



To Avoid Delay when
Replying or Telephoning

Please Quote:

Your Ref:

WEDDIN SHIRE COUNCIL

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

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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 17 OCTOBER 2013 COMMENCING AT 5.00 PM

10 October 2013

«Name»

«Title»

Dear «Intro»

NOTICE is hereby given that an **ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF WEDDIN** will be held in the Council Chambers, Grenfell on **THURSDAY NEXT, 17 OCTOBER 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 19 September 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 30/9/13
- Tourism Ctee Mtg 3/10/13
- Heritage Ctee Mtg 3/10/13
- Consultative Ctee Mtg 8/10/13
- Work Health & Safety Ctee Mtg 8/10/13
- Noxious Weeds Ctee Mtg 14/10/13
- Town Works Ctee Mtg 14/10/13
- Property & Development Ctee Mtg 14/10/13
- Manex Ctee Mtg 15/10/13
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 Cr M Liebich in the Chair, Crs J C Niven, G B Halls, N W Hughes, G McClelland, J E Parlett, A C Griffiths, C Brown and P H Best.
General Manager (G Carroll), Director Engineering (W Twohill) and Director Environmental Services (B Hayes)

At this point a minutes silence was held for former councillor Mr David Taylor who recently passed away.

APOLOGIES: Nil

CONFIRMATION OF MINUTES:

166 **RESOLVED:** Cllr Halls and Cllr McClelland that the Minutes of the Ordinary Meeting, held on 19 September 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
Cllr Halls	Director Environmental Services Report Item B3	Relative of Applicant	Non Pecuniary	Yes
Cllr McClelland	Director Environmental Services Report Item B3	Real Estate Agent for Applicant	Pecuniary	Yes

CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 17 OCTOBER 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 37/2013.
- A2. RMS, T4.3.7: Referring to your letter requesting approval to utilise classified roads within Weddin Shire on 26 October 2013 for the 2013 Grenfell Goldfest.
- A3. RMS, C1.4.13: Referring to your letter requesting approval to utilise classified roads within Weddin Shire between 23 September and 27 September 2013 for the 2013 Weddin Mountain Muster.
- A4. Health, Western NSW Local Health District, H1.7.10: Presenting to you the Local Health District's first Strategic Health Services Plan.
- A5. John & Sue Priestley, T5.17/2013: Re: Marshall – gravelling upgrade of lane past his properties at his own expense.
- A6. Bland Shire Council, C2.9.4: Bland Shire Council advising the results of the uncontested election of our Mayor and Deputy Mayor at our Ordinary Council Meeting held 17th September 2013.
- A7. Hawkesbury City Council, C2.9.1: Hawkesbury City Council advising the results of the Mayoral Elections held Tuesday 17 September 2013.
- A8. Ross Woodward, Department of Premier and Cabinet, A3.9.3: Informing Councils of the model resolutions required to make a decision to engage the New South Wales Electoral Commission (NSWEC) to conduct their elections, referendums and/or polls.
- A9. RMS, R2.51.2: Requesting proposals for projects for inclusion in the 2014/15 Regional Roads REPAIR Program.
- A10. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 38/2013.
- A11. Katrina Hodgkinson, H2.8.2: Writing to thank you most sincerely for your invitation to officially open the Grenfell Goldmining Interpretive Development on Saturday, 26 October 2013.
- A12. NSW Electoral Commission, C2.1.5: Advising pursuant to Section 15 of the *Parliamentary Electorate & Elections Act 1912*, the Electoral Districts Commissioners on Monday 16 September 2013 reported the names and boundaries of the New South Wales electoral districts.
- A13. Ken Keith, CENTROC, C2.7.3: Advising the announcement made on Wednesday, 17 July 2013 by Health Minister Jillian Skinner and Orange MP Andrew Gee who officially announced major reforms to aeromedical services in Central NSW was a wonderful outcome for the Centroc Board.

- A14. Shires Association of NSW, A3.8.3: As you are aware on 1st March 2013 the Local Government Association of NSW and the Shires Association of NSW amalgamated into a single organisation namely, the Local Government and Shires Association of NSW, known as Local Government NSW.
- A15. Julie Ravallion, Office of Environment and Heritage, E3.7.1: Advising the new Native Vegetation Regulation had been published today.
- A16. 2014 Quandialla Centenary Committee, C1.3.12: Thank you for your kind donation towards our 2014 Centenary. The coolroom was a great asset at the clearing sale on the 21st.
- A17. Independent Local Government Review Panel, C2.10.9: Advising opinion polling conducted by IRIS Research for the Independent Local Government Review Panel has now been released.
- A18. Young Shire Council, C2.9.3: Advising that Stuart Freudenstein was re-elected as Mayor and Ben Cooper was re-elected unopposed as Deputy Mayor.
- A19. Harden Shire Council, C2.9.1: Advising the results of the Mayoral election held at the ordinary meeting on Wednesday, 18 September 2013 are as follows:
- A20. Bathurst Regional Council, C2.9.1: Advising that at its Ordinary Meeting held on 18 September 2013, Cr Gary Rush was elected Mayor and Cr Ian North was re-elected as Deputy Mayor (unopposed)
- A21. Forbes Shire Council Mayor Election Results, C2.9.1: Advising that Forbes Shire Council at its ordinary meeting held Thursday 19 September 2013, conducted the Elections for the position of Mayor and Deputy Mayor with the following results:
- A22. Orange City Council, C2.9.1: Advising that at the Extraordinary Meeting of Orange City Council held on 10 September 2013, Councillor John Davis OAM was returned as Mayor of the City of Orange and Councillor Chris Gryllis was elected as Deputy Mayor.
- A23. Cowra Shire Council, C2.9.1: Advising Cowra Council held elections for the position of Mayor and Deputy Mayor at its Ordinary meeting of Council on Monday 23 September 2013.
- A24. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 39/2013.
- A25. Hawkesbury City Council, C2.7.23: Sending congratulations to Clr Mark Liebich on his re-election as Mayor of Weddin Shire Council and Clr John Niven on his re-election as Deputy Mayor.
- A26. Local Government NSW, A3.8.2: Providing an update regarding the action LGNSW has taken on the critical issues proposed in the State Government's Planning Bill.
- A27. NSW Government, Transport for NSW, T3.6.1: NSW Grain Harvest Management Scheme 2103/14 – Update.

- A28. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 40/2013.
- A29. Local Government NSW, A3.8.2: Advising the new Local Government NSW (LGNSW) Board has been elected at the first annual LGNSW Conference at the Sydney Town Hall.
- A30. NSW Government, Premier & Cabinet, Division of Local Government, A3.9.3: Informing Councils that the Local Government (General) Regulation 2005 has been amended to include new requirements.
- A31. NSW Government, Premier & Cabinet, Division of Local Government, A3.9.3: Advising Councils of the release of new guidelines for Special Rate and Minimum Rate Variations for the 2014/15 rating year.
- A32. NSW Government, Premier & Cabinet, Division of Local Government, A3.9.3: Advising the Division has developed a new tool for communication in the e-bulletin, locality.
- A33. NSW Government, Local Land Services, A3.6.65: Writing to you as the inaugural Chair of the Local Land Services (LLS) Board, of Chairs.
- A34. NSW Environmental Protection Authority (EPA), G2.4.1: Advising up to \$60,000 is being made available to NSW Councils, or up to \$100,000 for Regional Organisations of Council (ROCs), under the Wood Smoke Reduction Program 2014.
- A35. NSW Scientific Committee, E3.7.9: Advising the Scientific Committee, established by the Threatened Species Conservation Act, has made a Final Determination.
- A36. Danielle Moore, Nufarm Limited & Nufarm Group, H1.6.6: Advising you may have recently received notification from the Office of the Gene Technology Regulator (OGTR).
- A37. Quandialla Swimming Pool, P2.3.2: Advising that at our annual pool meeting on 11 September 2013 the executive positions were filled for the upcoming season.
- .

SECTION B - Matters for report

- B1. Environment Protection Authority, E3.3.2: Referring to an inspection of the Grenfell Waste Facility by myself and Jason Scarborough of the Environment Protection Authority (EPA) with Brendan Hayes of Weddin Shire Council (Council) on 10 September 2013.
- B2. Richard Armstrong, T5.40/2013: Writing in reference to a figure of \$15,000 set as sewage fees on the units known as Armstrong Court in a proposed DA submitted to the Weddin Shire Council.
- B3. Andrew Garland, Wyalong Rural Investments, T3.6.2: Writing on behalf of Wyalong Rural Investments for you to consider upgrading Bewleys/Back Marsden Road to B-Double rating either fully or for the harvest period.
- B4. Asbestos Diseases Research Institute, E3.4.9: Advising on Friday 1 November, Asbestos Diseases Research Institute (ADRI) in partnership with the Asbestos Education Committee (AEC) will launch Australia's first national Asbestos Awareness Month Campaign to alert all Australians about the dangers of asbestos in and round their homes and how best to manage it.

167 RESOLVED: Cllr Niven and Cllr Halls that Correspondence Section A and B be noted.

SECTION C - Matters for consideration

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

1. Henry Lawson High School, C1.1.3: Advising the Henry Lawson High School's Annual Presentation Day Ceremony will be held on Wednesday 18 December 2013 at 11.00 am.

We are very proud of the long tradition of academic, school citizenship, sporting, leadership and musical excellence of our school. Recognising the achievements of students is both essential and exciting and a highlight of the school year.

The school relies almost entirely on the generosity of parents, interested citizens, business houses and other organisations to provide these student awards, and is very appreciative of support given in the past. Your donation will be acknowledged in the school's Annual Presentation Day program.

Any assistance in this way will be greatly appreciated.

RECOMMENDATION: that Council donate \$100 to each of the six schools in the Shire towards their annual presentation days.

168 **RESOLVED:** Clr Halls and Clr Parlett that Council donate \$100 to each of the six schools in the Shire towards their annual presentation days.

2. Grenfell Rugby Union Club, C1.1.3: Advising we have recently paid our annual rates and are writing to request that the Council could consider refunding in part of waiver the complete cost of these annual rates as a contribution in kind to this major community facility.

This would be greatly appreciated by the Grenfell Rugby Club players and committee members.

Thank you for your time and consideration of this matter.

RECOMMENDATION: that the request be approved as per Council's policy.

169 **RESOLVED:** Clr Brown and Clr Hughes that the request be approved as per Council's policy.

3. The Hon Katrina Hodgkinson, MP, C2.1.3: Writing to offer you my congratulations on being re-elected as Mayor of Weddin Shire Council.

I understand you were elected unopposed which is a credit to you and a good sign of the unity within Council. I look forward to a continued working relationship with you and the Councillors to promote the further interests of the residents of Weddin Shire Council.

I wish you, the Deputy Mayor John Niven and the Councillors all the very best for the year ahead.

Noted

4. The Hon Katrina Hodgkinson, MP, C2.1.9: Advising I wrote informing you I had made representations on Council's behalf to the Minister for Local Government, the Hon Don Page. I now have to hand a response from the Minister.

Noted

5. The Hon Don Page, MP, Minister for Local Government, C2.1.9: Replying to Council's letter about the impact of requirements under the Election Funding, Expenditure and Disclosures Act 1981 in deterring candidates from standing for election to rural councils.

I am pleased to advise that the joint Standing Committee on Electoral Matters (JSCEM) is currently considering this issue as part of its inquiry into the September 2012 Local Government elections.

The Committee's final report is due by 28 November 2013.

The Government will be considering options for addressing this and other issues impacting on the conduct of Local Government elections in the context of the outcomes of the JSCEM's inquiry.

Thank you raising this issue with me.

Noted

6. NSW/ACT Regional Achievement and Community Awards, C1.5.1: Advising Weddin Shire Council – Grenfell Henry Lawson Festival made it to the Semi-Finalist stage of this year's NSW/ACT Regional Achievement and Community Awards in the Events and Tourist Category. We would like to take this opportunity to recognize your achievements.

Although your nomination was a high standard, it did not reach finalist stage this year.

We hope to see you part of the program in 2014.

Noted

7. Lachlan Valley Weeds Advisory Committee, E3.7.1: At a recent meeting of this committee, it was resolved to seek your assistance in making representation to the local State MP and Local Government NSW regarding the need for both the regulatory and on ground control of weeds, to be retained as a function with Local Government throughout NSW.

To split the function and place the regulatory function with Local Land Services while leaving the physical on ground control with Councils, can only be envisaged as a regressive step as the functions go hand in hand, and can often be done simultaneously.

It needs to be pointed out that when conditions are ripe for weed emergence, staggered germinations can occur in the one season, with the result that several trips to effect complete control needs to occur.

It is this Committee's belief that Councils are best placed to handle these situations, with smaller areas than Local Land Services (LLS) whom could spend unnecessary time

travelling vast distances. This would add to high travelling costs and loss of efficiency through the workforce, and on ground works.

We therefore request Councils to support this Committee in its objection to any distribution of weed management through the LLS.

We look forward to your representation in this regard.

Referred to Director Engineering and Noxious Weeds Committee

RECOMMENDATION:

For Council's consideration

170 **RESOLVED:** Cllr McClelland and Cllr Halls that Council support the Lachlan Valley Weeds Advisory Committee in its objection to any distribution of weed management through the Local Land Services.

8. Division of Local Government, A3.9.3: Inviting Councils and County Councils to apply for funding under the third round of the Local Infrastructure Renewal Scheme (LIRS).

Copy forwarded to Councillors

RECOMMENDATION: that Council apply for funding under the third round of the Local Infrastructure Renewal Scheme (LIRS) to assist in funding the new Grenfell Medical Centre.

171 **RESOLVED:** Cllr Hughes and Cllr Niven that Council apply for funding under the third round of the Local Infrastructure Renewal Scheme (LIRS) to assist in funding the new Grenfell Medical Centre.

172 **RESOLVED:** Cllr Niven and Cllr McClelland that the Correspondence be noted except where otherwise resolved.

17 October 2013

Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows:-

1. Grenfell Medical Centre Grant, P2.12.17/G2.9.2

That the Mayor and General Manager meet with Angus Taylor to discuss a Federal Grant for the Grenfell Medical Centre.

CLR MJ LIEBICH
MAYOR

- 173** **RESOLVED:** Cllr Liebich that the Mayor and General Manager meet with Angus Taylor to discuss a Federal Grant for the Grenfell Medical Centre.

10 October 2013

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. Local Government NSW Annual Conference, A3.18.3

The inaugural Local Government NSW (LGNSW) Annual Conference was held in Sydney from the 1 – 3 October 2013 and Council was represented by the Mayor, Deputy Mayor and General Manager.

The conference was a historic event as it was the first conference of the former Local Government Association and Shires Association of NSW. The conference provided attendees the opportunity to discuss significant issues affecting the Local Government Sector.

The highlight of the conference from Council's perspective was the announcement by the Minister for Local Government the Hon Don Page MP that there will be no forced amalgamations. While there will be no forced amalgamations Council will still be expected to take various measures to demonstrate that we are being fiscally responsible to ensure we will be financially sustainable in the long term.

Other matters of significance that occurred or were raised at the conference are as follows:

- The conference was officially opened by the Governor of NSW Marie Bashir AC CVO.
- Unfortunately the Premier of NSW the Hon Barry O'Farrell MP was unable to attend as he had to attend a State Funeral.
- Cr Keith Rhodes was elected the first President of LGNSW with Cootamundra Councillor Paul Braybrooks OAM elected Treasurer. Councillors have been notified of the successful board members separately.
- Address by the Minister for Local Government the Hon Don Page MP with his main message detailed above.
- Address by Cr Clover Moore, Lord Mayor of Sydney who advised that the objectives of the first association formed in 1883 remain relevant today as LGNSW is there to protect the interest, rights and privileges of Councils and to take action in relation to any topic affecting Councils.
- Ms Gail Kelly CEO Westpac Banking Corporation addressed the conference in regards to leadership.
- Professor Graham Sansom addressed the conference in regards to the Local Government Review currently being undertaken by the independent review panel. The final report to the Minister is due to be delivered in the near future.
- Mr Mark Crindle social researcher with an international renown for tracking global changes and analysing social trends addressed the conference and was very interesting.
- The Minister for Planning the Hon Brad Hazzard was part of a panel debating "The New Planning System: a Cultural Challenge". The Minister advised that he has announced various changes to the proposed legislation in response to requests by LGNSW which has delayed the legislation being submitted to Parliament.

THE GENERAL MANAGER'S REPORT

- Various motions were dealt with by the conference.
- Tumbarumba Shire Council won the Shires Association A.R Bluett Award while Mid Western Regional Council based in the Mudgee region won the Local Government Associations Award. Next year this will be one award.

While various procedural matters such as the voting process and suspending standing orders will need reviewing (which is understandable being the inaugural conference) the content of the conference was excellent and certainly well worth while attending.

For Information

Noted

2. Grenfell Doctor Situation, H1.1.11

Dr Patrick has advised he will be commencing his practice from the Main Street Surgery from Friday 11 October 2013.

From Monday 14 October 2013 Dr Patrick will be then initially practicing two days a week under the supervision of a visiting locum medical doctor. Once this period is completed it is expected that Dr Patrick will be able to practice independently from the surgery on a full time basis. It is also understood that Dr Patrick will still spend one day per fortnight at the Grenfell MPS with Dr Gray during this interim period however he will not be doing consultations that day.

This latest development is a significant advancement on the current arrangement and will see Dr Patrick now practice in Grenfell four days per fortnight instead of the one day he was undertaking.

On Monday 7 October Dr Patrick hosted an afternoon tea at the Main Street Surgery in appreciation of the enormous amount of work that has been done by organisations and individuals to get the surgery to this point. Dr Patrick addressed the gathering and thanked everyone that has assisted in the setup of the surgery as well as assisting him and his family in their relocation to Grenfell. He also advised that he and his family love Grenfell and they are very appreciative of the friendliness and kindness that has been given to him and his family since their arrival.

For Information

Noted

3. Weddin Street Surgery – Upgrade works, H1.1.10

As resolved at the September 2013 Council meeting a letter has been written to Dr Ishmael thanking him for meeting with Council representatives and advising him we would like to continue the meetings on a regular basis.

Dr Ishmael was also requested to advise when he is available to meet again and we are currently awaiting his advice.

For Information

Noted

4. Australia Day Awards, C1.5.2

Council traditionally presents a number of awards at the annual Australia Day ceremony in Grenfell.

Nominations are normally invited during November, and reported to the December Meeting.

The open awards are for:-

Citizen of the Year
Senior Citizen of the Year
Community Event/Organisation of the Year
Community Achievement Awards in any category.
Achievement Award – each secondary and primary school in the Shire.
HSC Academic Award – Henry Lawson High School

Selection of all winners can be by the usual committee of Mayor, Deputy Mayor and General Manager, unless otherwise decided.

RECOMMENDATION:

It is recommended that:-

- i) nominations be invited for the annual open awards for Citizen, Senior Citizen and Community Event/Organisation of the Year.
- (ii) nominations be invited for the Achievement Award from each primary and secondary school in the shire, and the HSC Academic Award from The Henry Lawson High School.
- (iii) the selection committee be authorised to award “Community Achievement Awards” to deserving nominations in any category.
- (iv) winners be selected by the usual committee of the Mayor, Deputy Mayor and General Manager.

174 RESOLVED: Cllr McClelland and Cllr Brown that:-

- i) nominations be invited for the annual open awards for Citizen, Senior Citizen and Community Event/Organisation of the Year.
- (ii) nominations be invited for the Achievement Award from each primary and secondary school in the shire, and the HSC Academic Award from The Henry Lawson High School.
- (iii) the selection committee be authorised to award “Community Achievement Awards” to deserving nominations in any category.
- (iv) winners be selected by the usual committee of the Mayor, Deputy Mayor and General Manager.

THE GENERAL MANAGER'S REPORT

5. Australia Day 2013 Ceremonies, C1.4.2

The Grenfell ceremony will be organised by the appointed Australia Day Committee and will take place in Taylor Park as usual. Catering will be by the local service clubs, the CWA, Cadets and the historical society.

In recent years Council has donated \$250 to each of the Greenethorpe, Quandialla and Caragabal Hall committees as a contribution towards Australia Day celebrations in the three villages. It is anticipated that these organisations will again organise the village ceremonies.

RECOMMENDATION: that:-

- (i) the arrangements outlined above for Grenfell be confirmed,
- (ii) Council offer a donation of \$250 towards the 2013 Australia Day ceremonies in Caragabal, Greenethorpe and Quandialla,
- (iii) the village organising committees be appointed as section 355 committees of council for this purpose.

175 **RESOLVED:** Cllr Halls and Cllr Brown that:-

- (i) the arrangements outlined above for Grenfell be confirmed,
- (ii) Council offer a donation of \$250 towards the 2013 Australia Day ceremonies in Caragabal, Greenethorpe and Quandialla,
- (iii) the village organising committees be appointed as section 355 committees of council for this purpose.

6. Christmas Lights Competition – Grenfell, T4.3.1

Prizes of \$100, \$50 and \$25 have been awarded for the three best Christmas light displays in Grenfell over the last few years, with some prizes being privately sponsored.

The competition has been keenly contested and adds to the season's festivities. The winner is chosen by a "People's Choice" competition in the Grenfell Record and the prizes presented at the Vaughn Park Combined Christmas Party.

RECOMMENDATION: that:-

- i) Council offer prize money of \$100, \$50 and \$25 from the town maintenance vote for the three best Christmas light displays in Grenfell, unless otherwise sponsored,
- ii) prizes be presented at the Vaughn Park Combined Christmas Party.

176 **RESOLVED:** Cllr Niven and Cllr Hughes that:-

- i) Council offer prize money of \$100, \$50 and \$25 from the town maintenance vote for the three best Christmas light displays in Grenfell, unless otherwise sponsored,
- ii) prizes be presented at the Vaughn Park Combined Christmas Party.

7. Christmas Competitions – Villages, T4.3.1

In recent years Council has donated \$100 prize money for Christmas competitions to be held in each of the three villages. No competition was held in Bimbi last year, as Bimbi was combined with the Quandialla competition.

RECOMMENDATION: that:-

- (i) Council offer \$100 prize money from the village maintenance votes for Christmas competitions in Greenethorpe, Caragabal, and Quandialla/Bimbi,
- (ii) the organising committees be appointed as Section 355 committees of council for this purpose if appropriate.
- (iii) the competitions be locally judged as arranged by the committees,
- (iv) prizes be presented at the Australia Day or other local ceremony.

177 **RESOLVED:** Cllr McClelland and Cllr Parlett that:-

- (i) Council offer \$100 prize money from the village maintenance votes for Christmas competitions in Greenethorpe, Caragabal, and Quandialla/Bimbi,
- (ii) the organising committees be appointed as Section 355 committees of council for this purpose if appropriate.
- (iii) the competitions be locally judged as arranged by the committees,
- (iv) prizes be presented at the Australia Day or other local ceremony.

8. Christmas Arrangements, P1.5.1

- (a) The Christmas Function for Councillors, staff and partners in recent years has usually been held on a Thursday in late November or early December.

The 2011 function was due to be held at the Country Club (by rotation) but was cancelled due to poor attendance. The 2012 function was held at the Country Club with a reasonable attendance.

It is proposed this year that a Councillors dinner be held at the Grenfell Bowling Club in conjunction with senior staff, committee members and retired employees. It is also proposed that the outdoor and indoor staff have their own respective functions in Grenfell with Council considering making a \$250 donation to both functions.

RECOMMENDATION: that:-

- i) Councillors hold a Christmas function in conjunction with senior staff, committee members and retired employees,
- ii) Council note the arrangements for the outdoor and indoor functions and donate \$250 to each function.

178 **RESOLVED:** Cllr Best and Cllr Niven that:-

- i) Councillors hold a Christmas function in conjunction with senior staff, committee members and retired employees,
- ii) Council note the arrangements for the outdoor and indoor functions and donate \$250 to each function.

THE GENERAL MANAGER'S REPORT

- (b) Council offices are normally closed over the Christmas-New Year Period, with office staff granted leave-in-lieu for overtime worked during the year. These days would be 27, 30 and 31 December 2013.

RECOMMENDATION: that Council offices be closed from 24 December 2013 until 2 January 2014 and office staff be granted 3 days special leave in lieu of overtime worked.

179 **RESOLVED:** Cllr Hughes and Cllr Halls that Council offices be closed from 24 December 2013 until 2 January 2014 and office staff be granted 3 days special leave in lieu of overtime worked.

9. Director Corporate Services Position, P1.4.33

Reference is made to the September Council meeting whereby it was anticipated the position would be re-advertised the week commencing the 30 September 2013. The position is currently being advertised and closes Thursday 24 October 2013. Interviews will then be arranged.

As Councillors were previously advised Mr Tony Hughes is undertaking the role during the recruitment process and is doing a very good job with the financial statements being completed in draft form ready for audit.

For Information

Noted

10. Code of Conduct Complaints – Annual Report, C2.4.1

Clause 12.33 of Council's Code of Conduct requires the General Manager to report annually on code of conduct complaints.

There were nil complaints for 2012/2013.

For Information

Noted

11. Rail Branch Lines, T3.8.5

Transport for NSW (TfNSW) recently called Registrations of Interest (ROI) from suitable qualified parties which closed Friday 4 October 2013.

Interested operators were requested to register their interest to restore, operate and maintain the railway lines from Blayney to Demondrille and Koorawatha to Greenethorpe on a commercially sustainable basis under a licence for a fixed term. The ROI will identify a minimum level of commercial interest required to support inviting Expressions Of Interest (EOI) which is the next stage in the process.

At this stage Council has not been advised if any Registrations of Interest (ROI) have been received.

For Information

Noted

THE GENERAL MANAGER'S REPORT

12. Nomination of Voluntary Workers, C1.3.0

Reference is made to the September Council meeting whereby various organisations were authorised as voluntary workers for approved projects.

Unfortunately, the Iris Gardens volunteers were inadvertently deleted from the list and should be relisted.

RECOMMENDATION: that the Iris Garden volunteers be authorised as voluntary workers for approved projects and Councils insurance policies be so noted.

180 **RESOLVED:** Cllr Niven and Cllr Best that the Iris Garden volunteers be authorised as voluntary workers for approved projects and Councils insurance policies be so noted.

13. Council Photograph, C2.2.1

As reported to the September 2013 Council meeting it is planned to have a photograph taken of the current Council.

The photograph will be taken prior to the October 2013 Council meeting at 4.30 pm. It would be appreciated if gentlemen could please wear a jacket.

For Information

Noted

GLENN CARROLL
GENERAL MANAGER

181 **RESOLVED:** Cllr Brown and Cllr McClelland that except where otherwise dealt with the General Manager's report be adopted.

THE CORPORATE SERVICES' DEPARTMENT REPORT

10 October 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 September 2013:

Bank Account	
Westpac	<u>\$770,246.33</u>
Investments	
Westpac	<u>7,000,000.00</u>
Total Investments	<u>\$7,000,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 September 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 September follows:

Rates Receipts	228,439.73
Accounts Receivable	60,216.14
Government Grants and Contributions	260,282.97
Agency Collections	4,252.64
Caravan Park Fees	7,102.00
Other Income	35,892.74
Total	<u>\$596,186.22</u>

For Information

Noted

THE CORPORATE SERVICES' DEPARTMENT REPORT

3. Roads and Other Expenditure 2013/2014:

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

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	765,006	127,612
Grenfell Town Streets Maintenance	165,568	47,409
Village Maintenance - Caragabal	4,551	438
Village Maintenance - Greenethorpe	7,525	112
Village Maintenance - Quandialla	3,542	2,693
Garbage/Recycling Collection	107,152	29,789
Greenethorpe Collections	8,500	967
Commercial Waste Collection	31,000	3,169
Grenfell Waste Depot Manning/Plant Hire	125,000	30,580
Tips Working Expenses	32,000	17,379
Grenfell Cemetery Maintenance	29,000	1,370
Grenfell Lawn Cemetery Maintenance	14,000	4,910
Noxious Plants	82,000	19,921
Parks & Gardens	188,262	59,993
Library Expenditure	105,172	23,207
Baths Income	25,000	0
Baths Expenditure	132,616	39,325
Caravan Park Income	57,000	13,648
Caravan Park Expenditure	79,449	25,479

THE CORPORATE SERVICES' DEPARTMENT REPORT

RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2013/2014 State Roads (SH 6)	805,658	74,282
2013/2014 National Roads (SH 17)	1,605,638	58,343
2013/2014 Regional Roads Block Grant	556,000	50,302
2013/2014 REPAIR Program MR398	200,000	29,602
3 x 3 Program - MR 398	68,000	0

2013/2014 Rural Local Roads	VOTE	EXPENDITURE
Reseals	186,552	366
Ballendene Road	89,776	0
Pinnacle Road	128,084	0
Driftway Road	111,618	90,092
Grenfell Streets Construction	75,630	97,362
Grenfell Kerb and Gutter	27,384	450
Grenfell Streets - Footpaving	21,881	0
Reconstruct Village Streets	5,382	0
Weddin/Camp/Church Footpaving	164,883	0
Gravel Resheeting	124,089	99,656
Total	935,279	287,926

2013/2014 Roads to Recovery	VOTE	EXPENDITURE
Pinnacle Road	350,876	0
Rural Roads Reseals	100,000	0
Total	450,876	0

For Information

Noted

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

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

As reported the debt recovery process for the previous round has been exhausted and a new round will commence in due course.

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

For Information

Noted

5. Preparation of Financial Statements, A1.6

In preparing the 2012/2013 Financial Reports Section 413(2)(c) of the Local Government Act 1993 requires Council to prepare and sign a statement in the approved form as to its opinion on the general purpose financial reports.

The Statement basically states that the accounts have been prepared in accordance with the Australia Accounting Standards and present fairly Council's financial position and operating result for the year.

RECOMMENDATION: that Council endorse the Mayor, Deputy Mayor, General Manager and Finance Officer to sign the statement on Council's behalf.

182 RESOLVED: Cllr McClelland and Cllr Hughes that Council endorse the Mayor, Deputy Mayor, General Manager and Finance Officer to sign the statement on Council's behalf.

6. Grenfell Goldfest, T4.3.7

Arrangements for the Grenfell Goldfest to be held on Saturday 26 October are continuing.

The proposed arrangements and budget has previously been approved by Council. Arrangements in regards to advertising, the artefact display in the community hub, street entertainment and various competitions on the day are currently in progress.

Council's Tourism Officer is currently contacting local organisations and Councillors seeking participation and assistance on the day.

For Information

Noted

7. Grenfell Library, C2.8.15

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

- Thirty-five people attended the performance of "Playing Miss Havisham" on 30th September with comments extremely favourable. Many people thanked the library for arranging the event. The FOGLs provided supper with assistance from the Grenfell Dramatic Society.
- Grenfell Pre-School visited on Friday, 27th September and watched a role play of joining the library and looked at some of the non-book collections. They also saw the laminator and microfilm reader in operation and then listened to a story and completed a craft activity under the guidance of Pre-School staff. It is planned to display their craft work in the library's community display cabinet with the children encouraged to bring their parents in to see what they made.
- The 2012/2013 Public Libraries Statistical Return was completed during the month. Key performance indicators include: total circulation 16,578 (17,478 in 2011/12), library visits 6,479 (7,393), Interlibrary Loan requests 56 (107), acquisitions 1,123 (1,185), discards 1,445 (575), total stock 13,909 (14,223), Internet bookings 136 (195).

THE CORPORATE SERVICES' DEPARTMENT REPORT

- An expression of interest has been lodged with the State Library for a month-long loan of their E-Lending Kit as a starting point for exploring the whole issue of e-books and e-book collections. This is a familiarization tool, involving no commitments.
- The library will have a stall in the main street as part of the COGS Expo at Goldfest.

For Information

Noted

8. Economic Development, C2.8.13

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

- Strategies from the Economic Development Strategic Plan such as conducting business workshops being implemented. Possible topic for next business training breakfast could be "Social Media Options" presented by D A Yates Photography and design. Currently being pursued.
- The BEC visited Grenfell again on September 26 to assist in reactivating the business development committee in Grenfell.
- The BEC will chair the meetings and provide the secretariat services. The first goal of the group is to introduce a business awards program. A community meeting was held on September 26th at the Grenfell Bowling Club to discuss the program. It is likely the program will be conducted in March 2014.
- Facilitated a visit by a WHS representative to address business people.
- Attending to various business enquiries.
- Planning to develop a business and residential prospectus to assist new business people and residents.
- Planning to attend the next Economic Development Officers forum at Blayney in November.

For Information

Noted

9. Tourism/Promotions, C2.8.11

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

- Gold Trail meetings are now being held monthly with the next meeting to be held in West Wyalong on 10 October. The full launch of the Gold Trails has been delayed. The official opening of the O'Brien's Hill signage will be held on October 26 in conjunction with the Grenfell Goldfest. Goldtrails is a finalist in the New Tourism Development Category of the NSW State Tourism Awards. Results will be announced on 28 November 2013.
- Statue of Henry Lawson is being pursued by the Festival Committee. Submitted a grant funding application under the Community Building Partnership Program for this project. Outcome will be known in December 2013.
- The Weddin Shire Tourism brochure is currently being distributed locally and to surrounding areas and is being well received.

THE CORPORATE SERVICES' DEPARTMENT REPORT

- 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 sites facebook and twitter are now active to promote events. www.facebook.com/tourismgrenfell and www.twitter.com/tourismgrenfell
- Continuing arrangements for Goldfest to be held Saturday 26 October 2013.
- Completed and submitted Prime TV Regional Achievement and Community Awards funding application for the Henry Lawson Festival in the Events and Tourism category. We made the top 10 however we did not make the top 3.
- September was a busy month for tourism with several local events including Caragabal Sheep Races, Grenfell Jockey Club races, Tour De Greenethorpe, Weddin Mountain Muster and family reunions held. This was a very successful month demonstrating the importance of events to tourism.
- An Expression of Interest under the Flagship Funding Programme has been submitted for the Henry Lawson Festival. We will know in the coming month if we have been selected to submit the full application.
- The B&B Networking Group have created a table with contact details to assist with recommendations. The group will produce a flyer that can be included with family function invitations. The last meeting was September 11th. Calico Duck and Lucy's Place are no longer active as B&Bs.
- Three quotes were submitted for the tourism and heritage plans for stage two at O'Brien's Hill. The successful company was David Scobie Architects. A meeting with the advisory group was held on 19th September. The draft plans will be submitted to future Tourism and Heritage Meetings when they are available.
- Gold Fest planning progressing well. Confirmed entertainment includes: band, dancers, Cobb & Co Coach, bush furniture maker, re-enactment and blacksmith display. Gold Fest website has been updated and posters and flyers have been distributed. The official opening of O'Brien's Hill will be held as part of Gold Fest commencing at 9.30am.
- A two day visit to Grenfell by a journalist from the Daily Telegraph was held on September 26th and 27th. This was to launch the CNSW Discovery trails (which are available from the CWA Visitor Centre). Sites visited were Weddin Mountains, Ochre Arch, O'Brien's Hill, Art Gallery, Grenfell Museum, and Lawson's birthplace. Feature will be published on October 12th in the Daily Telegraph Best Weekend insert. This will coincide well with Gold Fest.
- Planning a bus tour of the town and a visit to the local B&B's to assist the CWA volunteers.

For Information

Noted

10. Grenfell Internet Centre, C2.8.14

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

- Steady sales during September 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 computer updates. They are being well received by the public.
- Window displays addressed and constantly changing. Two flat screen TV's purchased with funding from the EDU one programme to upgrade window displays and promote the NBN rollout have certainly been of assistance.
- 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.
- Investigating strategies to entice younger customers back to the centre ie computer games.

For Information

Noted

11. 2012/2013 Financial Statements, A1.6

The 2012/2013 Financial Statements have been completed and Council's external auditors Morse Group have indicated that they will conduct the audit commencing 21 October 2013.

Following receipt of the auditor's report a date has to be fixed for the presentation of the audited financial reports together with the auditor's report to the public. Public notice of this date must be given and the date fixed for the meeting must be at least seven days after advertising but not more than five weeks after the auditors reports are forwarded to Council.

It is anticipated a formal presentation of the accounts will be made by Council's auditors at the November 2013 Council Meeting.

For Information

Noted

GLENN CARROLL
GENERAL MANAGER

183 **RESOLVED:** Cllr Niven and Cllr Griffiths that except where otherwise dealt with the Corporate Services' Department report be adopted.

8 October 2013

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

1. Works Report (6 October 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
 - set up signs and stabilised heavy patching
 - sprayed roadside edges

SH17 - general maintenance
 - set up signs and stabilised heavy patching

MR398 - general maintenance
 - remove fallen tree
 - repaired edges (Urban)

MR236 - general maintenance
 - sprayed suckers
 - removed fallen tree

MR237 - general maintenance
 - sprayed edges

MR239 - general maintenance
 - sprayed edges

1.2 Rural Local Roads Programme

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

- sealed 2km of Driftway Road

THE DIRECTOR ENGINEERING REPORT

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
- removed suckers on Quondong Road, Baass Lane and Heathcotes Lane for safety
- trimmed trees on Holy Camp Road and Abbotts Lane
- maintenance graded Dixons lane and Newtons Road

1.4 Urban Maintenance/Construction

- general maintenance
- sprayed back lanes
- raised several sewer manholes in the back lanes after rehabilitation
- repaired Grenfell streets bitumen edges
- trimmed Oleanders in Weddin Street
- removed trees in North Street
- sealed back lanes between Camp and North Streets

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
- repaired synthetic grass on the cricket practice nets
- manufactured cages for gas bottles at Henry Lawson Oval
- repaired timber barrier on Henry Lawson Oval 2 & 3

2.2 Cemeteries

The following graves have been prepared from: 9 September 2013 to 6 October 2013:-

Grenfell Lawn	—	1
Grenfell	—	Nil
Bimbi	—	Nil
Caragabal	—	Nil

THE DIRECTOR ENGINEERING REPORT

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

- mowed the Lawn cemetery
- slashed main cemetery
- sprayed Grenfell cemetery
- mowed Bimbi cemetery
- spray new lawn cemetery for weeds
- sprayed Bimbi cemetery

2.3 Sewer Mains

Nine (9) sewer chokes has been attended to during the last month.

2.4 Private Works

- sealed a driveway for ratepayer

2.5 Other

- sprayed Greenethorpe village
- sprayed Bimbi Fire Station block

2.6 Vandalism

Urban	- graffiti O'Briens toilet	\$70.00
	- Henry Lawson Oval toilet blocked by Rubbish	\$150.00
	- O'Briens lookout glass & rubbish clean up	\$100.00
Rural	- damaged bins SH6 rest area	\$500.00
	- damaged Welcome sign MR398	\$700.00
	- damage direction sign MR236	\$600.00
	- damage SH6 lattice work broken (kick off)	\$400.00

Total Cost: \$2,200.00

Progressive Cost Urban: \$3,925.00

Progressive Cost Rural: \$4,410.00

(from 1/7/2012 to date)

For Information

Noted

3. Future Works

3.1 Rural

- general maintenance
- complete Driftway Road widening
- commence Pinnacle Road widening

THE DIRECTOR ENGINEERING REPORT

3.2 Urban

- general maintenance
- complete back lane construction
- Industrial area gravel road construction

3.3 Other

- Quandialla Pool - pre-season routine maintenance
- Grenfell Pool - pre-season routine maintenance
- install new pump

For Information

Noted

4. Plant Report

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

Plant No	Plant Item	Maintenance
	General plant	General maintenance
	Grenfell Pool	Install new pump, repair valves
	Bushfire Trucks	Continue annual services and Registration checks.
PI 3950	Iveco Tipper	Remove and replace PTO unit.

For Information

Noted

5. RMS RMCC Contract, R2.54.4

Routine Maintenance on SH6 and SH17 continues.

Heavy patching on SH6 and SH17 commenced on Monday 30 September 2013. Reworking of 500 metres of the Kiobah job has also commenced as part of the heavy patching.

The reseals on SH6 and SH17 are currently being planned for works to commence in December 2013.

Downer EDI has agreed to replace the non-conforming asphalt concrete as its own cost, including preparation works.

Approximately 2 km of rehabilitation on SH6 west near Porters Mount Road is being planned to be carried out before the end of June 2014.

For Information

Noted

6. Noxious Weed Report – September, C2.8.12

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

- Weeds sprayed –African Boxthorn, St Johns Wort, Scotch Thistle, Blackberry, Wild Radish
- Areas sprayed – Birangan, Warraderry, Bogalong, Melyra, Walla Walla, Yambira, Brundah, Bumbaldry, Maudry, Yuline, Bolungerai, Grenfell town area
- Inspected high risk roadsides, TSRs, Council owned land, Rail & other high risk sites.
- Bio control –St Johns Wort beetle transferred to other infestations.
- 10 Property inspections carried out during this month. 1 re-inspection. One Section 18a notice issued.

For Information

Noted

7. 17th NSW Weeds Conference, E3.1.9

The Noxious Weeds Officer attended the 17th NSW Weeds Conference in Corowa from 9 – 12 September 2013.

The following presentations were made:-

- Jim Wilmont – Leading innovators in weed education initiatives and implementation. Making the move from traditional to contemporary weed management.
- Ann Herbert – Towamba Landcare- community leaders. Ann sees a greater focus on invasive plants as a key part of vegetation management projects resulting from closer links with the community and other land managers as the future for more effective natural resource outcomes.
- Dr Stephen Johnson – the declaration of weeds that affect the environment started in 1907 in New South Wales. There is a need to continually review noxious weed declarations.
- Karl Adamson – Australian Pesticides and Veterinary Medicines Authority (APVMA) permits. Karl currently specialises in Minor use permits and risk assessment methodology with the APVMA in Canberra. Permits are used for off label use. This was very useful as Weddin Shire Parks & Garden staff wanted to chemically treat a plant that is not listed on any chemical labels and obtained a permit to use for the control of this plant.
- Tony Cook – Herbicide resistance (roadsides). Tony talked about identifying a resistance problem and how to obtain advice on best practice to deal with resistance.
- Dr Stephen Johnson – identifying high risk pathways and preparing for new weed incursions from other States.
- Katrina Cuthbert – Border security spotlight on weeds. Katrina works on weeds and involves conducting weed risk assessments on new plants proposed for introduction into Australia. Part of this work involves import risk analysis to identify and classify potential quarantine risks and develop policies to manage them.
- Harry Rose – focused on recent changes to the weeds training Calendar and how to keep up to date with changes and who to speak to about training that is relevant.

THE DIRECTOR ENGINEERING REPORT

- Syd Lisle – NSW Weed Action Program (WAP) funding. WAP funding importance for future control of noxious & significant weed control in Local Council areas.
- Geoff Hudson – information on how weed management is carried out now & how it may be managed in the future.
- Neville Plumb – Local weed control prioritization mapping. Importance of having a good weed mapping system.
- Jan Mitchell – all about detecting & treatment of alligator weed

This conference was attended by over 200 delegates and the Noxious Weeds Officer gained many contacts throughout the week. Phillip Blackmore replaced Peter Gray, the previous Noxious Weeds Advisor from the DPI. The Noxious Weeds Officer also met other Weed Officers and others who hold various weed positions and who have a wealth of knowledge that they were happy to share.

For Information

Noted

8. Draft Charter for Noxious Weeds Committee, C2.6.13

The Charter for the Noxious Weeds Committee has now been amended to allow for the Director Engineering and the Noxious Weeds Officer to be included in the membership.

A copy of the Charter has been forwarded separately for Council's information.

RECOMMENDATION: that Council adopt the draft Charter for the Noxious Weeds Committee.

184 **RESOLVED:** Clr Brown and Clr Halls that Council adopt the draft Charter for the Noxious Weeds Committee.

9. 2013 National Local Roads and Transport Congress, R2.56

In previous years, the Mayor and Director Engineering have attended the National Local Roads and Transport Congress. Last year the Deputy Mayor and the Director Engineering attended the congress. This congress is attended by delegates from all over Australia and has in the past sent a clear message to the Australian Government to continue to address the road renewal gap by funding the Roads to Recovery programme.

The congress will be held from 12 - 14 November 2013. The Mayor has indicated that he is not able to attend and has nominated the Deputy Mayor as his nominee. The Deputy Mayor and the Director Engineering have both registered.

RECOMMENDATION:

Confirm Action

185 **RESOLVED:** Clr McClelland and Clr Brown that the action be confirmed.

THE DIRECTOR ENGINEERING REPORT

10. **Bushfire Management Committee Meeting, E1.3.8**

The Mayor, Cllr N Hughes and the Director Engineering attended the Mid Lachlan Valley Team Bushfire Management Committee Meeting at Forbes on Wednesday 9 October 2013.

The following matters pertaining to Weddin Shire were discussed:-

- Bimbi State Forest trails to be upgraded soon,
- Crowther Mountain – no hazard reductions planned,
- heavy plant managers - Warrick Parker (Rural Fire Service) trained for heavy plant management,
- NSW Rural Fire Service Heavy Plant Programme – cross out what we do not agree with (Lachlan and Parkes to do likewise),
- remove Henry Lawson Oval neighbourhood safer places sign,
- bushfire prone land maps 2005 now out of date. Rural Fire Service to send to Council asking for changes required. Then Council to consider adopting,
- ARTC – spraying track end of September,
- burning of sleepers - cannot burn any more,
- Weddin Mountains burn next year,
- Grenfell Tip – HR burn next Autumn,
- Contracted Air Tractor based at Forbes for this season (late November)

The meeting closed at 11.49 am.

For Information

Noted

11. **Easements Over Emu Creek, E2.9.6**

Council engaged Marsdens Law Group to provide advice on obtaining easements over Emu Creek through private property so that any future maintenance and construction works can be carried out legally and in perpetuity.

This advice has now been received as follows:-

“The best method to obtain the necessary Easements over the Creek is by entering into negotiations with the current owners of the land in order to obtain their consent to create the Easements in favour of Council.

Although there is nothing in the law which specifically entitles a landowner to compensation for the grant of an easement in favour of another party, it is generally customary practice to provide compensation to the owner for the imposition of any easement over their land.

Council should be aware that any agreements entered into with the original owner (s) of the land in relation to the grant of an Easement is not binding upon any subsequent owners who were not a party to the original agreements, should the original owner (s) sell the property prior to the registration of the Easement.”

THE DIRECTOR ENGINEERING REPORT

Council would be responsible for all survey and legal costs. It is not proposed to provide compensation.

“In the event that negotiations with the current owners of the land fail, Council may consider obtaining the creation of the required Easements by virtue of a Court Order.”

“In light of the above circumstances, it is our view that Council should seek to enter into negotiations with the current owners of the land in order to obtain their consent to create the Easements in favour of Council. In our view, an application under s88K of the Conveyancing Act would potentially be an expensive and protracted course of action to adopt.”

RECOMMENDATION: that:-

- i) Council enter into negotiations with the relevant landholders to obtain easements over Emu Creek for the purpose of maintenance and construction works,
- ii) be responsible for all survey and legal costs,
- iii) no compensation be provided to landholders.

186 **RESOLVED:** Clr McClelland and Clr Best that:-

- i) Council enter into negotiations with the relevant landholders to obtain easements over Emu Creek for the purpose of maintenance and construction works,
- ii) Council be responsible for all survey and legal costs,
- iii) no compensation be provided to landholders.

12. Iris Gardens, C1.3.11

The Director Engineering's report to September 2013 Meeting refers.

There are three options available to Council for the O'Brien Street Iris Gardens annual maintenance:-

- a) Council to maintain the gardens to the previous standard (weeding, fertilising, mulching, watering, spraying around the garden perimeters and mowing between the gardens) at an estimated cost of \$16,000 per annum.
- b) If volunteers carry out certain works such as weeding, mulching and watering, Council would carry out removal of weeds, edging and mowing and supply of fertiliser and mulch at an estimated cost of \$10,000 per annum.
- c) Council to mow the site and not maintain the Iris Garden. This can be funded from the existing Parks and Gardens Vote.

RECOMMENDATION:

For Council's Consideration

187 **RESOLVED:** Clr Parlett and Clr Brown that the matter be deferred to the November 2013 Council Meeting and a letter be written to Mr and Mrs Stein seeking their opinion and suggestions as to the future direction of the Iris Gardens.

13. Grenfell Pool, P2.3.1

The following works have been completed at the Grenfell Pool:-

- the pump has been installed,
- a major leak has been found on the old town water inlet line near where the new suction line is to be installed. This is currently being repaired.
- three excavations have been backfilled and concreted,
- delays were experienced in the delivery of the 200 mm dia suction line, which will mean that the pool will not be ready for operation until Monday 21 October 2013. It was planned to be opened on Monday 14 October 2012. The Pool Manager has advised Swimming Club and early morning swimmers of the revised opening day.

Advanced Leak Detection has now provided a report with photos on the Grenfell Pool, following a scuba dive inspection of the pool. The report indicates a number of cracks in the main pool and the toddlers pool, and dye testing at the cracks indicates water loss from both pools. There is also a major leak from under the scum gutter for its full length. No cracks were evident in the balance tank. All of the return lines to the pool were also leaking.

The report indicates that the pool and pipeworks is in poor shape.

A copy of the report has been forwarded separately for Council's information.

For Information

188 **RESOLVED:** Cllr Best and Cllr Parlett that Council write to all community groups, Grenfell Swimming Club and Schools in the Shire seeking their input into what their requirements will be in regards to the construction of the new pool.

14. Bewleys Road, T3.6.2

A request has been received from Wyalong Rural Investments for Council to consider upgrading Bewleys Road to B-Double status.

The standard for a B-Double road is a 7 metre wide seal on an 8 metre formation. Bewleys Road is 10.61 km long.

A short section of the road is about 7 metres wide and sealed and is constructed with raw Morrisons Pit gravel. This section of road has broken up previously with heavy traffic to such an extent that the pot holes were dangerous.

The remainder of the road is narrow with a minimum thickness of gravel and sealed.

The shoulders are generally unconstructed with poor quality sub base, which would not withstand B-Double passing each other, particularly in wet weather.

Council has not allocated any funds for the upgrade of this road to B-Double status in 2013/2014.

Council has a responsibility to provide safe and efficient roads. This road satisfies the above but is not constructed to a B-Double standard.

THE DIRECTOR ENGINEERING REPORT

The estimated cost to upgrade this road to B-Double standards based on similar construction jobs is \$1.5 to \$2 million.

RECOMMENDATION: that Council consider funding the upgrade of Bewleys Road on stage basis in the 2014/2015 FAG programme.

- 189** **RESOLVED:** Clr Halls and Clr McClelland that Council consider funding the upgrade of Bewleys Road on stage basis in the 2014/2015 FAG programme.

W TWOHILL DIRECTOR ENGINEERING

- 190** **RESOLVED:** Clr Niven and Clr McClelland that except where otherwise dealt with the Director Engineering's report be adopted.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

10 October 2013

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

Dear Sir,

I wish to report as follows:-

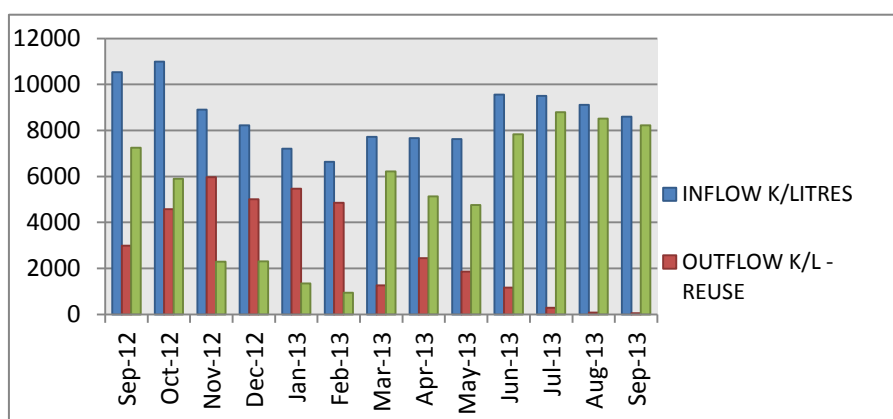
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during September 2013 was 8,606 kl with the daily average of 286.86 kl. Outflow for irrigation for reuse was 55 kl and discharge to Emu Creek 8,219 kl.

The highest daily recording of 463 kl occurred for the 24 hours ending 6.30 am on 17 September 2013 and the lowest of 259 kl for the 24 hours ending 6.30 am on 6 September 2013.

A total rainfall of 36 mm was recorded for the month.



For Council's Information

Noted

2. Animal Control, A4.4.4

Animal control activities for September 2013 were:

a. Companion Animals

Animals Seized: 0
Animals Impounded: 6 (2 Shetland Ponies, 3 Dogs, 1 Cat)
Animals Sold: 2 (Shetland Ponies)
Animals Surrendered: 0

Animals Returned to Owners: 0
Animals Destroyed: 0
Animals Released: 4 (Dogs)
Animals handed to Rescue Org: 0

For Council's Information

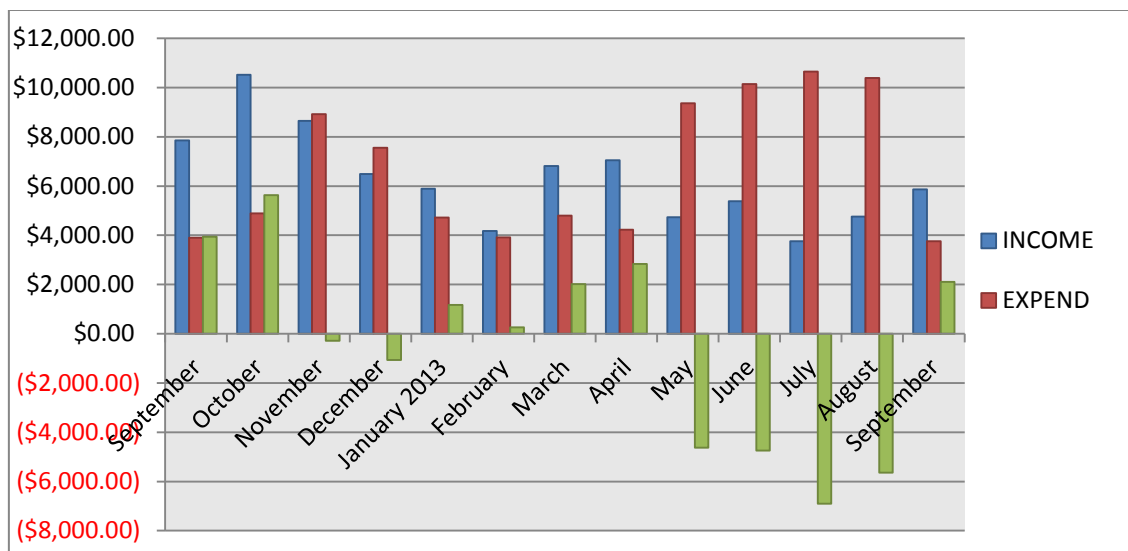
Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

3. Caravan Park Operations, P2.3.3

Income for the month of September 2013 was \$5,868.00 with expenditure of \$3,754.46 resulting in an operational profit of \$2,113.54 for the month.

There were 193 sites occupied for the month of September 2013.



For Council's Information

Noted

4. Green Waste – Grenfell Waste Facility, E3.3.2

Council has had a practice of burning its green waste held at the Grenfell Waste Facility. This practise was consistent with advice provided by EPA in 2005.

The last burning of the green waste created a situation where Council received complaints regarding smoke from the site affecting adjoining properties, specifically regarding health concerns.

An inspection of the green waste stockpile by EPA Officers was carried out on 10 September 2013 and the following extract forms part of the report.

"The EPA advised Council that while the burning of green waste was still permissible (referring to previous advised in a letter signed by Nigel Sargent dated 13/11/2005), that Council has an obligation under the Protection of the Environment (Clean Air) Regulation 2010 to prevent or minimise by any means, air pollution from burning. The EPA advised Council that based on the size of the green waste stockpiles, it would be highly unlikely that Council could prevent or minimise by any means, air pollution from the burning of green waste from impacting on residents".

The EPA have also indicated that should Council choose to continue with its practice of burning green waste, the EPA will be promptly responding to any pollution complaints. By way of information, the Protection of the Environment Operations (Clean Air) Regulation 2010 provides for maximum penalties of \$11,000 for offences relating to air pollution incidents caused by burning of materials.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Council has received advice from NetWaste's contractor for its green waste processing, Shoalhaven Recycling, indicating a figure of \$20,000 for processing existing stockpile. This product can be used on our tip facility for cover with the possibility for reuse domestically.

It is considered that the practice of burning green waste is an activity that should be discontinued. All adjoining Councils, and those involved in the NetWaste group are utilizing the mulching option for green waste and have negotiated a reasonable market rate of 7.20/mtr for those Councils in the NetWaste Contract. This figure has been offered to Weddin Shire.

Further the activity, while acknowledged by the EPA as permissible, does create a situation that places Council in the position where it may face actions from the EPA and extensive fines.

RECOMMENDATION: that Council:-

- 1) Discontinue the current process of burning green waste
- 2) Undertake the processing of Council's current green waste stockpile to the value of \$20,000 with funding to be provided at future quarterly budget reviews
- 3) Consider the provision of a budget item for next year's budget of \$20,000 to allow annual processing to be completed
- 4) Investigate future uses for green waste mulch product.

191 **RESOLVED:** Cllr McClelland and Cllr Niven that Council:-

- 1) Discontinue the current process of burning green waste at this time
- 2) Undertake the processing of Council's current green waste stockpile to the value of \$20,000 with funding to be provided at future quarterly budget reviews
- 3) Consider the provision of a budget item for next year's budget of \$20,000 to allow annual processing to be completed
- 4) Investigate future uses for green waste mulch product.

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
25/2013	Mr M Liebich	Earthworks, filling and pad construction	\$10,000	Lot: 71 DP: 1148241 Grafton Street GRENFELL NSW 2810
42/2013	Ms JC Hamilton	Extension/Additions to Dwelling	\$12,500	Lot: 357 DP: 754578 251 Mary Gilmore Way GRENFELL NSW 2810
44/2013	Mr GJ Day	Shed	\$17,500	Lot: 1188 DP: 754578 25A Star Street GRENFELL NSW 2810
47/2013	Mr SA & Mrs JL Mitton	Patio	\$14,500	Lot: 1 DP: 587161 81 Gooloogong Road GRENFELL NSW 2810
48/2013	Mr RK Diprose	Rural Shed	\$53,000	Lot: 209 DP: 754580 Bungalong Parish GRENFELL NSW 2810
49/2013	Weddin Shire Council	RFS Shed	\$30,000	Lot: 33 DP: 752957 2650 Gooloogong Road GRENFELL NSW 2810
50/2013	Ms JC Hamilton	Shed	\$13,000	Lot: 357 DP: 754578 251 Mary Gilmore Way GRENFELL NSW 2810

For Council's Information

Noted

2. Policy for Swimming Pool Barrier Inspection, T2.1.12

Council resolved at its Ordinary Meeting 13 August 2013 that it place on public exhibition the Draft Policy for Swimming Pool Barrier Inspection.

The exhibition period has now expired with no submissions being received by Council. It is considered appropriate Council now adopt the policy (Attachment B2) to assist it in its legal inspection responsibilities that commence on 29 October 2013.

RECOMMENDATION: that Council adopt the Weddin Shire Council Policy for Swimming Pool Barrier Inspection, Policy No 10.6.1

192 **RESOLVED:** Clr Hughes and Clr Best that Council adopt the Weddin Shire Council Policy for Swimming Pool Barrier Inspection, Policy No 10.6.1

3. DA 40/2013 – Subdivision, Burrangong Street (Armstrong)

Council is in receipt of Development 40/2013 for the Community Title subdivision of the above property.

The application has been approved for the subdivision of the existing lots into 5 dwelling unit lots and 1 community land lot subject to several conditions.

Condition No 2 of the consent states:

“Payment to Council pursuant to Section 306 of the Water Management Act 2000 and the Council’s “Grenfell Sewer Contributions Plan” for sewer contribution charges. The current contribution rates for the current financial year for this development are as follows:

Sewer headworks – contribution \$3040.00 per lot x 5 = Total \$15,200.00

The headworks charges are those that apply at the date of issue of this consent. Rates are adjusted annually on 1 July. Contributions will only be accepted at the rate applying at the date of payment. Council’s Environmental Services should be contacted prior to payment to confirm the contribution amount.

The Council’s “Grenfell Sewer Contributions Plan” can be inspected at Council’s Offices, Corner camp and Weddin Streets, Grenfell.

Contributions are required to be paid as follows:

- *Development Applications involving subdivision – prior to the release of the plan of subdivision (i.e. issue of Subdivision Certificate)*
- *Development Applications involving building work – prior to the time of building approval (i.e. issue of Construction Certificate)*
- *Development Applications where no building approval is required – prior to the issue of an Occupation Certificate.*

Reason: This development results in a new or increased demand on existing infrastructure.”

This condition has been included in accordance with Weddin Shire Council Policy No 7.2.2 Grenfell Sewer Contributions Plan which requires the appropriate contribution to be paid per Equivalent Tenements (ET) when subdivision is carried out.

The buildings were constructed in 1999 and at that time no contribution plan was applicable.

The applicant is requesting Council to review its condition with specific reference to reducing the requirement for 5 x ET payments to 3 x ET’s. He states:

“The land currently stands in three titles – Allotment 11 and 12 and a closed lane. Allotments 11 and 12 each boasted a building entitlement and while the proposed development consists of five new lots – ie an increase in three households – that being the principle applied in neighbouring LGAs”.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

The fact that a lot maintains a building entitlement is not recognised by the policy as being exempt from the payments.

Council may consider it appropriate to apply the reduction of the contribution to .75 of an ET in conjunction with the policy. This reduction is permitted for the construction of new 2 bedroom units.

The comparison of the fees would be as follows:

- a) 5 x ET Rates = \$15,200.00
- b) 3 x ET Rates = \$ 9,120.00
- c) 5 x .75 ET Rates = \$11,400.00

RECOMMENDATION: that Council amend its condition of approval to read:

“Payment to Council pursuant to Section 306 of the Water Management Act 2000 and the Council’s “Grenfell Sewer Contributions Plan” for sewer contribution charges. The current contribution rates for the current financial year for this development are as follows:

Sewer headworks – contribution \$2,280.00 per lot x 5 = Total \$11,400.00

The headworks charges are those that apply at the date of issue of this consent. Rates are adjusted annually on 1 July. Contributions will only be accepted at the rate applying at the date of payment. Council’s Environmental Services should be contacted prior to payment to confirm the contribution amount.

The Council’s “Grenfell Sewer Contributions Plan” can be inspected at Council’s Offices, Corner camp and Weddin Streets, Grenfell.

Contributions are required to be paid as follows:

- *Development Applications involving subdivision – prior to the release of the plan of subdivision (i.e. issue of Subdivision Certificate)*
- *Development Applications involving building work – prior to the time of building approval (i.e. issue of Construction Certificate)*
- *Development Applications where no building approval is required – prior to the issue of an Occupation Certificate.*

Reason: This development results in a new or increased demand on existing infrastructure.”

Clrs Halls and Clr McClelland previously submitted written declarations of interest and left the room.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- 193** **RESOLVED:** Clr Niven and Clr Griffiths that the Sewer Contribution Policy not apply to this development and there be no sewer contribution charge.

Clrs Halls and Clr McClelland returned to the room.

B J HAYES

DIRECTOR ENVIRONMENTAL SERVICES

- 194** **RESOLVED:** Clr Hughes and Clr Griffiths that except where otherwise dealt with the Director Environmental Services report be adopted

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS ON MONDAY, 30 SEPTEMBER 2013
COMMENCING AT 4.30 PM (E1.1.5)**

- 1. PRESENT:** Bill Twohill (Chair - Weddin Shire Council, LEMO), Michael Madgwick (NSW Police LEOCON), Keith White (Fire Rescue NSW), Ray Cawthorne (State Emergency Services), Andrew Noble (NSW Ambulance), Warren Goodall (REMO – South East Region), David Sheehan (Alternate SES Representative), Angus Neilson (Rural Fire Service)

- 2. APOLOGIES:** Francine Hoi

Resolved: M Madgwick and B Twohill that the apology be accepted

- 3. MINUTES:**

Resolved: A Noble and K White that the minutes of meeting held on 8 July 2013 be adopted as read.

4. MATTERS ARISING

4.1 Local Displan

To be updated when new pro-forma is available (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

Change meeting date to a Tuesday, not Monday.

Noted

5. CORRESPONDENCE

New RECO – Assistant Commissioner Gary Worboys

Noted

MEMBERS REPORTS

6.1 Police

- Full complement of staff
- No incidents

6.2 Fire and Rescue NSW

- Fire Station renovations completed
- Full complement of 12

6.3 Ambulance

- complement of 4 staff
- extra person may be coming
- new chief executive – Ray Creen

6.4 SES

- ongoing training
- reasonably full crew

6.5 RFS

- plant prepared for season
- Large body of fuel

6.6 REMO Report

- verbal report given

Noted

7. NEXT MEETINGS: To be held Tuesday 4 February 2014 commencing at 4.30 pm

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

**W TWOHILL
(LEMO)**

195 RESOLVED: Cllr McClelland and Cllr Niven that the Minutes of the Local Emergency Management Committee be adopted including the recommendations therein, except where otherwise resolved

MINUTES OF THE WEDDIN SHIRE TOURISM COMMITTEE MEETING HELD ON THURSDAY 3 OCTOBER 2013 AT 3.30 pm AT THE COUNCIL CHAMBERS.

1. **PRESENT:** Clr N. Hughes, Clr C. Brown, Clr J. Parlett, Clr P. Best, M Aspin, P Diprose, A Carr.

2. **APOLOGY:** J Hetherington

Resolved: Clr N Hughes /Clr J Parlett that the apology be accepted.

3. **ELECTION OF CHAIRMAN:**

Resolved: Clr J Parlett /Clr C Brown that Clr N Hughes be elected chair.

Clr N Hughes welcomed M Aspin to the committee and wished him all the best.

4. **CONFIRMATION OF MINUTES:**

Resolved: Clr J Parlett /P Diprose that the minutes of the 1st August 2013 meeting be adopted.

5. **MATTERS ARISING:**

Nil

Noted

6. **CORRESPONDENCE:**

In: CWA Visitor Information Centre, closed on weekends from October 26th

Resolved: P Diprose /Clr C Brown that inwards correspondence be noted.

Out: CWA Visitor Information Centre reply

3.55pm Clr J Parlett declared a conflict of interest and left the room.

Resolved: Clr P Best/ M Aspin that the Grenfell Art Gallery be contacted regarding the impending situation with the VIC on weekends.

Resolved: Clr C Brown/ Clr P Best that a letter be sent to the Caltex and Exchange Hotel formally offering the opportunity for a brochure stand as a short term VIC (to be reviewed at 6 months) with an offer to train staff.

4.02pm Clr J Parlett re-entered the room.

7. **PROJECTS:**

- **Gold Trails-** Project launch yet to be held. Gold Trails struggling to form a volunteer committee.

Resolved: Clr C Brown/ Clr J Parlett that council write to Trevor Lobb encouraging him to volunteer on the Gold Trails committee.

- **Railway Station Development** – Possible relocation of turntable from gravel pit to railway station. Investigate storing turntable in railway yard until funding becomes available.

- **Gold Fest-** To be held Saturday October 26th 2013. Arrangements continuing. Promotion to now commence.
- **Website** –Funding for new website is unavailable, deferred to March estimates. Local businesses may wish to contribute financially to the new website to advance the project.

Resolved: Clr C Brown/ P Diprose that council investigate Cowra Tourism Corporation and contact Weddin Development Committee to gauge whether a similar organisation would work in Grenfell.

- **Tourism Committee ‘Grenfell Record’ updates** - articles are up to date.
- **Tourism “Mapping” exercise** - up to date. Awaiting database.
- **Social Media** – Social media plan requires review.

Resolved: P Diprose /Clr C Brown that authorisation to post social media updates be delegated by the General Manager to the Tourism Officer.

- **Central NSW tourism trails-** A visit by the Daily Telegraph took place on September 26th & 27th. A feature in the ‘Best Weekend’ insert to be published October 12th. Several local attractions to be highlighted in the article.

8. **PRIORITISING PROJECTS:**

- Priorities attached.

Resolved: M Aspin /Clr J Parlett that a new Visitor Information Centre become the number 1 short term, high priority on the Tourism Strategic Plan Priorities.

9. **UPCOMING EVENTS:**

- Jones Family Reunion October 5th & 6th
- Gold Fest October 26th
- Quandialla Centenary Reunion 4-6 October 2014

Noted

10. **REPORTS:**

Nil

11. **BUSINESS WITH NOTICE:**

- **P Diprose- Leveraging RV Friendly Town involvement-** consider holding a function for the staff of Caravan and Motor home Club of Australia to promote Grenfell as an RV Friendly town.

Noted

- **P Diprose- Tourism material at the Caravan Park**

Resolved: P Diprose /Clr J Parlett that the large shire map destined for the Craft Shop now be allocated to the Caravan Park laundry.

- **P Best – Weddin Mountain Muster**

Resolved: Clr P Best/Clr J Parlett that a representative of the Weddin Mountain Muster be invited to the next tourism meeting and that they be congratulated on a very successful event.

- **Prime TV awards notification** –Weddin Shire’s entry for the Henry Lawson Festival made the top ten finalists in the Events & Tourism Award category. Excellent result.

Noted

12. QUESTIONS WITH NOTICE:

Nil

13. NEXT MEETING: Thursday 5th December 2013 3.30pm at the Council Chambers.

14. MEETING CLOSED: 4.55pm

6. CORRESPONDENCE

Out:

196 **RESOLVED:** Clr Parlett and Clr Brown that the Grenfell Art Gallery volunteers be contacted regarding the impending situation with the VIC on weekends.

7. PROJECTS

Social Media

197 **RESOLVED:** Clr Parlett and Clr Best that authorisation to post social media updates not be delegated by the General Manager to the Tourism Officer.

198 **RESOLVED:** Clr Niven and Clr Brown that the Minutes of the Tourism Committee be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF HERITAGE COMMITTEE MEETING HELD ON THURSDAY 3
OCTOBER 2013 AT 5.00 PM AT THE COUNCIL CHAMBERS (C2.6.22).**

1. **PRESENT:** Clr N Hughes, Clr J Parlett, Clr C Brown, Mr I Pitt, Mrs P Livingstone and Mrs S Jackson-Stepowski (HA)

Observer: Mrs I Holmes

ELECTION OF CHAIR:

Mr B Hayes (DES) was nominated.

Resolved: Clrs Brown and Parlett that Election of Chair be held over to the next Heritage Meeting.

Resolved: Clrs Brown and Parlett that Clr Hughes to chair this meeting.

2. **APOLOGIES:** Mr J Hetherington and Mr B Hayes (DES).

Resolved: Clr Brown and Mrs P Livingstone that the apologies be accepted.

Resolved: Clrs Parlett and Brown that an appreciation letter be forward to Mr A Hodgson for his contribution to the Heritage Committee.

3. **CONFIRMATION OF MINUTES:** Thursday, 1 August 2013

Resolved: Clr Brown and Mr Pitt that the minutes of 1 August 2013 be adopted.

4. **MATTERS ARISING:**

4.1 NSW Heritage Council

Mrs Holmes advised that a letter has been forwarded to Mr Rod Kershaw caretaker of “Iandra Castle” and has given verbal confirmation.

4.2 DCP – Heritage Status

Mrs Holmes advised that a report was presented to the August Council meeting. Council resolved to commence action of Review of its development controls for consolidation of policies to create one DCP.

4.3 Heritage Editorial – Grenfell Record

Mrs Holmes advised that the editorial was placed in the Grenfell Record on 9th August 2013 with positive response.

4.4 Building – 30 Main Street

Mrs Holmes advised that the matters are still outstanding and will be discussed with the owners.

4.5 Heritage Referral – Demolition by neglect research project

Mrs Holmes advised that emails were forwarded to the project officer by herself and Mrs Jackson-Stepowski however there has been no reply. Item will be taken off agenda.

4.6 Grenfell Maternity Cottage

Mrs Holmes advised that a letter has been forwarded to the owners requesting consent to register site on the NSW State Heritage Register however no reply has been received.

4.7 2013/14 – Grant Funding Allocation

Mrs Holmes advised that after the extended period of advertisement 8 Applications were received. All have been allocated funding as resolved at the September Council Meeting.

4.8 O'Brien's Hill & Environs Brief

Mrs Holmes advised that David Scobie was awarded the tender and an inception meeting was held at Council on 19 September 2013 with various representatives. Next meeting will be held on the 8 November.

4.9 Appreciation letter – 64 Main Street (Eppelstun)

Mrs Holmes advised that a letter had been forwarded to applicant.

5. CORRESPONDENCE:

5.1 Heritage Referral Memo – August Visit

Noted

5.2 Heritage Referral Memo – Telstra

Noted

5.3 Heritage Referral Memo – 29 East Street

Noted

5.4 Cemeteries & Crematoria Bill 2013 Draft

Resolved: Cllrs Brown and Parlett that a copy of the Draft Bill be sent to the Historical Society for comment.

6. BUSINESS WITH NOTICE

Nil

7. HERITAGE ADVISORS REPORT

Mrs Jackson-Stepowski gave a verbal report on her activities:

- Site Visit at 104 George Street
 - Site Visit at 15 Bogalong Street
- Spoke about the Cowra Railway Lines
- Spoke about the Heritage Advisors Network Meeting
- Spoke about the ANAZAC Programme. Grant funding closes 28/2/2014 and the importance of keeping Council's Asset Register up to date.

Resolved: Cllr Brown and Mrs Livingstone that Council updates its Asset Register to include War Memorials.

8. QUESTIONS WITH NOTICE:

Nil

9. NEXT MEETING: Thursday 5 December 2013 at 5.00 pm

10. CLOSURE: There being no further business the meeting closed at 6.08 pm.

199 RESOLVED: Cllr Niven and Cllr Hughes that the Minutes of the Heritage Committee be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE
MEETING HELD ON TUESDAY, 8 OCTOBER 2013 IN THE COMMITTEE ROOM AT
THE 2.00 PM (C2.6.12)**

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

2. **APOLOGIES:** Nil

3. **MINUTES:**

Resolved: D Anderson and V Carter that the minutes of the meeting held on 9 July 2013 be adopted as read.

W Schneider arrived at 2.05 pm

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 tabled a summary of a ring around of Councils, Random testing carried out externally.

Post-accident, incident tested in house.

Draft Policy to be tabled at the next meeting.

Noted

4.3 Training Plan

Resolved: W Schneider and B Hayes that the draft Training Plan be adopted.

4.4 Review of Positions

- Roller Driver – DE to review and report.

Noted

4.5 Induction Manual

Resolved: B Hayes and B Twohill that the Induction Manual be adopted as presented.

4.6 Christmas Party 2013

Resolved: W Schneider and D Anderson that the office and depot cut out parties will still be held.

Noted

4.7 WSC Policy No. 14.22.2 (Policy for Public Interest Disclosures)

Resolved: W Schneider and B Hayes that the Policy be adopted.

5. **GENERAL BUSINESS**

5.1 Assessments

Two engineering staff to carry out assessments for 2013.

Noted

6. **CORRESPONDENCE**

Nil

7. **BUSINESS WITH NOTICE**

Nil

8. **ACTION LIST**

Noted

9. **NEXT MEETING:** Tuesday, 26 November 2013 at 3.00 pm.

10. **CLOSURE:** There being no further business the meeting closed at 2.50 pm.

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

MINUTES OF THE WORK HEALTH AND SAFETY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 8 OCTOBER 2013 COMMENCING AT 4.00 PM (C2.6.14)

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

2. **APOLOGY:** N Baker

Resolved: G Carroll and B Hayes that the apology be accepted.

3. **MINUTES:**

Resolved: L Logan and B Twohill that the minutes of the meeting held on 9 July 2013 be adopted.

4. **MATTERS ARISING:**

4.1 **Business Continuity Plan**

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

Noted

4.2 **Volunteers – training, SWMs**

Letters written to volunteer organisations. Some responses received. Quote from BEC obtained \$190 p.p.

Further quotations to be obtained.

4.3 **Sewerage Treatment Plant**

Screens lighting device and Sluice to be completed.

Noted

4.4 **Defibrillator Machines**

One purchased for Grenfell Pool and one for Quandialla Pool. Lifeguards are trained.

It is not compulsory to have defibrillator machines at other worksites at this stage.

Noted

4.5 **Inspections**

- Depot – completed referred to Director Engineering
- CTC – completed, referred to Director Environmental Services
- Administration Office – completed, referred to Director Environmental Services

5. **INJURY/INCIDENTS FORMS**

W Schneider – damage to Henry Lawson Oval practice wicket synthetic turf.

6. **FUTURE INSPECTIONS**

- Grenfell Pool – N Baker and L Logan (before pool opens)
- Quandialla Pool – L Logan and B Twohill (before pool opens)
- Caravan park – B Hayes and D McCue

Noted

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.

Procedure for Testing and Tagging of Electrical Equipment - Adopted at last meeting.

Noted

8.2 **Smoke Free Policy** - Adopted at last meeting

Noted

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

Noted

9. **NEXT MEETING:** Tuesday, 26 November 2013 at 3.30 pm.

10. **CLOSURE:** There being no further business the meeting closed at 4.33 pm.

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

MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD ON MONDAY, 14 OCTOBER 2013 AT 3.30 PM (C2.6.13)

1. **PRESENT:** Clrs Niven, Griffiths and Liebich (observer).
W Twohill (Director Engineering), K Frost (Noxious Weeds Officer),
K Starr (Weddin Landcare) and H Matthews (NSW Farmers Assoc.).

2. **APOLOGY:** Nil

3. **MINUTES:** 16 September 2013

Resolved: H Matthews and Clr Niven that the minutes be adopted.

4. **MATTERS ARISING:**

- 4.1 Weddin Landcare
Letter written to Weddin Landcare requesting further information.

Noted

- 4.2 Charter for Noxious Weeds Committee
Referred to next Council Meeting.

Noted

5. **CORRESPONDENCE:**

- 5.1 Report of Noxious Weeds Declaration for NSW Order (30)

- Class 1 - changes acceptable
- Class 2 - changes acceptable
- Class 3 - changes acceptable
- Class 4 - Mother of millions to go to Class 3

The following weeds are to be reinstated as Class 4 as follows:-

- Bridal creeper
- Bathurst burr
- Buffalo burr
- Devils claw – purple
- Devils claw - yellow
- East Indian hygrophila
- Hemlock
- Lantana
- Long style feather grass
- Star thistle
- Sweet briar
- Tree of heaven
- Wild radish
- St Barnabys thistle
- Class 5 - changes acceptable

Resolved: Clr Niven and H Matthews that the addition of the weeds be placed in Class 4 and Mother of millions be moved to Class 3.

5.2 LVNW Advisory Committee

Requesting that Council not accede to the suggestion that Local Land Services take over the regulatory function and Councils continue with ground control.

Resolved: K Starr and Clr Griffiths that the Committee is not in favour of the proposed changes.

6. **NOXIOUS WEEDS OFFICERS REPORTS:**

6.1 September 2013 Report

Noted

6.2 17th NSW Weeds Conference

Noxious Weeds Officer attended.

Noted

7. **NOXIOUS WEEDS BUDGET**

2013/2014 Vote \$82,000

Expenditure to 30 September 2013 - \$19,921

Extra funding for Noxious Weeds to be included in budget.

Extra position commenced 1 October 2013.

Noted

8. **BUSINESS WITH NOTICE**

Nil

9. **QUESTIONS WITH NOTICE**

Nil

NEXT MEETING: Monday, 16 December 2013 at 3.30 pm

CLOSURE: There being no further business to discuss the meeting closed at 4.26 pm.

202 **RESOLVED:** Clr Griffiths and Clr Hughes that Minutes of the Noxious Weeds Committee be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY,
14 OCTOBER 2013 AT 4.30 PM (C2.6.8).**

1. **PRESENT:** Clrs Liebich, Parlett, Best, McClelland and Niven (observer).
Messr G Carroll, W Twohill and B Hayes.

2. **APOLOGY:** Nil

3. **CONFIRMATION OF MINUTES:** 16 September 2013.

Resolved: Clr Parlett and Clr Best that the Minutes of 16 September 2013 be adopted.

4. **MATTERS ARISING:**
Nil

5. **CORRESPONDENCE:**
1. Nil

6. **REPORTS:**

- 6.1 **General Manager:**
Reports on Grenfell Doctor Situation and Weddin Street Surgery – Upgrade Works.

Noted

Clr Brown entered the meeting at this point.

- 6.2 **Director Corporate Services:**
Reports on Town Costings and Grenfell Goldfest.

Noted

- 6.3 **Director Engineering:**
Reports on Works Report, Other Works, Future Works, Easements Over Emu Creek, Iris Gardens and Grenfell Pool.

Noted

Clr Hughes entered the meeting as an observer at this point.

- 6.4 **Environmental Services' Department:**
Reports on Sewerage Treatment Works, Caravan Park, Animal Control, Green Waste – Grenfell Waste Facility, Policy for Swimming Pool Barrier Inspection and town DAs.

Noted

Clr Griffiths entered the meeting as an observer at this point.

- B4. DA 40/2013 – Subdivision, Burrangong Street (Armstrong)**

Clr McClelland declared a conflict of interest as a real estate agent and left the room.

Noted

Clr McClelland returned to the room.

7. **BUSINESS WITH NOTICE**

Nil

8. **QUESTIONS WITH NOTICE**

Nil

9. **NEXT MEETING:** Monday, 18 November 2013 at 4.30 pm

10. **CLOSURE:** There being no further business to discuss the meeting closed at 5.21 pm.

203 **RESOLVED:** Cllr McClelland and Cllr Best that the Minutes of the Town Works Committee be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE PROPERTY AND DEVELOPMENT COMMITTEE MEETING HELD
ON MONDAY 14 OCTOBER 2013 COMMENCING AT 5.22 PM**

1. **Present:** Clrs Liebich (Chair), Parlett, Hughes, McClelland, Griffiths and Best.
Clrs Niven and Brown, Messrs G Carroll, W Twohill and B Hayes (observers)

2. **Apologies:** Nil

3. **Minutes:**

Resolved: Clr Best and Clr Parlett that the minutes of the 3 September 2013 be adopted.

4. **Matters Arising:**
Nil

5. **Charter Review**

Noted

6. **General Business:**

6.1 **Medical Centre – Burrangong Street**

Resolved: Clr Hughes and Clr Parlett that Council:-

- i) adopt draft plan option 3 “in principle” with various amendments,
- ii) place the draft plans on public exhibition from the 21 October – 8 November 2013 and conduct a community consultation session at the Grenfell Bowling Club on Tuesday 29 October 2013,
- iii) approve the submission of a Development Application after the public exhibition period expires.

6.2 **Grenfell Pool Upgrade**

Resolved: Clr Hughes and Clr McClelland that after consideration of all options a new pool be installed.

6.3 **Main Street Upgrade**

Noted

6.4 **Bogolong Dam Purchase**

Noted

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

8. **Closed:** There being no further business to discuss the meeting closed at 5.54 pm

204 RESOLVED: Clr Parlett and Clr McClelland that the Minutes of the Property and Development Committee be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE MANEX MEETING HELD ON TUESDAY, 15 OCTOBER 2013 AT 8.30 AM (C2.6.10)

Present: G Carroll, W Twohill and B Hayes

Apology: Nil

Minutes: of meeting 17 September 2013.

Resolved: W Twohill and B Hayes that the Minutes of the meeting held on 17 September 2013 be adopted as circulated.

General Business:

1A Administration

- (i) Policy reviews – remaining policies to be reviewed.
- (ii) 2012/2013 Annual Report – new format to be considered this year. To be completed and submitted to the Division of Local Government by 30 November 2013. General Manager to pursue.
- (iii) Infrastructure Audit Report – recently released. To be reported to Council. Director Engineering to pursue.
- (iv) Records – library underfloor area being developed as a record storage area. Directors pursuing.
- (v) Christmas Closedown – arrangements to be made for respective Departments. Directors to pursue.

1B Human Resources

- (i) Vacancies
 - Patchtruck Driver/Operator – one appointment made.
 - Director Corporate Services – re-advertised. Closes 24 October 2013. Interviews to be then arranged.
- (ii) Appointments
 - S Logan – Patchtruck Driver/Operator.
 - T Reid – temporary casual labourer.
 - C Myers – temporary part time Arts and Cultural Officer.

2. Public Order and Safety

Nil

3. Health

- (i) Doctor Situation – approval received for Dr Patrick to commence two days a week from the Main Street surgery. Reported in General Manager's report.
- (ii) Burrangong Street Surgery – additional works undertaken at surgery to allow Dr Patrick to relocate. Director Environmental Services pursuing.
- (iii) Hargraves Building – Design West re-engaged to design plans after minor amendments emanating from the Property and Development Committee Meeting. Public consultation period to be undertaken prior to submission of DA. Director Environmental Services pursuing.

4. Community Services and Education

Nil

5. Housing and Community Amenities

- (i) Rural Land Use Study – meeting been deferred to November as representatives from Department of Planning subsequently advised were unavailable on the 22 October 2013. General Manager and Director Environmental Services to attend.
- (ii) Development Control Plan (DCP) – assistance from Town Planner we are currently utilising required to develop DCP. To commence prior to December.
- (iii) Quandialla Housing Demolition – demolition works to be undertaken by a licenced company. Quote being obtained. Options for disposal currently being considered. Director Environmental Services pursuing.
- (iv) EP & A Act Review – white paper produced. Unsatisfactory outcome from Council's perspective. Consultation and information meetings currently being arranged. Minister has agreed to various amendments which has delayed the legislation being submitted to Parliament.
- (v) Emu Creek Easements – legal advice obtained in regards to obtaining easements over private land along Emu Creek. Further reported in Director Engineering's report.

6. Sewerage

- (i) Smoke Testing – notices sent to landowners where defects were located. They were requested to repair them within 120 days. 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 on Thursday 31 October, 2013.
- (iii) Grenfell Swimming Pool – reported in Director Engineering's report.
- (iv) Bogolong Dam – a licencing issue with NSW Office of Water still being sorted out. Contract for sale can be then prepared. General Manager pursuing.
- (v) O'Briens Hill Upgrade – David Scobie Architects selected to prepare heritage and tourism plans. Draft plans to be then submitted to Tourism and Heritage Meetings for consideration. The plans will enable a grant funding application to be submitted for Stage 2 of the project.

8. Mining Manufacture and Construction

- (i) Gravel Pit Leases – process continuing to secure pits. Requirement for a Development Application determined. Director Engineering pursuing.

9. Transport and Communication

- (i) RMS Contract – reported in Director Engineering's report.
- (ii) Other Programs – **Noted**
- (iii) Rail Branch Lines – TfNSW inviting registrations of interest (ROI) from interested operators to restore, operate and maintain the line on a commercially sustainable basis. Four ROI's received. To be assessed. Expressions of Interest (EOI) process which is the next stage to then commence.
- (iv) Caravan Parking Forbes Street – Draft plans are being developed internally and public consultation to be then undertaken.

10. Economic Affairs

- (i) Henry Lawson Festival – Arts and Cultural Officer appointment made. Clair Myers commenced Tuesday 8 October 2013 on a temporary part time basis. Annual General Meeting to be held Tuesday 15 October 2013.
- (ii) Grenfell Goldfest – to be held Saturday 26 October 2013. Respective Departments making arrangements. Further reported in the Corporate Services report.
- (iii) Dentist – prospective dentist advised Commonwealth Bank would be suitable. Grant funding options for equipment being considered.

11. General Purpose Revenues

- (i) Special Rate Variation – 2013 Special Rate Variation Guidelines received. Application to IPART to be submitted.

12. Alliances

- (i) Hawkesbury City Council – letter written to Hawkesbury City Council thanking them for visiting Grenfell on 5/6 September 2013 and inviting them back to Grenfell for the 2014 Henry Lawson Festival. Awaiting response.
- (ii) Mid Lachlan Alliance – no recent meetings.

13. Other Matters

- (i) Overgrown Blocks – approvals to slash blocks being received. Works in progress.
- (ii) Village/Roadside Slashing/Spraying – in progress.

14. Job List: review

Noted

Next Meeting: To be Advised

Closure: There being no further business the meeting closed at 10.14 am

205 **RESOLVED:** Clr Niven and Clr Brown that except where otherwise dealt with the Manex Committee Minutes be noted.

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 |
| September 2013 | 2. <u>Weight of Loads Group:</u> meeting in Orange to determine disposal of assets and disbursement of funds (DE). | In Progress |
| October 2013 | 3. <u>Dr Ishmael:</u> arrange further meeting (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 |
| September 2013 | 4. <u>Community Consultation:</u> arrange session in Grenfell (GM) | In Progress |
| October 2013 | 5. <u>Council Photograph:</u> arrange photo prior to October Meeting (GM). | Carried Out |
| | 6. <u>Caravan Parking Signs:</u> defer until Forbes Street proposal determined (DE). | In Progress |

QUESTIONS

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

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

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

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

The following questions have been received:

Nil

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

[s 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.

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

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

CLOSURE: There being no further business the meeting closed at 6.50 pm.

Taken as read and confirmed as a true record this day 21 November 2013.

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