



WEDDIN SHIRE COUNCIL

To Avoid Delay when
Replying or Telephoning

Please Quote:

Your Ref:

All Correspondence to be addressed to:
The General Manager
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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 16 MAY 2013 COMMENCING AT 5.00PM

9 May 2013

Dear Councillor

NOTICE is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 16 MAY 2013**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

T V LOBB
GENERAL MANAGER

B U S I N E S S

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 18 April 2013
- Extra-ordinary Mtg 4 May 2013
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager
(b) Director Corporate Services
(c) Director Engineering
(d) Environmental Services
(e) Delegates
9. MINUTES - Henry Lawson Ctee Mtg, 16/04/13
- Floodplain Ctee Mtg, 17/04/13
- Consultative Ctee Mtg, 30/04/13
- Work Health & Safety Ctee Mtg, 30/04/13
- Floodplain Ctee Mtg, 01/05/13
- Noxious Weeds Ctee Mtg, 02/05/13
- Manex Ctee Mtg, 13/05/13
- Town Works Ctee Mtg, 13/05/13
10. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
11. TENDERS AND QUOTATIONS
12. QUESTIONS
13. CLOSED COUNCIL
14. REPORT ON CLOSED COUNCIL
15. CLOSURE

PRESENT: The Mayor Clr M J Liebich in the Chair, Crs J C Niven, G B Halls, G McClelland, A C Griffiths, P H Best, C Brown and J E Parlett.
General Manager (T Lobb), Director Corporate Services (G Carroll), Director Engineering (W Twohill) and General Manager's Secretary (L Baker).

APOLOGY: Cr N W Hughes

466 **RESOLVED:** Cr Brown and Cr Parlett that the apology be accepted.

CONFIRMATION OF MINUTES:

467 **RESOLVED:** Cr Brown and Cr McClelland that the Minutes of the Ordinary Meeting, held on 18 April 2013 be taken as read and **CONFIRMED**.

468 **RESOLVED:** Cr Halls and Cr Best that the Minutes of the Extra-Ordinary Meeting, held on 4 May 2013 be taken as read and **CONFIRMED**.

QUESTIONS FROM THE PUBLIC

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

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

The following requests have been received:-
Nil

DECLARATIONS OF INTEREST

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

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

Councillor	Item No.	Nature of Interest	Type	Left the Room
Cr Liebich	Correspondence Item 4	President Show Society	Pecuniary	Yes

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 16 MAY 2013**

SECTION A - Matters for Information

A summary of weekly correspondence forwarded to councillors since the last meeting is listed below for record purposes only.

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 15/2013.
- A2. Minister for Local Government, G2.55: Advising Applications for the 2013/14 Public Reserves Management Fund Program (PRMFP) are now being accepted.
- A3. Returned and Services League, C1.3.26: Advising Council that they will be conducting ANZAC Services at Memorial Park on Thursday the 25th April 2013.
- A4. WRAS, C1.2.1: Advising some of the 2012 highlights for the Western Region Academy of Sport (WRAS).
- A5. Pam Livingstone, H1.1.7: forwarding a copy of a “Letter to the Editor” that I have sent to the Grenfell Record.
- A6. Gloria Stien, C1.3.11: Advising I cannot continue with the upkeep of the Iris Garden in O’Brien Street.
- A7. Rose Crowe, C1.1.3: Concerning the Art Gallery.
- A8. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 16/2013.
- A9. Katrina Hodgkinson, P2.3.5: Concerning your recent correspondence in which you express your concerns about future funding for public libraries.
- A10. The Office of the Gene Technology Regulator, H1.6: Concerning DIR118 – Commercial release of GM Roundup Ready Flex pima cotton.
- A11. Jardine Lloyd Thompson, A3.11.1: Concerning the Statewide Property Mutual Interim Dividend for the 2010 – 2011 Fund Year.
- A12. Greenethorpe Memorial Hall, P2.3.10: Concerning the proposed Unisex disabled toilet that Council staff have recently raised.
- A13. Local Government NSW, A3.8.2: Advising that the Board of Local Government New South Wales has approved an application for legal assistance by Mid-Western Regional Council.
- A14. Angus Taylor, Liberal for Hume, A3.19.2: forwarding a media release titled “ Taylor in Grenfell talking Rural Health”.
- A15. Minister for Local Government: forwarding Circular No. M13-03 announcing the release of the Independent Local Government Review Panel Future Directions Report.
- A16. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 17/2013.

- A17. Division of Local Government, A3.6.54: Concerning proposed Loan Borrowings 2013/2014.
- A18. Division of Local Government, A3.9.3: forwarding circular no. 13-20 informing councils of the commencement of the NSW Swimming Pool Register.
- A19. Office of Primary Industries, A3.6.65: Advising that the Local Land Services Stakeholder Reference Panel has delivered recommendations to the Minister on boundaries ; governance (including rating) ; services and functions.
- A20. Local Land Services, A3.6.65: Advising the Stakeholder Reference Panel met on Monday 22 April 2013.
- A21. Lachlan Catchment Management Authority, E3.9.2: Forwarding an invitation to attend the 2013 Lachlan Catchment Management Authority Natural Resource Management Awards at Forbes on 23 May at 10.30am.
- A22. Gulgong Heritage Harness Association, C1.1.3: Thanking Weddin Shire Council for your donation toward our 2013 Henry Lawson Pilgrimage Drive.
- A23. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 18/2013.
- A24. Division of Local Government, R2.1.0: Concerning a proposal to alter the local government boundary between the areas of Weddin Shire and Young Shire.
- A25. Minister for Resources and Energy, A3.6.58: Inviting you, your Mayor and a relevant staff member to a briefing on the regulation of the coal seam gas (CSG) industry in NSW.
- A26. Local Government Review Panel, C2.10.9: Advising it has now released Strengthening NSW Remote Communities – the Options.
- A27. RMS, R2.54.4: Forwarding your Contractor Performance Report for the four monthly period ending 1 April 2013.
- A28. Gold Fields Australasia, E2.2: Concerning Exploration Licence 6553. Gold Fields Australasia Pty Ltd (“GFA”) is the holder or manager of the above exploration licences located fully or partially within your Council

For Information

Noted

SECTION B - Matters for report

- B1. Division of Local Government, A3.9.3: forwarding circular No. 13-17. Advising that the Minister for Local Government, and the Treasurer have publicly released the NSW Treasury Corporation (TCorp) report: Financial Sustainability of the New South Wales Local Government Sector.

For Information

Noted

SECTION C - Matters for consideration

A précis of correspondence to be considered at the meeting is as follows:

1. Local Government Review Panel, C2.10.9: Advising the Panel has now released its third consultation paper, Future Directions for NSW Local Government – Twenty Essential Steps.

The Panel will continue to communicate and consult with the community, local councils and stakeholders from now until the end of June 2013 as it builds its report to Government.

The Panel's Future Directions consultation will include visits to 29 regional cities and towns from 9 May until 1 June 2013. Council Workshops will provide the opportunity for Mayors, Councillors and senior staff to discuss the paper and explore the options put forward for their region.

Copy of Media Release forwarded to councillors.

Note: Workshop at Parkes 4 June, 2.00pm – 5.00pm

RECOMMENDATION: that interested councillors nominate for the Workshop.

469 **RESOLVED**: Cr Parlett and Cr Niven that all councillors be nominated for the Workshop.

2. Department of Planning and Infrastructure, A3.6.57: forwarding an invitation for your Councils' Mayor, General Manager and Planning Director to meet with the Department of Planning and Infrastructure Board members on Monday 27th May 2013 at Dubbo.

Please RSVP no later than Monday 20th May 2013.

RECOMMENDATION: that the Mayor and General Manager attend.

470 **RESOLVED**: Cr Brown and Cr McClelland that the Mayor and General Manager attend.

3. Western Region Academy of Sport, C1.2.1 writing to you regarding Weddin Shire Council's 2013/14 possible contribution to the Western Region Academy of Sport's operations. Councils usually contribute 5c per capita to the Academy annually. I have taken the liberty of enclosing a tax invoice for the amount of \$180.

Note: 2012 donation was \$180.

RECOMMENDATION:

for Council's consideration

471 **RESOLVED**: Cr McClelland and Cr Best that Council donate \$180 to the Western Region Academy of Sport.

4. Grenfell P.A.H.I Association Inc, C1.4.6: advising the Grenfell Show Committee is preparing for the Show to be held Friday 30th August and Saturday 31st August 2013.

We are offering you another invaluable opportunity to become part of our annual show. Once again there are three levels of sponsorship being offered.

Gold Sponsors – a donation of \$250
Silver Sponsors – a donation of \$150
Bronze Sponsors – a donation of \$100

Note: 2012 donation was \$250.

RECOMMENDATION:

for Council's consideration

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

472 RESOLVED: Cr Parlett and Cr Brown that Council become a Gold Sponsor at a cost of \$250.

Cr Liebich returned to the room and resumed the chair.

5. Grenfell Preschool and Long Day Care, P2.3.15: Advising that in 2011 and 2012 we held an Art Exhibition at the Grenfell Community Hub and invited children from the shire to enter their work.

The Art Exhibition was very successful and we 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 to once again offer the children of the shire the opportunity to display their work again.

The gallery would be an ideal place, but it is booked for the year and we have decided that the Conference room opposite the gallery would be the next best thing.

The Exhibition would run for the week starting 12th August 2013 and we are hoping the Shire would consider reducing the price for us to rent as we are a community based not for profit organisation.

Note: 2012 charge was \$30.

RECOMMENDATION:

For Council's consideration

473 RESOLVED: Cr Halls and Cr Best that Council hire the Conference room to the Grenfell Preschool and Long Day Care for a week at a cost of \$30.00.

6. Marlene Taylor, C1.3.12 forwarding information regarding our Centenary celebration plans so that Council could decide what help they could provide regarding insurance etc. Find attached a letter which outlines our plans to date.

Copy of letter forwarded to Councillors

See report by General Manager

Noted

7. Legislative Assembly, U1.5.2: Advising that the State and Regional Development Committee has resolved to conduct an inquiry into downstream gas supply and availability in New South Wales, and in particular:

- (a) the adequacy of transmission pipeline systems
- (b) barriers to the expansion of downstream gas supply and distribution networks;
- (c) the effectiveness of competition
- (d) the effectiveness of existing protections
- (e) possible measures to encourage gas network operators to extend existing distribution networks, including financial incentives of licence obligations, particularly in regional centres that do not have access to reticulated gas.

For the purposes of this inquiry “downstream” refers to the delivery of gas to consumers and is not an inquiry into coal seam gas or coal seam gas exploration.

Submissions are requested by Friday 31 May 2013.

See Town Works Committee minutes

8. Sue Jackson, H2.2.2/P2.12.17: forwarding her report on the possible Medical Centre in Burrangong Street.

Copy forwarded to Councillors

Noted

9. Grenfell Kart Club, C1.1.3: forwarding a request for sponsorship.

Copy forwarded to Councillors

474 RESOLVED: Cr McClelland and Cr Brown that the sponsorship be approved as requested.

10. Glenn Carroll, P1.4.148/P4.10015: accepting the offer of the General Managers position at Weddin Shire Council. I see it as an honor and a privilege to be appointed to the position and I am very appreciative to be offered the role.

Noted

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 16 MAY 2013

RECOMMENDATION:

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

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

11. ALGA, A3.8.3: forwarding a circular titled “Prime Minister announces local government referendum”.

Copy forwarded to Councillors

Noted

12. Maurice Simpson, LRTC, T3.5.2: enquiring would Weddin Shire Council be prepared to host the next meeting of the LRTC at Grenfell on June 15 Saturday starting at 9.30am with a light lunch provided to attendees.

Note: LRTC meetings are usually hosted by the council members in rotation.

RECOMMENDATION: That Council agree to host the LRTC meeting at the Community Hub.

476 **RESOLVED:** Cr McClelland and Cr Niven that Council agree to host the LRTC meeting at the Community Hub.

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

9 May 2013

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. Local Government Reform, C2.10.9

As previously advised, the Independent Local Government Review Panel has released its preliminary report titled "Future Directions for NSW Local Government - Twenty Essential Steps". A copy has been forwarded to Councillors.

The report examines all aspects of local government but only makes passing mention of the effects of rate pegging, cost shifting and unfunded mandates. Many of the key proposals are valid and will have to be thoughtfully addressed by all councils. However the matter of financial viability seems to underpin many of the conclusions affecting the future of councils such as Weddin, and the report relies heavily on the TCorp report in this area. A following report by the Director Corporate Services also addresses this issue.

The Panel's preferred option for Weddin Shire is to "merge" with Forbes and Bland Councils and become a "Local Board". The second option is to become a Local Board within a suggested Central West County Council with Orange, Cabonne, Blayney, Cowra, Boorowa, Harden, Young, Bland, Lachlan, Forbes and Parkes Councils.

At this point there is no detailed information available on the composition or format of Local Boards. The report states (p10):

"The Panel has commissioned a study to help formulate more detailed recommendations on how Local Boards would be established and operate. This will be published for discussion as soon as possible".

Accordingly it is difficult to make a meaningful assessment of the options until this study is available.

Council has previously resolved to hold an extra-ordinary meeting to discuss this report. Noting that the Panel is to conduct a consultation meeting at Parkes on 4 June, it would be preferable for the extra-ordinary meeting to precede the latter.

RECOMMENDATION:

It is recommended that the Extra-ordinary Meeting to discuss the report by the Independent Local Government Review Panel be held on Thursday 30 May 2013. (5.00pm).

478 **RESOLVED:** Cr Brown and Cr Griffiths that the Extra-ordinary Meeting to discuss the report by the Independent Local Government Review Panel be held on Thursday 30 May 2013. (5.00pm).

THE GENERAL MANAGER'S REPORT

2. Licence for Pump Site, P2.7.9

Reference is made to correspondence item 1 at the March Council Meeting, where a licence from Crown Lands was inadvertently assumed to refer to the Caragabal Water Supply. In fact this particular licence was for a separate pump site for road construction purposes.

Whilst the licence has been paid, the Caragabal Water Committee has not been invoiced for the cost.

RECOMMENDATION:

It is recommended that the correction be noted and confirmed.

479 **RESOLVED:** Cr Halls and Cr Niven that the correction be noted and confirmed.

3. Health Meeting at Cowra, H1.1.2

On 15 April the Mayor and General Manager attended a meeting at Cowra with Dr Andrew Laming, the Shadow Parliamentary Secretary for Regional Health Services and Indigenous Health. Also in attendance were several doctors, representatives of Charles Sturt University and representatives of the Grenfell Local Health Committee.

Matters discussed included:

- problems with the rural classification system,
- the need for integrated health care,
- the need to select regional students,
- the need for regional training,
- bonding of students,
- the need to lift the status of GPs,
- the role of rural GPs in performing quasi specialist work
- problems with fees for specialists
- consideration of differential Medicare payment in rural areas.

The meeting covered a wide range of subjects which Dr Laming agreed to take on board for future policy direction.

For Information

Noted

4. Fees for Councillors and Mayors, C2.2.3

The Local Government Remuneration Tribunal has handed down its 2013 Report and Determination increasing fees payable to councillors and mayors by 2.5% from 1 July 2013.

For Weddin Shire in the "Rural" category, the approved fees are as follows:-

	<u>2013/2014</u>	<u>Current (2012/2013)</u>
Councillor	\$7,930 - 10,480	\$9,970
Mayor (additional)	\$8,430 – 22,870	\$21,770

RECOMMENDATION:

It is recommended that:-

THE GENERAL MANAGER'S REPORT

- i) the fees for 2013/2014 be determined,
- ii) the adopted fees be included in the draft Policy for Fees, Expenses and Facilities for Councillors 2013/2014.

480 RESOLVED: Cr Niven and Cr McClelland that:

- i) the fees for 2013/2014 be the maximum for the Mayor and Councillors,
- ii) the adopted fees be included in the draft Policy for Fees, Expenses and Facilities for Councillors 2013/2014.

5. Grenfell Doctor Situation, H1.1.11

Previous reports refer.

Dr Akhiwu is continuing his period of supervised training at Cowra and advises he has now received his Medicare Provider number for Cowra. A second application for Grenfell has been submitted: this is a prerequisite to his commencement part-time at Grenfell.

Liaison with Dr Akhiwu is continuing to expedite his commencement, either at the MPS or the surgery.

For Information

Noted

6. Burrangong Street Surgery, P2.12.9

The Burrangong Street surgery has been inspected by Medicare Local staff who consider it suitable for accreditation with some minor improvements. Advice is also being provided on the computer hardware and software which has yet to be purchased. The staff have suggested that Council consider becoming the registered owner of the medical records and this will be resolved with the doctor.

The premises have been assessed by the CENTROC electrical contractor for installation of more efficient lighting under the Community Energy Efficiency Program (CEEP). This action should occur in June this year.

Dr Akhiwu has suggested that the walls of the rear courtyard would be suitable for a mural, and this is being provided by the Grenfell Rotary Club and The Henry Lawson High School art students as part of their curriculum.

For Information

Noted

7. Quandialla Centenary 2014, C1.3.12

Correspondence item 6 refers.

The letter from the Quandialla Centenary Committee includes a list of proposed activities which should make for an entertaining time for the October long weekend in 2014. Most of the activities appear to be self-funding.

Areas where Council may or will become involved are:

- Accepting the organizing committee as a section 355 committee of council,
- The proposed Fettle and Settlers wall in Blamey Park
- Publicity and media releases (not advertising).

THE GENERAL MANAGER'S REPORT

RECOMMENDATION:

It is recommended that:

- (i) the Quandialla Centenary Committee be approved as a section 355 committee of Council, with meeting minutes to be forwarded;
- (ii) details of the Fettleers and Settler wall in Blamey Park be submitted when available for consideration and approval by Council,
- (iii) council offer to assist with publicity and media releases,
- (iv) other specific requests be considered on their merits.

481 RESOLVED: Cr Brown and Cr Halls that:

- (i) the Quandialla Centenary Committee be approved as a section 355 committee of Council, with meeting minutes to be forwarded;
- (ii) details of the Fettleers and Settler wall in Blamey Park be submitted when available for consideration and approval by Council,
- (iii) council offer to assist with publicity and media releases,
- (iv) other specific requests be considered on their merits.

8. Design for possible Medical Centre, H1.1.7

My report item 11 to Council's April Meeting refers. Council resolved that the report be deferred until the May meeting. The report is reproduced below:

It was resolved at Council's March Meeting that:

"a meeting be arranged with the Heritage Advisor and the Architects to discuss the points proposed in the Mayoral Minute".

On site meetings were organised on 4 April and attended by Crs Liebich, Griffiths, Best, McClelland, Brown and Halls. (Note: Cr Niven also attended)

A draft report by the Heritage Advisor was discussed but the final report is yet to be received. During the inspection the Advisor was particularly concerned about the stability of the façade and whether remediation work for possible contamination around the old fuel tanks would adversely affect it.

The Architects explained the reasons for their design, particularly the location of the entrance and the use of the adjoining shop. A number of important points need to be clarified to enable the design to proceed:

- (i) the location of the entrance
 - this may adversely affect the internal design
- (ii) the utilisation of the adjoining shop
 - can it be incorporated?
 - should it be consolidated?
- (iii) the dental surgery
 - should it be kept remote?
- (iv) the ambulance bay
 - is it required?
- (v) on-site parking
 - provide 6 spaces for staff?
 - there is no parking for clients

THE GENERAL MANAGER'S REPORT

The Mayor has since raised other matters including the provision of:

- a verandah
- solar power panels,
- in-slab heating,
- vacuum sealed windows.

The Heritage Advisor's final report has only recently been received and is being forwarded under Correspondence.

RECOMMENDATION:

It is recommended that Council determine the matters above as preferences.

It is further recommended that the preliminary design be referred to the two doctors, Medicare Local and the Area Health Service for comment before being finalised.

482 RESOLVED: Cr Niven and Cr Brown that:

- (i) the Heritage Advisor's report be forwarded to Design West for their consideration,
- (ii) the underground tank areas be tested for contamination and Council await the structural engineers report.

9. Adoption of Council's Policies, C2.4.15

My report item 10 to Council's April 2013 meeting refers. No comments were received from Councillors.

New drafts have been prepared for the listed policies with only minor changes.

The new drafts have been included in Councillor's iPad Policy Register under "Draft Policies".

RECOMMENDATION:

It is recommended that the following draft policies be adopted:

11.1.7	Construction of Kerb and Gutter, Footways, Accesses and Driveways
11.2.6	Design Standards for Rural Roads
11.3.3	Management of Street Trees
11.4.3	Public Gates and Motor Bypasses
12.3.4	Incentives for New Businesses (Shops)
12.4.4	Incentives for New Businesses (General)
12.5.4	Incentives for Expansion of Existing Businesses
12.6.3	Retention of Grain Handling Facilities in Grenfell

483 RESOLVED: Cr Niven and Cr Best that the following draft policies be adopted:

11.1.7	Construction of Kerb and Gutter, Footways, Accesses and Driveways
11.2.6	Design Standards for Rural Roads
11.3.3	Management of Street Trees
11.4.3	Public Gates and Motor Bypasses
12.3.4	Incentives for New Businesses (Shops)
12.4.4	Incentives for New Businesses (General)
12.5.4	Incentives for Expansion of Existing Businesses
12.6.3	Retention of Grain Handling Facilities in Grenfell

THE GENERAL MANAGER'S REPORT

10. Proposed Review of Council's Policies, C2.4.15

It is proposed to review policies in the:

- Human Resources section of the policy index as follows:

14.2.2	Statements of Liability
14.12.1	CCTV Workplace Surveillance
14.13.2	Telephone Reimbursement
14.14.2	Opening Tenders and Quotations
14.15.2	Training and Education Expenses
14.16.1	Staff Recruitment and Selection
14.18.1	Equal Employment Opportunity
14.20.2	Salary System
14.21.1	Resolution of Grievances
14.22.2	Public Interest Disclosure

RECOMMENDATION:

It is recommended Councillors submit written comments on the listed policies by 31 May 2013.

484 **RESOLVED:** Cr Niven and Cr Griffiths that Councillors submit written comments on the listed policies by 31 May 2013.

11. Adoption of New Policies, C2.4.15

My report item 3 to Council's April 2013 meeting refers. No comments were received from Councillors.

The new drafts were previously included in Councillor's iPad Policy Register under "Draft Policies".

RECOMMENDATION:

It is recommended that the following draft policies be adopted:

3.6.1	Weeds Inspection Programme
5.7.1	Management of Asbestos
11.5.1	Management of Trees and Tree Roots

485 **RESOLVED:** Cr Best and Cr Niven that the following draft policies be adopted:

3.6.1	Weeds Inspection Programme
5.7.1	Management of Asbestos
11.5.1	Management of Trees and Tree Roots

12. Purchase of Burrangong Street Property, P2.12.17

The Mayoral Minute item 1 to the Closed Council meeting on 18 April 2013 refers.

The contract for sale was signed on 9 May 2013 by the Mayor and General Manager.

For Information

Noted

THE GENERAL MANAGER'S REPORT

13. Community Strategic Plan 2013/2023, A3.4.11

The amended draft Community Strategic Plan for 2013/2023 has been received from Council's consultant and a copy is being forwarded to Councillors iPads (IPR section). This plan can now be approved for public exhibition, following which it may be endorsed by Council.

Last year's Community Strategic Plan received good reports both from the community and the Division of Local Government. Only minor changes and updates have been carried out for the amended draft.

RECOMMENDATION:

It is recommended that the draft Community Strategic Plan for 2013/23 be approved for public exhibition.

486 **RESOLVED:** Cr Niven and Cr McClelland that the draft Community Strategic Plan for 2013/23 be approved for public exhibition.

14. Integrated Planning and Reporting Resourcing Strategy, A3.4.12

The following documents have been reviewed as part of Council's Resourcing Strategy under the Integrated Planning and Reporting process:-

- draft Asset Management Strategy
- draft Asset Management Plans for
 - Drainage
 - Parks and Gardens
 - Sewer
 - Building
 - Waste
 - Plant and Equipment
- draft Workforce Management Plan
- draft Long Term Financial Management Plan

Copies of these documents are being separately forwarded to Councillor's iPads in the IPR section.

RECOMMENDATION:

It is recommended that the draft documents listed above be approved for public exhibition.

487 **RESOLVED:** Cr McClelland and Cr Best that the draft documents listed above be approved for public exhibition.

15. Delivery Program 2013/2017, A3.4.13

The Delivery Program is a fixed term four year plan to align with the Council electoral cycle. The Delivery Program for 2012/2016 which was adopted last year, was only intended to have a one year life and must now be reviewed by the new council and a new program established for the period 2013-2017.

Information on the Delivery Program is as follows:-

THE GENERAL MANAGER'S REPORT

(Local Government Act):-

- details “the principal activities it will undertake to achieve the objectives of the Community Strategic Plan, within the reserves available under the Resourcing Strategy.”

(Planning and Reporting Guidelines):-

- “must include a method of assessment to determine the effectiveness of each principal activity

Priorities and activities for the Delivery Program were determined at the workshop on 31 January 2013. Council’s consultant has now prepared a draft Delivery Program incorporating these activities and a copy is being forwarded to Councillors.

The draft Delivery Program must be placed on public exhibition for a period of at least 28 days and submissions received by the Council must be considered by the Council before the Delivery Program is adopted.

RECOMMENDATION:

It is recommended that the draft Delivery Program 2013/2017 be approved for public exhibition.

488 RESOLVED: Cr Niven and Cr Griffiths that the draft Delivery Program 2013/2017 be approved for public exhibition.

16. Consideration of General Fund Rates for 2013/2014, R1.4

The maximum permissible rates increase for 2013/2014 is 3.4%. This would raise an additional \$68,000 (approximately) in the General Fund.

The rates catch-up notified by the Division of Local Government for 2013/2014 is \$1,715, giving a total increase of \$69,715 or 3.48%. It is proposed to adopt an overall increase of 3.5% which equates to a total rates income of \$2,065,600. (approximately).

Review of 2012 Rates

The following Table 1 compares the valuations, rate yield (income) and the yield to valuation ratio for 2012/2013.

Table 1 - 2012/2013 Rates

Category	Valuation \$ (Ave)	Yield \$ (Ave)	Yield/Val (%)
Grenfell Residential	31,975	510	1.59
Ordinary Residential	84,487	589	0.70
Main Street Business	27,282	837	3.07
Ordinary Business	44,430	1,085	2.44
Bimbi Residential	10,560	158	1.50
Caragabal Residential	6,160	138	2.24
Greenethorpe Residential	14,910	210	1.41

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Quandialla Residential	6,771	171	2.53
Farmland	405,255	1,214	0.30
Mining	60,000	4,418	7.36

Comments on the table are:-

- the Valuation column shows the average valuation (VG) per property in each rating category.
- the Yield column shows the average yield (rates levied) per property in each rating category.
- it needs to be accepted that rates are simply a form of taxation based on property values (unimproved).
- the Yield/Valuation column above enables comparisons to be made between the different rating categories. Note that there is no ideal arrangement.
- the Yield/Valuation ratio for Ordinary Residential has been progressively increased in recent years but is still low by comparison with Grenfell Residential.
- the Yield/Valuation ratio for Greenethorpe Residential has been progressively increased in recent years but is still well below the other comparable villages.

Options for 2013/2014 Rates

Table 2 (following) gives details for two options for rates for 2013/14: many other options are also possible.

Option 1

- uniform 3.5% increase over all categories,
- does not address anomalies and can be improved upon.

Option 2

- continuation of the objectives applied since 2008/2009,
- application of the same increases as for 2012/2013,
- the resulting increase in Farmland is 3.76%.

Summary

Option 2 continues the action taken by Council over the last several years to progressively address long – standing anomalies without applying excessive increases to any particular category. Option 2 is considered to offer the best overall outcome.

RECOMMENDATION:

It is recommended that the table of rates for inclusion in the draft Operational Plan for 2013/2014 be based on Option 2.

489 **RESOLVED:** Cr Best and Cr Niven that the table of rates for inclusion in the draft Operational Plan for 2013/2014 be based on Option 2.

Table 2 - Schedule of Rating Options 2013/2014

Category	2012/2013				OPTION 1				OPTION 2			
	Increase	Base Charge	Ad Valorem	Yield (Actual)	Increase %	Base Charge	Ad Valorem	Yield	Increase	Base Charge	Ad Valorem	Yield
Grenfell Residential	2.5	246	0.8241	513,581	3.5	255	0.8517	531,549	2.5	252	0.8452	526,430
Ordinary Residential	7.0	215	0.4430	108,427	3.5	222	0.4591	112,218	7.0	230	0.4741	116,022
Main Street Business	2.0	260	2.1148	62,772	3.5	270	2.1855	64,969	2.0	265	2.1578	64,027
Ordinary Business	2.0	255	1.8690	62,952	3.5	264	1.9342	65,155	2.0	260	1.9066	64,212
Bimbi Residential	0	65	0.8871	2,856	3.5	67	0.9206	2,956	0	65	0.8871	2,856
Caragabal Residential	0	65	1.1858	8,834	3.5	67	1.2145	9,143	0	65	1.1858	8,835
Greenethorpe Residential	7.0	80	0.8761	22,748	3.5	83	0.9054	23,544	7.0	80	0.9749	24,339
Quandialla Residential	0	80	1.3489	13,021	3.5	83	1.3930	13,476	0	80	1.3489	13,021
Farmland	3.67	200	0.2503	1,196,138	3.5	207	0.2591	1,238,160	3.76	207	0.2598	1,240,955
Mining	7.0	630	6.3130	4,418	3.5	652	6.5344	4,573	7.0	675	6.7538	4,727
TOTAL	3.6			1,995,749	3.5			2,065,743	3.5			2,065,424

17. Consideration of Sewer Fund Rates for 2013/2014, R1.4

The rate peg of 3.4% does not apply to sewer (or water) funds.

In accordance with Council's new draft Strategic Business Plan for Sewer, the annual charge has been increased by 20%. This level of increase is necessary to fund the eventual replacement of the plant.

As reported by the Director Engineering to Council's April Meeting (Item 10), the Grenfell Sewerage Scheme performs very well in the operational compliance field but is marked down in the areas of financial and trade waste charges. To address previous shortfalls as part of achieving best practice, a non-residential charge was levied last year for the first time.

A comparison of 2012/2013 and 2013/2014 charges is shown in the following Table 3.

Table 3 – 2012/2013 and 2013/2014 Sewer Charges

Rate Name	2012/2013	2013/2014
Sewerage Charges		
- Connected:		
Residential	297	356
Non Residential	325	390
- Unconnected:		
Residential	105	126
Non – Residential	108	129

RECOMMENDATION:

It is recommended that the sewer charges in Table 3 be included in the draft Operational Plan for 2013/2014.

490 **RESOLVED:** Cr Brown and Cr Parlett that the sewer charges in Table 3 be included in the draft Operational Plan for 2013/2014.

18. Draft Operational Plan 2013/2014, A3.4.14

a) Introduction

2013/14 will be the second Operational Plan prepared under the new Integrated Planning and Reporting (IPR) requirements.

The contents of an Operational Plan are described in a number of documents:-

(Local Government Act Section 405:)

- “details the activities to be engaged in by the Council during the year as part of the delivery program covering that year”
- “... must include a statement of the council's revenue policy.....”

THE GENERAL MANAGER'S REPORT

- "...must be publicly exhibited for at least 28 days...."

(Local Government Regulation Clause 201:)

- "...includes details of:-
 - Estimated income and expenditure
 - Ordinary rates and special rates
 - Proposed fees and charges
 - Council's proposed pricing methodology
 - Proposed borrowings

(Planning and Reporting Guidelines:)

- 3.13 "...be prepared as a sub-plan of the Delivery Program."
- 3.14 "...must allocate responsibilities for each project, program or activity."
- 3.15 "...must identify suitable measures...."
- 3.16 "...must include a detailed budget for the activities to be undertaken in that year".

(Planning and Reporting Manual:)

- "There is no set format for the Operational Plan, councils are free to develop the format that best suits their existing business systems."

There is sufficient time to place the draft plan (with amendments if any) on public exhibition, then formally adopt it (as amended) at the normal June meeting after consideration of any submissions. A special meeting would only be required if a delay occurs.

For Information

Noted

b) Rating System

The same four prime **categories** of land have been retained for 2013/2014, being:

- farmland
- residential
- mining
- business

Alternatives for rate adjustments and increases are discussed in the preceding reports. The particular option adopted by Council will be incorporated into the Operational Plan.

For Information

Noted

c) 2013/2014 Budget

Priorities for the budget were determined at Council's Extra-ordinary Meeting on 26 March 2013. A deficit draft budget has been prepared and is being separately forwarded.

All category A projects have been included, but only four category B projects were able to be included (one partially), being:-

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Item	Project Description	Ccl funds
B1	Medical Centre (if no grant) (reserves)	1,000,000
B2	Weddin Street surgery - upgrade	10,000
B3	Taylor Park – repair and paint Rotunda	10,000
B4	Plant Fund -extra for trucks (estimate \$264,000)	202,339

The category B projects which have missed out on funding are as follows, in order of priority:-

B4	Plant Fund -extra for trucks (shortfall)	61,661
B5	Lawn Cemetery – new beam	30,000
B6	Quandialla Pool – upgrade amenities	20,000
B7	Administration Building – structural repairs (R\$10,000)	10,000
B8	Public Facilities– demolish houses (Quandialla) (CSP)	30,000
B9	Greenethorpe Hall – upgrade toilets (see also B19)	20,000
B10	Bogolong Dam - management	32,000
B11	Main Street - bead lighting (Council buildings)	5,000
B12	Noxious Weeds – extra	20,000
B13	Plant Fund -extra for trailers (dogs)	140,000
B14	Grenfell Cemetery – tree planting (R\$5,511, c/o \$10,000)	\$5,000
B15	Street signs – replace with theme	5,000
B16	Taylor Park – replace toilet block (provision)	20,000
B17	Council Chambers - replace A/C (provision)	5,000
B18	Arts & Cultural Officer (part-time)	30,000
B19	Main/George Street - total reconstruction (reserves, FAG, loan)	\$2.5M
	Main Street - total reconstruction (loan repayment)	250,000
B20	Council Chambers – new tables	18,000
B21	Town clean up (bulk waste)	10,000

These proposals may be altered by Council if desired but any additions will normally need to be offset by a corresponding reduction.

Alternative Budget

The recent reports from TCorp and the Independent Local Government Review Panel are critical of councils that are not borrowing and/or applying for special rate variations (SRVs). Weddin has not utilised either of these in the past, which is partly responsible for its long term outlook being rated as Negative. This was partly addressed at Council's Extra-ordinary Meeting on 26 March where it was resolved (Resolution 393):

that Council approve in principle:

- (i) *a deficit budget of, say, \$200,000.*
- (ii) *applications for loans for the proposed medical centre and pool upgrade, followed by the Main Street upgrade.*
- (iii) *applications for interest subsidies under the Local Infrastructure Renewal Scheme.*
- (iv) *applications (including community consultation) for special variations in rates for the loan repayments for the proposed medical centre and the pool upgrade.*

Councillors would also be aware that deficit budgets have been criticised.

In consideration of all these factors, there is an opportunity now for Council to adapt its short term goals to reflect the new direction which is being espoused, in general terms:

THE GENERAL MANAGER'S REPORT

- limiting work in 2013/14 on the proposed Medical Centre to preliminary work only including demolition of unsound sections, completion of design and tender documents, and any necessary decontamination works.
- Deferring construction work to 2014/15
- Funding the Medical Centre with a loan, possibly offset by an interest subsidy,
- Applying for a SRV to cover the loan repayments
- Deferring work on the pool until 2015/16
- Funding the pool with reserves and another loan, possibly offset by an interest subsidy,
- Applying for a second SRV to cover these loan repayments.
- Funding the Main Street project in a similar manner in 2016/17.

A comparison of the differences in the two budgets is shown in Table 4.

The alternative budget offers Council an immediate and meaningful way of demonstrating a positive response to the financial predictions in the TCorp report. It utilises loans and special rate variations, it anticipates interest subsidies, it would operate to raise Council's low rate base, and it would begin the process for altering the "Negative" long term outlook to "Neutral", thus removing Council from the "At Risk" category. This is a decision Council must take if it wants to be able to argue successfully to continue to stand alone.

There are two other significant benefits from the alternative budget. The first is that the drain on reserves over the four years in Table 4 is reduced from \$3.77m to \$1.77m, leaving \$2.0m available for future works.

The second is that part of this saving, possibly using the \$0.5m reserve for the Main Street, could be utilised in 2013/14 to offset the \$200,000 deficit and fund the following additional projects:

B4	Plant Fund -extra for trucks	(shortfall)	61,661
B5	Lawn Cemetery – new beam		30,000
B6	Quandialla Pool – upgrade amenities		20,000
B7	Administration Building – structural repairs (R\$10,000)		10,000
B8	Public Facilities– demolish houses (Quandialla) (CSP)		30,000
B9	Greenethorpe Hall – upgrade toilets (see also B19)		20,000
B10	Bogolong Dam - management		32,000
B11	Main Street - bead lighting (Council buildings)		5,000
B12	Noxious Weeds – extra		20,000

RECOMMENDATION:

It is recommended that:

- the alternative budget for 2013/2014 be adopted as amended below,
- the nominated activities to B4 be included,
- funds from the \$500,000 reserve for Main Street be transferred to working funds in 2013/14 to eliminate the deficit and include additional activities down to B12.

491 RESOLVED: Cr McClelland and Cr Brown that:

- the alternative budget for 2013/2014 be adopted (as amended),
- the nominated activities to B4 be included,
- funds from the \$500,000 reserve for Main Street be transferred to working funds in 2013/14 to eliminate the deficit and include additional activities down to B12.

THE GENERAL MANAGER'S REPORT

TABLE 4 – COMPARISON OF BUDGET DIFFERENCES

Year	Project	Draft Budget				Alternative Budget			
		Rates	Reserves	Loans	SRV*	Rates	Reserves	Loans	SRV*
2013/2014	Medical Centre	-	1,000,000	-	-	-	150,000	-	-
	Pool	-	820,000	-	-	9,000	-	-	-
	Main Street	100,000	-	-	-	-	-	-	-
		-	1,820,000	-	-	9,000	150,000	-	-
2014/2015	Medical Centre	-	150,000	-	-	-	-	1,000,000	60,000(3.0%)
	Pool	-	800,000	-	-	-	-	-	-
	Main Street	-	-	-	-	100,000	-	-	-
		-	950,000	-	-	100,000	-	1,000,000	-
2015/2016	Pool	-	-	-	-	-	620,000	1,000,000	60,000 (3.0%)
	Main Street	-	1,000,000	1,000,000	60,000(3.0%)	-	-	-	-
			1,000,000	1,000,000	-		620,000	1,000,000	-
2016/2017	Main Street	-	-	-	-	-	1,000,000	1,000,000	60,000(3.0%)
Grand Total		100,000	3,770,000	1,000,000	60,000(3.0%)	109,000	1,770,000	3,000,000	180,000(9.0%)

* SRV = Special Rate Variation, to cover annual loan repayments assuming an approved infrastructure interest subsidy of 4%. The bracketed figure is the resulting increase in rates.

d) Licence Fees and Charges 2013/2014

The draft schedule of fees and charges for the 2013/2014 Operational Plan is being separately forwarded.

Increases have generally been kept to 5%, but a number of categories are being reassessed and some new ones have been inserted, to take account of new or amended legislation: such as the new private swimming pool registration fees.

The section 64 sewer headworks charge of \$2,800 has been left unchanged but requires recalculation in light of the updated estimates from the review of the Strategic Business Plan for the sewage treatment works.

RECOMMENDATION:

It is recommended that the draft schedule of fees and charges be adopted (as amended).

492 **RESOLVED:** Cr Brown and Cr Niven that the draft schedule of fees and charges be adopted (as amended).

e) Draft Operational Plan 2013/2014

RECOMMENDATION:

It is recommended that the draft Operational Plan for 2013/2014 (as amended) including rates, budget, licence fees and charges, be approved for public exhibition.

493 **RESOLVED:** Cr Parlett and Cr Griffiths that the draft Operational Plan for 2013/2014 (as amended) including rates, budget, licence fees and charges, be approved for public exhibition.

19. Organisation Structure, C2.5.1

The Organisation Structure adopted in 2012 is still applicable and no changes are proposed. A copy is included in the Operational Plan.

However in the absence of a Director Environmental Services I have temporarily transferred the responsibility for the Sewerage Treatment Works and Swimming Pools from the Director Environmental Services to the Director Engineering, up until 30 September 2013. This arrangement should be reconsidered at that time.

RECOMMENDATION:

It is recommended that the Organisation Structure be confirmed and the temporary transfer of the Sewerage Treatment Works and Swimming Pools be noted.

494 **RESOLVED:** Cr Best and Cr McClelland that the Organisation Structure be confirmed and the temporary transfer of the Sewerage Treatment Works and Swimming Pools be noted.

T V LOBB
GENERAL MANAGER

THE GENERAL MANAGER'S LATE REPORT

RECOMMENDATION:

It is recommended that the General Manager's late report be received and dealt with because of the urgency of the matters therein.

495 **RESOLVED:** Cr Halls and Cr Best that the late report received and dealt with because of the urgency of the matters therein.

20. Review of Sewer Contribution Plan, S1.4.10

My report item 10 to Council's March Meeting refers.

A submission on the Sewer Contribution Plan (Policy 7.2.2) was received from Cr Niven pointing out that the worked examples were incorrect and that the tables from the Water Directorate were missing.

The policy has been reviewed and a new draft policy (no 7.2.3) prepared following the guidelines of the NSW Office of Water. The main changes are:

- Recalculation of the developer charge using the approved method,
- Inclusion of four tables of standard ETs from the Water Directorate,
- Deletion of the worked examples (there are too many variables),
- Minor rearrangement into Council's normal format.

The new charge is \$3,040 to commence as from 1 July 2013. The previous charge of \$2,800 was based on 2003 estimates and had not been adjusted for CPI increases.

RECOMMENDATION:

It is recommended that:

- (i) the draft Sewer Contributions Plan (no 7.2.3) be approved for public exhibition, and;
- (ii) the proposed developer charge of \$3,040 be included in the draft 2013/2014 Fees and Charges.

496 **RESOLVED:** Cr Brown and Cr Niven that:

- (i) the draft Sewer Contributions Plan (no 7.2.3) be approved for public exhibition, and;
- (ii) the proposed developer charge of \$3,040 be included in the draft 2013/2014 Fees and Charges.

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

9 May 2013

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. **Statement of Bank Balances as at 30 April 2013:**

Bank Account	
Westpac	<u>\$645,444.97</u>
Investments	
Westpac	<u>6,000,000.00</u>
Total Investments	<u>\$6,000,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 April 2013.

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 April follows:**

Rates Receipts	25,251.88
Accounts Receivable	72,775.25
Government Grants	1,783,259.24
Agency Collections	1,212.65
Caravan Park Fees	8,405.00
Interest on Investments	27,119.31
Other Income	28,021.08
Total	<u>\$1,946,044.41</u>

For Information

Noted

THE DIRECTOR CORPORATE SERVICES' REPORT

3. Roads and Other Expenditure 2012/2013:

Following are the up to date maintenance figures as at 30 April 2013.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	736,683	603,751
Grenfell Town Streets Maintenance	232,286	180,854
Village Maintenance - Caragabal	6,000	6,000
Village Maintenance - Greenethorpe	7,272	5,149
Village Maintenance - Quandialla	6,000	6,000
Garbage/Recycling Collection	105,399	105,308
Greenethorpe Collections	8,500	4,935
Commercial Waste Collection	30,000	9,359
Grenfell Waste Depot Manning/Plant Hire	115,000	100,510
Tips Working Expenses	32,000	33,805
Grenfell Cemetery Maintenance	28,000	21,427
Grenfell Lawn Cemetery Maintenance	14,000	13,136
Noxious Plants	79,000	60,319
Parks & Gardens	185,366	151,960
Library Expenditure	102,341	86,363
Baths Income	25,000	22,493
Baths Expenditure	129,949	112,467
Caravan Park Income	47,000	62,117
Caravan Park Expenditure	70,570	63,296

THE DIRECTOR CORPORATE SERVICES' REPORT

RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2012/13 State Roads (SH 6)	625,659	625,659
2012/13 National Roads (SH 17)	1,719,965	1,719,965
2012/13 Regional Roads Block Grant	368,002	368,002
2012/2013 REPAIR Program MR237	300,000	175,383
2012/2013 REPAIR Program MR398	499,629	499,629
3 x 3 Program - MR 398	92,519	92,519

2012/2013 Rural Local Roads	VOTE	EXPENDITURE
Reseals	308,866	98,292
Martins Lane	59,137	0
Pinnacle Road	175,298	71,853
Driftway Road	304,153	255,578
Old Young Road	222,000	143,294
Grenfell Streets Construction	156,272	19,463
Grenfell Kerb and Gutter	54,824	23,428
Grenfell Streets - Footpaving	20,409	909
Nowlans Road	139,633	0
Reconstruct Village Streets	22,019	545
Weddin/Camp/Church Footpaving	30,000	2,727
Quandialla Drainage	180,000	16,363
Gravel Resheeting	200,715	11,709
Total	1,873,326	644,161

2012/2013 Roads to Recovery	VOTE	EXPENDITURE
Martins Lane	411,054	240,298
Rural Roads Reseals	100,000	100,000
Total	511,054	340,298

For Information

Noted

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

Reference is made to the report to the April 2013 Council meeting advising of the status of debt recovery in regard to rates and debtors.

Further legal action was undertaken for the six (6) ratepayers who did not respond to the recent statement of claim or summons. Four have since responded and further legal action is still being undertaken for the two who have not. Judgement has been obtained and a writ of execution has been issued for each debtor.

A new round of debt recovery is also being undertaken with six (6) statements of claims issued. Further legal action is being undertaken for the three (3) ratepayers who have not responded. Judgement is being obtained and further legal action will continue in the form of a writ of execution or a garnishee.

For Information

Noted

5. Credit Card Facility, A1.3

An application is currently being made to obtain a credit card for the Director Environmental Services.

Council currently has three cards with a credit limit of \$30,000 in total. An acknowledgement and acceptance form to increase the credit limit to \$40,000 needs to be signed with the Common Seal of council affixed to the form which requires Council approval.

RECOMMENDATION: that Council endorse the signing of the acknowledgement and acceptance form and authorise the affixing of the Common Seal of Council to same.

498 **RESOLVED:** Cr McClelland and Cr Brown that Council endorse the signing of the acknowledgement and acceptance form and authorise the affixing of the Common Seal of Council to same.

6. TCorp Report, A1.6

The final Financial Assessment, Sustainability and Benchmarking Report undertaken by TCorp has been received by Council.

The report has been prepared for the Division of Local Government, the Independent Review Panel and Council. It determined Councils Financial Sustainability Rating (FSR) to be moderate in the short to medium term and negative in the long term.

THE REPORT

While we are aware that we need to change to remain financially viable over the next ten years the report was very disappointing in its “methodology” for the following reasons:

- the report which will be used by the Independent Review Panel to assist forming their opinion or conclusions, appears to be designed to “paint” a very bad picture of all Councils financial position.
- there has been no recognition that Councils are increasingly being “squeezed” financially as our income is being reduced (ie rate pegging and we do not receive a share of the GST) and our expenditure/costs are increasing at an alarming rate.
- there has been no recognition of Council having to fund “unfunded mandates” or cost shifting from the State Government.
- there has been no recognition that Councils are required to use a Commercial Accounting Standard on a Local Government/Public Authority. As a consequence Councils are being forced to include millions of dollars in our operating statements as a depreciation expense as we are required to depreciate assets such as roads, buildings and various amenities.
- while it is accepted that depreciation is a legitimate operating expense it is unrealistic to expect Councils to be able to fund this exorbitant expense if our funding is restricted by rate pegging , not being able to receive a share of the GST as well as having our access to other revenue sources restricted. As stated previously depreciation is accounted for in

THE DIRECTOR CORPORATE SERVICES' REPORT

Councils operating statement causing an operating loss which is one of the key criteria TCorp is using against Councils in determining their financial sustainability.

- in regards to Asset Management and more specifically infrastructure backlog the data TCorp used was from Special Schedule 7 in Councils financial statements which is unaudited. Not only is the data unaudited it is unreliable as it was only an estimate and Councils were not aware this data was going to be used against them in an Assessment, Sustainability and Benchmarking report.

COMPARISON WITH OTHER REGIONAL COUNCILS

Listed below is a comparison of the Financial Sustainability Ratings (FSR) and outlooks of various Regional Councils in comparison to Weddin Shire:

Table 1

Council	FSR	Outlook
Blayney	Moderate	Negative
Bland	Weak	Neutral
Boorowa	Moderate	Negative
Coolamon	Sound	Negative
Cowra	Sound	Negative
Forbes	Moderate	Neutral
Harden	Moderate	Negative
Lachlan	Moderate	Negative
Parkes	Moderate	Negative
Temora	Sound	Neutral
Young	Sound	Negative
Weddin	Moderate	Negative

FUTURE DIRECTION

While we need to object to the method in the way the report was undertaken we also need to realise and accept that we need to change to remain viable in the long term and continue to operate as Weddin Shire Council.

Listed below are actions we could consider and continue to consider undertaking to assist in achieving this goal:

- utilise borrowings to fund various future capital projects.
- apply for the interest rate subsidy under the Local Infrastructure Renewal Scheme.
- apply for a special rate variation to fund borrowings for specific projects.
- endeavour to source additional Federal Government Grants.
- campaign for Rural and Regional areas to receive a greater share of the Financial Assistance Grants (FAG).
- endeavour to receive a share of the GST.
- endeavour to receive a share of mining royalties.
- continue to campaign against unfunded mandates.
- accept depreciation as a legitimate operating expense. However, at the next valuation of roads introduce a residual value and extend the life of the asset which will reduce the depreciation expense considerably.

- as a last option consider reducing the level of service which would reduce expenses. However, this may not be a desirable course of action.

We also need to continue with resource sharing, bulk purchasing and training initiatives through organisations such as Centroc as well as considering other options that may provide opportunities to undertake these initiatives on a Regional basis while still remaining as Weddin Shire Council.

RECOMMENDATION: That Council:

- i) submit an objection to the Member for Burrinjuck the Hon Katrina Hodgkinson in regards to the “methodology” used in formulating the TCorp report and request the matter to be taken up with the Minister for Local Government.
- ii) also advise that while Council has various objections to the report we accept that we need to change, confront financial realities and are planning to take various measures to ensure fiscal responsibility and that we achieve the long term goal of financial sustainability.
- iii) submit an objection to Local Government NSW and request they also take the issue up with the Minister for Local Government.
- iv) continue to consider the options and actions as detailed in the Future Direction section as listed above.

The General Manager advised that the report would also be submitted to the Extraordinary meeting on 30 May 2013.

499 RESOLVED: Cr McClelland and Cr Brown that Council:

- i) submit an objection to the Member for Burrinjuck the Hon Katrina Hodgkinson in regards to the “methodology” used in formulating the TCorp report and request the matter to be taken up with the Minister for Local Government.
- iii) submit an objection to Local Government NSW and request they also take the issue up with the Minister for Local Government.

7. Grenfell Library, C2.8.15

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

- Planning the Summer Reading Club Awards Afternoon Tea which is scheduled for Monday, 6th May, with forty-eight invitations sent out to participants. Performance poet Gregory North has been booked as a special guest entertainer.
- A Family History Research day is being planned for Saturday, 29th June. Several presenters have been either booked or in negotiation.
- The new modem has been installed providing the necessary hardware for online access to the catalogue. Awaiting connection. The shelf ends also to be erected.
- The adult fiction and easy book collections were weeded during the month as part of an ongoing stock refreshment programme.
- Various Stock exchanges were made with both Deposit Stations in April.
- The senior PreSchool group will be visiting the library on 22nd May for National Simultaneous StoryTime.

For Information

Noted

8. Economic Development, C2.8.13

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

- Strategies from the Economic Development Strategic Plan such as conducting business workshops being implemented. A business training breakfast titled "Moving from good intentions to good results – putting goals into place and developing an action plan to bring them to fruition" to be held on 28 May at 7.00am at the Grenfell Bowling Club.
- Mr Bruce Buchanan from the BEC in Orange is conducting a training course with nine (9) sessions titled "Certificate 4 in OHS" at the Grenfell Bowling Club. Next session to be held on 29 May.
- The BEC has been in Grenfell recently to meet one on one with a local business. A variety of issues were raised.
- The Small Business Bus an initiative of the Small Business Commissioner will be in Grenfell in July, date to be confirmed. The bus will need a prominent position in Main Street (near the sponsor NAB). Information available from this service is directly relevant to business owners and operators and appointments will be available.
- The Economic Development Forum held in Bathurst in February discussed topics such as the CENTROC TIRF Application for Central NSW Tourism. The next Economic Development Forum will be in Cowra on May 22nd.

For Information

Noted

9. Tourism/Promotions, C2.8.11

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

- Gold Trail meetings are now being held monthly with the next meeting on 7 May at Parkes. Grenfell has been allocated a Gold Trails ipad. It will be installed in the Community Hub Building. The full launch of the Gold Trails has been delayed to June. The official opening of the O'Brien's Hill signage will be held as part of the major launch. A Gold Trails promotional video will be filmed in Grenfell on 8 May with the Mayor and Mr Bruce Robinson. Three (3) additional Gold Trails signs have been funded for Grenfell from Gold Trail reserves. These signs will be installed in the first week of May. The topics are Henry Lawson, ore stamper and Consols mine shaft.
- Statue of Henry Lawson is being pursued by the Festival Committee.
- The Weddin Shire Tourism brochure is currently being distributed locally and to surrounding areas and is being well received.
- Grenfell bumper stickers incorporating Weddin Shire Branding are available from the Grenfell Visitors Centre.
- 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.
- Assisting the Probus club with promotion of their Regional Friendship day to be held on 20 May, 2013.
- The tourism officer has been appointed the festival secretary for the 2013 festival as well as continuing with normal festival advertising responsibilities.
- Social media site facebook is now active to promote events. Two facebook posts have been made. www.facebook.com/tourismgrenfell

THE DIRECTOR CORPORATE SERVICES' REPORT

- Continuing to work with the B&B networking group.
- Planning a bus tour of the town and a visit to the local B&B's to assist the CWA volunteers.

For Information

Noted

10. Grenfell Internet Centre, C2.8.14

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

- Steady sales during April as well as computer repairs being undertaken. A good customer base being developed which includes businesses, farmers and local residents.
- Tech Talk articles submitted in the Grenfell Record on a regular basis. Recent Article was on iPads, tablets and kindles. Next article to be on software updates. They are being well received by the public.
- Window displays addressed and constantly changing. Two flat screen TV's purchased with funding from the EDU one programme to upgrade window displays and promote the NBN rollout have certainly been of assistance.
- A flyer mail out to households promoting the services available recently conducted. Resulting in improved daily custom and sales.
- Several commercial printing jobs being undertaken including invitations, business cards and funeral booklets.
- Developing websites for various customers including B&B's.
- Visiting local businesses to discuss services available at the Internet Centre.
- The Internet Centre will be an advocate for the NBN roll out. Options are wireless or satellite. Progress payment of \$1600 to be paid to Council in the near future.
- Investigating strategies to entice younger customers back to the centre ie computer games.

For Information

Noted

11. Half Yearly Audit, A1.6

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

The audit will be conducted from the 22-24 May, 2013.

For Information

Noted

GLENN CARROLL
DIRECTOR
CORPORATE SERVICES

500 **RESOLVED:** Cr Best and Cr Parlett that except where otherwise dealt with the Director Corporate Services report be adopted.

9 May 2013

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

1. Works Report (5 May 2013)

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
- line marking has been renewed
- guardrail has been repaired

SH17 - general maintenance
- Kiobah causeways have had 1km hot mix placed to design level
- Kiobah 1.2km of rehabilitation has been completed and primer sealed completing rehabilitation length
- Erected 160m of guardrail

MR398 - general maintenance
- repaired damaged guardrail
- started 1.2km widening

MR236 - general maintenance

MR237 - general maintenance
- Cleared table drains to prepare for widening

MR239 - general maintenance
- repaired damaged guardrail

1.2 Rural Local Roads Programme

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

- Continuing widening on Martins Lane

1.3 Rural Maintenance

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

- General Maintenance

THE DIRECTOR ENGINEERING'S REPORT

- Maintenance graded Barkers Lane, McKays Lane, Wilsons Lane, Adams Lane, Watts Lane & Sunnyside Lane.
- Removed a tree from a culvert on Morangarell Road
- Repaired damaged guardrail on Morangarell Road culvert
- Replaced damaged culvert in Second street, Quandialla

1.4 Urban Maintenance/Construction

- general maintenance has been carried out
- replaced old slats on park benches
- set up and retrieved signs for Anzac Parade
- repaired concrete footpath at Doctor's residence
- constructed a new cell at the tip
- removed and relocated 2 trees from South Street
- lifted trees in Park Street

1.5 Flood Damage March 2012

- flood damage repairs have been carried out in numerous locations

For Information

Noted

2. Other Works

2.1 Parks & Ovals Report

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

- general maintenance
- mowed and tidied up Memorial sites at Greenethorpe and Bimbi
- removed dead trees from Endemic garden and general clean up
- painted seats in Memorial Park and replaced shrubs

2.2 Cemeteries

The following graves have been prepared from 8 April 2013 to 5 May 2013:-

Grenfell Lawn	– 6
Grenfell	– nil
Bimbi	– nil
Caragabal	– nil

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

- mowed and cleaned up Grenfell and Bimbi cemeteries

2.3 Sewer Mains

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

THE DIRECTOR ENGINEERING'S REPORT

2.4 Private Works

- constructed a driveway for a ratepayer

2.5 Other

- Sewerage Treatment plant – remove grass from edge of ponds

2.6 Vandalism

Urban –damaged bubbler in Vaughn Park \$500.00
– replaced damaged posts on O’Briens Hill \$200.00

Rural –Nil

Total Cost: \$700.00
Progressive Cost Urban: \$2,905.00
Progressive Cost Rural: \$2,210.00
(from 1/7/2012 to date)

For Information

Noted

3. Future Works

3.1 Rural

- general maintenance
- continue widening MR398
- complete flood damage works
- seal Martins Lane

3.2 Urban

- general maintenance
- complete irrigation for new Lawn Cemetery
- repair Brundah Street and Alexandra Street wing walls
- widen culvert in Melyra Street
- construct back lanes in Grenfell
- commence Kerb and Gutter in Parkes Street

For Information

Noted

4. Plant Report

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

Plant No	Plant Item	Maintenance
	General plant	General maintenance
PI 4101	Cat backhoe	1000hr service
PI 4098	Old Patch Truck	Replace conveyor belt

THE DIRECTOR ENGINEERING'S REPORT

Plant No	Plant Item	Maintenance
PI 4099	Tip compactor	Reinstate radiator, exhaust, weld body, flush cooling system
PI 3951	Iveco Tipper	Replace dump valve (clutch inoperable), oil leaks, foot valve, 2 brake boosters, repair air lines.
PI 4107	New patch truck	Reset jet blower and venturi

It is proposed to trade in the Nissan X-Trail (P1.1106 DES) and replace it with a suitable SUV.

For Information

Noted

5. RMS RMCC Contract, R2.54.4

Routine Maintenance on SH6 and SH17 continues.

Asphaltic concrete was placed on the 2 causeways on SH17, and the remainder of the gravel road was primer sealed on Friday 12 April 2013.

Signs, linemarking, guideposts and stockpile pits clean up is continuing.

For Information

Noted

6. Noxious Weed Report – April C2.8.12

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

- Weeds sprayed – African Boxthorn, Sweet Briar, Bathurst Burr, Blackberry, Blue Heliotrope, Spiny Burrgrass, Devils Claw, Johnson Grass, Long Tail Feather Grass.
- Areas sprayed – Grenfell town area, Maudry, Yuline, Wheoga, Pullabooka, Tirranna, Bolungerai, Barbingal, Caragabal, Berrigan, Minijary, Marsden, Trigalana, Iandra, Bimbi
- Inspected high risk roadsides, TSRs, Council owned land, rail and other high risk sites

For Information

Noted

7. Flood Damage March 2012, E1.9.4

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

- State Roads – completed
- Regional Roads – 48% completed
- Local Roads – 95% completed

For Information

Noted

8. Grenfell Pool, P2.3.1

The pool is now in hibernation until late in the year.

It is proposed to leave the pool as is until mid to late August, when the pool will be emptied and cleaned.

The seal below the scum gutter will be replaced as a temporary measure at this time. The pool will then be refilled and an assessment will be carried out on the leaks out of the pool. In the interim a valve will be installed on the inlet of the pool at a small cost to isolate suspect pipes.

For Information

MOTION: Cr Parlett and Cr Niven that a pool specialist be engaged immediately to assess the Grenfell Swimming Pool.

AMENDMENT: Cr Halls and Cr McClelland that Council wait until August as proposed to have the Grenfell Swimming Pool assessed by a specialist.

The Amendment upon being put to the meeting was **LOST**.

501 The original Motion was put to the meeting and was **CARRIED**.

502 **RESOLVED:** Cr Best and Cr Griffiths that the council meeting adjourn for supper.

Council adjourned for supper: 7.00 pm

Council resumed at: 7.35pm

503 **RESOLVED:** Cr Halls and Cr Niven that the council meeting resume.

9. Shire Works Tour, R2.10.0

Councillors Liebich, Hughes, Brown, Halls, Parlett and Best and the Director Engineering attended the Shire Works Tour on Wednesday 20 March 2013.

The tour inspected proposed works in the 2013/2014 Financial Assistance Grants programme, Greenethorpe toilets, Martins Lane, Quandialla drainage, dilapidated buildings in Quandialla and Driftway Road.

For Information

Noted

10. StateCover Mutual Ltd Seminar, A3.11.3

The Director Engineering attended the 2013 StateCover Seminar in Sydney on 11 and 12 April 2013.

The following topics were covered:

- Manual Handling – minimizing organisational and personal costs of workplace sprains and strains
- Legal decisions – recent cases discussed

THE DIRECTOR ENGINEERING'S REPORT

- Workers Compensation Act –Amendments to Act, managing injured workers, termination premium impact, suitable duties.
- Managing psychological risk – Work, Health and Safety and Industrial Relations, bullying.

For Information

Noted

11. Gravel royalties 2013/2014, E2.3.1

It has been customary to increase the gravel royalties by the CPI in previous years, In 2012/2013 the gravel royalty is \$0.74/m³.

A survey reveals that neighbouring Councils have adopted gravel royalties for 2012/2013 in the range \$0.38/m³ to \$0.75/m³. One Council has adopted \$1.00/m³ as the book value for its own rarely used private pits. Clearly Weddin Council's gravel royalty is consistent with neighbouring Councils.

Several requests have been made from pit owners in Weddin Shire to increase the gravel royalties well in excess of current rates, however this would place Weddin out of step with neighbouring councils.

It is proposed to increase the royalty for 2013/14 to \$0.77/m³.

RECOMMENDATION: That Council set the gravel pit royalty for 2013/14 at \$0.77/m³.

504 **RESOLVED:** Cr McClelland and Cr Brown that Council set the gravel pit royalty for 2013/14 at \$0.77/m³.

W TWOHILL **DIRECTOR ENGINEERING**

505 **RESOLVED:** Cr Brown and Cr McClelland that except where otherwise dealt with the Director Engineering's report be adopted.

9 May 2013

Councillors
Weddin Shire Council
PO Box 125
GRENFELL NSW 2810

Dear Councillors,

I wish to report as follows:-

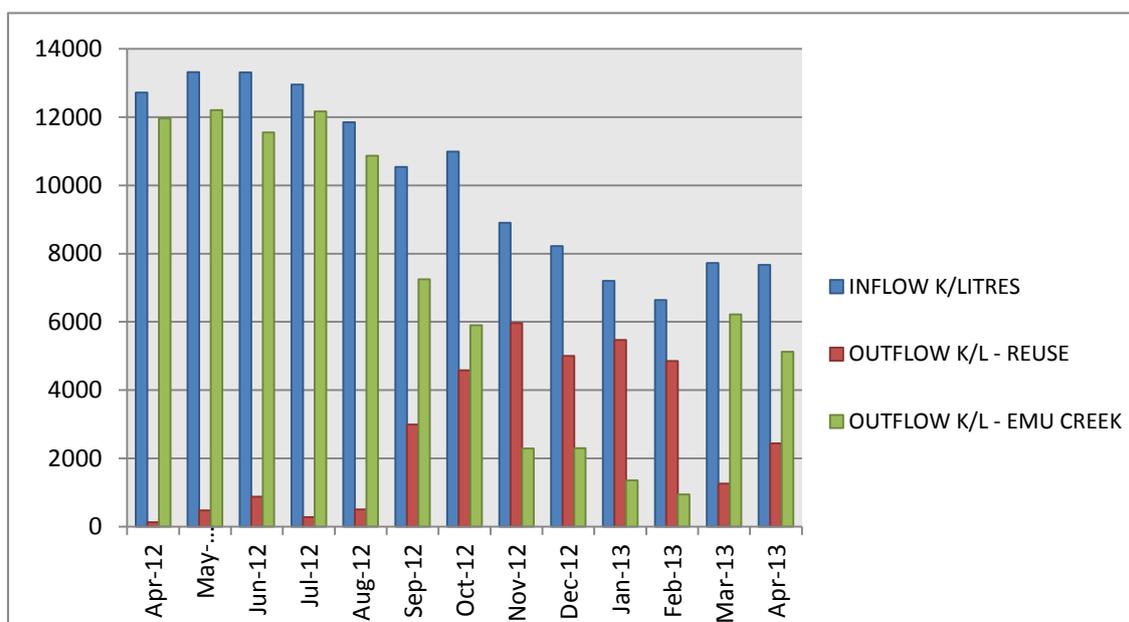
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during April 2013 was 7,665 kl with the daily average of 255.50 kl. Outflow for irrigation for reuse was 2,442 kl and discharge to Emu Creek 5,128 kl.

The highest daily recording of 508 kl occurred for the 24 hours ending 6.30 am on 1 April 2013 and the lowest of 217 kl for the 24 hours ending 6.30 am on 10 April 2013.

A total rainfall of 6 mm was recorded for the month.



For Council's Information

Noted

2. Animal Control, A4.4.4

Animal control activities for April 2013 were:

a. Companion Animals

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

For Council's Information

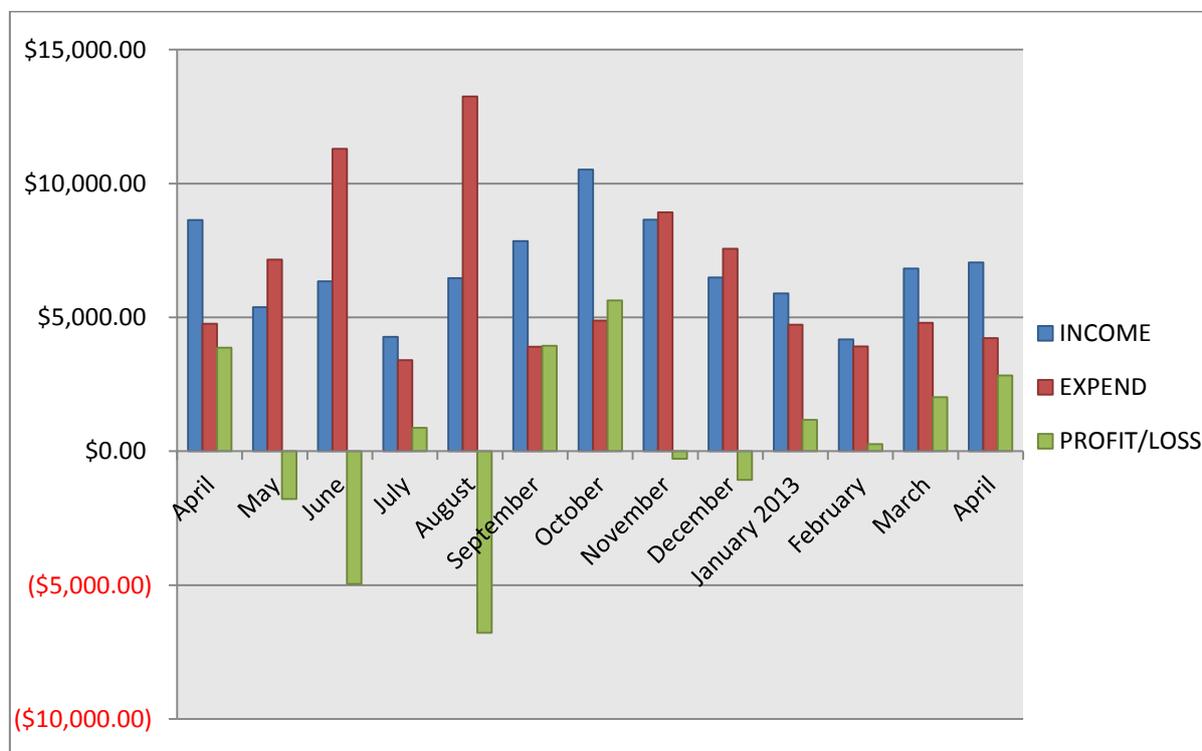
Noted

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

3. Caravan Park Operations, P2.3.3

Income for the month of April 2013 was \$7,052.00 with expenditure of \$4,222.12 resulting in an operational profit of \$2,829.88 for the month.

There were 251 sites occupied for the month of April 2013.



For Council's Information

Noted

4. Condition of 152-156 Burrangong Street, P2.12.17

Following the on-site meeting on 4 April, Design West drew attention to the condition of the building and recommended it be inspected for safety.

The property was subsequently inspected by Council's consultant building inspector, an accredited certifier, who has expressed concerns about the rear of the north-western building and the entirety of the adjoining weatherboard structure. Following this report I have engaged A H Simpson & Co, structural engineers, to advise on the selective demolition of the rear and temporary bracing of the front of the north-western building and the demolition of the adjoining weatherboard structure. I have also requested a price for planning the dismantling of all but the facade of the remaining structure.

Mr Simpson is not available until late May so this information will not be available until after the Council Meeting.

The utilisation or possible demolition of the building will be considered on receipt of the engineer's report.

For Council's Information

Noted

5. NSW Swimming Pool Register, A3.9.3

Under the Swimming Pools Amendment Act 2012, all pool owners are required to register their pool on the State-wide on-line Swimming Pool Register from 29 April 2013.

Council will play an important role in ensuring the effective implementation of the Act amendments, including:

- Promoting pool safety and the responsibility of pool owners to register their pool
- Assisting pool owners who do not have internet access by registering pool on the owner's behalf, for a fee of up to \$10 per registration
- Dealing with enquiries on the pool register and pool safety
- Developing and adopting an appropriate and affordable risk-based inspection program by 29 October 2013.

The Swimming Pools Act describes a swimming pool as *an excavation, structure or vessel*:

- that is capable of being filled with water to a depth of greater than 300 millimetres
- that is solely or principally used, or that is designed, manufactured or adapted to be solely or principally used for the purpose of swimming, wading, paddling or any other human aquatic activity.

A spa pool is classified as a swimming pool by the Act. The definition of a spa includes any excavation, structure or vessel in the nature of a spa pool, flotation tank, tub or the like, but not a spa bath.

For Council's Information

Noted

6. Strongroom, P2.3.6

The strongroom in the Council building has suffered a termite invasion which caused minor damage to shelving and the tender box. The termites entered through the concrete floor which has since been treated.

The major damage was to the set of 1970 Minutes of the Grenfell Municipal Council. Many parts have been destroyed and it is unlikely that any copies are available.

For Council's Information

Noted

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

B. Planning and Development Matters:

1. Development Applications

The undermentioned applications were received and determined subject to specified conditions, by the General Manager under delegated authority issued on 21 March 2013 (Res. No. 368):

DA NO.	Applicant	Construction	Value (\$)	Address
27/2011 (Modified)	Mrs J Bolton	Sunroom & Patio to existing Dwelling	\$60,000	LOT: 4 SP: 41686 Unit 4, 32-34 Warraderry Street GRENFELL NSW 2810
35/2012 (Modified)	Walsh & Rose Super Fund	Demolish existing Dwelling & build Multi Dwelling Housing (6 Units)	\$637,500	LOT: 5 SEC: 42 DP: 758473 72 East Street GRENFELL NSW 2810
36/2012 (Modified)	Mr RJ Anderson	New Shed & Swimming Pool	\$41,500	LOT: 4 DP: 1072519 60 Quondong Road GRENFELL NSW 2810
41/2012 (Modified)	Mr RJ & Mrs LC Roberts	Extension/Addition to Dwelling	\$35,000	LOT: 1076 DP: 754578 76 Gooloogong Road GRENFELL NSW 2810
48/2012 (Modified)	Mr R Bryer	New Dwelling with attached garage	\$770,700	LOT: 195 DP: 754580 "Sunny Brae" 92 Gambarra Road GRENFELL NSW 2810
3/2013	Mr WG Perrott	New Shed	\$8,000	LOT: 478 DP: 754578 4 North Street GRENFELL NSW 2810
4/2013	Mr JS & Mrs SJ Clifton	Machinery Shed (Farm)	\$66,000	LOT: 1 DP: 358077 355 Maddens Lane GRENFELL NSW 2810
5/2013	Mr DA Buttenshaw	Extension/Addition to Unit 9	\$27,000	LOT: 1 DP: 34170 21 Melyra Street GRENFELL NSW 2810
8/2013	Mr DM Pipe	Verandah with roof	\$12,500	LOT: 1 DP: 1111364 54 Camp Street GRENFELL NSW 2810
9/2013	Mr SL & Mrs N Kilby	New Carport	\$10,000	LOT: 1 DP: 583223 49 Melyra Street GRENFELL NSW 2810

For Council's Information

Noted

2. Development Application 18/2013 – Proposed Deconstruction of existing shed and Construct New Shed, 3 Silos and Structures, DA 18/2013

Applicant: Mr P Mawhinney
Owner: Mr PG & Mrs SA Mawhinney
Site: Lot: 1159 DP: 754578, Grafton Street, Grenfell
Zone: IN1 – General Industrial

A development application was received on the 28 March 2013 and was advertised in the Grenfell Record and adjoining neighbours notified, 3 submissions were received at closing date.

The application will be assessed accordingly for consideration at the June meeting.

For Council's Information

Noted

3. Development Applications for the Consideration of Council DA 13/2013 – Proposed Demolition of Dwelling at 5 Brundah Street, Grenfell

Applicant: Mrs Sharyn Bradtke
Owner: Mrs SL Bradtke
Site: Lot: 1316 DP: 754578, No 5 Brundah Street, Grenfell
Zone: R1 – General Residential

The following report was prepared by Council's building consultant, ProCert P/L.

Précis

On the 27 February 2013, Council received a development application for the demolition of the existing dwelling that is situated on the abovementioned property. The dwelling is a pitched roof dwelling with main walls constructed of a rendered pise material and the external walls that enclose the former verandah being of timber framed constructed clad with fibrous cement sheeting.

The application is referred for Council consideration, as the proposed demolition exceeds the Delegated Authority of the General Manager.

Approval of the application is recommended.

DESCRIPTION OF THE PROPOSAL

It is proposed by the applicant to demolish the existing dwelling located at No 5 Brundah Street, Grenfell.

There are no proposals before Council at this time for a replacement dwelling.

DESCRIPTION OF THE SITE

The site is currently 1012m² and is a relatively level lot with the current dwelling being located centrally on the eastern side of the property.

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

The proposed development site is located with the R1 – General Residential zone and is not identified as having any easements or restrictions.

The applicant has provided photographs and a basic floor plan of the dwelling as part of the application.

Due to the age of the dwelling it must be assumed that it was constructed utilising materials that contain asbestos and that the walls of the building, where painted, may be painted with lead based paints. Accordingly it is considered appropriate to condition the development consent in relation to the applicable requirements relating to the demolition, handling and disposal of contaminated materials such as these.

PLANNING ASSESSMENT

The proposal has been assessed in accordance with the matters for consideration under Section 79C of the Environmental Planning and Assessment Act 1979. The full assessment is available for perusal on request and will be available at the Meeting.

Weddin LEP 2011

The proposed demolition has been assessed in accordance with development standards and requirements of the Weddin LEP 2011.

Permissibility

The proposed demolition is permissible under Weddin Local Environmental Plan 2011 subject to development consent from the Council.

The current dwelling is not listed as a Heritage Item within the LEP and the subject site is not within the Heritage Conservation Area as identified on Council's Heritage Map as part of the LEP.

DCP's or Policies

Notification of Development Policy: the proposed development was not considered to need to be notified under the policy.

Building & Development Policy: this proposal complies with all relevant sections of this policy.

Public participation

Not Applicable

Public submissions:

No public submissions have been received in relation to the proposed development.

CONCLUSION

The proposed demolition of the existing dwelling complies with the prescribed standards and objectives of the LEP and associated development controls, based on the information provided with the application and having consideration for all relevant matters of

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

consideration pursuant to section 79c of the EPA Act 1979, approval of the demolition is recommended, subject to standard and specific conditions of the consent.

RECOMMENDATION: that Development Application 13/2013 for the demolition of the existing dwelling at Lot: 1316 DP: 754578, No 5 Brundah Street, Grenfell, be APPROVED, subject to the draft Development Consent conditions presented to the 16 May 2013 Council meeting, as follows:

1. Unless tested by a person with suitable experience and expertise and shown to be otherwise, buildings constructed before 1970 are assumed to:
 - Have accumulated hazardous amounts of fine lead dust in ceiling and wall cavities; and
 - Contain components and surfaces coated with lead paint.

On this basis, the subject demolition is to be conducted in strict accordance with, but not limited to, sections 1.5, 1.6, 1.7, 3.1 and 3.9 of the AS 2601-1991: Demolition of Structures. The following measures must be undertaken:

- (a) Prior to the demolition the applicant shall submit a Work Plan prepared in accordance with AS 2601 by a person with suitable expertise and experience. The Work Plan should outline the identification of any hazardous materials, method of demolition, the precautions to be employed to minimise any dust nuisance and the disposal methods for hazardous materials;
- (b) Hazardous dust must not be allowed to escape from the site, the use of fine mesh dust proof screens or other measures is recommended;
- (c) Any existing accumulations of dust (eg ceiling voids and wall cavities) must be removed by the use of an industrial vacuum fitted with a high efficiency particulate air (HEPA) filter;
- (d) All dusty surfaces and dust created from work is to be suppressed by a fine water spray. Such contaminated water must not be allowed to escape the site or be allowed to enter the street and stormwater systems;
- (e) Demolition is not to be performed during high winds, which may cause dust to spread beyond site boundaries;
- (f) Demolition work may be undertaken by hand tools or machinery. If heavy machinery is to be used, work practices must comply with item (a); and
- (g) All lead-contaminated materials are to be disposed of in accordance with the NSW Environment Protection Authority's requirements.

Reason: Council requirement to prevent off-site lead contamination and the contravention of the POEO Act

2. Prior to any demolition works commencing the following matters/works must be undertaken and completed:
 - (a) The town water supply to the dwelling is to be disconnected. Note: If the water meter is to be removed contact must be made with Central Tablelands Water to arrange for the meter's removal;
 - (b) The electricity supply is to be disconnected to the satisfaction of Essential Energy; and
 - (c) The erection and maintenance of a suitable fence, to prevent public access to the site and/or building.

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

Reason: Council requirement to protect public utilities and the public

3. The following works shall be inspected and passed by Council prior to them being covered. At least 24 hours notice shall be given to Council for inspection of such works. When requesting an inspection please quote Council's number DA 13/2013.
 - (a) The disconnection of the existing building's sanitary drainage pipework from Council's sewer, with the exposed sewer junction provided with a proper blanking cap prior to the excavation being backfilled.
 - (b) Final inspection of the site upon completion of all demolition works, site restoration and rectification of any damage to Council property.

Reason: To ascertain that compliance with Council's conditions of consent has been achieved

4. In relation to any contaminated, scheduled, hazardous or asbestos material, the applicant and contractor shall ensure the appropriate regulatory authority (eg Environment Protection Authority, WorkCover Authority, Council, NSW Fire Brigade etc) is notified, and that such material is contained, encapsulated, sealed, handled or otherwise disposed of to the requirements of such Authority.
Note: Such materials cannot be disposed of to landfill unless the particular facilities are licensed to receive that type and class of waste.

Reason: Ensure statutory requirements are observed and the contamination of the environment is prevented

5. An onsite temporary toilet shall be provided for use by the persons engaged in the demolition work, prior to commencement, and for the duration of such works.

Reason: Council requirement to maintain hygienic conditions

6. Demolition work shall only be carried out within the following times:

Monday to Friday:	7.00 am to 6.00 pm
Saturday:	7.00 am to 1.00 pm if inaudible on residential premises, otherwise 8.00 am to 1.00 pm
Sunday or public holidays:	No demolition work permitted

Reason: Council requirement and Environment Protection Authority guidelines to reduce likelihood of noise nuisance

7. Explosives shall not be used in the demolition of the building.

Reason: The use of explosives are considered inappropriate by Council due to the close proximity of neighbouring buildings

8. The demolition contractor shall be given a copy of Council's conditions of Development Consent.

Reason: To facilitate compliance with Council's Approval by the demolition contractor

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

9. The applicant must give a minimum two (2) days prior notice of the commencement date for the proposed demolition, to the occupants of the dwelling on the adjoining property to the south being Lot B DP 385353.

Reason: Council requirement to ensure affected occupants are aware of demolition commencement

10. The demolition of the subject building(s) shall be carried out in accordance with the applicable provisions of AS2601 – 2001: The Demolition of Structures.

Reason: Council requirement imposed in consideration of the EP&A Regulation 2000 to ensure the demolition works are undertaken in an appropriate manner

11. No solid material or liquid contaminants shall be permitted to be discharged or allowed to escape into any stormwater drainage systems outside the subject premises. The applicant shall ensure that suitable barriers, retention/siltation ponds, screens, filters or other appropriate measures are installed to achieve this requirement.

Reason: To achieve compliance with Council policy and the POEO Act for the protection of the environment

12. Prior to the commencement of any demolition works, an Erosion and Sediment Control Plan shall be prepared. Such Plan shall be implemented prior to, during and after the demolition phase of the development.

Reason: To mitigate against the sedimentation and pollution of watercourses and contravention of the POEO Act

13. No materials or equipment shall be stored upon Council property (ie footpath or carriageway).

Reason: To prevent the obstruction of the public's use of the public road

14. The applicant and demolition contractor, in both the planning and execution of the demolition work, must take appropriate action to prevent demolished materials from falling freely outside the boundaries of the demolition site.

Reason: Council requirement to protect the health and safety of the public and adjoining premises

15. At the conclusion of the demolition works the following matters/works must be undertaken, completed and maintained:

- (a) Any existing sanitary drainage pipework is to be disconnected from Council's sewer, and the sewer main junction capped to Council's satisfaction. In this regard an inspection by an officer of Council's Engineering Services Division of the capped sewer junction is required prior to backfilling;
- (b) The site of the demolition work is to be appropriately levelled and graded, ensuring no depressions are left in which rainwater may accumulate and stagnate; and
- (c) The cleared site is maintained free of nuisance (ie dust, litter, overgrowth, ponding water).

Reason: Requirement of Council to protect its utilities and the public amenity and prevent the creation of public nuisances

NOTATIONS

16. An approval may also have to be obtained from the NSW WorkCover Authority. Applicants are advised to make appropriate enquiries with such agency.
17. It is the applicant's responsibility to ascertain whether the nature of the proposed demolition works necessitates the engagement of a demolition contractor licensed by the NSW WorkCover Authority of NSW.
18. The relevant provisions of the Protection of the Environment Operations (Waste) Regulation 1996 in relation to the transport and disposal of asbestos waste, is appended for your information:

EXTRACT OF:

PROTECTION OF THE ENVIRONMENT OPERATIONS (WASTE) REGULATION 2005

CLAUSE 42 - SPECIAL REQUIREMENTS RELATING TO ASBESTOS WASTE

- (1) *This clause applies to any activity that involves the transportation, disposal, re-use or recycling of any type of asbestos waste, regardless of whether the activity is required to be licensed.*
- (2) *A person who carries on an activity to which this clause applies must comply with the requirements specified in this clause in relation to the activity concerned.*
Maximum penalty: 400 penalty units in the case of a corporation, 200 penalty units in the case of an individual.
- (3) *The requirements relating to the transportation of asbestos waste are as follows:*
 - (a) *bonded asbestos material must be securely packaged at all times,*
 - (b) *friable asbestos material must be kept in a sealed container,*
 - (c) *asbestos-contaminated soils must be wetted down,*
 - (d) *all asbestos waste must be transported in a covered, leak-proof vehicle.*
- (4) *The requirements relating to the off-site disposal of asbestos waste are as follows:*
 - (a) *asbestos waste in any form must be disposed of only at a landfill site that may lawfully receive the waste,*
 - (b) *when asbestos waste is delivered to a landfill site, the occupier of the landfill site must be informed by the person delivering the waste that the waste contains asbestos,*
 - (c) *when unloading and disposing of asbestos waste at a landfill site, the waste must be unloaded and disposed of in such a manner as to prevent the generation of dust or the stirring up of dust,*
 - (d) *asbestos waste disposed of at a landfill site must be covered with virgin excavated natural material or other material as approved in the facility's environment protection license:*
 - (i) *initially (at the time of disposal), to a depth of at least 0.15 ,*
and

ENVIRONMENTAL SERVICES DEPARTMENT'S REPORT TO COUNCIL

- (ii) *at the end of each day's operation, to a depth of at least 0.5m, and*
 - (iii) *finally, to a depth of at least 1 m (in the case of bonded asbestos waste or asbestos-contaminated soils) or 3 m (in the case of friable asbestos material) beneath the final land surface of the landfill site.*
- (5) *A person must not cause or permit asbestos waste in any form to be re-used or recycled.*
- (6) *In this clause:*
bonded asbestos material *means any material (other than friable asbestos material) that contains asbestos.*

friable asbestos material *means any material that contains asbestos and is in the form of a powder or can be crumbled, pulverised or reduced to powder by hand pressure when dry.*

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

506 **RESOLVED:** Cr Best and Cr Niven that Development Application 13/2013 for the demolition of the existing dwelling at Lot: 1316 DP: 754578, No 5 Brundah Street, Grenfell, be APPROVED, subject to the draft Development Consent conditions presented to the 16 May 2013 Council meeting.

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

FOR: Crs Liebich, Parlett, Griffiths, Niven, Best, Halls, McClelland, Brown.

AGAINST: Nil

T V LOBB
GENERAL MANAGER

507 **RESOLVED:** Cr Halls and Cr Best that except where otherwise dealt with the Environmental Services Department report be adopted

**MINUTES OF THE MONTHLY MEETING OF THE HENRY LAWSON FESTIVAL
OF ARTS HELD ON TUESDAY, 16 APRIL 2013 AT 7.30 PM**

Welcome: President John thanked everyone for attending the meeting.

Present: *J Hunter, A Carr, D Millynn, P. Livingstone, M Moffitt, Jenny Hetherington, Judy Mitton, Angela Hunter, J Black, J Niven, C Brown, A Brenner, V Hughes, N Hughes, G Rolls, T Carroll, B Fittler, J Fittler, J Meier, T Lobb*

Apologies: *G England, Belinda Day, P Moffitt, D Carroll, C Lobb*

It was moved by M Moffitt and seconded by J Hetherington that the apologies be accepted.
Carried.

Minutes: The minutes from the previous meeting were confirmed.

Moved : T Carroll Seconded: J Mitton Carried.

Business Arising: *The microphone was available but wasn't required*

Inwards Communication:

Motion: "That the inwards communication be received."

Moved: C Brown Seconded :J Hetherington Carried

*From Weddin Shire Council...change of date for Street stalls...

31st May & 1st June and 7th & 8th May are allocated dates for the HLF stalls

*From Michael Yates: an overview of HLF site audience 1,032 visits

*From Orange Pipe Band

Motion: that the band be paid \$350 to cover their expenses in leading the procession

Moved: N Hughes Seconded: T Carroll Carried

*From The Henry Lawson High School

Motion: That students from the school may exhibit photos of Grenfell & the Festival & offer them for sale. In lieu of a monetary donation, the students will be official photographers, offering the Festival Committee digital images that may be used for future promotional activities.

Moved: J Hetherington Seconded: J Meier Carried

Outwards:

Letters sent by T Carroll to Essential Energy, requesting sponsorship for the woodchop event & to Weddin Shire Council requesting approval for newly designed banners to be displayed in the business district of the town during the Festival. Council was also asked to consider subsidising the cost of the banners.

Motion "That the outwards communication be endorsed."

Moved : M Moffitt Seconded: V Hughes Carried

Treasurer's Report:

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

Moved: D Millynn Seconded: J Niven Carried

Coordinator's Reports:

Promotions:

Motion: That Sydney Radio Station, 2CH undertake Festival Promotion in the fortnight leading up to the Festival, at a cost of \$4,000

Moved: J Niven Seconded: J Black Carried

VSS: Entries have now closed & judging is underway. There was a 6% increase in the number of entries compared to last year.

Busking: Belinda is advertising the busking, which does not HAVE to be musical, through personal contact, Facebook, posters & school newsletters

Trophies have been ordered for 1st, 2nd & 3rd places. Two of the three judges have been confirmed & sites liaised with Gaynor. Conditions of entry have been sent to entrants.

Awards Dinner: Cost will be \$15 for adults, \$5 for children. The Bowling Club is charging \$5 per head to cover their costs. The band, "Rain on the Mountain" performs Henry Lawson's poems put to music & will need to be advertised. Cost : \$1200 for Saturday night.

Street Activities: Cowra Freight will be providing the truck for the Festival Stage.

Amanda may have to use the balcony of the Albion for her bands, if it is wet & they cannot use the tray of the truck parked in front of the old Craft shop.

Nick Cater, author, has contacted the Albion as the site for his Book Launch

Procession: It was decided that at the next meeting, the Risk Management plan would be examined in relation to the possible need to have a vet on stand-by, while the horses & carriages from Gulgong are in the parade.

Woodchop: some extra cash sponsorship has been obtained

Raffle: Tickets to the value of \$465 have been sold to date.

Children's Competition: in hand

Window Dressing: Joan Eppelstun as a contact

Fun Run: venue Country Club...starting time?

Poetry on the Boards: Carly examining suitable signage for directing patrons to the Uniting Church hall venue, 9.30-12.30, mobile catering provided, gold coin entry.

Program: Judy is compiling the program that will be similar to last year & was in the process of gathering specific information from co-ordinators. Discussion regarding how many programs should be printed.

Queen Competition: There are 4 candidates: Kathryn Neill from Rotary, Tamara McMahon from Grenfell Public School, Clare Walker from Henry Lawson High School, Hailee Byrne from Lions. Festival Queen will be announced at the Friday night concert, Charity Queen at the Saturday Awards evening.

General Business: Co-ordinator vacancies to be advised

Banners:

Motion: that 20 copies of each design be printed in 6ft x 2ft size. {subject to Weddin Shire approval}.

Moved: V Hughes Seconded: T Carroll

Carried

Official guest: pending replies

Henry Lawson Statue:

Motion: That the modified sketch of the seated Henry Lawson with his feet on the ground be accepted.

Moved: N Hughes Seconded: M Moffitt

Carried

Merchandise: final designs for the stubby holders & shopping bags were approved.

Multiple copies of The Henry Lawson biography: "Henry Lawson, A Stranger on the Darling" by Robyn Lee Burrows have been offered by the author as a potential income earner for the Festival. To be discussed at the next meeting.

The committee has booked a stall site near the ANZ bank for information & sale of merchandise.

Moustache Growing competition: advertised but with little response to date.

Sunday Morning Poetry & Damper: Betty asked if there could be some photographs & publicity for this unique event

Fund Raising Event for 2014 Festival: A proposal for a social evening presented by Amanda Brenner was considered with the Bowling Club to be approached for available dates in February, 2014

Meeting closed at 9.30

Next meeting date: The next meeting will be held at 7.30pm on Tuesday, 21st May at the Community Hub.

508 RESOLVED: Cr Niven and Cr Best that the minutes of the Henry Lawson Festival Committee Meeting be noted

GRENFELL HENRY LAWSON FESTIVAL OF ARTS

TREASURER'S REPORT FOR MARCH 2013

Bank Balances:

NAB Term Deposit	\$ 40,000.00
NAB Cheque Account	\$ 32,641.89
Less outstanding cheques	- 4,295.95
Plus outstanding deposits	
Balance as per cashbook	<u>\$ 28,345.94</u>

Reconciliation

Bank balance brought forward	\$ 24,966.71
Plus/(less) profit/(loss) for period as per attached	\$ 3,379.23
Bank balance carried forward	<u>\$ 28,345.94</u>

Accounts to be approved for payment

DA Yates Photography - web Hosting April	\$ 55
Regional Publishers – Advertising for meeting	\$ 21.65
Australia Post - Stalls	\$ 0.58
D & C Reid – stalls – markers, paint, tools	\$ 15.30

MINUTES OF THE GRENFELL FLOODPLAIN COMMITTEE HELD IN THE COUNCIL CHAMBERS ON TUESDAY, 17 APRIL 2013 COMMENCING AT 8.00 AM (C2.6.27)

1. **Present:** Clrs Mark Liebich (observer), Nevin Hughes, John Niven, Messrs Trevor Lobb (WSC) William Twohill (WSC), Mylvaganam Nirupan (observer) (WSC), Siva Varathan (Office of the Environment and Heritage), Arthur Richardson (SES), Clemence Matchett (Lachlan CMA), Laura Torrible (Consultant -IRPEC)

2. **Chairman:**

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

3. **Apology:** Nil

4. **Minutes:**

Resolved: T Lobb and Clr Niven that the minutes of the last meeting held on 12 March 2013 be adopted.

5. **Matters Arising:** Nil

6. **Emu Creek Stream Management Plan** – Project Presentation by Laura Torrible and discussion forum

Laura Torrible from IRPEC (IRP Environmental Consultants) has given a power point presentation on the project.

- Site inspections to commence in June, taking into account the Henry Lawson Festival, and be carried out for four (4) days
- The committee to consider the easements along the creek segments (which are going to be investigated) in order to gain one approval as a corporate citizen, instead of lodging several applications for approvals on behalf of the land holders of the creek segments.
- Clemence Matchett to assist in Aboriginal Consultation, as she has been working as a liaison officer for the Aboriginal Land Council in LCMA
- Two meetings proposed in the project by the consultant including this inception meeting and a meeting during site inspections. Council to consider another meeting for community consultation.
- Proposed duration of project will be 32 weeks. Consultant has planned to submit the draft in November 2013 and the final draft in December 2013.
- Clrs Liebich, Hughes and Niven to mark the critical flooding spots along the creek on a plan which will be given to the consultant.
- Council to provide the following information to Laura: Community contacts, Data layers including cadastre spatial information from flood studies.
- The purpose of the brief was discussed and will provide prerequisite actions to gaining approval for subsequent works in the creek.

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

8. **Closure:** there being no further business to discuss the meeting closed at 9.26 am.

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

MINUTES OF THE CONSULTATIVE COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON TUESDAY, 30 APRIL 2013 COMMENCING AT 3.00 PM (C2.6.12)

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

2. **APOLOGIES:** Nil

3. **MINUTES:**

Resolved: W Twohill and V Carter that the minutes of the meeting held on 5 November 2012 be adopted as read.

4. **MATTERS ARISING:**

4.1 Training for Code of Conduct

Remaining employees to be trained as time permits. Will have to have amended Code of Conduct refresher training.

Noted

4.2 Alcohol and Drug Procedure & swab testing

D Strange to check how many other Councils in NSW have implemented the procedure. Consideration to be given to engage external assistance to conduct tests.

Noted

4.3 Training Plan

Draft plan tabled. To be considered for adoption at next meeting.

Noted

4.4 Review of Consultative Committee Constitution

Resolved: D Strange and V Carter that the Draft Consultative Committee Constitution be adopted.

4.5 Review of Consultative Charter

Resolved: W Schneider and D Strange that the draft Consultative Committee Charter be adopted.

4.6 Review of Positions

- Roller Driver – DE to review and report.

4.7 Salary Structure

Advice received from Local Government NSW that there are no award requirements obligating Council to review the Salary Structure.

Noted

4.8 Induction Manual

Tabled in draft form

4.9 Christmas Party 2012

Future format of Christmas Party to be considered

5. GENERAL BUSINESS

5.1 WSC Policy No. 14.22.2 (Policy for Public Interest Disclosures)
To be ratified at next meeting.

Noted

5.2 Position checklists
Copy to be forwarded to members

Noted

5.3 Proposed award increase 3.25%
To commence in first full pay period in July.

Noted

5.4 2012 Annual Assessments

Resolved: D Strange and V Carter that the 2012 Annual assessments be ratified.

5.5 Action Plan
G Carroll to complete

Noted

6. CORRESPONDENCE
Nil

7. **NEXT MEETING:** Tuesday, 9 July 2013 at 3.00 pm.

8. **CLOSURE:** There being no further business the meeting closed at 3.40 pm.

510 **RESOLVED:** Cr Halls and Cr Parlett that the Minutes of the Award Restructuring Consultative Committee Meeting be noted.

MINUTES OF THE WEDDIN SHIRE WORK, HEALTH AND SAFETY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON TUESDAY, 30 APRIL 2013 COMMENCING AT 3.30 PM (C2.6.14)

1. **PRESENT:** G Carroll, W Twohill, L Baker, D Strange and D McCue

2. **APOLOGY:** Nil

3. **MINUTES:**

Resolved: L Baker and D Strange that the minutes of the meeting held on 5 November 2012 be adopted.

4. **MATTERS ARISING:**

4.1 **Business Continuity Plan**

To be incorporated into the Internal Audit. Budget allocated to undertaken plan

Noted

4.2 **Volunteers – training, SWMs**

Generic training under WHS Act for volunteers as required. Bogolong Dam volunteers to be trained in the future. Letter to be written to volunteer organisations asking for names. Bruce Buchanan to be requested to carry out training.

Noted

4.3 **Asbestos Policy**

In draft form. Currently under review by Council for possible adoption at May Council Meeting.

Noted

4.4 **Sewerage Treatment Plant**

Support framework started under dosing siphon tower. Other screens to be completed. Both operators attended the 5 day Waste water management course at Leeton.

Noted

4.5 **Counter Door – Administration Office**

Completed.

Noted

5. **GENERAL BUSINESS:**

5.1 **Incident Reports**

P1.1108 - Director Engineering – stone damage

T Ryan – groin injury on 10.12.12, (StateCover have approved initial claim)

S Wood – injured knee (claim approved, operation completed).

P1.1100 - Nirupan – hit fox, damage to front skirt

P1.1100 - Nirupan – hit kangaroo, no damage

W Schneider – aggravated existing knee injury (StateCover approved initial claim)

Noted

5.2 Future Inspections

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

Noted

5.3 Defibrillator machines

To be considered.

5.4 Return to Work Plans

These are completed as a matter of course with the rehabilitation provider

5.5 First Aid Room

Determine if required.

5.6 Risk Assessment (Testing and Tagging of Electrical Equipment)

Procedure being developed. Memo to staff to bring electrical equipment for testing.

6. CORRESPONDENCE:

Nil

7. NEXT MEETING: Tuesday, 9 July 2013 at 3.30 pm.

8. CLOSURE: There being no further business the meeting closed at 4.22 pm.

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

MINUTES OF THE GRENFELL FLOODPLAIN COMMITTEE HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY, 1 MAY 2013 COMMENCING AT 8.00 AM (C2.6.27)

1. **Present:** Messrs Trevor Lobb (WSC) William Twohill (WSC), Mylvaganam Nirupan (observer) (WSC), Siva Varathan (Office of the Environment and Heritage), Nicole Richardson (SES), Clemence Matchett (Lachlan CMA), Ray Cawthorne (SES), and Bryan Lyall (Consultant).

2. **Chairman:**

Resolved: T Lobb and R Cawthorne that the Director Engineering be Chair.

3. **Apology:** Cr N Hughes

Resolved: T Lobb and N Richardson that the apology be accepted.

4. **Minutes:**

Resolved: S Varathan and C Matchett that the minutes of the last meeting held on 17 April 2013 be adopted.

5. **Matters Arising:**

5.1 Easements - C Matchett and R Cawthorne to seek to obtain easements over the Emu Creek.

5.2 Cr's Liebich, Hughes and Niven – plan given to them

5.3 Council to provide information to Consultant – completed.

5.4 C Matchett – has followed up with the aboriginal consultation.

6. **Investigation and Design of the O'Brien Tributary Drainage Improvement** – Project Presentation by Brian Lyall

Currently Proposed Scheme

- Earth banking to capture Overland Flow from O'Brien Tributary
- Pit and pipe system in Oliver Court
- Connection to Warraderry Street Drainage system near Camp Street
- Stage 1 of overall improvement to Stormwater System.
- Options for Route of Pipe through Oliver Court:
 - Down the centre of the driveway to Warraderry Street
 - Follow the existing (narrow) drainage easement to southern boundary to Warraderry Street.

Resident's Comments

- Submission received following FRMS report opposing works in property in O'Brien Street on eastern (upstream) side of Oliver Court.
- Will be difficult to construct currently proposed scheme if opposition maintained.
- May need to define a new scheme.

Possible New scheme

- Capture water in O'Brien Street in undeveloped allotment south east of Oliver Court
- Pipe outflow from pit to Warraderry Street.
- Needs a site-inspection and initial calculations to test feasibility.

Survey Requirements

- Site survey Oliver Court to Warraderry Street
- May continue survey along Warraderry Street to Highway.
- Survey allotment to east of Oliver Court
- Survey undeveloped allotment O'Brien Street
- May need pot-holing Oliver Court foundation
- Geotechnical investigation

7. **Brickfield Road – Subdivision**

The Consultant raised concerns that any upstream development would increase the design discharge through Oliver Court. The Committee felt that the run off from the future development of the Brickfield Road subdivision should be maintained the same as for the undeveloped subdivision.

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

9. **Closure:** there being no further business to discuss the meeting closed at 4.06 pm.

512 RESOLVED: Cr Brown and Cr Griffiths that the minutes of the Floodplain Committee meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD ON THURSDAY, 2 MAY 2013 AT 2.00 PM (C2.6.13)

1. **PRESENT:** Crs Niven and Griffiths.
Messrs W Twohill (Director Engineering), K Frost (Noxious Weeds Officer), K Starr and H Matthews.

- 2 **APOLOGY:** Cr Halls

Resolved: Cr Niven and H Matthews that the apology be accepted.

3. **MINUTES:** 7 February 2013

Resolved: H. Matthews and Cr Griffiths that the minutes be adopted.

4. **MATTERS ARISING:**

- 4.1 LVNWAC – because of the proposed Local Land Services changes, the LVNWAC has now purchased the education trailer so that it does not lose control of the funding for the trailer. Council will still have to honour its previous funding commitment.

- 4.2 Email addresses – To chase up

Noted

5. **CORRESPONDENCE:**
Nil

6. **NOXIOUS WEEDS OFFICERS REPORTS:**
December 2012 – April 2013

Noted

7. **NOXIOUS WEEDS BUDGET**
2011/2012 Vote \$79,000
Final Expenditure to 31 March 2013 - \$55,546

Noted

8. **BUSINESS WITH NOTICE**

- 8.1 Weed Innovation Management Fund – The Committee considered projects which may be eligible under the weed innovation management fund such as targeting St Johns Wort from the Tyagong Creek and other creek headwaters downstream to the Young Road. It was noted that the project submissions close on Friday 3 May 2013. H Matthews to prepare submission with Council to submit the project if the closing date is extended for another week.

Noted

9. **QUESTIONS WITH NOTICE**
Nil

NEXT MEETING: Thursday, 1 August 2013

CLOSURE: There being no further business to discuss the meeting closed at 2.53 pm.

513 **RESOLVED:** Cr Niven and Cr Griffiths that the minutes of the Noxious Weeds Committee be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE MANEX MEETING HELD ON MONDAY, 13 MAY 2013 AT 2.30 PM (C2.6.10)

Present: T Lobb, G Carroll, W Twohill

Apology: Nil

Minutes:

Resolved: G Carroll and W Twohill that the minutes of 15 April 2013 be adopted as circulated.

General Business:

1A Administration

- (i) Policy Reviews – further draft policies reported in General Manager’s report. Grenfell Sewer Contribution Plan to be possibly submitted for consideration to this week’s Council Meeting.
- (ii) Integrated Planning & Reporting (IPR) – Community Strategic Plan (CSP) currently being updated. To be placed on public exhibition. Council required to endorse the plan at the June 2013 Council meeting.
Delivery Plan and Operational Plan (including revenue policy) currently being updated and developed. Plans to be presented to the May Council Meeting in draft form. To be then placed on public exhibition for comment and resubmitted to June 2013 Council meeting for formal adoption.
- (iii) Resourcing Strategy – Asset Management Plan (AMP) and Long Term Financial Plan (LTFP) to be presented to the May Council Meeting in draft form. To be placed on public exhibition for comment and resubmitted to the June 2013 Council meeting for formal adoption.
- (iv) Local Government Reform – Extra-ordinary meeting proposed for 30 May 2013 to discuss the Local Government Review Panel preliminary report.

1B Human Resources

- (i) Vacancies
 - Labourers position – two positions to be advertised.
 - Director Corporate Services – currently being advertised.
- (ii) Appointments
 - General Manager – Glenn Carroll appointed.
 - Director Environmental Services – Brendan Hayes appointed.

2. Public Order and Safety

Nil

3. Health

- (i) Doctor Situation – reported in General Manager’s report.
- (ii) Burrangong Street Surgery – Dr Akhiwu currently preparing to move in. Additional works required at surgery such as the installation of the IT system and lights upgrade.
- (iii) Hargraves Building – contracts signed for purchase. Deposit paid. Settlement to occur in four weeks. Structural engineer engaged to assess building.

4. Community Services and Education

Nil

5. Housing and Community Amenities

- (i) Rural Land Use Study – General Manager contacted the Department of Planning and Infrastructure regarding the acceptance of the Study. Awaiting reply. Change to rural land minimum lot size in LEP to be amended when acceptance received.

- (ii) Development Control assistance – Procort still providing assistance with Development Applications. Planner from Blayney engaged as a casual employee to assess more complex applications.

6. Sewerage

- (i) Smoke testing – reports received. Director Engineering to review and report back to Council.
- (ii) Strategic Business Plan Review – currently being reviewed and updated with draft plan received. To be reviewed and reported to Council. General Manager and Directors pursuing.

7. Recreation and Culture

- (i) Art Gallery – exhibition currently in progress and concludes just prior to Henry Lawson Festival. Festival Art Exhibition to follow.
- (ii) Cinema – the film “Quartet” to be held 23 May 2013.
- (iii) Grenfell Swimming Pool – reported in Director Engineering’s report.

8. Mining Manufacture and Construction

- (i) Gravel Pit Leases – process continuing to secure pits. Requirement for a Development Application or a determination whether they are exempt/complying developments to be ascertained.

9. Transport and Communication

- (i) RMS Contract – reported in Director Engineering’s report.
- (ii) Flood Damage – reported in Director Engineering’s report.
- (iii) Other Programs – **Noted**
- (iv) Rail Branch Lines – reported in General Manager’s report.
- (vi) Bridge Testing –conducted on Regional and Rural Roads for Higher Mass Limits. (HML). Awaiting results.
- (vii) Caravan Parking Forbes Street – no response received from RMS. Director Engineering to again contact RMS.

10. Economic Affairs

- (i) Henry Lawson Festival – to be held 6-10 June 2013. Directors to ensure arrangements are in place for respective departments. ie. street closures, garbage, toilet cleaning etc.

11. General Purpose Revenues

Nil

12. Alliances

- (i) Hawkesbury City Council – no recent meetings.
- (ii) Mid Lachlan Alliance – no recent meetings.
- (iii) CENTROC - next meeting to be held at Parliament House on 24 May 2013. Mayor and General Manager to attend.
- (iv) WBC Alliance – discussions deferred by Central Tablelands Water.

13. Other Matters

Nil

14. Job List Review:

Noted

Next Meeting: Monday, 17 June 2013 at 2.30 pm unless otherwise arranged.

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

514 RESOLVED: Cr Brown and Cr McClelland that except where otherwise dealt with the Manex Committee minutes be noted

**MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY,
13 MAY 2013 AT 5.00 PM (C2.6.8)**

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

2. **APOLOGY:** Cr Parlett

Resolved: Cr Brown and Cr McClelland that the apology be accepted.

3. **CONFIRMATION OF MINUTES:**

Resolved: Cr Brown and Cr McClelland that the minutes of 15 April 2013 be adopted.

4. **MATTERS ARISING:**

- Essential Energy Tree lopping - list of unsatisfactory trees to be compiled and forwarded to Essential Energy.

5. **CORRESPONDENCE:**

13. C7. Legislative Assembly, U1.5.2: Advising that the State and Regional Development Committee has resolved to conduct an inquiry into downstream gas supply and availability in New South Wales, and in particular:

- (a) the adequacy of transmission pipeline systems
- (b) barriers to the expansion of downstream gas supply and distribution networks;
- (c) the effectiveness of competition
- (d) the effectiveness of existing protections
- (e) possible measures to encourage gas network operators to extend existing distribution networks, including financial incentives of licence obligations, particularly in regional centres that do not have access to reticulated gas.

For the purposes of this inquiry “downstream” refers to the delivery of gas to consumers and is not an inquiry into coal seam gas or coal seam gas exploration.

Submissions are requested by Friday 31 May 2013.

Resolved: Cr McClelland and Cr Brown that Council support Harden Shire Councils initiative and request they consider submitting a joint submission with interested Shires.

6. **REPORTS**

6.1 **General Manager’s Report**

Reports on Grenfell Doctor Situation and Burrangong Street surgery.

Noted

6.2 **Director Corporate Services’ Report**

Reports on Roads and other expenditure.

Noted

6.3 **Director Engineering’s Report**

Reports on Works Report, Other Works, Future Works, and Grenfell Pool.

Noted

6.4 Environmental Services' Department Report

Reports on Sewerage Treatment Works, Caravan Park, Animal control, Grenfell Pool, condition of Burrangong Street, NSW Swimming Pool Register and Town DAs.

Noted

7. BUSINESS WITH NOTICE:

Nil

8. QUESTIONS:

Nil

NEXT MEETING: Monday, 17 June 2013 at 5.00 pm.

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

515 RESOLVED: Cr McClelland and Cr Brown that the minutes of the Town Works Committee be adopted including the recommendations therein, except where otherwise resolved.

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | |
|---------------|----|---|
| April 2012 | 1. | <u>Grenfell Cemetery Maintenance:</u> further meeting to be held in May (DE).
In Progress |
| February 2013 | 2. | <u>Local Government Review Panel:</u> arrange Extra-ordinary Meeting to consider preliminary report (GM).
In Progress |
| March 2013 | 3. | <u>National General Assembly:</u> nominate Mayor for 16-19 June (GM).
In Progress |
| April 2013 | 4. | <u>LRTC Forum:</u> Mayor and General Manager to attend at Blayney, 10 May. (GM)
Carried Out |
| | 5. | <u>DLG Workshop:</u> Mayor and General Manager to attend at Orange, 16 May. (GM)
Carried Out |
| | 6. | <u>Appointment of GM:</u> arrange Extra-ordinary meeting for 4 May. (GM)
Carried Out |

2. DEFERRED ACTIVITIES:

- | | | |
|----------------|-----|--|
| September 2011 | 1. | <u>Lawson Oval:</u> Cricket Association proposal to be referred to other users (DE).
In Progress |
| April 2012 | 2. | <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES).
In Progress |
| | 3. | <u>ARTC Interface Agreement:</u> to be further reported (DE).
In Progress |
| December 2012 | 4. | <u>Draft Policy for Tree Preservation:</u> to be reconsidered after public exhibition. (GM)
In Progress |
| | 5. | <u>Caravan Parking Signs:</u> defer until RMS advise re alteration to Main Road 237 (DE)
In Progress |
| February 2013 | 6. | <u>Constitutional Recognition:</u> defer payment pending further advice. (DCS)
In Progress |
| March 2013 | 7. | <u>Parking at Hospital:</u> refer to hospital for comment before consideration by Council (GM).
In Progress |
| | 8. | <u>Policy for Councillors Fees and Expenses:</u> exhibit when annual fees are known (GM).
Carried Out |
| | 9. | <u>Goldfest:</u> consider street closures at future meeting (DCS/DE).
In Progress |
| | 10. | <u>Pesticide Use Plan:</u> reconsider after public exhibition. (DE)
In Progress |
| | 11. | <u>Policy for Councillor Fees:</u> reconsider after annual fees are proclaimed and public exhibition (GM).
Carried Out |
| April 2013 | 12. | <u>Draft Management Plan for Companion Animals & Community Land:</u> reconsider after public exhibition (DES/DE/GM).
In Progress |
| | 13. | <u>Design of possible Medical Centre:</u> resubmit report to May Meeting (GM).
Carried Out |
| | 14. | <u>Extension of Scavenging Area:</u> resubmit after public exhibition (DE).
In Progress |

QUESTIONS

Questions may be 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**.

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

The following questions have been received:

Nil

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

[s 10A] Which parts of a meeting can be closed to the public?

10A

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

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

- 10C** Part of a meeting of a council, or of a committee of the council of which all the members are councillors, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in section 10A(2), and
 - (b) the council or committee, after considering any representations made under section 10A(4), resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

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

- 10D (1)[Record of grounds for closure]** The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.
- (2) **[Details to be specified]** The grounds must specify the following:
- (a) the relevant provision of section 10A(2),
 - (b) the matter that is to be discussed during the closed part of the meeting,
 - (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which the discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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

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

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

516 RESOLVED: Cr Parlett and Cr Best that Council form a Closed Council to consider the item listed below, AND THAT the Press and the public be excluded from the Meeting of the Closed Council because of the confidential nature of the business to be transacted.

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

GENERAL MANAGER'S REPORT

1. **Private Vehicle Use, C2.4.7**
Reason for confidentiality: personnel matter (Section 10A(2)(a))
2. **Performance Review - General Manager, P4.10041/3**
Reason for confidentiality: personnel matter (Section 10A(2)(a))
3. **Review of Remuneration Package, P4.10041/3**
Reason for confidentiality: personnel matter (Section 10A(2)(a))

MAYORAL MINUTE

1. **Recruitment of General Manager, P1.4.10015**
Reason for confidentiality: personnel matter (Section 10A(2)(a))

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

REPORT ON CLOSED COUNCIL

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

GENERAL MANAGER'S REPORT

1. Private Vehicle Use, C2.4.7

Reason for confidentiality: personnel matter (Section 10A(2)(a))

RESOLUTION: that Council's policy for private vehicle use be modified to allow employees to contribute the calculated pre-tax amount on a post-tax basis, where this is also to Council's advantage in reducing FBT.

2. Performance Review - General Manager, P4.10041/3

Reason for confidentiality: personnel matter (Section 10A(2)(a))

RESOLUTION: that the performance review be waived.

3. Review of Remuneration Package, P4.10041/3

Reason for confidentiality: personnel matter (Section 10A(2)(a))

RESOLUTION: to remain confidential.

MAYORAL MINUTE

1. Recruitment of General Manager, P1.4.10015

Reason for confidentiality: personnel matter (Section 10A(2)(a))

Noted

CLOSURE: There being no further business the meeting closed at 8.20 pm.

Taken as read and confirmed as a true record this day 20 June 2013.

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