



To Avoid Delay when  
Replying or Telephoning

Please Quote:

All Correspondence to be addressed to:  
The General Manager  
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GRENFELL NSW 2810

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## MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 21 APRIL 2016 COMMENCING AT 5.00 PM

14 April 2016

Dear Sir/Madam

**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, 21 APRIL, 2016**, commencing at **5.00 PM\*** and your attendance is requested.

**\*Note: Stephen Sykes and Helen Milne to address Council at 4.00 pm.**

Yours faithfully

GLENN CARROLL  
GENERAL MANAGER

### BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 17 March 2016  
- Extra-Ordinary Mtg 11 April 2016
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager  
(b) Director Corporate Services  
(c) Director Engineering  
(d) Director Environmental Services  
(e) Delegates
9. MINUTES - Henry Lawson Festival Ctee Mtg, 15/03/2016  
- Sesquicentenary Ctee Mtg 31/03/2016  
- Art Gallery Ctee Mtg, 7/04/2016  
- Tourism Ctee Mtg, 7/04/2016  
- Heritage Ctee Mtg, 7/04/2016  
- Planning and Development Ctee Mtg, 18/04/2016  
- Manex Ctee Mtg, 19/04/2016
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 Cr M Liebich in the Chair, Crs J Niven, G B Halls, A C Griffiths, N W Hughes, G McClelland, J Parlett, C Brown and P H Best.  
General Manager (G Carroll), Director Engineering (W Twohill), Director Corporate Services (L Gibson) and Director Environmental Services (B Hayes).

**APOLOGY:** Nil

**CONFIRMATION OF MINUTES:**

- 461** **RESOLVED:** Cr Hughes and Cr McClelland that the Minutes of the Ordinary Meeting, held on 17 March 2016 be taken and read as **CONFIRMED**.
- 462** **RESOLVED:** Cr Hughes and McClelland that the Minutes of the Extra-Ordinary Meeting, held on 11 April 2016 be taken and read as **CONFIRMED**.

**QUESTIONS FROM THE PUBLIC**

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

Requests to speak to be submitted in writing at least ten (10) days prior to the meeting.

Requests to be accompanied by a copy of any questions.

Each speaker to be allowed three minutes.

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The following requests have been received:-

Nil

**DECLARATIONS OF INTEREST**

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

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

Nil

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 21 APRIL 2016.**

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**SECTION A - Matters for information**

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 10/2016.
- A2. The Hon Katrina Hodgkinson MP, A3.19.2: Thank you for your correspondence dated 23 February 2016 in which you expressed your concerns about Grenfell's Swimming Pool Development.
- A3. Office of Local Government, A3.9.3: Advising the Government is proposing to amend the *Swimming Pools Regulation 2008*, *Conveyancing (Sale of Land) Regulation 2010*, and *Residential Tenancies Regulation 2010*.
- A4. Dave Watt, Greenethorpe Soldiers Memorial Hall, P2.13.2: Advising it is with some anticipation that we write to you on behalf of Greenethorpe Soldiers Memorial Hall to inform you of our proposal to construct a new external war memorial on land in front of our hall.
- A5. Department of Industry Resources and Energy, A3.6.52: Advising the potential for mineral and gemstone fossicking to contribute to the development of NSW's regional tourism industry, and the potential economic benefits for Councils.
- A6. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 11/2016.
- A7. Department of Primary Industries, A3.6.45: Please see the attached letter advising you of new Aboriginal Land Claims lodged within your Local Government Area.
- A8. Quandialla Progress Association, C1.312: Advising at our last meeting Stage 1 of the Council's proposal for draining water from the main street and in front of the school were discussed.
- A9. Dams Safety Committee, P2.1.7: Advising the NSW Dams Safety Committee (DSC) wishes to thank Weddin Shire Council for its letter regarding Company Dam.
- A10. NSW Rural Fire Service, E1.3.1: Please find attached the notification for the prescribed burn at Keewong.
- A11. Cr Keith Rhodes AFSM, President LGNSW, A3.8.2: Advising Local Government Minister Paul Toole yesterday advised Parliament that the scheduled 2016 local government elections will be split between September 2016 and March 2017 in order to accommodate the Government's merger program.
- A12. Cr Keith Rhodes AFSM, President LGNSW, C2.10.9: Drawing your attention to the attached correspondence from Local Government Minister Paul Toole, calling for Expressions of Interest in a range of positions that may be proclaimed by the Government, post-amalgamation.
- A13. Laureen Harvey, H1.1.10: re: Dr Al Badran. Our family is saddened that he has left Grenfell. Ismael was the best Doctor our family have ever had.

- A14. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 12/2016.
- A15. Federal Member for Riverina, The Hon Michael McCormack MP, A3.19.2: Writing in relation to the recently-gazetted boundaries for Federal electorates which will take effect from this year's Federal Election.
- A16. Amy Millard, Communications Officer, Forbes Shire Council, C2.9.5: Advising on Wednesday, April 6, Golf NSW will be in Forbes to make an announcement of Australia's first ever Sands/Grass Greens 36 Hole Championship using Forbes and Grenfell's Courses.
- A17. John Owens, P2.3.3: Advising I just spent the Easter break in the Caravan Park in town on Grafton Street and the standard of the facilities and staff was great.
- A18. Grenfell Historical Society, C1.4.16: Advising the Grenfell Historical Society at their last meeting had asked Clive Johnson if he would film the events of the Grenfell Sesquicentenary.
- A19. Greenethorpe Soldiers Memorial Hall, C1.1.3: Writing to thank the Weddin Shire Council for the generous donations towards our raffle at the recent Greenethorpe Carnivale Ball.
- A20. NSW Health, Western NSW Local Health District, H2.7: Re: Grenfell Multi Purpose Centre – Painting of heritage buildings.
- A21. Office of Local Government, A3.9.3: Advising as Australia and New Zealand commemorate the Centenary of Anzac (2014-2018), the New South Wales Government wants to reiterate its support for our service men and women and the Returned and Services League (RSL) of Australia.
- A22. Clayton Elliott and Luke Gavin, E3.5.4: Writing to you regarding a request for service for the removal and replacement of eight (8) Prunus trees located on the nature strip at the address 2 Dagmar Street, Grenfell.
- A23. Aboriginal Land Claim Investigation Unit, A3.6.45: Please see the attached letter advising of new Aboriginal Land Claims lodged within your Local Government Area.
- A24. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 13/2016.
- A25. Tegra Australia Pty Ltd, P2.5.4: Accepting Council's offer to purchase Lot 12 being a block of 9,960 square metres in the Industrial Estate, as detailed in your correspondence dated 30 March 2016.
- A26. Gai Lander, P2.3.14: Drawing your attention to my concerns regarding the Art Gallery Committee management of the brochure and storyboard developed for visitors and staff of the Art Gallery.
- A27. Statewide Mutual, A3.11.2: Forwarding the Statewide Mutual Annual Report.
- A28. Transport for NSW, A3.6.51: Advising on 1 April 2016, the NSW Government announced a Fixing Country Rail Pilot Round to improve freight productivity in regional NSW.
- A29. Grenfell Food Hall, C1.3.0: Advising it gives me great pleasure on behalf of the Grenfell Food Hall management committee to invite you as Mayor and your fellow Councillors to attend the opening of the Grenfell Food Hall.

- A30. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 14/2016.
- A31. Director Environmental Services, T5.18.2016: Advising Weddin Shire Council has received the above mentioned application as indicated at the premises below.
- A32. NSW Government, C2.10.9: Advising the NSW Government is committed to the effective implementation of any merger that goes ahead.
- A33. Barry Lennane, P4.20201: Advising I will be retiring from Weddin Shire Council after over 42 years service on Monday 2 May 2016.

**SECTION B**

**Matters for Report**

- B1. Trevor Lobb, C1.4.16: Advising that I understand Council is seeking ideas for the Grenfell Sesquicentenary celebrations.

**Referred to Director Engineering**

- B2. Weddin Community Native Nursery, C1.4.16: Weddin Community Native Nursery would like to offer Weddin Shire Council \$500 worth of trees and shrubs to help beautify our town for the sesquicentennial celebrations.

**Referred to Director Engineering**

**463** **RESOLVED:** Cr Griffiths and Cr Parlett that Correspondence sections A and B be noted.

## **SECTION C - Matters for consideration**

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

1. Australian Local Government Association, A3.8.3: Writing to invite you and your Council colleagues to attend this year's National General Assembly of Local Government (NGA) in Canberra from 19 – 22 June.

I have invited the Prime Minister, the Deputy Prime Minister and the Leader of the Opposition. We will also be joined by other Ministers and Shadow Ministers and leading public figures presenting keynote addresses which will help to focus discussions at the NGA.

The theme for the 2016 NGA is Partners in an Innovative and Prosperous Australia.

Your Council's involvement NGA is vital in helping ALGA to maintain a strong focus on Local Government and to drive improved outcomes for Local Government at the national level.

### **RECOMMENDATION:**

For Council's Consideration

- 464** **RESOLVED:** Cr Hughes and Cr Parlett that the Mayor be Council's representative at the National General Assembly of Local Government (NGA) at the National Convention Centre in Canberra from 19 – 22 June 2016.

2. Local Government NSW, A3.8.2: Advising Local Government Minister Paul Toole yesterday advised Parliament that the scheduled 2016 Local Government elections will be split between September 2016 and March 2017 in order to accommodate the Government's merger program.

### **Copy forwarded to Councillors**

**Noted**

3. Department of Human Services, A3.6.1: The Australian Government Mobile Service Centres travel to rural and regional communities to provide community members with information and access to government services.

The Mobile Service Centres are fully functioning offices outfitted with next G technology, satellite phones and internet connections, laptops and printers. An on-board generator is available to power the equipment in the Mobile Service Centre.

Previously in Grenfell the Mobile Service Centre has been parked opposite the Library, cnr Main and Forbes Streets. This was a suitable location and with permission the Mobile Service Centre would use this location again.

I have attached a copy of the relevant Certificate of Currency for public liability purposes.

**RECOMMENDATION:** that approval be granted as requested.

- 465** **RESOLVED:** Cr McClelland and Cr Hughes that approval be granted as requested.

4. Western Region Academy of Sport, C1.2.1: Writing to you regarding Council's 2016/17 possible contribution to the Western Region Academy of Sport's (WRAS) operations.

We are very appreciative of this contribution as it allows us to ensure quality sports development for the region's many talented athletes and coaches. I have taken the liberty of enclosing a tax invoice for the amount of \$198.00.

On behalf of the Board and athletes of WRAS, I thank you for your past contributions and look forward to your ongoing support.

**Note: 2015 donation \$194.00**

**RECOMMENDATION:** that Council's 2016/2017 contribution of \$198.00 be approved.

**466** **RESOLVED:** Cr McClelland and Cr Hughes that Council's 2016/2017 contribution of \$198.00 be approved.

5. Grenfell RSL, C1.3.26: Advising the Grenfell RSL Sub-Branch wishes to advise Council that they will be conducting ANZAC Services at Memorial Park on Monday, 25 April 2016.

The commemorations will commence as usual: Dawn Service at 6.00 am and the main service at 11.00 am. The March will commence at 10.45 am from the front of McClintocks.

We look forward to Council's assistance with Memorial Park and associated traffic supervision.

**RECOMMENDATION:** that assistance be provided as requested.

**467** **RESOLVED:** Cr Halls and Cr Parlett that assistance be provided as requested.

6. Grenfell Community Health, C1.7.6/C1.1.3: Advising the Grenfell Voices Against Violence Committee is requesting support for two events we are facilitating in 2016.

Each year trained facilitators run a program for Year 10 students, both female and male called LoveBites. The program provides education on Domestic Violence and Sexual Abuse.

We are seeking financial support from the Weddin Shire Council to assist with the implementation of the 2016 LoveBites program.

The Grenfell Voices Against Violence Committee also require support with the 2016 White Ribbon Day. In 2015 we facilitated a successful White Ribbon Day and are anticipating a larger campaign in 2016. We are hoping to reach more community members in 2016 as Domestic Violence affects adults, children, families and the community.

The cost to achieve these goals will be approximately \$400.00. Any contribution from Weddin Shire Council will be greatly appreciated.

**Note: 2015 donation \$200.**

**RECOMMENDATION:**

For Council's Consideration

**Cr Brown declared a conflict of interest as President of The Henry Lawson High School P & F and stayed in the room.**

**Cr Parlett declared a conflict of interest as a member of the Grenfell Voices Against Violence Committee and stayed in the room.**

**468 RESOLVED:** Cr Hughes and Cr Best that Council donate \$200 towards the LoveBites program.

7. Grenfell Public School, P2.1.6: Advising Grenfell Public School need to play Canowindra Public School in soccer in May.

I am requesting permission to use the soccer fields at the Henry Lawson Oval on 2 May 2016 from 10.30 am to 1.00 pm and 17 May from 10.30 am to 1.00 pm.

**RECOMMENDATION:** that the requests be approved.

**469 RESOLVED:** Cr McClelland and Cr Niven that the requests be approved.

8. Grenfell Kart Club, C1.2.5: Forwarding the club's race dates for 2016.

The two main dates are the Southern Stars on 9 and 10 April and the Bob Hinde on 9 and 10 July. If possible we would like the use of a portable toilet on these dates. Also if available, the cool room for the Bob Hinde.

**RECOMMENDATION:** that the requests be approved at no charge and the Grenfell Kart Club be advised accordingly.

**470 RESOLVED:** Cr Niven and Cr Best that the requests be approved, including the supply and pick up of bins at no charge and the Grenfell Kart Club be advised accordingly.

9. The Grenfell Jockey Club (Inc), C1.1.3/C1.2.3: Advising the next running of the Henry Lawson "Loaded Dog" Handicap is set down for Saturday September 17. Council assisted in past years by provision of litter-bins and sponsorship towards an actual race. Would Council continue this or similar assistance in 2016?

As 2016 is Grenfell's Sesquicentenary year, we hope to make this a very special meeting and welcome people to "Come Home to Grenfell" for the occasion.

We have also applied to have the Melbourne Cup Tour to visit Grenfell once again following the success of local girl Emily Hunter winning Fashions on the Field at the Melbourne Cup and Oaks Day in 2015.

Perhaps Council might consider raising their sponsorship in view of the importance of our 150 year's anniversary?

The Grenfell Lions Club has also been contacted by the Chrysler Car Club to cater at Iandra Castle for around 250 people on September 21. To save double handling, the Jockey Club who usually return the cool room on the Monday after the races, would store it in a locked up area before handing it over to the Lions Club.

**Note: In 2015 Council donated \$200 towards a race and assisted as requested.**

**RECOMMENDATION:**

For Council's Consideration

**471 RESOLVED:** Cr Brown and Cr Halls that Council donate \$200 towards a race and supply the bins and cool room at no charge.

10. Grenfell Lions Club Inc, C1.1.3/C1.3.7: Advising the Grenfell Lions Club has been contacted by the Chrysler Car Club to cater for their National Rally at Iandra Castle on Tuesday September 20, 2016 with numbers expected to be in excess of 250.

The Grenfell Lions Club is seeking assistance from Council for the hire/use of their large cool room on this day.

**RECOMMENDATION:**

For Council's Consideration

**472 RESOLVED:** Cr McClelland and Cr Parlett that Council approve use of the cool room as requested at no charge.

**SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 21 APRIL 2016**

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**RECOMMENDATION:** that the late correspondence be received and dealt with because of the urgency of the matters.

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

11. Grenfell Car Club, P2.3.12: Advising the Grenfell Car Club will be holding a get together for its members at the Grenfell Railway Station on Saturday, 23 April 2016.

It is proposed that the car park and bar-b-que facilities will be used between 10.30 am and 3.00 pm.

**RECOMMENDATION:** that approval be granted subject to provision of a copy of their Public Liability Policy.

**Cr Griffiths declared a conflict of interest as President of the Car Club and left the room.**

**474** **RESOLVED:** Cr Hughes and Cr Halls that approval be granted subject to provision of a copy of their Public Liability Policy.

**Cr Griffiths returned to the room.**

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

## NOTICE OF MOTION

### 1. Building Specifications, C2.8.1

Notice is given of the following motion at the April 2016 Council meeting:-

“that Council when calling for building tender, instead of specifying make or similar, that an Australian Standards number be specified. Eg pan meets AS No. 2468000.”

Signed: \_\_\_\_\_ Cr Alan Griffiths

#### **Comments:**

**476** **RESOLVED:** Cr Griffiths and Cr Hughes that Council when calling for building tenders, instead of specifying make or similar, that Council specify make or equivalent.

### 2. Civic Reception – Grace Eppelstun, C2.8.1

Notice is given of the following motion at the April 2016 Council meeting:-

“that Council host a Civic Reception for Grace Eppelstun who has recently been crowned the 2016 The Land Sydney Royal Showgirl.”

Signed: \_\_\_\_\_ Cr Carly Brown

#### **Comments:**

**477** **RESOLVED:** Cr Brown and Cr McClelland that Council host a Civic Reception for Grace Eppelstun who has recently been crowned the 2016 The Land Sydney Royal Showgirl.

14 April 2016

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 reported to the March 2016 Council meeting Council will have to re-submit our 'Fit for the Future' submission.

Reassessment guidelines to facilitate the resubmission have not as yet been released. Pre-assessment workshops are planned to be held upon release of the guidelines. The revised improvement plans are to be re-submitted in May with the reassessment of the plans to be undertaken in June 2016.

A workshop was held on Monday, 21 March 2016 run by Mr Glenn Inglis and Mr Stephen Sykes to provide direction and assistance in the development of our "Fit for the Future" re-submission.

In regards to the NSW Governments \$4 million Innovation Fund it was resolved at the March 2016 Council Meeting that a grant funding application be submitted on a Regional basis with other interested Councils under the Fund to become fiscally responsible and conduct organisational and service delivery reviews.

After discussions with Mid Lachlan Alliance Councils Parkes, Forbes and Lachlan it was agreed that Mr Stephen Sykes be engaged to submit a joint application under the fund.

The grant funding application was submitted on behalf of the Councils by the due date of 1 April 2016.

**For Information**

**Noted**

**2. 2016/2017 Operational Plan, A3.4**

An estimates workshop was held on Thursday, 31 March 2016 and an extra-ordinary meeting was held on Monday 11 April 2016 to determine priorities and funding for various projects and to facilitate the development of the draft 2016/2017 Operational Plan.

The draft Operational Plan will now be presented to the May 2016 Council meeting before being placed on public exhibition and presented to the June 2016 Council Meeting for formal adoption.

**For Information**

**Noted**

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

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### **3. Weddin Regional Health Hub Operation, H1.1.7/P2.12.17**

As previously reported to Council consideration is currently being given to the future operation of the Weddin Regional Health Hub.

Mr Stephen Sykes and Ms Helen Milne (an advisor to the Federal Government in regards to the establishment of Primary Healthcare Networks who has been assisting Stephen in the process) will attend Council at 4.00 pm on 21 April 2016 prior to the Council Meeting to address Council in regards to the process and our future direction.

Expressions of Interest (EOI's) were recently re-called to engage a Service Provider with three (3) EOI's received which are further reported in closed council.

**For Information**

**Noted**

### **4. Weddin Business Awards, C2.6.33**

The Weddin Business Awards to be held on Saturday 30 April, 2016 at the Grenfell Country Club are certainly creating a lot of excitement and interest. Neil Druce from the Junee Licorice Factory has been announced as the special guest which should be very interesting and inspiring.

Mr Bruce Buchanan from the Orange BEC and the Weddin Development Committee Chairman Mr Michael Yates should be commended on this tremendous initiative. The awards certainly raise the profile of our local businesses particularly the ones that demonstrate a commitment to excellence in business and service areas.

The awards will comprise seventeen categories all of which have been generously sponsored by various businesses which is very much appreciated. As Councillors are aware Council previously resolved to donate \$500 for the "Best Business in the Weddin Shire" category.

Residents are being given the opportunity to vote for their favourite businesses in two peoples choice categories "Excellence in customer service" and "Excellence in Business" via coupons from the Grenfell Record or from hard copies available from local businesses in the Shire.

The remaining awards which will be judged by Economic Development Officers from neighbouring Councils are also an opportunity to recognise and acknowledge our local businesses and give the Weddin Shire business sector a tremendous boost. The awards will also encourage and motivate local businesses to strive for excellence in their respective businesses which will have a positive effect on our local business sector.

**For Information**

**Noted**

### 5. Cowra Rail Lines, T3.8.5

As previously advised the Minister for Roads, Maritime and Freight the Hon Duncan Gay MP advised that the tender process for the Cowra Rail Lines had been completed and unfortunately a suitable private sector operator could not be found.

While the announcement was very disappointing, the Government has since committed \$400 million to the Fixing Country Rail Program with \$153 million to be invested over the next three years to continue fast tracking upgrade and repairs to the NSW grain lines which is very encouraging. Minister Gay did previously indicate that the Cowra Rail Lines may still be re-opened in the future as the tender process generated market interest and provided valuable information.

On this basis a meeting of the Cowra Rail Lines Councils of Blayney, Cowra, Harden, Young and Weddin was held in Cowra on Wednesday 23 March, 2016 to further pursue the process, with Council represented by the Mayor and myself.

The five Council's involved are still pushing the financial, social, and economic benefits of the re-opening of the line, and also the strategic importance of freight corridors. This includes removing heavy vehicles off our congested roads; better access to and from Sydney markets and ports for country producers; safer transport; reduced energy use and pollution; and less congestion on the Sydney-Blue Mountains line.

The Councils see the strategic significance of the line re-routing from the Sydney train commuter network and providing a link directly into Port Kembla and Port Botany, a link that would be enhanced with the completion of the much-anticipated Maldon Dombarton link. These are enormous economic benefits let alone the social and environmental benefits of getting an increasingly-large volume of heavy vehicles off our rural roads and on to rail.

The Councils agreed to seek a meeting with the State Minister for Roads, Maritime and Freight, the Hon Duncan Gay MP, requesting that the State Government take a serious look at re-opening the "Cowra Lines" and enquire how the matter should proceed.

**For Information**

**Noted**

### 6. Michael McCormack MP Visit, A3.19.2

With Weddin Shire being redistributed into the Riverina Electorate from the next Federal Election the current member for Riverina Mr Michael McCormack visited Grenfell on Tuesday 5 April, 2016.

Mr McCormack is currently visiting towns in the Riverina electorate to conduct 'Meet and Greet' sessions and discuss various plans and aspirations for the electorate if he is elected at the next election.

**For Information**

**Noted**

### 7. The Hon Katrina Hodgkinson MP visit, A3.19.2

The Member for Cootamundra The Hon Katrina Hodgkinson MP visited Grenfell on Friday the 8 April, 2016 for various official engagements.

Ms Hodgkinson met Council representatives at the swimming pool to 'turn a sod' prior to construction works commencing. Ms Hodgkinson then attended the Council Chambers to present Senior Citizen Achievement Awards to Terry and Deidre Carroll and Roma Sinclair before attending the Grenfell Museum for a further presentation as well as visiting the Grenfell Preschool.

Terry, Deidre and Roma have assisted our local community over many years which is very much appreciated. It is proposed to send a letter of congratulations and thanks to each of the recipients.

A letter of thanks has been forwarded to our local member for her visit to the Weddin Shire.

**RECOMMENDATION:** that a letter of congratulations be forwarded to Terry and Deidre Carroll and Roma Sinclair on being awarded Senior Citizen Achievement Awards.

**478** **RESOLVED:** Cr McClelland and Cr Hughes that a letter of congratulations be forwarded to Terry and Deidre Carroll and Roma Sinclair on being awarded Senior Citizen Achievement Awards.

### 8. Local Government NSW (LGNSW) Visit, A3.8.2

The president of LGNSW Mr Keith Rhodes and Chief Executive Donna Rygate visited Grenfell on Tuesday 12 April, 2016.

The visit was part of an ongoing series of meetings LGNSW are having with all NSW Councils to discuss various issues as detailed below:

- Local Government Reform
- EMS Levy
- Container Deposit Scheme
- LGNSW's Submission – NSW Local Government Act, 1993 review regarding Sec 218CA(2)

The visit proved to be very worthwhile particularly as it offered Council the opportunity to discuss the above topics which are quite relevant in the current Local Government Environment.

**RECOMMENDATION:** that a letter of appreciation be forwarded to LGNSW representatives for attending Council to discuss various topics relevant in the current Local Government Environment.

**479** **RESOLVED:** Cr Brown and Cr McClelland that a letter of appreciation be forwarded to LGNSW representatives for attending Council to discuss various topics relevant in the current Local Government Environment.

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

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### **9. Picnic Day, P1.2.2/P1.5.1**

The United Services Union applied to hold the union picnic day on Tuesday, 29 March 2016, as provided under the Local Government (State) Award 2014 which was approved.

Arrangements were be made for various outdoor staff to be available if required. Arrangements were also made with employees to roster the administration staff so that the main office remained open.

Accordingly the Office, Internet Centre and the Library remained open.

**For Information**

**Noted**

**GLENN CARROLL**  
**GENERAL MANAGER**

**480** **RESOLVED:** Cr Parlett and Cr Niven that except where otherwise dealt with the General Manager's Report be adopted.

## THE DIRECTOR CORPORATE SERVICES' REPORT

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14 April 2016

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

**1. Statement of Bank Balances as at 31 March 2016:**

Bank Account	
Westpac	\$532,222.02
Investments	
Westpac	<u>6,000,000.00</u>
<b>Total Investments</b>	<b><u>\$6,000,000.00</u></b>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 March 2016.

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 March follows:**

Rates Receipts	106,437.75
Credit Union Agency Commission	607.20
Interest on Investments	28,851.99
RMS Blackspot Funding	10,000.00
Development & Building Application Fees	2,857.00
CTC Income	9,206.15
Caravan Park Income	7,357.00
Swimming Pool Entrance Charges	538.50
Other	5,855.32
<b>Total</b>	<b><u>\$171,710.91</u></b>

**For Information**

**Noted**

## THE DIRECTOR CORPORATE SERVICES' REPORT

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### 3. Roads and Other Expenditure:

Following are the up to date maintenance figures as at 31 March 2016.

<b>ITEM</b>	<b>VOTE</b>	<b>EXPENDITURE</b>
Rural Roads Maintenance	717,479	528,154
Grenfell Town Streets Maintenance	168,722	101,039
Village Maintenance - Caragabal	6,000	4,256
Village Maintenance - Greenethorpe	6,000	7,497
Village Maintenance - Quandialla	6,000	11,336
Garbage / Recycling Collection	129,000	90,577
Quandialla Recycling Station	8,000	3,376
Greenethorpe Collections	8,000	4,809
Commercial Waste Collection	18,000	7,673
Grenfell Waste Depot Manning / Plant Hire	135,000	94,997
Tips Working Expenses	49,000	46,589
Grenfell Tip Green Waste Processing	20,000	10,870
Grenfell Cemetery Maintenance	69,000	55,734
Grenfell Lawn Cemetery Sites etc. income	(33,000)	(48,018)
Noxious Plants	84,500	55,983
Noxious Plants - Extra	20,000	14,504
Parks & Gardens	206,262	135,922
Library Expenditure	95,053	62,172
Baths Income	(25,000)	(19,780)
Baths Expenditure	134,909	102,998
Caravan Park Income	(57,000)	(50,628)
Caravan Park Expenditure	103,635	62,435

## THE DIRECTOR CORPORATE SERVICES' REPORT

### RTA GRANT WORKS

Item	Vote	Expenditure
2015/16 State Roads (SH6)	542,708	495,343
2015/16 National Roads (SH17)	637,984	420,701
2015/16 Regional Roads Block Grant	907,584	333,282

2015/16 Rural Local Roads (FAG)	Vote	Expenditure
Reconstruct Village Streets	36,520	0
Quandialla Drainage	151,657	0
Greenethorpe - Bumbaldry road	500,000	500,000
Grenfell Medical Centre - K&G & Footpath	142,036	12,036
Grenfell Streets Construction	121,507	5,472
Grenfell Kerb & Gutter	104,545	2,315
Grenfell Streets - Foot paving	37,387	926
Gravel Resheeting	175,984	52,923
Asbestos Mgmt Plan	6,800	6,748
Memory St/Holy Camp Road Construction	30,000	18,815
Total	<b>1,306,436</b>	<b>599,234</b>

2015/16 Roads to Recovery	Vote	Expenditure
RESEALS (R2R)	200,000	56,895
BALLENDENE ROAD (R2R)	345,593	95,570
DRIFTWAY ROAD (R2R)	512,292	200,116
TYAGONG CREEK ROAD (R2R)	221,393	221,393
Total	<b>1,279,278</b>	<b>573,974</b>

For Information

Noted

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

Debt recovery activity for March has been ongoing and is as follows:

Batch of 15 referred to Outstanding Collections for further action with

- 4 paid in full
- 6 no response
- 4 arrangements
- 1 pending wage garnishee

New batch of 6 referred to Outstanding Collections for further action with

- 4 no response to date
- 1 paid in full
- 1 response – pending arrangement

3<sup>rd</sup> Instalment outstanding reminders sent and 11 x 2<sup>nd</sup> instalment pending further action letters sent

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

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Continued monitoring of existing payment arrangements, following up with further action where required.

Continued liaison with Council's Debt Recovery Firm Outstanding Collections and other debt collection activity of a routine nature.

**For Information**

**Noted**

### **5. Local Government Elections, C2.1.10**

As council is not subject to an amalgamation, elections will be held in September of this year. All candidates and groups standing in these elections are subject to the requirements for registration and election campaign finances. These requirements are regulated and enforced by the NSWEC.

The primary source of information for candidates and groups is [www.votensw.info](http://www.votensw.info). All the relevant registration information and forms needed by candidates and groups is on that website. On the website there will be a series of presentations candidates can view and listen to which outline all of the relevant information, requirements and key dates. The NSWEC is not undertaking face-to-face candidate seminars. The online presentations replace the face-to-face seminars.

The NSWEC's candidate handbook contains information about how and when to register. The handbook will soon be published on the website.

Returning Officers have instructions to refer candidates and groups to the website to obtain the registration forms and information about registration. Councils should refer prospective candidates and groups to the [www.votensw.info](http://www.votensw.info) website for information about the registration requirements.

Candidates and groups can contact the NSWEC directly on 1300 022 011 or email [fdc@elections.nsw.gov.au](mailto:fdc@elections.nsw.gov.au) if they have questions about registration or their election campaign finances.

Print advertising will be undertaken by the NSWEC prior to the elections to advise candidates and groups of the registration requirements and to refer people to the NSWEC website.

**For Information**

**Noted**

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

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

The **Seniors Morning Tea** was held on 29th March with approximately 30 people attending. Those who came expressed satisfaction with the morning and the event was well-covered in the local paper and on social media. The catering was excellent as always and quality entertainment was provided by the Grenfell Music Club Singers, John Hetherington and John Willems.

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

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The junior cash awards for the **Summer Reading Club** have been distributed and the award certificates prepared. Notification from Peter Westman as to when he can perform is being awaited so a date can be set for the Awards Afternoon Tea.

Ms Philippa Scarfe, State Library Zone Consultant, will be visiting the library on 6th May as part of the State Library's new **assessment and compliance visitation** program.

The librarian attended the **Central West Zone meeting** of the NSW Public Libraries Association at Dubbo on 1st April. There were presentations by Wavesound Pty Ltd and NSW.net, the presentation of reports by NSWPL, APLA, the State Library and Zone member libraries, and a general business meeting. "Books on Prescription", a Zone initiative, is to be launched in Library Week with training days on 5th and 6th May.

The **"Picks of the Week"** article on the blog with a link from the library Facebook page has been continued.

The librarian was absent on **leave** from 9th to 29th March. During this time the library was operated by Ms Christine Cuddihy.

Otherwise activities were of a routine nature.

**For Information**

**Noted**

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

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

Grenfell Go Card update - there has been \$8,165 loaded onto the cards and \$4,843 has been redeemed. An Easter promotion was held in March. The cards are being used in 28 of the 49 registered stores.

Distributed funding opportunities to interested community groups.

Assisted the Weddin Development Committee with organisation of the upcoming Weddin Business Awards including distribution of people's choice forms, collection of application forms and distribution of application tips sheet. Sourced quotes for table decorations. Sourced quotes for winners advertising package.

Attended March Weddin Development Committee Meeting.

**For Information**

**Noted**

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

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### **8. Tourism/Promotions, C2.8.11**

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

Assisted with Henry Lawson Festival planning. Prepared agenda and minutes for the March meeting and actioned March minutes. Finalised new statuette procurement process. Sought legal advice and promoted extraordinary meeting to consider amendment to Henry Lawson Festival constitution. Sourced busking coordinators.

Finalised new adverts in tourism brochure reprint.

Actioned minutes from February Tourism meeting.

Recorded community hub bookings, distributed and collected paperwork from clients.

Researched and recorded 3 radio interviews and updated community noticeboard tv screen 3 times.

Distributed tourism brochures to surrounding visitor centres.

Coordinated and promoted Young at Heart Film Festival for Seniors Week.

Investigated employment options for AVIC weekend staff.

Prepared agenda and minutes for Gold Fest review.

**For Information**

**Noted**

### **9. Arts/Tourism, C2.8.11**

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

#### **Art & Art Gallery**

- Received final draft of Norway quilt promotional material. Finalised changes and design.
- Sent upcoming exhibition details to Arts Out West for their monthly e-newsletter
- Made contact with new Art Gallery exhibitors. Met with Jane to show her the Art Gallery.
- Sent email to next artists in Gallery requesting signed documents
- Arranged letter of payment for previous exhibitor
- Contacted Regional Arts NSW to have the Henry Lawson Festival added to their events calendar
- Prepared report for Grenfell Record feature on Art Gallery opening.
- Contacted current exhibitors to let them know of art sales.
- Sent out draft April art gallery volunteer roster. Requested EOI for volunteers who are interested in Saturday afternoons, Sundays and Mondays. Gathered feedback and sent out finalised April roster.
- Sent out April art gallery volunteer roster

### **Tourism**

- Updated business listings on Grenfell.org.au
- Added and updated event listings on Grenfell.org.au
- Updated internal dining out guide – removed closed businesses and added new businesses
- Applied for Festivals Australia grant for Sesquicentenary
- Contacted Tilma Group and arranged a quote
- Contacted various talent management agencies to see about availability and costings of artists
- Researched appropriate artists for target market.
- Drafted letters for support for Grenfell Rugby Union Club, Grenfell Open Gardens, Weddin Development Committee and Henry Lawson Festival of Arts
- Contacted Ancestry.com about attending the Sesquicentenary October long weekend event to conduct workshops/talks.
- Wrote Facebook posts and scheduled posts
- Researched companies and gathered quotes for town entry signage, Main Street and George Street interpretive signage, signage for Weddin Mountains and Company's dam walking directional signs – for Councils estimates meeting.

### **Visitor Information Centre**

- Finalised and presented to-do list and budget required to get the Grenfell Visitor Information Centre open to Auburn, Lachlan and Glenn. This was complete with all quotes.
- Sent proposal and met with Brendan Hayes to discuss and finalise signage for Grenfell VIC
- Contacted suppliers and ordered:
  - Custom brochure display system with cupboards
  - VIC counter equipment – computer system, phone system, printer,
  - Building signage
  - Power and cabling for reception desk
- Final meeting with contractors regarding VIC imagery development and fitout
- Put together job description for casual weekend staff for VIC
- Liaison with Bill Twohill and Auburn Carr regarding advisory VIC signage. Read through appropriate sections in RMS tourist signposting book.
- Continued with drafted VIC Strategic Business Plan, Operations Manual and Marketing Plan
- Contact made with Frank Freudenstein regarding leather book marks

### **Henry Lawson Festival**

- Attended Henry Lawson Festival meeting
- Updated Henry Lawson Festival sponsorship database
- Sent out follow up emails to previous years sponsors and some potential new sponsors
- Received and gathered applications for Street stalls and street parade entries.
- Updated henrylawsonfestival.com.au sponsorship page with confirmed 2016 sponsors
- Sort sponsorship for Henry Lawson Festival Awards Night
- Sort sponsorship for Photography competition
- Sent letter of requests to Bunnings Forbes and Cowra
- Submitted funding application to CSU for VSS
- Updated content across website for 2016

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

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- Printed and posted 45 street stall application forms for the street stall co-ordinator
- Sent out invoices to new HLF sponsors
- Received sponsorship money for HLF and updated appropriate spreadsheets. Sent receipts
- Put together proposal for a Parkes based business as major sponsor for 2016
- Wrote and scheduled posts about confirmed sponsors
- Wrote post about VSS entries and boosted post with budget
- Monitored boosted post
- Acquired quotes for portable toilet hire for festival
- Made enquiries into official guest for 2016
- Lesioned and secured special guest for 2017

**For Information**

**Noted**

### **10. Grenfell Internet Centre, C2.8.14**

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

Conducted services and repairs for 44 residential customers and 11 business customers.

Sold laptops/computers to 1 residential customer.

Sold software, parts and accessories to 48 residential customers and 2 business customers.

Sold ink and toner cartridges to 29 residential customers 1 business customers.

Delivered 2 individual lessons.

Printed 2 lots of service booklets.

Printed 1 lot of return thanks cards.

Printer 1 lot of business cards

Printed 1 lot of nomination forms.

**For Information**

**Noted**

**LACHLAN GIBSON**  
**DIRECTOR CORPORATE SERVICES**

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

14 April 2016

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

**1. Works Report (8 April 2016)**

**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   |
|       | - | shoulder repairs  |
|       | - | remove fallen tree  |
| SH17  | - | general maintenance   |
|       | - | attended truck accident                                     |
|       | - | shove repair  |
|       | - | patch new rehabilitation work carried out by RMS at Marsden |
| MR398 | - | general maintenance   |
| MR236 | - | general maintenance   |
| MR237 | - | general maintenance   |
|       | - | guidepost   |
| MR239 | - | general maintenance   |
|       | - | removed trees after wind storm                              |

**1.2 Rural Local Roads Programme**

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

- general maintenance
- sealed 2 km Driftway Road rehabilitation
- continued Ballendene Road rehabilitation

## THE DIRECTOR ENGINEERING'S REPORT

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### 1.3 Rural Maintenance

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

- general maintenance
- removed fallen trees in Driftway Road, Dodds Lane, Kangaroooby Road, Major West Road, Gerrybang Road, New Forbes Road, Goodes Lane and Ballendene Road
- completed culvert replacements on Driftway Road and Ballendene Road
- gravel Sheeting Gannons Lane, Dodds Lane and Grahams Lane
- attended Eualdrie Road fire

### 1.4 Urban Maintenance/Construction

- general maintenance
- removed fallen Tree Melyra Street
- Industrial drainage works

**For Information**

**Noted**

## 2. Other Works

- complete Vaughn Park Sewer extension
- plan and commence pool demolition and excavation

### 2.1 Parks & Ovals Report

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

- general maintenance
- rugby league gala day
- watering of street trees is continuing

### 2.2 Cemeteries

The following graves have been prepared from: 6 March 2016 to 8 April 2016:-

Grenfell Lawn	–	2
Grenfell	–	1
Bimbi	–	1
Caragabal	–	Nil

The following maintenance has been carried out in the last month:

- topped up graves
- sprayed and mowed

## THE DIRECTOR ENGINEERING'S REPORT

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### 2.3 Sewer Mains

Five (5) sewer chokes have been attended to during the last month, none in the relined section.

Constructed a sewer realignment at pool.

### 2.4 Private Works

- sold old aggregate to a ratepayer
- repaired road surface for RMS
- provided traffic control and signs for local plumber
- cleared sewer choke for plumber

### 2.5 Village Maintenance

- general maintenance

### 2.6 Vandalism

Urban - Nil

Rural - Nil

**Total Cost: \$0.00**  
**Progressive Cost Urban: \$6,800**  
**Progressive Cost Rural: \$0.00**  
(from 1/7/2015 to date)

**For Information**

**Noted**

## 3. Future Works

### 3.1 Rural

- general maintenance
- blackspot MR239 - signs and linemarking
- blackspot MR398 - signs and linemarking
- continue Ballendene Road widening
- next 2km Driftway Road widening

### 3.2 Urban

- general maintenance
- toilet construction at Lawson oval
- widen access road and construct cul-de-sac in Industrial land
- Grafton Street and Camp Street (Rygate Square) – New Linemarking (RMS)

**For Information**

**Noted**

## THE DIRECTOR ENGINEERING'S REPORT

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### 4. Plant Report

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

Plant No	Plant Item	Maintenance
	General Plant	General Maintenance
PI 4098	New Water Truck	Finalise fit out
PI 3963	Isuzu Town Truck	Fit out lights

It is proposed to replace the Director Engineering's vehicle PI 1116 Toyota Kluger which has travelled approximately 112,000 km.

**For Information**

**Noted**

### 5. RMS RMCC Contract, R2.54.4

Routine maintenance on SH6 and SH17 continues.

Council's staff attended a joint planning assessment with RMS on 5 April 2016 to determine road works priorities for 2016/2017.

Council continues to request Work Orders from RMS.

**For Information**

**Noted**

### 6. Noxious Weed Report – March 2016, C2.8.12

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

- Weeds sprayed – Noogoora Burr, African Boxthorn, Bathurst Burr, Silver Leaf Nightshade, Blue Heliotrope, Johnson grass, Devils Claw, Blackberry
- Areas sprayed –Iandra, Cudgymaguntry, Bungalong, Bumbaldry, Yambira, Brundah, Wallah Wallah, Warraderry, Melyra, Birangan, Bogalong, Maudry, Yuline, Wheoga & Grenfell town area
- Attended LVWAC (Lachlan Valley Weeds Advisory Committee) meeting at Cowra with the following matters discussed:-
  - Bio security Act, WAP updates mandatory documents,
  - Introduction of BIS (Biosecurity Information System) & GHS (Globally Harmonised System) for chemicals which comes into place 1 January 2017.
  - Related to chemical labelling and auditing your inventory. The new system started on 1 January 2014 and as of 1 January 2017 existing MSDS will no longer be current.
- 2 property re inspections
- Inspected high risk roadsides, TSRs, Council owned land, Rail & other high risk sites.

**For Information**

**Noted**

### 7. Taxi Rank – Main Street, R2.4.19

Council advertised the proposed relocation of the taxi rank closing on 12 April 2016, from its present location outside the Community Hub to the first car park outside the IGA supermarket adjacent to the blister, so as to improve pick up and drop off for taxi users.

No comments were received.

The taxi operator is agreeable to the proposal.

The estimated cost to remove the existing taxi rank and install the new rank is \$2,000 which can be funded from the Block Grant Traffic Facilities fund.

**RECOMMENDATION:** that Council adopt the relocation of the taxi rank to outside the IGA supermarket and fund the works from the Block Grant Traffic Facilities fund totalling \$2,000.

**482** **RESOLVED:** Cr McClelland and Cr Brown that Council approve the relocation of the taxi rank to outside the IGA supermarket and fund the works from the Block Grant Traffic Facilities fund totalling \$2,000.

### 8. Draft Plan of Management – Henry Lawson Oval, P2.1.6

The Draft Plan of Management for Henry Lawson Oval has been prepared, based on proposals received from Council and users of the facility.

It is proposed to seek comments from users of the facility prior to public advertising of the Plan.

The Plan includes a proposed priority listing of works to be carried out, which could be varied if works are considered more important.

**RECOMMENDATION:** that Council seek comments on the Draft Plan of Management for Henry Lawson Oval from users of Henry Lawson Oval.

**483** **RESOLVED:** Cr Best and Cr McClelland that Council seek comments on the Draft Plan of Management for Henry Lawson Oval from users of Henry Lawson Oval.

### 9. Main Street Archways, C1.4.16

The Grenfell Sesquicentenary Committee considered a proposal for archways to be constructed in Main Street at Rygate Square and in Burrangong Street near the Doctor's Surgery at its last meeting and resolved as follows:

*“that Mr Lobb be thanked for his proposal and advise that due to limited financial resources and time the committee cannot pursue the idea.”*

Whilst structures of this type have merit, there would be insufficient time to plan and construct the proposals in time for the Sesquicentenary. Also, financial resources for the Sesquicentenary are limited and could not accommodate this expenditure.

**RECOMMENDATION:** that Mr Lobb be thanked for his proposal and advise that due to limited financial resources and time the idea cannot be pursued.

484 **RESOLVED:** Cr Best and Cr Griffiths that:

- i) Mr Lobb be thanked for his proposal and advised that due to limited financial resources and time the idea cannot be pursued
- ii) Mr Lobb be advised that Council is considering the provision of the infrastructure in the Main Street to accommodate this type of project in the future.

**10. Donation of Trees and Shrubs, C1.4.16**

The Weddin Community Native Nursery has offered \$500 worth of trees and shrubs for the Weddin Sesquicentenary Celebrations. The committee at its last meeting considered the offer and noted that Council rejected a similar proposal in September 2014 and resolved as follows: *“that the Weddin Community Native Nursery be thanked for their offer and advise that due to time constraints and future maintenance costs the offer was declined.”*

It was noted that the plants must be in the ground by 30 June 2016. As Council has no financial or human resources to plant and maintain the trees and shrubs this year, the committee was not in favour of the proposal.

**RECOMMENDATION:** that the Weddin Community Native Nursery be thanked for their offer and advise that due to time constraints and future maintenance costs the offer is declined.

485 **RESOLVED:** Cr Niven and Cr Griffiths that the Weddin Community Native Nursery be thanked for their offer and advise that due to time constraints and future maintenance costs the offer is declined.

**11. Weddin Senior Management Team and Service Level Agreement Committee Meeting, E1.3.22**

The Mayor, Deputy Mayor and the Director Engineering attended the Senior Management Team meeting on 21 March 2016 at the Weddin Fire Control Centre.

The following matters were discussed:

- Quarterly performance review
- Management of Asbestos
- Hazard reduction
- Maintenance runs for the fire trucks
- Tanker lives to extend to 25 years
- Grenfell Tip and Showground – burn in April 2016
- Caragabal Cat 6 to come
- Fire season ends 31 March 2016
- 2016 Group Captain Election

**For Information**

**Noted**

**12. Quandialla Drainage, E2.9.3**

Council advertised the Quandialla drainage proposal, which closed on 11 April, 2016.

One letter was received from the Quandialla Progress Association advising that the association was happy to see progress on this issue and was in agreement for the work to be completed as soon as possible.

As agreed at the onsite meeting the plan is currently being amended and will be submitted to the next Council Meeting.

**For Information**

**Noted**

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

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**RECOMMENDATION:** that the Director Engineering's late report be received and dealt with because of the urgency of the matters.

**486** **RESOLVED:** Cr Halls and Cr Brown that the Director Engineering's late report be received and dealt with because of the urgency of the matters.

### **13. Funding for Blacks Bridge, R2.11.3**

Council resolved to fund the reconstruction of Blacks Bridge using Roads to Recovery funding based on advice from the Federal Government.

Council has recently been advised that this is incorrect and funding from Roads to Recovery funding cannot be used. However, Council can use FAG funding to fund its component of the Blacks Bridge costs (\$425,000) instead of funding the Greenethorpe-Bumbaldry Road, and the balance of the Greenethorpe-Bumbaldry Road can be funded from the Roads to Recovery Programme.

**RECOMMENDATION:** that Council vary the funding profile as follows:

- a) Fund its component of Blacks Bridge construction (\$425,000) from the 2016/2017 FAG programme.
- b) Fund the balance of the Greenethorpe-Bumbaldry Road construction in 2016/2017 from the Roads to Recovery Programme.

**487** **RESOLVED:** Cr Hughes and Cr Niven that Council vary the funding profile as follows:

- a) Fund its component of Blacks Bridge construction (\$425,000) from the 2016/2017 FAG programme.
- b) Fund the balance of the Greenethorpe-Bumbaldry Road construction in 2016/2017 from the Roads to Recovery Programme.

**WILLIAM TWOHILL**  
**DIRECTOR ENGINEERING**

**488** **RESOLVED:** Cr Niven and Cr Best that except where otherwise dealt with the Director Engineering's report be adopted.

14 April 2016

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

Dear Sir,

I wish to report as follows:-

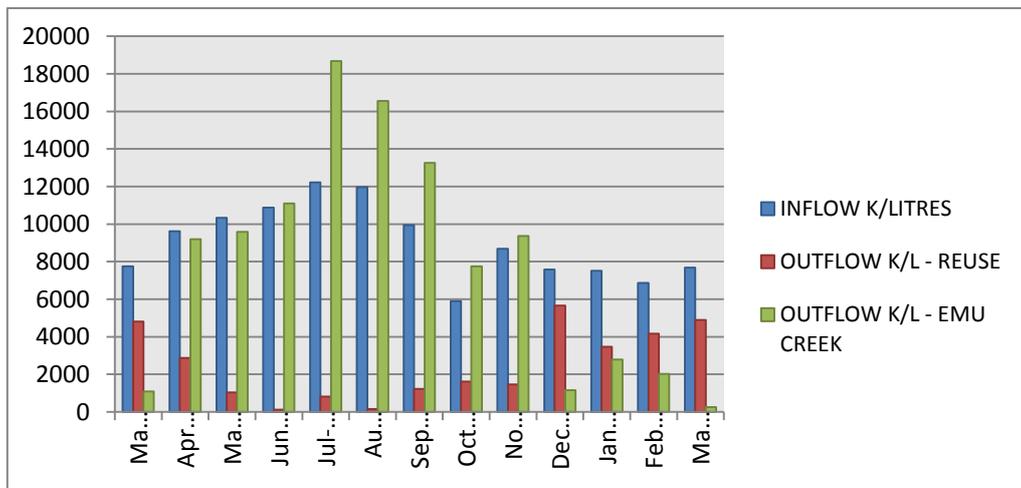
**A. Public Health and Environmental Matters**

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

Total inflow through the Works during March 2016 was 7,687 kl with the daily average of 247.96 kl. Outflow for irrigation for reuse was 4,893 and discharge to Emu 260kl.

The highest daily recording of 338 kl occurred for the 24 hours ending 6.30 am on 19 March 2016 and the lowest of 207 kl for the 24 hours ending 6.30 am on 10 March 2016.

A total rainfall of 39.5 mm was recorded for the month.



**For Council's Information**

**Noted**

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

**a. Companion Animals**

Animals Seized:	9 (Dogs)	Animals Returned to Owners:	1 (Dog)
Animals Impounded:	8 (Dogs)	Animals Destroyed:	0
Animals Sold:	0	Animals Released:	6 (Dogs)
Animals Surrendered:	0	Animals Rehomed:	0
Animals Straying:	0		

### Other activities carried out by Council Ranger:

#### Companion Animals

- Verification of existing microchips, details updated.
- Maintenance and record keeping of activities for impounding facility.
- Reporting of seizure activities to Office Local Government via e-mail spreadsheet.
- Updating existing records on NSW Pet Registry as per required under *NSW Companion Animals Act 1998* legislation.
- Entering new data on NSW Pet Register as per legislative requirements.
- Communication with community re companion animal registrations
- Acting and advising public in accordance with *Local Orders Policy for the keeping of Animals*.
- Scanning of lost animals, investigation of ownership and returning to owners.

#### Media Releases

- Recyclable materials, NetWaste information, website and phone number details

#### Recycling

- Recycling bin checks for contaminated waste.
- Correspondence issued re contaminated bins to property owners.
- Communication with public through letter box drop with flyers.

#### Notice of Intentions

2 Notices Issued

**For Council's Information**

**Noted**

### 3. Quandialla Swimming Pool, P2.3.1

**Total Attendance:** 745  
**Average:** 39.21  
**Season Ticket Sales**  
Adult: 0  
Family: 0

Activities for the months:

- Swimming Club finished holding Club Championships and Presentation Evening was held on 18<sup>th</sup> March
- Aqua Fitness Classes
- Bribbaree Public School visit 3 times in March
- Swimmers from Grenfell, Quandialla, Caragabal and Bribbaree continued training twice a week in preparation for School State Swimming Carnivals

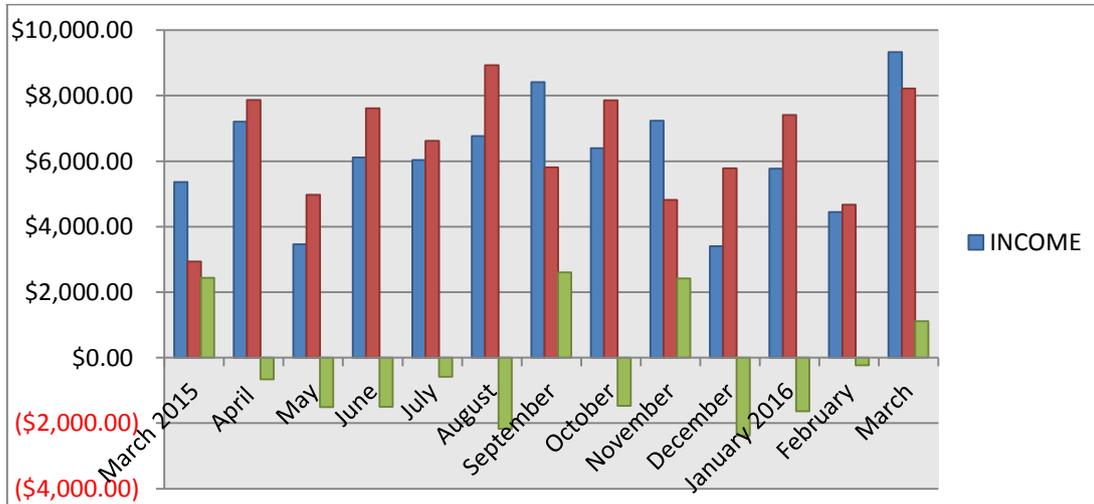
**For Council's Information**

**Noted**

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

Income for the month of March 2016 was \$9,333.00 with expenditure of \$8,221.04 resulting in an operational profit of \$1,111.96 the month.

There were 319 sites occupied for the month of March 2016.



**For Council's Information**

**Noted**

**5. Caravan Park – Grenfell, P2.3.3**

Council resolved at its ordinary December 2015 Council Meeting to:-

*“undertake a review of Council’s Caravan Park prior to estimates process”.*

The following motion at the March 2016 Council Meeting:-

- i) ***“that Council research an alternate way of running the Grenfell Caravan Park.”***

*Overview*

Grenfell is located on the Mid Western Highway between Cowra and West Wyalong and provides a number of accommodation options for tourists. These include motel, hotel and bed & breakfast facilities.

A rest area provided by the Roads and Traffic Authority is located on the western side of town. This provides picnic and toilet facilities and could be used by travelers requiring an overnight rest stop. Another area in the vicinity of the caravan park at Companys Dam has basic toilet facilities and can be used as free overnight accommodation. It is advertised in Camps Australia Wide which is used by caravanners and mobile home users to find "low cost" camping sites. In addition the use of Railway Park for free camping for fully serviced vehicles is becoming popular. This is the location of a Council dump point for effluent disposal from the vans.

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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### Current Operation

The Park is currently operated to provide tourist accommodation to the public visiting the area. From time to time itinerant workers also use the Park.

The Park has a three star rating by AAA Tourism and is included in the State motoring organization's publications.

The Park is indicative of facilities provided by Local Government in a rural town the size of Grenfell. Its location on the Mid Western Highway results in trade predominantly by adult tourists passing through Grenfell. Statistical information indicates few children use the facility. The amenities provided in the Park are adequate for the clientele.

The Park is presently managed by Council staff attending the premises daily to undertake booking, cleaning and maintenance.

### Existing Caravan Park Facilities

The Park has been designed for 24 sites. The Park currently operates 18 powered sites and 4 unpowered sites. The sites are flat and grassed with 6 having concrete slabs. There are 3 cabins.

The amenities block is constructed of brick on a concrete slab and was constructed in the 1980s. It has:-

- a disabled toilet/shower
- mens facilities of 3 showers, 2 toilets and a urinal and 3 handbasins
- womens facilities of 3 showers, 3 toilets and 3 handbasins
- laundry with Council owned coin operated washing machine and dryer

The block is in average condition with design features that have been augmented to provide better amenity and service. In the centre of the park is a covered picnic table with gas BBQ all on a concrete slab. The facility is available for use by all guests.

There are 3 cabins approximately 16 years old. Each has a double bed, 2bunks, kitchen and shower/toilet. They have aluminum external cladding and are relocatable.

An office/residence is located near the entrance to the Park. It comprises a small office area with counter and a 2 bedroom residence. The building has fibre cement cladding and is relocatable. The service road in the park is bitumen sealed and uncurbed.

### Day to Day Operation of Park

The day to day duties in the Park involve:

- Taking Bookings
- Booking in visitors to cabins and sites
- Cleaning Cabins
- Laundry of linen from cabins
- Cleaning Amenities
- Mowing
- Park Maintenance

## **THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

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The residence/office is currently only used as an office to book visitors into the Park. As the residence is not being used, the facility in its present form is not appropriate to its use. As the building ages it will require maintenance while providing no benefit to the management of the Park. Consideration should be given to selling the building and replacing it with a smaller structure to be used as an Office only.

Alternatively the residence could be rented on a long term basis. However this is not favored because:

- The residence would require ongoing maintenance
- Tenants would need to be covered by the provisions of the Residential Tenancies (Caravan Parks & Manufactured Home Estates) Amendment Act 1994
- Tenants would need to be restricted in their use of the caravan park so as not to interfere with park users
- Tenants would require ongoing supervision by Council staff

In view of the above, if the residence is not to be sold, it would be preferable to use it as an additional cabin. This would generate income equal to or exceeding long term rental income and would better fit the core management objectives of the caravan park. Council would then need to relocate the Managers office from the building.

### Laundry Facilities

The coin operated washing machine and dryer provided are adequate for the size of the Park

### BBQ Picnic Table

The BBQ and picnic table area occupies a key central area of the caravan park. While these facilities are appropriate for the park, an option may be to relocate them and use the existing area for drive through caravan sites which are preferred by older caravan owners.

### Drive through sites

As mentioned above, the Park may benefit from the installation of some drive through sites. These may be provided in the central area at present occupied by the BBQ Picnic Table. The main cost associated with this proposal would be the installation of electricity and power to the sites and labour to relocate the structures.

### Park Fees

The current fees charged are reasonable for the facilities provided. Fees are increased/reviewed annually in accordance with CPI movements. Higher increases are available to Council.

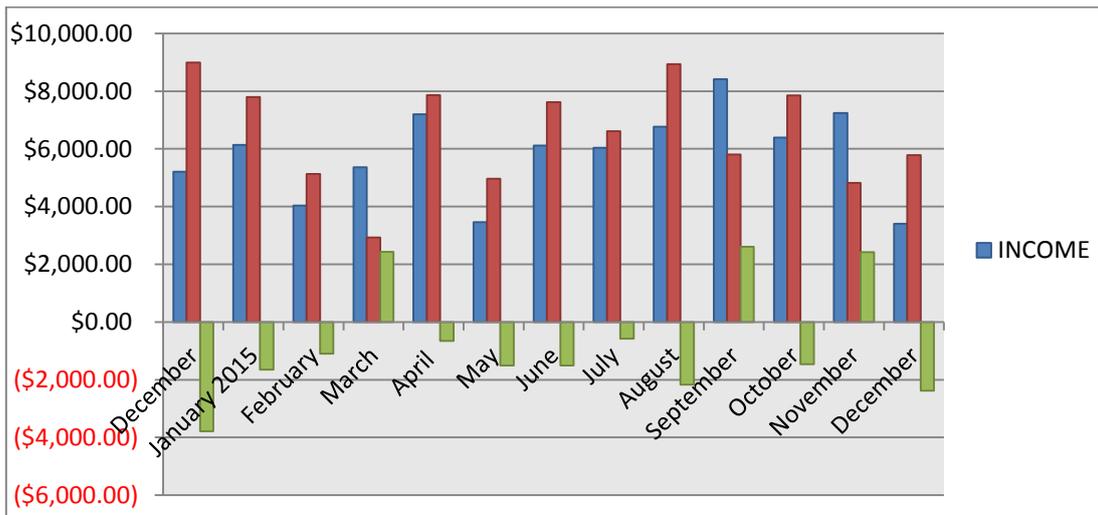
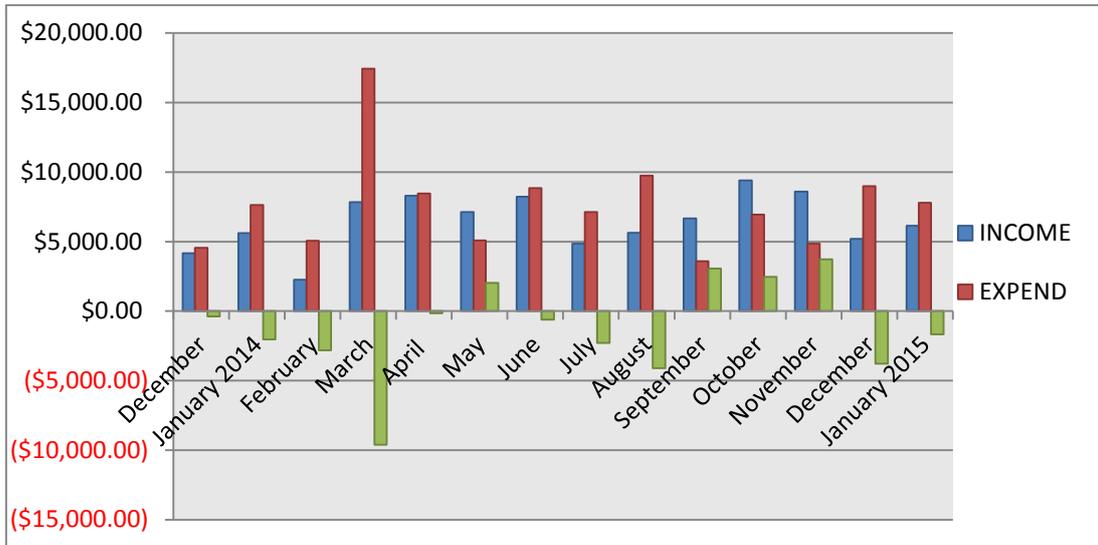
### Financial Analysis

Council operates the Caravan Park as a service to the community rather than as a commercial operation adding to the finances of Council. The visitation figures indicate that the increase in fees will only provide a limited increase in return to Council.

The introduction of savings in the operation of the caravan park would be of greater financial benefit to Council than attempting to increase income at this stage.

# THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

The following charts indicate the income and expenditure from 2014 through 2015.



## Expenditure/Income over the last three years

Year	Budgeted Income	Actual Income	Budgeted Expenditure	Actual Expenditure	Council Subsidy
2012/13	47000	77207	70570	77207	23000
2013/2014	57000	66500	79500	106271	26000
2014/2015	57000	66143	98000	83378	23000
2015/2016(March 16)	57000	50000	103000	62435	

The table shows that while expenditure has increased the income stream still maintains well above the budgeted income. A reduction in expenditure would further reduce this margin, however at a service level and social cost.

**Councils Fees and Charges**

**10.3.3 Caravan Park**

a) Nightly charges, two persons:			
• Unpowered site	*\$20.00	<del>\$23.00</del>	Yes
• Powered site	*\$28.00	<del>\$33.00</del>	Yes
• Cabins, self contained	*\$75.00	<del>\$87.00</del>	Yes

\* Stay and pay for three nights and get the fourth night free (excluding CMCA Members).

b) Weekly charges, two persons:			
• Unpowered site	\$75.00	<del>\$87.00</del>	Yes
• Powered site	\$145.00	<del>\$167.00</del>	Yes
• Powered site, pensioners	\$105.00	<del>\$102.00</del>	Yes
• Cabin	\$370.00	<del>\$425.00</del>	Yes
c) Other Charges:			
• Extra person per night	\$7.00	<del>\$8.00</del>	Yes
• Additional vehicle per night	\$7.00	<del>\$8.00</del>	Yes
• Van storage - (maximum 5 weeks)			
- per night	\$7.00	<del>\$8.00</del>	Yes
- per week	\$40.00	<del>\$46.00</del>	Yes
• Child in cot		Nil	
• Linen (per bed/per stay)	\$10.00	<del>\$12.00</del>	Yes
d) CMCA Members, two persons			
• Unpowered site	\$18.00	<del>\$20.00</del>	Yes
• Powered site	\$24.00	<del>\$28.00</del>	Yes
e) Council keys lost by cabin hirers			
- replacement	\$65.00	<del>\$70.00</del>	Yes

Overall Budgeted Income with 15% increase \$65550.00

Council's options in relation to Management fall into the categories of External Management or continuation of Council Staff Manager.

*The daily operation of the Park could be contracted out to private enterprise.*

This would relieve the Council of the responsibility of staffing and complying with current Award provisions.

Part of any Contract would probably require the retention of the residence for use by any successful contractor.

This option would require subsidy by Council to attract interest in view of the limited income derived from the Park. Any contractor's role would be limited to handling bookings, undertaking cleaning and laundry and mowing. The contractor would still require supervision by Council staff and Council would still need to undertake all other maintenance and upgrading of the facility.

*The daily operation of the Park could be managed through a third party.*

## **THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

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Council would need an arrangement with an onsite manager regarding access/costs in relation to accommodation, remuneration, and extent of maintenance and upgrading, after hours service, handling bookings, undertaking cleaning and laundry and mowing.

Council would maintain insurance, utilities provision and rates costs.

*The daily operation of the Park maintained with Councils day labor through its Park Manager*

Continued operation of the Park as at present relies on the allocation of one staff position to its management. The current employee is undertaking this task over a 7 day period.

The following points are noted:-

- The Council budgeted expenditure for 2015/16 is \$103,635 (expenses to 31 January 2016 \$49,547) with income of \$57,000 (income to 31 January 2016 \$38,918).
- Operating expenses form approx.45% of the total expenses
- The annual budgeted revenue difference is approximately \$43,000, ie Council's subsidy to the park.
- As indicated in the report the increase in fees provides a small impact financially, however could lead to a reduction in use.
- It is also noted that whilst free camping may be considered Council will still have the expense of Park Manager and maintenance with loss of income
- The servicing of the cabins and cleaning of the facilities and park generally is still required even with free camping
- Technology could be incorporated using coin operated facilities/powered sites. The extent of savings is very hard to estimate as usage is variable and services may not be used.
- There is still the liability regarding rates, power, water, insurance. The level of reduction in utilities costs is also difficult to estimate.
- The social costs of reduced services or removal of the services also needs careful consideration.

Council has requested costings for the installation of coin operated power boxes and also wireless metres attached to readers. Costs for both purchase and installation were still being obtained at the time of writing. While these systems would apply a user pay process the installation costs and purchase costs are a factor to consider.

- Both systems maintain a user pays principle. It is noted that the coin operated provides payment on demand; however the wireless meter option requires payment on leaving.
- The pay pal swipe system would be most appropriate as user pay on demand with no requirement for coin removal or threat of theft.
- All these system would be open to vandalism and malfunction with complex maintenance issues compared to simple electrical supply.

Council could also provide coin operated showers at a purchase price and installation cost.

Review of several council run parks and privately run parks revealed that Cootamundra Caravan Park has only two coin operated powered sites left. The other sites had the coin operation removed and power included in the charge. Similarly showers were included without coin operation in all the contacted parks.

## **THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

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Within the cabins coin operation may be applied to the operation of the air-conditioning for both cooling and heating.

The Grenfell Caravan Park is a subsidised service provided by Council for the continued support of tourist and transient accommodation servicing the Weddin Shire. The Town maintains limited accommodation choices and the presence of the park assists directly with camping, motorhome and cabin accommodation. It is impacted by free camping with the town and Council would need to determine the continued support of this activity.

**RECOMMENDATION:** That council:

1. Continue Management operation of the Park using the allocation of one staff position to its management
2. Continue to allow provision of power and amenities within the nightly/daily rate charge
3. Increase the fees and charges for the caravan park by 15% to assist in the coverage of costs.
4. Sell the Transportable dwelling on the site and provide a prefabricated managers office.
5. With the sale proceeds from the dwelling and amount in upgrades reserves Council install a dedicated Accessible Cabin
6. Council restrict the overnight Rest Area stopping at Railway Park to one night.

**489** **RESOLVED:** Cr Brown and Cr McClelland that Council:

1. Continue Management operation of the Park using the allocation of one staff position to its management
2. Continue to allow provision of power and amenities within the nightly/daily rate charge
3. Increase the fees and charges for the caravan park by 15% to assist in the coverage of costs.
4. Investigate minor alterations to the existing transportable dwelling and investigate the cost of a manager's office.

**6. Visitor Information Signage – Library, P2.12.10**

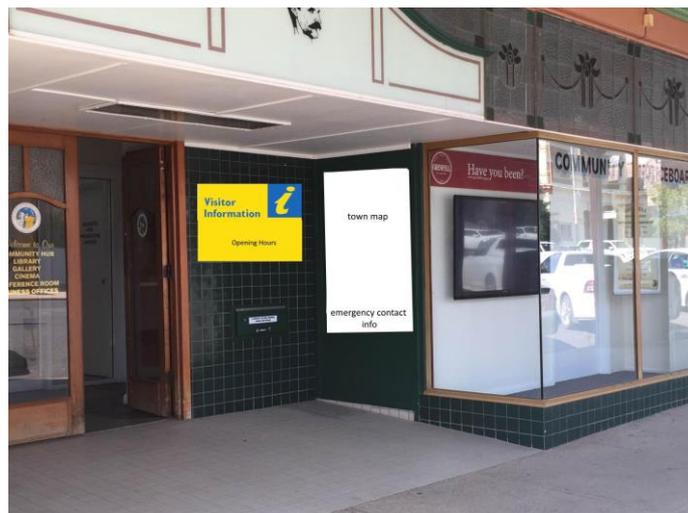
In conjunction with Councils implementation of the Visitor Information Centre and relocation to the Grenfell HUB building, signage packages required for the accreditation of the centre have been provided to Council for assessment.

In conjunction with Councils Heritage Advisor, Council has indicated it has no objection to the signage package subject to the deletion of the pole sign with the replacement with a Sandwich Board at the front of the building, and maintenance of 1.8m clearnace for pedestrian access.

# THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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Below are the relevant signage package over the existing building.



For Councils Information

Noted

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

### 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
3/2015	St Joseph's Catholic Church	Subdivision & Amalgamation of Lots	\$0	LOTS: 1, 3, 4, 13 & 14 SEC: 12 DP: 758473 & LOT: 2 DP: 111686 Young, Weddin & East Streets GRENFELL NSW 2810
7/2016	Mr MA & Mrs KM Burn	Shed & Verandah Extension	\$20,000	LOT: 5 DP: 1094768 14 Dalton Street GRENFELL NSW 2810
9/2016	Andys Design & Drafting	New Dwelling & Shed	\$262,470	LOT: 6 DP: 1159150 25 Grimshaw Lane GRENFELL NSW 2810
10/2016	Mr GB Lynch	New Shed	\$20,000	LOT: 680 DP: 754578 680 Brickfield Road GRENFELL NSW 2810
11/2016	Mr Glen Baker	New Dwelling	\$250,000	LOT: 7 DP: 1159150 4967 Henry Lawson Way GRENFELL NSW 2810
14/2016	Mr PR & Mrs RL Greentree	Double Garage	\$3,000	LOT: 10 SEC: E DP: 6279 13 Northcote Street GREENETHORPE NSW 2809

**For Council's Information**

**Noted**

#### 2. Complying Development Applications

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

CDC NO.	Applicant	Construction	Value (\$)	Address
CD 1/2016	Mr DJ Simmers	Patio	\$24,000	LOT: 1 DP: 601227 10 Warraderry Street GRENFELL NSW 2810

**For Council's Information**

**Noted**

### **3. Grenfell Medical Centre Development, P2.12.17**

Council has continued to advance the progress of the development with substantial actions occurring in the reporting period.

The "Diaphragm Brace" has been installed and now the final demolition and commencement to work for slab and service preparation.

Council is in the process of resending confirmation letters for quotes and will continue to assess quotes for various components and has appointed several sub-contractors. These contractors are being contacted to confirm quotes with specific reference to the amendments to the plans and delayed timeframe.

Additional steel working drawings have been prepared to assist in that portion of the quoting process and have been forwarded to relative parties for consideration and price submission.

Council's Architect has been requested to amend the floor plans in accordance with Councils resolution to relocate the dentist surgery to the paired semi building and provide two new consulting rooms to the previously dedicated area. These plans are being forwarded to various consultants for revision of their documents/specifications.

**For Council's Information**

**Noted**

### **4. Weddin Aquatic Centre, P2.3.1**

Council resolved at its Ordinary May 2015 Council Meeting to develop the aquatic centre in stages being:

- Stage 1 – 50m pool, plant and concourse
- Stage 2 – Amenities
- Stage 3 – Splash Pad and Program Pool

Council has resolved to demolish the entire facility excluding the Toddlers Pool, with the placement of temporary facilities for the 2016/17 season with handover of the cleared site to the builder on 1 April 2016.

Tenders were called for in October 2015 with an 8 week process closing on 18 December 2015 with assessment and recommendation for determination at Extraordinary Council Meeting on 1 February 2016.

Council resolved at its Extra Ordinary Meeting on 1 February 2016 to award Weddin Shire Council Tender 3/2015 for the contract to Design & Construct the Weddin Aquatic Centre Redevelopment Stage 1 – 50m Pool and associated Plant in Grenfell NSW to ICON Building Group.

Council has met with the ICON Group and it is anticipated the contract will be executed shortly.

The last day of operation was Saturday 12 March 2016, with demolition commencing on Wednesday 16 March 2016.

## **THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

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Due to the intrusive pipe connection and position of the water body in relation to the return pipes and demolition stages, the determination has been made that the toddler's pool will also need to be demolished. This in effect deletes any provision of a shallow water body for infants and preschool children for the next season.

Council has resolved to bring forward Stage 3 of the redevelopment and construct all water bodies concurrently and the value of the construction will be in the vicinity of \$900k.

The process will require the production of new tender documents and procedure or special consideration to exempt Council from the provisions of the open tender.

The benefits of bringing forward this stage allows continuity for construction, provision of appropriate water bodies for all community, reduced start-up cost impacts on any new construction with assumed price advantages for preferred tenderer.

The demolition and excavation process has been planned and supervised through Councils Engineering Department with the use of a local contractor. Several issues have arisen due to the presence of water in the North West portion of the demolition and the extent of excavation required to remove several previously unidentified plant items not previously demolished from the original plant room.

The builder has indicated that he will require the use of a specific hydraulic consultant to assess the water ingress and propose a strategy to deal with the constant flow. This is a vital component of the construction process and needs to be carried out to ensure the foundation material supporting the pool will not be undermined and maintain an appropriate bearing pressure for piers and the water body.

Sewer main relocation and extensions have been completed and it envisaged the site will be handed over to ICON Constructions on Friday 15/4/16 at which time they will investigate and plan the foundation correction issues.

**For Information**

**Noted**

**B J HAYES**  
**DIRECTOR ENVIRONMENTAL SERVICES**

**490** **RESOLVED:** Cr Hughes and Cr Niven that except where otherwise dealt with the Director Environmental Service's report be adopted.

**Minutes of the monthly meeting of the Grenfell Henry Lawson Festival of Arts held on Tuesday, 15<sup>th</sup> March 2016 at the Grenfell Community Hub at 7.30 pm.**

- 1. Welcome:** President J Hunter welcomed everyone to the meeting & thanked them for attending.
- 2. Present:** P Starr, C Lobb, J Mitton, J Hetherington, G Carroll, L Carroll, J Hunter, C Myers, C Brown, R Munk, B McMillan, A Hunter, J Fittler, B Fittler, H Moffitt, P Brind, S Jackman, T Carroll, A Carr.
- 3. Apologies:** D Donohue, G Rolls, D Carroll, P Livingstone, A Hooper, D Millynn, A Griffiths, J Montgomerie.

**Resolved:** H Moffitt/ C Brown that the apologies be accepted.

- 4. Minutes:** 16<sup>th</sup> February 2016

**Resolved:** G Carroll/ C Lobb that the minutes of 16<sup>th</sup> February 2016 be adopted.

- 5. Business Arising:**

Nil

- 6. Communication:**

**Inwards:**

Mardie Bucknell

Chris Lobb

Lawsonian

Michael Mandelc

Denise Yates- Coordinator photos

**Resolved:** A Carr/ G Carroll that the inwards communication be received.

**Outwards:**

Festivals Australia letter of support

Dr Hilarie Lindsay

David Sheehan

Angus Taylor

Police Commander

Ian Armstrong

Katrina Hodgkinson

Warwick Simpson

Peter Mitton

Pam Holland

Kath Smith

Mark Liebich

Grenfell Town Band

WSC- street banner installation

Murray Mitton

Glen Ryan

**Resolved:** A Carr/ G Carroll that the outwards communication be endorsed.

**Business Arising from Communication:**

Discussion was had over the content of Mardie Bucknell's letter. Opinions were divided over suggested decline in arts content. There was discussion over the reason the tv awards was discontinued.

**Resolved:** C Myers/ C Brown that a letter is written to Mardie Bucknell thanking her for her letter and confirming her points were noted.

A Hunter was against the resolution.

7. **Treasurer's Report:** A detailed report was previously circulated. The Treasurer also reported that the closing balance is \$16378.52 plus the term deposit balance of \$54000.

**Resolved:** P Starr/ L Carroll that the treasurer's report be received.

**8. Coordinator's Reports:**

**Art/ Porcelain:** Entry forms are still being distributed. Ann Morton confirmed as the art judge and Heather Kiely as the porcelain judge.

**Kings/ Queens:** Two confirmed entrants, Amanda Livingstone for the Henry Lawson High School and Symmone Curl for Lions. St Josephs, Rotary, MPS and the preschool are still deciding. No judges or judging venue is yet confirmed.

**Program:** Organisation is on track.

**Raffle:** Organisation is under way. Assistance is required to sell tickets.

**Photography:** Venue for the exhibition is uncertain and may mean ancillary exhibitions that were with the photography last year cannot be this year.

**Social Engagement:** Slow progress due to the way facebook has changed in recent years. Need to consider paid facebook posts to ensue followers see the posts. Consider boosting all posts calling for entries in festival competitions.

**Resolved:** A Carr/ C Myers that paid advertising for festival posts is pursued using the existing promotions budget.

**Woodchop:** Aim for a woodchop exhibition if a competition is no longer possible. A budget for \$3000 prizemoney is available.

**Acknowledgement of Country:** Under control.

**School competitions:** this year's theme is drawing /painting of a historic building in your town.

**Procession:** Entry form is on the website. Will begin approaching business in April.

**Sponsorship:** A few new sponsor have been secured this year. Awaiting response form Westlime.

**Awards Dinner:** Organisation is on track.

**Publicity/Promotions:** Marketing plan has been prepared, aiming for tv advertising in Orange and Wagga. The website needs upgrading to be more easily be used on smart phones and tablets. This will allow less programs to be printed. A quote from Five Hours West for \$1452 has been secured.

**Resolved:** L Carroll/ C Brown that at we except the responsive website upgrade for \$1452.

**Tea and damper:** Under control.

**Fun Run:** Electronic timing to be perused.

**Busking:** Robyn Munk attended and confirmed that she would be prepared to take on the role with Andree Ladlow.

**Resolved:** C Lobb/ J Hetherington that Robyn Munk and Andre Ladlow be nominated as joint busking coordinators.

**Official Luncheon:** Under control.

**Street Activities:** Six entertainers have confirmed their availability. Aiming for acts to suit all ages.

**Poetry on the Boards:** Under control.

**Concert:** On track.

**General Business:**

Official Guest: Foxtell news reader Vanessa Grimm may be available depending on work commitments.

**Resolved:** G Carroll/ H Moffitt; that Vanessa Grimm is invited as official guest.

Henry Lawson Birth site renovation: Council has funds committed in the current financial year and will likely commit more in the coming financial year to complete the project by June 2017. As the current festival constitution reads, the festival committee cannot contribute to this project as its funds can only be used for festivals. Consider changing the constitution so it also allows promotion of Henry Lawson. Changing a constitution requires an extraordinary meeting called with a minimum 21 days notice.

**Resolved:** A Carr/ C Brown that an extraordinary meeting be called to change the constitution prior to the next general meeting.

Discussion was had whether the constitution really needs to be changed as it is clear that the birth site is a promotion for the festival. Auburn to liaise with Peter Moffitt for clarification.

Statuette: communication has been made with Michael Mandelc in Austria and the mould will be delivered from Lightning Ridge to Sydney on April 17<sup>th</sup>. Michael has requested \$100 royalty per statuette. Likely price from the foundry will be \$1000 each however a firm quote cannot be provided until the condition of the mould can be determined.

Dead Men Walking: a quote has been received based on selling 175 tickets to the show. These ticket numbers may be difficult to achieve on the very busy festival weekend. Auburn to confirm with the performers, but it's unlikely this can be pursued.

Public Toilets: there are insufficient public toilets for the crowd that the festival attracts. Three quotes for 10 transportable toilets plus one disabled toilet have been sourced. The best quote is from Cowra Hire who will deliver on Friday and removed on Monday. They will need to be cleaned during the festival weekend.

**Resolved:** C Lobb/ J Mitton than 10 portable toilets and 1 disabled toilet from Cowra Hire be secured for \$1300.

**Resolved:** C Lobb/ C Myers that council is asked to clean and maintain these toilets over the festival weekend.

**9. Meeting closed:** 8.45 pm

**10. Next meeting date:** 7.30 pm on Tuesday 19<sup>th</sup> April, 2016.

**491 RESOLVED:** Cr Brown and Cr McClelland that the Minutes from the Henry Lawson Festival Committee Meeting be noted.

**MINUTES OF THE GRENFELL SESQUICENTENARY COMMITTEE MEETING HELD ON THURSDAY, 31 MARCH 2016 COMMENCING AT 7.30 PM AT THE COUNCIL CHAMBERS. (C1.4.16)**

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1. **PRESENT:** P Moffitt, P Starr, J Parlett, H Moffitt, P Livingston, J Hetherington, S Ryder, R Armstrong, B Armstrong, J Ingrey, R Grimm, G Nicoll, M Nicoll, A Carr, W Twohill, P Grossman and G Carroll.

2. **APOLOGIES:** L Carroll, L Thomas, J Mitton and K Starr.

**Resolved** H Moffitt and P Moffitt that the apologies be accepted.

3. **MINUTES**

**Resolved:** J Parlett and J Hetherington that the minutes of 25 February 2016 be adopted.

4. **BUSINESS ARISING:**  
Nil

5. **CORRESPONDENCE:**  
**Inwards**

5.1 – Trevor Lobb, Main Street Archways

**Resolved:** J Parlett and P Starr that Mr Lobb be thanked for his proposal and advise that due to limited financial resources and time the committee cannot pursue the idea.

**C Brown entered the room at this point.**

5.2 – Weddin Community Native Nursery, donation of plants

**Resolved:** C Brown and P Grossman that the Weddin Community Native Nursery be thanked for their offer and advise that due to time constraints and future maintenance costs the offer was declined.

**Outwards**

5.3 – Gavin Johnson, Grenfell Rugby Club

**Noted**

**RESOLVED:** M Nicholl and J Parlett that the late correspondence be received and dealt with because of the urgency of the matters.

**Late Correspondence**

**Inwards**

5.4 – Grenfell Historical Society

**Resolved:** H Moffitt and P Starr that delegated authority be granted to A Carr to investigate and report back to the next meeting.

**Outwards**

5.5 – The Hon Michael McCormack MP

**Noted**

**Resolved:** P Moffitt and J Parlett that the correspondence be adopted as presented except where otherwise resolved.

## 6. FINANCIAL STATEMENT

**Resolved:** P Starr and H Moffitt that the financial statement be adopted as presented.

## 7. GENERAL BUSINESS:

### 7.1 Action Plan

The Action Plan was reviewed with the following comments:

- Book in progress – Proof of copy received. Proof read and returned to printer. Book to be launched 7 May 2016 by Geordie Williamson at the Grenfell Country Club.
- People to write about Grenfell/Literature – literature and heritage weekend to be organised.

**Resolved:** G Nicholl and J Parlett that a literature and heritage weekend be organised between July and October possibly 27-28 August, 2016.

- Large photos of Grenfell - to be exhibited in the Grenfell Hub commencing 12 May, 2016.
- Coin Memento – in progress. W Twohill pursuing.

**Resolved:** H Moffitt and P Grossman that authority be granted for W Twohill to produce 150 coin mementos for sale at \$20 each.

- Bushdance with a folk band and a barbeque to be held on the Saturday night. November Shorn band booked. Showground hall booked with no hire fee. Liquor Licence to be obtained. P Livingstone and L Carroll pursuing.
- 2016 Grenfell Gold Fest to be merged with Sesquicentenary event, dress up prizes etc. A Carr pursuing.
- Bus tour on Saturday – G McClelland and L Eastaway arranging.
- Guinea pigs on Sunday – venue will be adjacent to Nowlans' B & B. J Black pursuing.
- Artefacts- display to be held. Security to be considered. S Ryder pursuing.
- Events to be held in Taylor Park on Sunday of the Sesquicentenary long weekend. Draft plan to be developed.
- Anglican Church – enquiry to be made regarding the availability of the hall as a backup.
- Special guests Marie Bashir and Jan Lehane invited – Marie Bashir accepted. Awaiting reply from Jan Lehane.
- Merchandise – currently being considered.

**Resolved:** H Moffitt and J Hetherington that C Brown and W Twohill be granted authority to investigate potential memorabilia.

- Banners for entrance to town to be erected. W Twohill pursuing.
- Grenfell Special Plant – Grenfell Nursery investigating options.
- Window dressing display – to be developed.
- Advertise Sesquicentenary in Sydney Morning Herald and Daily Telegraph in reunion section.
- The opening of the Sesquicentenary long weekend to be held on Saturday of the Sesquicentenary long weekend at 2:00pm at the Railway Station. Civic Reception to be held prior at the Grenfell Bowling Club.

**Resolved:** H Moffitt and P Moffitt that a Civic Reception be held at the Grenfell Bowling Club on Saturday 1 October, 2016 at 12.00pm.

- Combined church service to be held in Taylor Park on the Sunday. Services also to be held on 10 April and 14 August, 2016.
- Street stall to be held 26 and 27 August 2016.
- Greek Weekend – to be arranged.

**Resolved:** M Nicholl and J Parlett that a Greek weekend be arranged prior to the October long weekend.

- Faces in the Street – concept to be developed.

7.2 THLHS – requesting permission to use the Sesquicentenary Logo and font.

**C Brown declared a conflict of interest and left the room.**

**Resolved:** P Starr and P Livingstone that the request be declined and THLHS P & C Committee be encouraged to utilise their own branding with the text ‘Celebrating the Discovery of Gold’.

**C Brown returned to the room.**

8. **DATE OF NEXT MEETING:** Thursday 28 April 2016, 7.30 pm at the Council Chambers.

9. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 9.11pm.

492 **RESOLVED:** Cr Hughes and Cr Parlett that the Minutes of the Grenfell Sesquicentenary Committee Meeting be noted.

**MINUTES OF THE GRENFELL ART GALLERY COMMITTEE MEETING HELD THURSDAY 7 APRIL, 2016 AT THE COUNCIL CHAMBERS COMMENCING AT 8.30 AM (C2.6.35)**

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1. **PRESENT:** H Moffitt, Cr J Parlett, Cr C Brown, W Crampton, M Moffitt, A Carr, C Myers and G Carroll.

2. **APOLOGY:**  
Nil

3. **MINUTES:**

**Resolved:** H Moffitt and W Crampton that the minutes of the meeting held on 4 February 2016 be adopted.

4. **MATTERS ARISING:**  
Nil

5. **CORRESPONDENCE:**

**Inwards - Nil**

**Outwards - Nil**

**Resolved:** M Moffitt and H Moffitt that the late correspondence be received and dealt with because of the urgency of the matter.

**Inwards**

5.1 G Lander

**Resolved:** J Parlett and M Moffitt that:

- (i) the Tromoy Quilt brochure and Storyboard proof be adopted as presented.
- (ii) a meeting with the letter writer be arranged to discuss the issues raised and table the end result of the storyboard/brochure.

**A Carr left the room at this point and did not return.**

6. **ART GALLERY – CO-ORDINATORS REPORT:**

**Resolved:** H Moffitt and Cr Brown that the Art Gallery Co-ordinator's Report be adopted as presented.

7. **ART GALLERY – FINANCIAL STATEMENT:**

**Resolved:** Cr Brown and C Myers that the Art Gallery Financial Statement be adopted as presented.

8. **GENERAL BUSINESS:**

8.1 - Tromoy Quilt Brochure proof

**Noted**

8.2 - Tromoy Quilt Storyboard proof

**Noted**

8.3 - Action Plan

**Noted**

8.4 - Art Gallery - to open 7 days in conjunction with the Visitor Information Centre (VIC). Roster currently being developed. Claire pursuing.

- Art Gallery Volunteers – currently have 47 volunteers with Louise Mitchell and Paul McKnight recently making applications to become volunteers.

**Resolved:** W Crampton and M Moffitt that Louise Mitchell and Paul McKnight be accepted as volunteers.

- VIC casual positions currently being advertised.

**Noted**

**9. NEXT MEETING:** Thursday 2 June, 2016 at 8.30 am at the Council Chambers.

**10. MEETING CLOSED:** There being no further business to discuss the meeting closed at 9:41 am.

**493 RESOLVED:** Cr Brown and McClelland that the Minutes of the Art Gallery Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING HELD ON THURSDAY 7TH APRIL 2016 AT 3.30PM AT THE COUNCIL CHAMBERS**

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1. **PRESENT:** Clr J. Parlett, Clr C. Brown, Clr N Hughes, C. Logan, W. Crampton, L. Gibson, C. Myers, A. Carr.

2. **APOLOGY:** P. Diprose

**Resolved:** Clr N Hughes /Clr C Brown that the apology be accepted.

3. **CONFIRMATION OF MINUTES:** 4th February 2016

**Resolved:** Clr C Brown/ W Crampton that the minutes of the 4th February 2016 meeting be confirmed.

4. **MATTERS ARISING:**

Nil

5. **CORRESPONDENCE**

In: TASAC  
Quandialla Progress Association  
Cycling ACT  
Cycling NSW

**Noted**

Out: Pauline Tregenza

**Noted**

**Resolved:** Clr C Brown /Clr J Parlett that the late correspondence be received and dealt with because of the urgency of the matter.

6. **LATE CORRESPONDENCE**

In: Weddin Development Committee

**Clr J Parlett declared an interest and left the room.**

**W Crampton declared an interested and stayed in the room.**

Weddin Development Committee invited WSC to sponsor a radio promotion on 2LF/ Roccoy FM to coincide with the opening of the VIC. Promotion to be based on weekend shopping visits to Grenfell. Promotion to run for six months with business and council contributing equally. Total requested is \$1500. Discussion was had over the value of radio advertising and market reach of 2LF/ Roccoy FM.

**Resolved:** Clr N Hughes/ Clr C Brown that a meeting is held between the WDC and tourism staff to discuss the proposal.

**Clr J Parlett returned to the room.**

## 7. MATTERS ARISING FROM CORRESPONDENCE:

- The plan for addressing TASAC is to confirm removal of the Iris Garden sign as we will not be able to meet the infrastructure requirements at this location. We will immediately apply for retention of the sign for O'Brien's Hill as required infrastructure of toilets, car parking and tourism collateral of website, brochure and interpretive signage is in place. We will progressively apply to retain each brown sign and will use existing budget to meet the costs of interpretive signage at sites which require it. Website and brochures will be generated internally.

**Resolved:** Cllr N Hughes/ W Crampton that a letter is written to TASAC confirming removal of the Iris Garden sign and indicating applications will be prepared progressively to retain all other brown signs.

## 8. STRATEGIC PRIORITIES: Strategic Plan including priorities attached.

Lachlan outlined the trial of a new meeting agenda to assist the committee to achieve its strategic objectives.

- Visitor Information Centre- planning is well in hand for the AVIC to open in May. The art gallery will open seven days a week from this point in time. Recruitment of weekend staff is in progress. Training and a family will be organised for all staff and will be held prior to opening. Imagery, materials and built-ins for the visitor centre development have been ordered. Signage for outside of the Community Hub Building has been confirmed by the Director of Environmental Services and has been ordered. Highway signage has been discussed with the Director Engineering. Strategic business plan, marketing plan and operations manual have been prepared.

**Noted**

- Gold Fest- a review attended by ten people was held on March 23rd in the Community Hub Building. The meeting discussed the strengths and weaknesses of the 2015 event including September being a busy time of year for regional events, families being low on discretionary funds, lack of community and business support and lack of uniqueness as an event. The events, displays and demonstrations from the Gold Fest program will be incorporated into the 2016 Grenfell Sesquicentenary celebrations and will be funded by the sesquicentenary budget. The meeting unanimously recommended that Gold Fest not be held in 2016 with the option of being reinstated in future years if warranted by community interest.

**Noted**

- Reggie McNamara- A contract is being prepared to outline the agreement between Elite Energy and Council. This will outline the conditions of Council's funding. Elite Energy is planning numerous running and cycling events as part of the Grenfell Festival of Fitness on March 25<sup>th</sup> and 26<sup>th</sup> 2017. Event promotion will begin once the contract is signed and the event confirmed. A project for an interactive statue of Reggie McNamara has been submitted to the estimates process. Indicative quote from the artists who created the Henry Lawson statue is \$49000 plus GST plus installation. It is possible for this project to be completed and installed by the March 2017 event.

**Noted**

- Tourism "Mapping" exercise – A discussion between Phil Diprose and Claire Myers has been held outlining the history of the project and the data collected. Components of the mapping information will now be incorporated into self-drive tours of the shire to be prepared by tourism staff.

**Resolved:** C Myers /C Logan that the mapping exercise be removed from the list of strategic priorities.

**Resolved:** Clr C Brown /Clr J Parlett that a letter of thanks is written to Phil Diprose for his work on the mapping exercise.

- Social Media –social media is becoming the major way to market the town. In recent months comments have been appearing on various Facebook pages which have developed into incidents with the potential to damage tourism. Visiting friends and relatives (VFR) is a major target market. Facebook groups such as ‘You Know You Are From Grenfell If’ are a way for former residents to stay in contact with the town. Council should manage its interactions with all social media platforms to ensure they do not degenerate into forums damaging to the towns VFR market.

**Resolved:** Clr J Parlett/ W Crampton that a social media policy is developed for Weddin Shire Council

**Resolved:** Clr J Parlett/ Clr N Hughes that training is held for all councillors and staff to educate them on the need for and content of, a social media policy.

- Central NSW Tourism Update- Awaiting the outcome of the ministerial review into RTOs. Until the future of RTOs and the funding /structural model is known, the CNSWT board does not feel it appropriate to undertake a recruitment process. Lucy White is continuing to work part time for CNSWT. The Unearth campaign will go ahead as planned. Lucy is waiting on the auditor’s report on the 2015 Unearth campaign before the final report can be sent to DNSW, but the results are very good with the ROI being calculated at 528% on the \$178,000 investment by DNSW. The 2016 campaign has begun with a ‘Romantic Escapes’ promotion. Only one Weddin based business has participated by formulating an offer.

**Noted**

- Central NSW Tourism Destination Management Plan- All Tourism Managers within the central RTO have supplied feedback and prioritised actions. Lucy White will collate the feedback and present it to the next board meeting.

**Noted**

## **9. UPCOMING EVENTS:**

- ‘A Journey Less Ordinary’ gallery exhibition 1<sup>st</sup> March-18<sup>th</sup> April
- Caragabal Ball April 9<sup>th</sup>
- Go Karts- Round 1 NSW Southern Star Series 9<sup>th</sup> and 10<sup>th</sup> April
- Uniting Church Hall Reunion 10<sup>th</sup> April
- Grenfell Picnic Races 16<sup>th</sup> April
- Twofold Gallery exhibition 19<sup>th</sup> April- 28<sup>th</sup> May
- Iandra Castle Open Day 24<sup>th</sup> April
- Weddin Business Awards 30<sup>th</sup> April
- Lions Market Day 1<sup>st</sup> May
- Breakfast Table Farmers Market 1<sup>st</sup> May
- Historic Homes of the Weddin Shire book launch 7<sup>th</sup> May
- Blue Brundah Cowra Road Uniting Church’ Centenary 29<sup>th</sup> May 2016
- Go Karts Club Day 5<sup>th</sup> June
- Henry Lawson Festival 9-13<sup>th</sup> June
- Golden Oldies Rugby 12<sup>th</sup> June
- Kate Kelly Sister of An Outlaw gallery exhibition 17<sup>th</sup> June- 30<sup>th</sup> July

- Bob Hinde Memorial Go Kart racing July 9<sup>th</sup> and 10<sup>th</sup>
- Go Kart Club Day 14<sup>th</sup> August
- Grenfell Show 2-3<sup>rd</sup> September
- Caragabal Sheep Races 10<sup>th</sup> September
- Jockey Club Races 17<sup>th</sup> September
- Weddin Wanderers Sesquicentenary Walk 18<sup>th</sup> September
- Tour de Greenethorpe 25<sup>th</sup> September
- Weddin Mountain Muster 25-30<sup>th</sup> September
- Grenfell's Sesquicentenary 1<sup>st</sup>-3<sup>rd</sup> October
- Historic Open Gardens 1-2<sup>nd</sup> October
- Rural Youth/ Young Farmer reunion 8<sup>th</sup> October
- Lions Market day 23<sup>rd</sup> October
- Go Kart Club Day 23<sup>rd</sup> October
- Go Kart Christmas Meet 3<sup>rd</sup> December
- Henry Lawson Sesquicentenary June 2017

**10. BUSINESS WITH NOTICE:**

Clr Jan Parlett- Grenfell Record Masthead may be redesigned as part of the Fairfax restructure. This would result in the loss of a valuable piece of the town's history. A letter should be written encouraging the retention of the heritage aspects of the masthead including the font and the words 'Serving the Community Since 1866'.

**Resolved:** J Parlett/ Clr N Hughes that a letter is written to Fairfax supporting the retention of the Grenfell Record masthead for its historic value.

**11. QUESTIONS WITH NOTICE:**

Nil

**12. NEXT MEETING:** Thursday 2nd June 2016 3.30pm at the Council Chambers

**13. CLOSURE:** 4.25pm

**8. STRATEGIC PRIORITIES:**

**494** **RESOLVED:** Cr Parlett and Cr McClelland that Council approve the relocation of the plaques, switch and photograph in the airlock of the Hub Building to the eastern wall.

**495** **RESOLVED:** Cr Griffiths and Cr McClelland that the Minutes of the Tourism Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON  
THURSDAY 7 April 2016 at 5.00 pm at the COUNCIL CHAMBERS (C2.6.22).**

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1. **PRESENT:** Clr J Parlett, Clr N Hughes, Clr C Brown, Mr J Hetherington, Mrs D Yates, Mr B Hayes (DES/Chair), Mrs S Jackson-Stepowski (Heritage Advisor), Ms Sandra Hughes (Observer for Grenfell Museum and nominee in lieu of Mr I Pitt),

2. **APOLOGIES:** Mr Ian Pitt, Ms Pam Livingstone and Mrs I Holmes

**Resolved:** Clr N Hughes, Clr C Brown that the apologies be accepted.

3. **CONFIRMATION OF MINUTES:** Thursday, 4 February 2016

**Resolved:** Clr Parlett and Mr Hetherington that the minutes 4 February 2016 be adopted.

4. **CONFLICTS OF INTERES:**

Nil

5. **MATTERS ARISING:**

5.1 Medical Centre Historic Reference Panels

Ms Jackson advised this has been progressed to draft stage with assistance from the Grenfell Historic Society, including selection of historic photographs.

5.2 Grenfell Motel – Multi Media Ownership

Mrs Jackson advised all had been identified, oral histories gathered and information entered onto Weddin Shire Markers Project inventory sheets.

5.3 Masters of Heritage Management Course – Uni Students

Mrs Jackson advised that email reply said whilst interested, university departmental financial constraints prevented a regional visit in the 2016 academic year.

5.4 2016 National Trust Heritage Festival (Discovery and Rediscoveries)

Mr Hayes advised a copy of the Magazine will be tabled on receipt. 3 boxes of the booklet had arrived at the Tourist Officer.

5.5 Continuation of funding for Heritage Service and Local Grants

Correspondence sent to the Premier and Minster for Environment and Heritage. In reply letter from the Premier's Department referring the enquiry to the Minister for Local Government needs further clarification as the grants are from OEH.

5.6 Painting of Grenfell MPS

Mr Hayes had a meeting on site. Colour was meant to be a 'salmon' and being rectified, requested for colour scheme for rest of Sullivan Street elevation.

**6. CORRESPONDENCE:**

6.1 Heritage Referral Memo – 101 Main Street

**Noted**

**7. BUSINESS WITH NOTICE:**

7.1 Heritage Funding - Weddin Street (Presbyterian Church)

S Jackson had visited the site for funding sign-off, invoices have been received.

7.2 Heritage funding - 10 Weddin Street

S Jackson had visited the site for funding sign-off, awaiting invoices.

7.3 Heritage Funding - 52 Main Street (Christian Book Shop)

S Jackson had visited the site for funding sign-off and invoices now received.

**8. HERITAGE ADVISORS REPORT**

Mrs Jackson-Stepowski gave a verbal report on:

- General overview: a) Local Heritage Grant Funding sign off of grants  
b) Greenethorpe former Bank of NSW research and site visit
- 2017 Heritage Festival Awards (publications) nomination to the National Trust of Australia (NSW) for the 150 year Weddin Homes book: to begin putting this together now
- Weddin Markers Projects now has over 50 items. These could be used for cultural tourist, such as a brochure walk between O'Brien's Hill and the Railway Station

**Recommended** (Clr Brown and Clr Hughes) that Council place the blank marker form on the Council website with a composite picture of examples, an article in the weekly press column requesting nominations and notification of the program on Council's electronic media.

- Review of Historical printing material and machinery at Grenfell Record Building – further research on machinery and comparativeness

**9. QUESTIONS WITH NOTICE:**

Nil

**10. NEXT MEETING:** Thursday 2 June 2016 at 5.00 pm.

**11. CLOSURE:** There being no further business the meeting closed at 6.00 pm.

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

**MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY, 18 APRIL 2016 COMMENCING AT 4.30 PM (C2.6.11)**

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**1. PRESENT:** Clrs Liebich (Chair), Halls, Niven, McClelland, Griffiths and Brown.  
Messrs G Carroll, W Twohill, B Hayes and L Gibson (observers).

**2. APOLOGY:** Clr Parlett

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

**3. MINUTES:** 14 March 2016

**Resolved:** Clr Halls and Clr Niven that the minutes from 14 March 2016 be adopted.

**4. MATTERS ARISING:**  
Nil

**5. CORRESPONDENCE:**  
Nil

**6. REPORTS:**

**6.1 General Manager:**  
Nil

**Noted**

**6.2 Corporate Services Department:**  
Report on Town Costings

**Noted**

**6.3 Director Engineering:**  
Reports on Works, Other Works, Future Works, Taxi Rank – Main Street, Draft Plan of Management – Henry Lawson Oval, Main Street Archways, and Quandialla Drainage.

**Noted**

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

**6.4 Director Environmental Services:**  
Reports on Caravan Park – Grenfell, Visitor Information Signage – Library, Grenfell Medical Centre Development, Weddin Aquatic Centre and Town DAs.

**Noted**

**Clr Halls left the meeting at this point and did not return 5.23 pm**

**7. GENERAL BUSINESS:**

**7.1 Bogolong Dam Development**  
Meeting with James Canning from RMS to be held 28 April 2016.

**Noted**

**Clr Parlett entered the meeting at this point 5.25 pm.**

## 8. DEVELOPMENT ENQUIRIES

Over the last month Council has had enquiries for development at the following premises:

- |                                   |   |
|-----------------------------------|---|
| • Cnr Campbell/Warraderry Streets | Subdivision and unit development                  |
| • Quandialla silos Graincorp      | Internal Road works and infrastructure relocation |
| • Middle St                       | Pool  |
| • Murray's Lane                   | Dwelling  |
| • Grafton Street                  | Commercial use                                    |
| • Main street                     | Relocation of Business                            |
| • Industrial Subdivision          | New lots for new businesses                       |
| • Iandra Castle                   | New Farm Building                                 |
| • West street                     | Petrol Storage                                    |
| • George Street                   | Carports  |
| • Quandialla                      | Mens Shed   |
| • Warraderry Street               | Carport   |

**Noted**

## 10. BUSINESS WITH NOTICE

Nil

## 11. QUESTIONS WITH NOTICE

Nil

12. **NEXT MEETING:** Monday, 16 May 2016 at 4.30 pm.

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

497 **RESOLVED:** Cr Niven and Cr McClelland that the Minutes of the Planning and Development Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE MANEX MEETING HELD ON TUESDAY, 19 APRIL 2016  
COMMENCING AT 8.15 AM (C2.6.10)**

**Present:** Messrs G Carroll, B Hayes and L Gibson.

**Apology:** W Twohill

**Resolved:** B Hayes and L Gibson that the apology be accepted.

**Minutes:** of meeting 15 March 2016

**Resolved:** L Gibson and B Hayes that the minutes from 15 March 2016 be adopted.

**General Business:**

**1A Administration**

- (i) NSW Government's – Local Government Reform – Council's 'Fit for the Future' proposal to be resubmitted by May 2016 with the proposal to be reassessed in June 2016. Awaiting release of guidelines. Grant funding application submitted under the \$4m Innovation Fund with Parkes, Forbes and Lachlan Shire Councils. Further reported in General Manager's report.
- (ii) 2016/2017 Operational Plan – workshop held on Thursday, 31 March 2016 and extra-ordinary meeting held on Monday, 11 April 2016 to undertake prioritisation for the annual Operational Plan. Draft Operational Plan to be submitted to the May 2016 Council Meeting. General Manager and Directors pursuing.

**1B Human Resources**

- (i) Vacancies
  - Patch Truck Labourer – to be advertised.
  - Parks and Gardens Apprenticeship – interviews to be held Thursday, 21 April 2016.
  - Engineering Traineeship – to be advertised.
  - Visitor Information Centre (VIC) Casual Staff – currently being advertised. Closes 22 April 2016.
- (ii) Appointments  
Nil
- (iii) Annual Picnic Day - held on Tuesday, 29 March 2016. Administration building remained open.

**2. Public Order and Safety**

Nil

**3. Health**

- (i) Grenfell Medical Centre – grant funding application resubmitted under Round 3 of (NSRF). Awaiting a meeting date from the Hon Angus Taylor's office in regards to the assessment of Council's application under Round 2. General Manager pursuing.
- (ii) Grenfell Medical Centre Operation – three (3) Expressions of Interest (EOI's) received. To be considered by Council. Stephen Sykes and Helen Milne to address Council at 4.00 pm prior to the Council Meeting. Further reported in General Manager's report.
- (iii) Weddin Street Medical Centre – lease currently being prepared in draft form by Council's solicitor.

#### **4. Community Services and Education**

Nil

#### **5. Housing and Community Amenities**

- (i) Rural Land Use Study – possible land rezoning opportunities identified in rural zone (RU1). Consideration to be given to reducing minimum lot sizes in large lot residential zone (R5). Consultant appointed and commenced preparing the planning proposal. Director Environmental Services to present draft report to May Council Meeting.
- (ii) Quandialla Recycling Depot – operating very well. Director Engineering monitoring.
- (iii) Emu Creek Storm Management Plan – grant funding of \$255,429 available with Council’s contribution being \$42,571 to undertake works as prioritised in Emu Creek Stream Management Plan. Written agreements developed to gain access to private land along Emu Creek and sent to private landowners for signing. Currently receiving responses. Director Engineering pursuing.
- (iv) O’Briens Tributary – preferred schemes to be considered at the next Floodplain committee meeting. Funding to be then sourced.

#### **6. Sewerage**

- (i) Smoke Testing – next round of smoke testing to be undertaken upon contract renewal. Director Engineering signed contract and Director Environmental Services pursuing internal compliance. Three properties yet to comply.
- (ii) Sewer Mains Relining – next stage currently being planned based on previous and recent CCTV works.

#### **7. Recreation and Culture**

- (i) Art Gallery – “Twofold” is the current gallery exhibition and runs until the 27 May 2016.
- (ii) Cinema – the next movie is “The Peanuts Movie” which will be screened Wednesday, 20 April 2016.
- (iii) Henry Lawson Oval Master Plan – reported in Director Engineering’s report.
- (iv) Club Grants Category 3 Funding – feedback to be obtained.
- (v) Grenfell Swimming Pool – closed on Saturday, 12 March 2016.
- (vi) Quandialla Swimming Pool – closed on Saturday, 19 March 2016.

#### **8. Mining Manufacture and Construction**

- (i) Gravel Pit Leases – process continuing to secure pits. Director Engineering pursuing.

#### **9. Transport and Communication**

- (i) RMS Contract – reported in Director Engineering’s report.
- (ii) Other Programs – **Noted**
- (iii) Traffic Control/Signage Training – to be arranged. Director Engineering pursuing.
- (iv) Engineering Strategic Planning Meetings – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2016/2017. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.
- (v) Bridge Renewal Program Round 2 – grant funding application successful for Blacks Bridge. Funding agreement to be signed. Director Engineering pursuing.

**10. Economic Affairs**

- (i) Industrial Land Sales – four sales currently proposed. Development Application for Subdivision of land to be approved. Internal roadworks will commence after DA approval. Sale process to be then initiated.
- (ii) Henry Lawson Festival – next meeting to be held on Tuesday, 19 April 2016. Arrangements for Festival in progress.

**11. General Purpose Revenues**

Nil

**12. Alliances**

- (i) Mid Lachlan Alliance – no recent meetings.

**13. Other Matters**

Nil

**14. Job List:** review

**Noted**

**Next Meeting:** Tuesday, 17 May 2016 at 8.15 am.

**Closure:** There being no further business to discuss the meeting closed at 9.41 am.

**498** **RESOLVED:** Cr Griffiths and Cr McClelland that except where otherwise dealt with the Manex Committee Minutes be noted.

## LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

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### 1. INSPECTIONS AND MEETINGS:

- |               |  |                    |
|---------------|--|--------------------|
| April 2012    | 1. <u>Grenfell Cemetery Maintenance:</u> further meeting to be held in May (DE).   | <b>Carried Out</b> |
| February 2016 | 2. <u>Local Government Reform:</u> arrange workshop to be held Monday, 21 March 2016 (GM).   | <b>Carried Out</b> |
|               | 3. <u>2016/2017 Operational Plan:</u> arrange workshop to be held at 9.30 am Thursday, 31 March 2016 (GM).                         | <b>Carried Out</b> |
|               | 4. <u>2016/2017 Operational Plan:</u> arrange extra – ordinary estimates meeting to be held at 5.00 pm Monday, 11 April 2016 (GM). | <b>Carried Out</b> |

### 2. DEFERRED ACTIVITIES:

- |                |  |                    |
|----------------|--|--------------------|
| September 2011 | 1. <u>Lawson Oval:</u> Cricket Association proposal to be referred to other users (DE).  | <b>Carried Out</b> |
| April 2012     | 2. <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES).   | <b>In Progress</b> |
| November 2013  | 3. <u>O'Brien's Tributary – Drainage Improvement:</u> refer matter back to floodplain committee for further consideration and other possible options (DE). | <b>In Progress</b> |
| February 2014  | 4. <u>Lawson Oval Master Plan:</u> write to other users to assist in developing master plan (DE).  | <b>In Progress</b> |
|                | 5. <u>Quandialla Drainage:</u> arrange meeting with Quandialla Progress Association. Resubmit plans to Council (DE).                                       | <b>In Progress</b> |
|                | 6. <u>ARTC Road Interface Agreement:</u> awaiting response from LGNSW and John Holland in regards to signing agreement (DE).                               | <b>In Progress</b> |
| July 2014      | 7. <u>Henry Lawson Statue:</u> advertise and seek comments in regard to security camera (DE).  | <b>In Progress</b> |

- |               |     |  |                    |
|---------------|-----|--|--------------------|
|               | 8.  | <u>Bogolong Dam</u> : invite RMS and Paul Heinrichs to address Council (DE).   | <b>In Progress</b> |
| June 2015     | 9.  | <u>RMS</u> : request roundabout to be considered at the end of the Main Street in Grenfell (DE).                               | <b>In Progress</b> |
|               | 10. | <u>Grenfell Medical Centre Operation</u> : invite a representative from the NSW Rural Doctors Network to address Council (GM). | <b>In Progress</b> |
|               | 11. | <u>Pigeon Control – Main Street</u> : continue to investigate options (DES).   | <b>In Progress</b> |
| November 2015 | 12. | <u>Grenfell Sesquicentenary</u> : arrange civic reception (GM).  | <b>In Progress</b> |
| December 2015 | 13. | <u>Weddin Regional Health Hub</u> : call tenders to engage a Service Provider (GM/DCS).  | <b>In Progress</b> |
|               | 14. | <u>Forbes and Melyra Streets B-Double Routes</u> : investigate status and report back to Council (DE).                         | <b>In Progress</b> |
|               | 15. | <u>Caravan Park</u> : undertake review prior to the estimates process (DES).   | <b>In Progress</b> |
| February 2016 | 16. | <u>Office of Local Government</u> : submit grant funding application under innovation fund (GM/DCS).                           | <b>Carried Out</b> |
|               | 17. | <u>Weddin Regional Health Hub</u> : invite Mr Stephen Sykes and Ms Helen Milne to address Council (GM).                        | <b>Carried Out</b> |
|               | 18. | <u>Grenfell Festival of Fitness/Reggie McNamara Cycling Race</u> : develop Deed of Event Funding (DCS/GM).                     | <b>In Progress</b> |
|               | 19. | <u>Blacks Bridge Renewal</u> : write requesting expedition of funding process. Accept the funding offer (DE/GM).               | <b>In Progress</b> |
|               | 20. | <u>Taylor Park Toilets</u> : repair and repaint (DE).  | <b>In Progress</b> |
| March 2016    | 21. | <u>NSW Office of Environment and Heritage</u> : accept Emu Creek funding offer (DE/GM).  | <b>Carried Out</b> |

22. Club Grants Category 3: obtain feedback regarding swimming pool funding (DES).  
**Carried Out**
23. Roadside Spraying: report to Council with a solution to deal with trees in table drains (DE).  
**In Progress**
24. NSW Governments Innovation Fund: submit grant funding application together with Regional Councils (GM/DCS).  
**Carried Out**
25. Government Access Services: sign NSW Agency Agreement (GM/DCS).  
**Carried Out**
26. Naming of Road – Industrial Area: advertise the name Phil Aston Place for the new industrial area road (DE).  
**Carried Out**
27. Fixing Country Roads – Round 2: submit funding application (DE).  
**Carried Out**
28. Contaminated Land: place the policy on public exhibition. Resubmit to Council for formal adoption (DES).  
**In Progress**
29. Weddin Aquatic Centre: execute contract. Write letter to seek funding from budget process (DES/GM).  
**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.

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

## **MATTERS FOR CONSIDERATION - CLOSED COUNCIL**

### **CLOSED COUNCIL**

#### **GENERAL MANAGER'S REPORT**

1. **Grenfell Industrial Estate – Purchase, P2.5.4**  
Reason for confidentiality: commercial information (section 10A(2)(d))
2. **Expressions of Interest Management of Grenfell Health, P2.12.17**  
Reason for confidentiality: commercial information (section 10A(2)(d))

#### **DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

1. **Stage 3 – Weddin Aquatic Centre, P2.3.1**  
Reason for confidentiality: commercial information (section 10A(2)(d))

## **REPORT ON CLOSED COUNCIL**

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

### **GENERAL MANAGER'S REPORT**

**1. Grenfell Industrial Estate – Purchase, P2.5.4**

Reason for confidentiality: commercial information (section 10A(2)(d))

**RESOLVED:** that the action be confirmed.

**2. Expressions of Interest Management of Grenfell Health, P2.12.17**

Reason for confidentiality: commercial information (section 10A(2)(d))

**RESOLVED:** that the Expressions of Interest for the management of Weddin Regional Health Hub (Grenfell Health) from:

1. Marathon Health, Ltd, ABN 86154318975 - Not for profit – registered as a charity;
  2. Alpenglow Pty Ltd, ABN 68 117 100 928 – Private company;
  3. Medical Pathways Pty Ltd, ACN 611169030 – Private Company;
- be accepted and each be invited to proceed to submit a formal tender.

### **DIRECTOR ENVIRONMENTAL SERVICES' REPORT**

**1. Stage 3 – Weddin Aquatic Centre, P2.3.1**

Reason for confidentiality: commercial information (section 10A(2)(d))

**RESOLVED:** that Council:

1. Pursuant to the Clause s55(1) and as provided for in s55(3)(i) of the LG Act 1993 Council resolve that it is not required to invite tenders for Stage 3 of the Weddin Aquatic Centre due to the fact that there are extenuating circumstances which are sufficiently different to justify calling tenders in order to comply with s55(3)(i) and that a satisfactory result would not be achieved by inviting tenders. These circumstances are that:
  - a. there is a need to address equal community access for a shallow water body
  - b. legal site access for construction will be exclusive delaying any future project
  - c. insurance and warranty issues at construction interface will impose additional complexities to the project
  - d. a reduction in additional start-up costs would be achieved
  - e. With the engaged contractor maintaining benefits of being on site any tender process could be viewed as non-beneficial to the ability to produce an alternative outcome.
  - f. Council has executed a Short Term Contract agreement for Stage 1
2. Accept the new pricing Schedules as set out in Attachments A and B and incorporate the Stage 3 Price into Councils existing Contract and Conditions for Stage 1.

**CLOSURE:** There being no further business the meeting closed at 7:12pm.

Taken as read and confirmed as a true record this day 19 May 2016.

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