



## WEDDIN SHIRE COUNCIL

To Avoid Delay when  
Replying or Telephoning

Please Quote:

Your Ref:

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

Tel: (02) 6343 1212  
Fax: (02) 6343 1203  
Email: [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au)  
website: [weddin.local-e.nsw.gov.au](http://weddin.local-e.nsw.gov.au)  
A.B.N. 73 819 323 291

### MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 21 JULY 2011 COMMENCING AT 5.00 PM

14 July 2011

«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, 21 JULY 2011**, commencing at **5.00 PM\*** and your attendance is requested.

**\*Note: 2.30 pm - Presentation by Phil Diprose – Debrief on Research and a discussion forum about “civic leadership” on the 10 year Community Plan (closed session)**

Yours faithfully

T V LOBB  
GENERAL MANAGER

### B U S I N E S S

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 16 June 2011
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager  
(b) Director Corporate Services  
(c) Director Engineering  
(d) Director Environmental Services  
(e) Delegates
9. MINUTES - Grenfell Business Development Ctee Mtg, 26/05/11  
- Local Emergency Management Ctee Mtg, 20/06/11  
- Award Restructuring Ctee Mtg, 12/07/11  
- Occupational Health and Safety Ctee Mtg, 12/07/11  
- Manex Ctee Mtg, 18/07/11  
- Town Works Ctee Mtg, 18/07/11
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 Cllr M A Simpson in the Chair, Cllrs G B Halls, J C Niven, N W Hughes, R W Atchison, C M Lobb, M R Crutcher and B R Hinde. General Manager (T Lobb), Director Corporate Services (G Carroll), Director Engineering (W Twohill) and Director Environmental Services (S Wilson).

**APOLOGIES:** Cllr D Hughes

**001** **RESOLVED:** Cllr Atchison and Cllr Niven that the apology be accepted.

**CONFIRMATION OF MINUTES:**

**002** **RESOLVED:** Cllr Halls and Cllr Lobb that the Minutes of the Ordinary Meeting, held on 16 June 2011 taken as read and **CONFIRMED.**

### **QUESTIONS FROM THE PUBLIC**

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

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

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The following requests have been received:-

Nil

### **DECLARATIONS OF INTEREST**

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

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

<b>Councillor</b>	<b>Item No.</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Cllr Simpson	Correspondence Item 6	Member of Grenfell PAH & I Association	Non-Pecuniary	Yes
Cllr Hinde	Director Environmental Services B1 20/2011	Applicant	Pecuniary	Yes
Cllr Lobb	General Manager's Report Item 4	Wife of General Manager	Pecuniary	Yes
	Mayoral Minute Item 1 and 2	Wife of General Manager	Pecuniary	Yes

**SUMMARY OF CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING  
OF THE WEDDIN SHIRE COUNCIL HELD, 21 JULY 2011.**

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**CORRESPONDENCE**

1. Trade and Investment, Regional Infrastructure and Services, A3.6.58: Advising a grant of \$7,000 will be made available from 1 July 2011 to individuals or families who relocate from the metropolitan area of NSW to Regional NSW. The grant will be administered by the Office of State Revenue and will be dependent on an eligible applicant selling a house in the metropolitan area (as their principal place of residence) and buying a house in regional NSW (where the value of the property does not exceed \$600,000).

Local Councils in regional NSW have the choice of opting out of this scheme if concerned about local population pressures.

The Department will also be interested in discussing with each Regional Organisation of Councils and individual councils any plans they are considering to promote their locations as places to live and work. The Department would be keen to pursue opportunities to co-ordinate those marketing efforts in line with the availability of the Relocation Grant.

**RECOMMENDATION:** that the Department be advised that Council wishes to participate in this scheme, particularly in relation to the Grenfell Open Day.

**Clr McClelland entered the meeting at this point 5.04 pm.**

**003      RESOLVED:** Clr Niven and Clr N Hughes that the Department be advised that Council wishes to participate in this scheme, particularly in relation to the Grenfell Open Day.

2. Premier and Cabinet, Division of Local Government, A3.9.3: Forwarding Circular No. 11-12 concerning Constitutional Arrangements for Councils – Amendments to the Local Government Act 1993.

**Copy forwarded to Councillors**

**RECOMMENDATION:** that a report be prepared on a possible reduction in the number of councillors.

**004      RESOLVED:** Clr Lobb and Clr Atchison that a report be prepared on a possible reduction in the number of councillors.

3. Premier and Cabinet, Division of Local Government, A3.9.3: Forwarding Circular No. 11-11 on the Conduct of Elections by Council – Amendments to the Local Government Act 1993.

**Copy forwarded to Councillors**

**See General Manager's Report Item 5**

4. Grenfell Town and District Band, C1.3.17: Requesting Council to consider making their annual subsidy to the Grenfell Town and District Band as per usual. The Band is a non-profit organisation and Council's subsidy would be appreciated to maintain the Band through the year.

**Note: Council recently made a donation towards the Bands 2010/2011 rates.**

**RECOMMENDATION:** that the annual subsidy of \$500 be paid less the amount donated for the rates.

**005 RESOLVED:** Cllr N Hughes and Cllr Atchison that the annual subsidy of \$500 be paid.

5. Grenfell Business Development Committee, C2.6.33: Referring the minutes of the last meeting of the Grenfell Business Development Committee (GBDC) held on 26 May 2011. The GBDC felt restrained because it was a Section 355 Committee of Council and wished to have more flexibility. It was thus resolved that the GBDC would discontinue as a Section 355 Committee. It is now intended for the GBDC to incorporate pursuant to the Incorporation Act.

Will you please authorise funds held on behalf of the GBDC be paid to the incorporated association (when incorporated).

I take this opportunity to thank Council for its assistance and co-operation to the GBDC over the years.

**RECOMMENDATION:** that:

- i) Council approve the GBDC's decision to discontinue as a Sec 355 Committee of Council,
- ii) the GBDC be deleted from Council's list of committees,
- iii) Council authorise the funds held on behalf of the GBDC be paid to the incorporated association (when incorporated).

**006 RESOLVED:** Cllr Hinde and Cllr Halls that:-

- i) Council approve the GBDC's decision to discontinue as a Sec 355 Committee of Council,
  - ii) the GBDC be deleted from Council's list of committees,
  - iii) Council authorise the funds held on behalf of the GBDC be paid to the incorporated association (when incorporated).
6. Grenfell PAH & I Association, C1.4.6: Advising the Show Committee is preparing for the competitive and enjoyable Grenfell Show to be held on Friday 2 and Saturday 3 September 2011.

We are offering you another invaluable opportunity to become part of our annual show.

There will be three levels of sponsorship:-

Gold sponsor - \$250

Silver sponsor - \$150

Bronze sponsor - \$100

**Note: 2010 sponsorship - \$250**

**RECOMMENDATION:**

For Council's Consideration

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

**Clr N Hughes took the Chair.**

**007 RESOLVED:** Clr Atchison and Clr Hinde that Council become a gold sponsor at a cost of \$250.

**Clr Simpson returned to the room and resumed the Chair.**

7. Tony and Jeremy Heathcote, C1.7.14: Advising we are intending to hold a shearing competition at the Grenfell Show and wish to hold another shear off after the show either at the Showground or a Hotel.

We are asking if the Council could support this fundraiser by providing assistance on the day, advertising/awareness and/or financial support.

We are hoping that Council could get behind this fundraiser to make the community aware of the effects depression have on people and their families Australia wide.

Any assistance that the Council could provide would be very much appreciated.

**RECOMMENDATION:**

For Council's Consideration

**008 RESOLVED:** Clr N Hughes and Clr Atchison that the General Manager liaise with the letter writer to further discuss the request.

8. Ministry for Police and Emergency Service, E1.9.1: Concerning the Weddin Shire Emergency Operations Centre risk reduction works.

Congratulations, your application for funding under the Auxiliary Disaster Resilience Grants Scheme (ADRGs) 2011-2012 has been successful in the amount of \$38,334.00.

This Project Workplan and Project Budget must be completed and returned within 15 business days of this email.

**Referred to Director Engineering**

**See Director Engineering's Report Item 12**

9. Department of Planning, A3.6.36: Advising that the Minister for Planning and Infrastructure has announced the joint chairs of a major review of the NSW planning system.

They are:-

- Former Environment Minister and current Land and Environment Court Commissioner Tim Moore,
- Former Community Services and Public Works Minister Ron Dyer.

This will be the most comprehensive review of our planning system in more than 30 years and will ultimately lead to the creation of new planning legislation for this State.

As our partners in the planning system, local government will play an extremely important leadership role in this review.

**Noted**

10. James and Sarah Clifton, E2.3.307: Advising that we no longer wish Council to use the gravel pit located on our property. The gravel pit is known as Phillip's Pit.

We have entered into an agreement with Mitton Bros Pty Ltd who will continue to use the pit.

**Noted**

**009 RESOLVED:** Clr Lobb and Clr Hinde that the Correspondence be noted except where otherwise resolved.

14 July 2011

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

**1. Meeting with Grenfell Citizens Health Action Committee, H1.1.2**

At the request of the committee, a meeting was held with their Executive on 6 July 2011. Committee representatives were Bill Green, Bill McSpadden, Brian Thoroughgood, Pauline Blake and Judy Frame, and Council representatives were Clr Simpson, Clr N Hughes, and the General Manager. Mr Peter Moffitt, Chair of the Weddin Health Council also attended.

Matters discussed included:-

- a report on activities with the Western Local Health Network,
- a report on Council activities,
- the status of Dr Al Badran,
- the need for incentives,
- the limitations of political influence,
- the usefulness of a protest in Sydney,
- successes and shortfalls in other towns.

Frank discussions also took place on recent articles in the local press which were considered counter productive.

The committee representatives agreed that they would prefer to work to assist Council, and an invitation was received to address their next meeting.

**For Information**

**Noted**

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

Following the meeting of the Executive with the Acting Chief Executive of the Area Health Service, I was contacted again to seek confirmation of Council's contribution towards the use of an employment agency for a possible overseas doctor.

Council had previously agreed to contribute 70% of this cost but I was able to reach agreement on 50% subject to an understanding that Council would continue to apply to reduce this contribution to NIL. Registration and immigration requirements will have to be attended to for any interested doctor, and there is no certainty at this stage that any prospect will finish up in Grenfell.

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

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The Health Service has also met with Ochre Health again to discuss the VMO situation at the Grenfell Hospital/MPS. It is understood that Ochre Health has been requested to prepare a firm submission for consideration.

“The Land” newspaper featured an interesting article on 7 July 2011 (copy forwarded to Councillors) about the unintended consequences of a new Federal Government scheme designed to end the drift of GPs from rural areas. Unfortunately the incentives paid to doctors under the scheme do not differentiate between small towns and large regional centres, thereby encouraging doctors to head towards the bigger centres.

The scheme is due for review in December 2012 by which time a lot more doctors could be lost.

Ms Sandra Chambers of Rural Press has offered to place advertising for the Grenfell doctor at a favourable negotiated price. I have accepted this offer to place an advertisement in the following issue of the “The Land” which will also feature an article on rural doctors. The advertisement will also be placed in other newspapers around the State.

### **RECOMMENDATION:**

It is recommended that an objection to the delayed review be made to the Federal Minister for Health, with copies to Alby Schultz MP, Senator Fiona Nash and the CENTROC Health Workforce.

Further, that a letter of appreciation be forwarded to Ms Chambers.

**010** **RESOLVED:** [Clr N Hughes and Clr Atchison that an objection to the delayed review be made to the Federal Minister for Health, with copies to Alby Schultz MP, Senator Fiona Nash and the CENTROC Health Workforce.](#)  
[Further, that a letter of appreciation be forwarded to Ms Chambers.](#)

### **3. Integrated Planning and Reporting, C2.10.7**

Council’s consultant has completed the round of community consultations for the 10 year Community Plan and is currently commencing the preparation of the first draft of the written document.

A workshop for Councillors has been scheduled for 2.30 pm on Thursday 21 July, prior to the Council Meeting. This session will concentrate on “Civic Leadership”, one of the four components of the Community Plan. An update on progress to date will also be given.

Nominations have been submitted for the LGSA workshops at Cowra on 28 July, however the attendees have been reduced to three people unless vacancies occur.

It has since been confirmed that these workshops are primarily for Councillors.

The LGMA and Division of Local Government will be conducting separate workshops for practitioners, with the closest being at Dubbo on 3 August. Senior staff will be attending where possible, and the day includes a 1 ½ hour session for Councillors if anyone would like to attend.

**For Information**

**Noted**



### **4. Fringe Benefits Tax (FBT) A3.20.2/C2.4.7**

**The General Manager declares a pecuniary interest in this matter as an employee with private use of a Council vehicle.**

The Federal Government in its latest budget has announced changes to FBT to have effect as from 10 May 2011. The result of these changes will be to increase FBT for private use of vehicles by two or three times the present amounts, in a phased manner extending over three years. Under Council's current policy, employees are required to pay this cost in full.

Private use of vehicles has been made available to key staff for over fifteen years, as an incentive for working for a small council in a rural area. As a general rule the rates of pay are less than those offered by larger councils which also offer private use, and it is necessary to match the industry as far as possible to continue to attract and retain staff.

I am concerned that should the cost of private use become exorbitant, it will make the Weddin Shire less attractive to employees, both existing and potential, to the detriment of the Council. Whilst I am not advocating waiving this FBT charge completely, I believe it is in Council's best interests to adopt a policy of partial reimbursement only.

#### **RECOMMENDATION:**

It is recommended that Council's policy for private vehicle use be amended to limit the employee's contribution for FBT, to the amount calculated by the pre – budget formula.

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

**011 RESOLVED:** Clr N Hughes and Clr Atchison that the matter be deferred to the closed section of Council for further consideration (personnel matter).

**Clr Lobb returned to the room.**

### **5. Local Government Elections 2012**

The new State Government has recently announced that NSW councils can now choose to conduct their own elections if they so choose, rather than utilise the NSW Electoral Commission (see correspondence item 3). This decision needs to be made by 31 October 2011.

In response to this amendment, the Electoral Commission has requested a meeting with Council staff to discuss the implications of "going alone".

It is also proposed to schedule the matter for discussion at the next CENTROC meeting of General Managers as recent changes to electoral legislation (such as permitting party tickets and other groupings) may give rise to great difficulties for local councils.

#### **RECOMMENDATIONS**

It is recommended that the decision on the conduct of the 2012 election be deferred for a further report.

**012 RESOLVED:** Clr Crutcher and Clr McClelland that the decision on the conduct of the 2012 election be deferred for a further report.

### 6. Rail Branch Line, T3.6.1

Previous reports refer.

Informal advice from the consultant Booz & Co indicates that the draft report is now with NSW Transport and a meeting of the Ministerial Taskforce should be scheduled shortly.

Following liaison with Council's original consultant SAMRON and Associates, a submission has been lodged for the IPART Review of Access Pricing on the NSW Grain Line Network. The terms of reference include several matters which our council rail group has identified as problems such as the absence of similar pricing on road haulage vehicles, and the outcome of the review could be very helpful if IPART is game to grasp the nettle.

The consultants have also advised the group of another current public exhibition of a proposal by the Port Kembla Grain Terminal to have removed the 200,000 tonne per annum limit on road deliveries of grain. Grain is already hauled by road from the Greenethorpe silo to Port Kembla, and the removal of this quota would make it almost impossible to ever have rail haulage reinstated. A short submission opposing the lifting of the quota is being prepared.

### RECOMMENDATION:

Confirm Action

**013**     **RESOLVED:** [Clr N Hughes and Clr Atchison that the action be confirmed.](#)

### 7. Tourism Organisation, T4.1.6

On 7 July I attended a meeting at Orange of CENTROC General Managers and members of Central NSW Tourism (CNSWT) to discuss the form of the tourism organisation for the Central West region.

Tourism NSW (TNSW) is currently encouraging the amalgamation of regional tourism bodies, and is using funding as an incentive to drive the process. It was proposed that CNSWT merge with its counterparts in the New England and Far West, but at a meeting on 28 June the councils in CNSWT did not approve the merger. There is a real concern that the new body, to be known as Inland Tourism, will be too large to effectively promote any individual area except the very high profile attractions (such as Dubbo Zoo).

The meeting decided along the following lines:-

- request Tourism NSW to return the annual funding for CNSWT which has incorrectly been paid to Inland Tourism,
- seek the return of all CNSWT records from the previous secretariat (at Coonamble),
- seek to develop a regional website project with all council tourism managers for the current year,
- continue to consider options for progression, including the stand alone option.

The meeting was also advised that Capital Tourism (based around the ACT) had voted to join Inland Tourism, making the membership discontinuous but even larger.

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

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The matter will continue to be followed up through CENTROC.

**For Information**

**Noted**

### **8. CENTROC's "Beyond the Range" Project, C2.7.3.**

Previous reports refer.

The CENTROC Health Workforce Group has been working on a project to attract doctors to the region. Consultants Taste Marketing were appointed to create the concept and provide advice for a dedicated website, with the final presentation being provided to the CENTROC Board.

CENTROC is seeking financial support from Council over a three year period to progress the CENTROC Health Workforce attraction project called "Beyond the Range".

Funding is sought of \$11,000 total over the three year period.

This will procure a website with search engine optimisation, substantial marketing and promotional support. Included in the program is work on "growing our own" medical workforce and working with peak health workforce agencies.

Funding for the project is being sought at the State and Federal levels. At a meeting with State representatives 31 May Melinda Pavey, Parliamentary Secretary for Regional Health provided strong support of 50% State funding. The program also has the support of Regional Development Australia and lends itself to funding programs announced in the recent Federal budget. Sponsorship is being sought from the private sector. The website also lends itself to advertising.

If the funding advised above is not successful the project can still proceed but at a lower level.

A comprehensive report on look and feel of the website and associated promotional, marketing advice and sponsorship packages has been prepared. This includes budgeting advice and staging of the project over three years. A copy of this report is being forwarded to all councillors, and a copy of the Final Report from Taste Marketing is available for perusal on request.

### **RECOMMENDATION:**

It is recommended that:-

- i) Council advise CENTROC of its intention to join the 3 year CENTROC Beyond the Range Health Workforce Attraction Project,
- ii) Council agree to fund the CENTROC Beyond the Range Health Workforce Attraction and Retention Project as follows:-
  - a) \$6000 funding for 2011/2012
  - b) \$3000 funding for 2012/2013
  - c) \$2000 funding for 2013/2014
- iii) Council agree to provide information to the Council Page on the website and other marketing and promotional materials where CENTROC will provide proformas,
- iv) the General Manager be authorised to nominate a staff member as the contact person responsible for Council's contribution to this project.

**014 RESOLVED:** Cllr Atchison and Cllr N Hughes that:-

- i) Council advise CENTROC of its intention to join the 3 year CENTROC Beyond the Range Health Workforce Attraction Project,
- ii) Council agree to fund the CENTROC Beyond the Range Health Workforce Attraction and Retention Project as follows:-
  - a) \$6000 funding for 2011/2012
  - b) \$3000 funding for 2012/2013
  - c) \$2000 funding for 2013/2014
- iii) Council agree to provide information to the Council Page on the website and other marketing and promotional materials where CENTROC will provide proformas,
- iv) the General Manager be authorised to nominate a staff member as the contact person responsible for Council's contribution to this project.

**9. Membership of Council Committees, C2.6.1**

Council is required to conduct the Mayoral elections at its September meeting. It is usual at this meeting to also re-appoint all committees, (including community representatives) and delegates.

Council normally invites community members to nominate (or renominate) for the available positions on its committees which are:

Heritage	- 3 positions
Tourism	- 3 positions plus 1 village representative
Cinema	- 4 positions
Art Gallery	- 3 positions

**RECOMMENDATION:**

It is recommended that applications be invited for the positions of community members on Council committees up until 30 September 2012.

**015 RESOLVED:** Cllr Hinde and Cllr McClelland that applications be invited for the positions of community members on Council committees up until 30 September 2012.

**10. Lions Club Merry-Go-Round, C1.3.7**

Council resolved at its September 2002 Meeting that the annual Workcover inspection of the Lions Club Merry-go-Round be carried out by a suitably qualified staff member.

The device's registration was again due on 31 July 2011 and the necessary inspection has been carried out and the certificate completed.

**For Information**

**Noted**

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

The annual returns are required under the Act to be lodged by 30 September 2011 by all Councillors and other designated persons. Draft forms have been separately forwarded.

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

**For Information**

**Noted**

### **12. Management Plan 2010/2011 – June 2011 Quarterly Report, A3.4**

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

Comments on significant matters relating to the principal activities as at 30 June 2011 are as follows:

#### **Part A - Management Plan**

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

- a) Management Plan programme for 2011/2012 completed. Office equipment purchased.
- b) Annual Report and Annual Statements for 2009/2010 completed and forwarded to Division of Local Government. Quotations received for foundation stabilisation. Options being reviewed prior to internal repairs. New air conditioner systems installed and operating well.
- c) Ongoing training arranged by CENTROC as required. Annual assessments conducted and ratified. Training plan completed for Administration Department. Environmental Department training plan complete and being implemented. Attended StateCover OH & S Risk Management Meeting on 7 June 2011.
- d) All plant maintained in good order. Repairs carried out expeditiously, downtime minimised.
- e) Weekly staff meetings held to program engineering work. Equipment maintained regularly.
- f) New depot – operating well. Beautification ongoing.

##### **2. Public Order and Safety**

- a) Attended meetings when scheduled with Rural Fire Service. Annual equipment maintained as requested by Rural Fire Service. Review of the Service Level Agreement completed as required.
- b) Animal Control Officer actively policing Companion Animals Act and carrying out public education in accordance with Council's Animal Management Plan. Complaints dealt with as received.
- c) Provide assistance to SES as required. LEMC meeting held on 20 June 2011. Attended LEMO/LEOCON workshop.

##### **3. Health**

- a) Public nuisances attended to as required. Complaints dealt with as received. Inspections being undertaken as required to ensure continuing compliance.
- b) Food premises have been inspected and follow up action is continuing. Complaints dealt with as received. Inspections conducted as required by the Food Act and Food Authority Partnership.

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

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- c) Media campaign to be conducted prior to the next swim season.
- d) Inspections and enforcement for noxious weeds continuing as required. Noxious Weeds Officer resigned and replacement advertised.
- e) New Dental surgery planned within proposed medical centre design, replacement dentist to be sought.
- f) Medical Centre grant unsuccessful. Doctors surgeries maintained as required.
- 4. Community Services and Education
  - a) No funding identified for aged housing.
  - b) Funding application for internet course for Seniors Week was successful with five free classes held. Funding also received to show two free movies during Seniors Week.
  - c) Youth on Line facilities continue to operate from the Internet Centre, now reinstated to Community Hub.
  - d) Social Plan elements reported in Part B.
- 5. Housing and Community Amenities
  - a) Development applications processed as received and continuing in accordance with legislative requirements. Heritage Advisory service continuing with bi-monthly meetings of committee, twelve month strategy adopted.
  - b) State of Environment report for 2009/2010 prepared by November 2010. Monitor environment concerns and take appropriate action.
  - c) Efficient domestic kerbside collection services at Grenfell and Greenethorpe with trade (commercial) service in Grenfell. All waste collections occurring as per schedules. Recycling continues to be collected with all being transferred to Cowra, with random bin inspections being undertaken.
  - d) Maintenance of cemeteries continuing.
  - e) Public conveniences maintained satisfactorily.
  - f) Pollution complaints attended to as received.
  - g) Repairs and minor maintenance carried out at Council's residences as required.
  - h) Draft Floodplain Risk Management Plan Study received. Regular Integrated Water Cycle Management Strategy Study (Stage 2) meetings occurring. Project Reference Group Meeting occurred on 15 March 2011. Attended regular CENTROC water utilities and CENTROC Infrastructure Group Meetings.
- 6. Sewerage
  - a) Sewer mains breaks and blockages repaired as required. Quotation called for the rehabilitation of mains to be carried out in 2011/2012. Extension of mains as required. Main to be extended along Lawson Drive to new Soccer amenities block and change rooms.
  - b) Soil and water samples analysed and annual report submitted as required.
  - c) All employees accredited for sewer works and mains maintenance. A full review of future operations of the facility has been undertaken, with the life of the plant to be extended until 2030. Upgrade works are to be completed over the next 12 months.
- 7. Recreation and Culture
  - a) Library operating well. New books and equipment being purchased.  
New Art Gallery in operation with volunteer management committee. Good quality exhibitions being well received by the public.  
New conference room in use. Also utilised as cinema with volunteer management committee appointed.
  - b) Tourism and Internet Centre Officers assisting local committees.
  - c) All pools closed for this reporting period with some improvement works continuing at Grenfell. Foundation stabilisation undertaken with cracking not to be repaired.

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

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- d) Parks and ovals satisfactorily maintained. Shade sail over Rotary Park and play equipment ordered. Effluent irrigation working well. Inspections and required maintenance completed.
- e) O'Briens Hill upgrade – Tender has been awarded with works to commence in the next month.
  
- 8. Mining, Manufacturing and Construction
  - a) Construction Certificates processed. Staged inspections as per requirement of Act. All critical stage inspections are being conducted as per legislative requirements. All applications assessed to ensure compliance with all legislative requirements. General building advice given as requested. All critical stage inspections being conducted on all building works.
  
- 9. Transport and Communications
  - a-i) All programmes in progress, Rural Local Roads program to continue. Flood damage works continuing, flood damage funding approved.
  - g) Tree planting - minimal trees planted
  - i) Streetlighting provided and maintained by Country Energy.
  
- 10. Economic Affairs
  - a) Caravan Park facilities promoted and maintained. Current operations under review with a facility upgrade proposed for next four years. Amenities block upgrade. Foundation stabilisation complete, with internal works now being undertaken.
  - b) Meetings of Grenfell Business Development Committee (GBDC) attended by Councillors, Senior Staff and Development Officer. Tourist attractions such as the Weddin Mountains being promoted. Installation of sound system at Henry Lawson Bust completed. Festival plaque for the Main Street to be ordered and set in footpath. Open Day/Market Day held on 30 October 2010. Review undertaken during March 2011. Policies adopted by Council to encourage developers.
  - c) Bank building residence occupied by Council staff member. Commercial area available for leasing.
  - d) Industrial blocks offered for sale as enquiries received. Industrial Estate master plan adopted by Council, utility costs being ascertained.
  - e) New equipment and software purchased for the Internet Centre to provide state-of-the-art equipment and a higher standard of service. Training to continue in new building. Regular Internet Centre columns in local paper making people aware of service available. Photographic printing, computer repairs and sales in progress.
  - g) Taxi service operating well. Lease extended for a further twelve months.
  
- 11. General Purpose Revenues
  - a) Rate notices determined and issued on time. Rating classifications reviewed. Property transfers attended to promptly. Sale of land for overdue rates held on 26 November 2010.
  - b) Grant funding constantly being sought. Surplus funds invested to maximise return and preserve capital.

### Part B - Social Plan

- a) Suitable range of children's books purchased for the new Library. Maintenance of skatepark ongoing.
- b) Cycleways – publicised in Social Plan.
- c) Taxi lease renewed. IT communications improved with broadband now available in Grenfell.

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

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- d) Dentist equipment relocated to Burrangong Street Surgery with a new dentist to be sought. Ongoing consultation with doctors. Assistance provided to Mens Shed.
- e) Letters of welcome issued to all new landowners on arrival.
- f) Shop accesses being considered for improvement.
- g) Internet Centre has obtained new software for training courses with participants encouraged to attend TAFE to obtain formal qualifications. People from culturally and linguistically diverse backgrounds welcome. Operating well.
- h) Vandalism reported as required. Vandalism cost recorded. Ongoing reporting to Police. Community service workers given meaningful work beneficial to ratepayers when with the Weddin Shire.

**For Information**

**Noted**

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

**016**     **RESOLVED:** Cllr Halls and Cllr Crutcher that except where otherwise dealt with the General Manager's Report be adopted.



## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

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14 July 2011

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 2011:**

Bank Account	
Westpac	<b><u>\$757,339.01</u></b>
Investments	
Westpac	<u>5,000,000.00</u>
<b>Total Investments</b>	<b><u>\$5,000,000.00</u></b>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 June 2011.

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	96,309.13
Accounts Receivable	62,575.04
Government Grants	1,262,950.47
Agency Collections	24,944.28
Caravan Park Fees	3,448.00
Sale of Plant Item	73,400.00
Interest on Investments	51,889.73
Other Income	18,069.92
<b>Total</b>	<b><u>\$1,593,586.57</u></b>

**For Information**

**Noted**

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

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### 3. Roads and Other Expenditure 2010/2011:

Following are the up to date maintenance figures as at 30 June 2011.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	513,518	324,887
Grenfell Town Streets Maintenance	167,492	106,520
Village Maintenance - Caragabal	6,000	4,052
Village Maintenance - Greenethorpe	8,690	5,098
Village Maintenance - Quandialla	6,000	9,043
Garbage/Recycling Collection	106,760	106,033
Greenethorpe Collections	8,500	5,828
Trade Waste Collection	23,000	15,641
Grenfell Waste Depot Manning/Plant Hire	105,000	103,291
Tips Working Expenses	29,000	28,275
Grenfell Cemetery Maintenance	15,000	19,170
Grenfell Lawn Cemetery Maintenance	13,000	16,824
Noxious Plants	75,000	55,329
Parks & Gardens	183,460	170,084
Library Expenditure	109,169	90,598
Baths Income	-24,000	19,563
Baths Expenditure	123,976	102,103
Caravan Park Income	-46,000	56,911
Caravan Park Expenditure	66,465	64,404

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

### RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2010/11 State Roads (SH 6)	519,276	519,276
2010/11 National Roads (SH 17)	1,433,508	1,433,508
2010/11 Regional Roads Block Grant	292,000	257,192
2010/2011 REPAIR Program MR237	300,000	44,110
2010/2011 REPAIR Program MR398	300,000	300,000
3 x 3 Program - MR 398	68,000	68,000

2010/2011 Rural Local Roads	VOTE	EXPENDITURE
Reseals	162,000	156,192
Martins Lane	54,000	4,909
Pinnacle Road	91,000	16,235
Driftway Road	248,000	22,545
Grenfell Streets Construction	61,000	10,437
Grenfell Kerb and Gutter	43,000	12,854
Grenfell Streets - Footpaving	17,000	545
Warraderry Street Drainage	22,000	2,000
Reconstruct Village Streets	11,000	545
Gravel Resheeting	111,000	124,023
<b>Total</b>	<b>820,000</b>	<b>350,285</b>

2010/2011 Roads to Recovery	VOTE	EXPENDITURE
Gerrybang Road	350,876	350,876
Rural Roads Reseals	116,352	116,352
<b>Total</b>	<b>467,228</b>	<b>467,228</b>

For Information

Noted

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

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

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

The outstanding rates percentage as at 30 June 2011 should be known by the October 2011 Council Meeting.

For Information

Noted

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

### 5. Sale of Land for Unpaid Rates, R1.9

As reported last meeting matters pertaining to the sale were being finalised. Listed below is a table depicting the rates written off and refunds made:-

**Table 1:**

ASSESS NO.	PROPERTY	RATES WRITTEN OFF	REFUND
2170	LOTS 2 & 3 SEC 1 DP 7763		\$2,792.24
7161	LOT 21 SEC P DP 6279	\$1,027.74	
8201	COR LOT 29 SEC F DP 6279		\$2,445.34
10702	LOTS 33/34 SEC A DP 7892	\$2,912.04	
11247	LOT 6 SEC 2 DP 7763		\$2,815.81
22715	LOT 1 DP 12368		\$8,343.77
28076	LOT 19 DP 112947	\$2,073.60	
<b>Total</b>		<b>\$6,013.38</b>	<b>\$16,397.16</b>

In regard to the properties that were not sold at the sale negotiations by both local real estate agents are continuing whereby these properties can be sold by private treaty with the sale price to be negotiated upon and agreed to by the General Manager.

The sale of land for unpaid rates is now finalised.

**RECOMMENDATION:** that Council approve the writing off and refunding of rates as depicted in Table 1.

**Clr McClelland declared a pecuniary interest as a Real Estate Agent and left the room.**

**017 RESOLVED:** Clr Crutcher and Clr Atchison that Council approve the writing off and refunding of rates as depicted in Table 1.

**Clr McClelland returned to the room.**

### 6. Insurance Renewals 2011/2012 A3.11.1

Quotations were recently received for Council's Insurance Renewals for the 2011/2012 financial year.

Insurance cover for Public Liability/Professional Indemnity, Fidelity Guarantee and Industrial Special Risks (property) classes of insurance is provided through "Statewide" Mutual Liability Scheme which is administered through Jardine Lloyd Thompson Insurance Brokers. There are no recognised Insurance Companies willing to underwrite Primary Liability Insurance for the Local Government Sector in New South Wales.

In the past the continuation of Public Liability premium increases have resulted from the continuing escalation of claims incurred by Councils, the generous attitude of the Courts in handing down favourable awards to plaintiffs and more recently insurance companies endeavouring to recoup monies from previous massive payouts. However, with the introduction of the new State Government Legislation in regard to Public Liability Insurance effective from 1 July 2002 and a refreshing change in attitude of the courts Council's premium has actually remained the same as the 2010/2011 financial year which is a very good result.

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

Council also qualified for the bonus under Statewides "Risk Management Bonus System" introduced in the 2004/2005 financial year which resulted in a reimbursement of \$16,826. It is anticipated we will again qualify for the bonus in the 2011/2012 financial year. With the Public Liability/Professional Indemnity excess remaining at \$10,000 Council staff certainly need to ensure that all proper Risk Management Practices are in place.

Renewal terms offered to Council for the 2011/2012 financial year are detailed in Table 1:

**Table 1:**

Class of Insurance	Insurer	2010/2011 Premium (GST Inc)	2011/2012		
			Premium	GST	Total
Public Liability/ Professional Indemnity	Statewide Mutual	92,273.50	83,885.00	8,388.50	92,273.50
Fidelity Guarantee	Statewide Mutual	675.69	610.43	61.04	671.47*
Councillors and Officers Liability	Comm of Australia/St Pauls International	8,628.91	8,829.78	882.98	9,712.76*
Statutory Liability	Comm of Australia/St Pauls International	8,077.30	8,725.00	872.50	9,597.50*
Councillors and Officers/Statutory Liability	Zurich	-	16,067.79	1,606.78	17,674.57
Members Accident	ACE Insurance Ltd	2,101.00	1,999.00	199.90	2,198.90
Industrial Special Risks (property)	Statewide Mutual	61,368.14	55,946.90	5,594.69	61,541.59
Motor Vehicles	Zurich	43,955.34	40,989.60	4,098.96	45,088.56
Workers Compensation	StateCover Mutual	67,161.26	TBA	TBA	TBA

**Note:** \* Insurance not taken up.

Council's Motor Vehicle Insurance premium has increased by \$1,133.22 due to a general increase while Council's Property Insurance premium increased by \$173.45 also due to a general increase. The Mutual schemes are generally working very effectively as they are returning bonuses to Council as well as keeping premiums to a reasonable level.

The Councillors and Officers Liability and Business Protection (Statutory Liability) has been combined into one policy with one underwriter giving Council a net saving of \$1635.69.

Workers Compensation is the one class of insurance where Council has in the past made significant savings with the introduction of State Cover Mutual Limited effective from July 2001.

StateCover is a mutual self insurance scheme for Workers Compensation and has been implemented by the Local Government and Shires Association of NSW (LGSA) to establish a specialised insurer for Local Government Authorities. This has the benefit of:

- The delivery of a wider range of services on an integrated and coordinated basis tailored to suit the industry's needs;
- A more responsive and consultative level of service;
- The provision of in-house and external loss management services, including the development of accident prevention strategies to tackle industry specific problems and the sharing of such solutions amongst all member Councils;
- The provision of in-house and external rehabilitation services, specialising in local government and the development of industry based rehabilitation strategies;

## THE DIRECTOR CORPORATE SERVICES' ORDINARY REPORT

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- The establishment of a local government specific workers compensation claims data base and a comprehensive Occupational Health and Safety information data base, accessible to all member councils;
- Greater "ownership" and accountability towards the costs of work related injuries by participating Councils; and
- Real and sustainable cost savings arising out of a reduction in claims frequency and severity.

With the finalisation of various claims in the last three (3) years Council's premium has been dramatically reduced. It is expected a similar cost will be incurred in the 2011/2012 financial year as the 2010/2011 financial year which is an excellent result.

**RECOMMENDATION:** that Council endorse the actions of the General Manager in accepting the Insurance Premium Renewals as listed in Table 1 for the 2011/2012 financial year.

**018 RESOLVED:** Cllr Crutcher and Cllr Hinde that Council endorse the actions of the General Manager in accepting the Insurance Premium Renewals as listed in Table 1 for the 2011/2012 financial year.

### **7. Grenfell Library, C2.6.29**

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

- Prepared a draft programme of events to mark the National Year of Reading and is planning to meet with Mrs Marguerite Lynch from The Henry Lawson High School on 18<sup>th</sup> July to discuss possible Shire-wide events.
- Attended a Librarians' Meeting at Orange on 2<sup>nd</sup> June. The main business was an update on the "Books on Prescription" project and discussion of a Zone approach to the 2012 National Year of Reading.
- Insight Informatics has indicated they will complete an upgrade of the library system to Libero Version 6 and provide free module-based online training for the librarian later in the year
- The new Writers' Group met in the library and were pleased to learn that the first stories from the Grenfell Words from the Dust workshop had been published on the Internet. No-one attended to use the family history resources
- The "One Hundred Years" travelling exhibition from the State Library which celebrates the centenary of the Mitchell Library will be in the library from 25<sup>th</sup> July. The library will also be hosting a visit by Paul Brunton, chief curator and Acting Chief Librarian at the Mitchell Library. It is anticipated that Paul will present two sessions for adults and one for primary school students.
- The Weekly "Knit, Natter and Nibble" sessions with participants knitting squares for the Wrap with Love charity will be held in the library in July. Brooke Daniels from 2CR will again be special guest at the final session on Tuesday, 26<sup>th</sup>.

**For Information**

**Noted**

### 8. Economic Development, C2.6.21

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

- Council's Economic Development Strategic Plan review has been completed and formally adopted by Council at the May 2011 Council Meeting. Strategies from the plan to be implemented.
- Two grant applications have been submitted emanating from the Economic Development Strategic Plan Review. The first is an Enterprising Regions grant for tourism marketing (including a new website, Weddin Shire Brochure and a Virtual Visitor Information Centre) and the second is for business development.
- The Grenfell Business Development Committee (GBDC) have decided to separate from Council and no longer be a Sec 355 Committee of Council. Council currently being formally advised.
- Planning to attend the Economic Development Forum in Harden on 7 July 2011.
- Attended an Introduction to Grant writing workshop in Orange on 27 June 2011.
- Arrangements for the 2011 Open Day commenced. The \$7,000 Regional Relocation grant offered by the State Government will be incorporated into the promotion.

**For Information**

**Noted**

### 9. Tourism/Promotions, C2.6.2

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

- Sending all bird groups in Australia invitations and flyers to encourage them to visit the Weddin Shire. Invitations to be followed up. Bird trail at Yambira Road relocated to Pinnacle Road with the website and bird trail brochure currently being updated.
- The Weddin Shire Tourism brochures are being distributed to surrounding areas on an ongoing basis.
- Ben Hall Trail brochures continue to be delivered to various outlets.
- A Gold Trail brochure has been delivered and is being well received. Gold Trail meeting held on 21 June 2011 in Young. Now proposed to rename the trail to the NSW Gold Trail.
- Application for "Enterprising Regions" grant funding to obtain part funding for the O'Briens Hill interpretative signage submitted.
- The application to become an RV friendly town has been submitted. Development Application to be submitted for Council approval upon agreement from ARTC. Verbal advice received that they will sign the Development Application.
- Currently part of a working group which is documenting and categorising by market segments the existing and potential tourism attractions, events and facilities in the Shire. This will provide invaluable information and allow more focussed strategic marketing.
- Arrangements for the Grenfell Goldfest Festival to be held 1 October 2011 continuing. Various groups will be invited including National Trust groups, Historical Societies, Car Clubs, Old Time Dancing groups, etc from the region.

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

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- Henry Lawson Festival promotion.
- Assisting with the production of an Iandra Castle flyer.
- Pursuing alternative Grenfell bumper sticker designs with a community competition currently being held to allow the submission of designs.

**For Information**

**Noted**

### **10. Grenfell Internet Centre, C2.6.28**

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

- Excellent sales during June.
- Tech Talk articles submitted in the Grenfell Record on a regular basis. An article on "Purchasing Online" submitted. They are being well received by the public.
- Window displays addressed and constantly changing.
- A flyer mail out to households promoting the services available conducted. This strategy resulted in improved daily custom and sales towards the end of the financial year.
- Developing websites for various customers.
- Telstra Connected Seniors Grant Funding Application unsuccessful.
- Visiting local businesses to discuss services available at the Internet Centre.

**For Information**

**Noted**

### **11. Half Yearly Audit, A1.2**

Council's external auditors Morse Group of Orange have forwarded the interim audit report for the year ending 30 June 2011.

The auditors report stated that "our audit confirmed that the financial management procedures and systems have been controlled effectively in a manner relevant to council's structure and resources". However, there were seven minor matters of concern which have since been rectified.

The audit report was an excellent result and a credit to all the staff concerned and it certainly typifies the manner in which the staff carry out their duties. The same amount of time and effort will be required to ensure our end of year audit achieves the same result.

The audit report can be perused by Councillors if so desired.

**For Information**

**Noted**

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

**019 RESOLVED:** Cllr McClelland and Cllr Crutcher that except where otherwise dealt with the Director Corporate Services' Report be adopted.



14 July 2011

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

**1. Works Report (10 July 2011)**

**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  
              - constructed a log fence at the entrance of the rest area west of Grenfell  
              - removed and sealed shoves along the length of SH6  
              - cleared aggregate stock pile sites  
              - replaced broken guide posts around rest area picnic tables

SH17          - general maintenance  
              - stabilised and sealed 97 heavy patches  
              - completed shoulder maintenance  
              - back filled culvert extensions  
              - cleared aggregate stockpile sites

MR398       - general maintenance

MR236       - general maintenance  
              - remove fallen tree

MR237       - general maintenance  
              - started 5kms of road widening of Gooloogong Road northerly from the intersection of the New Forbes Road

MR239       - general maintenance

**1.2 Rural Local Roads Programme**

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

- prepared last 1km of widening ready for primer seal on Gerrybang Road

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

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### **1.3 Rural Maintenance**

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

- general maintenance
- maintenance grading Lewis Road, Bobelar Lane, Newmans Lane and Greenethorpe-Weriga Road
- flood damage been carried out on Linters Road and Roberts Road
- removed hanging limbs on Adelargo Road, Eualdrie Road and Holy Camp Road
- removed flood damaged bridge on Millars Road
- started crushing at Jones Pit No 2
- removed rabbit harbour at Pullabooka
- removed suckers on Kangaroooby Road

### **1.4 Urban Maintenance/Construction**

- general maintenance
- repaired broken kerb and gutter Camp Street
- preparing town for Henry Lawson Festival including traffic control

**For Information**

**Noted**

## **2. Other Works**

### **2.1 Parks & Ovals Report**

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

- general maintenance
- O'Briens Hill replaced dead shrubs
- repaired Main Street bollards
- replaced bark chips in Taylor park rose garden

### **2.2 Cemeteries**

The following graves have been prepared from 6 June 2011 to 10 July 2011.

Grenfell Lawn	– 2
Grenfell	– nil
Bimbi	– nil
Caragabal	– nil

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

- slashed cemetery area, topped up graves

## THE DIRECTOR ENGINEERING'S ORDINARY REPORT

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### 2.3 Sewer Mains

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

### 2.4 Private Works

- repaired access for a ratepayer
- graded and sealed a driveway for ratepayer
- restored a car park for a business
- cleared a sewer for a ratepayer

### 2.5 Vandalism

Urban - Star Street sign missing and giveaway sign broken and vandalised \$150.00

Rural - remove rubbish dumped at a stock pile site on MR 237, backhoe and truck \$350.00.

**Progressive Cost Urban: \$2,985.00**

**Progressive Cost Rural: \$1,000.00**

(from 1/7/2010 to date)

### 2.6 Other

- cleared fence line at the Rural Fire Service depot in preparation for new fence construction

**For Information**

**Noted**

## 3. Future Works

### 3.1 Rural

- general maintenance
- continue flood damage repairs
- complete Gerrybang Road widening
- complete Gooloogong Road widening (5kms)

### 3.2 Urban

- general maintenance
- start Brundah/Camp/Tyagong Streets kerb and gutter

**For Information**

**Noted**

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

In the last month the CENTROC Weight of Loads Group detected nil breaches

For Information

Noted

### 5. Plant Report

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

Plant No	Plant Item	Maintenance
	General plant	General maintenance
PI 4102	Cat 120M Grader	Replace steering pump.
PI 4098	Jetpatcher	Repair rear auger, solenoids, spools, electrics, alternator belt.
PI 3953	Garbage Truck	Batteries and thermometer replaced.
PI 4098	Isuzu Jetpatcher	Electrical repairs.
	24 Bushfire Trucks	Annual service.

For Information

Noted

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

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

For Information

Noted

### 7. RTA RMCC Contract, R2.54.4

Routine maintenance works on SH6 and SH17 continue.

The North Weddin Rehabilitation project was completed prior to 30 June 2011 to the satisfaction of the RTA. All works planned to be completed by 30 June 2011 have now been finalised.

For Information

Noted

**8. Noxious Weed Report – June, C2.6.16**

The Noxious Weeds Officer's position is currently being advertised.

**For Information**

**Noted**

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

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

State Roads	- completed
Regional Roads	- 20% completed
Local Roads	- 25% completed

The program must be completed by 31 December 2011.

**For Information**

**Noted**

**10. Grenfell Little Athletics Club, P2.1.6/C1.2.10**

The Grenfell Little Athletics Club has now advised its requirements for the proposed athletics track and other facilities at Top Lawson Oval (copy of proposed layout plant will be on noticeboard).

The estimated cost to set up the facility is as follows:-

1. Shotput area (2 off)
2. Discus area (2 off)
3. Long Jump (1 off)
4. Eight lane 400 m track (initial set out only)  
to be marked out by Club
5. Demountable shed  
(subject to DA Approval) by Club

**Total Estimated Set up Cost (excl GST)                      \$34,200**

The Grenfell Little Athletics Club also requested whether they could use the existing toilet and kitchen facilities, as well as erecting a demountable shed. This request will need to be referred to the other users of Top Lawson Oval for consideration of joint use.

**RECOMMENDATION:** that Council approve the proposal in principle subject to consultation with the other users of the oval and funds being sourced for the project.

**020      RESOLVED:** Cllr Atchison and Cllr Crutcher that Council consult with other users of the oval before proceeding further.

### 11. Sewer Relining Quotations, C1.2.6

Quotations were called for the cleaning and videoing (CCTV) and relining of 529 lineal metres of 150 diameter sewer mains and reinstatement of lateral connections.

Five companies were invited to quote, and three responded as follows:-

Kembla Watertech Pty Ltd  
Keough's Plant Hire and Plumbing  
Interflow Pty Ltd

Under the General Manager delegation, the work has been awarded to Interflow Pty Ltd, being the lowest tender for the price of \$94,379. The work will be funded from the sewer fund.

**For Information**

**Noted**

### 12. Auxiliary Disaster Resilience Grants Scheme 2011/2012,c E1.9.1

Advice from Emergency Management NSW that Council has been successful in obtaining a grant under the Auxiliary Disaster Resilience Grants Scheme for \$38,334 on a 2:1 basis to purchase a generator, laptop, projector and whiteboard for the Weddin Emergency Operations Centre. Council's contribution is \$19,167.00.

Council was unsuccessful in its first grant application. The grant will allow Council's Emergency Operations Centre to continue to operate during an emergency if there is an interruption of power, and will afford the community in greater protection in the event of an emergency.

The upgrade of the Emergency Operations Centre will not be used solely for individual agencies such as SES or Rural Fire Service but will be used by the Emergency Operations Centre to assist in the protection of community during an emergency, such as the Weddin Mountain Fires.

However, in the event of local power disruption which does not require the Emergency Operations Centre to be opened up, the generator could be made available to power essential services such as Council Chambers or the Hospital.

**RECOMMENDATION:** that Council accept the Auxiliary Disaster Resilience Grant of \$38,334 and fund its share totalling \$19,167 by future quarterly budget review.

**021** **RESOLVED:** Clr Crutcher and Clr Lobb that Council accept the Auxiliary Disaster Resilience Grant of \$38,334 and fund its share totalling \$19,167 by future quarterly budget review.

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

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

14 July 2011

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

Dear Sir

I wish to report to Council as follows:-

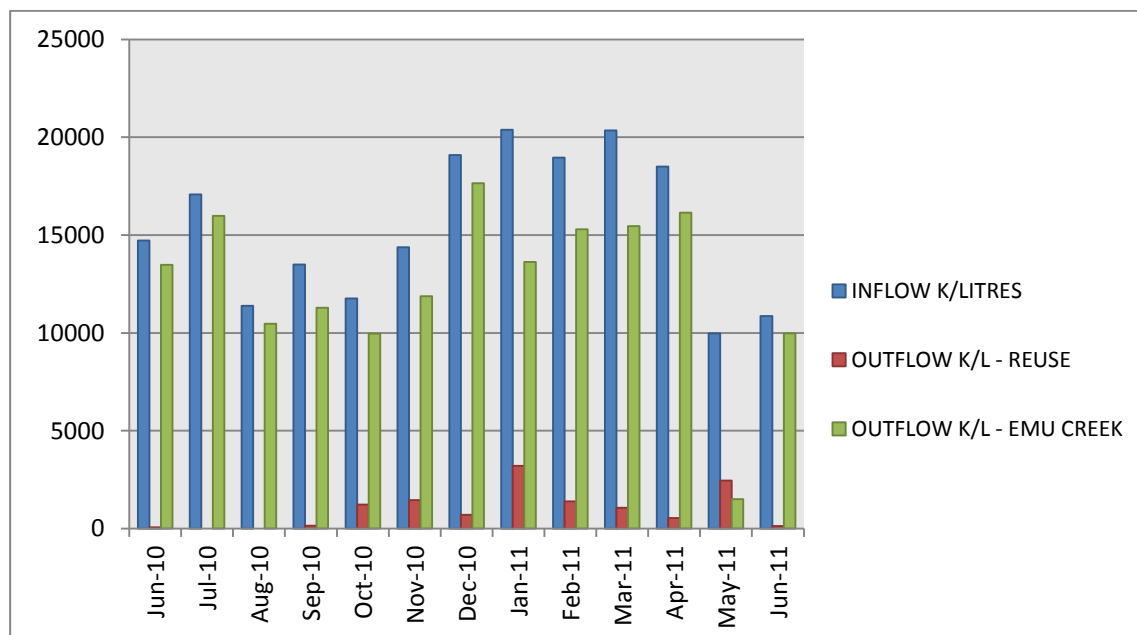
**A. Public Health and Environmental Matters**

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

Total inflow through the Works during June 2011 was 10,860 kl with the daily average of 362 kl. With outflow for irrigation for reuse being 127 kl and discharge to Emu Creek being 9981 kl.

The highest daily recording of 425 kl occurred for the 24 hours ending 6.30 am on 12 June 2011 and the lowest of 337 kl for the 24 hours ending 6.30 am on 4 June 2011.

A total rainfall of 13.5mm was recorded for the month.



**For Council's Information**

**Noted**

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

### 2. Animal Control, A4.4.4

Animal control activities for June 2011 were:

#### a. **Companion Animals**

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

For many years Veterinarian Chris Fletcher has been undertaking task of euthanizing any animals that could not be rehomed. Chris retired in late 2010 and Council has been using other approved methods of performing this task, which in review was not a long term sustainable option.

After consultation with surrounding Councils, Young Shire Council has offered to take any of our animals that we are unable to rehouse and try to seek homes or euthanize them as required. This offer has been accepted and will not come at any greater cost than previous methods other than the occasional trip to Young to deliver the animals.

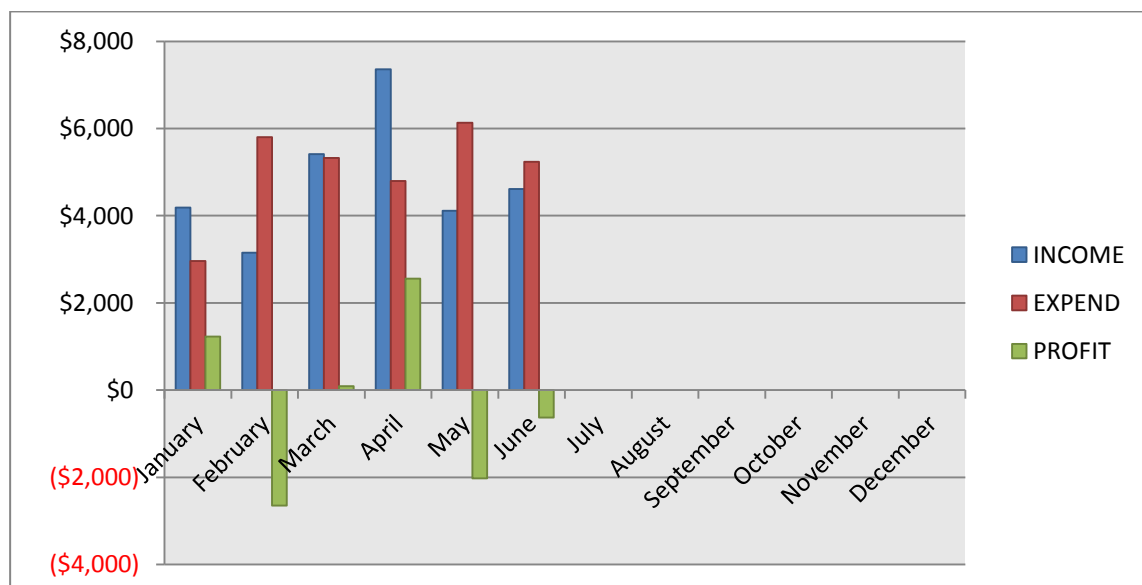
**For Council's Information**

**Noted**

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

Income for the month of June 2011 was \$4,611.00 with expenditure of \$5,237.91 resulting in an operational loss of \$626.91 for the month.

There were 168 sites occupied for the month of June 2011.



**For Council's Information**

**Noted**



### **4. Natural Resource Management – Wetland Concept Design, E3.9.2**

As previously reported the Water & Carbon Group was engaged to undertake a design for a manmade wetland on the western side of the STP. The draft design and associated documentation has now been received and is being internally reviewed.

A copy of the plan is displayed on the notice board and the entire design report is available for perusal upon request to the Director Environmental Services.

If no concerns are raised the report will be reported for formal adoption in the future.

**For Council's Information**

**Noted**

### **5. NetWaste Forum, C2.7.4**

On 24<sup>th</sup> June 2011 I attended the NetWaste Forum held in Grenfell. Some of the items discussed are detailed below:

- Lead Acid Battery management options through Orbitas recycling in Wagga Wagga
- Presentation on the Flannery Centre in Bathurst which will conduct waste management training
- Regional Contracts – of which Weddin are involved in 6 of the 10 currently running
- Weddin Shire update on waste management operations in the shire
- NetWaste 2012-15 regional Strategy development
- Visit and viewing of the Regional waste2Art exhibition at the Grenfell HUB.

If you have any questions or wish to know more please contact the Director.

**For Council's Information**

**Noted**

### **6. NetWaste – Waste 2 Art, E3.3.15**

The 2011 Regional Competition was held in the Grenfell HUB from the 25 June 2011 to the 8<sup>th</sup> July 2011 with the Official Opening held on the first day. The preparation for the exhibition required five Netwaste people to stay in Grenfell for nearly a week, as the 159 artworks from some 19 Councils filled both the Gallery and Conference/Cinema.

The Official Opening (invitation only) saw over 150 people from the entire NetWaste area come to Grenfell and participate in what could only be called a unique event and a great success.

The exhibition was open to the public for 11 days with over 520, people viewing the exhibition. A number of very positive comments were made about the exhibition and the community HUB.

I would like to thank all of the volunteers that assisted throughout the exhibition period, especially Isabel Holmes who gave up many hours during the entire period.

**For Council's Information**

**Noted**

### **7. E-Waste, E3.3.7**

In June Council again, participated in the annual NetWaste e-waste recycling campaign. The aim of the campaign is to remove electrical items such as TV's, computer monitors and computer type waste out of land fill.

We have been stockpiling the e-waste of the past year with an amazing total of 24 pallets consisting of 168 TV's and 68 monitors being sent to SIMS Metals in Sydney for recycling. Council covers the cost of the transport with all other costs covered under the current NetWaste contract with SIMS metals.

It is expected that this program will continue to run in the future and I believe that Council should continue to be actively involved.

**For Council's Information**

**Noted**

### **8. O'Brien's Hill – Stage 1 Viewing Deck and Amenities, H2.8.2**

After the Evaluation of the quotations, Clover Hill Carpentry & Building has been awarded the contract to construct the viewing deck and amenities at O'Brien's Hill.

Works will commence in the coming weeks and the project is scheduled for completion by October 2011.

**For Council's Information**

**Noted**

### **9. Alcohol Free Zones (H1.6.9)**

Council resolved at the December 2008 meeting to re-establish alcohol free zones within Grenfell. Under the Local Government Act at that time these zones could only be for a period of three years at which ends on the 30<sup>th</sup> September 2011. To ensure adequate time for the required public consultation the council must determine if these zones are to be continued in accordance with Section 644 of the Local Government Act 1993.

The Act now allows for these zones to operate for a maximum period of four year, therefore the period re-establish alcohol free zones will run from 1 October 2011 to 30 September 2015.

Parks with alcohol prohibitions will remain as they are legislated under a separated section of the Act and do not expire.

It is proposed that the following areas be re-established as alcohol free zones at all times:

- Main Street from the intersection of Camp and Grafton Streets including Rygate Square to Burrangong Street, **excluding** the pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main Street and George Street Grenfell
- Burrangong Street from Main Street to Weddin Street
- Weddin Street from Burrangong Street to Camp Street

- George Street from Grafton Street to Short Street
- Forbes Street from Camp Street to George Street
- Teston Street from Main Street to George Street
- Nash Street footway from Main Street to George Street
- Short Street from Burrangong Street to George Street
- Unnamed footway/ lane running south from Dalton Street between George Street and Main Street

The following area is proposed to be an alcohol free zone between the hours of 10 pm and 9 am:

- the pedestrian footway under the projecting verandah on the western end of the premises known as the Railway Hotel, between Main Street and George Street Grenfell.

**RECOMMENDATION:** that:-

- i) the proposal to establish Alcohol Free Zones be advertised and exhibited in accordance with the Guidelines and public comment be invited,
- ii) all interested parties as listed in the Guidelines be advised of the proposal.

**023** **RESOLVED:** Cllr Atchison and Cllr Niven that:-

- i) the proposal to establish Alcohol Free Zones be advertised and exhibited in accordance with the Guidelines and public comment be invited,
- ii) all interested parties as listed in the Guidelines be advised of the proposal.

## DIRECTOR ENVIRONMENTAL SERVICES' REPORT TO COUNCIL

### B. Planning and Development Matters:

#### 1. Development Applications

The undermentioned applications were received and determined subject to specified conditions, by the General Manager under delegated authority issued on 22 January 2009 (Res. No. 367):

DA NO.	Applicant	Construction	Value (\$)	Address
20/2011	BR & SM Hinde	New Shed	\$11,800	Lot: 1164 DP: 754578 5402 Mid Western Hwy GRENFELL NSW 2810
21/2011	DW & MA Troth	New Shed	\$6,800	Lot: 1 DP: 41400 & Lot: 1 DP: 796757 85 Camp Street (Cowra Rd) GRENFELL NSW 2810
22/2011	DC & PA Baxter & KM Tetley	Subdivision – 2 Lot	\$0	Lot: 2 DP: 717594 & Lot: 140 DP: 750599 253 Roundhill East Road BRIBBARREE 2594
23/2011	WB Harris	Dwelling & attached Shed	\$60,000	Lot: 1036 DP: 754578 Derribong Lane GRENFELL NSW 2810
24/2011	Andys Drafting & Design	Alterations & Additions to Dwelling	\$65,450	Lot: A DP: 385353 20 Bradley Street GRENFELL NSW 2810

**For Council's Information**

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

**Noted**

**Clr Hinde returned to the room.**

#### 2. Complying Development Applications

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

CDC NO.	Applicant	Construction	Value (\$)	Address
CD 6/2011	BJ & GR O'Connor	Carport & Awning off existing Shed	\$4,500	Lot: 5 DP: 855481 40/42 Henry Lawson Way GRENFELL NSW 2810

**For Council's Information**

**Noted**

### **3. Draft Weddin Local Environmental Plan 2011, T2.1.6**

Council resolved at the June 2011 meeting to submit the Draft Weddin Local Environmental Plan 2011, Matrix and Maps (as amended) to the Department of Planning (DoP) for drafting under Section 59 of the Environmental Planning & Assessment Act.

All previous amendments were made and the completed documentation was delivered to the Regional Planning Office on the 29 June 2011.

The draft instrument has been forwarded to the Legal branch of the DoP and will then be presented to the Parliamentary Counsel for review. Council will be advised of any required changes, after which the instrument will be sent to the Minister of Planning for signing and gazettal.

It is expected that the instrument will be made before September 2011, with immediate effect once gazetted.

**For Council's Information**

**Noted**

### **4. Local Environmental Plan (LEP) Acceleration Fund, T2.1.6**

As previously reported Council has received \$75,000 under the Local Environmental Plan (LEP) Acceleration Fund for a Rural Lands Use Study to be undertaken.

Now that the LEP has been submitted for making the Department of Planning & Infrastructure has advised they are willing to release the funds. At this stage the department will be handling the procurement and have advised that they can use a pre-qualified consultant, such as SMEC or GHD or go to tender.

Bearing in mind the limited funds, we were asked to provide the key areas that we wanted covered in the strategic study, some considering previous discussion the following items were believed to cover the main areas:

- Study and review of the current Minimum rural lot sizes for the entire shire to ascertain whether the current provision of 400 ha is most suitable or need to be modified.
- Undertake a study of the residential to rural interface around the Grenfell Township and examine if any changes are warranted.

It is thought that this study will take between 6-12 months to complete once the consultants are engaged, but further update reports will be provided through the process.

**For Council's Information**

**Noted**

### **5. Department of Planning & Infrastructure – Western Region Forum, A3.6.36**

I attended the workshop run by the Department of Planning & Infrastructure – Western Region held in Dubbo on 29 June 2011.

The forum was attended by 30 people from several Councils and the Department of Planning and covered many of the current issues.

The topics covered were:

- Lois Gray – Regional Director Western Region announced her retirement,
- The new structure of the now Department of Planning & Infrastructure, which sees some 750 staff employed by the department and the fact that the Heritage Office is no longer in the Department of Planning
- New approach to mapping agricultural land, this will be based upon potential land uses, cattle, cropping etc.
- Flood policy and the impacts on LEP's.
- Community consultation and what works. This was a discussion with some Council's giving their examples.
- Legal update on planning matters – Christine Hanson, Director Legal Services.

**For Council's Information**

**Noted**

### **6. Planning and Environmental Law Conference, A3.18.1**

The Mayor, Councillor Lobb, General Manager and Director Environmental Services attended the Marsdens Law Group Planning and Environmental Law Conference in Casula on 1 July 2011.

Speakers included the Hon Craig Knowles, Hon Mike Baird MP, Ross Woodward (CE, Division of Local Government), Scott Phillips (Executive Manager Planning, Hornsby Shire Council), Gabrielle Kibble AO (Chairperson, Planning Assessment Commission NSW), Michael Harrison (Executive Advisor Urban Planning, City of Sydney) Jennifer Westacott (CEO, Business Council of Australia), Lindsay Fletcher (Planning Ingenuity Pty Ltd) and Marsdens Law Group partners and staff.

There was a large audience of Mayors, Councillors, planning staff and private practitioners.

Matters of significance were as follows:

- Review of the planning legislation proposed over the next 18 months
- The Disability (Access to premises – buildings) Standards 2010
- The planning appeals legislation and recent amendments
- The power for councils to remove trees under the roads Act 1993
- Commercial transactions and contracts
- A consultants perspective on dealing with Councils
- The destination 2036 initiative and upcoming Division of Local Government forum.

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

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The conference always promotes provocative discussion with much of this year's being broad and mostly relevant to all Councils. Further information and copies of some of the presentations can be obtained from the Director Environmental Services.

**For Council's Information**

**Noted**

### **7. Building Professionals Board (BPB) – Conflict of Interest, A3.6.55**

As reported to Council in December 2010 the Building Professionals Regulation 2007 has interim arrangements which exempts accredited certifiers who carry out certification work on behalf of council from the operation of section 66(1)(c) of the Building Professionals Act 2005 where the applicant for the work is an employee of the council or where the council is the applicant for the work.

This exemption allows council accredited certifiers to issue Part 4A certificates and complying development certificates on behalf of council where council or an employee of council is the applicant.

It was resolved at the December 2010 meeting to strongly support the total exemption, in which Council along with 64 other groups lodged submissions with the Building Professionals Board that indicated the desire for the exemptions to be retained without change.

After considering the submissions received and consulting with the Independent Commission Against Corruption (ICAC) and the Division of Local Government, the Board's preferred approach is to allow councils to continue to manage their conflict of interest risks internally, except for large developments with a capital investment value (CIV) of more than \$5 million. Councils would need to engage an independent certifying authority to certify the latter category of development.

Smaller routine developments with a CIV of up to \$5 million can be certified by council accredited certifiers (i.e. DES), with the Board encouraging councils to implement measures to manage the probity risks arising for these developments.

The BPB's preferred option is not as per Council's submission of December 2010. However the preferred option of the BPB will have a minor impact on Weddin Shire Council, as Council rarely undertake projects in the excess of \$5 million.

**For Council's Information**

**Noted**

### **8. Review of Policy No. 10.4.2 –Policy for Fencing General, C2.4.15**

Council at the May 2011 ordinary meeting resolved to have the Policy for Fencing General reviewed.

A review of this policy has been undertaken and below is a list of the proposed major changes.

- Previous section 6.2 - Fencing of Vacant Residential Land has been removed and included within 6.1 – Fencing for Residential Land.
- General wording changes as required for clarity or explanation.
- Section 6.1 (g) – splayed angle defined as 45 degrees.
- Section 6.1 (h) – secondary frontages changed to include further options.

The changes made to the policy now allow for greater flexibility for corner allotments that desire to fence the secondary frontage. It allows for a balance between general impact and private amenity.

A copy of the reviewed draft policy has been provided to all Councillors for information.

As the changes to the policy are more than minor, it would require public consultation in accordance with legislative requirements.

As Council is soon to prepare a comprehensive Development Control Plan which will include fencing and alike, any changes will be included within the DCP, this will then require Development applications to be submitted instead of a basic fencing application.

**RECOMMENDATION:** that Council resolve to adopt the Draft Policy 10.4.3 – Policy for Fencing General and advertise it in the local media in accordance with the legislative requirements.

**024** **RESOLVED:** Cllr McClelland and Cllr Crutcher that the report be deferred until the August 2011 Council Meeting to allow further consideration of the Policy and an inspection by Town Councillors.



**RECOMMENDATION:**

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

- 025**     **RESOLVED:** Cllr N Hughes and Cllr Atchison that the following report be received and dealt with because of the urgency of the matters therein.

**A10.   New Alcohol Free Zone (H1.6.9)**

Further to Director Environmental Services report A9, consultation with the local Police has been undertaken to ascertain the adequacies of the existing Alcohol Free Zones within Grenfell.

After consultation with Sgt. Madgwick, he has asked if the following Alcohol Free Zones could be added to the existing areas, as they would create further linkages between licensed venues and the Vaughn Park area:

- Cross Street from North Street to Melyra Street
- Forbes Street from George Street to North Street
- Melyra Street from Cross Street to Forbes Street

This proposed expansion will require public consultation in accordance with Section 644 of the Local Government Act 1993 and once adopted the zone will operate for the maximum period of four years, therefore the established alcohol free zones will run from 1 October 2011 to 30 September 2015.

**RECOMMENDATION:** that:-

- i) alcohol free zones be established as at all times to:
  - Cross Street from North Street to Melyra Street
  - Forbes Street from George Street to North Street
  - Melyra Street from Cross Street to Forbes Street
- ii) the proposal to establish Alcohol Free Zones be advertised and exhibited in accordance with the Guidelines and public comment be invited,
- iii) all interested parties as listed in the Guidelines be advised of the proposal.

- 026**     **RESOLVED:** Cllr McClelland and Cllr Atchison that:-
- i) alcohol free zones be established as at all times to:
    - Cross Street from North Street to Melyra Street
    - Forbes Street from George Street to North Street
    - Melyra Street from Cross Street to Forbes Street
  - ii) the proposal to establish Alcohol Free Zones be advertised and exhibited in accordance with the Guidelines and public comment be invited,
  - iii) all interested parties as listed in the Guidelines be advised of the proposal.

**S WILSON**

**DIRECTOR ENVIRONMENTAL SERVICES**

- 027**     **RESOLVED:** Cllr Atchison and Cllr Niven that except where otherwise dealt with the Director Environmental Services' Report be adopted.

# Delegates' Report - Central Tablelands Water

The following is a précis of the items discussed at the June 2011 meeting of Central Tablelands Water and is submitted for Council's information:

## **2011/2012 Management Plan**

Council resolved to formally adopt the 2011/2012 Draft Management Plan without change. The Management Plan incorporates a capital works program of \$517,550, an increase in consumption charges from \$1.70 to \$1.84 per kilolitre. The annual availability charge will increase from \$124.00 to \$160.00.

The Management Plan reflects an estimated deficit of \$46,509.

## **Budget Review Statement to March 2011**

The Budget Review Statement, to the 31<sup>st</sup> March 2011, was presented to Council with a revised estimated deficit for the year of \$660,044. This revised estimate represents a turnaround of \$682,686 on the original budget surplus of \$33,392.

## **Local Government Remuneration Tribunal**

Council resolved to endorse its policy of paying the maximum fees to the Chairman and Members of Central Tablelands County Council being \$8,320 for Councillors and \$13,660 for the Chairman.

## **2011 Shires' Conference**

The General Manager reported that he and the Chairman attended the 2011 Shires' Conference in Sydney at which the Chairman was presented with an Outstanding Service Award for his 28 continuous years on Council and his 16 continuous years as Chairman. The award was presented by the Premier of NSW, The Hon. Barry O'Farrell MP.

## **Lake Rowlands Augmentation Project**

Whilst in Sydney to attend the 2011 Shires' Conference, the Chairman, the Chair of Centroc, the Mayor of Orange, the General Manager of Orange and the Executive Officer of Centroc met with Minister Hodgkinson and lobbied for her support of Lake Rowlands and in particular for the reallocation of the approved funding of \$2.25 million for the Browns Creek pipeline to the Lake Rowlands project. The Minister undertook to look into the matter and see what avenues were available.

## **Reservoir Levels**

All reservoir levels have been maintained at near 100% capacity.  
Lake Rowlands level at 30 May was 93% of capacity.

**Cr. G McClelland**

**Cr. B Hinde**

- 028**     **RESOLVED:**   Clr N Hughes and Clr Hinde that Council write to the Chairman of Central Tablelands Water congratulating him on his outstanding service award.
- 029**     **RESOLVED:**   Clr Hinde and Clr McClelland that the Delegates Report – Central Tablelands Water be noted.

**MINUTES OF THE GRENFELL BUSINESS DEVELOPMENT COMMITTEE (GBDC)  
GENERAL MEETING HELD THURSDAY 26 MAY, 2011 AT THE GRENFELL  
COMMUNITY HUB BUILDING 6pm**

**PRESENT:** Peter Moffitt, Brian Thoroughgood, Bill McSpadden, Peter Soley, Rachel Galvin, Denise Galvin, Terry Galvin, Joel Conron, Graham Turner, James Ingrey, Jack Black, Auburn Carr.

**1. APOLOGIES** Maria Neill, Margaret Cuddihy, Ruth Jackson

**Resolved:** P Soley /J Ingrey that the apologies be accepted.

**2. ADOPTION OF MINUTES** - Thursday 24 February, 2011

**Resolved:** J Black /B McSpadden that the minutes of the meeting held on February 24<sup>th</sup> 2011 be adopted as presented.

**3. BUSINESS ARISING** – Nil

**4. GBDC CHARTER-** attached

**5. FINANCIAL STATEMENT-** Nil

**6. CORRESPONDENCE**

**INCOMING**

Open letter from P Moffitt

**Noted**

WSC- improvements to Main Street

**Noted**

WSC- Maintenance in Grenfell

**Resolved:** J Ingrey /R Galvin that a letter be written to council thanking them for their response and requesting that the budget be reviewed and increased.

WSC – Grenfell Waste Depot Hours

**Resolved:** J Ingrey /R Galvin that a letter be written to council thanking them for their response and requesting that when the Waste Depot is retendered another community survey is conducted.

WSC- paint work on the Brian Maroney building

**Noted**

WSC -cinema -business advertising

**Noted**

**OUTGOING**

WSC- nose in parking

WSC- lower Main Street beautification

WSC- general town beautification

WSC – tip opening hours

WSC- heritage painting

## 7. COUNCIL BUSINESS

- **Open Day/Grenfell Gold Fest** -to be held 1st October 2011.
- **Henry Lawson Festival**, June 2011 –2011 festival organization is well in hand.
- **Economic Development Strategic Plan** – adopted at the May Council meeting. Two funding applications will be submitted to Trade and Investment in response to recommendations from the plan.
- **Grenfell Doctor Status** - P Moffitt reported that Ochre Health Rural Medical Services has shown interested in the Grenfell situation and negotiations are continuing.

**Resolved:** J Ingrey/ J Black that a letter be written to the Grenfell Record to support the attraction of a new doctor with VMO rights to the Grenfell Hospital and outline the damage caused to the local economy.

- **Main Street Parking** –Nose in parking is no longer being considered and other options to protect verandah posts in the Main Street are being explored by Council.

## 8. GENERAL BUSINESS

- P Moffitt proposed that the GBDC separate fully from Council and outlined the pros and cons from his open letter to businesses.

**Resolved:** R Galvin /B Thoroughgood that a letter be written to Council advising that the GBDC would like to discontinue as a section 355 committee of Council.

**Resolved:** J Ingrey /J Black that a new organization be formed to assist local businesses including farmers and other non main street businesses.

**Resolved:** P Moffitt/ B McSpadden that a letter be written to Council requesting the money it holds on behalf of the GBDC be forwarded onto the new organization.

P Moffitt on behalf of the committee thanked A Carr for her efforts as secretary of the GBDC over recent years.

Election of Office Bearers: P Moffitt declared the position of secretary vacant and invited nominations from the floor.

D Galvin was nominated and accepted the position of secretary.

P Soley was nominated and accepted the position of publicity officer.

Meeting Closed 7.47 pm

**NEXT MEETING:** to be confirmed

**030** **RESOLVED:** Clr Crutcher and Clr McClelland that that the Minutes of the Grenfell Business Development Committee Meeting be noted.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, 20 JUNE 2011 COMMENCING AT  
4.30 PM (E1.1.5)**

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**1. PRESENT:** Bill Twohill (Chair - Weddin Shire Council, LEMO), Michael Madgwick (NSW Police LEOCON), Shane Wilson (Weddin Shire Council), John Connell (NSW Police DEMO), Ray Cawthorne (State Emergency Service), Paul Westman (Ambulance Service NSW) and Keith White (Fire and Rescue NSW)

**2. APOLOGIES:** Ashley Holmes, A Nielsen, K Neville, D Gordon.

**Resolved:** M Madgwick and R Cawthorne that the apologies be accepted.

**3. MINUTES:**

**Resolved:** R Cawthorne and K White that the minutes of meeting held on 21 February 2011 be adopted as read with the inclusion of the SES report.

**4. MATTERS ARISING**

**4.1 Local Displan**

To be updated.

**Noted**

**4.2 Natural Disaster Resilience Grants Scheme**

Grant submitted

**Noted**

**4.3 Draft Recovery Document**

To be included in Local Displan. Funding to be under existing plan.

**Noted**

**5. OTHER MATTERS**

**5.1 NSW Local Government in Emergency Management Conference - Recovery**

LEMO provided a copy of the Council report to members and advised that it was explained that the recovery phase would be funded by Councils. John Connell advised that the recovery phase would be funded by the State.

**For Information**

**5.2 LEOCON and LEMO Workshop**

M Madgwick and W Twohill attended in Yass on 8 June 2011. The workshop included a number of scenarios which we worked through and gave us a thorough understanding of the LEOCON/LEMO roles.

**For Information**

**5.3 Annual Exercise**

Multi-agency exercise to be planned for October. M Madgwick has requested funding for the rescue exercise. D Gordon (Assistant DEMO) could provide assistance.

S Wilson advised the meeting that biosolids are being delivered to Weddin Shire Council without prior approval or a risk management plan being carried out.

**Noted**

**5.35 pm Shane Wilson left the meeting**

**5.4 EOC Policy**

The EOC is to be located in the most appropriate location for the event.

**Noted**

**6. MEMBERS REPORTS**

**6.1 Police**

- Caragabal officer transferred to Forbes
- Caragabal and Greenethorpe advertised
- 2011 Festival went well

**6.2 Ambulance**

- two new junior staff have started (totalling three)
- station officer position advertised
- people presenting to Grenfell Hospital instead of ringing 000 – Council could place information in Wednesday Grenfell Record (Ambulance to provide details).

**6.3 SES**

- training ongoing

**6.4 Fire and Rescue NSW**

- station renovations and building of new engine bay ongoing

J Connell – advised that the Weddin Local Emergency Management Committee was working well. J Connell also advised that he was retiring in August 2011. The Committee thanked him for his assistance over the last 21 years and wished him well in his retirement.

**7. NEXT MEETINGS:** Monday, 5 September 2011

**8. CLOSURE:** There being no further business to discuss the meeting closed at 6.10 pm.

**W TWOHILL  
(LEMO)**

**031 RESOLVED:** Clr Crutcher and Clr N Hughes that the Minutes of the Local Emergency Management Committee Meeting be adopted including the recommendations therein except where otherwise resolved.

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE  
MEETING HELD ON TUESDAY 12 JULY 2011 IN THE COMMITTEE ROOM AT THE  
3.00 PM (C2.6.12)**

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1. **PRESENT:** G Carroll (Chair), D Strange, S Wilson and W Twohill.

2. **APOLOGIES:** V Carter

**Resolved:** D Strange and S Wilson that the apologies be accepted.

3. **MINUTES:**

**Resolved:** S Wilson and D Strange that the minutes of the meeting held on 8 March 2011 be adopted as read.

4. **MATTERS ARISING:**

4.1 Induction Manual – in progress.

**Noted**

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

**Noted**

4.3 Alcohol and Drug Procedure  
Do not pursue at this stage

**Noted**

4.4 Training – Swab Testing  
Do not pursue at this stage.

**Noted**

4.5 Training for Consultative Committee  
V Carter and D Strange.

**Noted**

5. **GENERAL BUSINESS:**

5.1 Sewerage Treatment Plant – Re-evaluation  
The Sewerage Treatment Plant position re –evaluated to Grade 8B in Council’s Salary System.

**Noted**

**Warwick Schneider entered the meeting at 3.07 pm.**

5.2 Ratify Salary Structure as of 1 July 2011  
2.15% increase form first full pay period as of 1 July 2011.

**Resolved:** D Strange and W Schneider that the July 2011 Salary Structure be ratified.

- 5.3 Fourth Year Apprentice  
Acting as a Ganger to be investigated. **Noted**
- 5.4 Training Plan  
Now available. **Noted**
- 5.5 Review of Consultative Committee  
Constitution to be reviewed and updated to align with the NSW State Award 2010. **Noted**
- 5.6 Review of Positions
- Mechanic
  - Ganger
  - Roller Driver
6. **CORRESPONDENCE**  
Nil
7. **MATTERS ARISING**  
Nil
8. **NEXT MEETING:** Tuesday, 8 November 2011 at 3.00 pm.
9. **CLOSURE:** There being no further business the meeting closed at 3.34 pm.

**032** **RESOLVED:** Clr McClelland and Clr Atchison that the Minutes of the Award Restructuring Consultative Committee Meeting be noted.



**MINUTES OF THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MEETING  
HELD IN THE COMMITTEE ROOM ON TUESDAY, 12 JULY 2011 COMMENCING AT  
3.36 PM (C2.6.14)**

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1     **PRESENT:**       Messrs M Horne, G Carroll, S Wilson, W Schneider, N Baker and W Twohill.

2     **APOLOGIES:**    Nil

3     **MINUTES:**

**Resolved:** W Schneider and G Carroll that the minutes of the meeting held on 8 March 2011 be adopted with the being Minutes adopted from the 9 November 2010 not 9 November 2011.

4     **MATTERS ARISING:**

4.1   Business Continuity Plan  
      In progress.

**Noted**

4.2   Volunteers – training, SWMs  
      After further consideration, the SWMs and policy will be developed as required.

**Noted**

4.3   CENTROC OH & S Working Party Peer Group Audit – Weddin Shire  
      Asbestos Policy to be finalised.

**Noted**

4.4   Sewerage Treatment Plant  
      OH & S upgrade in progress.

**Noted**

4.5   Future Inspections  
      Tip completed, inspection sheet to be given to Director Environmental Services for consideration.

**Noted**

5.     **GENERAL BUSINESS:**

5.1   Injury Reports

a)    Whipper Snipper – in centre inland of Dagmar Street, stone hit window of vehicle.

b)    Mowing Centre Medians – Forbes Street, stone broke window of vehicle.

c)    W Schneider – knee damage

**Noted**

6. **FUTURE INSPECTIONS:**

- Depot – S Wilson/N Baker
- Community Hub – W Twohill/M Horne
- Pool – N Baker/G Carroll

**Noted**

7. **NEXT MEETING:** Tuesday, 8 November 2011 at 3.30 pm.

8. **CLOSURE:** There being no further business the meeting closed at 4.05 pm.

**033** **RESOLVED:** Clr Atchison and Clr Lobb that the Minutes of the Occupational Health and Safety Committee Meeting be noted.

**034** **RESOLVED:** Clr Crutcher and Clr Halls that Council adjourn for supper.

**Council adjourned for supper: 7.00 pm**  
**Council resumed at: 7.29 pm**

**035** **RESOLVED:** Clr Crutcher and Clr McClelland that Council resume.

## **MINUTES OF THE MANEX MEETING HELD ON MONDAY, 18 JULY 2011 AT 2.30 PM (C2.6.10)**

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

**Apology:** Nil

**Minutes:**

**Resolved:** S Wilson and W Twohill that the minutes of 14 June 2011 be adopted as circulated.

### **General Business:**

#### **1A Administration**

- (i) Integrated Planning – community consultation completed by consultant with the first draft of the report commenced. Workshop on Civic Leadership scheduled for Councillors and Senior Staff prior to the Council Meeting. Various Councillors and Senior Staff to attend workshops and training sessions in the near future.
- (ii) Asset and Financial Management – Jeff Roorda from IPWEA will visit on 29 August 2011 to conduct an Asset Management and Maturity Assessment. General Manager and Directors to attend.
- (iii) 2011/2012 Management Plan – adopted at June 2011 Council Meeting. Capital projects to be now instigated.
- (iv) Private Vehicle Use – reconciliations currently in progress. Further report on changes to FBT legislation in General Manager's report.
- (v) 2010/2011 Annual Report – to commence in near future.

#### **1B Human Resources**

- (i) Vacancies
  - Engineering – Noxious Weeds Officer applications closed. Nine applications received. Interviews to be arranged. Workshop Mechanic and Ganger positions to be advertised.
- (ii) HR Package – currently endeavouring to access package. General Manager and Directors to utilise.
- (iii) Directors Annual Assessments – to be conducted shortly.

#### **2. Public Order and Safety**

- (i) Alcohol Free Zones – currently being renewed. Reported in Director Environmental Services' report. Further late report regarding expansion of zones to be submitted.

#### **3. Health**

- (i) Doctors Situation – reported in General Manager's report.
- (ii) New Residence – inspections commenced. Options being considered.

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

Nil

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

- (i) Grenfell Cemetery – meeting to be arranged with church groups representatives. Director Engineering to pursue.
- (ii) LEP – reported in Director Environmental Services' report.

#### **6. Sewerage**

- (i) Sewer Mains Lining – reported in Director Engineering's report.
- (ii) IWCM Study – awaiting final draft from consultant including possible options for sewerage of villages. Director Engineering and Director Environmental Services pursuing.

7. **Recreation and Culture**
- (i) Art Gallery – Henry Lawson Festival Art Exhibition and Waste to Art Exhibition held. Bald Archy Exhibition coming to the Gallery in August.
  - (ii) Cinema – in recess during Henry Lawson Festival and Waste to Art Exhibitions. Films to be now reactivated.
8. **Mining Manufacture and Construction**
- (i) Gravel Pit Agreements – lease agreements being pursued by Director Engineering. Discussion took place in regards to gravel pits being made unavailable to Council. It was agreed that it would be in Council's best long term interests to give preference to Council operated gravel pits for future gravel needs.
9. **Transport and Communication**
- (i) RTA Contract – reported in Director Engineering's report.
  - (ii) Flood Damage – works in progress.
  - (iii) Other Programs – noted.
  - (iv) Rail Branch Lines – reported in General Manager's report.
10. **Economic Affairs**
- (i) Economic Development Strategic Plan – grant applications submitted emanating from the plan. Awaiting outcome.
11. **General Purpose Revenues**
- (i) Sale of Land – sales proceeding by private treaty. Further reported in Director Corporate Services report.
12. **Alliances**
- (i) Hawkesbury City Council – no recent activities.
  - (ii) Mid Lachlan Alliance – board meeting scheduled for 26 May 2011 deferred. Next meeting scheduled for 23 August 2011 at Grenfell.
  - (iii) CENTROC – next meeting to be held on 25 August 2011 at Lithgow.
13. **Other Matters**
- Nil

14. **Job List Review:**

**Noted**

**Next Meeting:** Monday, 15 August 2011 at 2.30 pm.

**Closure:** There being no further business the meeting closed at 4.16 pm.

3. **Health**

- (ii) New Residence

**Clr McClelland declared a pecuniary interest as a Real Estate Agent and left the room.**

**Noted**

**Clr McClelland returned to the room.**

**036 RESOLVED:** Clr Hinde and Clr Niven that the Minutes of the Manex Committee Meeting be noted.

**MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY,  
18 JULY 2011 AT 5.00 PM (C2.6.8)**

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Apologies were received from Cllrs Simpson, McClelland and Crutcher.

As there was no quorum, the meeting was called off.

**Noted**

## LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

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### 1. INSPECTIONS AND MEETINGS:

- |              |                                                                                                                                            |                    |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| October 2007 | 1. <u>Payne's Gravel Pit:</u> Ward Councillors and Director Engineering to meet with new landowner (DE).<br>(Initial Meeting Carried Out). | <b>In Progress</b> |
| April 2011   | 2. <u>National General Assembly of Local Government:</u> Mayor to attend 19 - 22 June 2011.                                                | <b>Carried Out</b> |
| May 2011     | 3. <u>Weeds Information Session:</u> arrange for July (DE).                                                                                | <b>In Progress</b> |
|              | 4. <u>Destination 2036 Workshop:</u> Mayor and General Manager to attend at Dubbo 17 – 18 August 2011 (GM).                                | <b>In Progress</b> |
|              | 5. <u>LG Reform Funding Workshops:</u> Mayor, Deputy Mayor and Cllr Atchison to attend at Cowra 28 July 2011 (DE and DCS).                 | <b>In Progress</b> |
|              | 6. <u>Grenfell Cemetery Maintenance:</u> meeting to be arranged with church representatives (DE)                                           | <b>In Progress</b> |

### 2. DEFERRED ACTIVITIES:

- |             |                                                                                                                            |                    |
|-------------|----------------------------------------------------------------------------------------------------------------------------|--------------------|
| August 2010 | 1. <u>Little Athletics:</u> consider the development of an athletics facility at Top Lawson Oval after investigation (DE). | <b>Carried Out</b> |
| May 2011    | 2. <u>Medical Centre:</u> resubmit grant application with assistance from Ochre Health (DES).                              | <b>In Progress</b> |
| June 2011   | 3. <u>August Council Meeting:</u> deferred to 9.00 am on Friday 19 August 2011 (GM).                                       | <b>In Progress</b> |

## **TENDER**

### **1. Purchase 10.4 tonne Single Cab Tip Truck (Readvertised), T1.6.37**

Tenders closed at 2.00 pm on Tuesday, 21 June 2011 for the supply of one 10.4 tonne Tip Truck to replace PI 3542 Mitsubishi Tip Truck.

Total numbers of tenders received were four truck tenders, three offers to purchase outright and one tender from a body builder.

Tenderers include:-

- Wagga Trucks
- David Troth
- Champion Truck Bodies
- Gamer's Motor Auction
- Tracserv Dubbo
- Hartwigs Trucks Pty Ltd
- West Orange Motors
- Mallee Hen Services Pty Ltd

**RECOMMENDATION:** that due to commercial in confidence reasons, the tender prices report will be referred to closed council.

**037**     **RESOLVED:** Clr Lobb and Clr Atchison that due to commercial in confidence reasons, the tender prices report will be referred to closed council.

## QUESTIONS

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

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

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

- “(3) *....., business may be transacted at a meeting of a Council even though due notice of the business has not been given to the councillors. However, this can happen only if:*
  - (a) *a motion is passed to have the business transacted at the meeting, and*
  - (b) *the business proposed to be brought forward is ruled by the chairperson to be of great urgency.**Such a motion can be moved without notice.*
- (4) *....., only the mover of a motion referred to in subclause (3) can speak to the motion before it is put.”*

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

Nil



## **CLOSED COUNCIL**

### **THE LOCAL GOVERNMENT ACT**

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

***[s 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.

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

## **REPORT FROM CLOSED COUNCIL**

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

### **DIRECTOR ENGINEERING REPORT**

#### **1. Purchase of 10.4 tonne Single Cab Tip Truck (Readvertised), T1.6.37**

**RESOLVED:** that

- a) Council accept the tender from Tracserv Dubbo for the supply of one (1) Isuzu FRR 500 with crane, toolbox and tipping body for a total price of \$124,181 (no trade) and accept the tender from Gamer's Motor Auctions for the purchase of Council's tipper registration No. WDH 301 for \$22,000 subject to written confirmation from Gamer's Motor Auctions to extend the timeframe offer (with the truck being available in 8-12 weeks),
- b) should Gamer's Motor Auctions not proceed, then Council accept the offer from D Troth at the tendered price of \$21,500 for the purchase of Council's tipper,
- c) should D Troth not proceed, then Council accept the tender from Tracserv Dubbo for the supply of one (1) Isuzu FRR 500 truck with crane, toolbox and tipping body including trade in of Council's Mitsubishi's tipper registration No. WHD 301 for a total net price of \$104,181.
- d) the purchase be funded from the Plant Fund.

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

#### **4. Fringe Benefits Tax (FBT) A3.20.2/C2.4.7**

**RESOLVED:** that Council's policy for private vehicle use be amended to limit the employee's contribution for FBT, to the amount calculated by the pre – budget formula.

### **MAYORAL MINUTE**

#### **1. General Manager – Review of Performance Agreement, P4.10041/3**

**RESOLVED:** that Council adopt the Performance Review and consider any additional increase.

**RESOLVED:** that Council confirm the 4% increase.

#### **2. Complaint about General Manager, A3.26.6**

**The report was withdrawn by the Mayor.**

**CLOSURE:** There being no further business the meeting closed at 8.18 pm

Taken as read and confirmed as a true record this day 19 August 2011.

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