



## WEDDIN SHIRE COUNCIL

To Avoid Delay when  
Replying or Telephoning

Please Quote:

Your Ref:

All Correspondence to be addressed to:  
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### MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 16 FEBRUARY 2012 COMMENCING AT 5.00 PM

9 February 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, 16 FEBRUARY 2012**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

T V LOBB  
GENERAL MANAGER

#### B U S I N E S S

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 15 December 2011
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager  
(b) Director Corporate Services  
(c) Director Engineering  
(d) Director Environmental Services  
(e) Delegates
9. MINUTES - Australia Day Ctee Mtg, 13/12/11  
- Henry Lawson Festival Ctee Mtg 20/12/11  
- Australia Day Ctee Mtg, 17/1/12  
- Henry Lawson Festival Ctee Mtg 17/1/12  
- Tourism Ctee Mtg, 7/2/12  
- Heritage Ctee Mtg, 7/2/12  
- Award Restructuring Ctee Mtg, 8/2/12  
- Occupational Health and Safety Ctee Mtg, 8/2/12  
- Bushfire Local Matters Ctee Mtg, 13/2/12  
- Manex Ctee Mtg, 13/2/12  
- Noxious Weeds Ctee Mtg, 13/2/12  
- Town Works Ctee Mtg, 13/2/12
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 A Simpson in the Chair, Clrs G B Halls, J C Niven, D W Hughes, N W Hughes, R W Atchison, C M Lobb, M R Crutcher, B R Hinde and G McClelland.  
General Manager (T Lobb), Director Corporate Services (G Carroll), Director Engineering (W Twohill) and Director Environmental Services (S Wilson).

**APOLOGIES:** Nil

**CONFIRMATION OF MINUTES:**

**278** **RESOLVED:** Clr Atchison and Clr Halls that the Minutes of the Ordinary Meeting, held on 15 December 2011 be taken as read and **CONFIRMED.**

**279** **RESOLVED:** Clr N Hughes and Clr Halls that the order of business be altered to consider the Bushfire Local Matters Committee Meeting Minutes here, and to invite Mr Ken Neville to address the meeting.

**Mr Ken Neville, Team Leader of the Rural Fire Service, here addressed the meeting on the draft estimates for 2012/2013 and answered questions from Councillors.**

**The Mayor thanked Mr Neville for his informative presentation.**

**MINUTES OF THE BUSHFIRE LOCAL MATTERS COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON MONDAY 13 FEBRUARY 2012 COMMENCING AT 1.30 PM (C2.6.9)**

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1. **PRESENT:** Clrs Simpson, N Hughes and Halls  
Messrs T V Lobb (General Manager), W Twohill (Chair - Director Engineering) and K Neville (RFS)

2. **APOLOGIES:** Clr Hinde

**Resolved:** Clr Simpson and Clr Halls that the apologies be accepted.

3. **MINUTES:**

**Resolved:** Clr N Hughes and Clr Halls that the minutes of 8 February 2011 be adopted.

4. **MATTERS ARISING:**

4.1 Water Tanks – on all existing stations and also at Iandra airstrip.

**Noted**

5. **OTHER MATTERS:**

5.1 Proposed estimate for 2012/2013 Rural Fire Fighting Fund

K Neville provided two sets of estimates, one including another group vehicle (Glenelg) and one excluding one group vehicle.

In both estimates:-

- a) the wage increase was due to a variation to the oncosts,
- b) the Government Network Radio charge of \$68,000 is set by State Government (IPART Pricing Tribunal)
- c) insurance premium increase from \$14,000 to \$22,000 due to a change to new for old policy.

The committee felt that it would be more beneficial for sheds to be built to house tankers rather than purchase another group vehicle.

K Neville advised that last year the Rural Fire Service deleted two sheds from the estimates.

K Neville also advised that it was possible for the sheds to be deleted again this year.

The remainder of the 2012/2013 estimates were similar to last year.

**Resolved:** Clr Simpson and Clr N Hughes that:-

- a) Council adopt the 2012/2013 Rural Fire Service estimates with the deletion of the group vehicle and the increase of \$75,000 for shed construction (totalling \$100,000).
- b) K Neville be invited to speak to Council on Thursday 16 February 2012 at 5.00 pm

6. **OTHER BUSINESS:**

6.1 Greenethorpe Rail

Rural Fire Service and John Holland Rail Pty Ltd to liaise regarding burn off on rail land.

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

8. **CLOSURE:** There being no further business to discuss the meeting closed at 2.33 pm.

**280** **RESOLVED:** Clr Crutcher and Clr Halls that the Minutes of the Bushfire Local Matters Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**281** **RESOLVED:** Clr Atchison and Clr D Hughes that Council resume ordinary business.

## 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.

<b>Councillor</b>	<b>Item No.</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Clr Simpson	Correspondence Item No. 4	Member of Rotary	Non-Pecuniary	Yes
	Town Works Committee Meeting Minutes Item 5.1	Member of Rotary	Non-pecuniary Insignificant Rotarian only.	No
Clr Crutcher	Tourism Committee Meeting Minutes Item 6	Relative to Applicant	Non-Pecuniary	Yes
Clr McClelland	Director Engineering's Late Report Item 19	Agent for Developer	Non-Pecuniary Matter relates to kerb and gutter. No financial gain to firm.	No
	Tourism Committee Meeting Minutes Item 6	Relative to Applicant	Non-Pecuniary	Yes
Clr N Hughes	Correspondence Item No. 4	Member of Rotary	Non-Pecuniary	Yes
Clr D Hughes	Correspondence Item No. 9	Member of Grenfell Rugby Club	Non-Pecuniary Ordinary Member only.	No
	Director Corporate Services Report Item 8	Relation to Taxi Operator	Non-Pecuniary	Yes
	Director Engineering's Late Report Item 19	Relative is Employed by Applicant	Pecuniary	Yes
Clr Halls	Director Environmental Services' Item B1 DA 41/2011	Director of Caragabal Country Golf Club	Pecuniary	Yes
Clr Lobb	Correspondence Item 4	Member of Rotary	Non-pecuniary Insignificant Member only.	No

**SUMMARY OF CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING  
OF THE WEDDIN SHIRE COUNCIL HELD, 16 FEBRUARY 2012**

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**CORRESPONDENCE**

1. Australian Local Government Association, A3.18.1: Inviting you to participate in the 2012 National General Assembly of Local Government (NGA) which will be held at the National Convention Centre in Canberra between 17 – 20 June.

As the major event on the annual local government events calendar, the NGA typically attracts more than 700 mayors, councillors and senior officers from councils across Australia. The NGA is your opportunity to contribute to the development of national local government policy.

The Australian Local Government Association (ALGA) Board is calling for motions for the 2012 NGA under this year's theme 'National Voice, Local Choice – Infrastructure, Planning, Services'.

Motions should be submitted electronically and should be received by ALGA no later than 27 April 2012.

**RECOMMENDATION:**

For Council's Consideration

**Noted**

2. Local Government and Shires Association NSW, A3.19.4: Concerning Constitutional Recognition of Local Government.

We write to update you on the process and progress for achieving Constitutional Recognition of Local Government, and to provide an indication as to what we believe your council's financial contribution to a national advertising campaign will be.

Australian Local Government Association (ALGA) is leading the campaign on behalf of Local Government across the country, and to date more than 85 percent of councils in Australia have moved motions in support of Constitutional Recognition of Local Government.

ALGA will be asking all State and Territory Associations and their member councils to contribute financially to a large scale national advertising campaign to gain public support for a 'yes vote' when the time for a referendum comes.

At our December 2011 Board Meetings, it was resolved that the \$2.7 million required by ALGA for the national advertising campaign be sought from members by way of a special levy.

Your council's special levy will be \$9,076.97 plus GST. The Executives of both Associations resolved that this levy will be payable in three equal instalments over three financial years, in order to reduce the financial burden on councils.

In addition to your council's valued financial contribution, there will be supplementary work for all councils to do for this campaign at a local level, and further information will be provided to you in early 2012.

**RECOMMENDATION:** that the levy be included in Council's budget for the next three years.

**282** **RESOLVED:** Clr Crutcher and Clr Atchison that the levy be included in Council's budget for the next three years.

3. Mid Lachlan Alliance, C2.9.7: Forwarding the minutes of the Mid Lachlan Alliance Exceptional Circumstances Recovery Committee Meeting held at Forbes on 30 January 2012.

Pursuant to resolution/action number 1 you are invited to nominate a representative to participate in the activities of the above committee.

**RECOMMENDATION:**

For Council's Consideration

**283** **RESOLVED:** Clr N Hughes and Clr Lobb that the Mayor be Council's representative on the Mid Lachlan Alliance Exceptional Circumstances Recovery Committee.

4. Rotary Club of Grenfell, P2.1.2: The Grenfell Rotary Club has completed the upgrading of playground equipment and facilities at Rotary Park. The Club freely acknowledges and appreciates the assistance of Council and staff with this project.

The new playground equipment is being very well patronised and the addition of the shade sail has made conditions much more pleasant.

The club has also replaced the two smaller shelters with much more substantial structures, and then replaced the roofing over the BBQ shelter with matching cladding. The end result is a new playground with modern equipment.

The total expenditure by the club was \$46,954 of which \$32,625 was gained in three separate grants, and the balance of \$14,329 was contributed from the Club's own fundraising. The Rotary Club is pleased to have been able to work with Council to provide this improved public facility for the local community.

**Note: the General Manager declares a conflict of interest in this matter as a member of Rotary.**

**RECOMMENDATION:** that a letter of thanks to the Rotary Club be provided.

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

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

**284** **RESOLVED:** Clr Halls and Clr Niven that Clr McClelland act as Chair.

**285** **RESOLVED:** Clr Niven and Clr D Hughes that a letter of thanks to the Rotary Club be provided.

**Clrs Simpson and N Hughes returned to the room with Clr Simpson resuming the Chair.**

5. Grenfell Junior Soccer Club, P2.1.6: Advising it has successfully completed the erection of the new canteen/change room complex. Many volunteer hours have been donated to its construction and it has become an asset for the soccer ground.

The outside of the structure has been made from CSR Cemintal that requires rendering to ensure its longevity and aesthetic appeal at a total cost of \$7,500.

The Grenfell Junior Soccer Club would like to ask for your assistance in meeting this cost.

The Grenfell Junior Soccer Club is very grateful for the assistance you have provided with the project to date and we hope you are able to continue to support this worthwhile community initiative.

**RECOMMENDATION**

For Council's Consideration

**286** **RESOLVED:** Clr Hinde and Clr McClelland that the matter be deferred for consideration to the March 2011 Council Meeting.

6. The Hon Don Page MP, Minister for Local Government, C2.2.1: Regarding Weddin Shire Council's application under section 224A of the Local Government Act 1993 to reduce the number of councillors from ten to nine.

I am pleased to advise that I have approved Council's application.

The reduction in councillor numbers takes effect on and from the date appointed for the next ordinary election of Council in September 2012.

Casual vacancies that may occur from the date of approval to the next ordinary election are not to be filled unless the number of councillors on the Council would become less than nine.

**Noted**

7. Local Government Super, P1.7.4: Providing you with updated employer contribution requirements for 2012/13 in respect of those employees in your organisation who are members of the defined benefit divisions of Local Government Super.

In our last letter to you dated 16 December 2011 we advised that the additional contributions that were required for 2010/2011 would continue for 2011/12.

As a result of the actuary's recent investigation, he has again recommended that employers continue to make additional contributions for 2012/13.

**Referred to Director Corporate Services**

**Noted**

8. NSW Rural Doctors Network, H1.1.6: Concerning the 2012 Bush Bursary/Country Women's Association Scholarship Scheme and inviting Weddin Shire Council to consider participating in the scheme in 2012. The Bush Bursaries and CWA Scholarships are offered annually to selected medical students in NSW and the ACT, and are financially supported by the rural shires of country NSW, the Country Women's Association and the NSW Rural Doctors Network (RDN).

**Note: Council has not participated in this scheme in recent years.**

**Noted**

9. Grenfell Rugby Union Club, C1.2.4: Advising it is still in the process of improving their facilities at RB Bembrick field. We are facing increasing costs associated with maintaining the clubhouse, facilities and the general costs keeping a first grade team in the Australian National Field Days Cup.

We have recently paid our annual rates. We are writing to request that the Council could consider refunding in part or waiver the complete costs of these annual rates as a contribution in kind to this major community facility. This would be greatly appreciated by the Grenfell Rugby Club players and committee members.

**Note: 2010 rates donation was \$318.24.**

**Clr D Hughes previously submitted a written declaration of interest and stayed in the room.**

**287 RESOLVED:** Clr McClelland and Clr N Hughes that Council donate 25% of the rates as per Council's policy.

10. Greg Oliver, T5.24.2009: Concerning DA 24/2009 Grafton Street Units.

With regards to our previous meeting, I am writing to Council to request that Council reconsider the contribution fee for the kerb and gutter and shoulder at Grafton Street Grenfell.

Original price for	Kerb and gutter	\$7,350.00
	Road shoulder and seal	\$6,370.00
	GST	<u>\$1,372.00</u>
	Total Price	<u>\$15,092.00</u>

Mr Bill Twohill stated these prices were higher than normal because of the short run involved. We would be happy for Council to put these funds in trust and complete the job with other major works in Melyra Street, and therefore passing the discount back to us.

**See report by Director Engineering**

**Clr D Hughes declared a pecuniary conflict of interest as a relative is employed by the applicant and did not leave the room as the matter was not discussed.**

**Noted**

**SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE  
ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD 16 FEBRUARY  
2012**

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**RECOMMENDATION:**

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

**288** **RESOLVED:** Clr D Hughes and Clr N Hughes that the late correspondence be received and dealt with because of the urgency of the matters.

11. E Division of the Shires Association of NSW, A3.18.2: Concerning constitutional recognition. My advice to Councils is that they incorporate into their 2012/13 budget the fees for constitutional recognition keeping in mind that all monies will be refunded if we decide not to go forward at this election.

**Noted**

**289** **RESOLVED:** Clr D Hughes and Clr N Hughes that the Correspondence be noted except where otherwise resolved.

## NOTICE OF MOTIONS

### 1. Streetlight at Bimbi, U1.3.11

Notice is given of the following motions at the February Council Meeting:-

- i) *“that resolution 252 be rescinded”.*

Signed:                                      Clr John Niven                    
                     Clr Geoff McClelland                    
                     Clr Maurice Simpson                  

**Note:** Resolution 252 is as follows:-

*“that a streetlight be provided in Caldwell Street, Bimbi on the pole next to the phone box.”*

**290**    **RESOLVED:** Clr Niven and Clr Atchison that resolution 252 be rescinded.

- ii)    New Motion (if the motion above is passed):

*“that a streetlight be provided at the corner of Caldwell Street and Arramagong Street”.*

Signed:                                      Clr John Niven                  

#### **Comments:**

- 1)    A more suitable pole for the light. I was unaware of the correspondence between the resident and the Director Engineering dating back to 2009. I mistakably concluded it was follow up correspondence from a discussion with a different resident of Caldwell Street.
- 2)    There is no light at the section of the village.

**291**    **RESOLVED:** Clr Niven and Clr Atchison that a streetlight be provided at the corner of Caldwell Street and Arramagong Street.

### 2. Grenfell Court House, C2.8.1

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

*“that Weddin Shire Council urgently pursue the reinstatement of sittings at the Grenfell Court House”.*

Signed:                                      Clr Bill Atchison                  

**292**    **RESOLVED:** Clr Atchison and Clr Niven that Weddin Shire Council urgently pursue the reinstatement of sittings at the Grenfell Court House.

9 February 2012

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

**1. Australia Day Awards, C1.5.2**

The annual ceremonies in Taylor Park and the villages were conducted somewhat fortunately despite the occasional shower of rain.

Winners of the main awards were:-

Citizens of the Year	- Deidre Carroll
	- Chris Lobb
Senior Citizens of the Year	- Phyllis Martens
Community Service	- Peter Mitton
Emergency Services	- Craig Livingstone
Community Event of the Year	- Bald Archy Exhibition
Community Organisation of the Year	- Grenfell Senior Citizens Welfare Committee

A member of Youth Awards were also presented, as well as Bruce Robinson's Heritage Volunteer Award from the NSW Government.

The Australia Day Council was unable to provide an Australia Day Ambassador so Mikla Lewis was appointed as the Official Delegate. The announcement that morning of her OAM was a wonderful acknowledgement of her work and was roundly applauded by the crowd. A letter of congratulations has since been forwarded on Council's behalf.

**For Information**

**Noted**

**2. City – Country Alliance, C2.7.26**

Council has been notified that the new Mayor of Hawkesbury Council Clr Kim Ford, and the General Manager, Mr Peter Jackson, are looking to visit Grenfell on the afternoon of 1 March before visiting Cabonne Shire on 2 March. The date has been tentatively accepted.

A small dinner for Councillors could be arranged for that evening.

**RECOMMENDATION:**

It is recommended that the date of 1 March be accepted and the General Manager be given delegated authority to organise appropriate social functions(s) and gifts.

**293** **RESOLVED:** Clr Atchison and Clr D Hughes that the date of 1 March be accepted and the General Manager be given delegated authority to organise appropriate social functions(s) and gifts.

### 3. Integrated Planning and Reporting Workshop, A3.4.10

A workshop was held at the Community Hub on 20 January 2012 to review the draft 10 Year Community Strategic Plan and to initiate priorities for the 4 Year Delivery Program, and was attended by Clrs Simpson, N Hughes, McClelland, Hinde, Lobb, Atchison and Niven as well as the General Manager, Director Engineering and Director Environmental Services. Council's consultant Mr Phil Diprose was also in attendance to present his report.

Matters considered or determined included:-

- discussion on statistical information,
- options for the Vision Statement,
- selection of values,
- the overarching objective,
- discussion on the Strategic Objectives, including the SWAT analysis,
- prioritise categories for the "Big Ideas" nominated by the community.

The draft Community Strategic Plan was accepted in principle, enabling the consultant to continue to progress his work. Preparation of the draft Delivery Program will now commence.

As the new system is to be in place by 30 June 2012, it will be necessary for the annual Management Plan for 2012/13 to be prepared as the first Operational Plan. As discussed, it is proposed to proceed along similar lines as previously and to make the necessary changes at the appropriate time. This means there will still be an Extra – Ordinary Meeting in early April.

**For Information**

**Noted**

### 4. Mid Lachlan Alliance, C2.9.7

A meeting of the Mid Lachlan Alliance was held at Forbes on 30 January 2012, attended by the Mayor, Deputy Mayor and General Manager.

Matters discussed or decided are summarised as follows:-

- a joint tender for debt collection to be considered,
- restrictions on bidders for auctions of land for unpaid rates to be clarified,
- a common policy for social media to be prepared through the Corporate Services group,
- councils have a role to record truck movements under the chain of responsibility,
- an objection to be lodged to combined tendering for RMS works,
- a motion of objection to the Destination 2036 process to be prepared for "E" Division.

The meeting was followed by a meeting of the Mid Lachlan Alliance Exceptional Circumstances Recovery Committee (including Bland Shire) which discussed the current situation with grain farmers at great length.

The meeting decided to circularise the local politicians on the problem, and to meet with NSW Farmers and the LGSA at this stage.

**For Information**

**Noted**

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

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### **5. Memorabilia from Jan Lehane, T4.3.1**

Council resolved at its October Meeting:

*“that Council authorize Clr Nevin Hughes to negotiate with Jan O’Neill (nee Lehane) for the custody & safekeeping of memorabilia on behalf of the Grenfell community”.*

The memorabilia consist of trophies, a display cabinet & a large (2.1 x 1.2 m) framed photo of a match in progress at Wimbledon, & was delivered to Grenfell over the Christmas period.

An official handover has been suggested which could also be attended by Ken Rosewall and representatives from Tennis Australia. In preparation for this, Clr Hughes has made preliminary arrangements for a dinner which would be open to the public. A decision as to Council’s involvement needed to be made before the February Meeting. Following discussion with the Mayor and Clr Hughes, the following recommendations were made to all councillors on 12 January 2012:-

- a) That a handover function be held (on 21 April, subsequently changed to 28 April),
- b) That Council cover the costs of the official guests, with others paying their own way,
- c) That the Executive be authorized to appoint an organizing committee as a section 355 committee of Council,
- d) That appropriate presentations be made to Jan and other helpers.

The proposals were supported by all councillors and implementation has commenced.

The following appointments have been made to the organising committee:-

Clr Nevin Hughes, Chair  
Mrs Coral Mitton  
Mr Rob Taylor  
Mrs Jenny Schneider  
Mr Danny Joyce (Tennis Club) or delegate  
Mr Peter Mitton (Historical Society) or delegate

The committee has met and made further requests of Council:-

- e) That tickets be printed,
- f) That tickets be sold at the office,
- g) That accommodation be provided for four people for one night.

It is anticipated that an overall budget of approximately \$1,000 will be required.

### **RECOMMENDATION:**

It is recommended that:-

- i) items (a) to (d) be confirmed,
- ii) items I to (g) be determined,
- iii) funds be provided by review.

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

- i) items (a) to (d) be confirmed,
- ii) items I to (g) be confirmed
- iii) funds be provided by review.

## THE GENERAL MANAGER'S ORDINARY REPORT

### **6. 2012/2013 Management Plan/ Operational Plan, A3.4**

The annual draft Management Plan is normally presented to Council's May Meeting (17/5/12) and submitted for adoption at Council's June Meeting (21/6/12). There is a five week gap between the May and June meetings and it should be possible to comply with the statutory four weeks public exhibition period in this time.

It has been customary to hold an Extra-ordinary meeting to determine priorities for various works and programmes, and to give staff time to prepare the estimates and the draft Management Plan.

Last year a workshop was held to discuss the various projects (but not the priorities) prior to the Extra-ordinary meeting. Adopted dates were:-

17 March	-	closing date for projects
28 March	-	workshop
4 April	-	Extra-ordinary meeting for priorities

#### **RECOMMENDATION:**

It is recommended that the following dates be adopted for the 2012/2013 Management Plan/Operational Plan:-

15 March	-	closing date for projects
26 March	-	workshop (5.00 pm)
2 April	-	Extra – ordinary meeting for priorities (5.00 pm)

**295** **RESOLVED:** Clr McClelland and Clr Atchison that the following dates be adopted for the 2012/2013 Management Plan/Operational Plan:-

15 March	-	closing date for projects
26 March	-	workshop (5.00 pm)
2 April	-	Extra – ordinary meeting for priorities (5.00 pm)

### **7. Electoral Grant for Roadworks, R2.52.2**

The Burrinjuck Electoral Office contacted Council recently seeking submissions for roadwork projects of up to \$500,000. No criteria or reasons were advised.

Following liaison with Councillors over the most favoured jobs, a submission was made for:-

1. Bimbi – Morangarell Road (Mary Gilmore Way) from 46 – 51 km from Grenfell
2. Should the above regional road not be eligible, a second submission was made to extend the sealing on Martins Lane from 3 – 8 km.

Other works considered were the upgrading of Main Street which would have required an additional commitment of \$1.5 million of Council funds, the Greenethorpe – Koorawatha Road subject to Young Shire agreeing to make a joint submission, and the Driftway. These roads were less favoured by councillors.

#### **RECOMMENDATION:**

Confirm Action

**296** **RESOLVED:** Clr Atchison and Clr D Hughes that the action be confirmed.

**8. International Women's Day, G2.55**

Weekly correspondence item A39 refers (week ending 2 February 2012).

A small group of women from the community has expressed interest in conducting a function to celebrate International Women's Day (8 March). On this basis application has been made for one of the \$1000 grants from the Office of Women.

Detailed planning will take place when the grant outcome is known.

**RECOMMENDATION:**

Confirm Action

**297** **RESOLVED:** Clr Niven and Clr Hinde that the action be confirmed.

**9. Rail Branch Lines, T3.8.5**

Previous reports refer.

The Mayor and General Manager attended a meeting in Cootamundra on 31 January for further discussion on the rail line. Also present were representatives of Blayney, Cowra, Harden, Young and Cootamundra Councils, NSW Trade & Investment (Sydney, Orange and Wagga), RDA Central West, RDA Riverina, RDA Southern Inland, Country Rail, John Holland, URS, Sutherland's Transport, Visy, Grainforce and Transport NSW.

The meeting discussed the progress on the project to date, and in particular the significance of the logging traffic for Visy. It was explained that this freight was sufficient to lift the Benefit: Cost ratio to over 1, making the line a viable business proposition.

The meeting was also advised of the councils' intention to present the Ministerial Taskforce Report to the Minister for Roads, the Hon Duncan Gay, at Boorowa on 9 February. The Minister is certain to be keenly lobbied on the day.

**For Information**

**The Mayor and General Manager gave a verbal update on the meeting at Boorowa.**

**Noted**

**10. Grenfell Doctor Situation, H1.1.2**

The Area Health Service advises it is currently making arrangements for Dr Akhiwu to sit for his registration examination and interview. At this time it may be possible for the doctor to make a day visit to Grenfell. This will be useful in helping finalise some of the surgery details where his personal preference is important.

However the Service has also advised there has been an unexpected delay and a media release is being issued for public information.

Action to re-form the community committee has been deferred pending an indication of the actual date of arrival.

**For Information**

**Noted**

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

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### **11. Meeting with Developers, T5.24/2009**

The Mayor and General Manager met on 20 December 2011 with developers Peter Mawhinney and Greg Oliver accompanied by Clr Crutcher, to discuss issues with the Grafton Street units (DA 24/2009). Mr Oliver advised that he had a half share in the development. Specific matters were:-

- no advance notice of the sewer contribution,
- no advance notice that the contribution was payable for all blocks with community title,
- concern that the roadworks condition was discriminatory and over priced,
- concern that Council did not apply the same conditions to its own subdivisions eg the industrial area and the old saleyards.

The matters were responded to as follows:-

- staff do try to assist with advice but do not take on the role of project managers,
- a list of similar conditions imposed on 10 other developments was handed out,
- Council does not always apply the same conditions to itself because it is responsible for the works in the end,
- it was wrongly stated that the saleyards were not subdivided but this advice was subsequently corrected. The initial offer to Mitton Bros was along an existing boundary but this was changed by negotiation.

The developers indicated that they would prefer their work to be carried out with other similar work by Council so that the cost could be minimised, and they will submit a letter to that effect.

**For Information**

**Clr D Hughes declared a pecuniary interest as a relative is employed by the applicant and left the room.**

**Noted**

**Clr D Hughes returned to the room.**

### **12. Management Plan 2011/2012 – December 2011 Quarterly Report, A3.4**

In accordance with Section 407 of the Local Government Act a review of the annual Management Plan is to be presented each quarter.

Comments on significant matters relating to the principal activities as at 31 December 2011 are as follows:

#### **Part A – Management Plan**

##### **1. Administration**

- a) Management Plan including three year programme budget for 2011/2012 in progress. No office equipment purchased. Preparation of Operational, 4 Year Delivery and 10 Year Community Strategic Plan in progress.

Renovations to Council Chambers computer room being designed. Quotations received for foundation stabilisation, options being considered prior to any repairs. Meetings of Mid Lachlan Alliance attended.

## THE GENERAL MANAGER'S ORDINARY REPORT

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- b) Annual Report and Annual Statements for 2010/2011 completed and forwarded to Division of Local Government.
- c) Job Assessments completed by December 2011. Ongoing training arranged by CENTROC as required. Training plan developed for administration department. Consultative Committee meeting held on 8 November 2011.
- d) All plant maintained in good order. Repairs carried out expeditiously, downtime minimised.
- e) Weekly staff meetings held to program engineering work. Equipment maintained regularly.

### 2. Public Order and Safety

- a) Attended meetings when scheduled with Rural Fire Service. Equipment maintained as requested by Rural Fire Service. Review of the Service Level Agreement completed as required.
- b) Animal Control Officer actively policing Companion Animals Act and carrying out public education in accordance with Council's Animal Management Plan. Complaints dealt with as received.
- c) Provide assistance to SES as required. One LEMC meeting held on 28 November 2011.

### 3. Health

- a) Public nuisances attended to as required. Complaints dealt with as received. Inspections being undertaken as required to ensure continuing compliance.
- b) Food premises being inspected over the first six months of 2012. Complaints dealt with as received. Inspections conducted as required by the Food Act and Food Authority Partnership.
- c) Media campaign conducted prior to the swim season, with additional editorial during season.
- d) Inspections and enforcement for noxious weeds continuing as required.
- e) Dental equipment relocated to Burrangong Street Surgery. Replacement dentist to be sought.
- f) Upgrade works being finished for Burrangong Street surgery. Application for Medical Centre resubmitted. The contract was awarded for the construction of the new dwelling. Earthworks were undertaken with some delays due to weather.

### 4. Community Services and Education

- a) No funding identified for aged housing.
- b) Funding applications for internet courses submitted for Seniors Week. Funding received for movies to be shown during Seniors Week.
- c) Application submitted for annual Youth Week grant for 2012, awaiting payment. Youth on Line facilities continue to operate from the Grenfell Internet Centre, now reinstated to Community Hub.
- d) Social Plan elements reported in Part B.

### 5. Housing and Community Amenities

- a) Development applications processed as received and continuing in accordance with legislative requirements. Heritage Advisory service continuing with bi-monthly meetings of committee, twelve month strategy adopted. The 2011/12 heritage building grants have all been issued and works due for completion by the end of March 2012.
- b) State of Environment report for 2010/2011 completed for lodgement in November 2011. Monitor environment concerns and take appropriate action.

## THE GENERAL MANAGER'S ORDINARY REPORT

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- c) Efficient domestic kerbside collection services at Grenfell and Greenethorpe with trade (commercial) service in Grenfell. All waste collections occurring as per schedules. Recycling continues to be collected with all recyclables being transferred to Cowra. Implementation of the plan continues. Recycling trial conducted at Quandialla and Caragabal.
  - d) Maintenance of cemeteries continuing, volunteer assistance sought.
  - e) Public conveniences maintained satisfactorily.
  - f) Pollution complaints attended to as received.
  - g) Repairs and minor maintenance carried out at Council's residences as required.
  - h) Draft Floodplain Risk Management Plan Study received. Floodplain Committee Meeting held 1 November 2011. Integrated Water Cycle Management Strategy Study (Stage 2) completed and awaiting Minister approval. Attended regular CENTROC water utilities and CENTROC Infrastructure Group Meetings.
6. Sewerage
- a) Sewer mains breaks and blockages repaired as required. The rehabilitation of mains carried out in August 2011. Extension of mains as required. Main extended along Lawson Drive to new Soccer amenities block and change rooms. Outflow complies with EPA requirements.
  - b) Soil and water samples analysed and annual report submitted as required.
  - c) All employees accredited for sewer works and mains maintenance. OH & S upgrade works continue.
7. Recreation and Culture
- a) Library operating very well. New books and equipment being purchased.
  - b) New Art Gallery in operation with volunteer management committee. Good quality exhibitions being well received by the public.  
New conference room in use and also utilised as a cinema.  
Tourism and Internet Centre Officers assisting local committees.
  - c) Grenfell and Quandialla Pools open for 2011/2012 swim season. Water leak repairs continue at Grenfell Pool with a consultant engaged to undertake an options study for possible upgrade. Previous grant application unsuccessful, awaiting further opportunities.
  - d) Parks and ovals satisfactorily maintained. Effluent irrigation working well. Inspections and required maintenance completed.
  - e) O'Briens Hill upgrade – Stage 1 completed and open to the public.
8. Mining, Manufacturing and Construction
- a) Construction Certificates processed. Staged inspections as per requirement of Act. All critical stage inspections are being conducted as per legislative requirements. All applications assessed to ensure compliance with all legislative requirements. General building advice given as requested. All critical stage inspections being conducted on all building works.
9. Transport and Communications
- a-i) All programmes in progress, Rural Local Roads program temporarily deferred to enable flood damage repairs to be completed on time.
  - g) Tree planting – some trees have been replaced.
  - i) Streetlighting provided and maintained by Essential Energy.

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

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### 10. Economic Affairs

- a) Caravan Park facilities promoted and maintained. Continuing facility improvements proposed for next two years.
- b) Council co-operating and liaising with the Grenfell Business Development Committee (GBDC). Tourist attractions such as the Weddin Mountains being promoted. The Open Day/Goldfest Festival held on 31 October 2011. Policies adopted by Council to encourage developers.
- c) Bank building residence occupied by Council staff member. Leasing of commercial area to be considered.
- d) Industrial blocks offered for sale as enquiries received. Industrial Estate master plan adopted by Council. Preliminary layout plan prepared to be carried out following Council adoption.
- e) New equipment and software purchased for the Internet Centre which is providing state-of-the-art equipment and a higher standard of service. Training to continuing. Regular Internet Centre columns in local paper making people aware of services available. Photographic printing, computer repairs and sales in progress.
- f) Taxi service operating well. Lease to be reviewed.
- g) The plaques for the 2010 and 2011 Festival guests were installed. Arrangements for 2012 Festival in progress.

### 11. General Purpose Revenues

- a) Rate notices determined and issued on time. Rating classifications reviewed. Property transfers attended to promptly. Properties sold by Private Treaty as part of the Sale of Land for overdue rates held 26 November 2010 currently being finalised.
- b) Grant funding constantly being sought. Surplus funds invested to maximise return and preserve capital.

### **Part B – Social Plan**

- a) Suitable range of children's books purchased for the new Library. Maintenance of skatepark ongoing. The skatepark is well patronised by young people.
- b) Cycleways – publicised in Social Plan.
- c) Taxi lease renewed. To be reviewed in 2012. IT communications improved with broadband now available in Grenfell.
- d) Dentist equipment relocated to Burrangong Street Surgery. Ongoing consultation with doctors. New doctor currently being recruited. Assistance provided to Mens Shed.
- e) Letters of welcome issued to all new landowners on arrival.
- f) Shop accesses being considered for improvement. New Federal legislation only applies to new works and is not for existing buildings.
- g) Internet Centre conducting training courses. People from culturally and linguistically diverse backgrounds welcome. Operating well.
- h) Vandalism reported as required. Vandalism cost recorded. Ongoing reporting to Police. Community service workers given meaningful work beneficial to ratepayers when with the Weddin Shire.

**For Information**

**Noted**

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

**298** **RESOLVED:** Clr Atchison and Clr N Hughes that except where otherwise dealt with the General Manager's Report be adopted.

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

---

9 February 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 31 January 2012:

Bank Account	
Westpac	<u>\$682,649.51</u>
Investments	
Westpac	<u>5,500,000.00</u>
<b>Total Investments</b>	<b><u>\$5,500,000.00</u></b>

## CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 January 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 January follows:

Rates Receipts	28,110.32
Accounts Receivable	71,085.41
Government Grants	701,894.65
Agency Collections	9,370.71
Caravan Park Fees	7,583.00
Interest on Investments	3,381.37
Grenfell Baths Entry Fees	4,698.00
Public Liability/Motor Vehicle Insurance Rebate	12,650.96
Other Income	18,527.09
<b>Total</b>	<b><u>\$857,301.51</u></b>

**For Information**

**Noted**

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

### 3. Roads and Other Expenditure 2011/2012:

Following are the up to date maintenance figures as at 31 January 2012.

<b>ITEM</b>	<b>VOTE</b>	<b>EXPENDITURE</b>
Rural Roads Maintenance	723,223	222,913
Grenfell Town Streets Maintenance	206,196	57,179
Village Maintenance – Caragabal	7,948	4,985
Village Maintenance – Greenethorpe	9,592	2,654
Village Maintenance – Quandialla	2,782	1,466
Garbage/Recycling Collection	102,880	64,006
Greenethorpe Collections	8,500	3,965
Commercial Waste Collection	29,000	7,422
Grenfell Waste Depot Manning/Plant Hire	105,000	71,928
Tips Working Expenses	29,000	19,941
Grenfell Cemetery Maintenance	27,000	12,750
Grenfell Lawn Cemetery Maintenance	13,500	10,403
Noxious Plants	76,000	33,834
Parks & Gardens	184,872	98,002
Library Expenditure	99,322	56,592
Baths Income	-24,500	19,062
Baths Expenditure	126,829	62,692
Caravan Park Income	-46,000	37,312
Caravan Park Expenditure	67,947	37,813

**THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT**

**RTA GRANT WORKS**

<b>DESCRIPTION</b>	<b>VOTE</b>	<b>EXPENDITURE</b>
2011/12 State Roads (SH 6)	497,500	368,351
2011/12 National Roads (SH 17)	497,500	75,238
2011/12 Regional Roads Block Grant	309,000	134,593
2011/2012 REPAIR Program MR237	300,000	203,460
2011/2012 REPAIR Program MR398	300,000	18,545
3 x 3 Program – MR 398	68,000	8,088

<b>2011/2012 Rural Local Roads</b>	<b>VOTE</b>	<b>EXPENDITURE</b>
Reseals	168,000	16,008
Martins Lane	110,000	99,411
Pinnacle Road	100,000	9,000
Driftway Road	87,000	7,830
Grenfell Streets Construction	77,000	41,772
Grenfell Kerb and Gutter	28,000	24,257
Grenfell Streets – Footpaving	11,000	990
Nowlans Road	157,000	15,580
Reconstruct Village Streets	6,000	436
Gravel Resheeting	110,000	9,900
<b>Total</b>	<b>854,000</b>	<b>225,184</b>

<b>2011/2012 Roads to Recovery</b>	<b>VOTE</b>	<b>EXPENDITURE</b>
Old Young Road	303,876	33,456
Gerrybang Road	47,000	47,000
Rural Roads Reseals	100,000	9,000
<b>Total</b>	<b>450,876</b>	<b>89,456</b>

**For Information**

**Noted**

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

Reference is made to the report to the December 2011 Council meeting advising of the status of debt recovery in regard to rates and debtors.

The debt recovery process has been reactivated after the Christmas period with statements of liquidated claims or summons' being prepared to be served with judgement date 28 days later. Once judgement has been obtained further legal action will be undertaken in the form of a writ of execution or a garnishee.

**For Information**

**Noted**

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

### **5. Budget Review, 31 December 2011, A1.6**

The budget review for the period ended 31 December 2011 is now presented for Council adoption with the variations to the original budget summarised.

**RECOMMENDATION:** that the budget review for the period ending 31 December 2011 be adopted as presented including the variations therein.

**299** **RESOLVED:** Clr N Hughes and Clr Atchison that the budget review for the period ending 31 December 2011 be adopted as presented including the variations therein.

### **6. Budget Review Variances – Administration, A1.6**

There were no significant variances in the budget review dated 31 December 2011 for the administration department. However, Councillors are certainly able to make enquiries if they have concerns in any area that has not been reported.

**For Information**

**Noted**

### **7. Internal Audit, A1.2.2**

Reference is made to the December 2011 Council Meeting whereby it was resolved that Clr Crutcher be Council's representative on the Internal Audit Committee and that delegated authority be granted to the executive to appoint two independent members to the committee.

Council's executive have made two appointments and the committee is as detailed below:-

Council Representative:	Clr Crutcher
Independent Members:	Ted Pickwell, Danni Millynn

The inaugural meeting of the committee was to be held on Monday 6 February 2012 however due to the unavailability of the Internal Auditor and Clr Crutcher the meeting had to be postponed to Friday 2 March 2012. In this regard Council may also wish to appoint an alternate Council delegate as it has done for other committees.

**RECOMMENDATION:** that Council:-

- i) endorse the representatives of the committee as listed above,
- ii) nominate an alternate delegate to the Internal Audit Committee,
- iii) note the change of date for the inaugural Internal Audit Committee Meeting.

**300** **RESOLVED:** Clr Lobb and Clr Atchison that Council:-

- i) endorse the representatives of the committee as listed above,
- ii) note the change of date for the inaugural Internal Audit Committee Meeting.

**301** **RESOLVED:** Clr D Hughes and Clr Hinde that Clr Halls be Council's alternate delegate to the Internal Audit Committee.

**8. Taxi Service, T3.6.3**

Mr John Grogan's lease of the taxi service expires on the 17 March 2012.

Mr Grogan has verbally advised he does not wish to renew the lease under the current terms and conditions. In this regard it is proposed to call expressions of interests for a taxi operator to provide a taxi service in the Weddin Shire.

An information sheet that will be issued to people expressing an interest will be available for perusal at the Council Meeting.

**RECOMMENDATION:** that Council call expressions of interest for a taxi operator to provide a taxi service in the Weddin Shire.

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

**302 RESOLVED:** Clr Crutcher and Clr N Hughes that:-

- i) Council call expressions of interest for a taxi operator to provide a taxi service in the Weddin Shire.
- ii) delegated authority be granted to the Executive to negotiate if necessary.

**Clr D Hughes returned to the room.**

**9. Open Day/Grenfell Goldfest Festival Review, T4.3.7**

Reference is made to my report to the November 2011 Council meeting in regard to the above whereby it was resolved that a full review of the Open Day/Goldfest Festival be conducted and submitted to the March 2012 Council meeting.

To facilitate the review process it is planned to invite Councillors and various community representatives to a debriefing session to be held tentatively at 8.00 am on Thursday 1 March 2012 at the Grenfell Community Hub. The debrief session will review last year's event and assist in identifying various ways of improving the event should Council resolve to proceed in 2012.

The full review of the Open Day/Goldfest Festival would then be presented to the March 2012 Council meeting. A final decision can then be made on whether or not we conduct the Open Day/Goldfest Festival in 2012.

**RECOMMENDATION:**

Confirm Action

**303 RESOLVED:** Clr Lobb and Clr D Hughes that the action be confirmed.

**10. Grenfell Library, C2.8.15**

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

- The summer reading club was very successful with 135 members registering, 31 children and 104 adults. At the time of reporting 66 reading records had been achieved. Negotiations are currently underway for a suitable entertainer for an Awards function.
- Regular National Year of Reading (NYR) events which began this month include a 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.
- The library is co-operating with the Weddin Shire Child and Family Network in its programme to encourage reading among all 2012 Kindergarten students by providing copies of literacy leaflets and library guides and membership registration cards.
- A "Blind Date with a Book" event has been promoted to coincide with Library Lovers' Day and the official launch of the National Year of Reading on 14<sup>th</sup> February 2012.
- The Seniors Morning Tea will be held on Tuesday, 20<sup>th</sup> March 2012
- Advice has been received that Weddin Shire has been selected in the first group of New South Wales Councils to receive a state government Library Renewal Grant of \$16,000. Awaiting advice from the State Library consultant as to how this funding may be spent locally in the most appropriate manner.

**For Information**

**Noted**

**11. Economic Development, C2.8.13**

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

- Strategies from the Economic Development Strategic Plan being implemented.
- Second business workshop held on 7 February titled "Business Strategy – Management and Time Management". 20 business people attended.
- Funding for other initiatives emanating from the Economic Development Strategic Plan (new website and brochure) now not available through the Regional Tourism Development Fund. Funding avenues have been exhausted at this stage.
- Review of Open Day held in October 2011 to be undertaken. Interested people currently being pursued. Two families still showing very strong interest. One family is from Glen Innes and another from Cambridge Gardens near Penrith.
- The next Economic Development Officer's Forum will be held in Bathurst on 8 March 2012.

**For Information**

**Noted**

### 12. Tourism/Promotions, C2.8.11

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

- Secured Product Development Funding of \$14,240 through Central NSW Tourism for O'Brien's Hill interpretive signage. Awaiting formal notification.
- The replacement Gold and Grenfell brochure is close to printing. Part of the Product Development Funding project.
- Sending all bird groups in Australia invitations and flyers to encourage them to visit the Weddin Shire. Invitations being followed up now for summer time visits. "In principle" support given to a Riverina Bird Group for the restoration of the Lachlan, Murray and Murrumbidgee River Bird Habitats to obtain grant funding. May have future benefits for the Bird Trails of the Weddin Shire.
- The Weddin Shire Tourism brochures have been reprinted and are being distributed to surrounding areas on an ongoing basis. Brochure to be reviewed and updated. Advertising to be sold to cover costs.
- A Gold Trail brochure has been delivered and is being well received. Now proposed to rename the trail to the NSW Gold Trail and still endeavouring to obtain corporate funding.
- The application to become an RV friendly town has been submitted. DA process in progress. Department of Planning requirements currently being considered.
- 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.
- Christmas lights winner announced at the Australia Day ceremony. Feedback from Richard Loader and other community members indicates a change to the lights competition is required in 2012. To be reviewed.
- The Australia Day ceremony was held in Taylor Park on January 26<sup>th</sup>. Very successful day.
- Review of the Gold Fest Festival held in October 2011 to be undertaken.
- The LGSA Tourism conference will be in Gunnedah from March 12-14<sup>th</sup>.
- Assisting with the production of an Iandra Castle flyer.
- Pursuing alternative Grenfell bumper sticker designs.
- Thank you afternoon tea for CWA volunteers held on 7 December 2011.
- Central NSW Tourism reports the value for travellers in the region is \$109 per day. Visitation to the Craft Shop has increased compared to this time last year.

#### Average Daily Visitation

August 2010	38.7	June 2011	45.2
September 2010	36.1	July 2011	32.8
October 2010	55.5	August 2011	50.1
November 2010	46.4	September 2011	43.1
December 2010	34.8	October 2011	36.2
January 2011	32.8	November 2011	38.9
February 2011	36.7	December 2011	49.4
March 2011	46.4	January 2012	40.2
April 2011	33.5		
May 2011	36.7		

**For Information**

**Noted**

**13. Grenfell Internet Centre, C2.8.14**

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

- Steady sales during December/January with a good customer base being developed.
- Tech Talk articles submitted in the Grenfell Record on a regular basis with an article on smart phones being developed. They are being well received by the public.
- Window displays addressed and constantly changing.
- A flyer mail out to households promoting the services available recently conducted. Resulting in improved daily custom and sales.
- Developing websites for various customers.
- Planning free computer classes to be held during Seniors Week.
- Visiting local businesses to discuss services available at the Internet Centre.

**For Information**

**Noted**

**14. Half Yearly Audit, A1.6**

Council's auditors Morse Group of Orange have been contacted with a view to conducting the half yearly audit.

Advice has been received that the audit will be conducted on the 23 – 24 April 2012.

**For Information**

**Noted**

**GLENN CARROLL  
DIRECTOR  
CORPORATE SERVICES**

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

**THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT**

<b>STATEMENT OF INTERNAL RESTRICTIONS - GENERAL FUND</b>					
<b>RESERVE</b>	<b>BALANCE</b>	<b>TRANSFER</b>	<b>TRANSFER</b>	<b>BALANCE</b>	<b>VARIATION</b>
	<b>AS AT</b>	<b>TO</b>	<b>FROM</b>	<b>AS AT</b>	
	<b>1/07/2011</b>	<b>RESERVES</b>	<b>RESERVES</b>	<b>31/12/2011</b>	
<b>E.L.E.</b>	<b>1,072,345.00</b>			<b>1,072,345.00</b>	<b>0.00</b>
<b>OFFICE EQUIPMENT</b>	<b>45,505.00</b>			<b>45,505.00</b>	<b>0.00</b>
<b>PLANT</b>	<b>299,695.37</b>			<b>299,695.37</b>	<b>0.00</b>
<b>RURAL/TOWN/VILLAGE FUNDS</b>	<b>210,231.00</b>			<b>210,231.00</b>	<b>0.00</b>
<b>NEW DEPOT</b>	<b>6,683.00</b>			<b>6,683.00</b>	<b>0.00</b>
<b>GRENFELL TIP IMPROVEMENTS</b>	<b>12,954.61</b>		<b>1,118.00</b>	<b>11,836.61</b>	<b>1,118.00</b>
<b>SHIRE WORKS - Internal Loan Repayment</b>	<b>32,948.98</b>		<b>24,022.00</b>	<b>8,926.98</b>	<b>24,022.00</b>
<b>GRAVEL PIT MAINTENANCE</b>	<b>23,482.80</b>			<b>23,482.80</b>	<b>0.00</b>
<b>RLR PROGRAMME -2009/2010</b>	<b>92,130.00</b>			<b>92,130.00</b>	<b>0.00</b>
<b>RLR PROGRAMME -2010/2011</b>	<b>463,759.00</b>			<b>463,759.00</b>	<b>0.00</b>
<b>RLR PROGRAMME - Advance Payment</b>	<b>578,599.00</b>			<b>578,599.00</b>	<b>0.00</b>
<b>MISCELLANEOUS WORKS</b>	<b>330,948.00</b>		<b>80,004.00</b>	<b>250,944.00</b>	<b>80,004.00</b>
<b>LOCAL DEVELOPMENT ASSISTANCE</b>	<b>80,679.00</b>			<b>80,679.00</b>	<b>0.00</b>
<b>FUTURE CAPITAL PROJECTS</b>	<b>600,000.00</b>		<b>171,784.00</b>	<b>428,216.00</b>	<b>171,784.00</b>
<b>SUPERANNUATION - DIVISION 'B'</b>	<b>113,622.00</b>			<b>113,622.00</b>	<b>0.00</b>
<b>ECONOMIC DEVELOPMENT FUND</b>	<b>78,789.53</b>		<b>22,335.00</b>	<b>56,454.53</b>	<b>22,335.00</b>
<b>TOTAL</b>	<b>4,042,372.29</b>	<b>0.00</b>	<b>299,263.00</b>	<b>3,743,109.29</b>	<b>299,263.00</b>

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

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### List of Uncompleted Works as at 31 December 2011

	\$
• Grenfell Flood Study	10,843
• Environmental Assistance (Septic Tanks)	6,544
• Heritage Operations – George Street Plan	5,000
• Sloanes Cottage Upgrade	12,984
• Stormwater Funds	25,598
• Caravan Park – Upgrade Facilities	10,330
• Consultancy Fee – Policy Formation	20,000
• Administration Building – Repair and Repaint	8,939
• Taylor Park Upgrade	321
• Industrial Area – Contingency Survey	5,000
• Industrial Area – Drainage Improvement	10,000
• Consultancy Fee – Asset Valuation	8,000
• Rural Heritage Study	10,000
• Housing M & R	6,647
• Town Planning – Prepare LEP	9,522
• Stormwater Drainage – Warraderry Street	30,000
• Grenfell Swimming Pool – OHS	12,070
• Company Dam Upgrade – Surveillance Report	2,000
• Consultancy Fees – Provision for 10 yr Strategic Plan	10,791
• Grenfell Swimming Pool – Amenities Block Investigation	10,000
• Caravan Park Upgrade – Stage 2	6,123
• Greenethorpe Recycling Station	4,000
• IWCM Study – Stage 2	12,232
• Tourism Signs Upgrade	14,000
<b>Total</b>	<b><u>\$250,944</u></b>

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

<b><u>SUMMARY OF VARIANCES TO 31st DECEMBER 2011</u></b>						
						\$
<b><u>2011/2012 Budget Estimated Result</u></b>						0.00
September Quarterly Result B/F						-26,080.00
<b><u>Additional Revenue /Savings</u></b>						
Sec 64 Developer Charges						2,800.00
Local Special Projects Grant						50.00
						<u>2,850.00</u>
<b><u>Additional Expenditure/Costs</u></b>						
RFS Grants & Subsidies						500.00
Land & Biodiversity Audit						1,133.00
Library Grants/Subsidy						553.00
Grenfell Pool - Leak Repairs						3,556.00
Main Street Plaques						488.00
						<u>6,230.00</u>
<b>Deficit as at 31/12/11</b>						<b><u>-29,460.00</u></b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

<b>WEDDIN SHIRE COUNCIL</b>							
<b>BUDGET REVIEW AS AT 31st December 2011</b>							
	2011/2012 ESTIMATES			AS PER REVIEW			
	Income	Expenses	NET	Income	Expenses	NET	
<b>Operating Income &amp; Expenditure</b>							
Administration - Corporate Services	33,160	1,097,413	(1,064,253)	76,561	1,141,945	(1,065,384)	
Administration - Engineering	211,948	896,268	(684,320)	212,448	896,268	(683,820)	
Public Order and Safety	74,900	599,520	(524,620)	103,495	628,615	(525,120)	
Health	55,400	250,433	(195,033)	62,303	258,469	(196,166)	
Community Services and Education	1,800	26,800	(25,000)	1,730	26,730	(25,000)	
Housing and Community Amenities	481,113	857,094	(375,981)	481,113	857,094	(375,981)	
Sewerage Service	281,793	300,042	(18,249)	283,335	300,042	(16,707)	
Recreation and Culture	76,500	733,277	(656,777)	79,747	756,457	(676,710)	
Mining, Manufacture & Construction	1,200	23,000	(21,800)	1,200	23,000	(21,800)	
Transport and Communication	3,414,376	5,378,476	(1,964,100)	4,552,305	6,516,405	(1,964,100)	
Economic Affairs	105,927	326,153	(220,226)	107,017	333,243	(226,226)	
General Purpose Revenues	3,566,783	0	3,566,783	3,566,783	0	3,566,783	
<b>TOTAL OPERATING BUDGET</b>	<b>8,304,900</b>	<b>10,488,476</b>	<b>(2,183,576)</b>	<b>9,528,037</b>	<b>11,738,268</b>	<b>(2,210,231)</b>	
<b>Capital Funding &amp; Expenditure</b>							
Administration - Corporate Services	51,037	35,000	16,037	51,037	35,000	16,037	
Administration - Engineering	0	290,000	(290,000)	0	290,000	(290,000)	
Public Order and Safety	390,000	390,000	0	428,334	447,501	(19,167)	
Health	800,000	800,000	0	897,626	897,626	(0)	
Community Services and Education	0	0	0	0	0	0	
Housing and Community Amenities	40,000	110,965	(70,965)	41,118	112,083	(70,965)	
Sewerage Service	184,000	193,000	(9,000)	205,620	197,820	7,800	
Recreation and Culture	5,100	40,100	(35,000)	140,414	175,364	(34,950)	
Mining, Manufacture & Construction	0	0	0	0	0	0	
Transport and Communication	1,128,000	1,110,000	18,000	1,128,000	1,110,000	18,000	
Economic Affairs	5,000	46,500	(41,500)	25,163	67,151	(41,988)	
General Purpose Revenues	0	0	0	0	0	0	
<b>TOTAL CAPITAL BUDGET</b>	<b>2,603,137</b>	<b>3,015,565</b>	<b>(412,428)</b>	<b>2,917,312</b>	<b>3,332,545</b>	<b>(415,233)</b>	
<b>OPERATING RESULT</b>	<b>10,908,037</b>	<b>13,504,041</b>	<b>(2,596,004)</b>	<b>12,445,349</b>	<b>15,070,813</b>	<b>(2,625,464)</b>	
<b>ADD : Total Depreciation</b>		<b>2,596,004</b>	<b>2,596,004</b>		<b>2,596,004</b>	<b>2,596,004</b>	
<b>CONSOLIDATED BUDGET RESULT</b>	<b>10,908,037</b>	<b>10,908,037</b>	<b>0</b>	<b>12,445,349</b>	<b>12,474,809</b>	<b>(29,460)</b>	

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

<b>PDIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011</b>							
<b>ADMINISTRATION</b>		<b>Budget</b>	<b>Variation</b>	<b>Actual</b>	<b>Revised</b>	<b>Revised</b>	<b>Variation</b>
<b>CORPORATE SERVICES</b>		<b>1/7/11</b>	<b>Approved</b>	<b>To Date</b>	<b>Estimate</b>	<b>Budget</b>	<b>Inc-(Dec)</b>
<b>OPERATING REVENUE</b>							
Certificate Fees - Sec. 603	1/350	8,000		6,946	1,054	8,000	
Sundry Income	1/1250	12,000		4,097	7,903	12,000	
Lease of Council Property	1/1251	2,400		1,030	1,370	2,400	
Merchant Service Fee Recovery	1/1252	500		367	133	500	
Integrated Planning Grant		0		30,000	0	30,000	30,000
Tsf from Reserves - Integrated Planning		0	1,630	1,630	0	1,630	
Sale of Land for Overdue Rates - Ex Reserves		0	5,443	11,771	0	11,771	6,328
Tsf from Reserves - HR Package (Policy Consultancy)		2,000		0	2,000	2,000	
Agency Fee Commission	1/600	8,260		3,596	4,664	8,260	
<b>TOTAL OPERATING REVENUE</b>		<b>33,160</b>	<b>7,073</b>	<b>59,437</b>	<b>17,124</b>	<b>76,561</b>	<b>36,328</b>
<b>OPERATING EXPENSES</b>							
Administration Buildings M & R	1/2500	7,300		1,662	5,638	7,300	
Furniture M & R	1/2550	1,000		383	617	1,000	
Office Equipment M & R	1/2600	46,000		39,871	6,129	46,000	
Map Info - Annual Maintenance & Licence Fee		9,700		8,444	1,256	9,700	
Administration Buildings Cleaning	1/2850	15,000		7,882	7,118	15,000	
Administration Buildings Rates	1/3000	2,240		1,748	492	2,240	
Administration Building Light & Power	1/3050	17,500		4,177	13,323	17,500	
Administration Building Insurance	1/3100	11,500		10,424	1,076	11,500	
Depreciation - Buildings,F&F,Office Equipment		61,750		0	61,750	61,750	
Salaries & Allowances	1/3400	507,039		256,575	250,464	507,039	
Travelling	1/3420	16,500		0	16,500	16,500	
Accrual of Leave	1/3430	60,454		20,155	40,299	60,454	
HR Package (Ex-Reserves)		2,000		0	2,000	2,000	
Advertising	1/3500	19,000		7,723	11,277	19,000	
Printing & Stationery	1/3510	16,100		8,882	7,218	16,100	
Postages	1/3520	10,900		4,607	6,293	10,900	
Telephone	1/3530	14,400		5,200	9,200	14,400	
Bank Charges	1/3580	6,000		3,402	2,598	6,000	
Valuation Fees	1/3590	19,500	817	20,317	0	20,317	
Integrated Planning Expenses	1/3596	15,000	1,630	23,722	22,908	46,630	30,000
Audit Fees	1/3600	28,000		0	28,000	28,000	
Internal Audit Expenses		20,000		0	20,000	20,000	
Legal Expenses	1/3620	14,000		3,045	10,955	14,000	
Sundry Administration Expenses	1/3610	12,100		10,410	1,690	12,100	
Sale of Land for Overdue Rates - Ex-Reserves		0	5,443	11,771	0	11,771	6,328
Insurance : Fidelity Guarantee	1/3650	860		610	250	860	
Insurance : Misc, Members' Accident	1/3660	9,600	7,500	16,067	1,033	17,100	
Insurance : Statutory Liability (Clrs & Staff)	1/3670	7,500	(7,500)	0	0	0	
Interest on Overdraft	1/3900	500		0	500	500	
Mayoral Allowance	1/4000	20,500		9,070	11,430	20,500	
Members Fees	1/4010	93,000		41,464	51,536	93,000	
Members Travelling & Subsistence	1/4020	6,100		1,378	4,722	6,100	
Delegates Expenses	1/4030	7,900		1,634	6,266	7,900	
Members Insurances	1/4040	2,000		1,999	1	2,000	
Members Training		2,100		0	2,100	2,100	
Subscription to Shires Association	1/4050	14,670	314	14,984	0	14,984	
Hawksebury City Council Alliance		2,500		0	2,500	2,500	
Miscellaneous Expenses -Donations	1/5600	9,700		4,028	5,672	9,700	
<b>Operating Expenses</b>		<b>1,109,913</b>	<b>8,204</b>	<b>541,634</b>	<b>612,811</b>	<b>1,154,445</b>	<b>36,328</b>
Less : Contribution by Other Functions		(12,500)		(12,500)	0	(12,500)	
<b>TOTAL OPERATING EXPENSES</b>		<b>1,097,413</b>	<b>8,204</b>	<b>529,134</b>	<b>612,811</b>	<b>1,141,945</b>	<b>36,328</b>
<b>CAPITAL REVENUE</b>							
Internal Loan Repayment -No.2 Grenfell Tip		13,448		0	13,448	13,448	
Internal Loan Repayment -No.3 Grenfell Tip		4,622		0	4,622	4,622	
Internal Loan Repayment -No.4 Grenfell Tip		2,895		0	2,895	2,895	
Transfer from Reserves -Office Equipment		10,000		0	10,000	10,000	
Income from Loans Repaid	1/2302	20,072		5,818	14,254	20,072	
<b>TOTAL CAPITAL REVENUE</b>		<b>51,037</b>	<b>0</b>	<b>5,818</b>	<b>45,219</b>	<b>51,037</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
Office/ IT Equipment	1/6400	10,000		0	10,000	10,000	
Office Equipment - Provision for Replacement		10,000		0	10,000	10,000	
Computer Room - Construction		5,000		0	5,000	5,000	
Administration Building - Structural Repairs		10,000		0	10,000	10,000	
<b>TOTAL CAPITAL EXPENSES</b>		<b>35,000</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(1,048,216)</b>	<b>(1,131)</b>	<b>(463,879)</b>	<b>(585,468)</b>	<b>(1,049,347)</b>	<b>0</b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

PDIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
ADMINISTRATION		Budget	Variation	Actual	Revised	Revised	Variation
ENGINEERING & WORKS		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUE</b>							
Private Works	1/2000	120,000		112,315	7,685	120,000	
Apprenticeship Subsidy	1/1350	1,500	500	2,000	0	2,000	
Diesel Fuel Rebate Grant	1/1351	15,000		0	15,000	15,000	
Sundry Income	1/1900	2,000		0	2,000	2,000	
Sale of Old Materials	1/2100	4,000		89	3,911	4,000	
Tsf from Reserves - Superannuation		56,500		0	56,500	56,500	
Vehicle Lease Back	1/5908	12,948		8,007	4,941	12,948	
<b>TOTAL OPERATING REVENUE</b>		<b>211,948</b>	<b>500</b>	<b>122,411</b>	<b>90,037</b>	<b>212,448</b>	<b>0</b>
<b>OPERATING EXPENSES</b>							
Engineering Staff Salaries	1/5010	310,442		183,539	126,903	310,442	
Engineering Leave Entitlements	1/5040	46,221		15,434	30,787	46,221	
Less : contbn by Domestic Waste M'ment	1/5060	(7,500)		(7,500)	0	(7,500)	
Less : contbn by Sewer Fund	1/5061	(8,000)		(8,000)	0	(8,000)	
Engineering Office Expenses	1/5100	10,000		1,852	8,148	10,000	
Engineering Travel Expenses	1/5450	47,000		3,926	43,074	47,000	
Depreciation - Buildings,F&F,Equipment		54,320		0	54,320	54,320	
Insurance : Public Liability & Indemnity	1/5200	83,885		83,885	0	83,885	
Private Works	1/5540	112,000		68,517	43,483	112,000	
Works Depot Expenses -South Street	1/5315	135,000		76,806	58,194	135,000	
LESS : charges to works (overheads)	1/5907	(300,000)		(234,832)	(65,168)	(300,000)	
Engineers Other Expenses	1/5460	3,000		231	2,769	3,000	
ELE - Annual Leave	1/5710	80,000		42,744	37,256	80,000	
ELE - Sick Leave	1/5720	48,000		33,676	14,324	48,000	
ELE - Long Service Leave	1/5730	50,000		14,551	35,449	50,000	
Superannuation	1/5760	425,000		191,803	233,197	425,000	
Public Holidays	1/5770	51,000		18,103	32,897	51,000	
Workers' Compensation	1/5790	60,000		56,504	3,496	60,000	
OHS Requirements	1/5795	28,000		9,292	18,708	28,000	
Accident Pay	1/5780	5,000		0	5,000	5,000	
Fringe Benefits Tax	1/5810	8,400		5,505	2,895	8,400	
Staff Training	1/5900	46,000		21,641	24,359	46,000	
LESS : charges to works (oncost)	1/5906	(280,000)		(150,096)	(129,904)	(280,000)	
Plant Running Expenses	1/6010	790,000		363,258	426,742	790,000	
Plant Depreciation		258,000		0	258,000	258,000	
LESS : Plant Hire charged to works	1/1700	(1,160,000)		(529,320)	(630,680)	(1,160,000)	
Sundry Expenses	1/5550	500		0	500	500	
<b>TOTAL OPERATING EXPENSES</b>		<b>896,268</b>	<b>0</b>	<b>261,519</b>	<b>634,749</b>	<b>896,268</b>	<b>0</b>
<b>CAPITAL REVENUE</b>							
Transfer from Reserves - Plant Purchases		0		0	0	0	
<b>TOTAL CAPITAL REVENUE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
Plant Replacement	1/6500	290,000		143,222	146,778	290,000	
<b>TOTAL CAPITAL EXPENSES</b>		<b>290,000</b>	<b>0</b>	<b>143,222</b>	<b>146,778</b>	<b>290,000</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(974,320)</b>	<b>500</b>	<b>(282,330)</b>	<b>(691,490)</b>	<b>(973,820)</b>	<b>0</b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
PUBLIC ORDER & SAFETY		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUES</b>							
<b>Fire Protection</b>							
Grants & Subsidies	1/7050	69,000		68,500	0	68,500	(500)
Sundry Income	1/7300	1,000		0	1,000	1,000	
Grenfell Flood Study Grant		0	20,000	0	20,000	20,000	
Grenfell Flood Study - Tsfr from Reserves		0	6,502	9,095	0	9,095	2,593
<b>Animal Control</b>							
Dog Registration Fees	1/7400	3,200		580	2,620	3,200	
Dog Impounding Fees	1/7420	1,600		379	1,221	1,600	
Livestock Impounding Fees	1/7530	100		0	100	100	
<b>TOTAL OPERATING REVENUE</b>		<b>74,900</b>	<b>26,502</b>	<b>78,554</b>	<b>24,941</b>	<b>103,495</b>	<b>2,093</b>
<b>OPERATING EXPENSES</b>							
<b>Fire Protection</b>							
Board of Fire Commissioners Levy	1/8050	23,670		16,961	6,709	23,670	
RFS : Fire Fighting Fund Contribution	1/8100	89,500		51,412	38,088	89,500	
Bush Fire Equipment M & R	1/8200	69,000		49,180	19,820	69,000	
Bushfire Expenses - Council Responsibility	1/8210	5,000		2,054	2,946	5,000	
Bush Fire Depreciation		316,850		0	316,850	316,850	
Fire Trail Maintenance	1/8205	3,000		0	3,000	3,000	
<b>Animal Control</b>							
Impounding Expenses	1/8550	38,000		21,981	16,019	38,000	
Straying Livestock	1/8600	1,000		246	754	1,000	
<b>Emergency Services</b>							
Grenfell Flood Study		0	26,502	29,095	0	29,095	2,593
Floodplain Policy		20,000		0	20,000	20,000	
S.E.S. Working Expenses	1/8930	3,500		0	3,500	3,500	
SES Contribution	1/8950	16,000		9,780	6,220	16,000	
S.E.S. Depreciation		14,000		0	14,000	14,000	
<b>TOTAL OPERATING EXPENSES</b>		<b>599,520</b>	<b>26,502</b>	<b>180,709</b>	<b>447,906</b>	<b>628,615</b>	<b>2,593</b>
<b>CAPITAL REVENUE</b>							
Auxillary Disaster Resilience Grant		0	38,334	28,750	9,584	38,334	
Bushfire Equipment	1/7055	390,000		0	390,000	390,000	
<b>TOTAL CAPITAL REVENUE</b>		<b>390,000</b>	<b>38,334</b>	<b>28,750</b>	<b>399,584</b>	<b>428,334</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
Emergency Operations Centre Upgrade		0	57,501	49,505	7,996	57,501	
Bushfire Equipment	1/8297	390,000		0	390,000	390,000	
<b>TOTAL CAPITAL EXPENSES</b>		<b>390,000</b>	<b>57,501</b>	<b>49,505</b>	<b>397,996</b>	<b>447,501</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(524,620)</b>	<b>(19,167)</b>	<b>(122,910)</b>	<b>(421,377)</b>	<b>(544,287)</b>	<b>(500)</b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
HEALTH		Budget 1/7/11	Variation Approved	Actual To Date	Revised Estimate	Revised Budget	Variation Inc-(Dec)
<b>OPERATING REVENUE</b>							
<b>Fines &amp; Costs</b>							
Licenses & Fees	1/9350	3,000		0	3,000	3,000	
Septic Tank Inspection Fees		10,000		318	9,682	10,000	
Tsf from Reserves - Septic Tank Inspections		5,000		0	5,000	5,000	
Tsf from External Restrictions - Land & Biodiversity Audit		0		6,903	0	6,903	6,903
<b>Noxious Plants &amp; Environmental Protect.</b>							
Grant	1/9700	26,000		0	26,000	26,000	
Fees & Fines	1/9750	1,000		0	1,000	1,000	
<b>Medical Centres</b>							
Rent	1/9950	10,400		5,150	5,250	10,400	
<b>TOTAL OPERATING REVENUE</b>		<b>55,400</b>	<b>0</b>	<b>12,371</b>	<b>49,932</b>	<b>62,303</b>	<b>6,903</b>
<b>OPERATING EXPENDITURE</b>							
Health Department Salaries	1/10210	143,619		69,870	73,749	143,619	
Health Surveyor Travel	1/10220	8,500		0	8,500	8,500	
Leave Entitlements	1/10230	17,054		2,878	14,176	17,054	
Environmental Assistance - Septic Tanks	1/10240	15,000		0	15,000	15,000	
Health Office Expenses	1/10250	3,600		564	3,036	3,600	
Less : contribution by other functions							
- Building Inspections	1/10283	(20,000)		(20,000)	0	(20,000)	
- Garbage	1/10284	(5,000)		(5,000)	0	(5,000)	
- Sewerage	1/10286	(10,000)		(10,000)	0	(10,000)	
- Town Planning	1/10282	(15,000)		(15,000)	0	(15,000)	
Destruction of Noxious Plants	1/10410	76,000		25,614	50,386	76,000	
Land & Biodiversity Audit	1/10430	0		8,036	0	8,036	8,036
Destruction of Noxious Pests	1/10350	2,500		0	2,500	2,500	
Waste Oil Collection Expenses	1/10351	1,000		0	1,000	1,000	
Medical Centre Expenses -Weddin Street	1/10766	5,300		2,949	2,351	5,300	
Medical Centre Expenses - Main Street		5,300		4,366	934	5,300	
Medical Centre Depreciation		22,560		0	22,560	22,560	
<b>TOTAL OPERATING EXPENSES</b>		<b>250,433</b>	<b>0</b>	<b>64,277</b>	<b>194,192</b>	<b>258,469</b>	<b>8,036</b>
<b>CAPITAL REVENUE</b>							
Medical Centre Upgrade - (Ex-Reserves/Loan)		500,000		0	500,000	500,000	
Tsf from Reserves - Burringong Street Upgrade		0		49,419	0	49,419	49,419
Doctors Residence Land - Tsf from Reserves		0	48,207	48,207	0	48,207	
New Residence - Doctor (Ex- Reserves)		300,000		21,648	278,352	300,000	
<b>TOTAL CAPITAL REVENUE</b>		<b>800,000</b>	<b>48,207</b>	<b>119,274</b>	<b>778,352</b>	<b>897,626</b>	<b>49,419</b>
<b>CAPITAL EXPENSES</b>							
Medical Centre Upgrade - (Ex-Reserves/Loan)		500,000		0	500,000	500,000	
Medical Centre Upgrade/Equipment - Burringong Street		0		49,419	0	49,419	49,419
Doctors Residence Land - Huckel Close		0	48,207	48,207	0	48,207	
New Residence - Doctor (Ex- Reserves)		300,000		21,648	278,352	300,000	
<b>TOTAL CAPITAL EXPENSES</b>		<b>800,000</b>	<b>48,207</b>	<b>119,274</b>	<b>778,352</b>	<b>897,626</b>	<b>49,419</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(195,033)</b>	<b>0</b>	<b>(51,906)</b>	<b>(144,260)</b>	<b>(196,166)</b>	<b>(1,133)</b>

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
COMMUNITY SERVICES & EDUCATION		Budget 1/7/11	Variation Approved	Actual To Date	Revised Estimate	Revised Budget	Variation Inc-(Dec)
<b>OPERATING REVENUE</b>							
<b>Youth Services</b>							
Seniors Week Grant	1/10949	500		500	0	500	
Youth Week Grant	1/10950	1,300	(70)	1,230	0	1,230	
<b>TOTAL OPERATING REVENUE</b>		<b>1,800</b>	<b>(70)</b>	<b>1,730</b>	<b>0</b>	<b>1,730</b>	<b>0</b>
<b>OPERATING EXPENSES</b>							
<b>Youth Services</b>							
Seniors Week Expenses	1/11599	500		0	500	500	
Youth Week Expenses	1/11600	1,300	(70)	0	1,230	1,230	
Contribution to Library		5,000		5,000	0	5,000	
Contribution to Swimming Pool		10,000		10,000	0	10,000	
Contribution to Sporting Grounds	1/11600	10,000		10,000	0	10,000	
<b>TOTAL OPERATING EXPENSES</b>		<b>26,800</b>	<b>(70)</b>	<b>25,000</b>	<b>1,730</b>	<b>26,730</b>	<b>0</b>
<b>CAPITAL REVENUE</b>							
<b>TOTAL CAPITAL REVENUE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
<b>TOTAL CAPITAL EXPENSES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(25,000)</b>	<b>0</b>	<b>(23,270)</b>	<b>(1,730)</b>	<b>(25,000)</b>	<b>0</b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

PDIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
HOUSING & COMMUNITY AMENITIES							
		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUE</b>							
<b>Dwellings</b>							
Dwelling Rents	1/12200	12,385		3,190	9,195	12,385	
<b>Town Planning</b>							
Development Application Fees	1/12310	16,000		8,805	7,195	16,000	
Construction Certificate Fees		19,000		9,829	9,171	19,000	
Planning Certificates	1/12320	7,000		4,609	2,391	7,000	
Subdivision Fees	1/12330	2,500		1,041	1,459	2,500	
Local Heritage Fund -Grant	1/12250	9,000		0	9,000	9,000	
Local Heritage Advice		7,500		0	7,500	7,500	
<b>Garbage Services</b>							
Domestic Waste/Recycling Charges	1/12500	250,948		249,848	1,100	250,948	
Commercial Waste/Recycling Collection Charges	1/12700 et al	44,880		44,831	49	44,880	
Other Tip Income - Tip Fees		15,000		6,797	8,203	15,000	
Rural Garbage Levy		30,350		30,200	150	30,350	
Waste Management Sundry Income	1/12650	2,500		0	2,500	2,500	
Tip Recycling Revenue		15,000		11,614	3,386	15,000	
<b>Cemeteries</b>							
Site Fees	1/13600	4,800		1,504	3,296	4,800	
Gravedigging	1/13615	12,800		8,600	4,200	12,800	
Lawn Cemetery	1/13630	30,000		23,768	6,232	30,000	
<b>Sundry</b>							
Waste to Art Grant	1/13799	450		0	450	450	
Sundry Income	1/13800	1,000		213	787	1,000	
<b>TOTAL OPERATING REVENUE</b>		<b>481,113</b>	<b>0</b>	<b>404,849</b>	<b>76,264</b>	<b>481,113</b>	<b>0</b>
<b>OPERATING EXPENSES</b>							
<b>Dwellings</b>							
Housing M & R	1/14010	12,500		1,326	11,174	12,500	
Housing Insurance & Rates	1/14020	6,000		4,394	1,606	6,000	
Housing Depreciation	1/14030	13,037		0	13,037	13,037	
<b>Town Planning</b>							
Salaries (Contribution to Health Salaries)	1/14100	15,000		15,000	0	15,000	
Office Expenses	1/14150	3,000		0	3,000	3,000	
Heritage Operations - Local Building Fund	1/14159	18,000		0	18,000	18,000	
Heritage Costs - Advice	1/14156	15,000		4,012	10,988	15,000	
Town Planning - Consultancy Fees	1/14170	12,000		2,723	9,277	12,000	
Sundry Expenses	1/14160	100		0	100	100	
<b>Waste Management</b>							
Administration (Contribution to Admin.)	1/14500	4,000		4,000	0	4,000	
Supervision (Contribution to Health)	1/14510	5,000		5,000	0	5,000	
Supervision (Contribution to Engineering)	1/14520	7,500		7,500	0	7,500	
Garbage/Recycling - Employee Costs	1/14610	44,820		17,937	26,883	44,820	
Leave Entitlements/On Cost Charged	1/14615	19,960		10,589	9,371	19,960	
Garbage/Recycling Vehicle Running Expenses	1/14650	38,100		25,613	12,487	38,100	
Greenethorpe Collections	1/14723	8,500		3,009	5,491	8,500	
Domestic Waste Depreciation	1/14680	21,519		0	21,519	21,519	
Grenfell Depot Manning/Plant Hire		105,000		57,707	47,293	105,000	
Grenfell Depot Maintenance	1/14700	18,000		13,206	4,794	18,000	
Depot (Tip) - Caragabal	1/14710	5,500		2,591	2,909	5,500	
Depot (Tip) - Quandialla	1/14730	5,500		2,481	3,019	5,500	
Interest on Internal Loan -No.2		8,808		0	8,808	8,808	
Interest on Internal Loan -No.3		3,027		0	3,027	3,027	
Interest on Internal Loan -No.4		2,800		0	2,800	2,800	
Recycling Expenses	1/14565	8,000		690	7,310	8,000	
Greenethorpe - Recycling Station		4,000		0	4,000	4,000	
Clean Up Australia Campaign	1/14690	1,000		0	1,000	1,000	
Waste to Art Programme	1/14691	450		0	450	450	
Street Cleaning	1/15000	18,000		1,779	16,221	18,000	
Commercial Waste : Labour Costs	1/15500	17,000		4,093	12,907	17,000	
Commercial Waste : Plant Costs	1/15510	12,000		2,701	9,299	12,000	

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

HOUSING & COMMUNITY AMENITIES (Continued)		Budget 1/7/11	Variation Approved	Actual To Date	Revised Estimate	Revised Budget	Variation Inc-(Dec)
Drainage Assets Depreciation	1/16010	206,140		0	206,140	206,140	
Pollution Control	1/16600	16,000		3,854	12,146	16,000	
Quandialla Drainage - Feasibility Study		5,000		0	5,000	5,000	
<b>Cemeteries</b>							
M & R	1/16800	17,000		13,834	3,166	17,000	
M & R Extra		10,000		0	10,000	10,000	
Lawn Cemetery	1/16830	13,500		8,542	4,958	13,500	
Grave Digging	1/16815	13,500		5,012	8,488	13,500	
Lawn Cemetery Grave Digging	1/16835	7,500		5,206	2,294	7,500	
Grenfell Cemetery - Master Plan		10,000		0	10,000	10,000	
Grenfell Cemetery - Tree Maintenance		12,000		0	12,000	12,000	
Cemeteries Depreciation	1/16850	6,295		0	6,295	6,295	
<b>Sundry</b>							
Public Conveniences	1/17000	74,000		46,078	27,922	74,000	
Public Clock	1/17500	500		0	500	500	
Public Clock Depreciation		38		0	38	38	
Tidy Towns	1/16610	1,000		450	550	1,000	
Other Land & Buildings	1/17700	9,500		3,016	6,484	9,500	
State of Environment Report	1/16650	2,000		0	2,000	2,000	
<b>TOTAL OPERATING EXPENSES</b>		<b>857,094</b>	<b>0</b>	<b>272,343</b>	<b>584,751</b>	<b>857,094</b>	<b>0</b>
<b>CAPITAL REVENUE</b>							
Grenfell Tip Improvements - Tsf from Reserves		0	1,118	1,118	0	1,118	
Internal Loans - Commercial Waste & Recycling Bins		40,000		24,022	15,978	40,000	
<b>TOTAL CAPITAL REVENUE</b>		<b>40,000</b>	<b>1,118</b>	<b>25,140</b>	<b>15,978</b>	<b>41,118</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
Grenfell Tip Improvements		0	1,118	1,118	0	1,118	
Grenfell Tip - Rework Cells		15,000		0	15,000	15,000	
Purchase MGB's - Commercial Waste & Recycling		40,000		24,022	15,978	40,000	
Main Street Bins		25,000		0	25,000	25,000	
Transfer to Reserves -Compactor Replacement		10,000		0	10,000	10,000	
Internal Loan Repayment - No.2 Principal		13,448		0	13,448	13,448	
Internal Loan Repayment - No.3 Principal		4,622		0	4,622	4,622	
Internal Loan Repayment - No.4 Principal		2,895		0	2,895	2,895	
<b>TOTAL CAPITAL EXPENSES</b>		<b>110,965</b>	<b>1,118</b>	<b>25,140</b>	<b>86,943</b>	<b>112,083</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(446,946)</b>	<b>0</b>	<b>132,506</b>	<b>(579,452)</b>	<b>(446,946)</b>	<b>0</b>
<b>DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011</b>							

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
SEWERAGE SERVICES		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUE</b>							
Rates	3/81001	269,668	1,542	271,210	0	271,210	
LESS : Pensioner Rebates	3/81003	(35,000)		(28,309)	(6,691)	(35,000)	
Charges : Non-Ratable Properties	3/81201	16,000		15,342	658	16,000	
Interest on Investments, etc	3/81305	8,500		0	8,500	8,500	
Fees & Fines	3/81740	1,000		590	410	1,000	
Sewer Connection Fees	3/81745	1,875		0	1,875	1,875	
Sundry Income	3/81755	500		0	500	500	
Pensioner Rate Subsidy	3/81820	19,250		0	19,250	19,250	
<b>TOTAL OPERATING REVENUE</b>		<b>281,793</b>	<b>1,542</b>	<b>258,833</b>	<b>24,502</b>	<b>283,335</b>	<b>0</b>
<b>OPERATING EXPENSES</b>							
<b>Management</b>							
Administration (Contribution)	3/82100	8,000		8,000	0	8,000	
Health (Contribution)	3/82200	10,000		10,000	0	10,000	
Engineering (Contribution)	3/82250	8,000		8,000	0	8,000	
<b>Operations</b>							
Treatment Works : Energy Costs	3/82301	7,000		2,275	4,725	7,000	
Treatment Works: Repairs, etc	3/82305	15,300		4,424	10,876	15,300	
Treatment Works : Wages	3/82303	58,044		27,878	30,166	58,044	
Treatment Works : Other Costs	3/82309	4,300		762	3,538	4,300	
Mains : M & R	3/82321	30,000		2,616	27,384	30,000	
Mains : Other Expenses	3/83325	3,000		0	3,000	3,000	
Sewerage System Depreciation	3/83323	130,806		0	130,806	130,806	
<b>Miscellaneous</b>							
Rates	3/83531	4,500		3,222	1,278	4,500	
Other	3/83571	500		0	500	500	
<b>Employment</b>							
Employee's Leave Entitlement	3/83591	6,892		3,194	3,698	6,892	
Workers' Compensation	3/83594	5,000		0	5,000	5,000	
Superannuation	3/83600	6,200		0	6,200	6,200	
Staff Training	3/83595	2,500		0	2,500	2,500	
<b>TOTAL OPERATING EXPENSES</b>		<b>300,042</b>	<b>0</b>	<b>70,371</b>	<b>229,671</b>	<b>300,042</b>	<b>0</b>
<b>LESS : Depreciation</b>		<b>130,806</b>		<b>0</b>	<b>130,806</b>	<b>130,806</b>	
<b>Net Operating Result</b>		<b>112,557</b>	<b>1,542</b>	<b>188,462</b>	<b>(74,363)</b>	<b>114,099</b>	<b>0</b>
<b>CAPITAL REVENUE</b>							
Sec 64 Developer Charges		14,000	14,000	30,800	0	30,800	2,800
Transfer from Reserves -Sewer Mains Rehabilitate		100,000		80,420	19,580	100,000	
Transfer from Reserves - OHS Improvements		60,000		1,561	58,439	60,000	
Transfer from Reserves -Sewer Mains Extensions		10,000	4,820	14,820	0	14,820	
<b>TOTAL CAPITAL REVENUE</b>		<b>184,000</b>	<b>18,820</b>	<b>127,601</b>	<b>78,019</b>	<b>205,620</b>	<b>2,800</b>
<b>CAPITAL EXPENSES</b>							
Sewer Mains - Rehabilitate		100,000		80,420	19,580	100,000	
Sewerage Treatment Works - Provision for Upgrading		10,000		0	10,000	10,000	
Sewerage Treatment Works - OHS Improvements		60,000		1,561	58,439	60,000	
Sewerage Treatment Works - Review Strategic Plan		13,000		0	13,000	13,000	
Sewer Mains Extension	3/84001	10,000	4,820	14,820	0	14,820	
<b>TOTAL CAPITAL EXPENSES</b>		<b>193,000</b>	<b>4,820</b>	<b>96,801</b>	<b>101,019</b>	<b>197,820</b>	<b>0</b>
<b>Net Capital Result</b>		<b>(9,000)</b>	<b>14,000</b>	<b>30,800</b>	<b>(23,000)</b>	<b>7,800</b>	<b>2,800</b>
<b>Funds Available to</b>							
<b>Rates &amp; General Revenue</b>		<b>103,557</b>	<b>15,542</b>	<b>219,262</b>	<b>(97,363)</b>	<b>121,899</b>	<b>2,800</b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
RECREATION & CULTURE		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUE</b>							
<b>Library</b>							
Grants/Subsidy	1/20100	19,500		18,947	0	18,947	(553)
User Charges & Fines	1/20200	4,000		1,281	2,719	4,000	
Other	1/20300	1,500		0	1,500	1,500	
Transfer from Reserves - Gold Fest Festival		15,000		10,569	4,431	15,000	
<b>Museum</b>							
Sundry Income	1/20750	500		150	350	500	
Art Gallery Income		4,000		2,526	1,474	4,000	
Tsf from Reserves - Art Gallery Bald Archie Sponsorship		0	1,000	3,800	0	3,800	2,800
Conference Room/Cinema Income		5,000		2,352	2,648	5,000	
<b>Baths</b>							
Baths Fees	1/20801	24,500		14,776	9,724	24,500	
<b>Parks, Gardens &amp; Open Space</b>							
Parks, Gardens & Sporting Grounds	1/20900	2,500		0	2,500	2,500	
<b>TOTAL OPERATING REVENUES</b>		<b>76,500</b>	<b>1,000</b>	<b>54,401</b>	<b>25,346</b>	<b>79,747</b>	<b>2,247</b>
<b>OPERATING EXPENSES</b>							
<b>Library</b>							
Administration (Contribution)	1/23000	500		500	0	500	
Printing, Stationery & Advertising	1/23010	1,500		82	1,418	1,500	
Telephone & Postage	1/23020	2,700		499	2,201	2,700	
Salaries	1/23050	47,752		28,247	19,505	47,752	
Temporary Assistants	1/23055	3,000		0	3,000	3,000	
Staff Training		1,500		0	1,500	1,500	
Travel Expenses	1/23060	2,000		0	2,000	2,000	
Leave Entitlements	1/23065	5,670		1,017	4,653	5,670	
Furniture & Fittings M & R	1/23120	2,000		0	2,000	2,000	
Equipment M & R	1/23125	7,000		5,398	1,602	7,000	
Depreciation - Building,Books,Equipment	1/23130	118,383		0	118,383	118,383	
Maintenance of Books	1/23200	1,400		99	1,301	1,400	
Purchase of Periodicals	1/23220	1,500		541	959	1,500	
Other	1/23260	2,800		1,117	1,683	2,800	
<b>Sundry</b>							
Subsidy to Band	1/24500	500		0	500	500	
Community Arts Centre Expenses	1/24502	500		0	500	500	
Arts Out West Expenses		1,900		1,814	86	1,900	
Community Hub M & R,Insurance,Rates,Electricity etc		17,000		15,197	4,803	20,000	3,000
Art Gallery Expenses		3,000	1,000	4,010	2,790	6,800	2,800
Conference Room/Cinema Expenses		5,000		461	1,539	2,000	(3,000)
Railway Station Expenses	1/23610	5,000		2,786	2,214	5,000	
Festival Expenses	1/25000	6,500		793	5,707	6,500	
Gold Fest Festival Expenses		15,000		10,569	4,431	15,000	
<b>Museum</b>							
Museum Building M & R, Rates	1/23510	4,850		1,802	3,048	4,850	
Museum Depreciation	1/23530	19,134		0	19,134	19,134	
<b>Swimming Pools</b>							
Wages	1/26000	64,831		27,402	37,429	64,831	
Leave Entitlements		7,698		1,584	6,114	7,698	
Buildings M & R	1/26010	8,800		1,237	7,563	8,800	
Operating Expenses	1/26025	45,500		17,012	28,488	45,500	
Grenfell Swimming Pool - Leak Repairs		0	15,824	19,380	0	19,380	3,556
Quandialla Baths Subsidy	1/26100	22,000		22,000	0	22,000	
Depreciation - Buildings,Pools	1/26015	47,458		0	47,458	47,458	
<b>Parks &amp; Gardens</b>							
Expenses	1/27500	176,000		84,461	91,539	176,000	
Employee Leave Entitlements	1/27875	8,872		1,124	7,748	8,872	
Contribution to Library by Community Services		(5,000)		(5,000)	0	(5,000)	
Contribution to Swimming Pool by Community Services		(10,000)		(10,000)	0	(10,000)	
Contribution to Sporting Grounds by Community Services		(10,000)		(10,000)	0	(10,000)	
Depreciation - Buildings,Equipment	1/27900	101,029		0	101,029	101,029	
<b>TOTAL OPERATING EXPENSES</b>		<b>733,277</b>	<b>16,824</b>	<b>224,132</b>	<b>532,325</b>	<b>756,457</b>	<b>6,356</b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
RECREATION & CULTURE		Budget	Variation	Actual	Revised	Revised	Variation
(Continued)		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>CAPITAL REVENUE</b>							
Local Special Projects Grant	1/20120	5,100		5,150	0	5,150	50
Capital Contribution - Grenfell Rotary Club		0	16,125	16,125	0	16,125	
Local Community Infrastructure - Tsf from Ext/Int Restrictions		0	17,210	17,210	0	17,210	
O'Briens Hill (Stage 1) - Toilets Ex-Reserves		0	97,332	101,929	0	101,929	4,597
		<b>5,100</b>	<b>130,667</b>	<b>140,414</b>	<b>0</b>	<b>140,414</b>	<b>4,647</b>
<b>CAPITAL EXPENSES</b>							
Library Books Purchase	1/29100	17,000		6,280	10,720	17,000	
Local Special Projects	1/29106	5,100		0	5,100	5,100	
Library Equipment Purchase	1/29110	3,000		0	3,000	3,000	
Community Hub - Underfloor file shelving		15,000		0	15,000	15,000	
Local Community Infrastructure - Rotary Park Sun Shade		0	16,125	16,125	0	16,125	
Local Community Infrastructure - Rotary Park Sun Shade		0	17,210	17,210	0	17,210	
O'Briens Hill (Stage 1) - Toilets Ex-Reserves		0	97,332	101,929	0	101,929	4,597
		<b>40,100</b>	<b>130,667</b>	<b>141,544</b>	<b>33,820</b>	<b>175,364</b>	<b>4,597</b>
<b>Funds Available to/(Required from)</b>							
Rates & General Revenue		(691,777)	(15,824)	(170,861)	(540,799)	(711,660)	(4,059)
DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
MINING, MANUFACTURING & CONSTRUCTION		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUE</b>							
Building Certificates	1/30060	1,000		75	925	1,000	
Sundry Income	1/30200	200		0	200	200	
		<b>1,200</b>	<b>0</b>	<b>75</b>	<b>1,125</b>	<b>1,200</b>	<b>0</b>
<b>OPERATING EXPENSES</b>							
Building Control Staff (Contribution)	1/31050	20,000		20,000	0	20,000	
Building Office Expenses	1/31200	3,000		630	2,370	3,000	
		<b>23,000</b>	<b>0</b>	<b>20,630</b>	<b>2,370</b>	<b>23,000</b>	<b>0</b>
<b>CAPITAL REVENUE</b>							
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
Rates & General Revenue		(21,800)	0	(20,555)	(1,245)	(21,800)	0

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

PDIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
TRANSPORT & COMMUNICATION		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUE</b>							
Regional Roads (Block Grant)	1/35410	690,000		304,500	385,500	690,000	
RLR (FAG Component)-2011/2012	1/83001	854,000		335,569	518,431	854,000	
Roads to Recovery Programme		450,876		140,892	309,984	450,876	
State Highway 6 - M & I	1/35310	497,500		150,333	347,167	497,500	
State Highway 17 - M & I	1/35210	497,500		150,333	347,167	497,500	
Repair Program(MR 237)		160,000		0	160,000	160,000	
Repair Program(MR 398)		160,000		20,000	140,000	160,000	
3x3 Council Determined Works	1/35700	68,000		34,000	34,000	68,000	
Flood Damage Grant Funding		0	950,570	350,000	600,570	950,570	
Tsf from Reserves - Rural Roads/Town Streets		0	187,359	0	187,359	187,359	
Street Lighting Subsidy	1/32100	34,000		0	34,000	34,000	
Sundry Sales(Royalties)	1/49000	2,500		0	2,500	2,500	
<b>TOTAL OPERATING REVENUE</b>		<b>3,414,376</b>	<b>1,137,929</b>	<b>1,485,627</b>	<b>3,066,678</b>	<b>4,552,305</b>	<b>0</b>
<b>OPERATING EXPENSES</b>							
Regional Roads (Block Grant)	1/50973	690,000		236,368	453,632	690,000	
Rural Local Roads (FAG Component)- 2011/2012		854,000		219,671	634,329	854,000	
Roads to Recovery Programme		450,876		89,456	361,420	450,876	
State Highway 6 - M & I	1/50970	497,500		213,804	283,696	497,500	
State Highway 17 - M & I	1/50972	497,500		213,804	283,696	497,500	
Repair Program(MR 237)		160,000		101,506	58,494	160,000	
Repair Program(MR 398)		160,000		9,272	150,728	160,000	
3x3 Council Determined Works		68,000		8,088	59,912	68,000	
Flood Damage - Regional Roads		0	46,076	4,881	41,195	46,076	
Flood Damage - Rural Roads		0	820,395	533,148	287,247	820,395	
Flood Damage - Urban Roads		0	84,099	14,689	69,410	84,099	
Town Streets	1/53110	170,857	35,339	47,962	158,234	206,196	
Rural Roads	1/53310	571,203	152,020	243,369	479,854	723,223	
Village Streets	1/53110	18,000		6,051	11,949	18,000	
Street Lighting Charges	1/53190	70,000		31,383	38,617	70,000	
Footpaths M & R	1/53140	3,000		0	3,000	3,000	
Car Park Maintenance	1/69000	1,500		1,398	102	1,500	
Depreciation - Roads,Bridges,Footpaths		1,156,040		0	1,156,040	1,156,040	
Tree Planting M & R	1/53170	10,000		2,131	7,869	10,000	
<b>TOTAL OPERATING EXPENSES</b>		<b>5,378,476</b>	<b>1,137,929</b>	<b>1,976,981</b>	<b>4,539,424</b>	<b>6,516,405</b>	<b>0</b>
<b>CAPITAL REVENUE</b>							
K & G Contributions	1/34006	20,000		0	20,000	20,000	
Footpath Contribution		8,000		0	8,000	8,000	
Town & Shire Works	1/2303	1,100,000		0	1,100,000	1,100,000	
<b>TOTAL CAPITAL REVENUE</b>		<b>1,128,000</b>	<b>0</b>	<b>0</b>	<b>1,128,000</b>	<b>1,128,000</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
Tree Planting Construction	1/63170	10,000		0	10,000	10,000	
Town & Shire Works	1/63126	1,100,000		0	1,100,000	1,100,000	
<b>TOTAL CAPITAL EXPENSES</b>		<b>1,110,000</b>	<b>0</b>	<b>0</b>	<b>1,110,000</b>	<b>1,110,000</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(1,946,100)</b>	<b>0</b>	<b>(491,354)</b>	<b>(1,454,746)</b>	<b>(1,946,100)</b>	<b>0</b>

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

PDIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
ECONOMIC AFFAIRS		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUE</b>							
<b>Caravan Park</b>							
Income	1/70050	46,000		30,419	15,581	46,000	
<b>Tourism &amp; Industry Promotion</b>							
Sundry Income	1/70300	100		0	100	100	
Sale of Books, etc	1/70310	100		0	100	100	
<b>Other</b>							
Small Chamber Of Commerce Grant	1/70326	0		1,090	0	1,090	1,090
Bank Building Rent	1/70750	4,727		2,454	2,273	4,727	
Open Day -Transfer From Reserves		5,000		0	5,000	5,000	
Grenfell Internet Centre - Revenue		50,000		35,790	14,210	50,000	
<b>TOTAL OPERATING REVENUE</b>		<b>105,927</b>	<b>0</b>	<b>69,753</b>	<b>37,264</b>	<b>107,017</b>	<b>1,090</b>
<b>OPERATING EXPENSES</b>							
<b>Caravan Park</b>							
Wages	1/72000	35,868		21,789	14,079	35,868	
Employee Leave Entitlements	1/72011	4,259		443	3,816	4,259	
Electricity & Gas	1/72050	8,500		3,164	5,336	8,500	
Rates & Insurance	1/72060	5,320		3,729	1,591	5,320	
Working Expenses	1/72040	14,000		2,640	11,360	14,000	
Depreciation - Buildings,Other Structures	1/72030	15,405		0	15,405	15,405	
<b>Tourist &amp; Industry Promotion</b>							
Advertising Advantages of Area	1/72130	17,000		12,751	4,249	17,000	
Contribution to Tourist Association	1/72300	3,000		1,625	1,375	3,000	
Office Expenses	1/72120	1,000		0	1,000	1,000	
Development/Tourism Officer		59,023		33,798	25,225	59,023	
Leave Entitlements		7,008		0	7,008	7,008	
Tourism - Clerical Assistance		5,000		0	5,000	5,000	
Grenfell Open Day		16,000		15,478	522	16,000	
Small Chamber Of Commerce Workshops		0		1,090	0	1,090	1,090
Centroc Contribution		10,820		9,055	1,765	10,820	
Centroc - Joint Initiatives		10,000		0	10,000	10,000	
Centroc - Beyond the Range Project		0	6,000	6,000	0	6,000	
Grenfell Internet Centre - Expenses		55,000		33,325	21,675	55,000	
<b>Bank Building</b>							
M&R, Insurance, Rates	1/10760	13,900		6,383	7,517	13,900	
Depreciation	1/10762	33,240		0	33,240	33,240	
<b>Industrial Subdivision</b>							
Rates & Current Costs	1/72601	3,810		3,751	59	3,810	
<b>Other</b>							
Taxi - Operating Expenses	1/70800	8,000		5,418	2,582	8,000	
<b>TOTAL OPERATING EXPENSES</b>		<b>326,153</b>	<b>6,000</b>	<b>160,439</b>	<b>172,804</b>	<b>333,243</b>	<b>1,090</b>
<b>CAPITAL REVENUE</b>							
Net Income - Sales of Industrial Land	1/70700	5,000		0	5,000	5,000	
Caravan Park Upgrading - Tsf from Reserves	1/70700	0	14,958	20,163	0	20,163	5,205
		<b>5,000</b>	<b>14,958</b>	<b>20,163</b>	<b>5,000</b>	<b>25,163</b>	<b>5,205</b>
<b>CAPITAL EXPENSES</b>							
Main Street Promotion - Henry Lawson Festival Plaques		500		988	0	988	488
Tourism Signs Upgrade		6,000		2,626	3,374	6,000	
Industrial Area - Infrastructure		40,000		0	40,000	40,000	
Caravan Park Upgrading - Stage 2		0	14,958	20,163	0	20,163	5,205
<b>TOTAL CAPITAL EXPENSES</b>		<b>46,500</b>	<b>14,958</b>	<b>23,777</b>	<b>43,374</b>	<b>67,151</b>	<b>5,693</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>(261,726)</b>	<b>(6,000)</b>	<b>(94,300)</b>	<b>(173,914)</b>	<b>(268,214)</b>	<b>(488)</b>

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

DIN SHIRE COUNCIL BUDGET REVIEW AS AT 31.12.2011							
GENERAL PURPOSE REVENUES		Budget	Variation	Actual	Revised	Revised	Variation
		1/7/11	Approved	To Date	Estimate	Budget	Inc-(Dec)
<b>OPERATING REVENUES</b>							
General Rates	1/81001	1,922,248		1,919,539	2,709	1,922,248	
LESS : Pensioner Rebates	1/81003	(108,000)		(106,214)	(1,786)	(108,000)	
Extra Charges	1/81101	12,500		6,996	5,504	12,500	
Legal Fees Raised	1/81201	6,000		0	6,000	6,000	
Interest on Investments	1/82020	250,000		119,659	130,341	250,000	
Interest from Internal Loan - No.2		8,808		0	8,808	8,808	
Interest from Internal Loan - No.3		3,027		0	3,027	3,027	
Interest from Internal Loan - No.4		2,800		0	2,800	2,800	
FAG (General Purpose Component)	1/83000	1,410,000		537,936	872,064	1,410,000	
Pension Rate Subsidy	1/83500	59,400		0	59,400	59,400	
<b>TOTAL OPERATING REVENUES</b>		<b>3,566,783</b>	<b>0</b>	<b>2,477,916</b>	<b>1,088,867</b>	<b>3,566,783</b>	<b>0</b>
<b>OPERATING EXPENSES</b>							
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL REVENUE</b>							
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL EXPENSES</b>							
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funds Available to/(Required from)</b>							
<b>Rates &amp; General Revenue</b>		<b>3,566,783</b>	<b>0</b>	<b>2,477,916</b>	<b>1,088,867</b>	<b>3,566,783</b>	<b>0</b>

9 February 2012

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

**1. Works Report (5 February 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  
              - carried out pavement shape repairs  
              - cleared saplings for sight improvement  
              - fitted new garbage bin lids at the rest areas

SH17         - general maintenance  
              -replaced garbage bin at the rest area  
              - repaired concrete pavement at the Marsden intersection  
              - set out signs for heavy patching

MR398       - general maintenance  
              - cleared table drains

MR236       - general maintenance

MR237       - general maintenance  
              - remove fallen tree

MR239       - general maintenance  
              - flood damage repairs, edges and heavy patching has been carried out

**1.2 Rural Local Roads Programme**

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

### 1.3 Rural Maintenance

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

- general maintenance
- flood damage repairs have been carried out on Hancock-Flynns, Gap Road, Mittons Lane, Boundary Road, Goods Lane, Grimms Lane, Khartoum Road, McSpaddens Lane, Quandong Lane, Caragabal Tip Road, Lynchs Road, Yambira Road, Major West Road and Kangaroooby Road
- graded fire breaks around Bimbi and Quandialla
- removed fallen trees at Greenthorpe, Holy Camp Road, Eualdrie Road, Stumpy Lane, Back Piney Range Road and Gap Road.
- constructing culvert Millars Road
- completed 3 km of flood damage on Back Piney Range Road

### 1.4 Urban Maintenance/Construction

- general maintenance
- new seats erected at Grenfell Pool
- repaired swing wear mats at Vaughn Park
- topped up graves Lawn Cemetery
- connected storm water on Cowra Road kerb and gutter
- erected table and bench at O'Briens Hill lookout
- placed two Henry Lawson Festival plaques in Main Street footpath
- erected new alcohol signs
- moved see-saw at Rotary Park
- erected ten new bin covers in the Main Street
- cleaned out kerb and gutter in East Street
- tree lifting in Grenfell Town Area
- removed a tree from Grenfell Cemetery
- replaced Agapanthus in Roundabouts
- removed tree limbs from the Caravan Park

**For Information**

**Noted**

## 2. Other Works

### 2.1 Parks & Ovals Report

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

- general maintenance
- topped up soft fall around play equipment in all parks
- repaired Rotary Park BBQ

## THE DIRECTOR ENGINEERING'S ORDINARY REPORT

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### 2.2 Cemeteries

The following graves have been prepared from 5 December 2011 to 5 February 2012

Grenfell Lawn	– 5
Grenfell	– 1
Bimbi	– nil
Caragabal	– nil

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

- slashed Cemetery
- mowing – whipper snipping
- topped up sunken graves
- spraying

### 2.3 Sewer Mains

Nine (9) sewer chokes have been attended to during the last two months.

### 2.4 Private Works

- sold three loads crushed gravel to a ratepayer
- sealed an access for a ratepayer
- erected a seat in the Lawn Cemetery
- graded a road for a Ratepayer

### 2.5 Vandalism

Urban - seat in female toilet at the rest area broken \$50.00  
- Rotary Park play equipment and toilet hand basin soiled (cleaned) \$100.00

Rural - Quandialla – lattice kicked off (repaired) \$100.00

**Progressive Cost Urban: \$1050.00**

**Progressive Cost Rural: \$1,930.00**

(from 1/7/2011 to date)

**For Information**

**Noted**

**3. Future Works**

**3.1 Rural**

- general maintenance
- continue flood damage
- complete Millars Lane culvert
- commence heavy patching on SH17
- commence MR 237 widening (REPAIR)

**3.2 Urban**

- general maintenance
- start North Street foot bridge (flood damage)
- repair Emu Creek rock retaining wall at Brundah Street (flood damage)

**For Information**

**Noted**

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

In the last month the CENTROC Weight of Loads Group detected seven (7) breaches totalling \$6,295.

**For Information**

**Noted**

**5. Plant Report**

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

<b>Plant No</b>	<b>Plant Item</b>	<b>Maintenance</b>
	General plant	General maintenance
PI 3952	Kenworth Prime Mover	Repairs prior to registration check.
PI 3933	Float	Repairs prior to registration check.
PI 3826	Old garbage truck	Repairs prior to registration check.
PI 4070	Caterpillar Grid Roller	Repair wiring, alternator and replace batteries.
PI 5292	New Road Broom	Repairs to gears and shaft (under warranty).
PI 3951	Iveco Tipper	Repairs prior to registration check.
PI 4098	Isuzu Jetpatcher	Repairs prior to registration check.
PI 3953	Garbage Truck	Repairs prior to registration check.

**For Information**

**Noted**

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

The draft Road Asset Management plan has been prepared for checking.

The financial component of the plan is being fine-tuned in conjunction with the consultant Jeff Roorda and Associates.

**For Information**

**Noted**

**7. RMS RMCC Contract, R2.54.4**

Routine maintenance works on SH6 and SH17 continue.

RMS has requested that Council carry out further heavy patching on SH17, which will commence on 9 February 2012 subject to weather.

Concrete slab raising was carried out on sunken slabs at Marsden.

Reseals for SH6 and SH17 are planned for March

**For Information**

**Noted**

**8. Noxious Weed Report – January C2.8.12**

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

- Attended Identifying Grasses course and Recognizing Grasses course in Albury
- Weeds sprayed –African Boxthorn, Silverleaf Nightshade, St John's Wort, Scotch/Illyrian Thistle, Bathurst Burr, Blackberry & Spiny Burrgrass
- Attended meeting with Megan Power in Cudal - paperwork & budget for Noxious Weeds
- Areas sprayed – Wallah Wallah, Brundah, Coba, Tyagong, Bungalong, Bumbaldry, Grenfell town area, Yambira, Barbingal, Marowrie, Wheoga, Yuline, Cudgymunty, Maudry, Bimbi Weddin, Eurabba, Bribbabbree, Iandra, Waraderry, Melyra, Bolungerai and Euroka.
- One property re-inspection
- Contacted several landholders, regarding control of Noxious Weeds on their property.

**For Information**

**Noted**

**9. Flood Damage, R2.70.2**

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

State Roads	- completed
Regional Roads	- 62% completed
Local Roads	- 81% completed

**For Information**

**Noted**

**10. Emu Creek (Grenfell) Floodplain Risk Management Study, E2.9.5**

The Floodplain Information Session for Councillors was held at 11.06 am on Wednesday 1 February 2012 at the Grenfell Community Hub.

Present were Clrs Simpson, N Hughes, D Hughes, Niven, Lobb, Halls. Also present were Siva Varathan, Nichole Richardson SES, Arthur Richardson SES, General Manager, Director Engineering, Director Environmental Services, Director Corporate Services, Nirupan Mylvaganam and Brian Lyall (Lyall and Associates)

Brian Lyall (consultant) presented the Draft Plan to the Councillors and the Floodplain Committee and a number of questions were raised.

The meeting closed at 12.12 pm.

At 2.00 pm a Community Information Session was held with Clr Simpson and Clr Atchison in attendance together with 45 interested community members.

Again Brian Lyall presented points in the Draft Plan and a number of questions were asked, particularly in relation to the management of Emu Creek and its tributaries.

The meeting was advised that comments on the Draft Plan would be received up to 22 February 2012 for consideration by the Floodplain Committee prior to Council considering the Draft Plan.

**For Information**

**Noted**

**11. Purchase of vehicles, P6.1.4**

Quotations were called for the replacement of PI 2068 Toyota Hilux Extra Cab (Noxious Weeds Officer), purchased 20 December 2004 (travelled 138,068 km) from a number of firms (Frank Spice, Marlo Motors, Jason Nissan) to replace the vehicle with a more appropriate vehicle such as a Nissan Patrol. PI 2068 has, over its life, had a number of clutch replacements and at least one differential replacement.

## **THE DIRECTOR ENGINEERING'S ORDINARY REPORT**

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The most cost effective quotation was from Marlo Motors.

Purchase of Nissan Patrol Tray Top	\$46,000
Less trade – in Toyota Hilux	<u>\$13,000</u>
Total cost	<u>\$33,000</u>

Quotations were called for the replacement of PI 1103 Toyota Aurion (Director Engineering), purchased 26 August 2010 (travelled 83,300 km) from a number of firms (Toyota Aurion, Nissan X-Trial, Holden Commodore).

The most cost effective quotation was from West Orange Motors

Purchase of Toyota Aurion	\$31,496
Less trade – in Toyota Aurion	<u>\$15,000</u>
Total cost	<u>\$16,496</u>

Quotations were called for the replacement of PI 2066 Toyota Hilux Tray Top (Workshop) purchased 14 October 2004 (travelled 86,111 km) from a number of firms (Frank Spice, Marlo Motors, Jason Nissan) to replace the vehicle with a more appropriate vehicle, such as a Nissan Patrol.

The most cost effective quotation was from Frank Spice.

Purchase of Nissan Patrol Tray Top	\$47,128
Less trade in Toyota Hilux	<u>\$8,000</u>
Total cost	<u>\$39,128</u>

The extra change over costs are covered within the plant fund.

**For Information**

**Noted**

### **12. Kerb and Gutter, R2.4.5, R2.4.8, R2.4.37**

Kerb and gutter has been completed in Tyagong Street (west side) from Grafton Street to Camp Street, Camp Street (north side) from Tyagong Street to Brundah Street and Brundah Street from Camp Street to Grafton Street.

The length of the work was 240 lineal metres.

Kerb and gutter notices were issued to residents in accordance with Council's determination and the half share contribution was estimated at \$60.00 per metre including GST based on previous works.

Following the finalising of the work and the assessment of actual costs, the rate per metre incurred was \$119.20 or \$59.60 per metre half share including GST.

## **THE DIRECTOR ENGINEERING'S ORDINARY REPORT**

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**RECOMMENDATION:** that approval be given to charge out the kerb and gutter works to the residents at the rate of \$59.60 per lineal metre including GST and debit notices be issued accordingly.

**305 RESOLVED:** Clr Crutcher and Clr McClelland that approval be given to charge out the kerb and gutter works to the residents at the rate of \$59.60 per lineal metre including GST and debit notices be issued accordingly.

### **13. Road Closure Application, R2.1.4**

Council has received advice from Crown Lands that the Minister for NSW Department of Primary Industries, Crown Lands Division, proposes to consider closing the public roads listed as follows:-

- All those within and adjoining the property of "Minoru" RMB 634, Caragabal 2810; all those within and adjoining the property of Anthony J Duff, Newell Highway, Wirrinya 2810; all those within and adjoining the property of "Warrakimbo" RMB 5510 Mid Western Highway, Caragabal 2810.

The roads have been inspected and have not been used or maintained as a road. These roads would not be used by Weddin Shire Council. Copies of the plans will be available at the meeting.

**RECOMMENDATION:** that Council have no objection to the closure of the above listed roads.

**306 RESOLVED:** Clr Halls and Clr D Hughes that Council have no objection to the closure of the above listed roads.

### **14. Budget Review Variances – Engineering, A1.6**

There were no significant variances in the budget review dated 31 December 2011 for the engineering department. However, Councillors are certainly able to make enquiries if they have concerns in any area that has not been reported.

**For Information**

**Noted**

### **15. Lawson Oval – Proposed Cricket Wicket, P2.1.6**

Responses have been received from Grenfell Junior Rugby League and Grenfell Rugby League Football Club Inc requesting further information on the construction and life of the proposed cricket pitch and examples in other towns.

The requests have been referred to the Grenfell Senior Cricket Club for a response.

**For Information**

**Noted**

**16. Company Dam – 2011 Dam Safety Inspection Report, P2.1.7**

The NSW Office of Water (NOW) Dam Safety Unit Engineer carried out the Company Dam Safety Inspection on 7 September 2011.

The recommendations from the audit were of a minor nature, such as removal of some vegetation, monitoring wet patches along the toe, and inspection training for staff.

There is also a requirement for the preparation of a basic operations and maintenance manual and the provision of a telemetry system to automatically record the reservoir levels. These items will be addressed as funds become available.

**For Information**

**Noted**

**17. Higher Mass Limits (HML) and Intelligent Access Program (IAP) Request, T3.6.2**

A request has been received from McNaughts Transport Pty Ltd for Council to assess Henry Lawson Way (MR 239) between the intersection of Tyagong Creek Road and the Weddin/Young Road for HML use.

This section of road and the culverts have not been assessed for HML usage as funds have not been allocated to carry out this assessment.

The Company has also requested that Council approve the Greenethorpe - Koorawatha Road for HML (68 tonne B-doubles). This road has been previously assessed as not capable of safely handling B-double usage due to the tight curves and narrow substandard pavement.

The Company has further requested that the Greenethorpe – Bumbaldry Road or Gambarra Road be assessed for HML usage. Both these roads are not suitable for that usage as due to sight restrictions at both intersections with the Mid Western Highway.

**RECOMMENDATION:** that McNaughts Transport Pty Ltd be advised that:-

- i) no resources are available to assess MR 329 from Tyagong Creek Road to the Young Shire boundary for HML use,
- ii) the Greenethorpe – Bumbaldry Road and Gambarra Road are not suitable for HML use due to sight restrictions at the Mid Western Highway,
- iii) Tyagong Creek Road is approved for 25 – 26 m B-double usage.

**307 RESOLVED:** Clr Hinde and Clr Crutcher that McNaughts Transport Pty Ltd be advised that:-

- i) no resources are available to assess MR 329 from Tyagong Creek Road to the Young Shire boundary for HML use,
- ii) the Greenethorpe – Bumbaldry Road and Gambarra Road are not suitable for HML use due to sight restrictions at the Mid Western Highway,
- iii) Tyagong Creek Road is approved for 25 – 26 m B-double usage.

**RECOMMENDATION:**

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

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

**18. Kerb and Gutter – Melyra Street, T5.24.2009**

Refers to Correspondence Item No. 10 – Greg Oliver

A request has been received from Greg Oliver for Council to continue to hold the funds for the construction of kerb and gutter and road shoulder in Melyra Street opposite the Grafton Street development until other shire kerb and gutter works are being carried out rather than carrying out the works by itself. This may then have the effect of reducing the per metre rate of construction which could be reimbursed to Mr Oliver later.

The approved works programme for 2011/2012 includes kerb and gutter of road shoulder construction Parkes Street and in Melyra Street and the kerb and gutter and road shoulder construction in Melyra street opposite the development could be included with these works. The work is proposed to be completed by June 2012.

This will have the effect of reducing the developer's cost for kerb and gutter by approximately \$1,350 plus GST.

**For Information**

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

**Clr McClelland previously submitted a written declaration of interest and stayed in the room.**

**Noted**

**Clr D Hughes returned to the room.**

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

**309** **RESOLVED:** Clr Atchison and Clr Crutcher that except where otherwise dealt with the Director Engineering's Report be adopted.

9 February 2012

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

Dear Sir

I wish to report to Council as follows:-

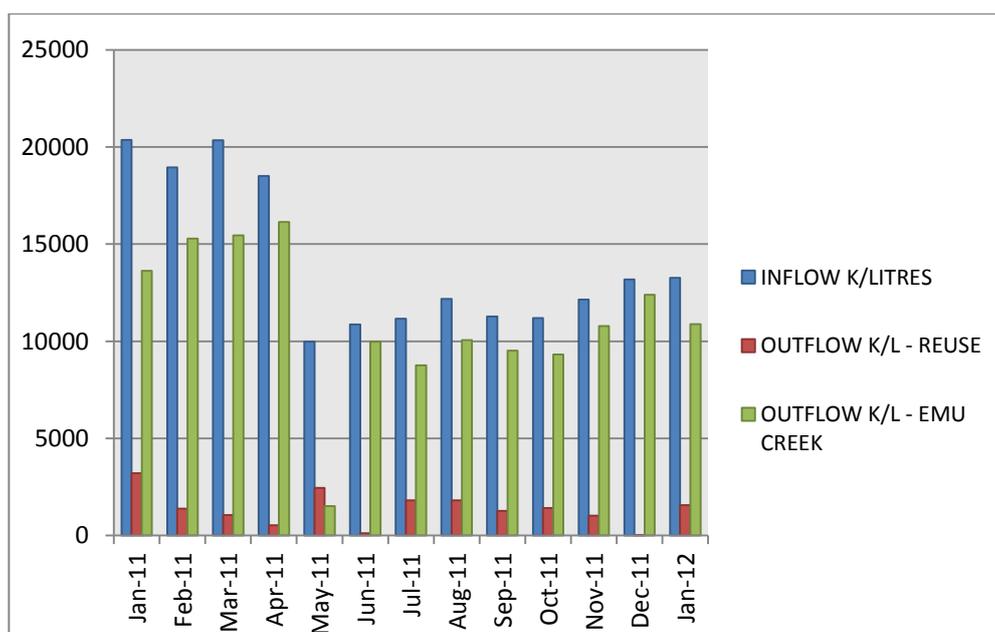
**A. Public Health and Environmental Matters**

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

Inflow and outflow at the Works during December 2011 and January 2012 are shown below:

<b>December 2011 (Readings ending 6.30am)</b>						
Inflow	Daily Average	Irrigation for Reuse	Discharge to Emu Creek	Highest	Lowest	Rainfall
13184 kl	425.29 kl	4 kl	12,389 kl	739 kl 23/12/2011	347 01/12/2011	141 mm

<b>January 2012 (Readings ending 6.30am)</b>						
Inflow	Daily Average	Irrigation for Reuse	Discharge to Emu Creek	Highest	Lowest	Rainfall
13268 kl	428 kl	1560 kl	10890 kl	485 kl 08/01/2012	404 kl 05/01/2012	43mm



**For Council's Information**

**Noted**

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

### 2. Animal Control, A4.4.4

Animal control activities for December 2011 were:

#### a. Companion Animals

Animals Seized:	0	Animals Returned to Owners:	0
Animals Impounded:	3 (Dogs)	Animals Destroyed:	2
Animals Sold:	1	Animals Released:	1
Animals Surrendered:	1 (Dog)		

Animal control activities for January 2012 were:

Animals Seized:	0	Animals Returned to Owners:	0
Animals Impounded:	6 (2Dogs, 4 Cats)	Animals Destroyed:	3 (Cats)
Animals Sold:	0	Animals Released:	2 (Dogs)
Animals Surrendered:	0	Animals Stolen:	0
Rehomed by other Organisation:	1 (Dog)		

**For Council's Information**

**Noted**

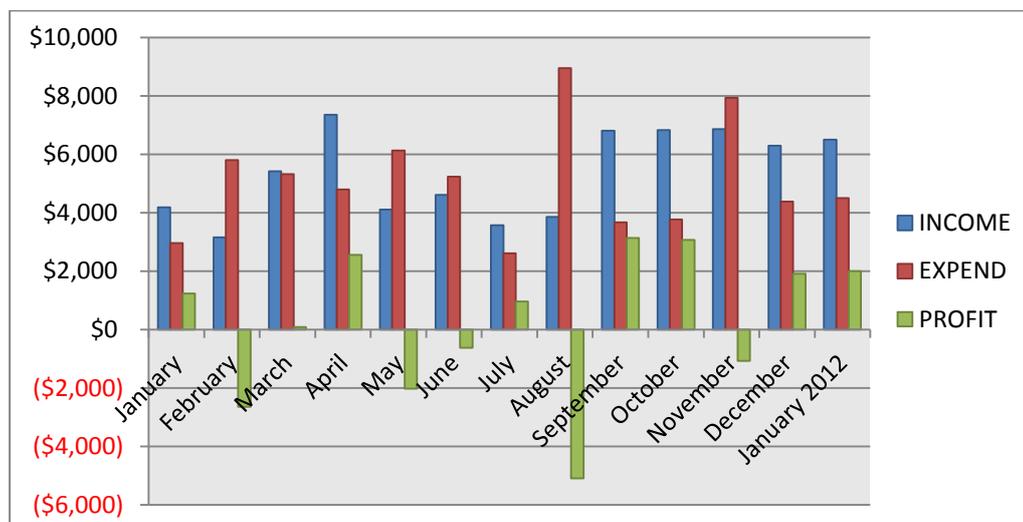
### 3. Caravan Park Operations, P2.3.3

Income for the month of December 2011 was \$6,294.00 with expenditure of \$4,385.36 resulting in an operational profit of \$1,908.64 for the month.

There were 230 sites occupied for the month of December 2011.

Income for the month of January 2012 was \$6,505.00 with expenditure of \$4,503.74 resulting in an operational profit of \$2,001.26 for the month.

There were 248 sites occupied for the month of January 2012.



**For Council's Information**

**Noted**

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

**December 2011/January 2012**

<b>Total Attendance:</b>	<b>6777</b>	<b>School Usage:</b>	<b>384</b>
		<b>Other Usage Groups</b>	<b>485</b>
<b>Daily Average:</b>	<b>Dec 103, Jan 116</b>	<b>Season Ticket Sales</b>	
		Adult 5	
<b>Cash Attendance:</b>	<b>775 (Child)</b>	Pensioner 2	
	<b>718 (Adult)</b>	Family 8	
		Child 1	
<b>Season Ticket Attendance:</b>	<b>2887 (Child)</b>		
	<b>1954 (Adult)</b>		

**For Council's Information**

**Noted**

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

**December 2011/January 2012**

<b>Total Attendance:</b>	<b>2982</b>	<b>Season Ticket Sales</b>	
<b>Daily Average:</b>	<b>Dec-47, Jan-55</b>	Adult: 1	
		Family: 3	

Quandialla held the following during December and January:

- Quandialla and Caragabal Schools completed their intensive swimming
- Sport and Recreation lessons were held from 9th to 19th January, 12 participants
- Quandi Swim School held lessons with 14 students in December and 12 students participating in January 2012
- Swimming Club held on Tuesday, Wednesday & Friday evenings
- Early morning lap swimmers held on Tuesday & Thursday mornings
- Aqua exercises held in January
- Quandialla Swimming Club hosted a South West District Carnival on 22 January, with 312 people attending

**For Council's Information**

**Noted**

**6. Burrangong Street Doctors Surgery – Upgrades, P2.12.9**

As previously reported upgrade works at the Burrangong Street Doctors Surgery is nearly completed, with the new entrance being installed.

We are now waiting for the opportunity to have some input from Doctor Patrick, prior to finally placing the medical equipment and installing the computer and telephone equipment.

**For Council's Information**

**Noted**

**7. Budget Review Variances – Environmental Services, A1.6**

There were no significant variances in the budget review dated 31 December 2011 for the Environmental Services Department. However, Councillors are certainly able to make enquiries if they have concerns in any area that has not been reported.

**For Council's Information**

**Noted**

**8. Construction of “Huckel Close – Doctors Residence”CD 6/2011**

Works for the construction of a Brick Veneer Dwelling at Lot 117 No. 8 Huckel Close, Grenfell are now proceeding after the initial delay due to unseasonal December rains.

The frame is now being erected and the building is starting to take shape. It is hoped that the wet weather may ease and construction can rapidly progress.

**For Council's Information**

**Noted**

**9. Roadside Vegetation Management Plan Funding, R2.14**

In late December 2011, the Lachlan Catchment Management Authority made an offer to provide \$15,000 for Council to conduct Roadside Vegetation Management Plan for the Shire.

This funding is expected to cover the consultants cost to prepare the plan, which will enhance at a local level the previous regional Roadside Vegetation Management Plan.

Council is not required to commit any funds for this project and therefore the offer has been accepted due to the time between meetings.

Over the coming months staff will be sourcing a suitable local consultant to undertake the Roadside Vegetation Management Plan, which a further report to follow.

**RECOMMENDATION:**

Confirm Action

**310 RESOLVED:** Clr Lobb and Clr D Hughes that the action be confirmed.

**10. Village Recycling, E3.3.7**

Council resolved at the March 2011 to implement a recycling compound at the Quandialla and Caragabal tips and commence collection once the infrastructure is established.

The tip site was preferred as no suitable or agreed sites could be located with the Villages. This option has however failed due to the remote nature of the sites. Each site has had chains cut and recycling bins stolen.

Both services have currently been removed, with the Quandialla Progress Association trying to seek alternate sites within the Village.

It is suggested that Council look at establishing temporary compounds in suitable locations with the Villages, for a trial period of three months and if successful permanently fenced compounds will be constructed.

**RECOMMENDATION:** that Council establish temporary recycling compounds in suitable locations with the Quandialla and Caragabal for a trial period of three months.

**311 RESOLVED:** Clr Niven and Clr Halls that Council establish temporary recycling compounds in suitable locations within Quandialla and Caragabal for a trial period of three months in consultation with the village Progress Associations.

**11. Swimming Pool Act 1992 Review, A3.6.57**

The Division of Local Government has released a Discussions Paper, which details proposed changes to the Swimming Pool Act 1992, and has provided a feedback form that must be submitted prior to Friday 24<sup>th</sup> February 2012.

Some of the proposed changes include:

- Pool owners being required to register and self-certify their swimming pools
- The development and maintenance of a State-based Swimming Pool Register
- Barrier compliance inspections
- Encouraging owners of exempt swimming pools to voluntarily install four-sided barriers in accordance with the current Australian Standard.

A full copy of the Discussions Paper is available from the Director Environmental Services.

A review of the paper is being conducted with an intention to submit the submission form prior to the closing date.

**RECOMMENDATION:** that the document be reviewed and submissions made where appropriate.

**312 RESOLVED:** Clr D Hughes and Clr Atchison that the document be reviewed and submissions made where appropriate.

## DIRECTOR ENVIRONMENTAL SERVICES' 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):

#### **December 2011/January 2012**

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
41/2011	Caragabal Country Golf Club Ltd	Change of Use - Commercial to Residential	\$0	Lot: 1 DP: 1140207 Wyalong Road CARAGABAL NSW 2810
42/2011	WE & JA Gavin	Shed	\$7,221	Lot: 3 DP: 513160 9 Dagmar Street GRENFELL NSW 2810
43/2011	Andys Design & Drafting	Rear Verandah	\$19,540	Lot: 1 DP: 1137302 Manganese Road GRENFELL NSW 2810
44/2011	Luke McCann	Double Garage & Awning	\$9,700	Lot: 8 Sec:42 DP: 758473 30 Rose Street GRENFELL NSW 2810
45/2011	J McNickle	Bed & Breakfast	\$0	Lot: 21 DP: 868514 18 Wood Street GRENFELL NSW 2810
46/2011	IR Ryder	Entertainment Room	\$90,000	Lot: 3 DP: 807970 Lot 3 Manganese Road GRENFELL NSW 2810
47/2011	K Pollock	Dwelling	\$292,735	Lot: 46 DP: 750572 "Mariona" CARAGABAL NSW 2810

#### **For Information**

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

**Noted**

**Clr Halls returned to the room.**

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

### **2. Complying Development Applications**

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

<b>CDC NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
22/2011	J & N Brandt	Screen Enclosure	\$10,083	Lots: 24 & 25 Sec: 1 DP: 758473 1 Wood Street GRENFELL NSW 2810
23/2011	VG Miller	Shed	\$9,500	Lot: 2 DP: 358032 20 Rose Street GRENFELL NSW 2810
1/2012	L McCann	Garage - Habitable Area	\$11,500	Lot: 8 Sec: 42 DP: 758473 30 Rose Street GRENFELL NSW 2810
2/2012	Clover Hill Carpentry & Building	Verandah roof over existing slab	\$11,950	Lot: 5 DP: 857827 84 Berry's Road GRENFELL NSW 2810

#### **For Council's Information**

**Noted**

### **3. Planning System Review, A3.6.57**

As previously revised by Council, a review of the "issues paper" for the Planning System Review has been conducted by staff and one submission was received from Councillor Niven.

Based on the review and comments received from Councillor Niven a submission in general terms has been submitted as they had to be received by Friday, 17 February 2012.

The submission raised the following matters:

- The Planning laws should be practical, deliverable and enforceable.
- The EP & A Act should be a control document, with the LEP being area specific.
- Any IT system requirements should be achievable to all Councils.
- Council Certifies should have similar rights to Private Certifiers.

The next stage of the review will be the issuing of a White Paper – setting out the Government's new framework for the NSW Planning System, including the draft legislation.

#### **RECOMMENDATION:**

Confirm Action

**313 RESOLVED:** Clr Niven and Clr McClelland that the action be confirmed.

**4. Primary Production Strategy & Rural Settlement Project (Rural Lands Use Study), T2.1.10**

On the 20<sup>th</sup> January 2012, seven Councillors and four Staff attended a Workshop at the Grenfell Hub on the Primary Production Strategy & Rural Settlement Project (Rural Lands Use Study) presented by Michael Ryan from Booth Associates.

The workshop explained the three stages and methodologies to be used during the Primary Production Strategy & Rural Settlement Project. Councillors were given the opportunity to provide information about what the rural sectors of the Shire need and what should be considered in the studies.

The workshop was very informative and allowed ideas and suggestions to be freely voiced.

As discussed in brief at the workshop, a Community Consultation Strategy needs to be formally adopted for this project. This strategy will ensure that all stakeholders will be included in the process prior to the final adoption of Primary Production Strategy & Rural Settlement Project. A copy of the Community Consultation Strategy is separately provided.

**RECOMMENDATION:** that Council:

1. Acknowledge the Primary Production Strategy & Rural Settlement Project Workshop held on the 20<sup>th</sup> January 2012.
2. Adopt the Community Consultation Strategy for the Primary Production Strategy & Rural Settlement Project.

**314 RESOLVED:** Clr Atchison and Clr Niven that Council:

1. Acknowledge the Primary Production Strategy & Rural Settlement Project Workshop held on the 20<sup>th</sup> January 2012.
2. Adopt the Community Consultation Strategy for the Primary Production Strategy & Rural Settlement Project.

**5. Weddin Heritage Development Control Plan, H2.4.6**

Council via the Heritage Committee resolved to lodge an expression of interest for the Heritage Development Control Plan funding for a dollar for dollar grant of up to \$7,500 through the Office of Environment & Heritage, and if a grant is successful that funding is sourced from an unutilised fund such as Sloane's Cottage.

Advice was received in December 2011 that the application was successful, with Council having to accept the offer by mid-January 2012. This offer was accepted due to the timeframes.

This grant will fund an external Heritage contractor to prepare a development control document that will be able to be included in the Council DCP and will provide guidance and requirements for works on heritage items or within the conservation areas.

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

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The Council contribution for this project was proposed to be sourced from the un-used portion of the Sloane's Cottage vote that has not been spent.

**RECOMMENDATION:** that Council:-

1. Confirm action in accepting the Heritage Development Control Plan funding.
2. Reallocate the required \$7,500 from the Sloane's Cottage upgrade vote.

**315** **RESOLVED:** Clr Crutcher and Clr Lobb that Council:-

1. Confirm action in accepting the Heritage Development Control Plan funding.
2. Reallocate the required \$7,500 from the Sloane's Cottage upgrade vote.

**316** **RESOLVED:** Clr Crutcher and Clr Hinde that Council adjourn for supper.

**Council adjourned for supper: 7.06 pm**

**Council resumed at: 7.33 pm**

**317** **RESOLVED:** Clr N Hughes and Clr Atchison that Council resume.

### **6. Weddin Development Control Plan 2012, T2.1.11**

Previously reported during the Weddin Local Environmental Plan 2011 process, the next stage of the planning review requires the development of a comprehensive Development Control Plan (DCP) for the entire Shire area.

The DCP must be implemented within 6 months of the Gazettal of the LEP and therefore must be completed for public exhibition by mid June 2012.

Council currently only has two DCPs and a number of polices that relate to development type activities, it is recommended that council take the opportunity over the coming months to review and merge all planning controls into one document. This is also the chance to further enhance the control, thus allowing developers greater information, thus creating more surety when lodging and application.

It is proposed that these works will be done internally (excluding Heritage part) and therefore no additional funds are required. It is also expected that a Councillor workshop may be required, in which the draft document can be fully reviewed prior to public exhibition.

**RECOMMENDATION:** that Council prepare a draft Weddin Development Control Plan 2012 in accordance with the legislative provisions, including the merging of current DCPs and policies as applicable.

**318** **RESOLVED:** Clr Atchison and Clr Niven that Council prepare a draft Weddin Development Control Plan 2012 in accordance with the legislative provisions, including the merging of current DCPs and policies as applicable.

**S WILSON**

**DIRECTOR ENVIRONMENTAL SERVICES**

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

**REPORT ON THE POLICE AND COMMUNITY TEAM MEETING HELD AT YOUNG  
ON 7 DECEMBER 2011**

A meeting of the Cootamundra Local Area Command Police and Community Team was held at Young on 7 December 2011 and attended by Clr Niven. Other councils represented were Young, Cootamundra, Gundagai and Harden.

Matters discussed included the following:-

- a presentation by the Principal of Cootamundra High School on the Community Awareness of Policing Program. This featured the knowledge, skills and dedication of Police Officers.
- crime statistics, with towns and villages within Weddin Shire continuing to register low incidences,
- local issues for each shire,
- condition of Police accommodation,
- problems with international drivers licences,
- the possibility of more informal meetings with the Mayors.

The next PACT Meeting will be held in Boorowa on a date to be advised.

CLR J NIVEN  
DELEGATE

**320**    **RESOLVED:** Clr Niven and Clr Halls that the Report on the Police and Community Team Meeting be noted.

# Minutes of the Australia Day Committee Meeting Held Tuesday 13<sup>th</sup> December 2011 Commencing at 9am in the Council Committee Room

**Present:** M Bradshaw Jones, E Needham, I Pitt, A Carr

1. **Apologies:** E Baker

2. **Correspondence**

**In:** Australia Day Council, Margaret Carey, Elly Oliver, Kim Whitechurch, Allan Drogemuller.

**Out:** Allan Drogemuller, Kim Whitechurch, Ellie Oliver, Margaret Carey, Cadets, Bill Twohill, Grenfell Town Band, Steven Griffin, Peter Mitton, Ian Pitt,

3. **Program for 2012**

- **Set up** Historical Society –flags, bunting, card table. Rotary BBQ CWA- damper, Cadets- drinks. Ready to serve breakfast from 8am, ceremony commencing 9am. Pack up to commence at the end of the ceremony at 10.30am.
- **Theme** Year of Reading \$45 (3x\$15 newsagency vouchers) from Rotary for children’s costume prizes.
- **Master of Ceremonies** Margaret Carey confirmed
- **Awards – Nominees** Council to coordinate
- **National Anthem** Elly Oliver confirmed
- **Flag raising** Cadets to be confirmed. Anthem by Elly Oliver and Town Band concurrent with flag raising.
- **Prayer of thanks** Kim Whitechurch confirmed

Entertainment

- **Music** Grenfell Town Band. Elly Oliver to perform an additional song as part of the program’s entertainment. Additional song to be confirmed. Tape to be supplied to Peter Mitton.
- **Poetry** A Carr to decline Allan Drogemuller’s offer due to inappropriate content. A Carr to approach J Hetherington for conventional bush poetry.
- **Children’s Competition** No judge confirmed as yet although the ambassador’s partner (when the ambassador is confirmed) will be asked to judge both competitions. Roma Sinclair to be approached as ‘stand in’ judge if the ambassador’s partner is unavailable. Librarian Anne Gault asked to promote Year of Reading costume competition and prize money.

Catering

- **BBQ** Rotary.
- **Damper/Tea & Coffee** Damper by CWA, drinks by Cadets.

4. **General Business**

No Woolworths involvement this year.

Awaiting a response from Peter Mitton about providing the PA system

Bill Twohill has confirmed provision of additional bins and will unlock chain in Taylor Park driveway.

I Pitt to provide the Australian flag and a card table. Will remove the flag in the evening.

Wet weather venue and lectern yet to be confirmed. The hall’s kitchen will need to be available for Rotary BBQ.

MC to ensure pack up does not commence before the end of the ceremony.

Lions to provide 8 tables and 150 chairs.

Locate supplies of Australia Day branded tattoos, toothpicks and stickers.

Source butchers paper, textas and blu-tak for the drawing competition.

5. **Next Meeting** 17th January 9.00 am council meeting room

**321 RESOLVED:** Clr Lobb and Clr Atchison that the Minutes of the Australia Day Committee Meeting be noted



- Danni has looked at the budget but needs to talk to individual coordinators for some input. She asked the coordinators to take a copy of last years budget and a list of what she would like the coordinators to do to help her.

### **Coordinator's Reports:**

#### **Publicity**

The secretary was asked if she could give out A. Corey's contact details to the coordinators.

#### **Art**

WSC agreed to support acquisition of a painting to \$1500.

#### **VSS**

A few possible sponsors have been pursued. The Land has offered sponsorship in kind which is not appropriate for verse and short stories but may be useful for other coordinators. Mary is waiting to hear from other sponsors she has approached. A judge has already been attained.

M. Moffitt moved and G. England seconded the motion "That the entry fees for Poetry, Verse and Short stories for 2012 are \$10 for adults, \$2 for students and \$17 for an anthology with the prize money remaining the same as 2011." Carried

#### **Photography**

Darren Stones has sent a travel photography workshop proposal. The workshop would commence at 8.30am for a 3 hour photography walk in Grenfell. Darren will carry out all promotional activities and organise bookings. The cost of the workshop will be \$99.

C. Gorman moved and D. Yates seconded the motion "That THLF accept Darren Stones' proposal to hold a photography workshop as outlined in his submission."

Carried

C.Gorman moved and D Yates seconded "That the fees and conditions for photography for 2012 be as follows: - A fee of \$5 be charged for each photo entered with a maximum number of entries per person being limited to 10, with a limit of 4 entries per person for each category." Carried

#### **Street Stalls**

After reading through the 2011 information I would like committee's permission to continue with the \$50 fee for 3 metres.

I plan to introduce new types of stalls such as second hand books – NO MAGAZINES – collectables such as old bottles and good quality bric-a-brac. A photo would need to accompany the application form so that I can decide whether the goods are suitable.

There will be **no second hand clothing.**

All Grenfell shop keepers will be consulted as to positioning of market stalls so that stalls do not clash with goods for sale in local businesses. This is especially important for food stalls since the local food outlets will be unable to cater for the visitors to town. Also it is hoped that different types of foods such as Dutch pancakes, tortillas, pizzas, etc will be available from visiting market stalls.

I will also be approaching all local schools and organisations to find out what their plans are in regard to the festival in the way of market stalls.

All power costs provided by shopkeepers for stalls will be paid to the shopkeeper at his/her discretion.

By the February meeting all past addresses and rules will be finalised and forms should be either emailed or snail mailed out soon after. Rules and covering letter for the application form will be subject to the committee's approval.

There was some discussion re charges for powered and non powered sites and charges for a stall for one day and two days. It was suggested Gaynor approach businesses/shop owners to establish whether they wish to charge for stall holders who use power from their business/shop.

#### **Procession Marshal**

- I would like to look over the entry form for next years Festival and if changes are needed I will advise the Committee. (Participants really need to be aware and understand that the marshal has the right to refuse an entry if they are not meeting the safety requirements of participating in the parade.) I know they sign it every year but are they really aware of what they are signing??
- After the discussion held at last months meeting in regards to a concert in the main street, I have spoken with Bill Twohills, Director Engineering, Weddin Shire Council, and he has once again said that Council

and Police WILL NOT support a concert held in the Main Street of Grenfell. We have several venues in Grenfell that a concert could be held in.

There are many issues in regards to alcohol not being permitted in the Main Street and also security. It would be very hard to police entry into the concert. The Festival would have to pay for a private security firm, volunteers are not allowed to do this, and this would cut into any profits the Festival might make and then the unpredictable weather would also be a problem.

- The Parade Coordinator position needs to be filled. It is not the same position as the Marshal. The Parade Coordinator oversees any and all preparations or organising of the parade, liaises with Council re road closures, organises a Vet if the Gulgong Horses are participating and chairs a meeting held at least two weeks before the Festival with all RFS/SES Volunteers and any other interested persons helping with the parade to finalise all safety issues/concerns, if any, and a few other things as well!!
- I have given John a copy of my report from this years Festival, copy attached, some of these items may need to be actioned or at least discussed before the next Festival.
- I will speak to Bill in regards to three 'Festival Parade Parking Only' signs for next year. These would be located at entry points into Short Street. Need to try to stop unauthorised parking in Short Street before the parade.

### **Sponsorship**

Tim reminded coordinators that if they have sponsorship contacts he is willing to be the mediator. He is also willing to find sponsorship to fit the coordinator's budget. He is hoping for a sponsorship of \$15,000 in total with \$8,000 already being procured.

### **Social Engagement**

C. Brown is willing to help Juinita with her role.

### **King/Queen**

J.Meier will present ideas at the next meeting.

### **General Business:**

#### **1. Signatures for cheques.**

Due to the secretary position being divided into minute secretary and correspondence secretary there will be four people available to sign cheques this year.

G. England moved and J. Mitton seconded the motion "That the President, Treasurer, Minute Secretary and Correspondence Secretary be able to sign cheques on behalf of THLF with any two of the above signatures needed on each cheque." Carried

#### **2. Co-ordinator Vacancies**

**Poetry on the Boards:** Carly Brown volunteered to be coordinator for Poetry on the Boards. She is also willing to coordinate the Poetry Slam. As these are both demanding positions Carly suggested that in the future they are divided into two coordinator roles. Carly will change the venue for the Poetry Slam in 2012 as the venue used last year is not really adequate.

A. Corey moved and G. England seconded the motion "That the Poetry Slam and Poetry on the Boards be divided into two separate coordinator positions." Carried

**Procession:** Melanie Carter volunteered to fill this position. She would like a job description for her role.

**Awards Dinner** T. O'Byrne resigned from this role.

Verona Hughes was nominated by C. Lobb and seconded by G. England to be the Awards Dinner coordinator. Carried

#### **3. Concert**

Dan Barclay, Andrew Hooper and Jennifer Kelly were all nominated to coordinate the concert. There was some discussion about the type of concert that should be run this year with pros and cons mentioned for a concert on the Friday night that showcased local talent. Arianne informed the meeting that she had judges organised if the committee agreed to a talent quest. A talent quest may be more appealing to a younger age group (teens, 20's and 30's). Finally the committee agreed to both types of concert being run; one on the Friday night and one on the Saturday night.

C. Lobb moved and T Carroll seconded the motion "That A. Hooper and J. Kelly coordinate a concert on the Friday night of the festival weekend which features local talent." Carried

D. Yates moved and C. Brown seconded “That D. Barkley coordinates a talent quest which will be held on the Saturday night of the festival weekend.” Carried

As the Awards Dinner may also be held on the Saturday night, Mardie suggested that it begin earlier and therefore finish earlier so people can go home or on to other events.

**4. TV Awards**

Mardie Bucknell spoke on reintroducing TV awards. This aspect of the festival has lapsed and she felt that the committee should consider its reintroduction. Mardie commented that it does add value to the festival as this award receives a lot of promotion through the radio stations. She is prepared to be the coordinator. The president suggested that Mardie do some research to see if the awardees are willing to come to Grenfell to receive the award.

**5. Riverina Scooters**

The Riverina Scooters representative is no longer holding a stall at festivals but going to field days instead. Last year there was confusion about the position of the stall site given to Riverina Scooters. The market stall coordinator for 2012 (G. England) will contact the representative to confirm that he won't require a stall for 2012.

**6. Festival Website Homepage**

Mardie Bucknell informed the committee that there is no mention of the statuettes on the current festival web site. Denise Yates said that the updated web site will include this information.

**7. Alan Ingram**

Alan Ingram has been in touch with the president about a show he is writing which distils the three shows he has previously produced at Gulgong's Festival. Alan would like to present this new show at our festival in 2012 but would require funding of \$5,000 and a guarantee of an audience of 200 for each show.

T. Carroll moved and J. Mitton seconded the motion “That the correspondence secretary respond to A. Ingram to inform him that regrettably we are unable to meet his requirements for his show.” Carried

**8. Holiday Workshop**

Carly Brown gave information re free holiday workshops that have been funded by Arts Out West. These workshops which include aspects of street theatre and film making are targeting 12 to 20 year olds and will run on the 17<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> of January 2012. Carly was seeking backing from the festival committee as these workshops are arts based and she is hoping that as an outcome from the workshops some young Grenfell participants will perform at the 2012 festival.

C. Brown moved and C. Lobb seconded the motion “That THLF endorse and promotes the free school holiday workshops.” Carried

D. Fennell moved and J. Niven seconded the motion “That THLF donates \$200 to provide sandwiches and drinks to presenters and participants of the workshop.” Carried

**9. Agenda Items for Next Meeting**

T. Wood foreshadowed discussion on home hosting during the festival.

T. Carroll foreshadowed discussion on Australian arts award and Weddin Shire arts award.

A. Corey foreshadowed discussion on a Bush Dance to be held on Sunday.

**Meeting closed 9.50 pm**

**Next meeting date:** The next meeting will be held at 7.30 pm on Tuesday 17<sup>th</sup> January at the Community Hub.

**322 RESOLVED:** Clr Lobb and Clr N Hughes that the Minutes of the Henry Lawson Festival Committee Meeting be noted.

# Minutes of the Australia Day Committee Meeting Held Tuesday 17<sup>th</sup> January 2012 Commencing at 9am in the Council Committee Room

## Australia Day Committee Meeting

**Present:** P Batkin, K Engelsman, E Needham, A Carr

1. **Apologies:** E Baker, M Bradshaw Jones, I Pitt

2. **Correspondence**

**In:** Australia Day Council, J Hetherington, K Engelsman, K Whitechurch.

**Out:** R Sinclair, J Hetherington.

3. **Program for 2012**

- **Set up** Historical Society –flags, bunting, card table. Tables and chairs by Lions
- **Theme** Year of Reading
- **Ambassador** Australia Day Council has not confirmed an ambassador for Grenfell and has suggested we find a prominent local to perform the role. Bryce England, Mitchell Livingstone and Jan Lehane have all declined. Names suggested include Howard Hughes, Roma Sinclair. Keith Engelsman will do it as a last resort.
- **Master of Ceremonies** Margaret Carey confirmed
- **Awards – Nominees** Council to coordinate
- **National Anthem** Elly Oliver confirmed for 1<sup>st</sup> verse, CD of the verse to be supplied to Peter Mitton.
- **Flag raising** Cadets confirmed. Anthem by Elly Oliver concurrent with flag raising. Town Band not to play anthem as they would ‘drown out’ a solo voice.
- **Prayer of thanks** Kim Whitechurch confirmed

Entertainment

- **Music** Grenfell Town Band, John Hetherington, Elly Oliver and Daniel Harvey to perform ‘Steer’ acoustically.
- **Poetry** J Hetherington accepted request to perform conventional bush poetry.
- **Children’s Competition** Ambassador’s partner will be asked to judge both competitions. Roma Sinclair has been approached to act as ‘stand in’ judge if the ambassador’s partner is unavailable. Awaiting a response for Roma. Long day care centre will be asked to promote the costume and drawing classes.

Catering

- **BBQ** Rotary.
- **Damper/Tea & Coffee** Damper by CWA, drinks by Cadets.

4. **General Business**

Need to recognize Peter Mitton’s efforts by nominating him for next year’s Australia Day awards. Trevor to make a decision at 7am on whether wet weather requires the ceremony to move to the Soldiers Memorial Hall. Someone will need to be at the park directing participants to the hall. Source Australia Day merchandise including stickers and tattoos. Source butchers paper and textas for drawing competition.

5. **Next Meeting** TBA

Closed 9.25am

**323** **RESOLVED:** Clr McClelland and Clr Niven that the Minutes of the Australia Day Committee Meeting be noted.

**Minutes of the monthly meeting of The Grenfell Henry Lawson Festival of Arts held on Tuesday 17<sup>th</sup> January 2012 at the Grenfell Community Hub at 7.30pm.**

**Welcome:** The President John Hunter welcomed everyone to the meeting.

**Present:** T. Wood, J. Hunter, D. Fennell, D. Millynn, O. Draffin M. Moffitt, J. Mitton, J. Meier, T. Carroll, C. Gorman, A. Hunter, C. Brown, A. Carr, M. Carter, J. Niven, E. Needham, S. Nealon, A. Griffiths,

**Apologies:** C. Matchett, B. Matchett, A. Corey, D. Barclay, J. Crutcher, J. Heathcote, A. Hooper, G. England, C. Lobb, P. Moffitt, K. Smith, N. Hughes, V. Hughes, D. Carroll, B. Johnson, J. Hetherington, D. Yates, M. Bucknell

It was moved by E. Needham and seconded by C. Gorman that the apologies be accepted. Carried.

**Minutes:** The minutes from the previous meeting were confirmed.

Moved J. Meier                      Seconded C. Gorman              Carried.

**Business Arising**

- Paul Brunton has been asked and agreed to be the festival guest.

T. Carroll moved and C. Brown seconded the motion "That D. Fennell send Paul Brunton a formal invitation which will also include confirmation that the festival will provide accommodation and a request for him to advise the festival of his hire car costs." Carried

There was discussion re the best place to hold Paul Brunton's exhibition of Henry Lawson memorabilia. It was decided that the library is the best place as it is secure and air conditioned but will involve the festival paying penalty rates for its use over the June Long Weekend. D. Fennell is to write to WSC asking if these penalty rates could be waived.

**Communication:**

**Inwards:**

1. Term Deposit renewal advice.
2. An account from The Record for a classified advertisement

Motion "That the inwards communication be received."

Moved J. Mitton                      Seconded M. Moffitt              Carried

**Outwards:**

There was no outwards correspondence.

**Treasurer's Report:**

The treasurer's report was presented by D. Millynn

Motion "That the treasurer's report be received."

Moved D. Millynn                      Seconded J. Meier                      Carried

Danni asked that coordinators, as individuals or small groups, meet with her and the president to run through the budget for their event, function or competition.

**Coordinator's Reports:**

**Publicity**

**Promotions**

Work on adverts and website design has commenced with Michael Yates. Aim to have the website functioning in February.

A decision needs to be made on whether the festival wants to provide facilities for online payments of market stall, photography, art, verse and short story entry fees.

A. Carr moved and C. Brown seconded the motion "That the festival website provides online payment facilities through PayPal." Carried

Photos of coordinators are to be included on the website and coordinators are asked to drop into 'DA Yates Design Studio' in lower Main Street between 10am and midday on February 2nd or between 2pm and 4pm on February 3rd.

### **Art**

Entry Form completed and ready - need to be printed  
Entries to be sent out at the end of the month/early Feb  
Form and conditions to be put on Festival site  
Art Judge - still waiting on confirmation

### **Porcelain**

Porcelain Judge - Jan Finch  
The sections are.....Restricted (no teachers allowed)  
1....Birds OR animals  
2...Monochrome  
3... 'Tea time'  
4....4 different techniques.

### **OPEN.....**

5....Landscape  
6....Lidded piece  
7....Painters choice  
8.....Art Nouveau.....

### **Conditions of entry**

Work must be done by the exhibitor only.  
No commercially done edges or enhancements unless otherwise stated.  
No decals  
Work must be done in the last 2 years  
Names to be covered for judging

### **Sponsors to be contacted {same ones as last year}**

### **VSS**

- The entry forms for Verse and Short Story are available on the festival website <http://www.grenfell.org.au/henrylawsonfestival/verse.html> or by contacting the V&SS Co-ordinator, PO Box 77, Grenfell 2810
- The competition closes on 30 March 2012. Entries must be post marked by this date.
- Two judges have been appointed-one for Verse and one for Short Story. The Short Story Judge may come to the Festival. If she does come, her accommodation would be at the expense of the Festival.
- Writing groups, all previous adult entrants for the last two years and many schools have been contacted either by email or hard copy.

### **Busking**

#### **Awards Dinner**

- Grenfell Bowling Club has been booked for Saturday 9<sup>th</sup> June 6.00pm for 6.30pm hopefully with a conclusion by 8.30pm.
- Tickets will be followed up in due course.
- I have talked to Tristan Taylor who will assist with organisation prior to the weekend.
- I will approach the Henry Lawson High School to request that the Hospitality students assist as they have done in the past.
- I would like the night to include not only the presentation of Awards but also the crowning of the Charity Queen at the end of the night.

J. Hunter will check with the Bowling Club over the use of the kitchen.

### **King/Queen**

Rules and guidelines for the HLF Queen and Charity Queen for 2012

1. Applicants must be female, at least 18 years of age by January 1, 2012.
2. Applicant must be a current resident of The Weddin Shire.
3. All applicants who enter the competition are required to follow the week's schedule of events as determined by the committee, which will be addressed in correspondence throughout the competition.

4. The **Festival Queen** winner will be judged on communication skills, personality, poise, and knowledge of the festival. The winner of this **will be announced on Friday night at the concert.**
5. The contestant who wins Festival Queen will be ineligible to win Charity Queen.
6. The **Charity Queen** winner will be awarded to the contestant who raises the highest amount of money during their fundraising efforts. This **will be announced on Saturday night at the awards dinner.**
7. The responsibility of the Queens will be to represent The Henry Lawson Festival to the best of her ability and to be an ambassador for the Weddin Shire for the next 12 months.
8. A high standard of moral conduct will be expected at all times while performing official festival duties.
9. Applicants must be available for judging Saturday, 2nd June, 2012.
10. All contestants and their sponsor committee are required to undertake fundraising activities for their sponsor/The Henry Lawson Festival.
11. 85% of funds raised will be returned to the contestant's fundraising sponsors while 15% will be donated to the Festival
12. All fundraising activities are to be completed by 9<sup>th</sup> June, at 3pm.
13. All Queen Candidates are expected to enter a float in the procession.
15. At various times throughout the coming 12 months, the winners may be called upon to attend various events for promotional purposes for the Weddin Shire and the Festival eg Open Day, The Grenfell Races....

See Appendix 1 for actual entry form.

### **Street Activities**

Whenever there has been a reply, it has been sent on to Tim Wood with costings. Overall, performers outside the immediate area are extremely expensive so I am researching more local performers and activities.

Tuesday morning I had a meeting with Carly Brown and Zoe Rodwell (Arts Out West) to meet with Grenfell students in an attempt to encourage them to be a part of the street performance on the June Long Weekend. For this to happen, I plan to meet them regularly to sustain the motivation as I see they could be a valuable addition to the street. Another area to develop is film, both with this group and the opportunity to present historical home movies of the Weddin Shire. Presently I am talking to various people dating back to the 1950's to include their films in this attraction. I see a timetable could be distributed with details of films and have a central location (or shop) where they would be shown, similar to a movie cinema.

I am still attempting to contact Phillip Fazzari in regards to miniature trains and as you can see on the table, Greg Bowerman is available to do a blade shearing exhibition.

Last week, I met with the women at Boorowa Tourism Centre to seek advice on how they organize street performance for their annual Woolfest. With a budget of \$28,000 and two employees, I see their event co-ordination different to ours in that we need to be more self sufficient.

Luke and Joel, a brother's music act from Newcastle who appeared on 2010's series of X Factor, are currently available and I am in negotiation to provide transport and accommodation. We are still without a costing for them to come, but feel they would be a worthwhile addition, especially for the younger crowd.

A photo booth is available as you can see on the attached table and this also would be a worthwhile attraction. At the end of the day, it is how far our budget extends to include this attraction. I have also sent Photo Booth information to the secretary.

Some weeks ago, I made contact with Tanya Sylvester, but have not received any response to working with her on this project.

Overall, I plan to continue researching and negotiating in order to find entertaining attractions for the street in a cost effective manner. Any committee member is welcome to contact me with ideas for this to happen.

See Appendix 2 for table of possible performers.  
Clemence Matchett (02) 6347 8115

## Street Stalls

After much net surfing I have managed to come up with several different market stalls and hope to poach them from other markets (eg Camden, Capital) for the Saturday and/or Sunday of the June long weekend. I have contacted several and they seem keen so I'll just have to send them a form when they are finalised.

The price of power is still to be determined and the shopkeepers I have approached will not accept money for power and will provide it as a service to the festival. Powered sites are minimal so it is my opinion that we charge \$50 for the Saturday only and \$60 for both Saturday and Sunday. If stall holders wish to come on Sunday only then the price should be \$50 since there will be plenty of people around town with the car show. The only request I have had is that stalls be on the footpath and coffee stalls be well away from the car show's tea and coffee stall. I think there is someone coming on the Sunday who will be up outside IGA where Adrian Capra is on the Saturday and he will be selling Art of Espresso Coffee from what I gather.

I purchased a magazine called Markets and Fairs and will write an advertisement for it to go into the March issue – nice timing. Closing date for copy is 16 February and I will ask for stall holders as well as street performers. Hopefully we'll have our new website by then. If not, we'll just have to go with the old address. Special Event listing is \$66 for 50 words then 25c/word thereafter. If we take this listing, there is an optional extra of a web listing of 3 months for \$20 which I recommend.

As soon as I have worded the ad I will contact two members of the executive and get a cheque to send off with it.

I'll still continue to search the web for unusual stalls and try to coax them here.

Gaynor England  
Market Stall coordinator

## Procession

- The 5 categories for floats to enter will be the same as last year with the exception of category 2 "Weird and Wacky" which will be changed to the theme of the festival "Life and times of Henry Lawson."
- The contact information for urgent enquiries will be Glenda Howell.
- The entry form will be the same as last year.
- The terms and conditions were changed from "All horses entered must be insured" to "All animals must be insured" as one year there were steers being ridden.
- Prize money would be acquired through sponsors as it is free to enter the procession. The prize money comes to the sum of \$400.

## Procession Marshall

### Woodchop

### Raffle

### Children's Competition

### Window Dressing

E. Needham asked for suggestions for themes for the window dressing competition. It was suggested that it be tied into the overall theme for the festival. After some discussion it was decided that **the theme for this year's festival is "The Life and Times of Henry Lawson 1867-1922."**

C. Gorman moved and C. Brown seconded the motion "That the theme for 2012's Henry Lawson Festival be 'The Life and Times of Henry Lawson 1867-1922.'" Carried

### Fun Run

### Poetry on the Boards

C. Brown will talk to Mark Crutcher about safety inspection of the rear IGA building as it is intended to use this area for Poetry on the Boards.

### Poetry Slam

C. Brown received quote from Miles Merrill + one. Quote forwarded to Tim Wood for sponsorship.

### Photography

### Program

### Sponsorship

### Social Engagement

**General Business:**

**1. Accommodation- Home Hosting**

P. Livingston has looked after this in the past. J. Hunter will follow this up with her. A suggestion was made that perhaps the real estate agents might be interested in helping with this aspect of the festival.

**2. Australian Arts Award**

T. Carroll asked why the Australian Arts Award has been discontinued. J. Hunter suggested that Terry make enquiries through his contacts to see if it is viable to reinstate this award.

**3. Weddin Shire Arts Award**

There was discussion about whether it was appropriate for the HLF committee to vote for this award. It was decided that it would be handled more appropriately by the WSC as one of their Australia Day Awards.

D. Fennell moved and J. Mitton seconded the motion "That D. Fennell write a letter to the Weddin Shire Council asking them to take on the presentation of the Weddin Shire Arts Award as the Grenfell Henry Lawson Festival of Arts think it more appropriate to be awarded by the Weddin Shire Council."

Carried

**4. Bush Dance**

As A. Corey was absent the possibility of holding a bush dance will be discussed at the next meeting.

**5. Traditional Welcome**

Sharon Nealon spoke to the members present about a traditional welcome to country. Because Sharon was not originally from the Grenfell area she is only able to announce an acknowledgement to country, however she knows someone from Cowra who could perform an official welcome. It may also be a possibility to have someone with a stall of Bush Foods.

T. Carroll nominated and C. Brown seconded Sharon Nealon as Indigenous Coordinator. Carried

**6. Further Advertising**

T. Carroll mentioned the publication Open Road as another medium for promoting the festival. A. Carr thinks that the criteria for advertising events in the Open Road may have changed and not be suitable for the festival.

T. Carroll also mentioned the purchase of street banners as another area the HLF committee may consider in future.

**Recommendation** that HLF committee consider purchasing street banners when funding is allocated in the future.

**Meeting closed 10pm.**

**Next meeting date:** The next meeting will be held at 7.30 pm on Tuesday 21<sup>st</sup> February 2012 at the Community Hub.

**324 RESOLVED:** Clr Crutcher and Clr Halls that the Minutes of the Henry Lawson Festival Committee be noted.

**MINUTES OF THE WEDDIN SHIRE TOURISM COMMITTEE MEETING HELD ON TUESDAY  
7<sup>th</sup> FEBRUARY 2012 AT 3.30 PM AT THE COUNCIL CHAMBERS**

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1. **PRESENT:** Clr M. Simpson, Clr J. Niven, Clr N. Hughes, Clr G. McClelland, P. Diprose, L. Eastaway, J. Hetherington, A. Carr, G. Carroll.

2. **APOLOGY:** Nil

3. **CONFIRMATION OF MINUTES:**

**Resolved:** L Eastaway /Clr J. Niven that the minutes of the 6th December 2011 meeting be adopted.

4. **MATTERS ARISING:**

Nil

5. **CORRESPONDENCE:**

**Inwards:** NPWS changes to eco-pass fees.

**Resolved:** Clr N Hughes/ L Eastaway that Council awaits the development of the simplified matrix style of commercial tour operator licence.

**Outwards:** Nil.

6. **PROJECTS:**

**Clr McClelland declared a conflict of interest as his daughter submitted a quotation and left the room**

- **Grenfell brochure** –Reprint of current brochure undertaken. Quotes secured for Grenfell tourism branding, Grenfell bumper sticker and redesign and reprint of Grenfell Brochure.

**Clr C. Lobb entered the meeting at this point.**

**Resolved:** Clr N Hughes/ Clr M Simpson that the quote from DA Yates Photography and Design be accepted 'in principal' on the basis that payments can be made progressively on completion of each segment of the project.

- **Grenfell Bumper Stickers:** quote secured.
- **Website** – New arrangement is working well. Updates can be made as required.

**Clr McClelland returned to the room.**

- **Weddin Mountains Tours** –National Parks advised on options for various fee structures. Resolution above.
- **O'Brien's Hill Status** – funding for interpretive signage confirmed. Awaiting formal notification. Draft Gold and Grenfell brochure tabled. Stage 1 to be publicised. Funding for a tourism plan for Stage 2 of the project to be referred to 2012/2013 estimates process.

**Resolved:** Clr N Hughes/Clr M Simpson that the green signs at O'Brien's Hill be maintained.

**Resolved:** Clr M Simpson /Clr G McClelland that \$10000 funding to produce a tourism plan for Stage 2 of the O'Brien's Hill development be referred to the 2012/2013 estimates process for consideration.

**Resolved:** P Diprose/ Clr M Simpson that publicity of the O'Brien's Hill Project -Stage 1 be conducted in the Grenfell Record.

- **Railway Station Development-** Project ongoing as funds permit.
- **Gold Fest** –Review to be undertaken.
- **RV Friendly Town Accreditation** –to be further investigated.
- **Tourism Committee 'Grenfell Record' Updates** –Update has been published in the Grenfell Record.
- **Tourism "Mapping" Exercise** – Working group recently met. Next meeting to be held on 13<sup>th</sup> February 2012.
- **Tourism Signs Upgrade-** In progress. O'Brien's Hill sign to be investigated to check lettering.

**7. PRIORITISING EVENTS:**

L. Eastaway suggested the Centenary of Dan Charters Arrest event planned for August 2012 be transferred to the Grenfell Gold Fest in October 2012.

Clr C Lobb suggested that sculptor Brett Garling from Dubbo be requested to quote on life size bronze sculptures of Henry Lawson, Stan McCabe and Jan Lehane.

**8. UPCOMING EVENTS:**

- Grenfell Picnic Races 21st April
- Jan Lehane Dinner 28<sup>th</sup> April
- Farm Day May 2012
- Henry Lawson Festival 7<sup>th</sup> -11<sup>th</sup> June
- Bald Archie Exhibition at Grenfell Art Gallery 7<sup>th</sup>- 29<sup>th</sup> September 2012
- Weddin Mountain Muster 23<sup>rd</sup>-29<sup>th</sup> September
- Grenfell Gold Fest October 2012

**9. REPORTS:**

Nil

**10. BUSINESS WITH NOTICE:**

Nil

**11. QUESTIONS WITH NOTICE:**

Nil

**12. NEXT MEETING:** 10<sup>th</sup> April 2012

**MEETING CLOSED:** 4.47 pm.

**Clrs McClelland and Crutcher previously submitted written declarations of interest for Item 6 – Projects and left the room.**

**325 RESOLVED:** Clr Niven and Clr Atchison that the Minutes of the Tourism Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

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

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON TUESDAY 7 FEBRUARY 2012  
AT 5.00 PM AT THE COUNCIL CHAMBERS (C2.6.22).**

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1. **PRESENT:** Clrs M Simpson, J Niven, C Lobb, N Hughes, Mr J Hetherington, Mr I Pitt, Mr A Hodgson, Mrs P Livingstone, Mr S Wilson (DES)(Chair) and Mrs S Jackson-Stepowski (HA)  
Observers: Mr T Lobb (GM) and Mrs I Holmes

2. **APOLOGY:** Clr G McClelland

**Resolved:** Clr Lobb and Mr Pitt that the apology be accepted.

3. **CONFIRMATION OF MINUTES:** Tuesday, 6 December 2011

**Resolved:** Clr Simpson and Clr Niven that the minutes of 6 December 2011 be adopted.

4. **MATTERS ARISING:**

4.1 Main Street – Bin Enclosures

Mr Wilson advised that the bin enclosures have been installed in the Main Street. Members reported good feedback.

4.2 EOI Funding – Heritage DCPs

Mr Wilson advised that Council's expression of interest has been successful with the funding offer of \$7,500.00 being accepted. A report/recommendation will be put to Council regarding funding sourced from Sloane's Cottage.

4.3 Grant Funding – M Nowlan

Mr Wilson advised that the applicant was asked to resubmit funding application for the 2012/13 year for consideration. Mr Wilson also advised that the property has been vandalised and property owners are looking into listing the property as a State Item.

4.4 2011 NSW Government Heritage Volunteer Awards

Mr Wilson advised that Mr Robinson was re-presented with his heritage award at the Australia Day Awards Ceremony.

4.5 Remaining Heritage Funding – T & A Wood

Mr Wilson advised that the remaining funds of \$1,030 .00 were offered to and accepted by Mr and Mrs Wood for their verandah restoration project.

5. **CORRESPONDENCE:**

5.1 Update – Grenfell Christian Bookshop

**Noted**

Mr Wilson advised that the project will be completed on time and that he had met committee members regarding stormwater disposal.

- 5.2 2011 NSW Government Heritage Volunteer Awards **Noted**
- 5.3 National Trust Heritage Festival Brochure **Noted**
- 5.4 Lachlan Fertilizers – Signage Painting **Noted**

Mrs Jackson-Stepowski advised that the structure is a unique building, visible, prominent and is industrial. The property is not heritage listed however is located near a listed item. Painting needs to be neutral (suggested colour – dune), restrict to 3m sheet and tone down green with black tint.

## **6. BUSINESS WITH NOTICE**

- 6.1 Remaining Heritage Funding  
As discussed in 4.5
- 6.2 Payment – T & A Wood, 97-99 Main Street  
Mr Wilson advised that the work has been inspected by himself and Mrs S Jackson-Stepowski and has been completed satisfactorily.

**Resolved:** Clr Lobb and Clr Simpson that payment be made in full for completed works.

- 6.3 Payment – DA Yates Photography, 42 Main Street  
Mr Wilson advised that the work has been completed satisfactorily.

**Resolved:** Clr Lobb and Mr Hetherington that payment be made in full for completed work.

- 6.4 DCP – Consultant Selection  
Mrs Jackson-Stepowski here left the room (5.30pm). Mr Wilson advised that the Heritage DCP funding is on a \$1 for \$1 basis, funding being \$7,500. Mrs Jackson-Stepowski’s quote is for \$15,000 and was the only person asked to quote because of her local knowledge.

**Resolved:** Clr Simpson and Clr Hughes that the single quote provided be accepted.

Mrs Jackson-Stepowski returned to the room at 5.35pm.

## **7. HERITAGE ADVISORS REPORT**

Mrs Jackson-Stepowski gave a verbal report on site visits being for Lachlan Fertilizers (Signage), Mr & Mrs T Wood (Completed Works) and O’Brien Hill (Amenities & Viewing Deck). Mrs Jackson-Stepowski spoke about the O’Brien Hill structure and suggested a write-up would be worthwhile in the quarterly Heritage Magazine.

**Resolved:** Clr Simpson and Mrs Livingstone that the NSW Heritage Council be invited to hold a meeting in Grenfell.

## **8. QUESTIONS:**

Nil

- 9. NEXT MEETING:** 10 April 2012 at 5.00 pm

- 10. CLOSURE:** There being no further business the meeting closed at 5.45 pm.

**326 RESOLVED:** Clr Atchison and Clr Niven that the Minutes of the Heritage Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE MEETING  
HELD ON WEDNESDAY, 8 FEBRUARY 2012 IN THE COMMITTEE ROOM AT THE 3.00 PM  
(C2.6.12)**

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1. **PRESENT:** G Carroll (Chair), W Twohill, W Schneider, V Carter and Clr Atchison (observer).

2. **APOLOGIES:** D Strange

**Resolved:** W Schneider and V Carter that the apologies be accepted.

3. **MINUTES:**

**Resolved:** W Schneider and W Twohill that the minutes of the meeting held on 8 November 2011 be adopted as read.

4. **MATTERS ARISING:**

4.1 Induction Manual – nearing completion.

**Noted**

**S Wilson arrived at 3.01 pm**

4.2 Training for Code of Conduct  
Remaining employees to be trained as time permits.

**Noted**

4.3 Alcohol and Drug Procedure  
Awaiting review from Shires Association.

**Noted**

4.4 Training – Swab Testing  
Pursue following review of Alcohol and Drug Procedure.

**Noted**

4.5 Training for Consultative Committee  
V Carter and D Strange completed training.

**Noted**

4.6 Training Plan  
Proforma placed on Depot noticeboard for staff to fill in.

**Noted**

4.7 Review of Consultative Committee  
To be completed.

**Noted**

4.8 Review of Positions

- Mechanic – T Ryan appointed.
- Ganger – position has been assessed using WYCOMP
- Roller Driver – to be reviewed

- 4.9 Policy for Public Interest of Disclosure  
Adopted by Council. **Noted**
- 4.10 Assessments  
Completed for 2011. **Noted**
- 4.11 Salary Structure  
To be reviewed. **Noted**

## 5. CORRESPONDENCE

- 5.1 Memo from Director Engineering – annual assessment increases

**Resolved:** W Twohill and W Schneider that the annual assessment increases for the engineering department be accepted.

- 5.2 Memo from Director Environmental Services – annual assessment increases

**Resolved:** S Wilson and W Schneider that the annual assessment increases for the environmental department be accepted.

- 5.3 Memo from Director Corporate Services – annual assessment increases

**Resolved:** V Carter and G Carroll that the annual assessment increases for the administration department be accepted.

## 6. GENERAL BUSINESS

- 6.1 Special Projects Engineer  
The Director Engineering advised the position of Special Projects Engineer has been assessed as Grade 17, Step 2 and requires ratification by the committee.

**Resolved:** W Twohill and W Schneider that the regrading of Nirupan Mylvaganam to Grade 17, Step 2 be ratified.

- 6.2 Union Picnic Day  
Employees who are not financial members of the union may be given such other leave as may be approved by the General Manager.

**Noted**

7. **NEXT MEETING:** Tuesday, 22 May 2012 at 3.00 pm.

8. **CLOSURE:** There being no further business the meeting closed at 3.28 pm.

**327** **RESOLVED:** Clr Hinde and Clr N Hughes that the Minutes of the Award Restructuring Consultative Committee Meeting be noted.

**MINUTES OF THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MEETING  
HELD IN THE COMMITTEE ROOM ON WEDNESDAY, 8 FEBRUARY 2012  
COMMENCING AT 3.30 PM (C2.6.14)**

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1. **PRESENT:** G Carroll, S Wilson, W Twohill, N Baker and D McCue.

2. **APOLOGIES:** D Strange

**Resolved:** W Twohill and N Baker that the apologies be accepted.

3. **MINUTES:**

**Resolved:** W Twohill and S Wilson that the minutes of the meeting held on 8 November 2012 be adopted.

**The committee welcomed David McCue and thanked him for joining the OH & S Committee.**

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

Asbestos Policy to be finalised.

**Noted**

4.4 Sewerage Treatment Plant

OH & S upgrade in progress.

**Noted**

4.5 Inspections

Inspections of the following have not been completed as yet.

- Depot - to be completed
- Pool – to be carried out following consultant’s option study.

Community Hub completed. Internet Centre and Tourism Office are part of the Community Hub and are still to be inspected.

**Resolved:** S Wilson and W Twohill that the following items require action at the Community Hub:-

- the large pots in the hallway are to be stabilized or removed from the area,
- 20 mm lip at the door into the kitchenette in the library needs to be removed,
- the vegetation from the rear yard needs to be removed and place an all weather surface exit,
- cable trays need to be fitted to public computer in the library.

4.6 Counter Door – Administration Office

The lift up door at the counter needs action. The Director Environmental Services advised that it will be attended to when the Computer Room is renovated.

5. **GENERAL BUSINESS:**

5.1 Injury Reports

Nil

6. **FUTURE INSPECTIONS:**

- Depot – S Wilson/N Baker
- Community Hub – W Twohill/S Wilson
- Administration Office – D Strange/D McCue

**Noted**

7. **NEXT MEETING:** Tuesday, 22 May 2012 at 3.30 pm.

8. **CLOSURE:** There being no further business the meeting closed at 3.53 pm.

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

**MINUTES OF THE MANEX MEETING HELD ON MONDAY, 13 FEBRUARY 2012 AT 10.30 AM  
(C2.6.10)**

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

**Apology:** Nil

**Minutes:**

**Resolved:** G Carroll and W Twohill that the minutes of 12 December 2011 be adopted as circulated.

**General Business:**

**1A Administration**

- (i) Integrated Planning – workshop with consultant held. Draft Delivery Plan being prepared. Consultant and Director Corporate Services to attend a workshop with the Division of Local Government in Cowra on 14 February 2012.
- (ii) Asset and Financial Management – development of Asset Management system required for Integrated Planning process in progress. Financial Management system to be obtained and implemented. General Managers and Directors pursuing.
- (iii) Destination 2036 – Outcomes Report – draft action plan released for comment. General Manager to forward a submission. Submissions close 15 February 2012.
- (iv) Internal Audit – reported in Director Corporate Services report.
- (v) 2012/2013 Management Plan/Operational Plan – workshop proposed to be held 26 March 2012 with the extra-ordinary estimates meeting proposed to be held on 2 April 2012. General Manager to conduct meetings with Directors prior to estimates workshop and meeting.
- (vi) Consultative Committee – constitution may need reviewing. To be investigated.
- (vii) Salary Structure – may need reviewing. To be investigated.
- (viii) Work Health Safety Act – workshops attended by Council staff. Changes need to be monitored. Director Engineering pursuing.

**1B Human Resources**

- (i) Vacancies
  - Loader Operator – to be advertised.
  - Ganger – to be advertised.

**2. Public Order and Safety**

Nil

**3. Health**

- (i) Doctors Situation – arrival of doctor delayed due to an administration problem.
- (ii) New Doctor's Residence – reported in Director Environmental Services' report.
- (iii) Burrangong Street Surgery – reported in Director Environmental Services' report.
- (iv) Medical Centre – Council's grant funding application submitted. Awaiting outcome.
- (v) Minister for Health – meeting held at Dubbo on 9 February 2012. Cllr N Hughes and Cllr Atchison represented Council.

**4. Community Services and Education**

Nil

**5. Housing and Community Amenities**

- (i) Grenfell Cemetery – responses from church groups being received. Director Engineering to arrange meeting.
- (ii) Draft Flood Study Report – workshops conducted. Reported in Director Engineering's report.
- (iii) Rural Land Use Study – reported in Director Environmental Services' report.
- (iv) Development Control Plans (DCPs) – reported in Director Environmental Services' report.

- 6. Sewerage**
- (i) IWCM Study – awaiting final draft from consultant including possible options for sewerage of villages. Director Engineering and Director Environmental Services pursuing.
- 7. Recreation and Culture**
- (i) Art Gallery – local exhibition currently on display.
- (ii) Cinema – films to be reactivated early March 2012. Free films to be screened during Seniors Week funded by grant funding.
- (iii) Grenfell Swimming Pool – consultant attended pool Thursday 9 February 2012. Awaiting consultant's report.
- (iv) O'Briens Hill Upgrade – Stage 1 completed. Funding for a Tourism and Heritage Plan for Stage 2 of the project to be referred to the 2012/2013 estimates process for consideration.
- (v) Bogolong Dam – no advice received from Central Tablelands Water. General Manager to pursue.
- 8. Mining Manufacture and Construction**
- (i) Gravel Pit Leases – surveys in progress. Negotiations continuing to secure pits.
- 9. Transport and Communication**
- (i) RTA Contract – reported in Director Engineering's report.
- (ii) Flood Damage – reported in Director Engineering's report.
- (iii) Other Programs – noted.
- (iv) Rail Branch Lines – Taskforce Report presented to the Minister. Response anticipated within two weeks.
- 10. Economic Affairs**
- (i) Industrial Estate – estimates being prepared for prospective developer.
- (ii) Taxi Service – reported in Director Corporate Services' Report.
- 11. General Purpose Revenues**
- (i) Sale of Land – sales proceeding by private treaty. One block remaining.
- 12. Alliances**
- (i) Hawkesbury City Council – reported in General Manager's report.
- (ii) Mid Lachlan Alliance – meeting held at Forbes on 30 January 2012.
- (iii) CENTROC – GMAC meeting held on 2 February 2012. Board meeting scheduled for 23 February 2012 at Parkes.
- (iv) LGSA – 'E' Division conference scheduled for 17 February 2012 in Forbes.
- 13. Other Matters**
- (i) Communication Technology – new technology such as ipads and iphones to be considered. Council's system to be investigated to ensure it can cater for new technology.

**14. Job List Review:**

**Noted**

**Next Meeting:** Monday, 12 March 2012 at 2.30 pm unless otherwise arranged.

**Closure:** There being no further business the meeting closed at 12.14 pm.

**329 RESOLVED:** Clr Crutcher and Clr Atchison that the Minutes of the Manex Committee Meeting be noted.

**MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING TO BE HELD AT  
3.30 PM ON MONDAY 13 FEBRUARY 2012, C2.6.13**

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1. **PRESENT:** Clrs Halls, D Hughes, Atchison and Simpson (observer).  
Messrs W Twohill (Director Engineering), K Frost (Noxious Weeds Officer) and  
K Starr.

- 2 **APOLOGY:** Clr McClelland

**Resolved:** Clr D Hughes and Clr Halls that the apology be accepted.

3. **MINUTES:** 17 October 2012

**Resolved:** Clr D Hughes and Clr K Starr that the minutes be adopted.

4. **MATTERS ARISING:**

- 4.1 Weeds Information Night

**Noted**

- 4.2 Orange City Council  
2011/2012 Noxious Weeds Campaign aired.

**Noted**

5. **CORRESPONDENCE:**

- 5.1 Lachlan Valley Weeds Advisory Committee

Council's share for 2011/2012 is \$28,660.16 including GST out of a total budget of \$305,559.

**Noted**

- 5.2 Livestock, Health and Pest Authority  
Spraying of TSRs. Have sprayed Forbes Road and Bimbi Road.

**Noted**

6. **NOXIOUS WEEDS OFFICERS REPORT:**

January 2012

**Noted**

7. **NOXIOUS WEEDS BUDGET**

2011/2012 Vote \$76,000  
Expenditure to 31 January 2012 \$33,834

**Noted**

8. **POLICY MATTERS**

- a) Inspection Procedure  
Committee to advise on areas and types of weeds to inspect.

**Resolved:** Clr Atchison and Clr D Hughes that Council adopt the following inspection procedures:-

- issue of Section 45 – Notice of Inspection, or verbal notice (write in diary),
- inspection carried out, and copy of report to owner, with a time frame for work including reinspection,
- reinspection – if work not done, interview landholder, and issue a Section 18A Notice (a notice for intent to serve a notice),
- reinspect one week later and if work not done, issue a Section 18 Notice (min 14 days) to do the work,
- if work not done, either issue Section 20 Notice (Council to do work and charge landholder), or commence legal proceedings.

## **9. BUSINESS OF NOTICE**

### 9.1 Noxious Weeds Committee

a) **Motion:** K Starr and Clr Atchison that the Noxious Weeds Committee meet monthly.

**Amendment** Clr D Hughes and Clr Halls that the Noxious Weeds Committee decide the date of the next committee meeting at the end of the current meeting.

The amendment was put to the meeting and **carried** and became the motion.

The motion was then put to the meeting and **carried**.

b) **Motion:** K Starr and Clr Atchison that the Weddin Noxious Weeds Committee consider having an extra two external members with members representing Grenfell NSW Farmers and another representing NSW Agriculture Bureau (Grenfell Branch).

**Amendment:** Clr D Hughes and Clr Halls that the Weddin Noxious Weeds Committee consider having an extra two external members with members representing Grenfell NSW Farmers and another representing NSW Agriculture Bureau (Grenfell Branch) and this matter to be considered at the September 2012 Council Meeting.

The amendment was put to the meeting and **carried** and became the motion.

The motion was then put to the meeting and **carried**.

## **10. WEEDS AWARENESS NIGHT – JULY 2012**

**Resolved:** Clr Atchison and K Starr that the Weeds Awareness Night in July 2012 be advertised on the website and via a letter box drop.

**NEXT MEETING:** Tuesday, 17 April 2012 at 3.30 pm.

**CLOSURE:** There being no further business to discuss the meeting closed at 4.44 pm.

**330** **RESOLVED:** Clr Crutcher and Clr McClelland that the Minutes of the Noxious Weeds Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY, 13 FEBRUARY 2012 AT 5.00 PM (C2.6.8)**

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

2. **APOLOGIES:** Clr McClelland

**Resolved:** Clr Atchison and Clr Hinde that the apology be accepted.

3. **CONFIRMATION OF MINUTES:**

**Resolved:** Clr Hinde and Clr Atchison that the minutes of 12 December 2011 be adopted.

4. **MATTERS ARISING:**  
Nil

5. **CORRESPONDENCE:**

5.1 Rotary Club of Grenfell, P2.1.2 (C4):

Clr Simpson declared a conflict of interest as a member of Rotary however the matter was not discussed as a quorum could not be achieved if he left the room.

**Noted**

5.2 Grenfell Junior Soccer Club, P2.1.6 (C5):

**Resolved:** Clr Hinde and Clr Crutcher that the matter be deferred to the Council Meeting to allow further information to be sought.

**Clr Lobb entered the meeting at this point 5.09 pm.**

5.3 Greg Oliver, T5.24.2009 (C10):

**Noted**

5.4 Trevor Mawhinney, Grenfell Commodities, R2.10.091 (A30):

**Resolved:** Clr Hinde and Clr Atchison that the town Councillors inspect the drain at 4.30 pm on Thursday 16 February 2012.

6. **REPORTS**

6.1 **General Manager's Report**  
Reports on Grenfell Doctor Situation and Meeting with Developers.

**Noted**

6.2 **Director Corporate Services' Report**  
Reports on Town Costings and Taxi Service

**Noted**

6.3 **Director Engineering's Report**  
Reports on Works Report, Other Works, Future Works, Emu Creek (Grenfell) Floodplain Risk Management Study, Kerb and Gutter, Lawson Oval – Proposed Cricket Wicket and Company Dam – 2011 Dam Safety Inspection Report.

**Noted**

**Kerb and Gutter – Melyra Street**

**Resolved:** Clr Hinde and Clr Crutcher that the developers be charged \$12,000 for kerb and gutter and road shoulder construction at the Melyra Street frontage.

**The Director Corporate Services left the meeting at this point and did not return to the meeting 5.51 pm.**

**6.4 Director Environmental Services' Report**

Reports on Sewerage Treatment Works, Caravan Park, Grenfell Swimming Pool, Burrangong Street Doctors Surgery – Upgrades, Construction of Huckel Close – Doctors Residence and town DAs.

**Noted**

**7. BUSINESS WITH NOTICE:**

Nil

**8. QUESTIONS:**

Nil

**NEXT MEETING:** Monday, 12 March 2012 at 5.00 pm.

**CLOSURE:** There being no further business to discuss the meeting closed at 6.02 pm.

**Clr D Hughes declared a pecuniary interest in Item 5.3 – Greg Oliver as a relative is employed by the applicant and left the room.**

**Noted**

5.4 Trevor Mawhinney, Grenfell Commodities, R2.10.091 (A30):

**331 RESOLVED:** Clr Crutcher and Clr Atchison that the process to remove the trees be ascertained and reported back to the next Council Meeting.

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

**Clr D Hughes returned to the room.**

## LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

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### 1. INSPECTIONS AND MEETINGS:

- |               |   |                    |
|---------------|---|--------------------|
| May 2011      | 1. <u>Grenfell Cemetery Maintenance:</u> meeting to be arranged with church representatives (DE). | <b>In Progress</b> |
| November 2011 | 2. <u>January Council Meeting:</u> cancelled (GM).  | <b>Carried Out</b> |
|               | 3. <u>Floodplain Study:</u> conduct workshop 1 February (DE).                                     | <b>Carried Out</b> |
| December 2011 | 4. <u>Internal Audit Committee:</u> inaugural meeting to be held 6 February (DCS).                | <b>In Progress</b> |
|               | 5. <u>Rural Lands Study:</u> conduct workshops 20 January (DES).                                  | <b>Carried Out</b> |
|               | 6. <u>Grenfell Cemetery Maintenance:</u> seek interested individuals (DE).                        | <b>In Progress</b> |

### 2. DEFERRED ACTIVITIES:

- |                |   |                    |
|----------------|---|--------------------|
| September 2011 | 1. <u>Lawson Oval:</u> Cricket Association proposal to be referred to other users (DE). | <b>In Progress</b> |
| November 2011  | 2. <u>Bogolong Dam:</u> investigate, negotiate with Central Tablelands Water (GM).      | <b>In Progress</b> |

## TENDERS

### **1. Joint CENTROC Tender – Signs T1.8.3**

CENTROC has previously run two regional road signs contracts. As the current contract is approaching expiry, the Supply Management Team and the General Managers of the region have resolved to develop another regional contract for the supply and delivery of road signs.

The Supply Management Team oversaw the request for tender process run by CENTROC. All documentation including copies of the request for tender, responses from tenderers and tender assessment documentation is available upon request.

The evaluation panel gave consideration to responses from three companies:

- Artcraft
- Road Management Solutions
- Appleton Traffic Equipment

The evaluation panel reviewed all tendered responses and recommended that Artcraft and Road Management Solutions (RMS) be on a panel of preferred providers of road signs to CENTROC members to engage in a contract with Artcraft and Road Management Solutions (RMS). The panel resolved that there was not enough difference between the two preferred providers to choose only one provider to sign a contract with. This will enable Council to choose between the two providers when purchasing road signs, providing Council with maximum choice and flexibility.

Detailed prices for individual signs will be available in Closed Council if required.

**RECOMMENDATION:** that Council

- i) endorse the selection of Artcraft and Road Management Solutions (RMS) for Council's road signs supplier
- ii) advise CENTROC of its decision
- iii) note the balance of the report

**333** **RESOLVED:** Clr McClelland and Clr Atchison that Council:-

- i) endorse the selection of Artcraft and Road Management Solutions (RMS) for Council's road signs supplier
- ii) advise CENTROC of its decision
- iii) note the balance of the report

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

## QUESTIONS

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

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

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

- “(3) ....., business may be transacted at a meeting of a Council even though due notice of the business has not been given to the councillors. However, this can happen only if:
  - (a) a motion is passed to have the business transacted at the meeting, and*
  - (b) the business proposed to be brought forward is ruled by the chairperson to be of great urgency.**

*Such a motion can be moved without notice.*
- (4) ....., only the mover of a motion referred to in subclause (3) can speak to the motion before it is put.”*

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

Nil

## CLOSED COUNCIL

### THE LOCAL GOVERNMENT ACT

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

**[s 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.

**MATTERS FOR CONSIDERATION - CLOSED COUNCIL**

Nil

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

**CLOSURE:** There being no further business the meeting closed at 8.12 pm.

Taken as read and confirmed as a true record this day 15 March 2012.

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