



To Avoid Delay when
Replying or Telephoning

Please Quote:

Your Ref:

WEDDIN SHIRE COUNCIL

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

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

MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 18 JULY 2013 COMMENCING AT 5.00PM

11 July 2013

Dear Councillor

NOTICE is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 18 JULY 2013**, commencing at **5.00 PM** and your attendance is requested.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

B U S I N E S S

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 21 June 2013
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager
(b) Director Corporate Services
(c) Director Engineering
(d) Environmental Services
(e) Delegates
9. MINUTES - Local Emergency Management Ctee Mtg, 08/07/13
- Consultative Ctee Mtg, 09/07/13
- Work Health and Safety Ctee Mtg, 09/07/13
- Manex Ctee Mtg, 15/07/13
- Town Works Ctee Mtg, 15/07/13
10. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
11. TENDERS AND QUOTATIONS
12. QUESTIONS
13. CLOSED COUNCIL
14. REPORT ON CLOSED COUNCIL
15. CLOSURE

PRESENT: The Mayor Clr M J Liebich in the Chair, Crs J C Niven, G B Halls, N W Hughes, P H Best, J E Parlett and C Brown.
General Manager (G Carroll), Director Engineering (W Twohill), and Director Environmental Services (B Hayes).

LEAVE: Cr G McClelland (Res 575)

APOLOGY: Cr A Griffiths

001 **RESOLVED:** Cr Hughes and Cr Niven that the apology be accepted.

CONFIRMATION OF MINUTES:

002 **RESOLVED:** Cr Halls and Cr Best that the Minutes of the Ordinary Meeting, held on 21 June 2013 be taken as read and **CONFIRMED.**

QUESTIONS FROM THE PUBLIC

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

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

The following requests have been received:-

Nil

DECLARATIONS OF INTEREST

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

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

Councillor	Item No.	Nature of Interest	Type	Left the Room
Cr Liebich	Correspondence Item no 2	President of Show Society -Sub committee	Non-Pecuniary	No
	Correspondence Item no 9	President of Show Society	Non-Pecuniary	No

CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 18 JULY 2013

SECTION A - Matters for Information

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

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 24/2013.
- A2. NSW Electoral Commission, C2.1.5: concerning the 2013 NSW Redistribution. The proposed NSW State district alterations will be formally published in the NSW Government Gazette on Monday, 17 June 2013.
- A3. Local Government NSW, A3.8.2: forwarding a letter from the Interim Joint Presidents concerning a variety of matters across the sector on which your Association is working.
- A4. Independent Local Government Review Panel, C2.10.9: thanking all Mayors, Councillors and staff who attended the recent Central West Councils Workshop.
- A5. Sydney Airport, T3.6.1: Advising that Sydney Airport has released a Preliminary Draft Master Plan (PDMP) for public comment.
- A6. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 25/2013.
- A7. Local Government NSW, A3.8.2: advising Local Government Week will be held from 29 July – 4 August this year.
- A8. Office of the Gene Technology Regulator, H1.6.6: advising that The Office of the Gene Technology Regulator (OGTR) has received a licence application from Nusee Pty Ltd for the intentional release of genetically modified (GM) canola into the environment (DIR135), which qualifies as a limited and controlled release under section 50A of the Gene Technology Act 2000 (the Act).
- A9. CENTROC, C2.10.7: Attaching the final submission on Local Government reform in line with the direction of the board meeting 23 May.
- A10. Lachlan Shire Council, C2.10.9: forwarding a media release titled “Packed meeting supports Council”.
- A11. Ian Brothers, T4.3.3: Concerning the opening ceremony for the Riverside Community Gardens and a town street map.
- A12. Katrina Johnstone, P4.20187: Advising I hereby give my resignation for employment at Grenfell Weddin Shire Council effective from 8 July 2013.
- A13. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 26/2013.
- A14. The Hon Brad Hazzard, A3.6.57: advising I have decided to reappoint all State members and alternates of the Joint Regional Planning Panels for a period of 12 months up to 30 June 2014 as an interim measure, pending the implementation of the NSW planning review.

- A15. The Hon Katrina Hodgkinson, C2.10.9: concerning your recent correspondence in which you express concerns about the TCorp Financial Assessment, Sustainability and Benchmarking Report.
- A16. Local Government Procurement, T1.2.5: Concerning LGP Rebate Sharing with Councils.
- A17. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 27/2013.
- A18. Division of Local Government, A3.9.3/A2.2: forwarding circular 13-30. Advising councils of the commencement of the Local Government Amendment (Early Intervention) Act 2013.
- A19. ALGA, A3.8.3: forwarding the Australian Government Association's (ALGA) election document – A 10 Point Plan for Resourcing Community Priorities – which outlines policy proposals of the local government sector in the lead up to the 2013 federal election.
- A20. Lockhart Shire Council, C2.9.1: Advising that Mr Rod Shaw has been appointed General Manager of Lockhart Shire Council, commencing 1 July 2013.
- A21. Division of Local Government, A3.9.3: Analysis of Council data collection for seizures of cats and dogs 2011/12.

SECTION B - Matters for report

- B1. Community Building Partnership, G2.18.1: announcing that the Community Building Partnership program will be conducted in 2013/14 to fund the building and improvement of local community facilities.
- B2. Regional Development Australia Central West, T4.1.13: welcoming the announcement of \$150million to help build and renew community infrastructure across Australia as part of the Regional Development Australia Fund (RDAF).
- B3. Hawkesbury City Council, C2.7.23: Advising on behalf of myself and the General Manager, I write to apologise for cancelling our trip to see you last week.

For Information

003 RESOLVED: Cr Halls and Cr Hughes that Correspondence sections A and B be noted.

SECTION C - Matters for consideration

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

1. Local Government NSW, A3.8.2: concerning invoices for Constitutional Recognition of Local Government. Legislation to allow a referendum to be held to financially recognise Local Government in the Australian Constitution recently passed through the House of Representatives.

Please find enclosed invoices for the second and third instalment of your council's contribution to the national Constitutional Recognition campaign. While these instalments are not due until 31 July 2013 and 31 July 2014 respectively, payment of these invoices is welcomed prior to the due date.

The national campaign will be managed by the Australian Local Government Association (ALGA). However, Local Government NSW is also busily preparing for the commencement of the 'Yes' campaign, and has already appointed a senior communications officer who will be responsible for implementing the NSW component of the national campaign.

We will ensure that we keep all councils informed throughout this very important campaign, and we recognise that your assistance 'on the ground' in your local areas is key to the campaign success.

RECOMMENDATION: that the first and second instalment be paid on advice that the referendum will definitely be proceeding.

004 **RESOLVED:** Cr Parlett and Cr Brown that the first and second instalment be paid on advice that the referendum will definitely be proceeding.

2. Weddin Mountain Muster, C1.4.13: Advising this year's Weddin Mountain Muster is running from Sunday 22nd September through to Friday 27th.

We would appreciate Councils assistance with garbage bins and garbage collection during this year's event.

We greatly appreciate your assistance with this matter.

Referred to Director Engineering

RECOMMENDATION: that assistance be provided as requested.

005 **RESOLVED:** Cr Hughes and Cr Halls that assistance be provided as requested.

3. The Henry Lawson Festival Committee, C2.6.32/C1.4.1 writing on behalf of the Henry Lawson Festival of Arts committee to thank Council for the support extended to the Festival in 2013.

The Festival this year was a wonderful success and the Committee is only too aware of the contributions made by many people behind the scenes that make this success possible.

Please pass on the Committee's thanks to the Council staff who worked on the Saturday of the Festival. They were outstanding representatives of the Council and Grenfell as they went about their duties in a professional and cheerful way.

Thank you also for sponsoring the Festival Art Competition Acquisitive Section. The work that is undertaken both in the lead up to and after the Festival by Council staff in preparation for the thousands of visitors that come to Grenfell over the June long weekend is acknowledged.

Note: A memo has been placed on Council Noticeboards thanking staff for their assistance in making the 2013 Henry Lawson Festival an outstanding success.

Noted

4. Cr Graeme Halls, C2.2.6: Advising I would like to apply for leave for the August Shire Meeting.

RECOMMENDATION: that the leave be granted as requested.

006 RESOLVED: Cr Best and Cr Parlett that the leave be granted as requested.

5. S&D Cunningham, H1.1.7: why Grenfell fails to attract quality young Australian medical graduates

Copy forwarded to Councillors

007 RESOLVED: Cr Brown and Cr Parlett that Council reply and advise that while it is agreed that roads, rates and rubbish are Councils core business, one of the strategic objectives in the Weddin Shire Community Strategic Plan is a healthy community and the strategy to achieve this is the provision of quality medical facilities.

6. Essential Energy, U1.3.11 Thanking you for your correspondence on behalf of Weddin Shire Council raising concerns in relation to vegetation management recently completed in Grenfell.

A safe and reliable electricity network is a priority for Essential Energy and the management of vegetation in and around powerlines plays a crucial role in safeguarding power supplies.

The tree trimming completed in Grenfell was carried out as part of Essential Energy's vegetation management program.

The vegetation control program is about striking a balance between preserving the town's trees and ensuring power safety and reliability for the community.

Work completed as part of this year's program was undertaken in accordance with Essential Energy's vegetation management policy and the Australian Standard As 4373 "Pruning of Amenity Trees".

We appreciate the feedback provided by Council and Essential Energy is receptive to recommendations that may assist to pro-actively improve our work practices and ensure a suitable outcome for both parties.

I have requested that Essential Energy's Vegetation Management Coordinator contact you in the coming weeks to arrange a meeting to discuss specific areas of concern identified in Grenfell.

Referred to Director Engineering and Town Works Committee

Noted

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 18 JULY 2013

RECOMMENDATION:

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

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

7. Weight of Loads Group, C2.7.16: advising we have officially ceased operations as at 30 June 2013 and it is proposed to have a meeting to review activities and to determine the dispose of the Group's assets and disbursement of surplus funds.

A proposed meeting date is Thursday 25 July at Wellington commencing 10.30am.

Referred to Director Engineering

Note: Mr Bill Twohill will be attending the meeting.

Noted

8. Arts Outwest, C1.3.16: enclosing 2012 Annual reports including financial statements for Arts OutWest. We have also included a separate page outlining in more detail the activities and services which we provided directly to Weddin Shire Council.

Arts Outwest offers very good value for the investment our councils make. We have also included the invoice for the 2013-14 financial year.

RECOMMENDATION: that membership of Arts Outwest be renewed for the 2013/2014 financial year.

Note: Councillors are requested to contact Lisa if they require a copy of the Annual Report and Financial Statements. The page regarding Weddin Shire Council activities and services has been separately forwarded.

009 **RESOLVED:** Cr Hughes and Cr Brown that membership of Arts Outwest be renewed for the 2013/2014 financial year.

9. Grenfell PAH&I Association, C1.3.19: Advising that we have a small working Steam Roller attending our annual show this year. As it is a registered Vehicle the owner is also willing to drive his roller down the main street for advertising purposes for the show.

The owner of the Roller guarantees that there will be no damage to the road surface and we hereby apply for permission.

RECOMMENDATION: that Council grant permission as requested subject to the owner confirming in writing that:

- (i) the vehicle is registered
- (ii) there will be no damage to the road surface
- (iii) if there is any damage he will accept liability and repair the road.

- 010 RESOLVED:** Cr Halls and Cr Hughes that Council grant permission as requested subject to the owner confirming in writing that:
- (i) the vehicle is registered
 - (ii) there will be no damage to the road surface
 - (iii) if there is any damage he will accept liability and repair the street.
- 011 RESOLVED:** Cr Niven and Cr Brown that the Correspondence be noted except where otherwise resolved.

11 July 2013

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. General Manager's Retirement, P4.10041/3

After twenty six years Mr Trevor Lobb had his final day at Weddin Shire Council on Friday 5 July 2013. Trevor was initially employed as the Shire Engineer for eight years before being appointed General Manager in 1995 and held that position for the last eighteen years.

As Councillors are aware Trevor's final week of farewells commenced on Monday evening at a formal farewell appreciation dinner at the Grenfell Bowling Club with approximately 140 people attending.

It was an excellent night and a fitting farewell to a person who has devoted a large part of his life to Weddin Shire Council. A list of Trevor's achievements were read out by MC Mayor Mark Liebich with some of his achievements listed below:

- New Depot
- Community Hub
- Grenfell Tip Upgrade
- Single Invitation Highway Contract
- Parks and Gardens Upgrades including Memorial Park
- Integrated Planning and Reporting
- Upgrade of Road Networks

The night was also memorable for Trevor as his wife Chris was acknowledged for her enormous support of Trevor in his role as General Manager. Trevor's oldest son Jason was an apology as he was overseas on a business trip however Trevor's other two sons Dion and Trent addressed the crowd which was a very proud moment for Trevor.

The formal part of the evening concluded with a standing ovation which was a very fitting way to end the formal part of the evening.

It is hoped that Trevor has a long and happy retirement and enjoys his time with family and friends after a very successful career in Local Government.

RECOMMENDATION: that Council formally write to Mr Trevor Lobb congratulating and thanking him for his outstanding service to Weddin Shire Council and wish him a long and happy retirement.

012 **RESOLVED:** Cr Hughes and Cr Parlett that Council formally write to Mr Trevor Lobb congratulating and thanking him for his outstanding service to Weddin Shire Council and wish him a long and happy retirement.

THE GENERAL MANAGER'S REPORT

2. 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	- 4 positions
Cinema	- 4 positions
Art Gallery	- 3 positions

RECOMMENDATION:

That applications be invited for the positions of community members on Council committees up until 30 September 2014.

013 **RESOLVED:** Cr Brown and Cr Best that applications be invited for the positions of community members on Council committees up until 30 September 2014.

3. Annual Returns of Disclosure of Interest, C2.2.2

The annual returns are required under the Act to be lodged by 30 September 2013 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

4. Citizenship Ceremony, A3.3.1

A citizenship ceremony for Mrs Hazel Pertovt was carried out by the Mayor on 1 July 2013. The ceremony was attended by family members and invoked a delighted response from the new citizen.

For Information

Noted

5. Grenfell Doctor Situation, H1.1.11

The Local Area Health Service has announced that Dr Akhiwu is to commence his practice in Grenfell on a part time basis as a temporary measure at the Grenfell MPS on Thursday 11 July 2013 which is great news.

At this stage it is planned for Dr Akhiwu to do this under the supervision of a visiting locum at the Grenfell MPS one day per fortnight.

Dr Akhiwu who is getting excellent reports is planning to commence full time in Grenfell from the Burrangong Street surgery in September which is also great news for our local community.

For Information

Noted

THE GENERAL MANAGER'S REPORT

6. Weddin Street Surgery – Upgrade Works

Various upgrade works are required at the Weddin Street Doctors surgery and in this regard an amount of \$10,000 has been allocated in the 2013/2014 budget.

It is planned to organise for Councils Executive and Dr Ishmael to meet to discuss the required works before they are carried out.

A further report will be submitted to the August 2013 Council meeting.

RECOMMENDATION: that a meeting be arranged with Councils Executive and Dr Ishmael to discuss the required works and a further report be submitted to the August 2013 Council meeting.

014 **RESOLVED:** Cr Parlett and Cr Hughes that a meeting be arranged with Councils Executive and Dr Ishmael to discuss the required works and a further report be submitted to the August 2013 Council meeting.

7. Delegations from Council (General), C2.5.2

Council may by resolution under section 377 of the Local Government Act delegate to the General Manager various functions of Council.

The following recommended delegations have been prepared by updating the current delegations: alterations and additions are shown in italics. Once determined, it is intended to sub-delegate certain specific responsibilities to Directors and some other staff.

RECOMMENDATION:

It is recommended that the General Manager, Mr Glenn Anthony Carroll, or the person acting in that position for the time being, be delegated authority under Section 377(i) of the Local Government Act 1993, to exercise or perform on behalf of Council the following powers, authorities, duties and functions:

Administration

1. To determine matters which are included in the Business Papers of the Council and its Committees, subject to the inclusion of the following items when they arise, namely:
 - (i) reports on matters which cannot be determined under delegated authority;
 - (ii) reports required to be submitted under any Act or Regulation;
 - (iii) matters requiring a determination of Policy;
 - (iv) reports directed by the Council to be submitted;
 - (v) matters essential for the Council's information;
 - (vi) matters requested by the Mayor.
2. To invite a group or individual to address any Council *Meeting or Committee meeting*.
3. To appoint *members and* approve and implement recommendations of operational committees such as the Award Restructuring, Occupational Health and Safety and management committees.
4. To affix the Council's Common Seal to documents in accordance with the Local Government Act 1993 pursuant to a resolution of Council.

THE GENERAL MANAGER'S REPORT

5. To disclose Council records pursuant to Section 12(6) of the Local Government Act 1993 in accordance with any legal obligations of *the Government Information (Public Access) Act 2009* or any *other* Act or Regulations and any resolution of the Council.
6. To designate an employee of Council as the responsible accounting officer in accordance with Clause 4 of the Local Government Act.
7. To decide each parcel of rateable land in the Weddin Council area to be within one or other of the following categories:
 - ♦ farm land
 - ♦ residential
 - ♦ mining
 - ♦ business
8. To accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person and to write off or reduce interest accrued on rates or charges to *a maximum of \$200* if the person complies with the agreement.
9. To invest money in accordance with Section 625 of the Local Government Act, 1993 *and as in accordance with the adopted Investment Policy*.
10. To approve the submission of tenders and quotations by Council for private or contract works.
11. To authorise the release of any bond or bank guarantee where the required works or services, have been completed in accordance with approvals granted by Council.
12. To reject applications for approval pursuant to Section 85 of the Local Government Act, 1993 as unclear or illegible.
13. To give approval to “approved forms” as defined by the Local Government Act, 1993.
14. To arrange suitable presentations for long serving employees (over 20 years).

Building

15. To approve places of public entertainment pursuant to the Building Code of Australia and the Environmental Planning and Assessment Act, 1979.
16. To approve the classification or re-classification of buildings under the provision of the Environmental Planning and Assessment Act, 1979 and the issue of appropriate certificates and statements.
17. To authorise the service of notices and/or orders on owners, builders or other persons to correct any breach of any approval or defects in buildings and structures.
18. To approve unconditionally or subject to conditions or refuse applications received in respect to the construction of fences, advertising signs and street banners.
19. To approve, subject to the payment of fees fixed by Council from time to time, all matters under Section 68 of the Local Government Act, 1993.

THE GENERAL MANAGER'S REPORT

20. To consider applications and to issue unconditionally or subject to conditions or refuse applications for the occupation of caravans or other temporary accommodation on building sites.
21. To grant or refuse the extension/renewal of approvals issued by Council.
22. To approve the variation of building lines and building zones where such variation is of a minor significance.
23. *To exercise the assumed concurrence of the Department of Energy, Utilities and Sustainability pursuant to Section 90 of the Local Government Act 1993 for the approval of trade waste applications under such Act.*
24. To accept or reject certifications submitted under Section 93 of the Local Government Act, 1993. (*qualified persons*)
25. To recommend and sign applications for Building Surveyors to apply for accreditation, under the Building Professionals Act 2005 and Building Professionals Amendment (Accreditation of Council Employees) Regulation 2010.

Development Control

26. To determine the amount of any bond required to be lodged by developers as security for completion of works.
27. *To determine development applications, either unconditionally or subject to conditions, pursuant to the Environmental Planning and Assessment Act 1979 and Regulations thereunder and Council's planning instruments, for;*
 - a) subdivisions, provided that no new infrastructure is created or existing infrastructure adversely affected,
 - b) dwellings and other domestic structures,
 - c) non-domestic works up to \$200,000,
 - d) Council developments on Council owned lands or land for which Council is Trustee.
 - e) *extension, renewal, modification or review of any previous approval given, other than as stipulated by s82A (6)(b),*
28. To reject a development application pursuant to Section 77(3B) of the Environmental Planning and Assessment Act, 1979.
29. *To provide determinations under Council's Tree Preservation Policy.*
30. To deal with all matters relating to the alteration or deletion of easements or restrictions as to use pursuant to Section 88(b) of the Conveyancing Act.
31. To authorise the refund of fees in total or in part in respect of applications either refused by Council or withdrawn by the applicant.
32. To determine any objections received in respect of adjoining owner notification for any development applications.

THE GENERAL MANAGER'S REPORT

33. *To approve, issue or refuse the issue, pursuant to the Environmental Planning and Assessment Act 1979 and Regulations thereunder, of:*
- a) Building Certificates,*
 - b) Planning Certificates,*
 - c) Complying Development Certificates,*
 - d) Part 4A Certificates,*
 - e) Subdivision Certificates,*
 - f) Construction Certificates,*
 - g) Occupation Certificates,*
- provided all relevant conditions have been complied with.*
34. To implement the provisions relating to Weddin Local Environmental Plan, 2011.
35. To assume:
- (a) the concurrence of the NSW Director of Planning in accordance with the provisions of Section 81 of the Environmental Planning and Assessment Act; in respect of specific development applications as set out in Department of Planning Circular No. D4,
 - (b) the function conferred on the NSW Director of Planning by Section 65 of the Environmental Planning and Assessment Act and Clause 17(6) of the Regulation, and Section 69 of the Environmental Planning and Assessment Act.

Emergency Management

36. In relation to the Rural Fires Act 1997 (as amended), to issue any notice, direction or order by or on behalf of the Council; to lay information and to make complaints in respect of any offence; to institute and carry on any proceedings and to represent the Council in any Local Court.
37. To enter upon land and do any such acts, matters and things as the owner or occupier was required to do in satisfaction of the provisions of the Rural Fires Act, 1997.
38. To authorise the release of Council plant and other resources to assist fire fighting and emergency work.
39. To authorise the use of Council's resources to support the Weddin Shire Local Emergency Management Committee, the Weddin Shire Local Emergency Operations Controller, the Local Controller of the State Emergency Services, *and the Team Leader of the Rural Fire Service.*

Legal

40. To lay information, to make application for search warrants, to make complaints, to initiate and carry on any proceedings and to represent Council in any court on any matter.
41. To appoint Impounding Officers and authorised persons to impound and /or destroy certain animals and articles pursuant to the Impounding Act, 1993.

THE GENERAL MANAGER'S REPORT

42. To issue approvals *and certificates* or serve *notices* and orders under the provision of Chapter 7 of the Local Government Act, 1993 and regulations thereunder including the extension, renewal, modification and revocation of any approval granted.
43. *To issue compliance certificates under the Water Management Act, 2000, pursuant to Section 64 of the Local Government Act, 1993.*
44. *To determine applications under Section 22 (Exemptions) and 24 (Certificates of compliance) of the Swimming Pools Act 1992.*
45. To implement the provisions of the Companion Animals Act and Regulations and serve any notice for breaches of the subject Act and Regulations, and to declare dogs to be dangerous.
46. *To revoke Dangerous Dog Declarations under Section 39 of the Companion Animals Act 1998.*
47. To exercise the power of entry *and to authorise other employees of Council to exercise the power of entry* under:
 - (a) the provisions of the Local Government Act, 1993.
 - (b) the provisions of Section 117A of the Environmental Planning and Assessment Act, 1979.
 - (c) the provisions of the Swimming Pools Act, 1992.
 - (d) the provisions of the Rural Fires Act, 1997.
 - (e) the provisions of the Food Act, 2003.
 - (f) the provisions of the Public Health Act, 1991.
 - (g) the provisions of the Environmentally Hazardous Chemicals Act, 1985.
 - (h) the provisions of the Roads Act, 1993.
 - (i) the provisions of the Impounding Act, 1993.
 - (j) the provisions of the Companion Animals Act, 1998.
 - (k) the provisions of the Protection of the Environment Operations Act 1997.
 - (l) any Regulations made under the above Acts.
48. To exercise the powers of an authorised officer/person, inspector, impounding officer, *enforcement officer, environmental health officer, special constable* and appoint such persons under:
 - (a) the Local Government Act, 1993; (*Authorised Officer*)
 - (b) the Impounding Act, 1993, (*Authorised person and impounding Officer*)
 - (c) the Roads Act, 1993; (*Authorised Officer*)
 - (d) the Food Act, 2003; (*Authorised Officer*)
 - (e) the Swimming Pools Act, 1992; (*inspector*)
 - (f) the Public Health Act, 1991; (*Authorised Officer and Environmental Health Officer*)
 - (g) the Rural Fires Act, 1997 (*Authorised Officer*)
 - (h) *the Road Transport (General) Act, 2005 (authorised officer)*
 - (i) *the Road Transport Safety and Traffic Management) Act 1999 (authorised officer);*
 - (j) *the Recreational Vehicles Act 1983 (Authorised Officer)*
 - (k) *the Environmental Planning and Assessment Act 1979 (authorised person);*
 - (l) *the Police (Special Provisions) Act 1901 (special constable);*
 - (m) the Protection of the Environment Operations Act 1997 (*authorised officer and enforcement officer*)

THE GENERAL MANAGER'S REPORT

- (n) the Companion Animals Act 1998.(*Authorised officer*)
 - (o) *the Crown Lands (General Reserves) By-law 2001 (authorised person);*
 - (p) the State Emergency Services Management Act 1989
 - (q) *any Regulations made under the above Acts.*
- 49. To authorise the use of Council's resources and exercise the powers conferred under Section 36 of the Environmentally Hazardous Chemicals Act, 1985.
- 50. To implement the provisions of the Environmental Trust Act, 1998 as an authorised delegate under such Act.
- 51. To authorise the carrying out of work by Council pursuant to Section 678 of the Local Government Act, 1993. (*public places*)
- 52. To issue, on Council's behalf, Self Enforcement Infringement Notices.
- 53. To serve any notices or orders or intention of any notice or order under the provisions of:
 - (a) the Local Government Act 1993,
 - (b) Public Health Act 1991,
 - (c) Food Act 2003,
 - (d) Protection of the Environment Operations Act 1997;
 - (e) Environmental Planning and Assessment Act 1979;
 - (f) Swimming Pools Act 1992;
 - (g) *Rural Fires Act 1997*
 - (h) Companion Animals Act 1998.
 - (j) *any Regulations made under the above Acts.*
- 54. To seek legal or other advice from suitably qualified persons or establishments, when considered appropriate for Council business.

Noxious Weeds (sub-delegation not permissible)

- 55. To exercise, pursuant to section 68 of the Noxious Weeds Act 1993;
 - (a) authority to initiate prosecutions under sections 12,15,16A,19,28,29,30,32,54 & 55,
 - (b) power to issue notices under section 12 and section 18,
 - (c) authority to amend or revoke weed control notices under section 18.
 - (d) authority to issue prior notices and consider submissions under section 18A,
 - (e) power to authorise work under section 20,
 - (f) responsibility to issue notices to land owners prior to action under section 20,
 - (g) authority to recover expenses under section 26,
 - (h) responsibility for monitoring and reporting under section 37,
 - (i) power to authorize draining of swamps under section 38.
 - (j) power to appoint inspectors under the Noxious Weeds Act for the local control authority under section 41,
 - (k) power to authorise the use of force to gain entry to premises under section 46,
 - (l) responsibility to notify an occupier of the use of force under section 47,
 - (m) power to use Certificate of Authority for Inspectors under the Noxious Weeds Act, under section 50,

THE GENERAL MANAGER'S REPORT

- (n) power to issue certificates under section 64.

Plant and Equipment

56. To approve the loan of bunting, barrier mesh and rubbish bins to community organisations for community projects.
57. *To give assistance in the form of mowers and similar small plant to organisations undertaking voluntary work to the benefit of the community.*
58. *To approve the hire of Council plant (with approved volunteer operator(s)) to approved sporting and community groups for the cost of fuel only, outside of normal working hours.*
59. *To approve the purchase and disposal of light vehicles and minor plant, small plant and sundry plant as required from time to time subject to the acquisition being in accordance with Council's policies and specifications for light vehicles and minor.*

Public Health

60. Pursuant to Council's Food Partnership Agreement with the NSW Food Authority, to issue clean up notices and closure notices under the Food Act, 2003.
61. To approve or refuse applications for the installation of waste treatment devices and human waste storage facilities (Section 68 LGA).
62. To appoint authorised officers under Section 114 of the Food Act 2003.
63. To serve Prohibition Orders under Section 60 of the Food Act 2003.
64. Pursuant to Section 378 (2) of the Local Government Act 1993 and conditional upon advice from the NSW Food Authority to sub-delegate the power to serve Prohibition Orders under Section 60 of the Food Act 2003 to the Director Environmental Services.
65. Pursuant to Section 381(3) of the Local Government Act 1993, to approve the NSW Food Authority's delegation to the General Manager to provide written approvals for dispensations and alternative methods of compliance in regard to the Food Standards Code's Standard 3.2.2 (clauses 15 and 17) and Standard 3.2.3 (clauses 10 and 14).
66. Pursuant to Section 109E(3) of the Food Act 2003, and conditional upon approval from the NSW Food Authority, to sub-delegate the power to provide written approvals for dispensations and alternative methods of compliance in regard to the Food Standards Code's Standard 3.2.2 (clauses 15 and 17) and standard 3.2.3 (clauses 10 and 14) to the Director Environmental Services.

Roads, Reserves, Property

67. To close roads temporarily or impose load limits subject to the provisions of the Roads Act 1993, *and Regulations thereunder.*
68. To approve applications for permission to open roads or streets, subject to the proviso that applications received from private individuals ie other than from State, Federal or

THE GENERAL MANAGER'S REPORT

- Local Government authorities, shall not be approved until the cost of reinstatement has been paid.
69. To determine applications *under the Roads Act 1993* for the use of public roads for street stalls, walkathons, charitable collections, motor car trials, bicycle races and the like where the involvement of the Weddin Local Traffic Committee is not specifically required.
70. To issue approvals for restaurants and structures on footways pursuant to Sections 125 and 126 of the Roads Act, 1993.
71. To give direction to remove obstructions or encroachments on a public road pursuant to Section 107 of the Roads Act, 1993.
72. To require the lodgement of a cleaning deposit for the hiring of Council's parks, ovals or sporting facilities.
73. public places in accordance with Section 632 of the Local Government Act 1993.
74. To *determine* the dates of opening and closing of *Council's swimming pools*.
75. *Pursuant to any delegation from the Director-General of the Department of Health, to close and re-open public swimming pools under clause 8 of the Public Health (Swimming Pools and Spa Pools) Regulation 2000.*
76. To appoint by instrument in writing a specified person or persons of a specified class who is employed by a local council and who is an authorised person (within the meaning of the Local Government Act 1993) as an authorised officer for the purposes of the following sections of the Road Transport (General) Act 2005:
- Section 136: Direction to stop vehicle or combination: to enable exercise of other powers
- Section 137: Direction to move vehicle or combination: to enable exercise of other powers
- Section 138: Direction to move vehicle or combination: where danger or obstruction
- Section 140: Manner of giving directions under this Division
- Section 171: Authorised officer may require production of driver licence and name and address from driver or rider
- Section 173: Authorised officer may require responsible person for vehicle and others to disclose identity of driver who commits offence
77. To perform the function described in the Roads and Maritime Service's instrument of delegation dated 31 October 2011, subject to the prescribed limitations.

This comprises the exercise of all the functions of the RMS under:-

1. Division 2 of Part 8 (Regulation of traffic by road authorities) of the Roads Act 1993.
2. Division 1 of Part 4 (Traffic control devices) of the Road and Transport (Safety and Traffic Management) act 1999.
3. Division 2 of Part 5 (Special event parking schemes) of the Road Transport (Safety and Traffic Management) Regulation 1999.

THE GENERAL MANAGER'S REPORT

78. To approve the leasing of Council - owned lands for up to five (5) years, with all such approvals to be reported to the next Council Meeting.

015 RESOLVED: Cr Niven and Cr Halls that the General Manager, Mr Glenn Anthony Carroll, or the person acting in that position for the time being, be delegated authority under Section 377(i) of the Local Government Act 1993, to exercise or perform on behalf of Council the powers, authorities, duties and functions 1-78 listed above.

8. Delegations from Council (Purchasing), C2.5.2

Tendering in local government is controlled by s55 of the Local Government Act and the Local Government (General) Regulation 2005: this covers work in excess of \$150,000. Council is not able to delegate the acceptance of such tenders.

It is desirable for efficiency and convenience that staff be empowered to arrange purchases up to this amount, subject to any relevant policies. Following is my recommendation for ongoing delegations from Council to the General Manager, based on delegations previously approved. Any changes are shown in italics. I then propose to sub-delegate lesser authorities to Directors and some other staff.

RECOMMENDATION:

It is recommended that the General Manager, Mr Glenn Anthony Carroll, or the person acting in that position for the time being, be delegated authority under Section 377(i) of the Local Government Act 1993, to exercise on behalf of Council the following functions:-

1. to purchase goods, materials or services up to \$20,000 with a minimum of one quotation (see also 7 and 8 below).
2. to purchase goods, materials or services up to \$100,000 with a minimum of two quotations (see also 7 and 8 below).
3. to purchase goods, materials or services over \$100,000 (up to \$150,000) subject to:-
 - i) formal specification and public advertising, or:
 - ii) written request to all known suppliers (see also 7 and 8 below).
4. to purchase new vehicles as approved in the annual Plant Replacement Program, *and in accordance with Council's Policy for the Purchase and Replacement of Motor Vehicles* (see also 8 below).
5. to purchase minor plant items up to \$20,000 provided funding is available in the annual Plant Replacement Program (see also 7 and 8 below).
6. to dispose of replaced or surplus vehicles, minor plant items, equipment and materials, by trade-in, action or sale, to Council's best advantage (see also 8 below).
7. where applicable, quotations are to be sought from all known suppliers from within the shire.
8. the accepted quotation is to be to Council's best overall advantage in terms of price, workmanship, quality and reliability, with due *regard* to any relevant policies of Council.

- 016** **RESOLVED:** Cr Best and Cr Niven that the General Manager, Mr Glenn Anthony Carroll, or the person acting in that position for the time being, be delegated authority under Section 377(i) of the Local Government Act 1993, to exercise on behalf of Council the procurement functions 1-8 listed above.

9. Regional Development Australia Fund (RDAF), T4.1.13

The Minister for Regional Development and Local Government the Hon Anthony Albanese MP has announced that \$150 million will be made available to the above fund to assist in building and renewing community infrastructure across Australia.

Council has had funding of \$159,679 approved however the availability of this funding is subject to a grant funding application process and the satisfying of funding criteria which is detailed below:

1. The applicant must be an eligible organisation
2. The application must be for an eligible project
3. The project must provide community benefit, economic growth, or support the environment.
4. The project must be viable.

In this regard it is planned to submit the funding application solely for the Grenfell Medical Centre as this will be a facility the whole shire can utilise. Council could then reallocate \$10,000 to each village for specific projects they need. Projects could be the toilet block at Greenethorpe which is not eligible under the grant funding programme guidelines or recycling at Quandialla and Caragabal subject to a formal proposal being submitted to Council.

These allocations could be funded from Councils budget for works proposed on the Medical Centre in the current financial year.

Councils Economic Development Officer has been assigned the task of submitting the grant funding application with applications closing 22 July 2013.

The grant funding application process has commenced.

RECOMMENDATION:

Confirm Action

- 017** **RESOLVED:** Cr Parlett and Cr Niven that the action be confirmed.

10. Community Building Partnership Program, G2.18.1

The NSW government has recently announced that the Community Building Partnership Program will be conducted in 2013/2014 financial year with applications opening 19 June 2013 and closing on 31 July 2013.

Grant funding of \$200,000 will be made available for every electoral district with an additional \$100,000 for electorates identified with high unemployment rates. Burrinjuck has \$200,000 allocated.

Local Government Authorities (including Sec355 Committees) may apply on a \$ for \$ basis while local community organisations are able to apply for full funding.

It is proposed that the Henry Lawson Festival Committee submit the grant funding application for the Henry Lawson Statue and site preparation/installation works as a section 355 Committee

THE GENERAL MANAGER'S REPORT

of Council. The application would be for \$10,000 and as Council has already budgeted \$10,000 this would satisfy the funding criteria of having to match the grant funding \$ for \$.

Council's Economic Development Officer will undertake the grant funding application process as part of her role. This assistance together with the grant funding would be very beneficial to the Festival Committee and take a lot of pressure off their financial resources.

RECOMMENDATION: that Council support a grant funding application under the Community Building Partnership Program for the Henry Lawson Statue/site preparation installation works being submitted by the Henry Lawson Festival on a \$ for \$ basis.

018 **RESOLVED:** Cr Hughes and Cr Niven that Council support a grant funding application under the Community Building Partnership Program for the Henry Lawson Statue/site preparation installation works being submitted by the Henry Lawson Festival on a \$ for \$ basis.

11. Property and Development Committee, C2.6.11

Reference is made to the September 2012 Council meeting where the continuation of the above committee was deferred until a need arose.

This Committee previously worked very effectively with the development of the New Depot, Community Hub and Grenfell Tip upgrade. With the following projects planned in Councils 2013/2017 Delivery program it would be an opportune time to reactivate the committee.

- Medical Centre – Burrangong Street
- Grenfell Swimming Pool upgrade
- Main Street upgrade

A Charter for the Committee has been developed and is forwarded for Councillors information.

If Council resolves to reactivate the committee a meeting could be arranged immediately to discuss the Medical Centre Burrangong Street development as well as other developments.

RECOMMENDATION: that Council reactivate the Property and Development Committee and a meeting of this Committee be arranged immediately.

019 **RESOLVED:** Cr Halls and Cr Niven that Council reactivate the Property and Development Committee and a meeting of this Committee be arranged immediately.

12. Property and Development Committee - Appointment of Council Committee Members

If the above resolution is passed Council will have to appoint five committee members under clause 260 of the Local Government Act, 1993.

For Council committees of which all the members are councillors, the Mayor has the right to attend as a member, and to chair if he so desires. In addition, any councillor may attend these committee meetings as an observer. These arrangements do not apply to committees with staff or community members.

Charters stipulating memberships have been adopted by Council for all committees. Any proposal to alter the composition of a committee should be submitted with notice.

THE GENERAL MANAGER'S REPORT

(a) **Council Property & Development Committee:**

Structure: 5 councillors,
Current appointees: Nil
Comment: This committee covers all assets such as offices, residences, library, depot etc and economic development.

RECOMMENDATION: that the committee members be appointed.

020 **RESOLVED:** Cr Niven and Cr Best that Crs McClelland, Parlett, Griffiths, Best and Hughes be appointed to the Property and Development Committee with Cr Liebich to attend as Mayor.

13. Adoption of Council Policies, C2.4.15

General Manager's report items 7 and 10 to Council's June 2013 meeting refers.

No comments were received from Councillors and the Work Health Safety Policies were referred to the Work Health and Safety Committee and were adopted on 9 July 2013.

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

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

RECOMMENDATION:

It is recommended that the following draft policies be adopted:

5.8.1	Policy for Heritage Restoration
14.9.1	Rehabilitation
14.11.1	Smoke Free Areas
14.25.1	Policy for Loss of Drivers licence
14.26.1	Policy for Child Protection

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

5.8.1	Policy for Heritage Restoration
14.9.1	Rehabilitation
14.11.1	Smoke Free Areas
14.25.1	Policy for Loss of Drivers licence
14.26.1	Policy for Child Protection

14. Local Government Review Submission, C2.10.9

Councils submission to the Local Government review Panel on its 'Future Directions' paper was forwarded by the due date of 28 June 2013.

The submission was amended to include various suggestions from Councillors and the final document directly addressed Councils major concerns with the paper. It was clearly articulated that Councils preference is to stand alone and object to the proposed amalgamations. The formation of County Councils which would also have dire consequences for Councils such as the Weddin Shire was also strongly objected to.

THE GENERAL MANAGER'S REPORT

The Independent Review Panel will now review these submissions. The panels final report is due to be submitted to the Minister by September 2013 and it is anticipated the Minister will respond to the report at the inaugural Local Government NSW annual conference in early October.

RECOMMENDATION:

Confirm action

022 **RESOLVED:** Cr Niven and Cr Brown that the action be confirmed.

15. Local Government NSW, A3.8.22

Reference is made to correspondence item number 2 at the June 2013 council meeting whereby the association requested input and the identification of the most important 3-5 issues affecting Council and the local community for the business sessions to be held at the Local Government NSW inaugural conference.

The association also requested that Council suggest an appropriate solution by either a motion or notes which may guide the delegates to an agreed decision. Possible issues and solutions are detailed below:

Table 1:

Issue	Solution
1. Local Government Reform - amalgamations	Enable Councils to stand alone by developing Regional Strategic Councils through ROC's or Regional Alliance Councils (RAC's) with neighbouring Councils to be administered by Local Government NSW. Resource sharing, bulk purchasing and training are initiatives that could be undertaken by these new bodies.
2. Long Term Financial Sustainability	Simplify the process for Council to apply for special rate variations. Continue the interest rate subsidy scheme. Enable Rural councils to obtain a greater share of the Financial Assistance Grant (FAG). Enable Councils to receive a share of the GST. Object to the asset valuation process ie roads which creates an accounting requirement for Councils to include depreciation in their operating statements causing operating losses. Councils are not able to fund this depreciation as our revenue raising capacity is restricted. Councils are public authorities required to use commercial accounting standards.
3. Asset Management/Service Provision	Encourage resource sharing ie sealing contractors and plant to tackle infrastructure backlog. Provide additional direct funding to Councils for service provision.
4. Unfunded Mandates/Cost Shifting	Grant Local Government Authorities additional financial resources to fund these requirements being unfairly placed on them.
5. Regionalisation of Local Government	If regionalisation is to occur ensure regions are based on centres with populations of approximately 10,000 and not 30-60,000 as this would have disastrous consequences for Councils such as Weddin Shire.

THE GENERAL MANAGER'S REPORT

The issues and solutions are required to be submitted to Local Government NSW by Friday 19 July 2013.

RECOMMENDATION: that the issues and solutions as detailed in Table 1 be submitted to Local Government NSW for consideration of the inaugural Local Government NSW annual conference.

023 **RESOLVED:** Cr Brown and Cr Parlett that the issues and solutions as detailed in Table 1 be submitted to Local Government NSW for consideration of the inaugural Local Government NSW annual conference.

16. Local Government Election Review, A3.6.44/C2.1.9

The NSW Electoral Commission conducted a review of the 2012 Local Government Election with myself by telephone on 26 June 2013. The main issues discussed are detailed below:

- Section 296 of the Local Government Act 1993 has been amended to enable Councils to resolve at least 18 months prior to the next election if they wish to utilize the Electoral Commission or not. If they do the arrangements have to be entered into no later than 15 months before the next election. Previously Councils had to resolve within 12 months of the election just held what they intended to do for the next election.
- the cost of the election was \$24,301 (GST Exc) which was reasonable considering our budget was \$28,162 (GST Exc). The cost is also a true indication of actual costs as all costs were accounted for.
- they were advised that there appeared to be a Statewide bureaucratic application of the EFA Act in regard to the requirement for candidates to appoint agents. This was a common complaint from every Council in Rural areas that had been reviewed.
- they were advised that the application of this Act which was explained at the pre-election awareness session was a deterrent for potentially very good candidates nominating.
- advice was received that the Electoral Commission administers the NSW Election Commission and the Election Funding Authority (EFA).
- they were advised the returning officer Mrs Mary Moffitt conducted Weddin Shire Councils' election in an outstanding manner.

The 2012 Election was conducted very well with the major problem being EFA legislation in regards to the requirement for candidates to have agents in rural areas. It is planned to lodge an objection with the Member for Burrinjuck the Hon Katrina Hodgkinson and Local Government NSW in regards to this issue.

RECOMMENDATION: that Council express concern and object to the Member for Burrinjuck the Hon Katrina Hodgkinson and Local Government NSW regarding the EFA requirement for candidates to have agents in rural areas for Local Government Elections.

024 **RESOLVED:** Cr Brown and Cr Halls that Council express concern and object to the Member for Burrinjuck the Hon Katrina Hodgkinson and Local Government NSW regarding the EFA requirement for candidates to have agents in rural areas for Local Government Elections.

THE GENERAL MANAGER'S REPORT

17. Community Consultation, A3.4.10

A major or key component of good governance is community engagement.

Community engagement works best when it is underpinned by a previously articulated and understood strategic vision. With the integrated planning documents such as the Community Strategic Plan, Delivery Program, Operational Plan and Resourcing Strategy (including Asset Management Plan (AMP) and Long Term Financial Plan (LTFP) having been endorsed or adopted by Council it may be an opportune time to engage with the community in various community consultation sessions.

It is envisaged that there would be a session in Grenfell possibly in the Main Street or the Community Hub with all Councillors present. Over a period of time sessions in the villages could be held with the Mayor, General Manager and Councillors from the particular area we would be visiting or consulting with.

As this is a new initiative it is proposed to report back to the August 2013 Council meeting to enable further consideration of the proposal.

RECOMMENDATION:

Confirm action

025 **RESOLVED:** Cr Best and Cr Parlett that the action be confirmed.

18. Prospective Dentist visit, H1.9.1

A prospective dentist visited Grenfell on Wednesday 26 June 2013 and expressed an interest in setting up a dental practice in Grenfell one or two days a week depending on demand.

The prospective dentist who has a practice in Sydney already has a similar set up in another country town. The main goal of the project was for him to be involved in a rural community long term by providing dental services.

An inspection of the Commonwealth Bank building was undertaken as well as an inspection of the chair and other equipment. The Commonwealth Bank proved to be ideal however the chair and equipment would need to be replaced.

The dentist advised there are grants available and if successful all new equipment and a new chair could be purchased which Council would maintain ownership of.

The dentist subsequently advised that he has obtained the relevant grant funding information and is currently preparing it for submission.

For Information

026 **RESOLVED:** Cr Hughes and Cr Parlett that Council write to the prospective dentist and advise he has Councils full support with the new venture and Council will certainly assist where possible.

19. Alliance with Hawkesbury City Council, C2.7.26

The Mayor and General Manager of Hawkesbury City Council have planned a visit to Grenfell on Thursday 5 September, departing for Cabonne Shire on the 6th.

It is proposed to hold an informal dinner in the evening, and all councillors are welcome to attend.

The alliance with Hawkesbury City Council began in 2008 and has resulted in exchange visits by councillors, staff and the Heritage Committee. This visit will be the first interaction for over a year, and it is considered a good initiative for Council to continue with as opportunities arise.

Councillors interested in attending the dinner are requested to advise the General Manager accordingly.

For Information

Noted

THE GENERAL MANAGER'S LATE REPORT

RECOMMENDATION:

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

- 027** **RESOLVED:** Cr Best and Cr Brown that the General Manager's late report be received and dealt with because of the urgency of the matter.

20. Local Government NSW Annual Conference, A3.18.3

The 2013 Local Government NSW Annual Conference will be held in Sydney from 1 to 3 October 2013.

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

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

RECOMMENDATION:

It is recommended that:

- (i) Council appoint and nominate its official delegate,
- (ii) any other delegates also be appointed and nominated.

- 028** **RESOLVED:** Cr Brown and Cr Hughes that:
- (i) Cr Liebich be appointed and nominated as Councils official delegate for voting purposes,
 - (ii) Cr Niven be nominated as a delegate.

GLENN CARROLL
GENERAL MANAGER

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

THE CORPORATE SERVICES' DEPARTMENT REPORT

11 July 2013

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Statement of Bank Balances as at 30 June 2013:

Bank Account	
Westpac	<u>\$493,226.14</u>
Investments	
Westpac	<u>7,500,000.00</u>
Total Investments	<u>\$7,500,000.00</u>

CERTIFICATE OF RECONCILIATION

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

The investments shown above are made with the Westpac Bank. I certify that these investments have been made in accordance with the Local Government Act, 1993, the Regulations and Council's investment policies.

For Information

Noted

2. A Summary of Income For The Month of June follows:

Rates Receipts	95,396.77
Accounts Receivable	76,780.97
Government Grants and Contributions	1,388,372.60
Agency Collections	30,355.31
Caravan Park Fees	5,271.00
Interest on Investments	3,217.12
Long Service Leave Contribution	62,550.22
Other Income	18,606.04
Total	<u>\$1,680,550.03</u>

For Information

Noted

THE CORPORATE SERVICES' DEPARTMENT REPORT

3. Roads and Other Expenditure 2012/2013:

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

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	736,683	714,511
Grenfell Town Streets Maintenance	232,286	226,031
Village Maintenance - Caragabal	6,000	6,000
Village Maintenance - Greenethorpe	7,272	5,447
Village Maintenance - Quandialla	6,000	6,000
Garbage/Recycling Collection	105,399	123,423
Greenethorpe Collections	8,500	5,773
Commercial Waste Collection	30,000	11,118
Grenfell Waste Depot Manning/Plant Hire	115,000	124,997
Tips Working Expenses	32,000	31,061
Grenfell Cemetery Maintenance	28,000	21,827
Grenfell Lawn Cemetery Maintenance	14,000	20,454
Noxious Plants	79,000	71,542
Parks & Gardens	185,366	188,819
Library Expenditure	102,341	101,532
Baths Income	25,000	22,493
Baths Expenditure	129,949	122,788
Caravan Park Income	47,000	71,433
Caravan Park Expenditure	70,570	77,207

THE CORPORATE SERVICES' DEPARTMENT REPORT

RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2012/13 State Roads (SH 6)	690,538	690,538
2012/13 National Roads (SH 17)	2,658,994	2,658,994
2012/13 Regional Roads Block Grant	368,002	368,002
2012/2013 REPAIR Program MR237	300,000	253,464
2012/2013 REPAIR Program MR398	499,629	499,629
3 x 3 Program - MR 398	92,519	92,519

2012/2013 Rural Local Roads	VOTE	EXPENDITURE
Reseals	308,866	98,292
Martins Lane	59,137	0
Pinnacle Road	175,298	71,853
Driftway Road	304,153	255,578
Old Young Road	222,000	143,294
Grenfell Streets Construction	156,272	66,309
Grenfell Kerb and Gutter	54,824	31,770
Grenfell Streets - Footpaving	20,409	909
Nowlans Road	139,633	0
Reconstruct Village Streets	22,019	545
Weddin/Camp/Church Footpaving	30,000	2,727
Quandialla Drainage	180,000	16,363
Gravel Resheeting	200,715	11,709
Total	1,873,326	699,349

2012/2013 Roads to Recovery	VOTE	EXPENDITURE
Martins Lane	411,054	321,242
Rural Roads Reseals	100,000	100,000
Total	511,054	421,242

For Information

Noted

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

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

Previous rounds of debt recovery have all been exhausted and a new round will commence this financial year.

The outstanding rates percentage as at 30 June 2013 should be known by the November 2013 Council Meeting.

For Information

Noted

5. Henry Lawson Festival – Tourism Officer Assistance, C1.4.1

Council resolved at the June 2013 Council meeting as follows:

“that Councils executive meet with the Henry Lawson Festival executive to discuss the current assistance provided and possible assistance required to conduct the 2014 Henry Lawson Festival.”

A meeting is currently being arranged and a further report will be submitted to the August 2013 Council meeting.

For Information

Noted

6. Insurance Renewals 2013/2014 A3.11.1

Quotations were recently received for Council's Insurance Renewals for the 2013/2014 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 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 only slightly increased which is a very good result.

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 \$15,714 last financial year. It is anticipated we will again qualify for the bonus in the 2013/2014 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 2013/2014 financial year are detailed in Table 1:

Table 1:

Class of Insurance	Insurer	2012/2013 Premium (GST Inc)	2013/2014		
			Premium	GST	Total
Public Liability/ Professional Indemnity	Statewide Mutual	95,502.00	89,770.00	8,977.00	98,747.00
Fidelity Guarantee	Statewide Mutual	979.00	890.00	89.00	979.00
Councillors and Officers/Statutory Liability	Zurich	16,900	16,774.68	1,677.47	18,452.15
Members Accident	ACE Insurance Ltd	2,199.18	1,999.25	199.93	2,199.18

THE CORPORATE SERVICES' DEPARTMENT REPORT

Industrial Special Risks (property)	Statewide Mutual	61,920.85	59,089.90	5,908.99	64,998.89
Motor Vehicles	Zurich	35,134.00	34,380.40	3,438.04	37,818.44
Workers Compensation	StateCover Mutual	57,459.76	TBA	TBA	TBA

Council's Motor Vehicle Insurance premium has increased by \$2,684.44 and Council's Property Insurance premium increased by \$3,078.04. 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 previously combined into one policy with an increase of \$1,552.15.

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 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 few years Council's premium has been dramatically reduced and is remaining quite reasonable. The premium for the 2012/2013 financial year was \$57,459.76. It is expected a similar premium will be incurred in the 2013/14 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 2013/2014 financial year.

030 **RESOLVED:** Cr Best and Cr Hughes that Council endorse the actions of the General Manager in accepting the Insurance Premium Renewals as listed in Table 1 for the 2013/2014 financial year.

7. **Goods and Services Tax (GST) – Council Compliance, A3.20.3**

The Division of Local Government requires Council to prepare a Certificate in the approved form as to its opinion on Councils administration of the GST.

The Statement which is to be signed in accordance with a resolution of Council basically states that adequate management systems and internal controls are in place, GST has been paid by Council and that no GST non-compliance events by the Council were identified or raised with the Australian Taxation Office.

Council has adequate management systems and internal controls in place, GST has been paid by Council on a monthly basis and no GST non-compliance events have been identified or raised with the Australian Taxation Office.

The signed certificate will be forwarded to the Division of Local Government who will then provide the advice to the NSW Treasury for confirmation with the Commonwealth Commissioner of Taxation.

RECOMMENDATION: that Council authorise the Mayor, Deputy Mayor, General Manager and a responsible accounting officer to sign the certificate on Council's behalf.

031 **RESOLVED:** Cr Hughes and Cr Brown that Council authorise the Mayor, Deputy Mayor, General Manager and a responsible accounting officer to sign the certificate on Council's behalf.

8. **Grenfell Library, C2.8.15**

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

- “Knit, Natter and Nibble” for 2013 commenced on Wednesday, 14th June. The finale will be held on 17th July with Brooke Daniels again the special guest.
- The Family History Research Seminar on Saturday, 29th June, was very successful with almost fifty people attending. Very positive feedback obtained.
- Online access to the catalogue is now available and assistance in setting up the parameters for client usage is being sought. Installation of the shelf ends is almost complete.
- The Public Library Statistics for 2011/12 were recently received and indicate that Grenfell continues to perform well in most areas on a per capita basis. Of the 99 public libraries included Grenfell ranked 24th for library expenditure per capita (19th in 2010/11), 29th in expenditure on library stock (24th), 12th in stock items per capita (14th), 18th in acquisitions per capita (25th), 91st in proportional discards (81st), 88th stock turnover/use (87th) and 75th in circulation per capita (73rd).

For Information

Noted

9. **Economic Development, C2.8.13**

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

- Strategies from the Economic Development Strategic Plan such as conducting business workshops being implemented. Possible topic for next business training breakfast could be “Social Media Options” presented by D A Yates Photography and design.
- Mr Bruce Buchanan from the BEC in Orange indicated he would like to reactivate the Chamber of Commerce in Grenfell. Meeting to be arranged with business representatives.
- The Small Business Bus an initiative of the Small Business Commissioner will now be in Grenfell in August or September, date to be confirmed. The bus will need a prominent position in Main Street (near the sponsor NAB). Information available from this service is directly relevant to business owners and operators and appointments will be available.
- Attended the Economic Development Forum held in Cowra on June 26th. Main topics discussed were loss of industry from the region (Lachlan River Studios, Windsor Foods in Cowra and Simplot in Bathurst). BEC funding cuts were also discussed and causing concern.
- Planning to attend a meeting in Sydney on July 18th as part of an Economic Development officers working party for the Cowra-Demondrille rail lines project.

For Information

Noted

10. Tourism/Promotions, C2.8.11

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

- Gold Trail meetings are now being held monthly with the AGM and monthly meeting held on 4 July in Grenfell. The full launch of the Gold Trails has been delayed. The official opening of the O'Brien's Hill signage will be held as part of the major launch. The Gold Trails project is a finalist in the Inland Tourism Awards. This will be announced on July 27 in Moree.
- Statue of Henry Lawson is being pursued by the Festival Committee. 50% deposit paid to initiate commencement of works.
- The Weddin Shire Tourism brochure is currently being distributed locally and to surrounding areas and is being well received.
- Grenfell bumper stickers incorporating Weddin Shire Branding are available from the Grenfell Visitors Centre.
- Currently part of a working group which is documenting and categorising by market segments the existing and potential tourism attractions, events and facilities in the Shire. This will provide invaluable information and allow more focussed strategic marketing.
- Social media site facebook is now active to promote events.
www.facebook.com/tourismgrenfell.
- Commenced planning for Goldfest to be held Saturday 26 October 2013.
- Submitting Prime TV Regional Achievement and Community Awards funding application for the Henry Lawson Festival.
- Continuing to work with the B&B networking group.
- Planning a bus tour of the town and a visit to the local B&B's to assist the CWA volunteers.

For Information

Noted

11. Grenfell Internet Centre, C2.8.14

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

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

For Information

Noted

12. Half Yearly Audit, A1.6

Council's external auditors Morse Group of Orange have forwarded the interim audit report for the year ending 30 June 2013.

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 was one minor matter 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
GENERAL MANAGER

032 **RESOLVED:** Cr Niven and Cr Best that except where otherwise dealt with the Corporate Services' Department report be adopted.

11 July 2013

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

1. Works Report (7 July 2013)

1.1 Classified Roads Maintenance

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

SH6 - general maintenance
 - remove trees for sight distance improvement
 - clearing culverts to improve drainage
 - clearing under guardrails
 - scoped heavy patch areas

SH17 - general maintenance
 - replaced faded signs
 - scoped heavy patch areas

MR398 - general maintenance

MR236 - general maintenance

MR237 - general maintenance

MR239 - general maintenance
 - lifted approach trees

1.2 Rural Local Roads Programme

- prepared Martins Lane for sealing
- gravel re-sheeted Beasleys Lane, Gaults Lane, Hancock-Flynns Road, Gannons Lane and Nealons Lane.

1.3 Rural Maintenance

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

- general maintenance
- maintenance graded Goodes Lane and Bradfords Lane
- constructed pipe culvert on Murrays Lane
- replaced 4 pipe culverts on Grimms Lane
- pushed Caragabal and Quandialla tips

1.4 Urban Maintenance/Construction

- general maintenance
- lifted trees to clear for garbage truck
- lowered manholes in the back lanes to prepare for rehabilitation
- placed crown sections for Melyra Street culvert extension
- replaced missing Main Street bollards

For Information

Noted

2. Other Works

2.1 Parks & Ovals Report

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

- general maintenance
- lifted shrubs at Henry Lawson Oval
- lifted trees in the parks
- replaced broken and rotten rails on O'Briens Hill
- constructed handrails on O'Briens Hill toilets

2.2 Cemeteries

The following graves have been prepared from 10 June 2013 to 7 July 2013:-

Grenfell Lawn	– 1
Grenfell	– 2
Bimbi	– nil
Caragabal	– nil

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

- topped up graves
- planted shrubs on the eastern side
- placed new tree guards in the lower cemetery

2.3 Sewer Mains

Six (6) sewer chokes has been attended to during the last month.

2.4 Private Works

- sealed access for a ratepayer
- sold a ratepayer crushed gravel
- hire 2 tonne roller to a rate payer
- graded and re-sheeted access road for a ratepayer

THE DIRECTOR ENGINEERING'S REPORT

2.5 Other

- removed festival banners
- repaired shelves at the library
- planted shrubs at works depot
- lifted trees/vines at caravan park
- erected Neighbourhood Safer Places signs
- festival sign clean up

2.6 Vandalism

Urban – O'Briens Hill damaged seat & graffiti	\$300.00
– Main Street missing bollards replaced	\$200.00
– removed dumped rubbish McSpaddens Lane	\$200.00

Rural –Nil

Total Cost: \$700.00
Progressive Cost Urban: \$3,605.00
Progressive Cost Rural: \$2,210.00
(from 1/7/2012 to date)

For Information

Noted

3. Future Works

3.1 Rural

- general maintenance
- complete Murrays Lane widening
- complete gravel sheeting
- complete MR398 widening

3.2 Urban

- general maintenance
- commence back lane construction
- repair wing walls Brundah and Alexandra Streets
- complete Melyra Street culvert headwalls
- complete Parkes Street road shoulder construction

3.3 Other

- Quandialla pool-routine maintenance and other repairs

For Information

Noted

THE DIRECTOR ENGINEERING'S REPORT

4. Plant Report

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

Plant No	Plant Item	Maintenance
	General plant	General maintenance
PI 4107	Ausroads jetmaster	500hr service, broom adjustment
PI 3950	Iveco truck	Replace turbo, clean intake air system, new intercooler.
PI 3953	Garbage truck	Remove old body and replace with second hand body (Mark V)
PI 4103	New Holland Tractor	Split tractor, replace clutch and reassemble tractor.

For Information

Noted

5. RMS RMCC Contract, R2.54.4

Routine Maintenance on SH6 and SH17 continues.

Heavy patching on SH17 and SH6 has been scoped for possible commencement in September/October 2013

For Information

Noted

6. Noxious Weed Report – June C2.8.12

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

- Weeds sprayed – African Boxthorn, Bridal Creeper, Scotch Thistle, Blackberry, Wild Radish.
- Areas sprayed – Bumbaldry, Yambira, Bungalong, Brundah, Bogalong, Eualdrie, Yuline, Bolungerai, Wheoga, Barbingal, Pullabooka, Caragabal, Berrigan.
- 7 property inspections and 2 nurseries
- Inspected high risk roadsides, TSRs, Council owned land, rail and other high risk sites
- Lachlan Valley Noxious Weeds Advisory Committee were successful in gaining funds for red guide posts to mark no slash areas, to stop weed spread and to nominate to drivers not to park vehicles in the area.

For Information

Noted

7. Flood Damage March 2012, E1.9.4

Council has now completed the flood damage repair programme.

For Information

Noted

8. Grenfell Pool, P2.3.1

The concrete has been removed and the pipe cut in preparation for the installation of the new valve. Cowra Shire used their camera to video approximately 23 metres of the old pipe which appeared to be in reasonable condition except for the joints and bends.

Another section of concrete was removed over a suspect section of inlet pipe into the pool which was found to be broken. This pipe will also be replaced.

For Information

Noted

9. 2013 Grenfell Goldfest, T4.3.7

The Grenfell Goldfest is planned for 26 October 2013 and will require Council approval to close Main Street from Teston Street to the roundabout in Forbes Street.

The matter will be referred to the Weddin Local Traffic Committee for comment and conditions.

RECOMMENDATION: that Council approve the closure of Main Street between Teston Street and the Forbes Street roundabout from 9.00 am to 3.30 pm on 26 October 2013.

033 **RESOLVED:** Cr Niven and Cr Hughes that Council approve the closure of Main Street between Teston Street and the Forbes Street roundabout from 9.00 am to 3.30 pm on 26 October 2013.

10. Weddin Landcare Steering Committee – Memorandum of Agreement, E3.7.5

Weddin Landcare Steering Committee Inc has requested that a Memorandum of Agreement (MOA) be entered into with Weddin Shire Council to underpin an ongoing partnership to enable funding to be secured to finance the district's native vegetation planting seeds.

No objection is raised to the proposed relationship subject to Council offering minimal support in terms of investigation, report writing, secretarial work and no financial resources.

Weddin Landcare has also requested that council use some of the native shrubs in its parks and gardens, and on the outskirts of the town.

No objection is raised to the proposal subject to the shrubs and trees being suitable for the area.

RECOMMENDATION: That Council:

- a) enter into a MOA with Weddin Landcare to allow Weddin Landcare to secure ongoing funding subject to no Council financial resources being expended and Council's involvement being minimal.
- b) plant Weddin Landcare shrubs and trees in suitable areas.

- 034** **RESOLVED:** Cr Parlett and Cr Brown that Council:
- a) enter into a MOA with Weddin Landcare to allow Weddin Landcare to secure ongoing funding subject to no Council financial resources being expended and Council's involvement being minimal.
 - b) plant Weddin Landcare shrubs and trees in suitable areas.

11. Proposed Kerb and Gutter Construction, R2.12.2, R2.4.1, R2.4.5, R2.4.21, R2.4.26, R2.4.37

The adopted 2012/2013 and 2013/14 construction programme refers.

RECOMMENDATION: That kerb and gutter works listed below be carried out:-

- Brundah Street (east side) from No.12 to Melyra Street
- Tyagong Street (west side) from Grafton Street to Melyra Street
- Alexandra Street (west side) from North Street to end 93 metres
- Brundah Street (west side) between Grafton Street and Manganese Road (140m Kerb and Gutter)
- North Street (south side) from Bradley Street to last new house (115m Kerb and Gutter)
- North Street (south side) from Warraderry street to East Street (137m Kerb and Gutter)

and that the owner for the time being of the land on the same side of the road and the adjacent to the work be charged for work of the kerb and gutter an amount to be fixed by Council not exceeding one half of the cost of so much of the work (and any other work incidental thereto) as is opposite and adjacent to the land.

- 035** **RESOLVED:** Cr Brown and Cr Niven that kerb and gutter works listed below be carried out:-

- Brundah Street (east side) from No.12 to Melyra Street
- Tyagong Street (west side) from Grafton Street to Melyra Street
- Alexandra Street (west side) from North Street to end 93 metres
- Brundah Street (west side) between Grafton Street and Manganese Road (140m Kerb and Gutter)
- North Street (south side) from Bradley Street to last new house (115m Kerb and Gutter)
- North Street (south side) from Warraderry street to East Street (137m Kerb and Gutter)

and that the owner for the time being of the land on the same side of the road and the adjacent to the work be charged for work of the kerb and gutter an amount to be fixed by Council not exceeding one half of the cost of so much of the work (and any other work incidental thereto) as is opposite and adjacent to the land.

12. Proposed Footpath Construction, R2.12.1, R2.4.42

The adopted 2012/2013 and 2013/2014 construction programme refers.

RECOMMENDATION: That Footpath works listed below be carried out:-

- Wood Street (east side) from Dagmar Street to Rose Street (122m footpaving)
- Wood Street (east side) from Camp Street to Dagmar Street (360m footpaving)

and that the owner for the time being of the land on the same side of the road and the adjacent to the work be charged for work of the footpath an amount to be fixed by Council not exceeding one half of the cost of so much of the work (and any other work incidental thereto) as is opposite and adjacent to the land.

036 RESOLVED: Cr Best and Cr Halls that Footpath works listed below be carried out:-

- Wood Street (east side) from Dagmar Street to Rose Street (122m footpaving)
- Wood Street (east side) from Camp Street to Dagmar Street (360m footpaving)

and that the owner for the time being of the land on the same side of the road and the adjacent to the work be charged for work of the footpath an amount to be fixed by Council not exceeding one half of the cost of so much of the work (and any other work incidental thereto) as is opposite and adjacent to the land.

W TWOHILL **DIRECTOR ENGINEERING**

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

11 July 2013

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

Dear Sir,

I wish to report as follows:-

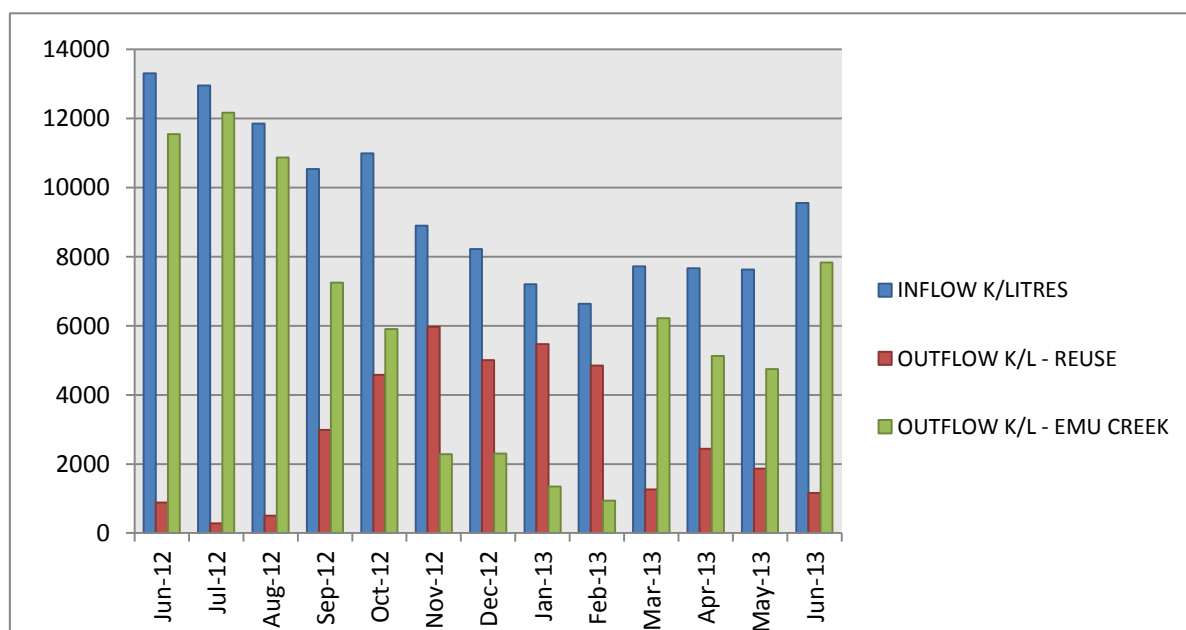
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during June 2013 was 9,556 kl with the daily average of 318.53 kl. Outflow for irrigation for reuse was 1,165 kl and discharge to Emu Creek 7,836 kl.

The highest daily recording of 693 kl occurred for the 24 hours ending 6.30 am on 13 June 2013 and the lowest of 233 kl for the 24 hours ending 6.30 am on 1 June 2013.

A total rainfall of 108.5 mm was recorded for the month.



For Council's Information

Noted

2. Animal Control, A4.4.4

Animal control activities for June 2013 were:

a. Companion Animals

Animals Seized: 2 (Dogs)
Animals Impounded: 2 (Dogs)
Animals Sold: 2 (Dogs)
Animals Surrendered: 2 (Dogs)

Animals Returned to Owners: 2
Animals Destroyed: 0
Animals Released: 2 (Dogs)
Animals handed to Rescue Org: 0

For Council's Information

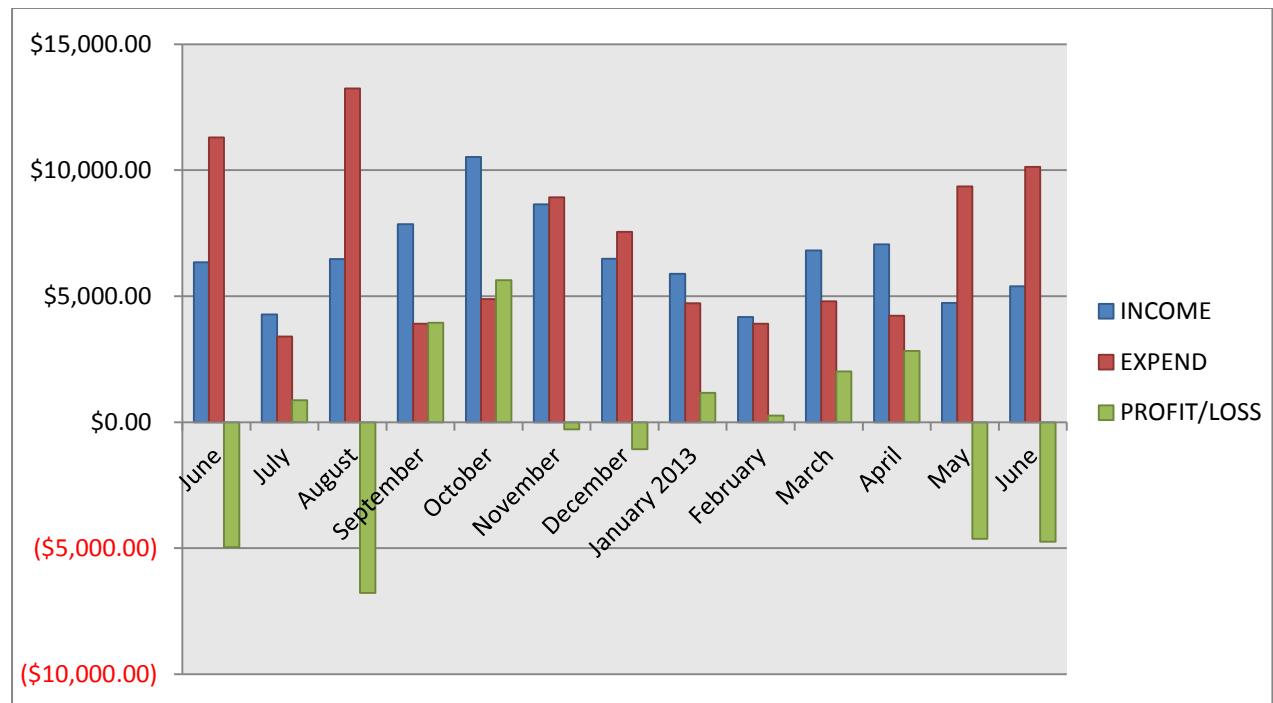
Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

3. Caravan Park Operations, P2.3.3

Income for the month of June 2013 was \$5,389.00 with expenditure of \$10,136.62 resulting in an operational loss of \$4,747.62 for the month.

There were 207 sites occupied for the month of June 2013.



For Council's Information

Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B. Planning and Development Matters:

1. Development Applications

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

DA NO.	Applicant	Construction	Value (\$)	Address
9/2006 - Modification	DL & KL McCue	Shed/Studio/Workshop	\$6,000	Lot: 1192 DP: 653676 "Tyagong Gardens" Gooloogong Road GRENFELL NSW 2810
17/2013	Marshall Properties (Aust) Pty Ltd	Change of Use	\$0	Lot: 16 Sec: 1 DP: 7763 Second Street QUANDIALLA NSW 2721
20/2013	Miss RG Corkery	Dwelling – Internal Alterations	\$7,000	Lot: 1 DP: 310227 39 Rose Street GRENFELL NSW 2810
27/2013	Mr D Buttenshaw	Extension/Addition to Unit	\$27,000	Lot: 1 DP: 34170 21 Melyra Street GRENFELL NSW 2810
31/2013	Mr TA & Mrs DM Hardy	Converting Garage to Bedroom with Ensuite and office	\$10,000	Lot: 10 Sec: 43 DP: 758473 37 Warraderry Street GRENFELL NSW 2810

For Council's Information

Noted

2. 156 Burrangong Street, Grenfell and 154 Main Street Grenfell, P2.12.17

The purpose of this report is to provide Council with an update as to the actions taken to this point with consideration of redevelopment of the site for a medical centre.

Council has purchased the properties known as 154 Main Street and 156 Burrangong Street, Grenfell.

156 Burrangong Street

The site currently has a brick and timber frame building that has in the immediate past been used as an agricultural retail store providing chemicals and rural products. Prior to this, the building was used as a motor dealership and workshop.

154 Main Street

The building is a paired terrace brick and timber frame building that has had various commercial users over its life and is currently vacant.

The redevelopment sites are zoned B2 Local Centre in accordance with Councils LEP 2011 and located within the Heritage Conservation Area.

The proposed use as a Medical Centre is a permitted use in the zone.

A preliminary report has been provided by Councils Heritage Advisor outlining the history of the buildings and general design guidelines for redevelopment in the sites.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Council has engaged an environmental consultant to undertake preliminary investigations in relation to the presence of contaminants on site. Their investigations have indicated the presence of two fuel tanks located within the footprint of the building in conjunction with a hydraulic hoist and varying amounts of asbestos cement sheeting.

The consultant has indicated the likely presence of contaminants of the soils surrounding the tanks, and has indicated options for removal and treatment of soils, or maintaining the tanks in situ, by filling and treating the soils surrounding.

In addition the hoist and identified asbestos sheeting will require removal.

Council has also received a report from a structural engineer regarding works to be completed should the external walls of the buildings be retained.

The works would require extensive external raked shoring located on the footpath in conjunction with underpinning of the external walls to support the footings during the demolition and remediation processes.

By way of advice, the approvals process will require the development of appropriate plans and submission of a development application. The extent of the works to be assessed particularly in relation to demolition will need to be determined by the following:

- 1) Extent of the development site
- 2) Contamination extent and remediation strategy
- 3) Reuse of existing façade
- 4) Heritage considerations relating to maintaining existing building components and proposed development
- 5) Appropriate internal floor area design for the proposed Medical Centre Use
- 6) Vehicular access and Building Code compliance

For Council's Information

038 **RESOLVED:** Cr Best and Cr Parlett that the report be referred to the Property and Development Committee meeting for further consideration.

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

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

Council has received a response from the Roads and Maritime Services. The RMS has requested the applicant provide further information relating to traffic movements in and around the site. Council has notified the applicant of the requested information and when this information is received will be forwarded to RMS for their further consideration.

For Council's Information

Noted

B J HAYES

DIRECTOR ENVIRONMENTAL SERVICES

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

Delegate's Report on Arts Out West Meeting held 19 May 2013

Cr Brown attended the Arts Outwest Annual General Meeting Sunday 19 May 2013, Hartley Historic Village.

Weddin well represented in Arts Outwest glossy Annual Report.

The following is a précis of the Draft Minutes provided by Arts Outwest:

APPOINTMENT OF PUBLIC OFFICER

It was **RESOLVED** that the Executive Officer of Arts OutWest, Tracey Callinan, be appointed as Public Officer of Arts OutWest Inc.

APPOINTMENT OF MEMBERS TO THE BOARD

It was resolved that the following be appointed to the Board of Arts OutWest:

Bathurst	Clr Jess Jennings
Blayney	Nyree Reynolds
Cabonne	Clr Sharon Wilcox
Cowra	Brian Langer
Forbes	Clr Graham Falconer
Lachlan	Heather Blackley
Lithgow	Clr Maree Statham
Oberon	Fran Charge
Orange	Alan Sisley
Parkes	Liz Matthews
Weddin	Clr Carly Brown
CSU	Kate Smith

ELECTION OF MEMBERS TO THE BOARD

It was resolved that the following be elected to the Board of Arts OutWest:

Libby Oldham (owner of Jayes Gallery, Molong)

Kylie Shead (coordinator of Local Stages, Bathurst Memorial Entertainment Centre)

The Annual Report outlining all the Services provided to Weddin by Arts Outwest in 2012 will be provided to the July Meeting of the Weddin Shire Council. (separately forwarded to Councillors iPads)

Weddin Shire Council Arts Outwest Delegate Clr Brown attended Ordinary Board Meeting, Tuesday 14 May, 2013

Radio promos

January-April: 2013

Events promoted during AOW Radio Segments

Weddin: 8

Report to Business Plan: appendices: promotions Report

Stats January April 2013 (4 months)

Event stats:

Listings in Data Base (As at end of April 2013)

Includes local calls for Artwork and other opportunities, which are included in data base

Weddin:

Jan-April: 11

Total 2012: 40

Total 2011: 35

Total 2010: 42

Weddin Shire Council must encourage arts groups and individuals to use Arts Outwest. Calls for submissions for Artsspeak and Arts Sunday could be considered for addition in Council News. And an Arts Outwest link on our website would be useful.

Cr Carly Brown

Delegate

040 **RESOLVED:** Cr Niven and Cr Best that the delegate's report be adopted excluding the other recommendation.

MINUTES OF THE MEETING OF THE WEDDIN LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS AT 4.30 PM ON MONDAY, 8 JULY 2013 (E1.1.5)

1. PRESENT: Bill Twohill (Chair - Weddin Shire Council, LEMO), Michael Madgwick (NSW Police LEOCON), Keith White (Fire Rescue NSW), Maurice Simpson (State Emergency Services), Ray Cawthorne (State Emergency Services), Andrew Noble (NSW Ambulance), Warren Goodall (REMO – South East Region) and Brendan Hayes (Weddin Shire Council, Public Health).

2. APOLOGIES: Nil

3. MINUTES:

Resolved: A Noble and M Madgwick that the minutes of meeting held on 25 March 2013 be adopted as read.

4. MATTERS ARISING

4.1 Local Displan

To be updated when new pro-forma is available (Sept – Oct)

Noted

4.2 Draft Recovery Document

To be included in Local Displan.

Noted

4.3 Bimbi

Investigate a Flood study for Bimbi. Floor levels of houses to be taken as a starting point.

Noted

4.4 Next Meeting Date

Try to align with Young and Harden

Noted

5. CORRESPONDENCE

Nil

MEMBERS REPORTS

6.1 Police

- Full complement of staff
- No incidents
- Festival went well

6.2 Fire and Rescue NSW

- Full complement of 12
- Held drills
- Renovations to be completed by end of august

6.3 Ambulance

- complement of 4 people
- new bigger vehicle

6.4 SES

- ongoing training
- new shed being constructed

6.5 REMO Report

- verbal report given

Noted

7. NEXT MEETINGS: To be held Monday 30 September 2013 commencing at 4.30 pm

8. CLOSURE: There being no further business to discuss the meeting closed at 5.06 pm.

**W TWOHILL
(LEMO)**

041 RESOLVED: Cr Hughes and Cr Best that the minutes of the Local Emergency Management Committee be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE RESCUE COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON MONDAY, 8 JULY 2013 COMMENCING AT 5.06 PM (E1.1.5)

1. PRESENT: Bill Twohill (Chair - Weddin Shire Council, LEMO), Michael Madgwick (NSW Police LEOCON), Keith White (Fire Rescue NSW), Maurice Simpson (State Emergency Services), Ray Cawthorne (State Emergency Services), Andrew Noble (NSW Ambulance), Warren Goodall (REMO – South East Region).

2. APOLOGIES: Nil

3. MINUTES:

Resolved: K White and A Noble that the minutes of meeting held on 25 March 2013 be adopted as read.

4. MATTERS ARISING:

Nil

5. MEMBERS REPORTS

5.1 SES & Fire and Rescue NSW – death of Council employee at the Grenfell Lawn Cemetery

Noted

5.2 SES – 2 members attended vertical training at Wellington

Noted

6. NEXT MEETING: To be held Monday 30 September 2013 after the LEMC Meeting.

7. CLOSURE: There being no further business the meeting closed at 5.35 pm.

**MICHAEL MADGWICK
LEOCON**

042 RESOLVED: Cr Halls and Cr Best that the minutes of the Rescue Committee be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE CONSULTATIVE COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON TUESDAY, 9 JULY 2013 COMMENCING AT 3.00 PM (C2.6.12)

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

2. **APOLOGIES:** B Hayes

Resolved: V Carter and W Schneider that the apology be accepted.

3. **MINUTES:**

Resolved: W Schneider and V Carter that the minutes of the meeting held on 30 April 2013 be adopted as read.

4. **MATTERS ARISING:**

4.1 Training for Code of Conduct

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

Noted

4.2 Alcohol and Drug Procedure & swab testing

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

Noted

4.3 Training Plan

Draft plan tabled. To be deferred to next meeting.

Noted

4.4 Review of Positions

- Roller Driver – DE to review and report.

4.5 Induction Manual

Defer to next meeting

4.6 Christmas Party 2012

Resolved: W Schneider and D Anderson that the office and depot cut out parties will still be held. Also, that a staff and contractors Christmas party be held.

4.7 Position Checklists

Noted

5. GENERAL BUSINESS

- 5.1 WSC Policy No. 14.22.2 (Policy for Public Interest Disclosures)
Defer to next meeting.

Noted

6. CORRESPONDENCE
Nil

7. BUSINESS WITH NOTICE

- 7.1 Proposed award increase 3.25% in July

Resolved: V Carter and W Schneider that the award increase be ratified.

- 7.2 Review of M Hewen position
Reviewed the position of Caravan Park Manager which has been regraded from Grade 2 to Grade 3 from January 2013.

Resolved: V Carter and W Schneider that the action be ratified.

- 7.3 Policy for Loss of Drivers Licence

Resolved: D Anderson and V Carter that the policy be adopted.

8. ACTION LIST - see updated list

9. NEXT MEETING: Tuesday, 8 October 2013 at 3.00 pm.

10. CLOSURE: There being no further business the meeting closed at 3.45 pm.

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

**MINUTES OF THE WEDDIN SHIRE WORK, HEALTH AND SAFETY COMMITTEE
MEETING HELD IN THE COUNCIL CHAMBERS ON TUESDAY, 9 JULY 2013
COMMENCING AT 3.30 PM (C2.6.14)**

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

2. **ELECTION OF CHAIR:**

Resolved: L Baker and L Logan that D McCue be elected chair.

3. **APOLOGY:** B Hayes

Resolved: L Logan and L Baker that the apology be accepted.

4. **MINUTES:**

Resolved: L Baker and B Twohill that the minutes of the meeting held on 30 April 2013 be adopted.

5. **MATTERS ARISING:**

5.1 Business Continuity Plan

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

Noted

5.2 Volunteers – training, SWMs

Generic training under WHS Act for volunteers as required. Letter to be sent to volunteer organisations requesting a maximum of 2 representatives to attend training. Bruce Buchanan has provided quote. Date and numbers to be discussed with Bruce Buchanan once determined.

Noted

5.3 Asbestos Policy

Adopted by Council at May 2013 Meeting.

Noted

5.4 Sewerage Treatment Plant

Cleaning station completed, screens lifting device and sluice to be completed.

Noted

5.5 Defibrillator Machines

Still being considered

Noted

5.6 First Aid Room

On the basis of the Safe work in Australia Code of Practice, the first aid room at the Depot is not required.

Resolved: D McCue and L Logan that the First Aid Room sign at the Depot be removed.

6. **GENERAL BUSINESS:**

6.1 Incident Reports

Nil

6.2 Inspections

- Depot – W Twohill/L Baker (Completed)
- CTC/EDO Office – L Logan/L Baker (To be Completed)

- Administration Office – L Logan/D McCue (To be Completed)

Noted

6.3 Future Inspections

- CTC/EDO Office – L Logan/L Baker
- Administration Office – L Logan/D McCue

7. **CORRESPONDENCE:**

Nil

8. **BUSINESS WITH NOTICE**

8.1 Risk Assessment (Testing & Tagging of Electrical Equipment)

Copy to be given to all staff and briefed.

Resolved: L Logan and D McCue that the procedure for Testing and Tagging of Electrical Equipment be adopted.

8.2 Smoke Free Policy

Resolved: L Baker and D McCue that the Smoke Free Policy be adopted subject to the amendments being made.

8.3 Policy for Injury Management and Return to Work (Rehabilitation)

Resolved: L Logan and L Baker that the Policy for Injury Management and Return to Work (Rehabilitation) be adopted.

9. **NEXT MEETING:** Tuesday, 8 October 2013 at 3.30 pm.

10. **CLOSURE:** There being no further business the meeting closed at 4.40 pm.

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

MINUTES OF THE MANEX MEETING HELD ON TUESDAY, 16 JULY 2013 AT 8.20 AM (C2.6.10)

Present: G Carroll, W Twohill and B Hayes

Apology: Nil

Minutes:

Resolved: B Hayes and W Twohill that the minutes of 17 June 2013 be adopted as circulated.

General Business:

1A Administration

- (i) Policy Reviews – further draft policies reported in General Manager’s report. Remaining policies to be reviewed. To be then submitted to a future council meeting for formal adoption and then included in Councils policy register. General Manager and Directors pursuing.
- (ii) Integrated Planning & Reporting (IPR) – draft Community Strategic Plan (CSP), Delivery Program, Operational Plan and Resourcing Strategy (including Asset Management Plan (AMP) and Long Term Financial Plan (LTFP)) endorsed and adopted by Council at the June 2013 Council meeting. Commenced 1 July 2013.
- (iii) Local Government Reform – submission forwarded by due date.
- (iv) Local Government NSW – annual membership fees paid. Annual conference to be held from 1 – 3 October 2013. General Manager to submit late report to Council.
- (v) Annual Report – new format to be considered this year. General Manager to pursue.
- (vi) Infrastructure Audit Report – recently released. To be reported to Council. Director Engineering to pursue.
- (vii) Records – disposal schedule required. Library underfloor area to be developed as a record storage area. Directors to pursue.
- (viii) Security System – to be updated with new passwords. Security company to be contacted. Director Environmental Services to pursue.

1B Human Resources

- (i) Vacancies
 - Labourers positions – three positions currently being advertised.
 - Patchtruck Driver/Operator – two positions currently being advertised.
 - Director Corporate Services – closed 4 July 2013. Three applications received. Interviews to be arranged.
- (ii) Appointments
Nil

2. Public Order and Safety Nil

3. Health

- (i) Doctor Situation – reported in General Manager’s report.
- (ii) Burrangong Street Surgery – Additional works required at surgery before Dr Patrick relocates. Director Environmental Services to pursue.
- (iii) Hargraves Building – Structural Engineer attended 18 June 2013 to assess building. Enviro West representative attended to assess fuel tanks and possible contamination. Options to be considered.

4. Community Services and Education Nil

5. Housing and Community Amenities

- (i) Rural Land Use Study – awaiting acceptance from Department of Planning. Change to rural land minimum lot size in LEP to be amended when acceptance received.
- (ii) Development Control Plan (DCP) – assistance from Town Planner we are currently utilising required to develop DCP. To commence prior to December.
- (iii) Community Energy Efficiency Program (CEEP) Round 1 – part funding obtained by Centroc under this programme to install energy efficient lights in various Council buildings. Director Engineering and Director Environmental Services pursuing.
- (iv) Quandialla Housing Demolition – process initiated with notices served. Orders for demolition to be served after 14 days. After 30 days demolition works to be undertaken by a licenced company.

6. Sewerage

- (i) Smoke Testing – recently conducted. Notices to be sent to landowners where defects have been located. They will be requested to repair them. Residents advised of process with notices in Grenfell Record. Director Engineering pursuing.
- (ii) Strategic Business Plan Review – second draft received. To be reviewed. To be then advertised and reported to Council for formal adoption.
- (iii) Community Energy Efficiency Program (CEEP) Round 2 – Centroc obtained a \$2m grant to assist Councils to undertake sewer relining and smoke testing. Available to councils on a \$ for \$ basis. Director Engineering to pursue.

7. Recreation and Culture

- (i) Art Gallery – new exhibition in progress.
- (ii) Cinema – films to be reactivated in August.
- (iii) Grenfell Swimming Pool – reported in Director Engineering's report.
- (iv) Bogolong Dam – Council previously resolved to proceed with the acquisition of Bogolong Dam. Status to be ascertained. General Manager to pursue.

8. Mining Manufacture and Construction

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

9. Transport and Communication

- (i) RMS Contract – reported in Director Engineering's report.
- (ii) Flood Damage – completed.
- (iii) Other Programs – **Noted**
- (iv) Rail Branch Lines – MOU signed by all parties. TfNSW inviting registrations of interest (ROI) from interested operators to restore, operate and maintain the line on a commercially sustainable basis. The ROI will identify a minimum level of commercial interest to support an Expression of Interest (EOI) process.
- (v) Bridge Testing – testing finalised and reported to Council.
- (vi) Caravan Parking Forbes Street – no response received from RMS. Director Engineering to contact RMS prior to Council meeting.

10. Economic Affairs

- (i) Henry Lawson Festival – meeting to be arranged with Council and Festival executives after the festival meeting in July.

11. General Purpose Revenues

Nil

12. Alliances

- (i) Hawkesbury City Council – proposed visit deferred. Rescheduled for 5/6 September 2013.
- (ii) Mid Lachlan Alliance – no recent meetings.

13. Other Matters

- (i) Lions Club Merry go Round – annual inspection required. Director Engineering not authorised to undertake inspections. Structural Engineer required. Lions club to be advised accordingly.
- (ii) Emu Creek Easements – legal advice to be obtained in regards to obtaining easements over private land along Emu Creek. Director Engineering pursuing.

14. Job List Review:

Noted

Next Meeting: To be advised.

Closure: There being no further business the meeting closed at 9.29 am.

9. (vi) Caravan Parking Forbes Street

045 RESOLVED: Cr Hughes and Cr Parlett that Council request a meeting with Mr Peter Dearden from RMS to discuss the matter.

046 RESOLVED: Cr Best and Cr Niven that except where otherwise dealt with the Manex Committee minutes be noted.

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

1. **PRESENT:** Crs Liebich, Brown and Best.
Messrs G Carroll and B Hayes

2. **APOLOGY:** Cr Parlett

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

3. **CONFIRMATION OF MINUTES:**

Resolved: Cr Brown and Cr Best that the minutes of 17 June 2013 be adopted.

4. **MATTERS ARISING:**
Nil

5. **CORRESPONDENCE:**

C6. Essential Energy, U1.3.11 Thanking you for your correspondence on behalf of Weddin Shire Council raising concerns in relation to vegetation management recently completed in Grenfell.

Noted

6. **REPORTS**

6.1 **General Manager's Report**

Reports on Grenfell Doctor Situation, Weddin Street surgery upgrade, Regional Development Australia Fund, Community Building Partnership program.

Noted

6.2 **Director Corporate Services' Report**

Reports on Roads and other expenditure.

Noted

6.3 **Director Engineering's Report**

Reports on Works Report, Other Works, Future Works, Grenfell Pool, Proposed Kerb and Gutter construction and Proposed footpath construction.

Noted

6.4 **Director Environmental Services' Report**

Reports on Sewerage Treatment Works, Caravan Park, Animal control and Town DAs.

Noted

7. **BUSINESS WITH NOTICE:**

(i) Installation of Signage for Industrial Area

Noted

8. **QUESTIONS:**

Nil

NEXT MEETING: Monday, 12 August 2013 at 5.00 pm.

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

047 RESOLVED: Cr Hughes and Cr Niven that the minutes of the Town Works Committee be adopted including the recommendations therein, except where otherwise resolved.

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | | |
|------------|----|--|--------------------|
| April 2012 | 1. | <u>Grenfell Cemetery Maintenance:</u> further meeting to be held in May (DE). | In Progress |
| July 2013 | 2. | <u>Henry Lawson Festival – Tourism Officer Assistance:</u> arrange meeting with Council and HLF Executives (GM). | In Progress |

2. DEFERRED ACTIVITIES:

- | | | | |
|----------------|----|---|--------------------|
| September 2011 | 1. | <u>Lawson Oval:</u> Cricket Association proposal to be referred to other users (DE). | In Progress |
| April 2012 | 2. | <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES). | In Progress |
| | 3. | <u>ARTC Interface Agreement:</u> to be further reported (DE). | In Progress |
| | 4. | <u>Caravan Parking Signs:</u> defer until RMS advise re alteration to Main Road 237 (DE) | In Progress |
| February 2013 | 5. | <u>Constitutional Recognition:</u> defer payment pending further advice. (DCS) | In Progress |
| March 2013 | 6. | <u>Parking at Hospital:</u> refer to hospital for comment before consideration by Council (GM). | Carried Out |
| | 7. | <u>Goldfest:</u> consider street closures at future meeting (DCS/DE). | Carried Out |
| July 2013 | 8. | <u>LGNSW:</u> Identify 3-5 issues for LGNSW Conference (GM). | Carried Out |
| | 9. | <u>Local Government Review Panel:</u> Forward Submission (GM). | Carried Out |

QUESTIONS

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

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

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

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

The following questions have been received:

Nil

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

[s 10A1 Which parts of a meeting can be closed to the public?

10A

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

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

10C Part of a meeting of a council, or of a committee of the council of which all the members are councillors, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:

- (a) *it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in section 10A(2), and*
- (b) *the council or committee, after considering any representations made under section 10A(4), resolves that further discussion of the matter:*
 - (i) *should not be deferred (because of the urgency of the matter), and*
 - (ii) *should take place in a part of the meeting that is closed to the public.*

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

10D (1)***[Record of grounds for closure]*** The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.

(2) ***[Details to be specified]*** The grounds must specify the following:

- (a) *the relevant provision of section 10A(2),*
- (b) *the matter that is to be discussed during the closed part of the meeting,*
- (c) *the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which the discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

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

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

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

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

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

GENERAL MANAGER'S REPORT

1. **Grenfell Doctor Situation, H1.1.11**
Reason for confidentiality: commercial information (Section 10A(2)(d))
2. **Superannuation Guarantee Contributions, P4.10015/P4.10059**
Reason for confidentiality: personnel matter (Section 10A(2)(a))

DIRECTOR ENVIRONMENTAL SERVICES REPORT

1. **The Contract renewal for the Operations of Grenfell Waste Facility, T1.6.31**
Reason for confidentiality: commercial information (Section 10A(2)(d))

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

REPORT ON CLOSED COUNCIL

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

GENERAL MANAGER'S REPORT

1. **Grenfell Doctor Situation, H1.1.11**

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

RESOLUTION: that the action be confirmed.

2. **Superannuation Guarantee Contributions, P4.10015/P4.10059**

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

RESOLUTION: that the requests be granted.

DIRECTOR ENVIRONMENTAL SERVICES REPORT

1. **The Contract renewal for the Operations of Grenfell Waste Facility, T1.6.31**

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

RESOLUTION: that Council receives and endorses the request for Carrion Enterprises Pty Ltd to extend the current contract for 3 years for the Management of Operations of the Grenfell Waste Facility.

CLOSURE: There being no further business the meeting closed at 6.56pm.

Taken as read and confirmed as a true record this day 15 August 2013.

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