



## WEDDIN SHIRE COUNCIL

To Avoid Delay when  
Replying or Telephoning

Please Quote:

Your Ref:

All Correspondence to be addressed to:  
The General Manager  
Camp Street or P.O. Box 125  
GRENFELL NSW 2810

Tel: (02) 6343 1212  
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A.B.N. 73 819 323 291

### MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 15 MARCH 2012 COMMENCING AT 5.00 PM

8 March 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, 15 MARCH 2012**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

T V LOBB  
GENERAL MANAGER

#### BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 16 February 2012
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager  
(b) Director Corporate Services  
(c) Director Engineering  
(d) Director Environmental Services  
(e) Delegates
9. MINUTES - The Henry Lawson Festival Ctee Mtg, 21/2/12  
- Internal Audit Ctee Mtg, 2/3/12  
- Manex Ctee Mtg, 12/3/12  
- Town Works Ctee Mtg, 12/3/12
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, 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

**At this point Deputy Mayor Clr N Hughes on behalf of Council expressed his deepest sympathy to Council's Mayor Maurice Simpson and his family on the passing of Maurice's wife Merle and requested that a minutes silence be held.**

**A minutes silence was then conducted.**

**CONFIRMATION OF MINUTES:**

**334 RESOLVED:** Clr Atchison and Clr D Hughes that the Minutes of the Ordinary Meeting, held on 16 February 2012 be taken as read and **CONFIRMED.**

### **QUESTIONS FROM THE PUBLIC**

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

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

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The following requests have been received:-

Nil

## DECLARATIONS OF INTEREST

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

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

<b>Councillor</b>	<b>Item No.</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Clr McClelland	General Manager's Late Report Items 10 and 11	Clients of Clive J Anderson	Non-Pecuniary Seeking contribution from Council. Does not relate to monetary gain for myself or our firm and relates only to assistance from Council.	No
Clr Hinde	Manex Committee Minutes Item 13 (i)	Employee of Broula King Gold Mine	Pecuniary	Yes

**SUMMARY OF CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 15 MARCH 2012**

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**CORRESPONDENCE**

1. Australian Local Government Association, A3.8.3: Inviting you to attend this year's National General Assembly of Local Government (NGA) in Canberra from 17 – 20 June 2012.

The theme of this year's NGA is 'National Voice, Local Choice – Infrastructure, Planning, Services'.

Your council's involvement in the NGA is vital to assist ALGA to maintain the renewed focus on local government and to drive improved outcomes for local government at the national level. A number of important policy motions will be debated at the NGA and it is essential that every council is represented in these debates and is able to have its say.

**Note: the Mayor has indicated willingness to again attend.**

**RECOMMENDATION:**

For Council's Consideration

- 335** **RESOLVED:** Clr N Hughes and Clr McClelland that approval be granted to the Mayor to attend the National General Assembly of Local Government (NGA) in Canberra from 17 – 20 June 2012.

2. Association and Communications Events, A3.18.1: Addressed to the Mayor, regarding the Technology in Local Government Summit.

I notice Weddin Shire Council haven't registered for the Summit, which is taking place in Sydney on the 19 – 20 March. I have a limited number of VIP Guest Passes available that I am extending to selected organisations for the 2012 conference and I would like to invite you to attend.

**Note: the Mayor has accepted the invitation but requires approval for accommodation and expenses**

**RECOMMENDATION:**

For Council's Consideration

- 336** **RESOLVED:** Clr Hinde and Clr Lobb that approval be granted to the Mayor to attend the Technology in Local Government summit in Sydney from 19 – 20 March 2012.

3. Tower Clock Services Australia, P2.3.7: Concerning an inspection of the clock on the former bank building in Grenfell.

Prior to any work to the clock the tower needs to be extensively cleaned, with the bird access to the tower (via the missing glass pane) temporarily boarded up and a 240v power outlet installed for the new mechanism to be connected.

**RECOMMENDATION:**

It is recommended that either:-

- i) funds of \$14,000 be re-allocated from the Town Streets vote to enable the work to be carried out immediately, or:
- ii) the work be included for consideration in the 2012/2013 Estimates.

**337** **RESOLVED:** Clr D Hughes and Clr N Hughes that funds of \$14,000 be re-allocated from the Town Streets vote to enable the work to be carried out immediately.

4. Grenfell Preschool and Long Day Care Centre, C1.8.5: Advising that in 2011 we held an Art Exhibition in the Conference Room of the Grenfell Community Hub and invited children from the shire to enter their work.

The Art Exhibition was very successful and we received lots of positive feedback and have been asked to hold it again. We are hoping to hold it the week starting the 13 August 2012. The Grenfell Preschool and Long Day Care Centre were very grateful to the Weddin Shire Council for allowing us to rent the room for the week for \$30. This year we are hoping you would consider allowing us to rent it again for the same price.

**RECOMMENDATION:** that the request be approved at the daily rate.

**338** **RESOLVED:** Clr Hinde and Clr Halls that the request be approved at the daily rate.

**Clr Crutcher arrived at this point 5.10 pm**

5. Grenfell and District Health Group Inc, H1.1.2: Extending an invitation to you to join the Grenfell and District Health Group Inc in an open meeting over our current medical crisis, business losses and out of pocket expenses.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that the invitation be declined as Council is continuing to liaise with the Grenfell Citizens Health Action Committee.

**339** **RESOLVED:** Clr N Hughes and Clr Halls that the invitation be declined as Council is continuing to liaise with the Grenfell Citizens Health Action Committee.

6. Grenfell and District Health Group, H1.1.2: Regarding health concerns for Weddin Shire.

**Copy forwarded to Councillors**

**340** **RESOLVED:** Clr Hinde and Clr Atchison that the letter be deferred until the Closed Council session.

7. Grenfell Junior Soccer Club, P2.1.6: In reply to your request for further information on costs already expended in the construction of the Grenfell Junior Soccer canteen complex.

The grant received for the building was for \$30,000. To date we have spent \$38,581.10 on erecting the building which includes concreting, building materials and some of the plumbing costs.

**Copy forwarded to Councillors**

**See report by General Manager**

**341** **RESOLVED:** Clr Atchison and Clr McClelland that the letter be referred to the General Manager's report.

**SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE  
ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD 15 MARCH 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.

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

8. Steve Forde, T4.5.9/T5.16.2007: Writing to you in regards to a Weddin Shire Council commitment that included a \$2,800 contribution towards unforeseen water relocation costs at my development at Berrys Lane, Grenfell. I have been notified that said contribution has been withheld due to the development not performing as per the original Development Application.

**Copy forwarded to Councillors**

**See late report by General Manager**

**343** **RESOLVED:** Clr D Hughes and Clr N Hughes that the letter be deferred to the General Manager's report.

9. Steve Forde, T5.24/2007/T5.16/2007: Regarding the commitment for earthworks to the value of \$10,000. As my business has an outstanding account with the council for earthworks construction to the value of \$7,950 I would like to use the contribution previously committed to settle that account.

The road works undertaken at Holy Camp Road is directly related to my development in Grenfell as it was purchased for the General Manager to be able to oversee operations at Berrys Lane. Both Grenfell properties are owned by the same company and completely related.

**See late report by General Manager**

**344** **RESOLVED:** Clr D Hughes and Clr N Hughes that the letter be deferred to the General Manager's report.

10. Grenfell Picnic Race Club, C1.2.3: Advising our 2012 races are drawing closer and we are now down to the final stages of preparing this fantastic day.

I would like to put forward the following matters for your consideration:-

1. Extra bins for race day
2. Extra portal-toilets for race day
3. Banner in the Main Street
4. Donation from Weddin Shire Council

**Copy forwarded to Councillors**

**Note: 2011 donation \$200.**

**RECOMMENDATION:** that Council attend as follows:-

- provide extra bins,
- provide portable toilets at no cost if available,
- offer no objection to a banner subject to adequate anchoring and height,
- consider a cash donation.

**Clr McClelland declared a conflict of interest as his daughter is the President of the Grenfell Picnic Race Club and left the room.**

**Clr Crutcher declared a conflict of interest as his sister is the President of the Grenfell Picnic Race Club and left the room.**

**345 RESOLVED:** Clr N Hughes and Clr Lobb that Council attend as follows:-

- provide extra bins,
- provide portable toilets at no cost if available,
- offer no objection to a banner subject to adequate anchoring and height,
- provide a cash donation of \$200.

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

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

8 March 2012

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

**1. CENTROC Meeting, C2.7.3**

The Mayor and General Manager attended the quarterly board meeting at Parkes on 23 February 2012.

A summary of the main matters discussed or decided is as follows:-

- areas for possible savings with road contracts to be submitted to the RMS,
- CENTROC to submit a motion on RMS contracts to the Shires Conference, and to seek a meeting with the Minister,
- Wellington Shire to withdraw in 2013,
- CENTROC to write to Australian Taxation Office about FBT,
- CENTROC to seek a meeting with the Minister about the route for the Bells Line of Expressway,
- adoption of the CENTROC Regional Drought Management Plan,
- adoption of fees for 2012/13, being \$13,086 for Weddin (\$9,055 in 2011/2012),
- CENTROC to apply for a regional Energy Efficiency grant (\$ for \$) for water and sewer assets, street lighting or general building usage,
- support was expressed for work by the five councils on the Blayney – Demondrille rail line,
- a briefing on new workcover levies to be circulated.

The next meeting will be held in Crookwell on 24 May 2012.

**For Information**

**Noted**

**2. 2012/2013 Operational (Management) Plan, A3.4**

As resolved at Council's February Meeting, the first step in the 2012/13 Operational Plan process will be a workshop to be held at 5.00 pm on Monday 26 March 2012.

In accordance with the Division's Meeting Practice Note No. 16, the workshop will be an informal meeting conducted by staff to enable Councillors to discuss and ask questions about the list of possible works for 2012/13. The workshop cannot make decisions or determine priorities.

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

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As previously requested, it would be appreciated if Councillors' suggestions for new projects for next year could be submitted in writing by 15 March 2012.

**For Information**

**Noted**

### **3. City – Country Alliance, C2.7.26**

The proposed visit by the Mayor and General Manager of Hawkesbury City Council was called off on account of the recent funeral.

An alternative date will be arranged in due course.

**For Information**

**Noted**

### **4. Statements by Businessman, A3.22.1**

I refer to my report Item 8 to Council's November 2011 meeting, concerning "Claims about Grenfell Businesses". The report referred to a letter from a local businessman which was considered to contain a number of libellous statements.

At that meeting Council resolved, inter alia, to refer the letter to Council's solicitor for advice.

Council's solicitor has now written advising that, prima facie, the letter is defamatory.

#### **RECOMMENDATION:**

It is recommended that this matter be considered in Closed Council because it includes advice concerning possible litigation (sec 10A (i)(g)).

**347 RESOLVED:** Cllr D Hughes and Cllr Halls that this matter be considered in Closed Council because it includes advice concerning possible litigation (sec 10A (i)(g)).

### **5. Bogolong Dam, T3.6.4**

Council resolved at the November 2011 Meeting to request Central Tablelands Water to defer any action on the expressions of interest for purchase of the dam, pending negotiations with this council.

The business paper for the Central Tablelands Water meeting on 15 February confirmed that this request had been agreed to. However time has not permitted the meeting with Central Tablelands Water staff to ascertain any outstanding licensing requirements or upgrades that need to be taken account of.

A report to Council's April Meeting is anticipated.

**For Information**

**Noted**

## THE GENERAL MANAGER'S ORDINARY REPORT

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### **6. Junior Soccer Club – Assistance, P2.1.6**

In a letter to Council's February Meeting (correspondence item 5) the Grenfell Junior Soccer Club requested Council to meet the cost of rendering the new clubhouse in the amount of \$7,500. Council resolved to defer the matter until the March meeting.

The Club's response to Council's request for further information is included in correspondence item 7.

Assistance to date has been as resolved at Council's August 2009 meeting, being:

*“that Council:-*

- a) provide a backhoe and operator under the policy for hire to approved sporting and community groups – fuel only with approved operator outside working hours (approximately one days usage),*
- b) not assist in laying down footing and slabs,*
- c) extend the sewer along Lawson Drive to the boundary and remove the septic tank at an cost of \$16,000 and funded from the sewer fund and reserves.”*

This week has been completed.

There is an unexpended amount of \$5,321 in Council's vote for donations in 2011/2012, but committing this vote will leave nothing for any other requests which may be received. Alternatively the Town Streets Maintenance vote is well underspent pro-rata and could be considered if Council wishes to assist.

### **RECOMMENDATION:**

For Council's Consideration and Determination of Funding

**Deferred to Town Works Committee Report.**

### **7. Power Blackouts, U1.3.11**

As councillors are aware, the Grenfell district suffered two long power blackouts, on 28 February and 2 March. These blackouts caused extensive inconvenience to residents and considerable stock and trade losses to many businesses.

Following discussion with the Mayor a letter of complaint has been forwarded to the Regional General Manager of Essential Energy suggesting a review of maintenance and inspection standards and an improved system for informing affected residents. The matter of compensation for loss-incurring businesses was also raised.

### **RECOMMENDATION:**

Confirm Action

**348 RESOLVED:** Cllr Crutcher and Cllr Atchison that the action be confirmed.

**8. Weddin Shire Council Arts Award, C1.5.2**

This report refers to Weekly Correspondence item B1 (23 February 2012) from the Lawson Festival Committee, concerning the inclusion of the Weddin Shire Arts Award in Council's Australia Day presentations.

Section 3(d) ("Functions") of the Constitution of the Grenfell Henry Lawson Festival of Arts Committee states:

*"To make an annual award (if a suitable nomination in the opinion of the Committee is received) to a resident of the Weddin Shire or a supporter of the Festival, who has made a meritorious and significant contribution to the Arts, either in the preceding 12 months or continuously over an extended period of time. The award can be made in any field of the Arts and can be made to a practising artist, writer or performer, a teacher or tutor, or an administrator who has organised and encouraged participation in the Arts."*

The Arts Award has in the past be determined by the members of the committee (and previously the incorporated body), with a presentation at the Awards Function each year.

The committee has adopted guidelines for these awards, and part of the problem appears to be compliance with the guidelines. These are not binding and are open to the committee to change as it wishes.

The matter has been discussed with the current President who advises there will be no award this year.

The Arts Award could be included as part of the Australia Day agenda but it would be necessary to set up another panel to judge the nominations. It appears preferable to leave the Award with the Festival Committee.

**RECOMMENDATION:**

It is recommended that the Festival Committee be requested to continue to administer the Weddin Shire Arts Award in accordance with the adopted Constitution.

**349** **RESOLVED:** Clr Hinde and Clr Atchison that the Festival Committee be requested to continue to administer the Weddin Shire Arts Award in accordance with the adopted Constitution.

## THE GENERAL MANAGER'S LATE REPORT

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### **RECOMMENDATION:**

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

**350** **RESOLVED:** Clr Atchison and Clr Lobb that the following reports be received and dealt with because of the urgency of the matters therein.

### **9. Grenfell Doctor Situation, H1.1.11**

The Area Health Service has been advised by the recruitment agency that all the doctor's documents have been forwarded to the Australian Medical Council and have been acknowledged as completed. They will in turn be forwarded to the Royal Australian College of General Practitioners to arrange for his registration examination and interview.

Progress of the matter is being monitored and further reports will be submitted as appropriate.

**For Information**

**Noted**

### **10. Development Contribution DA 16/2007, T5.16/2007**

I refer to late correspondence item 8 from Mr Steve Forde, requesting a transfer of a development contribution from one development to another.

Council agreed in March 2007 to contribute \$10,000 as an in-kind investment grant towards DA 16/2007, being the new shed on Berrys Road. Mr Forde did not use Council's workforce for his internal works, but preliminary work was carried out by Council at no charge on the side lane back to the side entrance, being part of the nominated site access. This specified upgrading is incomplete at this stage and further expenditure will be required.

Mr Forde has now requested the contribution be applied to DA 24/2007 for a subdivision of a rural residential block on Holy Camp Road. Council has partly constructed the internal road and the new access for this subdivision at quoted prices totalling \$10,400.

Apart from the fact that the original contribution has been partly utilised (with more to follow), Council needs to carefully consider whether the transfer of an in-kind contribution to another property would create an undesirable precedent.

### **RECOMMENDATION:**

It is recommended that the request be declined as the contribution for DA 16/2007 is required for the upgrading of the side access lane.

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

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

- i) the request be declined as the contribution for DA 16/2007 is required for the upgrading of the side access lane,
- ii) the side access lane be completed to specifications as originally planned.

**11. Assistance for Development, T4.5.9/T5.16/2007**

Council agreed in November 2007 to contribute the amount of \$2,875, being half the cost to relocate the water meter, for a development by FEG Entertainment Pty Ltd in Berrys Road.

Council subsequently resolved in October 2011:-

*“that the contribution of \$2,875 be deferred until the approved development is completed and operating.”*

It is understood that Central Tablelands Water has taken a similar approach with their promised contribution.

Mr Steve Forde has now applied for payment of the contribution. A copy of his letter has been forwarded to Councillors (see correspondence item 9).

Relevant claims made in the original development application were as follows:-

- housing of the company's fleet of custom tour buses,
- state of the art recording studio,
- employment of seven full-time and seven part-time employees

The intended development was welcomed by Council as a new industry and there is no doubt it would have brought significant benefits to the local economy. However none of the original claims appear to be substantiated in the latest correspondence.

**RECOMMENDATION:**

It is recommended that the request be declined as the development has not fulfilled the claims in the application as submitted.

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

**352 RESOLVED:** Clr Crutcher and Clr D Hughes that Council's contribution of \$2,875 be paid as requested.

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

# THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

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8 March 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 29 February 2012:

Bank Account	
Westpac	<u>\$833,893.69</u>
Investments	
Westpac	<u>6,000,000.00</u>
<b>Total Investments</b>	<b><u>\$6,000,000.00</u></b>

## CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 29 February 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 February follows:

Rates Receipts	304,996.39
Accounts Receivable	63,014.78
Government Grants	613,846.79
Agency Collections	37,073.33
Caravan Park Fees	5,104.00
Grenfell Baths Entry Fees	1,225.90
Metal Recycling Income	15,404.95
Other Income	24,636.68
<b>Total</b>	<b><u>\$1,065,302.82</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 29 February 2012.

<b>ITEM</b>	<b>VOTE</b>	<b>EXPENDITURE</b>
Rural Roads Maintenance	723,223	286,112
Grenfell Town Streets Maintenance	206,196	73,151
Village Maintenance - Caragabal	7,948	5,429
Village Maintenance - Greenethorpe	9,592	2,916
Village Maintenance - Quandialla	2,782	1,848
Garbage/Recycling Collection	102,880	73,482
Greenethorpe Collections	8,500	4,343
Commercial Waste Collection	29,000	8,574
Grenfell Waste Depot Manning/Plant Hire	105,000	76,647
Tips Working Expenses	29,000	22,967
Grenfell Cemetery Maintenance	27,000	14,014
Grenfell Lawn Cemetery Maintenance	13,500	12,786
Noxious Plants	76,000	39,829
Parks & Gardens	184,872	117,929
Library Expenditure	99,322	62,681
Baths Income	-24,500	20,176
Baths Expenditure	126,829	78,633
Caravan Park Income	-46,000	41,952
Caravan Park Expenditure	67,947	43,466

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

### RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2011/12 State Roads (SH 6)	497,500	385,875
2011/12 National Roads (SH 17)	497,500	181,241
2011/12 Regional Roads Block Grant	309,000	141,850
2011/2012 REPAIR Program MR237	300,000	210,061
2011/2012 REPAIR Program MR398	300,000	18,545
3 x 3 Program - MR 398	68,000	8,088

2011/2012 Rural Local Roads	VOTE	EXPENDITURE
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	39,785
Grenfell Kerb and Gutter	28,000	25,747
Grenfell Streets - Footpaving	11,000	990
Nowlans Road	157,000	15,580
Reconstruct Village Streets	6,000	436
Gravel Resheeting	110,000	13,106
<b>Total</b>	<b>854,000</b>	<b>227,893</b>

2011/2012 Roads to Recovery	VOTE	EXPENDITURE
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 February 2012 Council meeting advising of the status of debt recovery in regard to rates and debtors.

The debt recovery process has recommenced with ten (10) liquidated claims or summons' prepared and presented to the court house 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**

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### **5. 'E' Division Conference, A3.18.2**

The annual 'E' Division Conference was held on Friday 17 February 2012 and Council was represented by the Mayor and Director Corporate Services.

Shires Association President Mr Ray Donald addressed the conference in regards to the following:-

- Consideration currently being given to the timing of the referendum to be held to determine if Local Government will be included in the Federal constitution. If the referendum is defeated Federal Government funding to Local Government could be in jeopardy.
- The amalgamation of the Local Government Association and the Shires Association into 'One Association' is in progress and should occur in 2013.
- Comments on the draft Destination 2036 Action Plan closed 15 February 2012. Action in the plan included:-
  - Review of Local Government Act 1993
  - Federal Tax Review to give Councils a share of GST
  - Intergovernment agreement close to being signed to alleviate such things as cost shifting
  - Code of Conduct being reviewed
  - No forced amalgamations however Councils need to be conducive to change ie need to be actively involved in Alliances, ROC's.

Other presentations were delivered by:-

- Mr Brian O'Mara - CEO Local Government Procurement
- Mr Peter Dearden – Roads and Maritime Services
- Mr Bill Gillooly – Shires Association Secretary

All the motions including Weddin Shire's in regard to the Rural Fire Service were passed except for Lachlan Shire Council's motion regarding the elimination of smoking in public areas which was defeated.

The motions that were passed will now proceed to the annual Shires Association Conference to be held in June for further consideration.

**For Information**

**Noted**

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

The inaugural meeting of the Internal Audit Committee was held on Friday 2 March 2012 with independent members Mr Ted Pickwell and Ms Danni Millynn in attendance while Council was represented by Clr Crutcher. The General Manager and Director Corporate Services were also in attendance as observers while Mr Andrew Eacott was in attendance as the Internal Audit Companies (IAB Services) representative.

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

Mr Ted Pickwell was elected as Chair of the Committee with the election followed by an address by Mr Eacott who discussed the following:-

- Draft Charter for the Internal Audit Committee
- Draft Internal Audit Policy
- Draft Internal Audit Plan

The committee resolved that the above documents be adopted and they are now being submitted to Council for formal adoption. IAB Services have submitted a proposal to undertake Item No. 1 of the draft Internal Audit Plan at a cost of \$14,520 (GST Ex) plus travel and accommodation. As Council has \$9,733.67 left in the internal audit budget for this financial year the additional funding required may be sourced at the March 2011 Budget Review.

If Council accepts IAB Services proposal it is anticipated the first internal audit will be conducted during April 2012.

**RECOMMENDATION:** that Council formally adopt the:-

- i) draft Charter for Internal Audit Committee
- ii) draft Internal Audit Policy
- iii) draft Internal Audit Plan and
- iv) that Council accept the proposal from IAB Services to conduct Item 1 of the Internal Audit Plan at a cost of \$14,520 (GST Ex) plus travel and accommodation and the additional funding required be sourced at the March 2011 Budget Review.

**354** **RESOLVED:** Clr Atchison and Clr N Hughes that Council formally adopt the:-

- i) draft Charter for Internal Audit Committee
- ii) draft Internal Audit Policy
- iii) draft Internal Audit Plan and
- iv) that Council accept the proposal from IAB Services to conduct Item 1 of the Internal Audit Plan at a cost of \$14,520 (GST Ex) plus travel and accommodation and the additional funding required be sourced at the March 2012 Budget Review.

### **7. Open Day/Goldfest Festival Review, T4.3.7**

Reference is made to the October 2011 Council meeting whereby it was resolved to conduct a full review of the event together with final costings for 2011.

A comprehensive review was conducted by Clr N Hughes, Clr D Hughes, Ms Auburn Carr, the General Manager and the Director Corporate Services together with various community representatives on Thursday 1 March 2012.

After reviewing the events the general consensus was that the Open Day and the Goldfest Festival should proceed with various changes.

From the review various ways of improving the Open Day were identified and are detailed below:-

#### **Open Day**

- in regard to publicity endeavour to ensure interviews are held with high profile people such as Alan Jones, Ray Hadley and our TV coverage to again include A Current Affair if possible. Also encourage people such as Jan Lehane to attend.

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

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- encourage further use of the on-line computer facilities for registrations.
- need to continue to encourage people that register to actually attend.
- ensure website is updated regularly.
- ensure facilities are clean and of an acceptable standard.
- have less emphasis on attracting tradespeople and more emphasis on attracting a new business.
- continue to encourage retirees and families with children to relocate to the Weddin Shire by providing better incentives for these people.
- continue to concentrate on the western Sydney area as well as nearby towns whereby people could work there and reside in Grenfell.
- further utilise our schools and low crime rate as selling points.
- target workers with families who are looking to relocate out of Sydney.
- target ex-locals who may be interested in returning to the Weddin Shire with their families.
- again consider free industrial land as an incentive to attract businesses to the Weddin Shire.
- change the date to the last Saturday in October to avoid the long weekend and the inevitable clashing with sporting and other events people may be away for.

The review proved to be very beneficial and recognised that if we are prepared to continually change the Open Day campaigns are well worth persevering with as the potential benefits to the Shire are enormous. The campaigns in the past have been very successful with the key objectives such as increasing our population, attracting new business and raising awareness of our Shire by promoting our lifestyle, location and cheaper housing prices are being achieved in an outstanding manner.

From the review ways of improving the Goldfest Festival were identified and detailed below:-

### **Goldfest Festival**

- continue to encourage participation from volunteers and community organisations which was excellent.
- encourage increased participation from the business people possibly by running competitions ie best dressed.
- keep the event in the Main Street however consider closing off more of the street.
- continue with the excellent promotion ie TV, print and radio.
- continue the upgrading of the website.
- continue with the costume competitions and entertainment such as various re-enactments and heritage dances.
- change the date to the last Saturday in October to avoid major events.

The Goldfest Festival is an excellent opportunity to “tell the story” of the gold and bushrangers in the Shire similar to what the Henry Lawson Festival does for Henry Lawson. The event also enables us to promote the O’Briens Hill project, assist it to become an integral part of the Gold Trail project as well as giving local businesses a tremendous boost.

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

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### **RECOMMENDATION:** that Council:-

- i) proceed with the Open Day Campaign on Saturday 27 October 2012 and approve the draft budget as presented. Further, that the terms and conditions be presented to a future meeting for Council adoption
- ii) endorse the suggested changes to the campaign as detailed above
- iii) proceed with the Grenfell Goldfest Festival on Saturday 27 October 2012 and approve the draft budget as presented. Further, that the activities/itinerary be presented to a future meeting for Council adoption
- iv) consider closing the Main Street between the Forbes Street roundabout and Short Street on Saturday 27 October 2012 with this proposal resubmitted to a future meeting for consideration
- v) invite the Historical Society to be part of the arrangements for the Goldfest Festival
- vi) encourage motorhomes and caravans as well as other visitors to visit Grenfell on the weekend to attend the Festival.

### **355** **RESOLVED:** Clr Crutcher and Clr N Hughes that Council:-

- i) proceed with the Open Day Campaign on Saturday 27 October 2012 and approve the draft budget as presented. Further, that the terms and conditions be presented to a future meeting for Council adoption
- ii) endorse the suggested changes to the campaign as detailed above
- iii) proceed with the Grenfell Goldfest Festival on Saturday 27 October 2012 and approve the draft budget as presented. Further, that the activities/itinerary be presented to a future meeting for Council adoption
- iv) consider closing the Main Street between the Forbes Street roundabout and Short Street on Saturday 27 October 2012 with this proposal resubmitted to a future meeting for consideration
- v) invite the Historical Society to be part of the arrangements for the Goldfest Festival
- vi) encourage motorhomes and caravans as well as other visitors to visit Grenfell on the weekend to attend the Festival.

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

Expressions of interest for a taxi operator to provide a taxi service in the Weddin Shire closed on Tuesday 6 March 2012 with two (2) expressions received.

Delegated authority was granted to the Executive at the February Council Meeting to negotiate with any prospective operators and this will be done prior to the Council Meeting.

A late report will be submitted to the Council Meeting.

**For Information**

**Noted**

### **9. Grenfell Library, C2.8.15**

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

- 135 members registered for the Summer Reading Club, 31 children and 104 adults, and 82 reading records were returned (56 from adult members, 26 from junior members). Two Summer Reading Club Awards events are to be held on Monday, 2<sup>nd</sup> April with a morning tea for adults and an afternoon tea for junior members. Guest entertainer at both is Gregory North, award-winning performance poet from the Blue Mountains. Gregory was Bush Poet Champion of Australia in 2008, 2009 and 2010 so we are very fortunate to have him attend.
- Planning is well in hand for the Seniors Morning Tea to be held on Tuesday, 20<sup>th</sup> March 2012.
- The “Blind Date with a Book” promotion coinciding with Library Lovers’ Day and the official launch of the National Year of Reading on 14<sup>th</sup> February was quite successful. Twenty-five people took home a book and many reported back that they enjoyed a book which they otherwise would not have chosen.
- Regular National Year of Reading events reported last month have continued.
- The Weddin Shire Child and Family Network sponsored a special reading event for all Shire Kindergarten students in February with dramatized readings by Daryl Knapp and the gift of a library bag and reading/library information. The Library assisted by providing “Ten Minutes a Day” leaflets and library information brochures.
- One couple made use of the February Saturday afternoon opening for family history research.
- Significant weeding of the Easy collection was undertaken during the month.
- The librarian is planning to attend the Public Libraries NSW Central West Zone autumn meeting at Canowindra on 30<sup>th</sup> March.

**For Information**

**Noted**

### **10. Economic Development, C2.8.13**

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

- Strategies from the Economic Development Strategic Plan such as business workshops being implemented.
- Third business workshop titled “Development and Commercialising New Products and Services” was to be held on Tuesday 6 March 2012. Only four people attended due to flooding and other reasons. Workshop postponed until 20 March 2012.
- Review of Open Day held in October 2011 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 have purchased real estate in the shire and plan to move to Grenfell in the next 12 months.
- The next Economic Development Officer’s Forum will be held in Bathurst on 8 March 2012.
- Planning to attend a workshop on utilising the invest NSW data to be held in Forbes on 16 March 2012.

**For Information**

**Noted**

### **11. 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. Awaiting Gold Trail Branding. 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 followed up now for summer time visits. No recent bird groups had visited Weddin Shire. "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. No feedback received to date.
- The Weddin Shire Tourism brochures have been reprinted and are being distributed to surrounding areas on an ongoing basis. Quote received and confirmed for 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. \$200,000 grant funding received by the Bird Trail Group through Product Development Funding Program. Meetings currently being held to discuss the funding and the project. Funding will assist in reactivating the group.
- 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.
- Review of the Gold Fest Festival held in October 2011 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.
- Planning to attend the Caravan and Camping Show in Rosehill from April 25 -26 to promote the shire to travellers.
- Planning to attend the Hawkesbury show from 27 - 29 April as part of our alliance.

**For Information**

**Noted**

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

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

- Steady sales during February 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. Planning to conduct another mail out.
- Developing websites for various customers.
- Planning five free computer classes to be held during Seniors Week.
- Visiting local businesses to discuss services available at the Internet Centre.

**For Information**

**Noted**

## THE DIRECTOR CORPORATE SERVICES' LATE REPORT

### **RECOMMENDATION:**

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

**356** **RESOLVED:** Clr Lobb and Clr Niven that the following reports be received and dealt with because of the urgency of the matters therein.

### **13. Half Yearly Audit, A1.6**

Reference is made to my report to the February Council Meeting advising Council's external auditors Morse Group will be attending Council on the 23 – 24 April 2012 to conduct the half yearly audit.

Due to extenuating circumstances Morse Group have now advised they will be attending Council from the 11 – 13 April 2012.

The half yearly audit report will now be presented to the May 2012 Council Meeting.

**For Information**

**Noted**

### **14. Taxi Service, T3.6.3**

As previously reported expressions of interest for a taxi operator to provide a taxi service in the Weddin Shire closed on Tuesday 6 March 2012 with two (2) expressions received and I can now advise as follows:-

- Interviews for the position were conducted on Wednesday 14 March 2012 and negotiations are continuing.
- As the current taxi operator advised that he will not continue after the lease has expired on the current terms and conditions, the taxi will have to be stood down for a short period while negotiations continue.
- An advertisement will be placed in Fridays and next Wednesdays Grenfell Record advising residents of the current situation.
- Michelle Johnson from Community Transport has been very helpful and has advised they will arrange transport for their clients in the interim period.

Further advice will be provided to Councillors once negotiations are completed and a decision has been made by the Executive.

A further report will be presented to the April 2012 Council Meeting.

**For Information**

**Noted**

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

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

8 March 2012

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

**1. Works Report (4 March 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  
              - sprayed road sides  
              - cleared suckers and vegetation from guardrails  
              - erected permanent warning signs  
              - carried out edge grading  
              - closed highway due to flooding at Lignum Creek
- SH17          - general maintenance  
              - completed heavy patch programme  
              - sprayed road sides  
              - carried out edge grading  
              - closed highway due to flooding at Marsden
- MR398        - general maintenance  
              - remove fallen tree
- MR236        - general maintenance  
              - closed road due to flooding at Forbes
- MR237        - general maintenance  
              - removed fallen tree  
              - closed road due to flooding at Gooloogong and Goonigal Creek  
              - started 1.5km of widening
- MR239        - general maintenance  
              - completed heavy patching programme

## THE DIRECTOR ENGINEERING'S ORDINARY REPORT

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### 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.

- re-sheeted 1km Arramagong Road
- 2km of flood damage has been completed on Back Piney Range Road
- Completed culvert on Millars Road

### 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
- cleared culverts Gibraltar Rocks Road, Holy Camp Road, Greenethorpe area
- maintenance graded and gravel patched Bald Hills Road, O'Loughlins Road, Matchetts Lane, Hunts Lane, Yambira Road and Kangaroooby Road (flood damage)
- erected flood signs on various roads
- sprayed for Khaki weed in Caragabal (village maintenance)

### 1.4 Urban Maintenance/Construction

- general maintenance
- started to replace North Street footbridge
- lifted trees in back lanes
- removed debris from Memory Street
- sprayed for Khaki weed in Grenfell
- Melyra Street footpath construction from Forbes Street to Cross Street (north side)
- Warraderry Street footpath construction from Young Street to Camp Street (west side)

**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
- cleared Rotunda gutters
- lopped trees in Taylor Park and Henry Lawson Oval
- planted eight trees in Taylor Park(replacement)
- trimmed suckers from tree bases

## THE DIRECTOR ENGINEERING'S ORDINARY REPORT

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### 2.2 Cemeteries

The following graves have been prepared from 6 February to 4 March 2012

Grenfell Lawn	– 4
Grenfell	– nil
Bimbi	– nil
Caragabal	– 1

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

- slashed Cemetery surrounds
- mowing – whipper snipping
- topped up sunken graves
- removed tree at Grenfell Cemetery

### 2.3 Sewer Mains

Five (5) sewer chokes have been attended to during the last month.

### 2.4 Private Works

- ground concrete floor for a ratepayer
- sold two loads of gravel to ratepayer
- extended a pipe culvert for ratepayer

### 2.5 Vandalism

Urban - toilet blocked in Vaughn Park with roll toilet paper \$50.00

**Progressive Cost Urban: \$1,100.00**

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

(from 1/7/2011 to date)

### 2.6 Other

- gravelled dog pound entrance

**For Information**

**Noted**

## 3. Future Works

### 3.1 Rural

- general maintenance
- 2010 flood damage works completed except for minor works
- commencement of 2012 flood damage repair works
- Driftway Road deferred
- MR 237 widening (REPAIR) commenced but deferred
- Regional Roads flood damage 2010 completed
- State Roads flood damage 2010 completed

## THE DIRECTOR ENGINEERING'S ORDINARY REPORT

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### 3.2 Urban

- general maintenance
- completed North Street foot bridge (flood damage 2010)
- complete Emu Creek rock retaining wall at Brundah Street (flood damage 2010)
- remainder of 2010 flood damage works completed except for minor works

**For Information**

**Noted**

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

In the last month the CENTROC Weight of Loads Group detected two (2) breaches totalling \$1,412.

**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:-

Plant No	Plant Item	Maintenance
	General plant	General maintenance
PI 4102	Cat 120 M Grader	Rewire and replace exhaust inlet manifold.
PI 2083	Nissan Patrol	Fit out Workshop vehicle.
PI 2082	Nissan Patrol	Fit out Noxious Weeds vehicle.
	SES Ute	Service, effect, recall, repair winch.
PI 4070	Cat Grid Roller	Repair major oil leaks.
PI 4098	Jet Patcher	Repair intermittent problem with unit.

It is proposed to replace the following table top utilities:-

- PI 2073 Toyota extra cab
- PI 2075 Toyota (Animal Control)
- PI 2077 Toyota (Highway)
- PI 2078 Toyota (K Abbott)
- PI 2079 Toyota ( N Hockings)

**For Information**

**Noted**

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

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### **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 **STILL** being prepared.

The Plan may be referred to the Extra – Ordinary Meeting of Council on 2 April 2012 if completed.

**RECOMMENDATION:** that the draft Road Asset Management Plan be included on the agenda of the Extra – Ordinary Meeting if completed.

**358** **RESOLVED:** Clr N Hughes and Clr Lobb that the draft Road Asset Management Plan be included on the agenda of the Extra – Ordinary Meeting if completed.

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

Routine maintenance works on SH6 and SH17 continue.

The heavy patching on SH17 has been completed.

Reseals are still planned for March subject to weather. However, as a result of the recent flooding on the Mid Western Highway and the Newell Highway. The reseals may have to be deferred until the affected pavements are assessed.

**For Information**

**Noted**

### **8. Noxious Weed Report – February C2.8.12**

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

- Weeds sprayed – African Boxthorn, Silverleaf Nightshade, St John's Wort, Scotch/Illyrian Thistle, Bathurst Burr, Johnson Grass, Blackberry and Tree of Heaven
- Areas sprayed – Bimbi, Weddin, Euroka, Bogalong, Barbingal, Greenethorpe, Wirega, Melyra, Eualdrie, Wallah Wallah, Grenfell Town Area, Caragabal, Berendebba, Bumbaldry, Wheoga, Yuline, Bolungerai, Marsden, Trigalanna and Caragabal Town Area
- One property re-inspection – resulting in Section 18a Notice and Section 18 Notice sent to an absent landowner.
- Contacted several landholders, regarding control of noxious weeds on their property.
- Delivered chemical containers from depot to drum muster with all containers passing
- Inspected high risk areas such as railway corridors, water courses, highways and travelling stock routes. Also inspected Council owned land and Crown land

**For Information**

**Noted**

### 9. Flood Damage 2010, R2.70.2

With the exception of some minor works in town and on several local roads the flood damage works have been completed.

For Information

Noted

### 10. Manganese Road Trees, R2.10.091

Following a decision at the February Town Works Committee Meeting, a number of Councillors met at 4.30 pm on 16 February 2012 in Manganese Road opposite Lot 5 in DP 1060910 Manganese Road (Mr Trevor Mawhinney) to inspect the drainage matter outlined in Mr Mawhinney's letter. The Director Engineering attended the meeting at 4.38 pm and was advised that the Councillors had decided to remove two trees and to construct a smaller culvert into the property. The Director Engineering advised that there was a process to go through prior to removing trees in this location. The Director Engineering also reiterated advice to the Town Works Committee Meeting the previous Monday, that the entrance to Mr Mawhinney's property should be left as a constructed and sealed causeway as the upstream catchment is dirty and could block up a culvert and cause flooding onto the property.

In relation to the removal of the trees, Geoff Cunningham Natural Resource Consultants Pty Ltd prepared a report in 2010 which conducted an ecological assessment on the trees in question and other trees as follows:-

*“The native vegetation along the southern table drain of Manganese Road in the area inspected primarily comprises mainly Yellow Box [Eucalyptus melliodora] trees with a few Blakely's Red Gums [Eucalyptus blakelyi].*

*Also present are a number of immature Kurrajong [Brachychiton populneus] trees and a couple of exotic saplings, including one Pepper Tree [Schinus ariera].*

*Native vegetation of this description is part of the White Box Yellow Box Blakely's Red Gum Woodland which is listed as **endangered** in the Schedules of the New South Wales Threatened Species Act.*

*This same community is listed as **critically endangered** under the Commonwealth Environment Protection and Biodiversity Conservation Act as the White Box Yellow Box Blakely's Red Gum Grassy Woodland and Derived Native Grassland community.*

*Under both of these Acts if any person or organization proposes to undertake an action that is likely to cause a significant impact on the community then an approval must be sought from the relevant NSW and Commonwealth Government Departments for the action.*

*Failure to obtain an approval for such an action would undoubtedly result in prosecution and if the charges were proven, a heavy fine under both Acts.”*

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

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Council resolved at the February meeting as follows:-

*“that the process to remove the trees be ascertained and reported back to the next Council Meeting.”*

This process is outlined as follows:-

- A determination needs to be made as to whether the “proposed action is likely to have a significant impact on a matter of national environmental significance”.
- A letter to be written to the Commonwealth Department of Sustainability, Environment, Water, Population and Communities requesting they consider the case for removing the trees. **Note:** No action can be taken until they provide their determination in writing.
- A similar letter to be written to the NSW Office of Environment and Heritage requesting they consider the case for removing the trees and to provide their determination in writing. **Note:** No action can be taken until they provide their determination in writing.

### **RECOMMENDATION:**

For Council's Consideration

**359** **RESOLVED:** Clr Hinde and Clr Atchison that the tree removal process be undertaken.

### **11. Emu Creek Floodplain Study, E2.9.5**

Council has received five responses regarding the Emu Creek Floodplain Study. These responses have been referred to the consultant for comment and possible variation to the draft Study. The draft as amended will be considered at the next meeting of the Floodplain Committee to be held at 8.00 am on 27 March 2012.

**For Information**

**Noted**

### **12. Australian Rail Track Corporation Interface Agreement, T3.5.6**

To date Australian Rail Track Corporation has not provided further details of the draft Rail or Road Crossing Safety Interface Agreement.

**For Information**

**Noted**

**13. Purchase of Vehicles, P6.1.4**

Quotations were called for the replacement of PI 1103 Toyota Aurion (Director Engineering) from a number of firms (Nissan X Trail, Toyota Aurion and Holden).

The most cost effective quotation received was from West Orange Motors Pty Ltd

Purchase of Toyota Aurion	\$31,496.86
Less trade in Toyota Aurion	<u>\$15,000.00</u>
Total Cost	<u>\$16,496.87</u>

**For Information**

**Noted**

**14. Graincorp B – Double Access, T3.6.2**

Council has received a request from Graincorp Pty Ltd for a B – Double route approval along Bewleys Road from SH17 to the Forbes boundary.

The route standard is 7 metres for a B-Double route. This section of road is less than this width.

A large part of Bewleys Road is less than two lanes and would not be wide enough for two B-Doubles to pass safely. Funding has not been allocated in 2011/2012 to widen and strengthen this to B-Double standards.

**RECOMMENDATION:** that Council advise Graincorp that it is not prepared to approve a B-Double route across Bewleys Road from SH17 (Newell Highway) to the Forbes boundary as the road is of insufficient width to safely allow B-Doubles to pass.

**360 RESOLVED:** Clr McClelland and Clr Atchison that Council advise Graincorp that it is not prepared to approve a B-Double route across Bewleys Road from SH17 (Newell Highway) to the Forbes boundary as the road is of insufficient width to safely allow B-Doubles to pass.

**15. Kerb and Gutter, R2.4.15**

Kerb and gutter has been completed in Forbes Street (west side) from North Street, in a northerly direction to the end of the street.

The length of the work was 190 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 \$119.83 or \$59.91 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 \$59.91 per lineal metre including GST and debit notices be issued accordingly.

- 361 RESOLVED:** Clr McClelland and Clr Atchison that approval be given to charge out the kerb and gutter works to the residents at the rate of \$59.91 per lineal metre including GST and debit notices be issued accordingly.

### **16. Flood Damage February – March 2012, E1.9.4**

The Shire received significant rain from Tuesday 28 February 2012 until Sunday 4 March 2012 which caused extensive flooding in the Shire. This resulted in damage to public infrastructure and roads, and damage to private property.

There was also significant damage to shire roads, main roads, SH6 and SH17, culverts, causeways and caused a number of significant road closures throughout the Shire, including the Newell Highway, SH6, MR 236, MR 239 and MR 398.

A preliminary estimate of damage to public infrastructure was prepared and submitted on Friday 2 March 2012 to Ministry for Police and Emergency Services totalling \$800,000 as a claim for Natural Disaster Funding. The Minister for Police and Emergency Services declared Weddin Shire as a Natural Disaster area on Monday 5 March 2012. Council will be required to contribute the first \$29,000. This can be covered from the Rural Maintenance vote.

As water is still covering a number of roads in the Shire, the final estimate may take some weeks to complete, particularly with saturation damage still to be determined.

It is likely that the 2011/2012 FAG program may not be completed by 30 June 2012 due to the extra flood damage works.

**For Information**

**Noted**

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

- 362 RESOLVED:** Clr McClelland and Clr Hinde that except where otherwise dealt with the Director Engineering's Report be adopted.

8 March 2012

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

Dear Sir

I wish to report to Council as follows:-

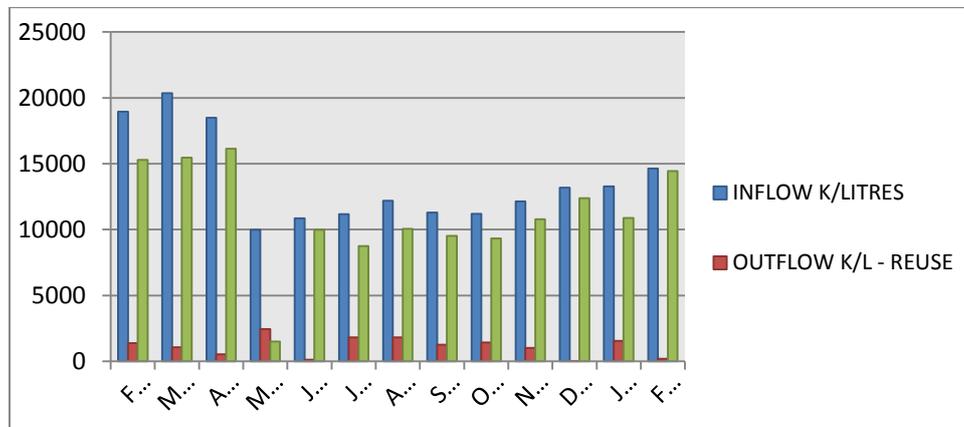
**A. Public Health and Environmental Matters**

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

Total inflow through the Works during February 2012 was 14,627 kl with the daily average of 504.37 kl. With outflow for irrigation for reuse being 195 kl and discharge to Emu Creek being 14,439 kl.

The highest daily recording of 609 kl occurred for the 24 hours ending 6.30 am on 3 February 2012 and the lowest of 424 kl for the 24 hours ending 6.30 am on 1 February 2012.

A total rainfall of 152.5mm was recorded for the month.



**For Council's Information**

**Noted**

**DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL**

**2. Animal Control, A4.4.4**

Animal control activities for February 2012 were:

**a. Companion Animals**

Animals Seized:	0	Animals Returned to Owners:	1 (Dog)
Animals Impounded:	2 (Dogs)	Animals Destroyed:	1 (Cat)
Animals Sold:	0	Animals Released:	2 (Dogs)
Animals Surrendered:	0	Animals Escaped/Stolen:	0

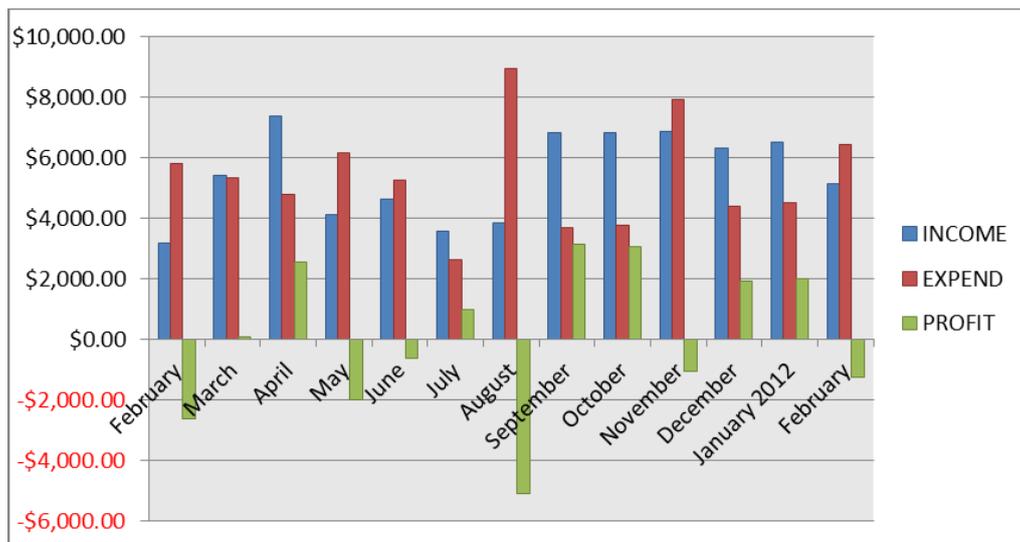
**For Council's Information**

**Noted**

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

Income for the month of February 2012 was \$5,131.00 with expenditure of \$6,406.24 resulting in an operational loss of \$1,275.24 for the month.

There were 218 sites occupied for the month of February 2012.



**For Council's Information**

**Noted**

**363 RESOLVED:** Clr N Hughes and Clr Crutcher that Council adjourn for supper.

**Council adjourned for supper: 6.56 pm**

**Council resumed at: 7.24 pm**

**364 RESOLVED:** Clr Atchison and Clr Lobb that Council resume.

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

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

<b>Total Attendance:</b>	<b>2842</b>	<b>School Usage:</b>	<b>561</b>
		<b>Other Usage:</b>	<b>314</b>
<b>Daily Average:</b>	<b>98</b>		
<b>Cash Attendance:</b>	90 (Child) 59 (Adult)	<b>Season Ticket Sales:</b>	Adult 13 Pensioner 3 Family 16 Child 1
<b>Season Ticket Attendance:</b>	1078 (Child) 740 (Adult)		

The month was generally busy with arranged events.

Activities during the month were:

- School carnivals
- Community groups
- Business house relays

The Grenfell Pool will close on the 2<sup>nd</sup> of April 2012 for the season.

**For Council's Information**

**Noted**

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

<b>Total Attendance:</b>	<b>1290</b>	<b>Daily Average:</b>	<b>51</b>
<b>Season Ticket Sales:</b>	22 (Family) 5 (Single)		

Fundraising: The committee are currently holding a Gourmet Sausage Drive in conjunction with Shane's Butchery West Wyalong. Shane has generously given us the sausages at cost price and we have added \$2/kg.

Other activities during the month were:

- Quandialla Central School came for sport on Wednesdays. They held a Swimming Carnival on 15th February.
- Active After School activities were held on Thursday afternoons.
- Bribbaree Public School came for Intensive Swimming lessons 6th - 10th for 2hrs each day and for Active After School activities on Friday afternoons.
- Caragabal Public School came for sport on Friday mornings.
- Quandialla Swimming club held training on Tuesdays, Wednesdays and Fridays, with stroke correction on Sunday afternoons.
- Aqua exercises were held on Tuesday evenings and Friday mornings.
- Early morning lap swimming was held on Tuesday & Thursday mornings.

The Quandialla Pool will close on the 18 March 2012 for the season.

**For Council's Information**

**Noted**

### **6. Building Professionals Board (BPB) Forum, A3.34**

On the 29<sup>th</sup> February 2012 the Director Environmental Services attended a Building Professionals Board Council forum in Queanbeyan.

The forum was broken into two parts and was aimed at getting input from private and council building surveyors with the outcomes of these sessions to be fed into the NSW Planning System Review and the extended review of the Building Professionals Act 2005 (BP Act).

The morning session was for both Council and private professionals and focused on:

- the type of building defects affecting construction in NSW, their causes and costs
- how the current building and certification system works in NSW
- the role of builders, certifiers and subcontractors in the existing building and certification system
- the consumer protections in place
- the issues or limitations that may be impacting the current system's ability to overcome building defects, building disputes and any resulting dissatisfaction with the system
- how similar issues or limitations are dealt with in other states.

The afternoon session was exclusive to council building certifiers and included:

- requirements for accreditation of existing council certifiers from 1 March 2013
- requirements for accreditation of new council certifiers from 1 March 2013
- expanding continuous professional development (CPD)
- increasing the supply of accredited certifiers.

The sessions considered how the BPB and certifiers can work together to improve the certification system in areas such as education, training, CPD and the long-term supply of accredited certifiers.

Should you require further information about these sessions contact the Director Environmental Services.

**For Council's Information**

**Noted**

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

As resolved at the November 2011 Council meeting, Facility Design Group (FDG) has been engaged to investigation and report on possible upgrade options for the Grenfell Swimming Pool.

Some initial upgrade options have been received (copy separately provided) with the full report and associated cost estimates expected prior to the Council meeting.

As can be seen from the options, to bring the pool up to the minimum acceptable standard will require a substantial amount of work. Other works that will be required to be completed during any upgrades are things like new seating and shade structures, future improvements of the amenities will also be required to ensure full compliance.

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

---

The upgrades works are now considered to be urgent with concerns about the pool's ability to operate in the coming season to the Public Health Act and Regulation requirements.

Indicative estimates to engage a consultant to prepare all designs, specifications and tender documents are in excess of \$100,000; staff are currently exploring other options.

It is suggested that the design and associated documentation can be prepared in late 2012, with physical upgrades to commence at the end of the next swim season, in the first quarter 2013/2014.

Preparation of the designs and associated documentation will come at a cost and it is recommended that funds be allocated in the 2012/13 budget estimates for these works to commence.

**RECOMMENDATION:** that Council:-

1. note the upgrade options for the Grenfell Swimming Pool as prepared by Facility Design Group,
2. allocate a provisional fund of \$20,000 in the 2012/13 budget estimates for the designs and associated documentation to be commenced.

**365** **RESOLVED:** Clr D Hughes and Clr Atchison that Council:-

1. note the upgrade options for the Grenfell Swimming Pool as prepared by Facility Design Group,
2. allocate a provisional fund of \$20,000 in the 2012/13 budget estimates for the designs and associated documentation to be commenced.

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

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### **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):

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
1/2012	W Perrott	Dual Occupancy (Detached/Relocated)	\$57,000	Lot: 478 DP: 754578 Cnr North & Brundah Streets GRENFELL 2810
2/2012	B & L Robinson	Earthworks (Building Pad)	\$2,000	Lot: 1 DP: 1142374 Brickfield Road GRENFELL 2810
3/2012	B Cartwright	Earthworks (Building Pad)	\$4,000	Lot: 5 DP: 1072519 Lot 5 Quondong Road GRENFELL 2810
4/2012	R Anderson & A Forde	Earthworks (Building Pad)	\$4,000	Lot: 4 DP: 1072519 Lot 4 Quondong Road GRENFELL 2810

**For Council's Information**

**Noted**

#### **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>
CD 3/2012	P Westman	Shed	\$17,247	Lot: 6 DP: 1063500 Simpson Drive GRENFELL 2810
CD 4/2012	J McCue	3 Bay Garage	\$8,000	Lot: 1 DP: 376659 10 Rose Street GRENFELL 2810

**For Council's Information**

**Noted**

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

Council has now received the initial draft Primary Production Strategy (Rural Lands Use Study) & Rural Settlement Project reports prepared by Booth Associates.

A copy of these reports has been forwarded to councillors for an initial review, with comments to be forwarded to the Director Environmental Services no later than Thursday 29<sup>th</sup> March 2012.

This is only an initial internal review, with the final draft to be tabled at the April meeting, for adoption for the purpose of public exhibition as detailed within the previously adopted Community Consultation Strategy.

**RECOMMENDATION:** that Council:

1. acknowledge the Primary Production Strategy & Rural Settlement Project initial draft reports,
2. provide comments on the reports to the Director Environmental Services no later than Thursday 29 March 2012.

**366** **RESOLVED:** Clr N Hughes and Clr Atchison that Council:

1. acknowledge the Primary Production Strategy & Rural Settlement Project initial draft reports,
2. provide comments on the reports to the Director Environmental Services no later than Thursday 29 March 2012.

**S WILSON**

**DIRECTOR ENVIRONMENTAL SERVICES**

**367** **RESOLVED:** Clr Halls and Clr Niven that except where otherwise dealt with the Director Environmental Services' Report be adopted.

**REPORT ON THE WESTERN NSW HEALTH FORUM HELD AT DUBBO ON THURSDAY 9  
FEBRUARY 2012**

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Delegates were informed before the meeting that this was to be a consultative forum & that the Minister required solutions, not problems.

During his opening address, Dr Robin Williams, Chair of the WNSW Local Health District Board stated;

- Western Area Health Service covers a population of 266,000
- Country/remote populations suffer from decreased health
- Life span 5 years less than city counterparts
- Main problems being caused by overweight/obesity

In her address, the Minister for Health, the Hon. Jillian Skinner stated that;

- She wants health workers to be happy
- People to be realistic in the expectations of the health system & health workers
- We must make the most effective use of resources

During the open forum, the following questions were raised;

- RFDS requires a 2<sup>nd</sup> aircraft to be based in Dubbo: will the NSW Govt. supply the funds for this service?
- In the preliminary budget, what will the funding ratio be for regional health services in relation to city/metropolitan?
- With the new hospital in Orange, why is there no hydrotherapy pool in the physio dept?
- Will the govt. provide more funding for the Care West Lodge in Orange?
- In Orange, the radiotherapy unit is fully occupied. There is a 6-8 weeks waiting period for treatment and this is unacceptable. When the new hospital was built, a 2<sup>nd</sup> bunker was incorporated in the structure, but no equipment was supplied. The cost of this equipment is \$700K. When the current unit is off line for maintenance, the waiting time continues to blow out exponentially. When will the govt. fit out this bunker?
- There is a lack of GPs willing to work with sexual assault victims, mainly due to lack of training. When will the govt. commit to training these GP's?
- RNs, endeavoring to re-enter the workforce are required to undertake a 12 months course in Sydney, away from the family, at a cost of \$10K. What is the govt. doing to alleviate this cost and thereby alleviate the shortage of RNs in local hospitals?

During the very short break our delegates met with Melinda Pavey MLC, the Parliamentary Secretary for Rural Health to raise concerns over the following;

- Lack of physio facilities at Grenfell
- No palliative nursing facilities at Grenfell

We were informed that this was not her area of responsibility and referred us to Richard Cheney who is the area Director of Allied Health. Although this is not her area of responsibility, she retained the notes that Clr. Hughes gave her.

We then met with Richard Cheney who listened to what we had to say and, with regard to the lack of a physio, made a suggestion as to what could be done. He was informed that this had been done approx. 3 years ago and had been cancelled before the appointee had taken up their position. He informed us that he would look into both matters we raised.

CLR NW HUGHES  
DELEGATE

CLR RW ATCHISON  
DELEGATE

**368**      **RESOLVED:** Clr Atchison and Clr Lobb that the Report on the Western NSW Health Forum be adopted.





On-going contact is continuing with Grenfell students who attended Arts OutWest workshop to remain part of street performance and parade at festival.

The plan of "Films of Weddin Shire"-Flicks in the Sticks" may need to be a long term plan as conversion from film to DVD will be time consuming and may not be ready in time for festival 2012. I am willing to work on this throughout the year for 2013 festival.

"James Mossengren World Champion Unicyclist, & Juggler"- \$700 plus travel - available. Asks for donation from crowd to reduce cost from \$1500. Has own power source, microphone. sound system  
Suggestion: Be part of procession, 1 hour show before/after procession and roving either side of procession.

"Griego The Great Roving Magician"- magician, card tricks (for adults) and conjuring with children with Darek Duck a talking puppet duck.

Suggestion: 6 hours- \$500 and be part of procession.

Both have public liability insurance.

Greg Bowerman blade shearer remains available.

Photobooth- At \$900 + what about outside a pub if one is willing to sponsor? Any suggestions welcome.

Uni students studying Primary/Early Childhood willing to set up a tent for children to include face painting and painting of miniature garden gnomes.

Forbes Dance School are willing to bring a number of children to perform during the day and be part of procession. Still working on details with manager.

Unable to locate Phillip Fazzarri with miniature trains.

A vote of thanks was given to Carly Brown for organising the Arts OutWest workshop.

It was requested that an official letter be written to:-

- a. Grenfell Public School for the use of their hall and technology for free.
- b. Darryl Knapp who spent three days helping with the workshop.

### **Street Stalls**

Entry forms have been sent - eighty one by email and forty two by snail mail.

Rotary, Lions and Community Health are not being charged this year. Rotary and Lions sponsor the festival as well as donating their profits to it and Community Health are a non profit organisation and therefore should not be charged a fee.

G England moved and C Gorman seconded the motion "That the action of waiving the street stall fees for Rotary, Lions and Community Health be endorsed." Carried.

Shop owners are happy to cooperate and those who have power are willing to donate it.

Have consulted with Robyn Munck and established where available stall and busker sites are.

### **Raffle**

Budget prepared and sent to Dani.

Prizes almost finalised to commence selling tickets March.

On schedule.

### **Children's Competition**

Information about children's art competition has been given to the primary schools.

### **Poetry on the Boards**

Venue has been changed. I will no longer use Crutchers shed venue. Have approached Margaret Knight about the possibility of using the Uniting Church Hall. There would be a nominated donation charge for the use of the Hall. I suggested \$50:00

Spoke briefly about catering at the venue. The church group won't be able to cater so will try alternative arrangements.

I am wondering about the possibility of using the side room of the hall if it is lockable. Possible use by Paul Brunton or all day informal talks or scheduled talks.

Event name change to Camp Street Poets. The idea behind the name change is to remove any connection with Poetry on the Boards to avoid confusion with the relocation.

Possible Charges: - Camp Street Poets + Poetry Slam + Paul Brunton. \$5:00 for each individual show or \$13:50 - \$15:00 for an "All day ticket".

Could hand out Museum fliers, or promote people to go to the Museum.

### **Poetry Slam**

I have again secured \$500.00 from David Cox of Paint Place Cowra. Many thanks to Paint Place. After the meeting with Dani Millyn and John Hunter I put together two quotes.

Quote one is based on Word Travels securing workshops at the schools in Grenfell 4 days/3 nights' accommodation x2

Quote two is indicative of Word Travels at the Henry Lawson Festival without interschool workshops. Being 3 days/2 nights accommodation x 2.

Miles contacted me re contacts for all the schools and I provided a list of e mail contacts for Grenfell Public, Saint Josephs Primary, Henry Lawson High School, Quandialla Central School, Caragabal and Greenethorpe.

It is now up to Word Travels to determine which Quote we go with.

### **Photography**

Darren Stones is willing to judge the photography but needs his fuel and accommodation to be paid by the Festival.

M Roper moved and C Gorman seconded the motion "That the festival pay for accommodation and fuel for Darren Stones to travel from Melbourne to judge the photography." Carried

### **Program**

Judy has begun work on the program.

### **Talent Quest**

Dan Barkley gave the meeting information about two bands that are willing to perform and run a workshop with young people. The bands are "Taylor and the Makers" and "October Rage". The focus is youth. Decisions re venue, workshops, entry fees and prizes are yet to be finalised.

C Gorman moved and M Roper seconded the motion "That D Barkley book Taylor and the Makers and October Rage with the Festival Committee paying up to \$500 for each band." Carried

### **Social Engagement**

Information given about Facebook queries and statistics.

### **Indigenous**

Inquiries made about the Wagambirra Dance Group performing at the Henry Lawson Festival on June Long Weekend.

Cheryl McAlister is the coordinator, for the Aboriginal Dance Group from Cowra High School.

They will be able to perform for the festival.

Before the performance there will be an Elder saying the Welcome to Country.

Once Cheryl receives confirmation she will send an official invoice for the fees, of \$450. The welcome to Country will cost \$50.

M Bucknell moved and S Nealon seconded the motion 'That the Festival Committee book the indigenous elder and the Wagambirra Dance Group subject to finance which will be confirmed next meeting.' Carried

### **General Business:**

#### **1. Stage /Truck**

Quotes for a stage are about \$3000. There are no problems with using a truck provided that OHS issues are addressed.

N Hughes moved and J Mitton seconded the motion "That the Festival Committee writes a letter to Andy Stephens to request the use of his truck for the opening of the Festival." Carried

#### **2. Bush Dance**

A Corey has some contacts. It was suggested that a bush dance could be organised before the festival as a fundraiser.

### **3. TV Awards**

M Bucknell to contact TV stations to confirm that the winner will travel to Grenfell for the presentation of the award. David Stratton or Margaret Pomeranz will be asked to be judges.

### **4. Australian Arts Award**

T Carroll still investigating the possibility of reinstating this award.

### **5. Banners**

T Carroll obtained a quote for forty banners @ \$51 + GST. After discussion on what should be printed on the banners it was decided not to rush into purchasing them this year.

### **6. Minutes on Website**

C Brown spoke on the ethics of the HLF minutes being a part of the website as they often contained quotes given by potential performers and businesses. WSC general manager T Lobb responded to the concerns.

M Moffitt moved and C Brown seconded the motion "That the HLF minutes be removed from the festival website." Carried

### **Meeting closed 10.10 pm**

**Next meeting date:** The next meeting will be held at 7.30 pm on Tuesday 20<sup>th</sup> March 2012 at the Community Hub.

**369**      **RESOLVED:** Clr Atchison and Clr Niven that the Minutes of the Henry Lawson Festival Committee Meeting be noted.

**MINUTES OF THE INAUGURAL INTERNAL AUDIT COMMITTEE MEETING HELD ON FRIDAY 2 MARCH 2012 AT 8.30 AM (C2.6.41)**

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**1. PRESENT:** T Pickwell, Clr Crutcher, D Millynn, T Lobb (General Manager), G Carroll (Director Corporate Services) and A Eacott (Director - IAB Services).

**2. APOLOGIES:** Nil

**3. ELECTION OF CHAIRMAN:**

**Resolved:** Clr Crutcher and D Millynn that Mr T Pickwell be elected Chairman.

**4. DRAFT INTERNAL AUDIT COMMITTEE CHARTER**

**Resolved:** Clr Crutcher and D Millynn that the draft Internal Audit Committee Charter be adopted.

**5. DRAFT INTERNAL AUDIT POLICY**

**Resolved:** Clr Crutcher and D Millynn that the draft Internal Audit Committee Policy be adopted.

**6. INTERNAL AUDITORS REPORT**

6.1 Risk Assessment

**Noted**

6.2 Draft Internal Audit Plan

**Resolved:** Clr Crutcher and D Millynn that the draft Internal Auditors Plan be adopted.

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

**8. CLOSED:** There being no further business to discuss the meeting closed at 9.15 am.

**370 RESOLVED:** Clr N Hughes and Clr Niven that the Minutes of the Inaugural Internal Audit Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE MANEX MEETING HELD ON MONDAY, 12 MARCH 2012 AT 8.00 AM  
(C2.6.10)**

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**Present:** T Lobb, G Carroll, W Twohill, S Wilson and Clr Simpson (observer).

**Apology:** Nil

**Minutes:**

**Resolved:** G Carroll and S Wilson that the minutes of 13 February 2012 be adopted as circulated.

**General Business:**

**1A Administration**

- (i) Integrated Planning – consultant and Director Corporate Services attended a workshop with the Division of Local Government in Cowra on 14 February 2012. Process continuing.
- (ii) 2012/2013 Management Plan/ Operational Plan – workshop to be held on Monday 26 March 2012 with the extra-ordinary estimates meeting to be held on Monday 2 April 2012. General Manager currently conducting meetings with Directors prior to estimates workshop and meeting.
- (iii) 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.
- (iv) Destination 2036 – Outcomes Report – draft action plan submissions closed. General Manager forwarded a submission to Division of Local Government. Awaiting final action plan.
- (v) Internal Audit – reported in Director Corporate Services report.
- (vi) IPhones – purchased for General Manager and Directors.
- (vii) Public Interest Disclosure – reports to be submitted. Director Corporate Services to pursue.
- (viii) Community Energy Efficiency Program (CEEP) – application for funding on a \$ for \$ basis submitted to adopt new technology and replace lights to increase energy efficiencies.

**1B Human Resources**

- (i) Vacancies
  - Loader Operator – applications closed 9 March 2012. Interviews to be organised.
  - Ganger – to be advertised.
- (ii) Picnic Day – approved for all employees. To be held 11 April 2012. General Manager to approve special leave for non-union members.

**2. Public Order and Safety**

Nil

**3. Health**

- (i) Doctors Situation – doctor has submitted all required forms. General Manager to submit late report to Council.
- (ii) New Doctor's Residence – in progress. Director Environmental Services pursuing.
- (iii) Burrangong Street Surgery – upgrade nearly completed. Awaiting input from Doctor.
- (iv) Medical Centre – Council's grant funding application submitted. Awaiting outcome.
- (v) Grenfell Health Groups – Councils future liaison should be exclusively with the Grenfell Citizens Health Action Committee Inc.

**Resolved:** T Lobb and S Wilson that in future Council liaise exclusively with the Grenfell Citizens Health Action Committee Inc.

**4. Community Services and Education**

Nil

- 5. Housing and Community Amenities**
- (i) Grenfell Cemetery – responses from church groups being received. Director Engineering to now arrange meeting.
  - (ii) Draft Flood Study Report – reported in Director Engineering’s report.
  - (iii) Rural Land Use Study – reported in Director Environmental Services’ report.
  - (iv) Development Control Plans (DCPs) – heritage and shire DCPs to be developed.
- 6. Sewerage**
- (i) IWCM Study – awaiting final draft from consultant including possible options for sewerage of villages. Director Engineering and Director Environmental Services pursuing.
  - (ii) Smoke Testing – to be deferred to the 2012/13 estimates process for further consideration.
  - (iii) Sewer Mains CCTV – CENTROC co-ordinating joint tender to conduct sewer mains camera work.
  - (iv) Sewer Assets Valuation – to be again conducted internally when required.
- 7. Recreation and Culture**
- (i) Art Gallery – new exhibition currently in progress.
  - (ii) Cinema – films reactivated.
  - (iii) Grenfell Swimming Pool – consultants report received. Partly reported in Director Environmental Services report. Funding to be considered in conjunction with the 2012/13 estimates process.
  - (iv) O’Briens Hill Upgrade – 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 – reported in General Manager’s report.
- 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. Director Engineering to consider road reinstatements.
  - (iii) Other Programs – Director Engineering to submit a future report to review previous FAG programs.
  - (iv) Rail Branch Lines – Visy has withdrawn. New freight sources being pursued to maintain or prove the viability of the line.
- 10. Economic Affairs**
- (i) Industrial Estate – estimates being prepared for prospective developer. General Manager pursuing.
  - (ii) Taxi Service – reported in Director Corporate Services’ Report. Director Corporate Services to possibly submit late report to Council meeting.
- 11. General Purpose Revenues**
- (i) Sale of Land – sales proceeding by private treaty. One block remaining.
- 12. Alliances**
- (i) Hawkesbury City Council – planned visit by Hawkesbury representatives deferred. Tourism Officer to attend Hawkesbury Show from 27-29 April 2012.
  - (ii) Mid Lachlan Alliance – no recent meetings.
  - (iii) CENTROC – board meeting held on 23 February 2012 in Parkes. Reported in General Manager’s report.
  - (iv) LGSA – ‘E’ Division conference held 12 February 2012 in Forbes. Reported in Director Corporate Services report.

**13. Other Matters**

- (i) Broula King Gold Mine – various issues emerging. Director Environmental Services monitoring.
- (ii) Main Street Plans – to be considered as part of the Integrated Planning Process currently in progress.

**14. Job List Review:**

**Noted**

**Next Meeting:** Monday, 16 April 2012 at 2.30 pm unless otherwise arranged.

**Closure:** There being no further business the meeting closed at 9.23 am.

**13. Other Matters**

- (i) Broula King Gold Mine

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

**371 RESOLVED:** Clr Crutcher and Clr Halls that item 13(i) be noted.

**Clr Hinde returned to the room.**

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

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

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

2. **APOLOGIES:** Clrs Crutcher and Hinde

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

3. **CONFIRMATION OF MINUTES:**

**Resolved:** Clr Lobb and Clr McClelland that the minutes of 13 February 2012 be adopted.

4. **MATTERS ARISING:**  
Nil

5. **CORRESPONDENCE:**

5.1 Tower Clock Services Australia, P2.3.7 (C3):

**Resolved:** Clr McClelland and Clr Atchison that funds of \$14,000 be re-allocated from the Town Streets vote to enable the work to be carried out immediately.

5.2 Grenfell Junior Soccer Club, P2.1.6 (C7):

**Resolved:** Clr McClelland and Clr Lobb that Council contribute \$7,500 to the Grenfell Junior Soccer Club as requested with \$5,000 funded from Council's donations vote and \$2,500 from the Grenfell Town Streets vote.

5.3 Steve Forde, T4.5.9/T5.16.07

The General Manager tabled late correspondence from Steve Forde. A late report will be submitted to the Council Meeting.

**Noted**

5.4 Steve Forde, T4.5.9/T5.16.07

The General Manager tabled late correspondence from Steve Forde. A late report will be submitted to the Council Meeting.

**Noted**

5.5 Two Warraderry Street Residents, R2.12.1

The General Manager tabled two letters from Warraderry Street residents regarding the proposed footpaving works in Warraderry Street.

**Resolved:** Clr Atchison and Clr Lobb that the two letters be received and the two residents be invited to make arrangements to pay when the account is forwarded.

**6. REPORTS**

**6.1 General Manager's Report**

Report on Junior Soccer Club, verbal report on Doctor's Situation.

**Noted**

**6.2 Director Corporate Services' Report**

Reports on Town Costings and Taxi Service.

**Noted**

**6.3 Director Engineering's Report**

**The General Manager presented the Director Engineering's report in his absence.**

Reports on Works Report, Other Works, Future Works, Manganese Road Trees, Emu Creek Floodplain Study and Kerb and Gutter.

**Noted**

**6.4 Director Environmental Services' Report**

Reports on Sewerage Treatment Works, Caravan Park, Grenfell Swimming Pool and town DAs.

**Noted**

**7. BUSINESS WITH NOTICE:**

Nil

**8. QUESTIONS:**

Nil

**NEXT MEETING:** Monday, 16 April 2012 at 5.00 pm.

**CLOSURE:** There being no further business to discuss the meeting closed at 5.44 pm.

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

## LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

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### 1. INSPECTIONS AND MEETINGS:

- May 2011                      1. Grenfell Cemetery Maintenance: meeting to be arranged with church representatives (DE).  
**In Progress**
- December 2011                2. Internal Audit Committee: inaugural meeting to be held 6 February (DCS).  
**Carried Out**
3. Grenfell Cemetery Maintenance: seek interested individuals (DE).  
**Carried Out**
- February 2012                4. Operational Plan 2012/2013:  
a) conduct workshop 26 March (GM).  
b) conduct Extra-Ordinary Meeting 2 April (GM).  
**In Progress**
5. Internal Audit Committee: inaugural meeting changed to 2 March (DCS).  
**Carried Out**
6. Open Day/Goldfest: conduct review 1 March (DCS).  
**Carried Out**
7. Noxious Weeds: arrange a weeds awareness night in July (DE).  
**In Progress**

### 2. DEFERRED ACTIVITIES:

- September 2011              1. Lawson Oval: Cricket Association proposal to be referred to other users (DE).  
**Carried Out**
- November 2011                2. Bogolong Dam: investigate, negotiate with Central Tablelands Water (GM).  
**In Progress**
- February 2012                3. Junior Soccer Club: ascertain grant situation for consideration of assistance (GM).  
**Carried Out**
4. Noxious Weeds Committee: new Council to consider two additional external members (DE).  
**In Progress**
5. Manganese Road Driveway: process to remove trees to be ascertained and reported to next meeting (DE).  
**Carried Out**

## 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.

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

**REPORT ON CLOSED COUNCIL**

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

**GENERAL MANAGER’S REPORT**

**1. Statements by Businessman, A3.22.1**

**Noted**

**GENERAL MANAGER’S LATE REPORT TO CLOSED COUNCIL**

**RESOLUTION:** that the report be received and dealt with because of the urgency of the matters therein.

**2. Campaign by Local Businessman, T4.5.1**

**RESOLUTION:** that:-

- a strong letter from Council’s solicitor expressing concern be sent,
- the Mayor and General Manager be authorised to issue media releases and other statements as appropriate,
- the Executive be authorised to liaise with local media for off-the-record briefings and cooperation,
- Mr Peter Moffitt be invited to accompany the Executive in his role as chair of the Weddin Health Council and the Weddin Development Committee,
- Council resolve not to deal with the Grenfell and District Health Group Inc. or members of their executive

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

**CLOSURE:** There being no further business the meeting closed at 8.14 pm.

Taken as read and confirmed as a true record this day 19 April 2012.

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