



To Avoid Delay when  
Replying or Telephoning

Please Quote:

All Correspondence to be addressed to:  
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A.B.N. 73 819 323 291

## MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 20 JULY 2017 COMMENCING AT 5.00 PM

13 July 2017

«Name»  
«Title»

Dear «Intro»,

**NOTICE** is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 20 JULY, 2017**, commencing at **5.00 PM** and your attendance is requested.

**Note: There will be a workshop with Stephen Sykes to discuss the Stronger Country Communities Fund at 4.00pm prior to the Council Meeting.**

Yours faithfully

GLENN CARROLL  
GENERAL MANAGER

### BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 15 June 2017
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 - Consultative Ctee Mtg 27/06/2017  
- Work Health & Safety Ctee Mtg 27/06/2017  
- Planning & Development Ctee Mtg, 17/07/2017  
- Manex Mtg, 18/07/2017
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 P Best, J Niven, C Brown, S O’Byrne, S McKellar, C Bembrick, P Diprose and J Parlett.  
General Manager (G Carroll), Director Engineering (R Ranjit), Director Environmental Services (B Hayes), and Director Corporate Services (L Gibson).

**APOLOGY:** Nil

**CONFIRMATION OF MINUTES:**

**001 RESOLVED:** Cr Bembrick and Cr McKellar that the Minutes of the Ordinary Meeting, held on 15 June 2017 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, 20 JULY 2017.**

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**SECTION A - Matters for information**

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 22/2017.
- A2. The Hon Katrina Hodgkinson MP, A3.19.2: Member for Cootamundra is pleased to announce that Grenfell will benefit from an investment at Grenfell Preschool & Long Day Care Centre Inc.
- A3. The Hon Katrina Hodgkinson MP, A3.19.2: Member for Cootamundra has announced that local road safety initiatives have the opportunity to receive a welcome boost.
- A4. The Hon Sarah Mitchell MLC, G2.55: Writing regarding the NSW Government's \$20 million *Before and After School Care Fund*.
- A5. Catalyst on behalf of Optus, U1.2.4: Writing on behalf of Optus Mobile Pty Ltd (Optus) to inform you of a proposal to construct a mobile phone base station.
- A6. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 23/2017.
- A7. The Hon Katrina Hodgkinson MP, A3.19.2: Member for Cootamundra has hailed today's NSW Budget as a red-letter day for the Cootamundra electorate.
- A8. NSW Government Department of Industry, A3.6.52: Advising with the new legislation coming into effect next year, this update will provide information on how we will work with you to deliver improved management of the State's vast Crown land.
- A9. Allan & Susan Dawson, R2.10.139: Advising Council's assistance is sought in removing the timber pushed to the ground on Stewarts Road.
- A10. Arts OutWest, C1.3.16: Enclosing a supply of our quarterly newsletter for local Councillors and key Council staff.
- A11. The Hon Katrina Hodgkinson MP, A3.19.2: Member for Cootamundra has encouraged local Councils and no-for-profit groups to stake their claim for a slice of a lucrative government grants fund.
- A12. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 24/2017.
- A13. The Hon Katrina Hodgkinson MP, A3.19.2: Member for Cootamundra has encouraged Local Councils and not-for-profit groups to stake their claim for a slice of a lucrative government grants fund.
- A14. NSW EPA, A3.6.17: Writing to advise you about the commencement of the *Protection of the Environment Legislation Miscellaneous Amendments Act 2017* (POELMA Act).
- A15. Centroc, C2.7.3: Advising at the Centroc Annual General Meeting in November at Parliament House the 2015/2016 Annual Report was presented.

- A16. The Hon Katrina Hodgkinson MP, A3.19.2: Advising the date is drawing closer for schools, charities, sporting and community groups in the Cootamundra electorate to be able to raise money as part of the NSW Government's landmark container deposit scheme.
- A17. Department of Primary Industries, A3.6.48: Please to provide your Council with two copies of the 2015/2016 NSW Water Supply and Sewerage Performance Monitoring Report.
- A18. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 25/2017.
- A19. Local Government NSW, A3.8.2: Advising one of our key priorities in local government reform has been to move towards greater accountability.
- A20. NSW Government, Planning and Environment, T2.3.12: Advising on 1 July 2017, new Building Sustainability Index (BASIX) energy targets will come into effect.
- A21. Statewide Mutual, A3.11.2: presenting you with the Statewide Mutual 2016 Annual Report.
- A22. The Hon Katrina Hodgkinson MP, A3.19.2: Advising last year's proposed NSW greyhound racing ban and local government amalgamations are incomparable.
- A23. StateCover, A3.11.2: Advising we are very pleased to announce StateCover's Member benefits package for 2017/18.
- A24. Christine Simpson, E3.3.7: Advising I would like to see a display featuring the requirements of recycling in the Shire at the Grenfell PAH&I Show.
- A25. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 26/2017.
- A26. Centroc, C2.7.3: Advising 2017/2018 is shaping up to be a very good year for members in terms of value for money.
- A27. Arts OutWest, C1.3.16: Enclosing copies of:  
- The Arts OutWest 2016 annual report ('What We Did')  
- The 2016 financial report pages  
- Individual summaries of value delivered to your LGA in 2016
- A28. Office of Environment & Heritage, E2.9.4: Re: Funding under the 2015/2016 Floodplain Management Program – Emu Creek Stream Management Plan Implementation.
- A29. The Hon Katrina Hodgkinson MP, A3.19.2: Advising Deputy Premier John Barilaro will make a visit to the region next week to co-host a community forum aimed at helping local groups capitalise on a "once in a generation" funding opportunity.
- A30. Office of Local Government, A3.6.54: Advising on 23 June 2017, the Hon John Barilaro MP, Deputy Premier and Minister for Skills, announced the Local Government Skills Strategy.
- A31. Eric Strachan, C1.4.1: congratulating the Weddin Shire Council for having the foresight for making such an excellent art space available, it is a credit to them and the town of Grenfell and a Community showpiece which I'm sure would be the envy of many larger towns and Shires.

**SECTION B - Matters for report**

- B1. The Hon Katrina Hodgkinson MP, A3.19.2: Advising the third round of Fixing Country Roads is now open.
- B2. Gibson & Co Chartered Accountant, R2.4.32: After viewing the plan for centre parking in Short Street, we have these questions/comments to put forward.
- B3. The Hon John Barilaro MP, G2.55: Pleased to announce the opening of the Stronger Country Communities Fund which will see \$200 million invested into regional and rural communities over the next two years.
- B4. Weddin Development Committee, C2.6.33: Writing on behalf of the Weddin Development Committee to encourage Weddin Shire Council to replace all cash and cheque payments to community groups in the Shire with Go Grenfell Cards loaded to the same dollar value.
- B5. The Hon Katrina Hodgkinson MP, A3.19.2: Member for Cootamundra the Hon Katrina Hodgkinson MP has called on local Councils, businesses and community groups to help fulfil their infrastructure wish lists following the launch of a landmark new grants scheme today.

**002 RESOLVED:** Cr Brown and Cr McKellar that Correspondence sections A and B be noted.

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

1. Fabric Sauce, P2.3.15: Advising my interest has been piqued by a new movement “ban the bag” which aims to reduce the consumption of single use plastic bags as seen in the recent ABC program War on Waste.

A small step towards this goal is offering consumers an alternative and I have registered to produce Boomerang Bags. Boomerang Bags is a worldwide initiative where groups of volunteers produce fabric bags within a community to be left at various shopping outlets for customers to use, reuse or return free of charge.

There is more information available at [www.boomerangbags.org](http://www.boomerangbags.org)

I would like to ask Weddin Shire Council if you may be interested in donating the Cinema Room at the Hub for us to gather as a group and work on producing the bags.

**Note: The request is for 3 workshops.**

### **RECOMMENDATION:**

For Council’s Consideration

- 003 RESOLVED:** Cr Parlett and Cr Diprose that Council waive the fees for the use of the Cinema Room at the Community Hub.

2. Cricket NSW, P2.1.6: Advising I am looking at running a MILO T20 Blas School Cup cricket day for local primary schools (year 3-6 boys and girls) on Monday 18 September, 2017.

After talking to the schools, I was looking at running this day at Lawson Oval if it is available. I would just need to use the oval, plus have the toilet block open and use of the electricity for a PA system if available. Could you please let me know if Lawson Oval is available on this date and the process of booking is for the day.

**RECOMMENDATION:** that approval be granted subject to a copy of their public liability policy being provided.

- 004 RESOLVED:** Cr Niven and Cr O’Byrne that approval be granted subject to a copy of their public liability policy being provided.

3. Grenfell Kart Club, C1.2.5: Advising Grenfell Kart Club members would like to thank Weddin Shire Council for their support in the past loaning portable toilets, a portable freezer and garbage collection. Shire support has enabled the kart club to build better facilities to attract more competitors that benefits both Grenfell Kart Club and Weddin Shire.

Grenfell Kart Club would appreciate the loan of a portable cool room and 2 portable toilets for the Bob Hinde race meeting on 15-16 July, 2017. Bob Hinde race meeting attracts 300+ racers and supporters to Grenfell. We also look forward to the continuation of garbage collection after our race on Mondays 17 July, 14 August, 30 October and 4 December.

We look forward to your continuing support into the future.

**Note: As the meeting was held prior to the Council meeting approval was granted as requested.**

**RECOMMENDATION:**

Confirm Action

**005 RESOLVED:** Cr Parlett and Cr Bembrick that the action be confirm.

4. The Henry Lawson Festival Committee, C1.4.1: Advising this year we celebrated an important milestone, the 60<sup>th</sup> Henry Lawson Festival of Arts! As well as 150 years of Henry Lawson.

The Festival was a great success and a credit to everyone involved. The weather was once again very kind to us with events well attended and the Festival receiving wonderful reviews.

We sincerely thank you for your support for the Festival. We have enclosed a certificate of appreciation with this letter.

The Festival relies on sponsorship, local fundraising and the efforts of a long list of volunteers. It is because of this sponsorship and these volunteers that this important, long-standing event will be able to continue.

Once again. A big thank you for your support for the Festival and we hope you continue your involvement next year.

**For Information**

**Noted**

**SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 20 JULY 2017**

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

**006 RESOLVED:** Cr O’Byrne and Cr Niven that the late correspondence be received and dealt with because of the urgency of the matters.

5. The Hon Paul Toole MP, G2.1/P2.3.1: Advising I have approved funding of \$950,000 through the NSW Government’s Sport & Recreation Infrastructure Grants Program for the construction of amenities with disability access at the Grenfell Aquatic Centre.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that Council:

- i) write to the Hon Paul Toole MP and the Hon Katrina Hodgkinson MP thanking them for the \$950,000 grant under the NSW Government’s Sport and Recreation Infrastructure ClubGrants Program to upgrade the amenities at the Grenfell Swimming Pool.
- ii) write to the Deputy Premier the Hon John Barilaro MP and the Hon Katrina Hodgkinson MP thanking them for attending Grenfell on Tuesday 18 July, 2017 to announce the grant funding.

**007 RESOLVED:** Cr Brown and Cr Parlett that Council:

- i) write to the Hon Paul Toole MP and the Hon Katrina Hodgkinson MP thanking them for the \$950,000 grant under the NSW Government’s Sport and Recreation Infrastructure ClubGrants Program to upgrade the amenities at the Grenfell Swimming Pool.
- ii) write to the Deputy Premier the Hon John Barilaro MP and the Hon Katrina Hodgkinson MP thanking them for attending Grenfell on Tuesday 18 July, 2017 to announce the grant funding.

6. Grenfell Eels Junior Cricket Club Inc., P2.1.3: Grenfell Eels Junior Cricket Club Inc herewith request your approval for our usage of Taylor Park this Saturday 22 July, 2017 for a major event, being the official hand over of a cheque (value \$5,000.00).

This major Holden grant awarded to our club of \$5,000.00 will be officially given by Holden’s representative Mr Brett Savage of Waugoola Motors Cowra this Saturday 22 July, 2017 at a BBQ lunch in Taylor Park where photos of our junior cricketers with the back drop of two Holden Cars will be taken at the park.

Your approval would be greatly appreciated.

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

**008 RESOLVED:** Cr O'Byrne and Cr McKellar that approval be granted subject to Council acquiring a copy of their Public Liability Policy.

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

## NOTICE OF MOTION

### **1. Greenethorpe Compression Brakes Signs, C2.8.1**

I hereby give notice of the following motion at the July 2017 Council Meeting:

“that signs be installed on the road entrances to Greenethorpe asking truck drivers not to use compression brakes whilst travelling through the village.”

The need for signs is in the interest of the residents in Greenethorpe and is in part a consequence of the upgrade in the main road categorisation to B-Double standard.

Signed:           Cr Phillip Diprose          

**010 RESOLVED:** Cr Diprose and Cr Bembrick that signs be installed on the road entrances to Greenethorpe asking truck drivers not to use compression brakes whilst travelling through the village.

13 July 2017

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

## **1. Local Government Reform – Innovation Fund, C2.10.9**

As Councillors are aware Common Thread Consulting Pty Ltd are undertaking two projects under the Innovation Fund for the Mid Lachlan Alliance Councils as follows:

1. To deliver a Fiscal Responsibility Action Plan (FRAP) ensuring that each of the Councils adopt sound financial principles, are fiscally responsible and meet the NSW Government's Financially sustainable requirements, particularly in regard to submitted FFTF proposals and the new legislation set out in the recent Local Government Act, 1993 amendments. The outcome of this will assist the Government in determining challenges and opportunities for smaller Councils that are capable of being implemented in other organisations.  
A gap analysis will be required to be undertaken to determine what needs to be done at each Council to enable us all to become fiscally responsible.
2. Complete two comprehensive efficiency and service reviews on two of the Council's largest recurrent operational programmes being Roads Infrastructure Maintenance and Parks and Gardens Infrastructure Maintenance.

To facilitate the commencement of the projects representations from Common Thread Consulting Pty Ltd attended Council on Tuesday 27 June, 2017 to update Councillors on the project as well as enabling Common Thread Consulting Pty Ltd to outline their approach to the project.

It was a very informative meeting which allowed Councillors the opportunity to ask questions and gain a better understanding of the process and how it will assist Council to remain 'Fit for the Future'.

A grant funding application has been submitted under the Smart Cities and Suburbs program for \$475,000 on behalf of the Alliance Councils to assist in ensuring we are able to access and use smart technology to enable us to become more productive and sustainable as well as being able to deliver services in a more efficient and effective manner.

### **RECOMMENDATION:**

Confirm Action

**011 RESOLVED:** Cr Diprose and Cr Parlett that the action be confirmed.

## THE GENERAL MANAGER'S REPORT

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### 2. Integrated Planning Process, A3.4.10

The beginning of the new financial year on 1 July 2017 has seen the continuation of Councils Integrated Planning and Reporting (IPR) process.

Council has developed the following plans which are effective from 1 July:

- 2017-2026 Community Strategic Plan – Weddin 2026
- 2017-2021 Delivery Program
- 2017-2018 Operational Plan
- Resourcing Strategy (including the Asset Management Plan (AMP), Long Term Financial Plan (LTFFP) and Workforce Plan.)

While Council has developed a strategic direction for a ten year period the 2017-2021 Delivery Program outlines various projects to be undertaken in this four year period. The 2017/2018 Operational Plan details various projects that will be undertaken during this financial year. It is very pleasing to advise that the top two priorities as detailed in the 2017-2021 Delivery Program are in progress and about to commence which is a real credit to Council.

These projects are detailed below:

- Grenfell Swimming Pool Development
- Grenfell Medical Centre

It will be critical that we allocate our human, financial and physical resources in an efficient and cost effective manner to ensure we are able to continue to achieve our strategic objectives as detailed in our strategic plans.

**For Information**

**Noted**

### 3. Stronger Country Communities Fund, G2.1/A3.19.2

Member for Cootamundra the Hon Katrina Hodgkinson MP has called on local councils, businesses and community groups to help fulfil their infrastructure wish lists following the launch of a landmark new grants scheme.

The “once-in-a-generation” *Stronger Country Communities Fund* will support projects valued between \$100,000 and \$1 million, or even higher with financial co-contribution. Applications are now open for the first stage of the fund with Weddin Shire included in this round.

The *Stronger Country Communities Fund* marks an historic opportunity for locals to share in millions of dollars and make local towns and villages more vibrant places to live and work. The *Stronger Country Communities Fund* will build new parks, playgrounds and pathways and refurbish local schools, health facilities, community centres, libraries and local parks for rural and regional communities. Advice has been received that \$768k is available in grant funding for the Weddin Shire.

The Stronger Country Communities Fund is part of the NSW Government’s \$1.3 billion *Regional Growth Fund* with the following further programmes to open as detailed below:

- **REGIONAL CULTURAL FUND**
  - Open 17 Jul, closing 4 Sep

## THE GENERAL MANAGER'S REPORT

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- Up to \$25M available this round
- Building and upgrading arts and cultural venues including art galleries, libraries, performance spaces and cultural centres
- **GROWING LOCAL COMMUNITIES**
  - Expected to open late July/early Aug
  - Funding allocation per LGA to be confirmed
  - Unlocking the economic potential of regional towns and cities and creating jobs
- **REGIONAL SPORTS INFRASTRUCTURE**
  - Expected to open late July/early Aug
  - Supporting participation and high achievement for regional sporting communities
- **CONNECTING COUNTRY COMMUNITIES**
  - Open later this year
  - Improving telecommunication connectivity in regional NSW to drive economic growth

There will be a community forum hosted by the Deputy Premier the Hon John Barilaro in conjunction with the Hon Katrina Hodgkinson MP in Cootamundra on Tuesday 18 July, 2017 at 5.30pm with the Mayor and I intending to attend representing Council.

Councils will be required to submit the grant funding application and community groups are being currently encouraged to identify proposals that meet local aspirations and ensure Councils are aware of their interest in accessing this funding. Projects submitted to date from Councillors and Senior Staff are detailed below:

- Grenfell Health Hub
- Council parks, playground and amenities strategy
- Bogolong Dam development
- Main Street upgrade
- Grenfell Swimming Pool solar heating
- Taylor Park toilet block
- O'Brien's Hill Development

Community groups have been requested to submit their projects by Thursday 20 July, 2017 (including a description and cost of their projects) whereby they will also be assessed against the guidelines/criteria to assess their eligibility prior to being prioritised by Council. Once Council determines the priority of the projects to the value of \$768k the grant funding application will be submitted to the State Government for determination.

To assist Council in its determination of priorities it is proposed to conduct a workshop with Mr Stephen Sykes who has been engaged to submit the grant funding application on Councils behalf at 4.00pm Thursday 20 July 2017 prior to the Council meeting.

The Stronger Country Communities Fund is a once-in-a-generation investment in the facilities and services that makes our towns and regional cities the best places in NSW to live and work.

### **RECOMMENDATION:**

Confirm Action

**012 RESOLVED:** Cr Niven and Cr Diprose that Council move into a committee of the whole.

## THE GENERAL MANAGER'S REPORT

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**013 RESOLVED:** Cr Brown and Cr Niven that Council move back into open council.

**014 RESOLVED:** Cr O'Byrne and Cr Bembrick that the action be confirmed.

### **4. Delegations under the Bio-Security Act, 2015, C2.7.5**

The Biosecurity Act 2015 commenced on the 1 July, 2017 with ten (10) Acts repealed and the Noxious Weeds Act 1993 was one of these.

Delegated authority may be granted to the General Manager under Sec 375 of the Biosecurity Act 2015 to appoint the current Noxious Weeds Officer Mrs Kellie Frost as an authorised officer under Sec 372 of the Biosecurity Act 2015 to control weeds in the Weddin Shire.

Mrs Frost will be appointed as Council's authorised officer with the continuation of the instruments and powers under the repealed Act.

Mrs Frost will be issued with evidence of her authority to exercise the functions of an authorised officer under the Bio-Security Act 2015 by way of an Instrument of Appointment and an ID card.

**RECOMMENDATION:** that delegated authority be granted to the General Manager under Sec 375 of the Biosecurity Act 2015 to appoint Mrs Kellie Frost as an authorised officer under Sec 372 of the Biosecurity Act 2015 to control weeds in the Weddin Shire.

**015 RESOLVED:** Cr Diprose and Cr Niven that delegated authority be granted to the General Manager under Sec 375 of the Biosecurity Act 2015 to appoint Mrs Kellie Frost as an authorised officer under Sec 372 of the Biosecurity Act 2015 to control weeds in the Weddin Shire.

### **5. Annual Returns of Disclosure of Interest, C2.2.2**

The annual returns are required under the Act to be lodged by 30 September 2017 by all Councillors and other designated persons. Draft forms will be separately forwarded.

The completed returns will be available for inspection by the public.

**For Information**

**Noted**

### **6. Local Government NSW Annual Conference, A3.18.3**

The 2017 Local Government NSW Annual Conference will be held at the Hyatt Regency Sydney, 4 – 6 December 2017.

Council needs to nominate its official delegate for voting purposes. In previous years this has been the Mayor.

For registration and accommodation purposes it would be appreciated if any other delegates could also be nominated.

**RECOMMENDATION:** that:

- (i) Council appoint and nominate its official delegate for voting purposes,
- (ii) any other delegates also be appointed and nominated,
- (iii) the General Manager be authorised to attend.

## THE GENERAL MANAGER'S REPORT

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**016 RESOLVED:** Cr McKellar and Cr O'Byrne that:

- (i) Council appoint and nominate the Mayor as its official delegate for voting purposes,
- (ii) the Deputy Mayor be appointed and nominated as a delegate.
- (iii) the General Manager be authorised to attend.

**7. Review of Council Policies – Business Incentives, Grain Handling Facilities, C2.4.15**

My report item 5 to Council's June 2017 meeting refers.

Comments on the four (4) draft policies listed below were received and new drafts have been prepared which required minor changes only. The minor changes are detailed below:

These drafts are included in Councillors iPad Policy Register as "Draft Policies".

12.3.5	<b>Incentives for New Businesses (Shops)</b>	- no comments.
12.4.5	<b>Incentives for New Businesses (General)</b>	- no comments.
12.5.5	<b>Incentives for Expansion of Existing Businesses</b>	- no comments.
12.6.4	<b>Retention of Grain Handling Facilities in Grenfell</b>	- structure now owned by a private operator. Policy no longer relevant.

**RECOMMENDATION:**

It is recommended that:

i) the following draft policies be adopted:

12.3.5	Incentives for New Businesses (Shops)	20/07/2017	Sept 2021
12.4.5	Incentives for New Businesses (General)	20/07/2017	Sept 2021
12.5.5	Incentives for Expansion of Existing Businesses	20/07/2017	Sept 2021

ii) the following policy be deleted:

12.6.4	Retention of Grain Handling Facilities in Grenfell
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**017 RESOLVED:** Cr Diprose and Cr Parlett that:

i) the following draft policies be adopted:

12.3.5	Incentives for New Businesses (Shops)	20/07/2017	Sept 2021
12.4.5	Incentives for New Businesses (General)	20/07/2017	Sept 2021
12.5.5	Incentives for Expansion of Existing Businesses	20/07/2017	Sept 2021

ii) the following policy be deleted:

12.6.4	Retention of Grain Handling Facilities in Grenfell
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## THE GENERAL MANAGER'S REPORT

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### 8. Review of Council's Policies – Various C2.4.15

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

14.2.3	Statements of Liability	21/06/2013	Sept 2017
14.9.1	Injury Management and Return to Work (Rehabilitation)	18/07/2013	Sept 2017
14.11.1	Smoke Free Areas	18/07/2013	Sept 2017
14.12.2	CCTV Workplace Surveillance	21/06/2013	Sept 2017
14.13.3	Telephone Reimbursement	21/06/2013	Sept 2017
14.14.3	Opening Tenders and Quotations	21/06/2013	Sept 2017
14.15.3	Training and Education Expenses	21/06/2013	Sept 2017
14.16.2	Staff Recruitment and Selection	21/06/2013	Sept 2017
14.18.2	Equal Employment Opportunity	21/06/2013	Sept 2017
14.20.3	Salary System	21/06/2013	Sept 2017
14.21.2	Resolution of Grievances	21/06/2013	Sept 2017
14.22.3	Public Interest Disclosures	21/06/2013	Sept 2017
14.23.1	Private Use of Vehicles	21/06/2013	Sept 2017
14.24.2	Alcohol and Other Drugs	18/08/2016	Sept 2020
14.25.1	Loss of Drivers Licence	18/07/2013	Sept 2017
14.26.1	Child Protection	18/07/2013	Sept 2017
14.27.1	Procedure for Alcohol and Other Drugs	18/08/2016	Sept 2017

Councillors are invited to submit comments on any or all of these policies, to assist with the review process. Updated drafts will be presented for consideration at the August meeting.

#### **RECOMMENDATION:**

It is recommended that Councillors submit written comments on the listed policies by 4 August 2017.

**018 RESOLVED:** Cr Diprose and Cr Brown that Councillors submit written comments on the listed policies by 4 August 2017.

### 9. 2017 Henry Lawson Festival, C1.4.1

The Henry Lawson Festival was held from the 8 – 12 June 2017 and the general consensus was that the festival was excellent with approximately 7,000 people attending which was absolutely magnificent.

The festival executive, committee, coordinators and all of the volunteers should be justifiably proud of their efforts and ultimate achievement of making the festival a great success.

A debrief session was held on Tuesday 20 June, 2017 with a full review of the festival undertaken to ensure the 2018 festival will be even bigger and better. The committee is now having a well earned break. The Annual General Meeting (AGM) will be held on Tuesday 17 October, 2017.

**RECOMMENDATION:** that Council write to the Henry Lawson Festival (HLF) congratulating and thanking them for their efforts in making the 2017 Henry Lawson Festival a fantastic success.

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

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- 019 RESOLVED:** Cr Bembrick and Cr Parlett that Council write to the Henry Lawson Festival (HLF) congratulating and thanking them for their efforts in making the 2017 Henry Lawson Festival a fantastic success.

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

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

# THE DIRECTOR CORPORATE SERVICES' REPORT

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13 July 2017

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

## 1. Statement of Bank Balances as at 30 June 2017:

Bank Account	
Westpac	\$1,826,067.71
Investments	
Westpac	<u>8,750,000.00</u>
<b>Total Investments</b>	<b><u>\$8,750,000.00</u></b>

## CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 June 2017.

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 June follows:

Rates Receipts	112,981.93
Credit Union Agency Commission	607.20
Service NSW Agency Monthly Fee	4,767.40
Interest on Investments	30,070.82
FAG 2017/18 Instalment Paid In Advance	1,233,421.00
StateCover Mutual Performance Rebate	5,975.77
Flood Damage Works Payments	750,000.00
RMS Works	112,507.00
Blacks Bridge Grant	425,000.00
Heritage Grants	6,857.09
Development & Building Application Fees	9,306.00
CTC Income	9,141.35
Scrap Metal Recycling	11,733.48
Caravan Park Income	7,609.00
Other	20,392.84
<b>Total</b>	<b><u>\$2,740,370.88</u></b>

For Information

Noted

## THE DIRECTOR CORPORATE SERVICES' REPORT

### 3. Roads and Other Expenditure 2016/2017:

Following are the up to date maintenance figures as at 30 June 2017.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	652,498	631,261
Grenfell Town Streets Maintenance	190,605	168,274
Village Maintenance - Caragabal	6,000	9,253
Village Maintenance - Greenethorpe	6,000	14,825
Village Maintenance - Quandialla	6,000	14,690
Garbage / Recycling Collection	130,000	147,044
Quandialla Recycling Station	8,000	6,878
Greenethorpe Collections	8,000	5,779
Commercial Waste Collection	18,000	11,254
Grenfell Waste Depot Manning / Plant Hire	135,000	119,602
Tips Working Expenses	63,000	53,138
Grenfell Tip Green Waste Processing	20,000	18,457
Cemetery Maintenance	69,000	77,310
Cemetery Sites etc. income	(49,000)	(53,138)
Noxious Plants	84,500	62,198
Noxious Plants - Extra	20,000	21,072
Parks & Gardens	218,262	247,135
Library Expenditure	98,900	84,559
Baths Income	(25,000)	0
Baths Expenditure	174,000	79,020
Caravan Park Income	(65,000)	(64,484)
Caravan Park Expenditure	110,300	94,238

2016/17 Rural Local Roads (FAG)	Vote	Expenditure
RECONSTRUCT VILLAGE STREETS (15/16 C/Over)	36,520	0
QUANDIALLA DRAINAGE (15/16 C/Over)	137,047	32,046
GRENFELL MEDICAL CENTRE - K&G & FOOTPATH (15/16 C/Over)	130,000	0
GRENFELL STREETS CONSTRUCTION (15/16 C/Over)	116,035	7,539
GRENFELL KERB & GUTTER (15/16 C/Over)	102,231	0
MEMORY ST/HOLY CAMP ROAD CONSTRUCTION (15/16 C/Over)	11,237	0
GREENETHORPE BUMBALDRY ROAD	191,202	29,608
BLACKS BRIDGE	464,347	464,347
GRAVEL RESHEETING	103,327	0
GRENFELL STREETS - FOOTPAVING	92,183	6,129
SUCKER REMOVAL/SHOULDER GRADING/SPRAYING	21,852	6,097
FORBES STREET BEAUTIFICATION	95,055	95,055
INDUSTRIAL AREA SUB DIVISION ROAD CONSTRUCTION	43,703	43,703
QUANDIALLA FOOTPATHS RECONSTRUCTION	43,703	4,807
Total	<b>1,588,441</b>	<b>689,333</b>

## THE DIRECTOR CORPORATE SERVICES' REPORT

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<b>2016/17 Roads to Recovery</b>	<b>Vote</b>	<b>Expenditure</b>
RESEALS (R2R)	352,353	322,607
GRAVEL RESHEETING	100,000	45,327
KEITHS LANE	300,000	252,205
BEWLEYS ROAD	200,000	22,000
GREENETHORPE BUMBALDRY ROAD	425,000	425,000
HEAVY PATCHING - PINNACLE & DRIFTWAY ROAD	100,000	11,000
Total	<b>1,477,353</b>	<b>1,078,140</b>
<b>Item</b>	<b>Vote</b>	<b>Expenditure</b>
Flood Damage Untied Funding	1,000,000	0
Flood Damage – Regional Roads	614,558	95,862
Flood Damage – Rural Roads	1,524,462	528,274

For Information

Noted

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

Debt recovery activity for June is as follows:

Batch of 18 Assessments referred to Outstanding Collections

- 10 Paid
- 2 referred further action
- 6 Arrangements

Batch of 3 assessments referred to outstanding collections

- 2 responses
- 1 no response to date

2 new arrangements made

3 responses from letters requesting increases in payment arrangements

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

Other debt collection activity has been of routine nature

For Information

Noted

#### 5. Insurance Renewals 2017-18, A3.11.1

Quotations were recently received for Council's Insurance Renewals for the 2017/2018 financial year with relevant commentary relating to the individual policies as follows:

##### Property:

The Property Scheme commenced in 1998 in response to increasing property rates on the Local Government portfolio and contraction in the property insurance market. Each year our insurance brokers engage a number of key reputable insurers with which they undertake a series of

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

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negotiations on behalf of the mutual member Councils to obtain not only stable contributions, but also to achieve leading market policy terms and conditions.

There is great stability in their support of the Scheme and it has enabled Statewide Mutual to maintain contributions at sustainable and competitive levels.

This enables the Mutual to follow its mission statement of 'the protection of Members through stable premiums, cost containment and spread of risk'. Change to the property policy this year include:

- Cover recently extended to include the peril of Flood up to \$50 million.

Also of note is that on Tuesday 30th May 2017 the NSW government announced that it was deferring the introduction of the Fire and Emergency Service Levy (FESL) This will impact property contributions for the 2017-18 insurance period as it has been required that the collection of the FESL is managed by insurers beyond June 30 for an unspecified period of time. It is worth mentioning that due to the structure of the Property Mutual, the contribution of ESL will be applied to each Members property contribution is significantly lower than that of a traditional insurance placement.

### Public Liability:

Statewide Mutual and its Member Councils are provided their liability insurance protection by way of JLT's national liability reinsurance programme which was developed in response to the public liability purchasing crisis of the 1990s.

Reinsurance for the Statewide Mutual Liability scheme is arranged through Lloyds and other London underwriters as well as within the local market under a national arrangement. This arrangement is remarketed on a yearly basis ensuring the programme remains fit for purpose and offers the best value for money for our clients.

Changes to the Statewide Mutual Liability Scheme this year include:

- Increase of limit of indemnity to \$500 million following the recent events involving public authorities across Australia such as the Queensland Floods and Victorian Bushfires
- Cover extended to include the liability arising out of the use of Remotely Piloted Aircraft (RPA or Drones)
- Blanket extension to all Members to include environmental liability arising out of premises owned or controlled by the Member. This cover has been designed to provide a basic level of cover against some pollution related risks for locations declared under the Statewide Property Scheme Assets Declaration, with exception to aerodromes and waste facilities.

### Councillors' and Officers Liability:

The policy was created to close the gap in cover to protect Council employees against personal liabilities arising out of the performance of their duties as an employee of Council.

Its inception followed a case in 1988 involving the collapse of a 1.5m high brick wall at a Council swimming pool during a school swimming carnival in Victoria. The collapse of the wall

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

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resulted in a 13 year old becoming a paraplegic. Following the event, charges were laid against the Council and against the Chief City Engineer under the (then) Victorian OHS Act 1985. The Council was charged on four counts under the Act for failing to maintain the pool in a safe condition and without risks to health; failing to monitor conditions at the pool and failing to ensure its employees were not exposed to risks to their health and safety.

The Engineer was charged with six counts under the Act, including the charge that the City's failure to maintain the pool in a safe condition was committed with the consent or connivance or was attributable to some willful neglect on his part. The County Court found he was sufficiently responsible to be regarded as someone 'concerned in the management' of the City for the purposes of s52 of the (then) Victorian OHS Act 1985.

JLT established the Councillors' and Officers Liability policy with market support in 1993 following 3 years of negotiations. In the turbulent market years between 1993 and 2002, there were six changes to the markets willing to participate in providing this cover.

Insurance cover is now provided through the Mutual and has been enhanced to also include Council Statutory Liability, Council Supplementary Legal Expenses and Council Defamation, Libel and Slander.

The C&O portfolio has seen a number of large claims in recent years. Some of these have involved high profile ICAC cases while others have involved Code of Conduct enquiries. There has also been an increase in the reported frequency of Employment Practices Liability related matters. These claims and incident reports give underwriters concern that the overall portfolio claims experience may deteriorate and costs escalate.

Outside of Council insurance, in the commercial arena, we are witnessing an increase in claims across corporate Australia. This has prompted many Insurers to review their portfolios and clients are experiencing premium increases, in many cases, greater than 10%.

Insurers providing Employment Practice Liability Insurance are also suffering from a deteriorating portfolio. We are seeing premiums increase and coverage reductions to try and arrest the trend. The contributions requested by Statewide Mutual remain on the whole steady demonstrating the value of the Mutual and the well managed portfolio.

Statewide Mutual provides protection to Members with a \$10,000,000 aggregate limit for all claims in any one period of protection (previously \$2,000,000). Individual Protection Clauses now have minimum indemnity limits of:

- Councillors' and Officers, Council reimbursement: \$10,000,000
- Employment Practices Liability: \$2,000,000
- Statutory Liability & Supplementary Legal Expenses: \$5,000,000
- Deformation, Libel and Slander \$500,000

### Motor Vehicle:

As part of the comprehensive market negotiations, this year JLT combined a pricing and coverage review, not only for NSW Councils, but the review included participating Member Councils from Victoria, Queensland and Western Australia.

In total approximately 150 Council fleets were included in the comprehensive review.

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

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As a result of the market negotiations, the cover provided through Statewide Mutual has been further enhanced to include:

- Nil excess on windscreen damage only claims for all Members;
- Loss of Use clause increased to \$5,000 per event;
- Cover now extends to include items of general property stolen from protected vehicles up to a limit of \$5,000 any one loss and in the aggregate any one period of protection, with a deductible of \$250.
- Aggregate deductible limit for all Councils.

Claims for the motor portfolio continue to escalate; in fact, the Motor Vehicle Scheme has continued to see a rise in claims costs for the third consecutive year. 2016-2017 saw the Scheme incur its worst loss ratio since it adopted the cover under the Mutual brand.

Attractional claims again continue to rise in both frequency and cost, with the average claim cost now exceeding \$3,000. The increased repair costs have a direct impact upon the portfolio premiums and each Member is individually rated to reflect their own claims circumstances and changes in fleet numbers

Despite increasing claims cost, with the current protection period producing a loss ratio exceeding 100% of contributions, through JLT's market negotiations across the portfolio the total scheme costs have been restricted to an increase of only 8.5%.

This year tiered rating has been introduced with increased costs capped in bandwidths linked to one, three and five-year loss ratios of individual Members.

### Crime:

Since June 2015 the Board resolved to enhance the cover offered under the Fidelity/Crime Scheme to include Security and Privacy Protection (Cyber Liability). This arrangement continues with the cover provided on an 'opt out' basis.

In today's business environment, the likelihood of a data breach is continually escalating. So is the cost. Any council that handles data – whether on employees, customers, suppliers, or business partners – is exposed to potential business costs and lawsuits associated with a breach.

Cyber crime is now considered as one of the top 5 major risk concerns in corporate Australia. Councils are not immune from this risk.

Cyber Liability is a coverage which addresses exposures associated with data security and privacy breaches that traditional insurance policies do not cover, either adequately or at all.

As a consequence of the ever changing cyber world, the Board has taken the proactive approach to enhance the Statewide Mutual offering under the CyberCrime Scheme and as part of the protection offered under Coverage B the insurance provided by Statewide Mutual, includes providing post-breach assistance with support from Zurich Insurance via their DigitalResolve Solution.

### Personal Accident:

This year our brokers completed a review of coverage and pricing, via competitive request for proposals from insurance companies. This process involved all the covers of all JLT clients, not just Councils.

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

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As a result of the review the following enhancements are now part of the personal accident policy:

- Additional Lump Sum benefit to Covered Persons Categories 1,2 and 3 following minor incapacitation;
- Endorsement for Miscellaneous Lost Time Lump Sum Benefit The cover is to be extended to include lump sum benefits for any injury to a Covered Person (Category 1, 2 and 3 only) which results in lost time from the Covered Persons normal duties for a period exceeding three (3) working days of lost time.
  - Lost Time Injury requiring recuperation period up to 30 days \$500
  - Lost Time Injury requiring recuperation period 30 to 90 days \$1,000
  - Lost Time Injury requiring recuperation period exceeding 90 days \$3,500
- Journey Injury now included as standard.
- Policy now has a 50/70 Claims Experience Discount built in for the Scheme policy covering all participating. The CED is capped at a maximum of \$50,000 to be distributed to participating Councils with a complying claim result.

It is worth noting this year's increase is the first change to pricing for the Personal Accident policy since 2011, and the change comes with significant enhancements to the cover provided.

### Journey Injury:

Journey Injury now included in the Personal Accident policy as standard for all employees of participating Councils on an opt-out basis. This means there is no requirement to effect a separate Journey Injury policy resulting in pricing and administrative benefits.

### Casual Hirer's

The adoption of this new coverage came about as a result of the CENTORC facilitated 'Insurance Health Check' we participated in. Council was highlighted as the only 1 from 10 participating Centroc member Councils not to hold a Casual Hirer's Liability policy. Adoption of this policy provides insurance coverage where a gap previously existed.

This policy provides insurance coverage to Casual and Regular Private Hirers (of facilities owned by Council) being any person or group of persons (not being a sporting body, club, association, corporation or incorporated body), who hires a Council facility for non-commercial or non-profit making purpose.

It is important to note that seasonal or annual hire of Council facilities by incorporated bodies, sporting clubs, religious organisations and commercial enterprises still requires these organisation to be responsible for their own Public Liability Coverage. On this basis our current process of requiring evidence of coverage held for these entities/organisations will need to continue.

## THE DIRECTOR CORPORATE SERVICES' REPORT

The renewal terms offered to Council for the 2017-2018 financial year are detailed in the following table:

Class of Insurance	Insurer	2016/2017 Premium (GST Inc)	2017/2018 Premium (GST Inc)	Excess	Interest Protected / Categories / Notes
Public Liability/ Professional Indemnity	Statewide Liability Scheme	105,304.58	105,304.58	\$12,500	All sums for which The Member shall become legally liable to pay by way of compensation in respect of: Death or Personal Injury Loss or Damage to Property caused by an occurrence in connection with the business from (a) Public Liability (b) Products Liability
Councillors and Officers Liability	Statewide Liability Scheme	18,793.80	18,793.80	Varies (\$5,000 to \$25,000) according to event	* Councillors & Officers Liability * Council Reimbursement * Employment Practices Liability * Council Statutory Liability * Council Supplementary Legal Expenses * Council Defamation, Libel & Slander
Personal Accident	ACE Insurance Ltd	2,199.18	2,931.78	Nil unless stated in policy wording	* The Mayor, Chairperson, Elected Members, Councillors, Commissioners * All Employees of the policy holder including accompanying Spouse/Partners &/or Dependent Children * All voluntary workers of the Policyholder * All members of any Committees & Trusts established by the Policyholder * Work Experience Students and Other Persons * All Employees of the Policyholder engaged in authorised amateur sporting competitions organised by the Policyholder
Journey Injury	CGU Insurance Ltd through Accident & Health Intl Underwriting P/L	1,400.30	0	14 Days	Now included by the Personal Accident policy
Property	Statewide Property Mutual	68,726.67	55,531.76	Varies (\$1,000 to \$100,000)	All risks of direct physical loss or damage as defined and limited in the scheme wording, on Real

**THE DIRECTOR CORPORATE SERVICES' REPORT**

				according to event	property, Personal Property, Business Interruption at the locations advised to & on file with Statewide Property Mutual
Motor Vehicles	Statewide Motor Vehicle Scheme	34,635.43	34,842.50	Basic excess \$500	All Motor Vehicles & Trailers owned, mortgaged under Hire Purchase Agreement, hired or leased by the Member as declared. New this year - No excess on windscreen only claims
Crime <u>Includes:</u> Coverage A – Commercial Crime Protection  Coverage B – Cyber Protection	Statewide Fidelity Guarantee Scheme	5,687.21	5,687.21	1% of claim with a minimum of \$500  And  \$15,000	Loss sustained as a result of a. an internal crime b. an external crime c. a theft, physical loss or damage as defined in the Scheme Protection Wording and * Privacy Breach Costs * Digital Asset Replacement Expense * Security & Privacy Liability * Regulatory Proceeding * Business income loss * Cyber extortion threat & reward payments * Internet media liability
Casual Hirer's Policy	Statewide - Casual Hirers Scheme	0.00	2,948.00	\$2,000	<b>Public Liability – Legal Liability to Third Parties for:</b> a) Death, illness or personal/bodily injury b) Loss or damage to property as a result of an occurrence happening in connection with the use of the hired facility by the Hirer. <b>Products Liability – Legal Liability to Third Parties for:</b> a) Death, illness or personal/bodily injury b) Loss or damage to property as a result of an occurrence and caused by the nature, condition and quality of any of the products sold or supplied by the Hirer in connection with the use of the hired facility.
<b>Total</b>		236,747.17	226,039.63		

**RECOMMENDATION:** that Council confirm the actions of the Director Corporate Services in accepting the Insurance Premium Renewals as listed in the table above for the 2017/2018 financial year.

## THE DIRECTOR CORPORATE SERVICES' REPORT

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**021** **RESOLVED:** Cr McKellar and Cr Bembrick that Council confirm the actions of the Director Corporate Services in accepting the Insurance Premium Renewals as listed in the table above for the 2017/2018 financial year.

### **6. Department of Human Services Access Point Services, P2.3.16**

We have again been invited to be a provider of the Department of Human Services Access Point Services via the Community Technology Centre for the period commencing 1 July 2017 to 30 June 2018.

The provision of this service has been operating well and is another example how our Council is proactively collaborating with other levels of government to ensure access to/continuation of services within our shire.

**RECOMMENDATION:** that Council confirm the actions of the Director Corporate Services in offering to provide Department of Human Services Access Point Services via the Community Technology Centre for the period commencing 1 July 2017 to 30 June 2018.

**022** **RESOLVED:** Cr Brown and Cr Bembrick that Council confirm the actions of the Director Corporate Services in offering to provide Department of Human Services Access Point Services via the Community Technology Centre for the period commencing 1 July 2017 to 30 June 2018.

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

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

The **underfloor storage area** has been tidied with all library-related material placed in the new shelving and labelled. Tidying of all office shelving and cupboards is ongoing.

There was modest **weeding** of mystery and general fiction **large print** to reduce shelf crowding.

There has been no further advice regarding the proposed **Zone consortia for e-resources**.

Advice has been received that currently only two people are using the **Quandialla Deposit Station**. Future support of this outreach service will be reviewed with maintenance of it in question unless more support can be attracted.

The traditional **“Knit, Natter and Nibble”** initiative will take place weekly on the four Wednesdays in July, commencing on the 5<sup>th</sup>. Interest in this community connectedness activity seems to be higher this year.

Otherwise activities were of a routine nature.

**For Information**

**Noted**

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

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

Prepared agricultural survey to distribute to local and regional farmers to gauge interested in pursuing a central west cluster.

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

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Prepared internal project management template.

Distributed funding opportunities to interested community groups.

Arranged for payment of final invoices in the Energise Enterprise workshop series.

Acted as secretary for the Weddin Development Committee including promoting June and July meetings, preparing June and July agendas, coordinating venues for June and July WDC meetings, and preparing content for July edition of Discover Magazine.

A Why Leave Town promotion is currently running which aims to increase local awareness and uptake. This campaign will be promoted through the WDC. Prepared nomination on Terry and Deidre Carroll for Local Legend campaign as part of the Why Leave Town Promotion.

**For Information**

**Noted**

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

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

Acted as secretary for the Henry Lawson Festival committee including co-signing cheques and approving electronic payments as required. Prepared and distributed June agenda and correspondence. Took telephone and email enquiries relating to Henry Lawson Festival. Recorded 2 radio interviews for the Festival. Coordinated TV news coverage on the Henry Lawson Festival, prepared brief for festival photographer, sourced engraved plaques for statuettes, wrote presidents speeches, removed Facebook complaint and contacted the poster to explain why.

Prepared report on 2017 Grenfell Henry Lawson Festival.

Recorded Community Hub bookings, distributed and collected paperwork from clients. Shifted chairs, tables and whiteboard and locked building after hours as required.

Researched and recorded 4 radio interviews.

Provided information to Central NSW Tourism as requested.

Liaised with Elite Energy over Grenfell Active Festival.

Wrote script for sesquicentenary documentary including sourcing still images of events where footage is not available.

Revised AVIC manual.

Staffed the Grenfell Accredited Visitor Information Centre as required.

Prepared minutes for the June tourism meeting.

Finalised new visitor guide, confirmed for print, arranged for invoice to be paid, arranged for new visitor guides to be transported from depot to the AVIC. Arranged for visitor guide eBook to appear to on Grenfell website.

Designed rates notice insert for July mail out.

For Information

Noted

### 10. Arts/Tourism, C2.8.11

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

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

- Arranged replacement volunteers when rostered volunteers were not available
- Continued planning for 2018 exhibitions
- Liaised with Henry Lawson Festival art exhibition co-ordinator
- Sent draft of Community Curtain Interpretive board text to Delia Lennane to look over
- Sent July events to Arts Outwest for calendar
- Designed and distributed invitation to 'Reflections' exhibition
- Created name plates for 'Reflections' exhibition
- Requested further information about 'Reflections' exhibition to use to promote the exhibition
- Contacted Arts Outwest for information on 'Reflections' exhibition as was unable to get in contact with original contact
- Chased artist profile for 'Reflections' exhibition
- Liaised with Arts Outwest about 2018 Portrait Competition
- Assisted with Henry Lawson Festival exhibition
- Liaised with electrician and received final quote and confirmed dates for new lighting to be installed in Gallery
- Wrote letter of payment to John Sharman for his works sold during his 'Paintings Form Nature - The Central West' exhibition.
- Provided images for Discover Magazine of 'Reflections' exhibition
- Sat with designer to go over interpretive board for Community Curtain
- Sent through text to designer for Community Curtain interpretive board
- Liaised with artist for 'Through Different Eyes' exhibition

#### **Tourism**

- Updated business listings on Grenfell.org.au
- Added and updated event listings on Grenfell.org.au
- Added and updated ATDW listings for visitnsw.com.au
- Manage Facebook account
- Manage Instagram account
- Updated front window TV slide and posters displayed
- Weddin Workshop Weekend
  - Handled enquiries about Weddin Workshop Weekend
  - Assisted with bookings for workshops
  - Developed facilitator and participant feedback forms to be used to help with acquittal and 2018 funding application. Sent these to Arts Outwest for approval
  - Distributed invitation to Henry's birthday 'party' on the Saturday night of the Weddin Workshop Weekend
  - Liaised with musician about requirements for music at Henry's 'party'
  - Sent logo to bakery that was to be put on cake for Henry's 'party'
  - Liaised with workshop facilitators about booking numbers for their workshops to make sure I could try and help will them or advise if they were booked out

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

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- Went to all of the workshops to deliver paperwork required and to make sure facilitators were okay
- Arrived at Hub early before Henry's birthday 'party' to finish setting up, let musician in and to prepare food and beverages
- Recorded RSVP and apologies for Henry 'party'
- Chased invoices from workshop facilitators
- Started workshop acquittal / report for Arts NSW
- Provided all the facilitator email addresses to accounts for payment
- Assisted in gathering content for 'Local Legends' nomination
- Provided images to GM secretary for report as requested

### **Visitor Information Centre**

- Greeted visitors at VIC and handled enquiries (walk in, phone and email)
- Sent weekly email requesting information from business in the Shire about their availability, news etc. and collated the replies
- Organised staff and their weekend tasks. Replied to their enquiries
- Sent out new Grenfell visitor guide to surrounding VIC's that had requested them
- Sent out weekly email to surrounding VIC's outlining our weekend's events
- Submitted VIC May statistics to The Tourism Group
- Sent General Manager contact details for Cowra Neighbourhood Centre to pass onto Director of Environmental Services about use of conference room
- Arranged for Chairs and tables to be brought up from under library back to conference room
- Arranged for maternity relief staff member email to be set up
- Briefed Auburn on casual staff roles and tasks for weekends moving forward

### **Henry Lawson Festival**

- Worked over the Festival weekend in the VIC as well as in many other roles for the Festival
- Assisted with putting together brief for official photographer of the key things we needed captured at the 2017 event
- Managed Facebook account
- Updated website
- Liaised with co-ordinators
- Sent queen profiles to the Grenfell Record
- Liaised with Prime and organised interviews before Festival
- Requested that the clock above the Chiropractors be fixed and that the coloured lights in main street be turned on before the Festival
- Liaised with amusement ride operators
- Looked into double invoice from Prime for TV advertising
- Created Procession office signs for co-ordinator
- Stalls
  - Received and recorded stall application forms
  - Liaised with 2017 stall holders
  - Added new stall holder details to database
  - Chased outstanding payments
  - Chased copies of renewed public liability insurance from stall holders who's had expired since they first applied
  - Copied all of the food stall holder forms and provided them to WSC Environmental Services Administration Officer for inspection at the Festival

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

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- Marked out street stalls sites x 2 due to path still being cleaned on the Friday morning
- Attended Art gallery opening
- Responded to general Festival enquiries
- Special Guest
  - Organised official guest Tara Moss' itinerary
  - Checked dietary requirements for special guest and her family
  - Liaised with their management about accommodation, contact numbers, speech (including acknowledgement to country) etc for the weekend
  - Books – Collated the number of books sold and the money. Arranged for invoice to be paid to publisher and for reminding books to be sent back to publisher
  - Passed letter onto management from Festival committee expressing their appreciation
- Arranged for bubble machine to be picked up and dropped back to Young
- Requested invoice from Southern Cross Austerio and Prime for TV advertising before the end of financial year as requested by treasurer
- Created survey for 2017 Festival in survey monkey to gather feedback and help prepare for 2018 event
- Assisted in putting together report on staff involvement in 2017 Festival
- Accepted photography entries
- Accepted art entries
- Liaised with WSC Overseer and accepted delivery of portaloos in Forbes Street
- Organised party blowers and branded balloons into bags for Queens to hand out at Festival
- Finished slide show for Saturday nights awards dinner by adding statuette winners
- Organised refunds for street stalls
- Contacted sponsors about their participation in street parade
- Arranged for assistance to clean up vandalism (oil) in VIC doorway and public toilets
- Sponsorship
  - Organised to use the veranda of Raffia & Co as the sponsor zone for the parade
  - Liaised with Dani Millynn who hosted sponsor zone for Festival sponsors during parade about numbers, food furniture etc.
  - Sent through requested image and quote to CSU about being a successful recipient for their Arts & Culture CUP grant
  - Followed up on outstanding sponsorship
  - Arranged for sponsor thank you poster to be printed at Council
  - Organised for gift cards and BBQ to be collected from Bunnings
  - Charles Sturt university funding acquittal
  - Wrote thank you letters and appreciation certificate that was sent with letters. Posted letters

**For Information**

**Noted**

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

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

#### **Sales and Services**

- Conducted computer services and repairs for 22 residential customers
- Replaced 5 mobile phone screens
- Sold laptops/computers to 2 residential customers and 1 business customers

## THE DIRECTOR CORPORATE SERVICES' REPORT

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- Sold ESET Internet Security to 9 residential customers and 1 business customer
- Sold software, parts, and accessories to 34 residential customers and 1 business customer
- Sold ink and toner cartridges to 24 residential customers
- Internet Café used by 60 clients for internet access and printing

### Computer Tuition

- Delivered 2 individual lessons.

### Printing

- Bulk Printing Jan Parlett's Country Experience
- Bulk Printing Rotary

### Human Services Access Point

- Assisted human services clients with access point usage

### Client Websites

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Hillbilly Customs Website

### Work Placement

- Over two separate weeks in June, Grenfell Internet Centre was host to 1 student from Henry Lawson High School and 1 student from Young High School for work placement.

### Technology Centre Maintenance

- Installation of software patches Windows workstations
- Decline superseded updates Server 2016 (WSUS) – Server Clean-up
- Installation of patches, plugin updates, and content management software updates (Webserver)
- Vulnerability scan (Webserver)
- Installation of patches (Backup System)
- Installation of patches (Test & Internal Wiki)
- Publish blog posts on following subjects:
  - Origin Energy Phishing Email - <https://www.grenfellinternetcentre.com.au/origin-energy-phishing-email/>
  - Windows Updates June 2017 - <https://www.grenfellinternetcentre.com.au/windows-updates-june-2017/>
  - Phishing - <https://www.grenfellinternetcentre.com.au/phishing/>
- Perform Search Engine Optimisation tasks
- [www.grenfellinternetcentre.com.au](http://www.grenfellinternetcentre.com.au) visited 189 times by 170 Users
- Blog Posts Shared on Facebook, Twitter, and Google Plus

### Google Summary

- 101 people saw Grenfell Internet Centre via Google Search
- 44 people saw Grenfell Internet Centre on Google Maps
- 4 people found Grenfell Internet Centre on Google and called your business

### Support of Other Council Departments

- Provided Tech Support to Tourism & Economic Development, Depot & Library
- A3 Printing Tourism
- Installation of software patches (Library)

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

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- Decline superseded updates Server 2008R2 (WSUS) – Server Clean-up (Library)
- Updates to Website (Library)

**For Information**

**Noted**

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

- 023 RESOLVED:** Cr Diprose and Cr McKellar that except where otherwise dealt with the Director Corporate Services' report be adopted.

13 July 2017

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

**1. Works Report 11 June 2017**

**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                              |
|       | - | completed heavy patching                         |
|       | - | trimmed tree limbs for height and sight distance |
| SH17  | - | general maintenance                              |
| MR398 | - | general maintenance                              |
|       | - | completed heavy patching flood repairs           |
| MR236 | - | general maintenance                              |
|       | - | started Pinnacle Road intersection               |
| MR237 | - | general maintenance                              |
| MR239 | - | general maintenance                              |
|       | - | completed heavy patching program                 |

**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
- flood repairs on various roads ongoing
- carrying out gravel resheeting in various locations
- continue widening and sealing of Keiths Lane
- Greenethorpe-Bumbaldry Road Rehabilitation – completed stages 1 and 2
- flood repair on Arramagong and Barkers Roads
- replaced pipe culverts on Driftway and Nealons Roads

## 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
- maintenance grading continuing at various locations
- repaired causeway on Hectors Road

### 1.4 Urban Maintenance/Construction

- general maintenance
- cleaned up Festival signs
- repaired grate in George Street
- placed headwall on drainage pipe in Forbes Street at swimming pool
- repaired back lane scours in Wood Street

**For Information**

**Noted**

## 2. Other Works

- erected signage for Henry Lawson Festival at town approaches
- erected dog signage and bag dispenser at off-leash area
- removed bio-waste from STP

### 2.1 Parks & Ovals Report

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

- general maintenance
- conducted tree lifting
- replaced metal bollards, placed stonework and planted gardens at Henry Lawson's Birthplace

### 2.2 Cemeteries

The following graves have been prepared from: 12 June to 2 July 2017:-

Grenfell Lawn	–	2
Grenfell	–	Nil
Bimbi	–	Nil
Caragabal	–	Nil
Private property	–	Nil

## THE DIRECTOR ENGINEERING'S REPORT

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

- general maintenance
- topped up graves
- placed three nameplates in Lawn cemetery
- mowed Lawn Cemetery
- constructed rubble drain around the top of the Grenfell Lawn Cemetery

### 2.3 Sewer Mains

Seven (7) sewer chokes have been attended to during the last month, none in the relined sections.

### 2.4 Private Works

- ground trip hazards at Catholic church
- repaired driveway for ratepayer

### 2.5 Village Maintenance

- general maintenance
- repaired barbeque at Quandialla
- regenerated soft fall at parks in Caragabal and Quandialla

### 2.6 Vandalism

Urban	
SH6 rest area toilets	<b>\$400.00</b>
Rotary Park toilets	<b>\$400.00</b>
Henry Lawson Oval – pillar in gateway	<b>\$4000.00</b>
Rural - Nil	
<b>Total Cost:</b>	<b>\$4800.00</b>
<b>Progressive Cost Urban:</b>	<b>\$4800.00</b>
<b>Progressive Cost Rural:</b> (from 1/7/2017 to date)	<b>\$0.00</b>

**For Information**

**Noted**

## THE DIRECTOR ENGINEERING'S REPORT

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### 3. Future Works

#### 3.1 Rural

- general maintenance
- continue Keiths Lane
- complete Pinnacle Road intersection
- complete Driftway Road edge repair
- commence Young Road rehabilitation
- commence MR 236 heavy patching
- continue repairs to flood damaged roads
- continue Quandialla Second Street drainage
- complete Warraderry Grain entrance

#### 3.2 Urban

- general maintenance
- complete Henry Lawson Birthplace construction
- repair Henry Lawson Oval gateway entrance

**For Information**

**Noted**

### 4. Plant Report

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

<b>Plant No</b>	<b>Plant Item</b>	<b>Maintenance</b>
	General Plant	General Maintenance
5103	Trailer-Dean (yellow)	Psi cleaned , degreased after new pump an plumbing kit fitted
BFO-8297	Isuzu N	Rego inspection and annual service
BFO-2229	Isuzu FY	Annual Service,
4108	Car 120M Loader	Secured bonnet for replacing, repositioning gas struts
4104	Bad Boy mower- AOS 60" 35hp	Hour meter, rear wheels fitted, handbrake shoes and cables adjusted
3953	Truck-Garbage Collection	Assisted with track harness R & R through retracting cage .Greased
3962	Truck-Isuzu 700P NPR200 4.5t Tipper	Full service with repairs
4111	Multipac 524E Multi Tytre	Inspect and repair
4101	Wheel Loader- Volvo L60E	250 hour service
4071	Roller-Case W.152	Engine reinstall
5326	Pole saw- Echo PPT-265 ES	No-go seized, dismantle for diagnosis
4109	Multipack 118H single drum roller	Bonnet adjustments, sensor repair

**For Information**

**Noted**

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

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

Routine maintenance on SH6 and SH17 continues.

Heavy patching on SH17 has been completed with sealing and line marking to be carried out.

Heavy patching on SH6 will be completed by Thursday 8 June 2017 with dressing up, sealing and line marking to be completed shortly.

**For Information**

**Noted**

### **6. Noxious Weed Report – May 2017, C2.8.12**

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

- Weeds sprayed – Bridal creeper, Prickly Pear, Scotch Thistle, Blackberry, African Boxthorn
- Areas sprayed – Trigilana, Marsden, Tirranna, Pullabooka, Wallah Wallah, Yambira, Bungalong, Bumbaldry, Brundah, Yuline, Maudry, Wallah Wallah, Yambira Bumbaldry & Grenfell town area
- Bio control-transfer Bridal Creeper rust
- Inspected high risk roadsides, TSRs, Council owned land, Rail & other high risk sites.
- Scheduled property inspections carried out

**For Information**

**Noted**

### **7. Short Street Parking Comments, R2.4.32**

Comments were sought on the proposed Short Street parking and closed on 15 June 2017.

One submission was received with the following comments, which have now been addressed.

- Will the centre parking be allocated for Medical Centre use only?
- Will there be adequate space for the buses, garbage truck, other trucks, caravans to manoeuvre around the centre parking?
- When there is a bus trip the HACC Centre there are a lot of vehicles parked in Short Street.
- There are at least 80 reverse park spaces available in Short Street already within easy walking distance of the proposed Medical Centre.

**RECOMMENDATION:** that Council adopt the proposed parking layout in Short Street and paint the lines accordingly.

**024 RESOLVED:** Cr O'Byrne and Cr Diprose that Council adopt the proposed parking layout in Short Street and paint the lines accordingly.

### 8. Culvert on Gibraltar Rocks Road, R2.10.057

The culvert on Gibraltar Rocks Road has been inspected by Council Engineers from time to time. Due to the age factor, the strength of the culvert was degrading day by day. The result of which Council advised for a 4 tonne load limit and a 20 km /h speed limit to be placed over the culvert on 30<sup>th</sup> November 2016 to make it safer for users. Council has built a side track for other vehicles.

The culvert has been re inspected on 4 July 2017. The inspection report indicated that virtually all the walls were in extremely poor condition (Ref. attached Photos) and required urgent attention.

**RECOMMENDATION:** that:

- a. The culvert be closed to all traffic
- b. Side track be upgraded with all required signage.
- c. Funds be sought from Fixing Country Roads Program, Bridge Repair Program or RTR as soon as possible.

### 025 **RESOLVED:** Cr Bembrick and Cr Diprose that:

- a. The culvert be closed to all traffic
- b. Side track be upgraded with all required signage.
- c. Funds be sought from Fixing Country Roads Program, Bridge Repair Program or RTR as soon as possible.

### 9. Fixing Country Roads (FCR) – Round 3, A3.6.51

Fixing Country Roads Round 3 is now open and expressions of interest will close at 11:59pm on Friday 1 September, 2017.

Council was successful to receive \$ 1.1 Million to upgrade Greenethorpe – Bumbaldry Road under Round one and \$800,000 under Round 2 to upgrade Bewleys Road. The Greenethorpe-Bumbaldry Road Upgrade project has been completed except for final sealing. The Bewleys Road Project has been scheduled and will commence from October 2017.

The ages of the box culvert on Gibraltar Rocks Road and Quandialla – Caragabal Road are reaching its life and need urgent attention. In order to secure funding, Council has submitted a funding application for the box culvert on Gibraltar Rocks Road under 2017/2018 Bridge Repair Program (BRP) for \$175,000 (50 % contribution). The estimated project cost of the box culverts on Gibraltar Rocks Road and Quandialla – Caragabal Road are \$350,000 and \$200,000 respectively.

The RMS advised that the Bridge Repair Programme funding application result is likely to be announced in the first week of November 2017 and will be based totally on merit basis. To be on the safe side it is recommended to submit a funding application for FCR Round 3.

**RECOMMENDATION:** that Council prepare an Expression of Interest in order to secure funding to replace the box culverts on Gibraltar Rocks Road and Quandialla – Caragabal Road for \$315,000 and \$190,000 respectively with 10 % Council contribution.

### 026 **RESOLVED:** Cr Parlett and Cr Niven that Council prepare an Expression of Interest in order to secure funding to replace the box culverts on Gibraltar Rocks Road and Quandialla – Caragabal Road for \$315,000 and \$190,000 respectively with 10 % Council contribution.

## THE DIRECTOR ENGINEERING'S REPORT

### 10. Roads to Recovery, R2.56

The allocations for Roads to Recovery Programme have been revised by the Government.

The Proposed programme allows for significant lengths of roads to be widened, strengthened, Primer seal and final seals to be carried out.

Description of works	Location	2017/2018	2018/2019	
Reseals	Greenethorpe- Bumbaldry Road, Greenethorpe- Koorawatha Road, Driftway Road, Ballendene Road and Walshs Lane	\$229,017	\$200,000	Current Programme Ends
Widening and strengthening	Keiths Lane	163,756 and will be completed		
Shoulders Widening	Caragabal- Pullabooka	\$202,820	\$171,771 and will be completed	
Widening and strengthening	Bewleys Road	\$200,000 and will be completed		
Heavy Patching	Pinnacle Road/ Driftway Road	\$100,000 and will be completed		
<b>Total</b>		<b>\$895,593</b>	<b>\$371,771</b>	

### RECOMMENDATION: that Council

a) Adopt the following works in 2017/2018 under the Roads to Recovery Programme:

- Reseals \$ 229,017
- Keiths Lane \$ 163,756
- Caragabal- Pullabooka Road \$ 202,820
- Bewleys Road \$ 200,000
- Heavy Patching work on Pinnacle Road/ Drift way Road \$ 100,000
- Total \$ 895,593

### **027** RESOLVED: Cr Brown and Cr Diprose that Council:

a) Adopt the following works in 2017/2018 under the Roads to Recovery Programme:

- Reseals \$ 229,017
- Keiths Lane \$ 163,756
- Caragabal- Pullabooka Road \$ 202,820
- Bewleys Road \$ 200,000
- Heavy Patching work on Pinnacle Road/ Drift way Road \$ 100,000
- Total \$ 895,593

## THE DIRECTOR ENGINEERING'S REPORT

### 11. Monthly Flood Works Report, C2.70.3

S. No	Road Name	Treatment Option	Project cost (\$)	Expenditure till 30th June 2017	Progress (%)	Project status
	<b>Section 1</b>					
1	Tyagong Hall Rd	HP, Rehab	69,061.00			has been scheduled
2	Roberts Rd	RS	9,486.00	9,486.00	100	Completed
3	Greenethorpe-Koorawatha Rd	HP, RG, RG & PG	17,197.00			has been scheduled
4	Iandra Rd	HP	43,560.00			has been scheduled
5	Parnells Ln	RS	7,293.00			has been scheduled
6	Barrs Ln, Gerrybang Rd II	RS, RG & PG	20,976.00	20,976.00	100	Completed
7	Dunkleys Ln	RS, RG, RG & PG	18,027.00	18,027.00	100	Completed
8	Barrs Ln	Replace Causeway	18,000.00	18,000.00	100	Completed
9	Stanifords Ln, Wilson Ln	RS	16,274.00	16,274.00	100	Completed
10	Sunnyside Ln, Watts Ln	RS, RG & PG	6,385.00	6,385.00	100	Completed
11	Adams Ln (East)	RS	16,065.00	16,065.00	100	Completed
12	Freebairns Ln, Chappells Ln	RS, RG & PG	6,997.00			has been scheduled
13	Greenethorpe-Wirega Rd	RS, RG, RG & PG	23,181.00	23,181.00	100	Completed
14	Lewis Rd	RG & PG	10,807.00	10,807.00	100	Completed
15	Barkers Rd (East), McKays Rd	RG, RG & PG	18,567.00	18,567.00	100	Completed
16	Browns Ln	RG & PG	9,337.00	9,337.00	100	Completed
17	Bobelar Ln, Brundah Hall Rd	RG, RG & PG	21,930.00	21,930.00	100	Completed
18	Bembricks Ln	RS	6,632.00	6,632.00	100	Completed
19	Mogongong Ln	RS, RG, RG & PG	8,265.00	8,265.00	100	Completed
20	Mogongong Rd	RS, RG	12,434.00	6,217.00	50	work in progress
21	Derribong Rd, Quondong Rd	HP, RS, RG & PG, SCR	23,360.00			has been scheduled
	<b>Section 2</b>					has been scheduled
22	Olouglin Ln, Adelargo Rd, McDonalds Rd	HP, RS	18,624.00			has been scheduled
23	Peaks Creek Rd	RS, RG, Recon	49,147.00	49,147.00	100	Completed
24	Kanagrooby Rd, Clay Pit Rd	RS, RG & PG, Recon	27,102.00	21,681.60	80	work in progress

## THE DIRECTOR ENGINEERING'S REPORT

S. No	Road Name	Treatment Option	Project cost (\$)	Expenditure till 30th June 2017	Progress (%)	Project status
25	Kanagrooby Rd	Collapsed Pipe 450mm	2,220.00	2,220.00	100	Completed
26	Keewong Crossing	Casueway, Stabilise Bank	16,500.00			work in progress
27	Yambira Rd	RS, RG	9,721.00	9,721.00	100	Completed
28	Adams Ln (North)	RG & PG	8,226.00	8,226.00	100	Completed
	<b>Section 3</b>					
29	Wheatleys Rd	RG & PG	6,484.00		50	work in progress
30	Grants Ln, Borehams Rd	RG, RG & PG	12,498.00			has been scheduled
31	New Forbes Rd	HP, GS	153,551.00	153,551.00	100	Completed
32	Barkers Rd (North)	RG & PG, Recon	48,920.00	48,920.00	100	Completed
33	Bald Hills Rd	RG, RS, PG	26,029.00	26,029.00	100	Completed
34	Matchetts Rd, Hunts Rd, Bradfords Ln	RS	12,998.00			has been scheduled
	<b>Section 4</b>					
35	Piney Range Hall Rd, Pinnacle Rd	HP, Rehab	55,478.00			has been scheduled
36	Goodes Ln	HP, RS	13,880.00			has been scheduled
37	Hoctors Ln, Mittions Ln, Boundary Rd	RS, RG, PG	16,714.00	16,714.00	100	Completed
38	Gap Rd, Ballendene Rd	HP, Rehab	9,909.00	9,909.00	100	Completed
39	Hancock Flinns Rd, Hancock Williams Rd	RS	12,848.00	12,848.00	100	Completed
40	Sandy Creek Rd	HP	50,850.00			has been scheduled
41	Deans-Malloys Rd, Davies Lane, Baas Rd	RG	7,605.00			has been scheduled
	<b>Section 5</b>					
42	Woodgates Rd, Muncks Ln	RG, RG & PG, Recon	28,155.00	28,155.00	100	Completed
43	Porters Mount Rd, Stewarts Rd, Taroon Ln	RG, RG & PG	16,340.00	16,340.00	100	Completed
	<b>Section 6</b>					
44	Thompsons Ln, Schneiders Ln, Andersons Ln	RS, RG, RG & PG	8,707.00			has been scheduled
45	Martins Ln, Hamptons Ln	HP, RS, RG & PG	14,513.00			has been scheduled
46	Rumbles Ln, Arramagong Rd, McCanns Ln	RS, RG, RG & PG	46,707.00	46,707.00	100	Completed
47	Stock Route Rd, Eualdrie Rd, Milnes Rd	HP, RS, RG	43,478.00			has been scheduled
48	Holy Camp Rd, Campbells Ln	HP, RG, RG & PG, Recon	48,961.00			has been scheduled



## **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.

- 029 RESOLVED:** Cr Diprose and Cr Best that the Director Engineering's late report be received and dealt with because of the urgency of the matters.

### **12. Blacks Bridge, R2.11.3**

Blacks bridge was completed on 7<sup>th</sup> April 2017. Regarding the opening date, Council has been advised by the Media and Events Section, Department of Infrastructure and Regional Development, Canberra that the Member for Riverina Michael McCormack is able to attend on behalf of the Australian Government on Monday 24 July 2017 at 2.00pm.

It is now proposed to conduct the official opening on this date.

**RECOMMENDATION:** that the official opening of Blacks Bridge be conducted at 2.00 pm on Monday 24<sup>th</sup> July, 2017.

- 030 RESOLVED:** Cr Diprose and Cr Brown that the official opening of Blacks Bridge be conducted at 2.00 pm on Monday 24<sup>th</sup> July, 2017.

### **13. Concrete blisters in the Intersection of Camp & Forbes Street – R.2.4.15**

On January 2015 under the Street Beautification plan, Council resolved to plant native plants on Forbes Street. In the process of carrying the activities, after considering watering and maintenance cost issues, it is recommended that Council modify the newly constructed concrete blister area in the intersection of Camp and Forbes Street to brick pavement instead of native plants

**RECOMMENDATION:** that Council pave the brick pavement instead of the native plants on the concrete blister in the intersection of Camp and Forbes Street.

- 031 RESOLVED:** Cr McKellar and Cr Niven that Council pave the brick pavement instead of the native plants on the concrete blister in the intersection of Camp and Forbes Street.

### **14. Community Building Partnerships Program, G2.55**

The NSW Government has announced another round of Grant funding under the Community Building Partnerships Program.

It is proposed that Council apply for funding to upgrade the Caragabal Park in Caragabal. The activities involved are Shade structure, Play equipment, BBQ and sheeting. The estimated cost for the project is \$50,000 with Council applying for \$25,000 to fund the works on a \$ for \$ basis under the program. If successful Councils contribution can be funded at the September Quarterly budget review.

Applications close on Wednesday, 9 August 2017.

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

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**RECOMMENDATION:** that Council make an application under Community Building Partnerships Program for the upgrade of Caragabal Park.

- 032** **RESOLVED:** Cr Brown and Cr Parlett that Council make an application under Community Building Partnerships Program for the upgrade of Caragabal Park.

**RAJU RANJIT**  
**DIRECTOR ENGINEERING**

- 033** **RESOLVED:** Cr McKellar and Cr Bembrick that except where otherwise dealt with the Director Engineering's report be adopted.

13 July 2017

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

Dear Sir,

I wish to report as follows:-

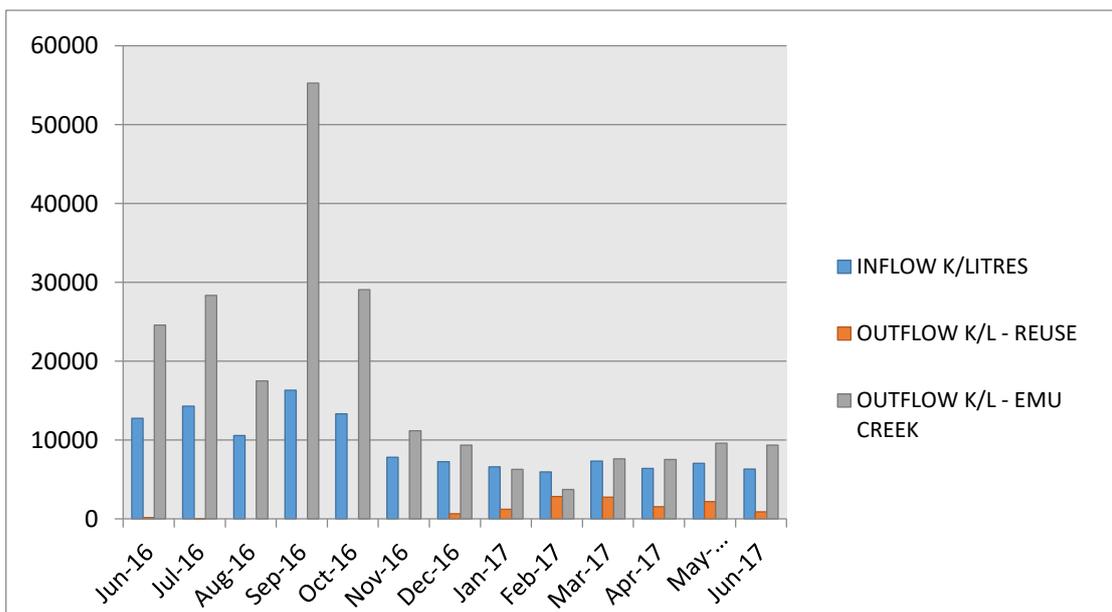
**A. Public Health and Environmental Matters**

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

Total inflow through the Works during June 2017 was 6,344 kl with the daily average of 211.46 kl. Outflow for irrigation for reuse was 898 kl and discharge to Emu Creek 9,355.2 kl.

The highest daily recording of 246 kl occurred for the 24 hours ending 6.30 am on 12 June 2017 and the lowest of 172 kl for the 24 hours ending 6.30 am on 1 June 2017.

A total rainfall of 2 mm was recorded for the month.



**For Council's Information**

**Noted**

# THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

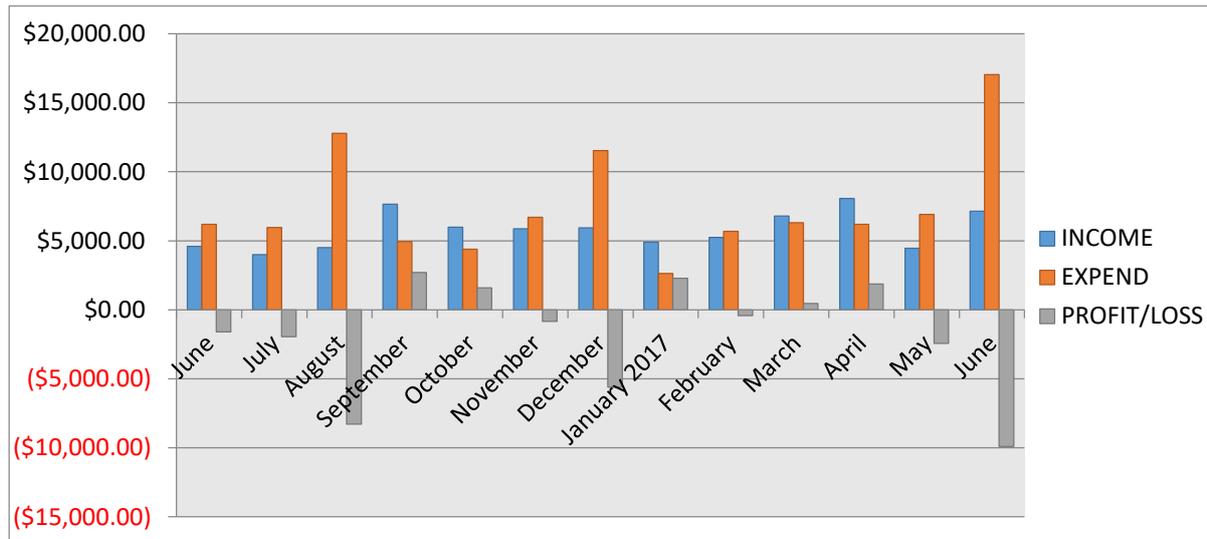
## 2. Caravan Park Operations, P2.3.3

Income for the month of June 2017 was \$7,147.00 with expenditure of \$17,040.16 resulting in an operational loss of \$9,893.16 the month.

There were 190 sites occupied for the month of June 2017.

For Councils Information:

Expenditure – Wages \$5685.29, Makcrete Works \$6781.82, Working Expenses \$1,871.91, Electricity \$2157.62 and Gas.



For Council's Information

Noted

## 3. Animal Control, A4.4.4

### a. Companion Animals

Animals Impounded :	0	Animals Destroyed:	1
Animals Straying/Returned to Owners immediately:	2	Animals Released:	0
Animals Straying and Impounded:	0	Animals Rehomed:	0
Animals Surrendered:	0		

### Companion Animals

- 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 the NSW Pet Registry as per required under NSW Companion Animals Act legislation.
- Entering new data on NSW Pet Registry as per legislative requirements.
- Communication with community re dog attacks/nuisance cats.
- Acting and advising public in accordance with Companion Animals Act and Local Orders for the keeping of Animals Policy

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

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- Communication with NSW Australian Institute Rangers Association.
- Contemporaneous note taking.

### Overgrown blocks

- Nil requests received. Nil outstanding.

### Recycling

- Recycling bin checks for contaminated waste, correspondence issued to property owners.  
Bins delivered to new dwellings.

### Advertising

- Articles placed in Grenfell Record – Cats - Destructive behaviour/Offences/Rights of private property owners
- What can go in the recycling bin

**For Council's Information**

**Noted**

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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### **B. Planning and Development Matters:**

#### **1. Development Applications**

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

<b>DA NO.</b>	<b>Applicant</b>	<b>Construction</b>	<b>Value (\$)</b>	<b>Address</b>
25/2017	Mr RG Kershaw	Farm Shed	\$46,500	LOT: 1 DP: 405482 910 Iandra Road GREENETHORPE NSW 2809
30/2017	Mr S Dolden	Subdivision	\$5,000	LOT: 149 DP: 657756 Warraderry Way (Binda Parish) GRENFELL NSW 2810

**For Council's Information**

**Noted**

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

Activities on the site have continued over the last month with the following actions occurring:

- i. Plant room walls poured
- ii. Installation of filters in plant room
- iii. Drainage to southern and western concourses
- iv. Shade posts erected
- v. Blinding slab for seated area completed
- vi. Splash pad toys to be placed
- vii. Earthworks to Forbes Street and Rear grassed area

**For Council's Information**

**Noted**

B J HAYES

**DIRECTOR ENVIRONMENTAL SERVICES**

**034 RESOLVED:** Cr Bembrick and Cr Diprose that except where otherwise dealt with the Director Environmental Service's report be adopted.

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE MEETING  
HELD ON TUESDAY, 27 JUNE 2017 IN THE COMMITTEE ROOM AT 3.00 PM (C2.6.12)**

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1. **PRESENT:** B Hayes (Chair), B Twohill, V Carter, B Biddle and W Schneider.

2. **APOLOGIES:** L Gibson

**Resolved:** V Carter and B Twohill that the apology be accepted.

3. **MINUTES:**

**Resolved:** V Carter and B Biddle that the minutes of the meeting held on 21 February 2017 be adopted.

4. **MATTERS ARISING:**

4.1 **Policy Review – Alcohol and Other Drugs** - The definition of incident within the policy and procedure is consistent with the reasonable text and covers the foreseen incidents.

4.2 **Testing Unit Register** - All testing units and testing packs need to be registered for storage and confirm calibration and in date use. All units to be kept in Council safe.

5. **GENERAL BUSINESS**

Nil

6. **CORRESPONDENCE**

Nil

7. **BUSINESS WITH NOTICE**

7.1 Award Negotiations – the committee noted the determination of the 2017 Award with the associated wage increases over the 3-year term of the Awards a), b) and c).

a) July 2017 2.35%

b) July 2018 2.5%

c) July 20169 2.5%

Health and Wellbeing Policy to be investigated as part of the new provisions within the 2017 Award.

7.2 Higher Grade Pay – general discussion regarding the provision of HGP and how it is implemented.

**Resolved:** B Biddle and W Schneider that a Higher Grade Pay Policy be investigated.

7.3 Yearly Assessments

– Confirmation with Directors regarding the yearly assessment process and procedures. Also discussion about salary system and consider as part of the Innovation Programme.

7.4 Membership of Committees

- USU to provide the name for alternate delegate.

8. **ACTION LIST**

**Noted**

9. **NEXT MEETING:** Tuesday, 26 September 2017 at 3.00 pm.

11. **CLOSURE:** There being no further business the meeting closed at 3.55pm.

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

**MINUTES OF THE WORK HEALTH AND SAFETY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 27 JUNE 2017 COMMENCING AT 3:55PM (C2.6.14)**

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1. **PRESENT:** B Hayes, B Biddle, L Logan and B Twohill.

2. **APOLOGY:** L Gibson

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

3. **MINUTES:**

**Resolved:** L Logan and B Twohill that the minutes of the meeting held on 21 February 2017 be adopted.

4. **MATTERS ARISING:**  
Nil

5. **GENERAL BUSINESS**

5.1 **Injury/Incident Forms**

General reminder to staff regarding securing vehicles especially petrol tanks.

**Noted**

5.2 **Inspections**

Henry Lawson Oval (DES/I Holmes) – completed

Haysen Park (DE) – Not Completed

SH6 Rest Area (DE) – Not Completed

Depot (DES/L Logan) – Not Completed

Main Office (I Holmes) – Not Completed

Hub/CTC/EDO (DES) – completed

**Noted**

5.3 **EAP** – New EAP provider is Interact Injury Management Ph 1300 851 300.

**Noted**

6. **CORRESPONDENCE:**  
Nil

7. **BUSINESS WITH NOTICE**  
Nil

8. **ACTION LIST**  
As noted.

9. **NEXT MEETING:** Tuesday, 26 September 2017 at 3.30 pm.

10. **CLOSURE:** There being no further business the meeting closed at 4:15pm.

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

**MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY, 17 JULY 2017 COMMENCING AT 4.30 PM (C2.6.11)**

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1. **PRESENT:** Crs Liebich, Niven, Diprose, Parlett, Best, Brown and Bembrick.  
Messrs G Carroll, R Ranjit, B Hayes and L Gibson (observers).

2. **APOLOGIES:** Nil

3. **MINUTES:** 13 June 2017

**Resolved:** Cr Brown and Cr Bembrick that the minutes from the 13 June 2017 be adopted.

4. **MATTERS ARISING:**  
Nil

5. **CORRESPONDENCE:**  
Nil

6. **REPORTS:**

6.1 **General Manager:**  
Stronger Country Communities Fund.

**Cr McKellar entered the meeting during this item 4.33pm.**

**Cr O’Byrne entered the meeting during this item 4.42pm.**

**Noted**

6.2 **Corporate Services Department:**  
Reports on Roads and Other Expenditure 2016/2017 and Insurance Renewals 2017-18.

**Noted**

**The Mayor welcomed Council’s new Director Engineering Mr Raju Ranjit to Council and wished him all the very best for the future.**

6.3 **Director Engineering:**  
Reports on Works, Other Works, Future Works Plant Report, RMS RMCC Contract, Noxious Weed Report – May 2017, Short Street Parking Comments, Culvert on Gibraltar Rocks Road, Fixing Country Roads (FCR) – Round 3, Roads to Recovery, Monthly Flood Works Report and Blacks Bridge.

**Noted**

6.4 **Director Environmental Services:**  
Reports on Sewerage Treatment Works, Caravan Park Operations, Animal Control, Town DA’s and Weddin Aquatic Centre.

**Noted**

7. **GENERAL BUSINESS:**  
Nil

**8. DEVELOPMENT ENQUIRIES**

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

- |                  |                               |
|------------------|-------------------------------|
| • Main Street    | Building Uses                 |
| • Huckel Close   | Awning                        |
| • Forbes Street  | Shed                          |
| • Forbes Street  | Proposed Pre-School Additions |
| • North Street   | Shed                          |
| • Manganese Road | Shed & Carport                |
| • Walsh's Lane   | Shed                          |
| • Bradley Street | Shed & Fence                  |
| • Grimshaw Lane  | Dwelling                      |
| • Bumbaldry      | Dwelling Permissibility       |

**Noted**

**10. BUSINESS WITH NOTICE**

Nil

**11. QUESTIONS WITH NOTICE**

Nil

**12. NEXT MEETING:** Monday, 14 August 2017 at 4.30 pm.

**13. CLOSED:** There being no further business to discuss the meeting closed at 5.37pm.

**037 RESOLVED:** Cr Brown and Cr Niven 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, 18 JULY 2017**  
**COMMENCING AT 8.15AM (C2.6.10)**

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

**Apology:** Nil

**Minutes:** of meeting 14 June 2017.

**Resolved:** L Gibson and B Hayes that the minutes from 14 June 2017 be adopted.

**General Business:**

**1A Administration**

- (i) NSW Government's – Local Government Reform – Council's 'Fit for the Future' (FFTF) action plan to be further implemented. GM and Directors pursuing.
- (ii) Local Government Reform – Innovation Fund - Innovation Fund programme continuing. Common Thread Consulting currently undertaking fiscal responsibility and service review processes which is a requirement of the FFTF action plan. Desktop review of other services also being undertaken. Organisational review to be then undertaken.
- (iii) 2017/2018 Operational Plan – in progress. Capital projects to be now instigated.
- (iv) Annual Report – to be forwarded to the Division of Local Government by 30 November 2017. General Manager to pursue.

**1B Human Resources**

- (i) Vacancies
  - Patch Truck Labourer – to be advertised.
  - Roller Operators – one position to be readvertised. One position to be advertised.
  - Truck Driver – to be advertised.
  - Labourer – to be advertised.
  - Contracts Engineer – currently being advertised. Closes 21 July 2017.
- (ii) Appointments
  - Librarian – Erica Kearnes appointed on a permanent/full-time basis. To commence 31 July 2017.
  - Arts and Tourism Officer – Verdel Maclean appointed on a temporary/casual basis. Commenced on 3 July 2017.
  - GM Secretary and Administration Officer – Maegan Rassack has been appointed on a temporary/casual basis. To commence 24 July 2017.
- (iii) Local Government (State) Award 2017 – 2.35% increase commenced from 1 July 2017. Salary structure updated.
- (iv) Drug and Alcohol Testing – another round undertaken by an external company on Wednesday 5 July, 2017. Further testing to be undertaken in the future.

**2. Public Order and Safety**

Nil

**3. Health**

- (i) Grenfell Medical Centre – grant funding application resubmitted under the Building Better Regions Fund (BBRF). Awaiting outcome.

- (ii) New Ambulance Station – advice received from Katrina Hodgkinson MP that Grenfell will be receiving a new Ambulance Station under the Rural Ambulance Infrastructure Reconfiguration (RAIR) programme. Planning scheduled to begin shortly. Proposed site currently being determined.

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

Nil

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

- (i) Rural Land Use Study – Response received from Minister for Planning and Environment advising the reduction of minimum lot size in rural zone (RU1) is not justified in a strategic context. Advice as to reducing the minimum lot size in rural zone (RU1) being sought.  
Process in progress to reduce minimum lot sizes in large lot residential zone (R5). The Minister for Planning and Environment approved a Gateway Determination for the draft addendum and planning proposal. Draft maps received and planning proposal to be now implemented. Draft LEP received. No objection to wording. Parliamentary Council advised the LEP can be made. Requested Department Planning to formalise the LEP.
- (ii) Quandialla Recycling Depot – operating very well. Director Engineering monitoring.
- (iii) Emu Creek Storm 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 being considered by Floodplain committee. Funding to be then sourced.
- (v) Annual Residence Inspections – to be undertaken. DES to pursue.

#### **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 to be undertaken in 2017/2018 based on previous and recent CCTV works.
- (iii) Sewerage Treatment Works Upgrade – investigation stage nearing completion. Director Environmental Services pursuing.

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

- (i) Art Gallery – “Reflections” exhibition is on display until 31 July, 2017.
- (ii) Cinema – school holiday movies well attended. Next movie to be advised.
- (iii) ClubGrants Category 3 Funding – grant funding application submitted on 10 February, 2017. Awaiting outcome.

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

Nil

#### **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 2017/2018. 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 – Blacks Bridge official opening to be held Monday 24 July, 2017. Currently being arranged. Director Engineering pursuing.
- (vi) Bridge Renewal Program Round 3 – funding application submitted for the replacement of the Gibraltar Rocks Road bridge culvert. Awaiting outcome.
- (vii) Quandialla Drainage – stage 1 completed. Stage 2 in progress. Director Engineering pursuing.

#### **10. Economic Affairs**

- (i) Industrial Land – four sales completed. Two others currently in progress. 3 phase power currently being installed. Internal preliminary works to then recommence. Director Engineering pursuing.
- (ii) Henry Lawson Festival –Debrief session held 20 June 2017. Annual General Meeting (AGM) to be held Tuesday 17 October, 2017.
- (iii) Henry Lawson Birthplace Upgrade – works currently being finalised. Director Engineering pursuing.

#### **11. General Purpose Revenues**

Nil

#### **12. Alliances**

- (i) Mid Lachlan Alliance – a Fiscal Responsibility Action Plan (FRAP) and a Service Review Action Plan (SRAP) being undertaken by Common Thread Consulting Pty Ltd.  
Grant funding application submitted under the Smart Cities and Suburbs program.

#### **13. Other Matters**

Nil

#### **14. Job List:** review

**Noted**

**Next Meeting:** Tuesday, 15 August 2017 at 8.15 am.

**Closure:** There being no further business to discuss the meeting closed at 10.03am.

**038 RESOLVED:** Cr Brown and Cr Parlett 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 2017 1. National General Assembly of Local Government (NGS):  
Mayor and Deputy Mayor to attend (GM). **Carried Out**

### 2. DEFERRED ACTIVITIES:

April 2012 1. Main Street Master Plan: consider inclusion of heritage building signs (DE/DES). **In Progress**

November 2013 2. O'Brien's Tributary – Drainage Improvement: refer matter back to floodplain committee for further consideration and other possible options (DE). **In Progress**

June 2015 3. RMS: request roundabout to be considered at the end of the Main Street in Grenfell (DE). **In Progress**

4. Pigeon Control – Main Street: continue to investigate options (DES). **In Progress**

April 2016 5. Grenfell Caravan Park: investigate alterations to dwelling and cost of a Manager's office (DES). **In Progress**

July 2016 6. Weddin Land Classification: prepare planning proposals (DES). **In Progress**

August 2016 7. Policy for Planting of Vegetation along Kerbsides: develop policy (DE/GM). **In Progress**

October 2016 8. Forbes Street Parking Plan: undertake as per amended plan (DE). **Carried Out**

9. Henry Lawson Birth Site Upgrade: undertake as per plan (DE). **In Progress**

November 2016 10. NBN Fibre to the Premises: make representations to ensure Industrial land vacant lots have access to NBN (DES). **In Progress**

December 2016 11. Waste Depot Fire Precautions: investigate provision of water for firefighting purposes (DES). **In Progress**

- |            |  |                    |
|------------|--|--------------------|
|            | 12. <u>Community Support Method</u> : investigate new method and develop funding policy (DCS/GM).                                      | <b>In Progress</b> |
| March 2017 | 13. <u>Blacks Bridge</u> : arrange official opening (DE).  | <b>In Progress</b> |
| May 2017   | 14. <u>Local government Reform</u> : investigate possible reduction in the number of Council meetings and report back to Council (GM). | <b>In Progress</b> |
|            | 15. <u>Grenfell Festival of Fitness</u> : withdraw and seek reimbursement (DCS/GM).  | <b>In Progress</b> |
|            | 16. <u>Short Street Car Parking Layout</u> : advertise for comment (DE).   | <b>Carried Out</b> |
| June 2017  | 17. <u>Future Health Needs of the Weddin Shire</u> : arrange meeting to discuss future health needs of the Weddin Shire (GM).          | <b>In Progress</b> |
|            | 18. <u>Contaminated Land</u> : investigate contamination levels in Council owned block no. 845130 (DES).                               | <b>In Progress</b> |
|            | 19. <u>Main Street Parking</u> : review the previous Main Street line marking/parking trial (DE).                                      | <b>In Progress</b> |

## 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 10A1 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.

**039 RESOLVED:** Cr Bembrick and Cr Brown 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**

#### **DIRECTOR CORPORATE SERVICES**

1. **Event Support Funding Deed Withdrawal, C1.4.18**  
Reason for confidentiality: Commercial information (section 10A(2)(d))

#### **DIRECTOR ENVIRONMENTAL SERVICES**

1. **NetWaste Tender F2442 –Tender for the Collection and Recycling of Scrap Metal for Councils in the NetWaste Region, E3.3.12**  
Reason for confidentiality: Commercial information (section 10A(2)(d))
2. **Stage 2 Amenities Buildings – 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

### **DIRECTOR CORPORATE SERVICES**

1. **Event Support Funding Deed Withdrawal, C1.4.18**

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

**RESOLVED:** that Council accept the offer of the refund of \$10,000 Event Support Funding from Elite Energy.

### **DIRECTOR ENVIRONMENTAL SERVICES**

1. **NetWaste Tender F2442 –Tender for the Collection and Recycling of Scrap Metal for Councils in the NetWaste Region, E3.3.12**

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

**RESOLVED:** that in relation to the report NetWaste Tender F2442 – Tender for Collection and Recycling of Scrap Metal for Councils in the NetWaste Region:

- The Contract be awarded to Sims Metal Management
- That Council confirm its involvement in the Contract to the NetWaste Projects Coordinator and delegate the General Manger to execute the Contract documents as appropriate.

2. **Stage 2 Amenities Buildings – 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 2 Amenities Buildings 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, appropriate accessible facilities and community service provision within the project prior to operation and delete the requirement for temporary facilities that could compromise the accessibility and functionality of the water bodies
  - 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.

2. Accept the new pricing Schedules as set out in Attachment A and incorporate Stage 2 Amenities Building Price into Councils existing Contract and Conditions for Stage 1 and 3 and set the Practical completion date for the entire development project for 1 November 2017 and delegate to the General Manager to exercise the Amended Deed of Agreement to incorporate Stage 2.
3. Funding for Stage 2 be sourced through appropriate internal and external funding streams.

Adopt the colour scheme noted as Concept 2.

**CLOSURE:** There being no further business the meeting closed at 6.45pm.

Taken as read and confirmed as a true record this day 17 August 2017.

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