Road	484,153	123,864
Grenfell Streets Construction	156,272	12,645
Grenfell Kerb and Gutter	54,284	22,156
Grenfell Streets - Footpaving	20,409	0
Nowlans Road	169,633	0
Reconstruct Village Streets	22,559	0
Gravel Resheeting	200,715	800
Total	1,873,326	194,735

2012/2013 Roads to Recovery	VOTE	EXPENDITURE
Martins Lane	350,896	0
Rural Roads Reseals	100,000	0
Total	450,896	0

For Information

Noted

THE DIRECTOR CORPORATE SERVICES' REPORT

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

Reference is made to the report to the November 2012 Council meeting advising of the status of debt recovery in regard to rates and debtors.

A new round of debt recovery is continuing with twelve (12) statements of claims or summons being issued with judgement date 28 days later. Once judgement is obtained further legal action in the form of a writ of execution or garnishee will be undertaken for ratepayers who have not responded.

The outstanding rates percentage as at 30 June 2012 was 9.10% (2011: 9.39%)

For Information

Noted

5. Council's Internal Reserves Review, A1.6

With the 2011/2012 Financial Statements completed a review of the level of Council's reserves as at 30th June 2012 has been carried out and is listed below:

Year	Total Cash Balance \$'000	Internal Restrictions \$'000	External Restrictions \$'000	Balance Unrestricted Cash \$'000
2012	7,379	6,375	771	233
2011	5,763	4,042	816	905
2010	4,051	3,383	567	101
2009	4,205	3,335	539	331
2008	4,356	3,121	890	345

Council's overall cash position and level of reserves increased significantly in 2012. Council is in a very healthy financial position with our reserves 100% fully cash backed.

Our current financial situation is particularly pleasing as we have funded in cash the New Depot, Library, Tip Upgrade, the purchase of a new dwelling, the Railway Station upgrade works, construction of the New Doctors residence, Burrangong Street surgery upgrade and the O'Briens Hill upgrade from the Future Capital Projects account in our internal reserves. An amount of \$626,081 was transferred to this reserve to fund future capital projects with the amount in this account as at 30 June 2012 being \$800,000 which will certainly assist Council in funding future capital projects.

It is critical that we continue with our strategic approach to funding future capital projects and it is also critical that we maintain a strict financial control over our expenditure to ensure we obtain an internal surplus at the end of the financial year to enable us to transfer monies to the Future Capital Projects reserve.

Council's auditor will be in attendance at the December Meeting to comment on Council's strategic direction in regard to its financial resources and answer any queries Councillors may have.

THE DIRECTOR CORPORATE SERVICES' REPORT

During the review the opportunity was also taken to revise our internal reserves and list of uncompleted works with the proposed transfers to/from reserves detailed below:

	Transferred to Reserves	Transferred from Reserves	Comments
New Depot		\$6,683	Project completed
Grenfell Tip Improvements		\$5,836	Project completed
RLR Program 2009/2010		\$92,130	Transferred to 2012/2013 Programme
RLR Program 2010/2011		\$463,759	Transferred to 2012/2013 Programme
RLR Program 2011/2012		\$387,471	Transferred to 2012/2013 Programme
Miscellaneous Works		\$137,308	Works deleted as detailed below
Warraderry Street Drainage	\$142,130		Transferred from RLR Programme/uncompleted works
Total	\$142,130	\$1,093,187	

Uncompleted Works Transferred

	\$
• Environmental Assistance (Septic Tanks)	6,544
• Administration Building – Repair and Repaint	8,939
• Taylor Park Upgrade	321
• Housing M & R	6,647
• Town Planning – Prepare LEP	9,522
• Stormwater Drainage – Warraderry Street	30,000
• Company Dam Upgrade – Surveillance Report	2000
• Grenfell Pool Upgrade – Plans and Specifications	20,000
• Greenethorpe recycling station	8,000
• IWCM Study – Stage 2	12,232
• Tourism Signs upgrade	7,063
• Floodplain Policy	20,000
• Quandialla Drainage feasibility Study	5,000
• Information bay signage upgrade	1,040
Total	<u>137,308</u>

An amended Statement of Internal restrictions and the list of uncompleted works as at 30 November 2012 have been separately forwarded for councillors information.

RECOMMENDATION: that council approve the transfers to and from Reserves as presented.

256 RESOLVED: Cr McClelland and Cr Halls that council approve the transfers to and from Reserves as presented.

6. Grenfell Library, C2.8.15

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

- Regular National Year of Reading events - the weekly NYR News column in the Grenfell Record, a monthly NYR article by a local “reading ambassador”, and the unfurling of the NYR logo one “petal” per month in the Community Information window continued.
- The Biblio Turismo group of librarians and associates on motorcycles visited the library on Thursday, 8th November. A small group of locals welcomed them and all enjoyed afternoon tea. The visit created many photo opportunities and was well covered in the local press. The group also visited the PreSchool where they were very popular and did a StoryTime for the children.
- The Summer Reading Club in 2012/13 is being organized on an all – age basis. Kits are being prepared for distribution from 15th December. Promotion has begun at the front desk and letters have been sent to the three Grenfell schools advising them of the Club and requesting promotion in their school newsletter.
- The ordered shelf ends for the public library space have arrived and they are to be erected. They are being funded from the 2012 Local Priority Projects grant.

For Information

Noted

7. Economic Development, C2.8.13

Council’s Economic Development Officer has been involved in the following activities:

- Strategies from the Economic Development Strategic Plan such as conducting business workshops being implemented. A business training breakfast titled “Setting Business Strategies for 2013” was held on 6 December with twelve (12) people attending.
- Mr Bruce Buchanan from the BEC in Orange is conducting a training course with nine (9) sessions titled “Certificate 4 in OHS” at the Grenfell Bowling Club. Last session held on 14 November.
- Pursuing attendees of the Open Day held on Saturday 27 October 2012. One house has been sold with the person relocating in the New Year.
- ANZ seeds of renewal funding was unsuccessful.
- Attended the Economic Development Officer Forum held in Canowindra on 14 November, 2012.

For Information

Noted

8. Tourism/Promotions, C2.8.11

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

- A Gold Trail meeting was held in Grenfell on December 6 with an inspection of the O'Briens Hill signage conducted. Attendees were very impressed.
- The Henry Lawson Festival Committee has advised they are pursuing an offer to design and construct a life sized statue of Henry Lawson. The Festival Committee is requesting assistance from Council in regards to the identification of a suitable location and installation. The cost will be \$18,000 for the Statue.
- The Weddin Shire Tourism brochure is currently being reviewed and updated incorporating the Weddin Shire branding. Advertising being sold to cover costs with approximately \$10,000 sold to date. Aiming to make brochures available prior to Christmas.
- Pursuing alternative Grenfell bumper sticker designs. Currently being developed incorporating Weddin Shire Branding.
- Currently part of a working group which is documenting and categorising by market segments the existing and potential tourism attractions, events and facilities in the Shire. This will provide invaluable information and allow more focussed strategic marketing.
- Submitted Regional Flagship Funding Application. Festival Business Plan is being reviewed in conjunction with John Allen.
- Assisting the Probus club with promotion of their Regional Friendship day to be held on 20 May, 2013.
- Australia Day arrangements underway with Matthew Donovan confirmed as the Ambassador.
- Arranging Christmas competitions in Grenfell and the villages.
- Attended an informal meeting of the B&B networking group with Mr Bruce Buchanan from the Orange BEC guestspeaker.

For Information

Noted

9. Grenfell Internet Centre, C2.8.14

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

- Strong sales during November as well as computer repairs being undertaken. A good customer base being developed which includes businesses, farmers and local residents.
- Tech Talk articles submitted in the Grenfell Record on a regular basis with an article on back up and recovery of data recently submitted. They are being well received by the public.
- Window displays addressed and constantly changing with Christmas themed displays currently in place. Two flat screen TV's purchased with funding from the EDU one programme to upgrade window displays and promote the NBN rollout have certainly been of assistance.
- Christmas cards featuring local points of interest developed and are currently on sale.
- A flyer mail out to households promoting the services available recently conducted. Resulting in improved daily custom and sales.
- Several commercial printing jobs being undertaken including invitations, business cards and funeral booklets.

THE DIRECTOR CORPORATE SERVICES' REPORT

- Developing websites for various customers.
- Visiting local businesses to discuss services available at the Internet Centre.
- The Internet Centre will be an advocate for the NBN roll out. Options are wireless or satellite.
- Investigating strategies to entice younger customers back to the centre ie computer games.
- Hosted a work experience student from November 27 – 30th.

For Information

Noted

10. 2011/2012 Financial Statements, A1.6

The 2011/2012 Financial Statements have been completed and audited with the reports sent to the Division of Local Government. A copy of the audit report is being forwarded separately for Councillors information with a copy of the Annual Statements being tabled at the meeting.

Section 418 of the Local Government Act (1993) requires that as soon as practical after Council receives a copy of the audit report it must fix a date for the meeting at which it proposes to present its audited financial reports together with the audit report to the public. Furthermore, Council must give notice of the date fixed. The Financial Statements have been advertised in the Grenfell Record with the date of the presentation to the public being 20 December 2012.

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

RECOMMENDATION: that Council formally adopt the Auditors Report and present the 2011/2012 Financial Statements to the public.

257 **RESOLVED:** Cr Best and Cr Brown that item 10 of the Director Corporate Services report be deferred until after the Auditors presentation.

GLENN CARROLL
DIRECTOR
CORPORATE SERVICES

258 **RESOLVED:** Cr McClelland and Cr Niven that except where otherwise dealt with the Director Corporate Services report be adopted.

13 December 2012

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

1. Works Report (9 December 2012)

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
- tree trimming of overhanging branches has been carried out along the road Corridor towards Cowra
- edge repair has been carried out ahead of resealing programme

SH17 - general maintenance
- new 4 cell x 450mm diameter pipe culvert has been installed in preparation for the Kiobah rehabilitation project.

MR398 - general maintenance
- completed and sealed 2.5kms widening

MR236 - general maintenance

MR237 - general maintenance

MR239 - general maintenance
- remove a fallen tree

1.2 Rural Local Roads Programme

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

- Old Young Road preparing 1 km of widening for sealing
- Driftway Road preparing 3.1kms of widening for sealing

1.3 Rural Maintenance

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

- General Maintenance
- Repaired pipe culvert on Driftway Raod

THE DIRECTOR ENGINEERING'S REPORT

1.4 Urban Maintenance/Construction

- general maintenance has been carried out
- painted holding lines on Brickfield Road
- raise sewer manhole in Melyra Street
- tree lifting was carried out on South Street

1.5 Flood Damage March 2012

- flood damage repairs have been carried out on Nowlans Road, Kangaroooby Road, Stewarts Lane, Hunters Lane, Muncks Lane, Swinbournes Lane, Trigalona Lane, Grimms Lane, Bimbi-Thuddungra Road, Forrest Road and Major West Road.
- flood damage repairs were carried out on Melyra Street and Company Dam

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
- stockpile topsoil for general usage
- repaired sprinkler system at Rygate Square
- replaced three trees at the Railway Station

2.2 Cemeteries

The following graves have been prepared from 11 November 2012 to 9 December 2012:-

Grenfell Lawn	– 2
Grenfell	– nil
Bimbi	– nil
Caragabal	– nil

The following maintenance has been carried out during the last month:-

- slashed cemetery
- headstones on new beam in the lawn cemetery supplied and placed by contractor
- set out new lawn cemetery and planted trees around the edges
- set out the new watering system

2.3 Sewer Mains

Four (4) sewer chokes have been attended to during the last month.

THE DIRECTOR ENGINEERING'S REPORT

2.4 Private Works

- slashed overgrown blocks for ratepayers
- removed green waste for 2 ratepayers
- located sewer main for Graincorp
- sealed a carport for a ratepayer
- cleared a sewer choke for a ratepayer
- slashed town blocks
-

2.6 Other

- Lift the walls on the tip cells to accommodate household rubbish
- completed turf laying and tree planting at the new Doctors residence

2.7 Vandalism

Urban – lock broken in ladies toilet at Taylor Park \$80.00

Rural – Nil

Total Cost: \$80.00
Progressive Cost Urban: \$1555.00
Progressive Cost Rural: \$2,210.00
(from 1/7/2012 to date)

For Information

Noted

3. Future Works

3.1 Rural

- general maintenance
- continue widening on MR398
- continue flood damage works
- continue widening Driftway Road
- widen Old Young Road

3.2 Urban

- general maintenance
- provide irrigation for new Lawn Cemetery
- repair Brundah Street and Alexandra Street wing walls at Emu Creek
- gravel and seal Melyra Street shoulders adjacent to new kerb and gutter

For Information

Noted

THE DIRECTOR ENGINEERING'S REPORT

4. Plant Report

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

Plant No	Plant Item	Maintenance
	General plant	General maintenance
PI 4098	Isuzu Jetpatcher Rear Motor	Replaced cylinder head
PI 4104	Bad Boy mower	1000hr service
PI 3951	Iveco Truck	Air leak and wiring repairs, brake repairs
PI 4100	Bomag BW20 Roller	Repair brakes exhaust, fit new door stays
PI 3953	Garbage Truck	Plate rust holes, bin body repairs, hydraulic repairs

For Information

Noted

5. RMS RMCC Contract, R2.54.4

Routine Maintenance. Reseal works on SH6 and SH17 is continuing.

A contractor has trimmed some low lying overhanging tree limbs on SH6(E).

Planning is proceeding with the 2.3km rehabilitation works on SH17 near "Kiobah". It is planned to commence this work early in the new year subject to a work order being issued.

Tenders for the DGB and AC are separately reported.

For Information

Noted

6. Noxious Weed Report – November C2.8.12

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

- Weeds sprayed – African Boxthorn, Scotch Thistle, Bathurst Burr, St Johns Wort, Sweet Briar, Silverleaf Nightshade
- Areas sprayed – Warraderry, Wallah Wallah, Melyra, Brundah, Yambira, Bumbaldry, Bungalong, Cudgymaguntry, Iandra, Tyagong, Coba, Weddin, Bimbi, Bribbaree
- 18 property inspections carried out
- Contacted Koorawatha – Grenfell railway Vegetation Manager (John Holland) on several occasions- they assured us they are heading our way
- Biological control -Collected St Johns Wort mites & released in 2 areas. Accompanied DPI's Paul Sullivan and gathered Scotch thistle beetles and checked on other Biological control agents in the area.
- Inspected high risk roadsides, TSRs, Council owned land & other high risk sites
- Second person assisting the Noxious Weeds Officer when spraying St Johns Wort

For Information

Noted

THE DIRECTOR ENGINEERING'S REPORT

7. Flood damage March 2012, E1.9.4

Council continues to carry out flood damage repairs on road as follows:

- State Roads – completed
- Regional Roads – 47% completed
- Local Roads – 55% completed

For Information

Noted

8. Bogolong Dam, E3.6.4

Council is still waiting on the external report.

For Information

Noted

9. Caravan Parking and other signs, T3.4.6

RMS has been requested through the Weddin Local Traffic Committee to provide an approved Caravan Parking sign layout for use on the Mid Western Highway. As there has been no response, it is proposed to replace the existing caravan and recreational vehicle (RV) parking signs, and incorporate other signs at the following locations;

1. SH6/Weddin Street/Burrangong Street
2. SH6/Forbes Street
3. SH6/Main Street
4. Main Street/Forbes Street
5. Forbes Street/Melyra Street
6. Melyra Street at the parking area opposite the Rural Fire Service.

It is also proposed to include in the 2012/2013 estimates the gravelling and sealing of the caravan and RV parking area.

It is intended that the signs will be more prominent and larger so as to be easily seen by visitors and passing traffic.

For Information

259 **RESOLVED** : Cr McClelland and Cr Parlett that the matter be deferred until a response is received from RMS regarding the proposal to declassify Forbes Street to a town street.

10. Henry Lawson Statue – Possible Locations, C1.4.1

The Director Engineering and Tourism Officer carried out a detailed investigation of possible locations of the Henry Lawson Statue.

Location criteria were given weightings as follows:-
Promotion – 30%

THE DIRECTOR ENGINEERING'S REPORT

Traffic Management – 15%
Ease of Parking – 10%
Visibility – 15%
Visitor Safety – 10%
Susceptibility to Vandalism – 10%
Ease of Construction – 10%

The following sites were investigated:

- a) Main Street opposite pedestrian crossing.
 - Possible sites were on the seat under the tree near the cafe and near the IGA. It was considered that if the statue was placed under the tree that it would become “lost” in the busyness of the area, and the statue could become damaged by leaves and bird droppings.
 - Tree roots would also be a problem.
 - Also there would need to be adequate signs placed to indicate to visitors and the community where the Henry Lawson Statue was.
 - The blisters outside the IGA would also not be appropriate for the statue as there are gardens, trees and a postal box situated there.
 - Assessed Score = 63.0
- b) Main Street Talking Monument
 - A statue located here would detract from the existing monument.
 - The talking monument had average scores in all criteria
 - Assessed Score = 69.0
- c) Forbes Street Roundabout
 - Not appropriate as it would be unsafe for people to walk across the road to take photos.
 - It would also not be advisable for people to walk through the established gardens to view the statue.
 - Assessed Score = 62.5
- d) Memorial Park
 - Although Memorial Park scored well, it would not be an option
 - A statue in this location would not be in keeping with this particular precinct.
 - Constrained with existing memorial and features
 - Visible location
 - Assessed Score = 71.5
- e) Opposite the Albion Hotel, Criterion Hotel or Royal Hotel
 - None of these options scored well
 - Assessed Score Albion = 65.5, Criterion = 64.0, Royal = 68.5
- f) In park in front of Railway Hotel
 - Safe position for visitors to take photos.
 - Plenty of parking in Main Street.
 - Would promote the Main Street as visitors would be committed to continue up Main Street.

THE DIRECTOR ENGINEERING'S REPORT

- Traffic management not a problem as visitors would be able to see the statue from both directions of the Mid Western Highway.
 - Would require extra signage on Mid Western Highway.
 - This site ranks number 1 in the assessment.
 - No existing constraints, therefore could have a seat and paved area.
 - Assessed Score = 79.0
- g) Railway Station
- Ranks number 2 in the assessment
 - Ample parking available
 - Area already used by Bus, caravans and visitors
 - Dump point in vicinity
 - Public toilets and bbq available
 - Could be too far from Main Street
 - Assessed Score = 73.0
- h) O'Briens Hill
- Parking, traffic management, visibility, pedestrian safety no problem.
 - Susceptible to vandalism
 - May not promote the town/businesses.
 - Assessed Score = 71.5
- i) Rest Area West Wyalong Road
- Not appropriate as too far from town
 - Assessed Score = 67.5
- j) Henry Lawson Birthplace
- Parking, traffic management, visibility, pedestrian safety no problem.
 - Susceptible to vandalism
 - Could be suitable but there is already a monument for Henry Lawson
 - May not promote the town as too far away.
 - Assessed Score = 65.0

Taking into account the above comments, location priorities based on the assessment weightings, the following rankings are proposed:

1. The park in front of the Railway Hotel – a statue looking towards the Weddin Mountains located on the raised plinth in the north east corner of the park, with possibly a chair and floodlit.
2. In the Railway Station complex
3. O'Briens Hill

The proposed location should be referred to Council's Heritage Advisor for advice on presentation of full project.

RECOMMENDATION: that:

- a) council approved the proposed location of the Henry Lawson Statue in the park in front of the Railway Hotel.

THE DIRECTOR ENGINEERING'S REPORT

- b) the selected site be referred to the Heritage Advisor for comment and advice.

Noted

11. Quandialla Drainage Feasibility Study, R2.7.11

The Quandialla drainage feasibility study has now been completed. The study proposes to drain the low points in Third Street via pits and pipes and along Margaret Street to near the dam, with a pit and a submersible pump to discharge to the dam.

RECOMMENDATION:

That the Quandialla drainage feasibility study be referred to Rural Works Committee.

- 260 **RESOLVED:** Cr McClelland and Cr Niven that the Quandialla drainage feasibility study be referred to Rural Works Committee.

12. Financial Assistance Grants 2012/2013 Amended, G2.50.1

Council resolved at the November 2012 Council meeting as follows:

- a) transfer the balance of 2009/2010, 2010/2011, and 2011/2012 Financial Assistance Grants Program into the 2012/2013 Financial Assistance Grants Program as follows,

Rural Roads Project	Local	2012/13 Total Available \$
Reseals		308,866
Martins Lane		281,137
Pinnacle Road		175,298
Driftway Road		484,153
Grenfell Streets Construction		156,272
Grenfell Kerb and Gutter		54,284
Grenfell Streets - Footpaving		20,409
Nowlans Road		169,633
Reconstruct Village Streets		22,019
Gravel Resheeting		200,715
Total		1,873,326

- b) finalise the 2009/2010, 2010/2011 and 2011/2012 Financial Assistance Programs.
c) transfer \$112,130 to a specific reserve for the Warraderry Street drainage.

The following previously approved projects in the 2012/2013 Budget were omitted from the table.

- a) Old Young Road \$200,000
b) Quandialla Drainage \$170,000
c) Weddin/Camp/Church Street Footpath Replacement \$28,000

THE DIRECTOR ENGINEERING'S REPORT

RECOMMENDATION: That Council add the following projects to the 2012/2013 FAG program:-

- a) Old Young Road \$200,000
- b) Quandialla Drainage \$170,000
- c) Weddin/Camp/Church Street Footpath Replacement \$28,000

261 **RESOLVED:** Cr Halls and Cr Niven that this item be withdrawn from the Director Engineering's report and resubmitted to the next Council meeting.

13. NSW RFS – Weddin Service Agreement and Senior Management Meeting, E1.3.8

The Mayor and the Director Engineering attended the Weddin Service Agreement and Senior Management Team Meeting at the Grenfell Country Club on Friday 7 December 2012. Group Captains and deputies attended the meeting.

The following matters were discussed;

- No funds available as yet to repair crossing on Bald Hills Road for fire fighting purposes.
- Funding for stations withdrawn in 2012/2013, and GRN costs have been reduced,
- Quarterly Performance Review considered
- Financial review considered
- Group Captains Reports given
- Volunteer issues – Work Health and Safety
- Mobile phone plan offer for brigades tabled

Rural Fire Service will supply official minutes in due course.

For Information

Noted

14. 2012 National Local Government Roads and Transport Congress

The Deputy Mayor and the Director Engineering attended the 2012 National Local Roads and Transport Congress from 14-16 November 2012 at Hobart, Tasmania.

A number of topics were discussed:

- Mayor Felicity-Ann Lewis – ALGA president spoke on constitutional reform and the validity of Roads to Recovery
- Matthew Lugg – Leicestershire County Council, UK spoke on the Midlands Highway Alliance where 18 Councils participate in highway maintenance and have achieved 28% reduction in maintenance costs.
- Hon Cathering King MP – Roads to Recovery Programme to continue from 2014 to 2019. School buses to be equipped with seatbelts.
- Warren Truss MP – need an extra \$1.2 to maintain current road condition in Australia for next 15 years. Constitutional referendum needs to be won.

THE DIRECTOR ENGINEERING'S REPORT

- Alex Foulds, Department of Infrastructure & Transport – Black Spot Programme extended to 2018/2019.
- David Adamson CEO, Southland District Council, NZ – NZ does not have a good asset management plan for roads. Some Councils have to turn bitumen roads back into gravel.
- Jeff Roorda – spoke on asset management plans for local government and made specific mention of Weddin Shire as a good example of a Council in the preparation of its Asset Management Plans (He assisted this Council prepare its Asset Management Policy and Strategy and its Asset Management Plans for all Council assets).
- Senator Lee Rhiannon – keen to move freight by rail (spoke about the Greenethorpe line and the group of 5 councils' efforts in trying to reopen the line).
- Richard Hancock – spoke about National Heavy Vehicle Regulator which will commence in January 2013 (moving away from individual permits and towards gazettal of a route for specified vehicles to use).

There was a panel session at the end of the programme.

The Congress was very educational, particularly the advice that the current Roads to Recovery Program would continue to 2018/2019.

Further details may be obtained from the Director Engineering and the Deputy Mayor.

For Information

Noted

RECOMMENDATION:

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

262 **RESOLVED:** Cr Halls and Cr McClelland that the following reports be received and dealt with because of the urgency of the matters therein.

15. Bogolong Dam, E3.6.4

As reported previously, the Director Engineering and Nirupan inspected the Central Tablelands Water Bogolong Dam file in May 2012.

The following comments were made by Central Tablelands Water:

- Bogolong Dam – Dam break study completed August 2006.
- No Operations and Maintenance manual and no Dams Safety Emergency Plan exist for Bogolong Dam. As the dam is confirmed as a low hazard then they are not required.
- No assessment of the dam's stability under earthquake loading has been made. As the dam is a low hazard this would not be required.
- The dam does not have sufficient spillway capacity to safely pass the 0.5 Probable Maximum Flood (PMF). However, it does have sufficient spillway capacity for a low hazard dam.
- The dam remains in a low sunny day and flood consequence category unless there is future development downstream of the dam or if the dam becomes an essential part of the water supply system (i.e. if it is allowed to fill to capacity.)
- The 2011 Dam Safety inspection report by Department of Primary Industries (NOW) noted that maintenance works need to be carried out regularly (grass and sapling maintenance), scour valve to be maintained, crest cracking to be monitored, inspections to be 2-3 monthly unless dam is full or during excessively heavy wet weather.

The Department of Finance and Services (Public Works) has advised that Council should consider the following:

- As a result of Central Tablelands Water deciding to leave the dam empty rather than carrying out an upgrade of the dam, the Dams Safety Committee then prescribed the dam to a low consequence dam. However, these dams have a bad tendency to fail if they are not maintained or if they do not meet certain minimal standards such as the dam having a safe spillway capacity of at least 1 in 1000 Annual Exceedance Probability (AEP), or 65m³/sec.
- Council should determine what level of risk it would be prepared to accept on spillway capacity, piping, embankment stability, geotechnical investigations, scour valve works, spillway repairs and other Work Health and Safety issues related to public use of the dam.

The Department has offered a fee proposal of \$19,967 to carry out a Bogolong Dam Desktop overview which will address the above implications for Council, particularly if the water level is to be restored. If a site inspection is required, then an extra fee of \$3,850 would be applicable.

THE DIRECTOR ENGINEERING'S LATE REPORT

RECOMMENDATION: That Council:-

- (a) accept the fee proposal from the Department for a Bogolong Desktop Overview at a max cost of \$23,817 incl. GST.
- (b) fund the work from the Rural Roads vote.

263 **RESOLVED:** Cr Parlett and Cr Brown that Council:-

- (a) accept the fee proposal from the Department for a Bogolong Desktop Overview at a max cost of \$23,817 incl. GST.
- (b) fund the work from the Rural Roads vote.

W TWOHILL

DIRECTOR ENGINEERING

Cr McClelland left the room at 9.35am

264 **RESOLVED:** Cr Best and Cr Halls that the Director Engineering's report be adopted.

13 December 2012

Councillors
Weddin Shire Council
PO Box 125
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows:-

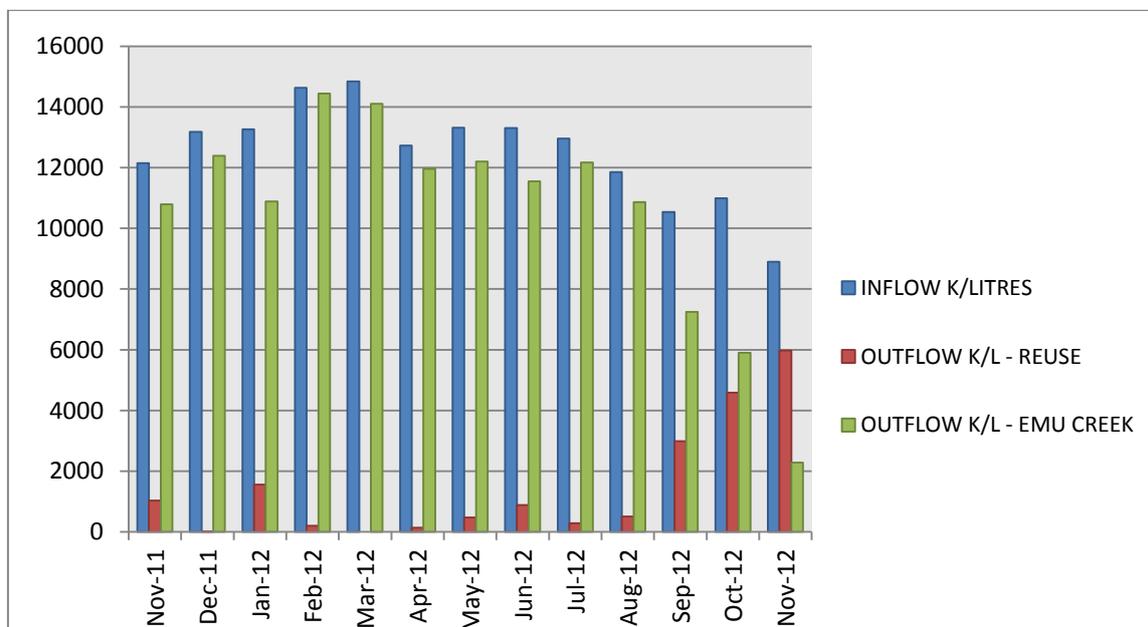
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during November 2012 was 8,902 kl with the daily average of 296.73 kl. With outflow for irrigation for reuse being 5,969 kl and discharge to Emu Creek being 2,286 kl.

The highest daily recording of 372 kl occurred for the 24 hours ending 6.30 am on 8 November 2012 and the lowest of 262 kl for the 24 hours ending 6.30 am on 23 November 2012.

A total rainfall of 26 mm was recorded for the month.



For Council's Information

Noted

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

2. Animal Control, A4.4.4

Animal control activities for November 2012 were:

a. Companion Animals

Animals Seized:	0	Animals Returned to Owners:	0
Animals Impounded:	3 (Dogs)	Animals Destroyed:	1 (Dog)
Animals Sold:	0	Animals Released:	3 (Dogs)
Animals Surrendered:	1 (Dog)		

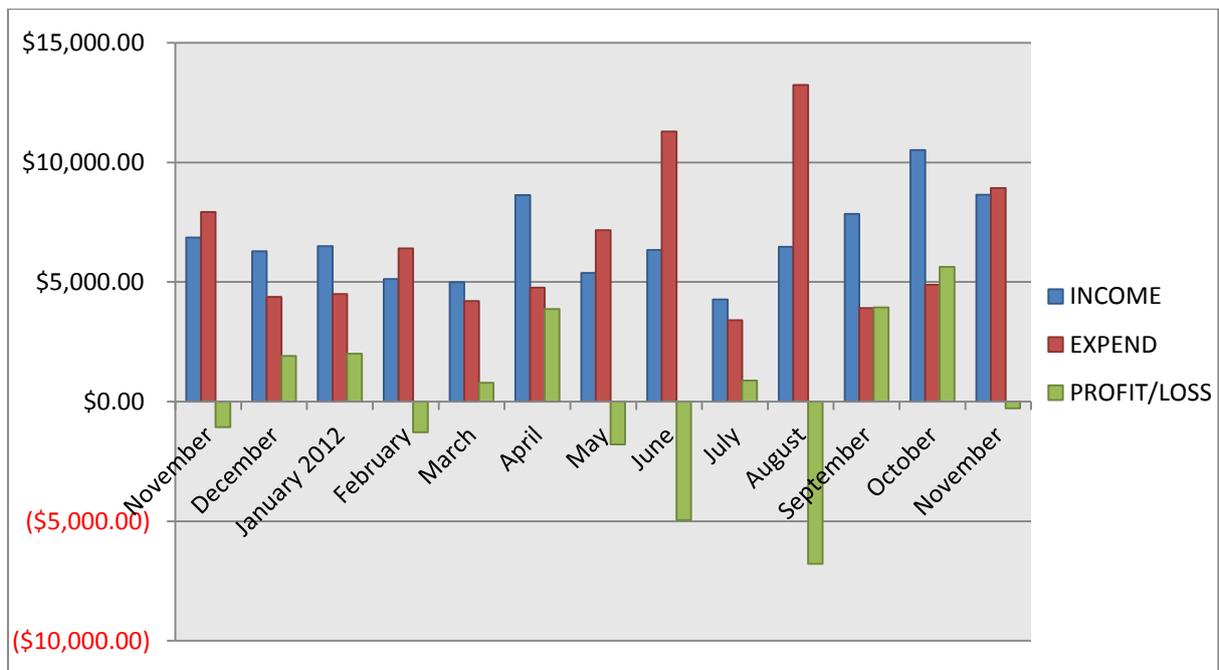
For Council's Information

Noted

3. Caravan Park Operations, P2.3.3

Income for the month of November 2012 was \$8,645.00 with expenditure of \$8,926.83 resulting in an operational loss of \$281.83 for the month.

There were 363 sites occupied for the month of November 2012.



For Council's Information

Noted

4. Quandialla Swimming Pool, P2.3.2

Total Attendance: 1566 Daily Average: 58

**Season Ticket Sales: 30 (Family)
4 (Single)**

The Quandialla Swimming Pool opened for the season on Friday 2nd November.

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

Quandialla Swimming Club started the season off with a very successful "GO SWIM" day on the Saturday with 96 people attending.

The Pool was opened Tuesdays through to Sundays and closed on Mondays.

Fundraising: \$585

Activities during the month were:

- Quandialla Swimming Club held training on Tuesdays, Wednesdays & Fridays.
- Aqua exercises were held on Friday Mornings.
- Morning lap swimming was held on Tuesdays & Thursdays.
- Quandialla Central School came for sport on Wednesday afternoons
- Quandialla Central School & Caragabal Public School combined for Intensive Swimming Lessons.

For Council's Information

Noted

5. Grenfell Swimming Pool, P2.3.1

Total Attendance:	4396	School Usage:	1299
		Other Usage Groups	727
Daily Average:	126	Season Ticket Attendance:	1252 (Child) 766 (Adult)
Cash Attendance:	237 (Child) 115 (Adult)		

Activities during the month were:

- St Joseph's Primary commenced a 10 day Swim & Survive programme on 12 November 2012 with 50 students participating
- Grenfell Public Primary commenced their programme on 26 November 2012 with 148 students participating

Cr McClelland returned to the room at 9.37am

For Council's Information

Noted

6. Dilapidated properties in Quandialla, C1.3.12

Correspondence item B2 refers (Quandialla Progress Association).

This matter was previously raised by the Quandialla Soldiers Memorial Hall Inc and Progress Association in 2010, when concern was expressed about the dilapidated state of three residences in Quandialla. Two had been damaged by fire whilst the third was poorly maintained and had incurred fire damage to an outbuilding.

A meeting was held on 20 April 2010 between Mr Deery & Ms Stanley of Quandialla and Cllr Niven, the General Manager and the Director Environmental Services. Matters discussed included the following:

- the properties were probably not insured
- the properties have fibro sheeting which may contain asbestos,
- fire damaged asbestos must be disposed of by an accredited contractor at a licensed waste depot (not Quandialla or Grenfell)
- the cost of removal and disposal could exceed \$15,000 per property, much more than the value of the land
- Council could follow a process by which it can enter the property and carry out the work, but there is little chance of recovering the costs
- the asbestos is not a health problem if undisturbed
- orders had previously been issued on the three properties but the landowners had been unco-operative and had not responded.

The outcome of the meeting was reported to Council's May 2010 Meeting as follows:

A long discussion was held in relation to the fire damaged and dilapidated buildings within Quandialla, with staff explaining the legalities of the process. The Committee took it upon themselves to liaise with owners and community to find a positive outcome for all parties.

The meeting was well received by all parties and is the initial step in what is agreed to be a very complicated and sensitive community issue.

There has been little or no change to these properties since this meeting, and it is understandable that the local community is feeling frustrated.

RECOMMENDATION:

It is recommended that the matter be referred to the Rural Works Committee.

265 **RESOLVED:** Cr McClelland and Cr Halls that the matter be referred to the Rural Works Committee.

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

B. Planning and Development Matters:

1. Development Applications

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
9/2012	Andy's Design & Drafting	Swimming Pool	\$23,000	Lot: 3 DP: 1134749 Lot 3 O'Brien Street GRENFELL NSW 2810
32/2012	DJ Chetcuti	Dwelling	\$200,000	Lot: 5 DP: 874404 Yambira Parish GRENFELL NSW 2810
34/2012	Mr KJ & Mrs VR Timbs	Subdivision	\$0	Lot: 17 DP: 113200, Lot: 70 DP: 668486 and Lots: 5, 6, 7 & 8 DP: 403061 "Thornbury" GRENFELL NSW 2810
37/2012	Ms SM Mackay	Dwelling (Rural Workers)	\$104,000	Lot: 170 DP: 754579 440 Kangaroooby Road BUMBALDRY NSW 2794
39/2012	Mrs KA Sheehan	Dwelling	\$98,000	Lot: 1243 DP: 754578 Newton Road GRENFELL NSW 2810

For Council's Information

Noted

2. Complying Development Applications

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

CDC NO.	Applicant	Construction	Value (\$)	Address
17/2012	Ms JC Phillips	Glass Enclosure	\$22,000	Lot: 1 DP: 745918 73 Greenethorpe-Koorowatha Rd GREENETHORPE NSW 2809
18/2012	Mr RC Ryder	Alteration to Dwelling	\$12,300	Lot: 353 DP: 754578 4 Eualdrie Road GRENFELL NSW 2810

For Council's Information

Noted

T V LOBB
GENERAL MANAGER

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

266 RESOLVED: Cr McClelland and Cr Best that except where otherwise resolved the Environmental Services report be adopted.

267 RESOLVED: Cr Brown and Cr Niven that the council meeting adjourn for morning tea.

Council adjourned for morning tea: 9.39 am

Council resumed at: 10.05 am

268 RESOLVED: Cr McClelland and Cr Halls that the council meeting resume.

At this point the Mayor welcomed Council's auditor Mr John O'Malley from Morse Group who delivered a presentation in regards to the 2011/2012 financial statements.

The Mayor on behalf of Council thanked Mr O'Malley for his comprehensive auditor's report.

At this point item 10 of the Director Corporate Services' report was considered and resolved as follows:

269 RESOLVED: Cr McClelland and Cr Best that Council formally adopt the Auditors Report and present the 2011/2012 Financial Statements to the public.

MINUTES OF THE WORK HEALTH AND SAFETY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON MONDAY, 5 NOVEMBER 2012 COMMENCING AT 3.56 PM (C2.6.14)

1. **PRESENT:** G Carroll, W Twohill, L Baker, D Strange and B Dewar (alternate delegate).

2. **APOLOGY:** D McCue

Resolved: W Twohill and D Strange that the apologies be accepted.

3. **MINUTES:**

Resolved: W Twohill and G Carroll that the minutes of the meeting held on 22 May 2012 be adopted.

4. **MATTERS ARISING:**

4.1 Business Continuity Plan

To be incorporated into the Internal Audit.

Noted

4.2 Volunteers – training, SWMs

After further consideration, the SWMs and policy will be developed as required.

Noted

4.3 Asbestos Policy

Asbestos Policy to be finalised. Director Engineering to pursue.

Noted

4.4 Sewerage Treatment Plant

WH & S upgrade in progress. Second person attends STP with main operator during critical times. Training in progress.

Noted

4.5 Inspections

Pool inspection carried out and works undertaken prior to the pool opening. Inspections of the following have not been completed as yet.

- Depot - to be completed
- Community Hub – to be completed.

4.6 Counter Door – Administration Office

The lift up door at the counter currently being upgraded. Director Environmental Services pursuing.

4.7 4100 roller

Maintenance being carried out.

5. **GENERAL BUSINESS:**

5.1 Incident Reports

Nirupan's Car – scratched front RHS skirt.

P1.2072 – Hit Kangaroo

Damage to the Bad Boy mower

Noted

5.2 Inspections

Pool inspection carried out and works undertaken prior to the pool opening

5.3 Future Inspections

- Depot – W Twohill/L Baker
- CTC/EDO Office – G Carroll/L Baker
- Administration Office – D Strange/D McCue

Noted

5.4 WHS Management Plan 2012

The Committee moved to adopt the WHS Management Plan 2012.

Resolved: D Strange and L Baker that the WHS Management Plan 2012 be adopted and reviewed in 2 years.

5.5 SWMS

The Committee moved to adopt the SWMS 2012.

Resolved: D Strange and G Carroll that the SWMS 2012 be adopted and reviewed in 2 years.

5.6 Gravel Pit Safety Management Plan

The Committee moved to adopt the Gravel Pit Safety Management Plan 2012.

Resolved: D Strange and W Twohill that the Gravel Pit Safety Management Plan 2012 be adopted and reviewed in 2 years.

5.7 WSC WHS Policy November 2012

The Committee moved to adopt the WSC WHS Policy November 2012.

Resolved: D Strange and W Twohill that the WSC WHS Policy November 2012 be adopted.

5.8 WHS Consult Policy November 2012

The Committee moved to adopt the WSC WHS Policy November 2012.

Resolved: D Strange and G Carroll that the WHS Consult Policy November 2012 be adopted.

6. CORRESPONDENCE:

Nil

7. NEXT MEETING: Tuesday, 5 March 2013 at 3.30 pm.

8. CLOSURE: There being no further business the meeting closed at 4.36 pm.

270 **RESOLVED:** Cr McClelland and Cr Niven that the Minutes of the Work Health and Safety Committee Meeting be noted.

MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE MEETING HELD ON MONDAY, 5 NOVEMBER 2012 IN THE COMMITTEE ROOM AT 3.00 PM (C2.6.12)

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

2. **APOLOGIES:** Nil

3. **MINUTES:**

Resolved: W Schneider and V Carter that the minutes of the meeting held on 22 May 2012 be adopted as read.

4. **MATTERS ARISING:**

4.1 Training for Code of Conduct

Remaining employees to be trained as time permits.

Noted

4.2 Alcohol and Drug Procedure

Swab test the preferred procedure. Director Engineering to pursue review and swab tests.

Noted

4.3 Training – Swab Testing

Pursue following review of Alcohol and Drug Procedure.

Noted

4.4 Training Plan

Ongoing.

Noted

4.5 Review of Consultative Committee

In Progress.

Noted

4.6 Review of Positions

- Ganger – Ben Dewar
- Roller Driver – DE to review and report.

4.7 Salary Structure

To be reviewed. DCS to pursue.

Noted

5. GENERAL BUSINESS

5.1 Induction Manual

In draft form.

Noted

5.2 Consultative Committee - Constitution Amendments

Working party to reconvene to consider comments from respective parties.

5.3 Christmas Party 2012

3.22pm, General Manager entered room and discussed the Christmas party 2012. Consideration to be given to future format of Christmas parties. There was a preference for a separate Christmas party for staff.

3.42pm, General Manager left meeting.

Late Correspondence

Resolved: W Schneider and V Carter that the late correspondence be received and dealt with because of the urgency of the matters.

5.4 Christmas Pay Advice

Noted

5.5 Annual Assessments

To be completed by end of December 2012.

Noted

6. CORRESPONDENCE

Nil

7. **NEXT MEETING:** Tuesday, 5 March 2012 at 3.00 pm.

8. **CLOSURE:** There being no further business the meeting closed at 3.52 pm.

271 **RESOLVED:** Cr McClelland and Cr Niven that the Minutes of the Award Restructuring Consultative Committee Meeting be noted.

**MINUTES OF THE AUSTRALIA DAY COMMITTEE MEETING HELD ON TUESDAY,
20 NOVEMBER 2012 IN THE COMMITTEE ROOM AT 9.00 AM (C2.6.34)**

1. **Present:** Peter Batkin, Keith Engelsman, Roma Sinclair, Esma Baker, Ian Pitt, Auburn Carr

2. **Apologies:** Oriel Draffin

Resolved: R Sinclair/ K Engelsman that the apology be accepted.

3. **Confirmation of minutes**

Resolved: K Engelsman /R Sinclair that the minutes of the 17 January 2012 meeting be adopted.

4. **Correspondence**

In: Australia Day Committee-Introduction, Marketing & Communication

Out: Nil

5. **Program for 2013**

- Set up Historical Society to provide flags, bunting, award tables.
Rotary to provide 100 chairs and 8 tables.
- Theme '*Let's say thanks for our way of life*' to be adopted as the ceremony theme.
- Ceremony
 - Master of Ceremonies- Andrew Hooper, Danny Joyce, Peter Moffitt to be approached in order.
 - Awards – Nominees- Peter Mitton to be nominated for assistance with PA.
 - National Anthem- Grenfell Music Club, Jennifer Kelly, Belinda Day to be approached in order.
 - Flag raising- Guides declined, Cadets accepted.
 - Prayer of thanks- Michael Pailthorpe, Assembly of God, Murray Walker to be approached in order.
- Entertainment
 - Music- Grenfell Town Band, Belinda Day or Jennifer Kelly to be approached in order.
 - Poetry - John Hetherington and Jen Graham
 - Children's Competition- Chris Lobb and Roma Sinclair to organise the children's completion. If an ambassador is not secured they will also judge it. Theme of the art completion will be '*Let's say thanks for our way of life*'. Roma to provide prizes
- Catering
 - BBQ- Lions have catering under control.
 - Damper/Tea & Coffee- CWA will provide damper and Cadets will provide hot and cold drinks.

6. **General Business**

- If January 26th is wet Trevor Lobb will make the decision at 7am on whether to move to the Soldiers Memorial Hall. A transportable flagpole will be required. Oriel may be able to provide?
- The Taylor Park flagpole needs to have the rope attached first thing in the morning.
- Lectern to be provided by Steven Griffen from the Anglican Church
- Peter Mitton to be approached about providing the PA

- Bill Twohill to be approached about providing extra bins, removing the chain, turning off sprinklers and double checking the power box.
- Pack up of ceremony to commence only after all official duties are completed.

7. **Next Meeting** December 18th 2012

272 **RESOLVED:** Cr Brown and Cr Halls that the minutes of the Australia Day Committee Meeting be noted.

MINUTES OF THE MONTHLY MEETING OF THE HENRY LAWSON FESTIVAL OF ARTS HELD ON TUESDAY, 20 NOVEMBER 2012 AT 7.30 PM

Welcome: President John Hunter welcomed everyone to the meeting.

Present: E Needham, C Brown, G Howell, V Hughes, P Pearce, A Carr, A Hunter, J Niven, B Johnson, A Griffiths, T Carroll, G England, D Millynn, J Hunter, O Draffin,

Apologies: N Hughes, C Lobb, J Mitton, M Moffitt, J Hetherington, D Carroll,
D Fennell

It was moved by T Carroll and seconded by E Needham that the apologies be accepted. Carried.

Minutes: The minutes from the previous meeting were confirmed.

Moved C Brown Seconded T Carroll Carried.

Business Arising

1. Statue

The follow up of the artists was very favourable with statues erected at Dubbo Zoo and Australian Zoo being some of the examples looked at. If the council agrees to help the committee with the site and installation of the statue the committee will need to give a 50% deposit and it will take 7 -8 months for completion.

As council hadn't held their meeting there was no feedback from them yet. The committee's letter asked the council to give 3 potential positions for the statue. The position will influence the stance of Henry. C Brown suggested the main street as an ideal location. If seating is also provided then tourists will be able to choose whether to stand or sit with the statue for photos. The committee will also have to be aware of the background so that photos aren't promoting a particular business.

2. Website

Co-ordinator positions need to be filled before the upgrade is started.

Correspondence:

Inwards:

An email with information re entertainment called "Rain on the Mountain."

V Hughes moved and A Hunter seconded the motion "That A Carr contact the entertainers to tentatively book them for the HLF with confirmation of the booking after the next meeting."
Carried

Motion "That the inwards correspondence be received."

Moved G England Seconded E Needham Carried

Outwards:

As D Fennell was absent a list of the outwards correspondence could not be presented.

Treasurer's Report:

The treasurer's report was presented by D Millynn

Motion "That the treasurer's report be received and that accounts listed for payment be approved."

Moved D Millynn Seconded E Needham Carried

Coordinator's Reports:

Poetry Slam

Vesna Gregory and Jenn Graham competed in the state Poetry Slam on the 16 November. The winner came from Wagga Wagga. Grenfell has been included in promotions of the Poetry Slam C Brown recommended that Vesna and Jenn be invited to talk about their experience at the February meeting. Carly will contact them.

Sponsorship

Our major sponsor is willing to sponsor us in 2013.

General Business:

1. No one has offered to fill the secretary or vacant co-ordinator positions.
2. **Official Guest**

Scott Cam has family commitments on the HLF weekend. One of the couples who were participants of the show "The Block" may be interested in being guests. This will be followed up.

3. **Business Plan**

The Draft Business Plan Review 2013 – 2015 gave A Carr a plan for the funding application. It can be rejected or implemented in part or full as voted on by the committee.

4. **Invitation to John Allen to speak on Business Plan**

T Carroll moved and A Griffiths seconded the motion 'That the committee invite John Allen and other event managers to an informal meeting at 7.30 pm on 11th December at the Hub to discuss the committee's options re the management of The Henry Lawson Festival.' Carried

5. **Banners**

The acting secretary was asked to look in previous minutes for information re purchasing banners for the main street.

Meeting closed 8.45 pm

Next meeting date: There will be an informal meeting at 7.30 pm on Tuesday 11th December at the Community Hub.

The next meeting will be held at 7.30pm on Tuesday 15th January at the Community Hub.

273 **RESOLVED:** Cr Brown and Cr McClelland that the Minutes of the Henry Lawson Festival of the Arts Committee meeting be noted.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS ON MONDAY, 26 NOVEMBER 2012
COMMENCING AT 4.30 PM (E1.1.5)**

1. PRESENT: Bill Twohill (Chair - Weddin Shire Council, LEMO), Michael Madgwick (NSW Police LEOCON), Keith White (Fire Rescue NSW), Craig Johnson (Fire and Rescue NSW), Angus Nielsen (NSW Rural Fire Service), Andrew Noble (NSW Ambulance) and David Sheehan (State Emergency Service).

2. APOLOGIES: Warren Goodall (NSW Police, DEMO), Karen Hancock (Grenfell MPS), Francine Hoy (Grenfell MPS) and Ray Cawthorne (State Emergency Service).

Resolved: A Nielsen and M Madgwick that the apologies be accepted.

3. MINUTES:

Resolved: K White and C Johnson that the minutes of meeting held on 24 September 2012 be adopted as read.

4. MATTERS ARISING

4.1 Local Displan

To be updated.

Noted

4.2 Draft Recovery Document

To be included in Local Displan.

Noted

4.3 Bimbi

Investigate a Flood study for Bimbi. Floor levels of houses to be taken as a starting point.

Noted

4.4 Broula King Mine

Inspection on Monday 8 October 2012. A letter of thanks to be sent to Broula King Mine.

Noted

4.5 Changes to SERM Act

Noted

5. MEMBERS REPORTS

5.1 Police

- Nil

5.2 Fire and Rescue NSW

- One new recruit –currently being trained.

- One person short

5.3 Ambulance

- One person short
- Rostering/on call a problem

5.4 SES

- removed tree from Emu Creek behind Memory Street

5.5 Rural Fire Service

- fire season similar to previous years

6. GENERAL BUSINESS

6.1 Council Delegate

- Director Engineering

6.2 DISPLAN update – Amendments were made to contact list. Draft recovery document to be added. Revised DISPLAN to be referred to LEOCON for checking prior to sending out to members.

7. NEXT MEETINGS: To be held Monday, 25 March 2013 commencing at 4.30 pm

Monday 24 June 2013

Monday 23 September 2013

Monday 25 November 2013

8. CLOSURE: There being no further business to discuss the meeting closed at 5.50 pm.

**W TWOHILL
(LEMO)**

274 RESOLVED: Cr McClelland and Cr Best that the minutes of the Local Emergency Management Committee be noted.

MINUTES OF THE WEDDIN SHIRE TOURISM COMMITTEE MEETING HELD ON TUESDAY 11 DECEMBER 2012 AT 3.30 PM AT THE COUNCIL CHAMBERS (C2.6.26)

1. **PRESENT:** Clr C. Brown, Clr N. Hughes, Clr J. Parlett, Clr J. Niven, Clr P. Best, Phil Diprose, Auburn Carr, Glenn Carroll

Observer: Clr Mark Liebich

2. **APOLOGY:** Lisa Eastaway

Resolved: Clr Parlett/ P Diprose that the apology be accepted.

3. **CONFIRMATION OF MINUTES:**

Resolved: P Diprose/ Clr Niven that the minutes of the 9 October 2012 meeting be adopted.

4. **MATTERS ARISING:**

Nil

5. **CORRESPONDENCE:**

In: Nil

Out: Nil

Noted

6. **PROJECTS:**

- **Grenfell brochure** – draft tabled. The design to be reviewed as there are some adverts on editorial pages. The designer has recommended that 4 extra pages be added to allow a better final product. The additional cost will be approximately \$2000.

Resolved: Clr Brown/ Clr Parlett that 4 extra pages be added to the tourism brochure at an additional cost of \$2000.

- **Gold Trails-** O'Brien's Hill signage erected and brochure tabled. Excellent result. Grenfell used as a test case by the gold trails committee. Requirements for railings on building to be investigated.
Stage 2 of O'Brien's Hill to be considered once Tourism and Heritage plans developed.
- **Railway Station Development** – A joint project between Lions, Council and ARTC.
Ongoing project.
- **Gold Fest-** A successful event for Grenfell. Review to be undertaken in March 2013.
- **Website** –Working well. Calendar of community events to be further investigated.
- **Tourism Committee 'Grenfell Record' updates** – up to date with all projects. O'Brien's Hill signs to be promoted after an official opening.
- **Tourism "Mapping" exercise** – In progress. Access database to be created with all identified attractions included. To be promoted to various market segments ie Grey Nomads.
- **Grenfell Bumper Stickers** –Draft sticker design tabled.

Resolved: P Diprose/ Clr Brown that the bumper stickers be approved for production.

7. **PRIORITISING PROJECTS:**

- Priorities to be updated to include the Quandialla Centenary Celebrations as a Short Term Medium Priority.

8. **UPCOMING EVENTS:**

- Combined Service Club Christmas Carnival 14th December 2012
- Australia Day 26th January 2013
- Grenfell Picnic Races 20th April 2013

9. **REPORTS:**

Nil

10. **BUSINESS WITH NOTICE:**

P Diprose – National register of big trees- Very significant trees are growing within the Shire. Consider a possible competition between Weddin and some neighbouring shires.

Noted

The General Manager and Director of Engineering entered the meeting at this point with the Director of Engineering delivering a verbal report on the following items:

B Twohill – Caravan Parking/ Signage- A series of large blue signs to be installed on Camp Street, Forbes Street and Melyra Street highlighting caravan parking, RV parking, RV dump point and visitor information centre. Area adjacent to the Band Hall to be developed for parking. Sealing and line marking of the area to be considered.

Noted

B Twohill- Henry Lawson Statue- delivered an analysis of a number of potential sites for the statue.

It was considered by the committee that the Henry Lawson Statue should be standing and landscaping and lights should be considered to highlight the statue, with the exact location to be determined.

The Director of Engineering left the meeting at this point.

Resolved: Clr Hughes/ Clr Parlett that the Henry Lawson Festival Committee be thanked for their offer of the Henry Lawson Statue and that the statue be standing with the exact location to be determined.

11. **QUESTIONS WITH NOTICE:**

Nil

12. **NEXT MEETING:** 7th February 2013 @ 9.30am

13. **MEETING CLOSED:** 5:05pm

275 RESOLVED: Cr Brown and Cr McClelland 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 11 DECEMBER 2012 at 5.00 PM at the COUNCIL CHAMBERS (C2.6.22).

1. **PRESENT:** Clr N Hughes (Chair), Clr C Brown, Clr Parlett, Mr I Pitt, Mr A Hodgson, Mr J Hetherington, Mr TV Lobb (GM) and Mrs S Jackson-Stepowski (HA)
Observers: Clr M Liebich (Mayor) and Mrs I Holmes

2. **APOLOGIES:** Mrs P Livingstone

Resolved: Mr Hetherington and Mr Hodgson that the apology be accepted.

3. **CONFIRMATION OF MINUTES:** Tuesday, 9 October 2012

Resolved: Clr Brown and Mr Hetherington that the minutes of 9 October 2012 be adopted.

4. **MATTERS ARISING:**

4.1 NSW Heritage Council

Still pending due to the absence of a Director Environmental Services.

4.2 DCP – Heritage Status

Yet to be reviewed by staff and presented to the meeting.

4.3 Heritage Editorial – Grenfell Record

Still pending due to the absence of a Director Environmental Services.

4.4 Building – 30 Main Street

Still pending in the absence of a Director Environmental Services.

5. **CORRESPONDENCE:**

5.1 Heritage Referral Memo – October Visit

Noted

5.2 Heritage Referral Memo – Bimbi Post Office

Noted

5.3 Heritage Referral Memo – 64 Main Street

Noted

5.4 Heritage Referral Memo – O’Brien’s Hill

Noted

5.5 Heritage Referral Memo – Demolition by neglect research project

Noted

Resolved: Clr Parlett and Mr Hetherington that a letter be drafted by Mrs Jackson-Stepowski in regard to the Grenfell Maternity Block being the first public unit in New South Wales.

5.6 Heritage Referral Memo – 3 Chapple Street

To be discussed in item 6.3

Noted

5.7 Mr & Mrs McKee – 3 Chapple Street

Noted

To be discussed in item 6.3

6. BUSINESS WITH NOTICE

6.1 Payment – P.A.H.I Association

Works have been completed and requires Heritage Advisor to inspect for completion.

Resolved: Clr Brown and Mr Pitt that subject to Mrs Jackson-Stepowski's approval that payment be made as per grant funding.

6.2 Payment – 20 Young Street

Applicant only had the roof painted as the guttering needs to be replaced, therefore cost was below the quoted price.

Resolved: Mr Pitt and Mr Hetherington that subject to Mrs Jackson-Stepowski's approval that payment of \$1100.00 be paid being half the cost.

6.3 Mr & Mrs McKee – 3 Chapple Street, Greenethorpe

A lengthy discussion by the Committee took place.

Resolved: Mr Hetherington and Clr Brown that the General Manager, Mr Hodgson and Clr Hughes have a meeting with Mr & Mrs McKee.

6.4 ANZ Building – Painting

Council received a letter regarding painting of the ANZ Building in similar colours as now.

Resolved: Clr Brown and Mr Hodgson that approval be given for the painting as specified in their letter.

7. HERITAGE ADVISORS REPORT

Mrs Jackson-Stepowski gave a verbal report on her activities:

- Meeting with applicant regarding conditions of DA 35/2012 - Demolishing of Existing Heritage Item and Multi Dwelling Housing in East Street.
- Site meeting with a property owner regarding the possible demolition of a Heritage Item within the Urban Conservation Area and proposing to build 2 new units.
- Spoke with the Tourism Officer and Mrs Holmes in regard to O'Brien's Hill Project and drafting an Asset Maintenance Plan, Generic Fencing & Path Policy, Landscape Plan etc. Site inspection also undertaken.

8. QUESTIONS WITH NOTICE:

Nil

9. **NEXT MEETING:** 7 February 2013 at 9.30am.

10. **CLOSURE:** There being no further business the meeting closed at 6.05pm.

276 RESOLVED: Cr Brown and Cr Niven that the Minutes of the Heritage Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE GRENFELL FLOODPLAIN COMMITTEE HELD IN THE COUNCIL CHAMBERS ON THURSDAY, 13 DECEMBER 2012 COMMENCING AT 8.00 AM (C2.6.27)

1. **Present:** Clrs Liebich (observer), Hughes, Niven, Messrs T Lobb (WSC) W Twohill (WSC), M Nirupan (observer) (WSC), S Varathan (Office of the Environment and Heritage), C Matchett (Lachlan CMA), and R Cawthorne (SES).

2. **Chairman:**

Resolved: Clr Niven and Clr Hughes that the Director Engineering be Chair.

3. **Apologies:** N Richardson (SES), Bob Evans (SES) and Wayne Garnsey (Department of Planning)

Resolved: Clr Niven and T Lobb that the apologies be accepted.

4. **Minutes:**

Resolved: Clr Niven and R Cawthorne that the minutes of the last meeting held on 27 March 2012 be adopted.

5. **Draft Consultant Brief for Emu Creek Stream Management Plan**

The Committee was given a short verbal report on the current status of the 2 previous reports adopted by the Floodplain Committee.

The Committee considered the Draft Brief, funding proposal and the scope of works. The scope of works along Emu Creek is to be extended to the last house on South Street.

Resolved: T Lobb and C Matchett that Council:-

- (a) accept the draft brief for the Emu Creek Stream Management Plan with the scope of works to be extended along Emu Creek to rear of the last house in South Street.
- (b) call quotations from selected suitable consultants for the work.

6. **Draft Consultant Brief for Investigation and Design of O'Brien Tributary Drainage**

The Committee considered the Draft Consultation brief for Investigation and Design of O'Brien Tributary Drainage.

Resolved: Clr Hughes and Clr Niven that Council :-

- (a) accept the draft brief for investigation and Design of O'Brien Tributary Drainage
- (b) call quotations from selected suitable consultants for the work.

7. **Next Meeting:** to be advised.

8. **Closure:** there being no further business to discuss the meeting closed at 8.48 am.

277 **RESOLVED:** Cr Niven and Cr McClelland that the minutes of the Floodplain Committee meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE MANEX MEETING HELD ON MONDAY, 17 DECEMBER 2012 AT 10.30 AM (C2.6.10)

Present: T Lobb, G Carroll, W Twohill

Apology: Nil

Minutes:

Resolved: G Carroll and W Twohill that the minutes of 15 October 2012 be adopted as circulated.

General Business:

1A Administration

- (i) 2011/2012 Annual Report – Completed and submitted to Division of Local Government. Financial Statements forwarded separately. State of Environment report received and will be also forwarded on.
- (ii) 2011/2012 Annual Financial Statements – completed and forwarded to the Division of Local Government. Councils auditor to deliver a presentation in regard to the financial reports at the Council meeting.
- (iii) Communications – iPads being utilised. Further training to be provided on 7 February 2013 immediately following the Tourism Meeting. (11.30am approx.)
- (iv) January Council Meeting – consideration to be given to cancelling the January 2013 Council meeting. Further reported in General Manager's report.
- (v) Christmas Closedown – directors to ensure arrangements are in place for respective departments. Emergency call out list to be compiled and distributed to Councillors and Senior Staff. Director Engineering to pursue.
- (vi) Notice of Motions – motions discussed.
- (vii) Policy Reviews – reported in General Manager's report.
- (viii) Asbestos Policy – to be prepared. The policy is to be based on the Government's template that is available.
- (ix) Rate Pegging – increase of 3.4% for the 2013/2014 financial year announced by IPART. Sewerage and Garbage charges calculated on the same basis as previous years.
- (x) LGA Taskforce – reported in General Manager's report.
- (xi) Workers Compensation – employees not covered to/from work due to amendments to legislation. Union members to be covered by Union. Quote being obtained from Jardine Lloyd Thompson to cover other staff.
- (xii) Village Meetings – consideration to be given to a Rural Works Committee meeting being held in each of the villages on an annual basis.

Resolved: W Twohill and G Carroll that consideration be given to a Rural Works Committee meeting being held in each of the villages on an annual basis.

1B Human Resources

- (i) Vacancies
 - Director Environmental Services – re-advertised. Applications currently being assessed.
 - Patch Truck Labourer – readvertised. Interviews to be now arranged.
 - School Based Traineeship – interviews held. Appointment pending.
- (ii) Appointments

Nil
- (iii) Annual Staff Assessments – Administration – Completed.
 - Engineering – Nearing completion.
 - Environmental – To be completed.

2. Public Order and Safety Nil

- 3. Health**
- (i) Doctor Situation – Health Department have advised they are awaiting Dr Patricks registration to be approved. Date of arrival still to be determined.
 - (ii) New Doctor’s Residence – reported in General Manager’s report.
- 4. Community Services and Education**
Nil
- 5. Housing and Community Amenities**
- (i) Rural Land Use Study – awaiting Department of Planning acceptance of Study. Change to rural land minimum lot size in LEP to be then amended.
- 6. Sewerage**
- (i) Pollution Incident Response Management Plan (PIRMP) – completed and placed on Councils website. To be submitted to Council for formal adoption.
- 7. Recreation and Culture**
- (i) Art Gallery – in recess over Christmas period. Reopens 8 January 2013.
 - (ii) Cinema – in recess over Christmas period. To be reactivated in New Year.
 - (iii) O’Briens Hill Upgrade – signage installed. Excellent feedback received from Gold Trail Committee representatives in regards to the new signage.
 - (iv) Bogolong Dam – awaiting report from Public Works Department ascertaining risks. Director Engineering pursuing.
 - (v) Grenfell Swimming Pool – Operational. Reduced leakage still occurring. Director Engineering monitoring.
 - (vi) Recycled Water – review underway regarding regulations in regard to reuse of effluent on Parks/playing fields.
- 8. Mining Manufacture and Construction**
- (i) Gravel Pit Leases – surveys completed for Mathews Pit. Process continuing to secure pit. Other surveys also completed. Negotiations also continuing to secure these pits.
- 9. Transport and Communication**
- (i) RMS Contract - reported in Director Engineering’s report.
 - (ii) Flood Damage – reported in Director Engineering’s report.
 - (iii) Other Programs – **Noted**
 - (iv) Rail Branch Lines – reported in General Manager’s report.
- 10. Economic Affairs**
- (i) Caravan Parking – reported in Director Engineering report.
 - (ii) Henry Lawson Statue – reported in Director Engineering report. Notice of Motion submitted in regards to the placement of the Statue.
 - (iii) Henry Lawson Festival – General Manager to meet with the Festival President to discuss the 2013 Festival.
- 11. General Purpose Revenues**
Nil
- 12. Alliances**
- (i) Hawkesbury City Council – no recent activities.
 - (ii) Mid Lachlan Alliance – meeting held 28 November 2012. Council representatives unable to attend.

(iii) CENTROC - meeting held 22 November in Grenfell. Summit held 7/8 November in Bathurst.

13. Other Matters

(i) Council Workshop – is now an inspection station for Council light vehicles.

14. Job List Review:

Noted

Next Meeting: Monday, 18 February 2013 at 2.00 pm unless otherwise arranged.

Closure: There being no further business the meeting closed at 12.23 pm.

278 **RESOLVED:** Cr Niven and Cr Best that the minutes of the Manex meeting be noted and the resolution in item 1A(xii) be adopted.

**MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY, 17
DECEMBER 2012 AT 5.00 PM**

1. **PRESENT:** Crs Liebich (Chair), McClelland, Brown, Best and Parlett.
Messrs T Lobb and W Twohill.

2. **APOLOGIES:** Nil

3. **CONFIRMATION OF MINUTES:**

Resolved: Cr McClelland and Cr Best that the minutes of 16 July 2012 be adopted.

4. **MATTERS ARISING:**
Nil

5. **CORRESPONDENCE:**
Nil

6. **REPORTS**

6.1 **General Manager's Report**
Report on Grenfell Doctor

Noted

6.2 **Director Corporate Services' Report**
Report on Town Costings.

Noted

6.4 **Director Engineering's Report**
Reports on Works Report, Other Works, Future Works, Caravan Parking and Lawson Statue
Location.
A late report for Bogolong Dam was foreshadowed.

Noted

6.5 **Environmental Services' Department Report**
Reports on Sewerage Treatment Works, Caravan Park, Animal control, Grenfell Pool and town DAs

Noted

7. **BUSINESS WITH NOTICE:**
Nil

8. **QUESTIONS:**
Nil

NEXT MEETING: Monday, 18 February 2012 at 5.00 pm.

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

279 **RESOLVED:** Cr McClelland and Cr Best that the minutes of the Town Works Committee be adopted including the recommendations therein, except where otherwise resolved

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | | |
|---------------|----|---|--------------------|
| April 2012 | 1. | <u>Grenfell Cemetery Maintenance:</u> further meeting to be held in May (DE). | In Progress |
| October 2012 | 2. | <u>Workshop on Local Government Act:</u> Mayor, Deputy Mayor and General Manager to attend at Dubbo on 27 November 2012. (GM) | Carried Out |
| November 2012 | 3. | <u>December Council Meeting:</u> to commence at 8.00am. (GM) | Carried Out |
| | 4. | <u>IPR Workshop:</u> to be held in early 2013. (GM) | In Progress |
| | 5. | <u>Lawson Festival Committee:</u> Invitation for councillors to attend meeting on 11 December (GM) | Carried Out |

2. DEFERRED ACTIVITIES:

- | | | | |
|----------------|----|---|--------------------|
| September 2011 | 1. | <u>Lawson Oval:</u> Cricket Association proposal to be referred to other users (DE). | In Progress |
| November 2011 | 2. | <u>Bogolong Dam:</u> investigate, negotiate with Central Tablelands Water (GM). | In Progress |
| April 2012 | 3. | <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES). | In Progress |
| | 4. | <u>ARTC Interface Agreement:</u> to be further reported (DE). | In Progress |
| August 2012 | 5. | <u>Greenethorpe Soldiers Memorial Hall:</u> consider toilet upgrade in 2013/14 estimates (DES). | In Progress |
| September 2012 | 6. | <u>Councillor Recognition Dinner:</u> referred to Executive to arrange (GM). | In Progress |
| November 2012 | 7. | <u>PAH&I Association:</u> report on sewerage charges (GM). | Carried Out |
| | 8. | <u>Grenfell Open Day:</u> review to be conducted and reported to March Meeting (DCS). | In Progress |
| | 9. | <u>Grenfell Goldfest:</u> review to be conducted and reported to the March Meeting (DCS). | In Progress |

TENDERS

1. Tender DGB 20 HD T10/2012

Tenders closed on Tuesday 4 December 2012 at 3pm for the supply and delivery of 22,000 tonnes of DGB 20 HD (Dense Graded Base 20 mm Heavy Duty).

RECOMMENDATION: that due to commercial in confidence reasons, the tender prices report will be referred to closed council.

280 **RESOLVED:** Cr McClelland and Cr Parlett that due to commercial in confidence reasons, the tender prices report will be referred to closed council.

2. Tender Supply and Placement of AC T8/2012

Tenders closed on Tuesday 11 December 2012 at 2pm for the supply and placement of asphalt on the Newell Highway.

RECOMMENDATION: that due to commercial in confidence reasons, the tender prices report will be referred to closed council.

281 **RESOLVED:** Cr McClelland and Cr Parlett that due to commercial in confidence reasons, the tender prices report will be referred to closed council.

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.

The following questions have been received:

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 10A] 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:

Note: A council, or a committee of a council, may allow members of the public to make representation to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

282 **RESOLVED:** Cr Best and Cr Griffiths that Council form a Closed Council to consider the item 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.

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

DIRECTOR ENGINEERING'S REPORT

1. **Tender DGB 20 HD T10/2012**
Reason for confidentiality – commercial information (Section 10A(2)(d))
2. **Tender Supply and Delivery of Asphalt, T8/2012**
Reason for confidentiality – commercial information (Section 10A(2)(d))

GENERAL MANAGER'S REPORT

1. **Performance Review – Director Environmental Services, P4.10225**
Reason for confidentiality: staff matter (Section 10A(2)(a))
2. **Performance Review – Director Engineering, P4.10059/3**
Reason for confidentiality: staff matter (Section 10A(2)(a))
3. **Performance Review – Director Corporate Services, P4.10015/3**
Reason for confidentiality: staff matter (Section 10A(2)(a))

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

REPORT ON CLOSED COUNCIL

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

DIRECTOR ENGINEERING'S REPORT

1. Tender DGB 20 HD T10/2012

RESOLUTION: that:-

- a) Council accept the lowest tender from Millers Metals with estimated cost of \$605,000, subject to the project being funded and the material satisfying RMS testing requirements,
- b) the General Manager be authorised to negotiate with Millers Metals the rise and fall adjustment if the project is funded within six months of the acceptance of the tender, if applicable,
- c) if work is not approved within six months then fresh tenders will be invited.

2. Tender Supply and Delivery of Asphalt, T8/2012

RESOLUTION: that:-

- a) Council accept the tender from Downer EDI Pty Ltd for the supply and laying of 1380 tonnes of AC14 at a tendered price of \$430,830 subject to the project being funded, and the material satisfying RMS testing requirements,
- b) if work is not approved within six months then fresh tenders will be invited.

GENERAL MANAGER'S REPORT

1. Performance Review – Director Environmental Services, P4.10225

Noted

2. Performance Review – Director Engineering, P4.10059/3

Noted

3. Performance Review – Director Corporate Services, P4.10015/3

Noted

RESOLUTION: that the General Manager's report to Closed Council be adopted.

CLOSURE: There being no further business the meeting closed at 11.15 am.

Taken as read and confirmed as a true record this day 21 February 2013.

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