



## WEDDIN SHIRE COUNCIL

To Avoid Delay when  
Replying or Telephoning

Please Quote:

Your Ref:

All Correspondence to be addressed to:  
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### MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 19 SEPTEMBER 2013 COMMENCING AT 5.00 PM

12 September 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, 19 SEPTEMBER 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 15 August 2013
3. ELECTIONS – Mayor, Deputy Mayor, Delegates and Committees
4. QUESTIONS FROM THE PUBLIC
5. DECLARATIONS OF INTEREST
6. CORRESPONDENCE (As per Precis attached)
7. MOTIONS WITH NOTICE
8. MAYORAL MINUTE
9. REPORTS: (a) General Manager  
(b) Director Corporate Services  
(c) Director Engineering  
(d) Environmental Services  
(e) Delegates
10. MINUTES - Property & Development Ctee Mtg, 03/09/13  
- Local Traffic Ctee Mtg, 04/09/13  
- Floodplain Management Ctee Mtg, 10/09/13  
- Noxious Weeds Ctee Mtg, 16/9/13  
- Town Works Ctee Mtg, 16/9/13  
- Manex Ctee Mtg, 17/9/13
11. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
12. TENDERS AND QUOTATIONS
13. QUESTIONS
14. CLOSED COUNCIL
15. REPORT ON CLOSED COUNCIL
16. 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)

**APOLOGIES:** Nil

**CONFIRMATION OF MINUTES:**

**089** **RESOLVED:** Cr Hughes and Cr Best that the Minutes of the Ordinary Meeting, held on 15 August 2013 be taken as read and **CONFIRMED.**

# **GENERAL MANAGER'S REPORT FOR ANNUAL ELECTIONS OF MAYOR, DELEGATES AND COMMITTEES**

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The Mayor & Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

## **1. Order of Business**

In accordance with the Local Government Act, the election by Councillors of the Mayor (and Deputy Mayor) is to be held during the month of September. Appointments of delegates and committee members are also usually made at this time.

In accordance with Council's Code of Meeting Practice, the elections are the first item of business.

**For Information**

**Noted**

## **2. Election of Mayor and Deputy Mayor, C2.1.3**

Information to assist Councillors is as follows:-

- the former Mayor retains his role until a successor is elected, and he may preside at the meeting until this time;
- it is suggested that the first item of business after determining the method of voting, be the election of the Mayor;
- the Mayoral Allowance has been fixed at \$22,870 pa (Councillor \$10,480 pa) for 2013/2014.
- the General Manager is the Returning Officer (as nominated in the Act).
- a nomination is to be made in writing by two or more Councillors (one of whom may be the nominee): suitable forms have been forwarded with the Business Paper;
- the nominee must indicate his consent to the nomination in writing;
- nominations should be handed to the Returning Officer preferably before the meeting commences;
- where only one Councillor is nominated, the Councillor is elected;
- where there is more than one candidate the election is to proceed by ballot;
- the Council must resolve that the election proceed by either preferential ballot, ordinary ballot or open voting;
- the election procedure for the Deputy Mayor is the same as for the Mayor.

**RECOMMENDATION:** that the elections for Mayor and Deputy Mayor be determined by ordinary ballot as usual.

**090 RESOLVED:** Cr Best and Cr Brown that the elections for Mayor and Deputy Mayor be determined by ordinary ballot as usual.

The current Mayor Cr Liebich vacated the chair for the elections with the General Manager acting as the Returning Officer.

This is Page No. 2 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

### 3. Election of Mayor:

The written nominations are dealt with as above.

As there was only one nomination for the position of Mayor, that being Cr Liebich the General Manager declared Cr Liebich duly elected as Mayor unopposed.

Mayor Cr Liebich resumed the chair and thanked Council for their support during the past twelve months and advised he looked forward to continuing to work with Council.

### 4. Election of Deputy Mayor:

The written nominations are dealt with as above.

There were two nominations being Cr Niven and Cr Hughes.

An election was held by ordinary ballot with Cr Niven elected as Deputy Mayor.

The Mayor Cr Liebich congratulated Cr Niven on behalf of Council.

Cr Niven thanked Council and advised he will continue to give the Mayor and Council his full support.

### 5. Election of Delegates:

Under the Local Government Act Council may only delegate to the General Manager. Where a staff member\* is to be selected as a delegate, the appointment should be for the "General Manager or delegate(s)".

#### (a) Arts OutWest, C1.3.16

Delegate:	Cr Brown
Comment:	Meets quarterly, usually in Bathurst.

#### RECOMMENDATION:

It is recommended that Council's delegate be determined.

**091 RESOLVED:** Cr Parlett and Cr Hughes that Cr Brown be appointed.

#### (b) Bland Creek Catchment Committee, E3.9.4

Delegate:	Cr Niven
Comment:	Meets as required.

#### RECOMMENDATION:

It is recommended that Council's delegate be appointed.

**092 RESOLVED:** Cr McClelland and Cr Halls that Cr Niven be appointed.

(c) **CENTROC (Central West Regional Organisation of Councils), C2.7.3**

Delegates: Mayor, General Manager (alternate – Deputy Mayor)  
Comment: Meets quarterly. An important example of local government cooperation. Delegates are one elected and one staff member.

**RECOMMENDATION:**

It is recommended that the Mayor and General Manager be appointed.

**093 RESOLVED:** Cr Hughes and Cr McClelland that the Mayor and General Manager be appointed.

(d) **CENTROC Health Workforce Group, H1.7.12**

Delegates: Crs Hughes, Parlett  
Comment: Meets quarterly to discuss health and doctor related matters with health personnel and other councils.

**RECOMMENDATION:**

It is recommended that Council's delegates be appointed.

**094 RESOLVED:** Cr Brown and Cr McClelland that Cr Hughes and Cr Parlett be appointed.

(e) **Inter-Agency Health, C1.3.9**

Delegate: Cr Parlett  
Comment: Meets quarterly or intermittently.

**RECOMMENDATION:**

It is recommended that Council's delegate be appointed.

**095 RESOLVED:** Cr Best and Cr Griffiths that Cr Parlett be appointed.

(f) **Joint Council Rail Alliance, T3.8.5**

Delegates: Mayor and General Manager  
Comment: Working with the Councils of Blayney, Cowra, Harden and Young to re-open the Blayney – Cowra – Demondrille rail line.

**RECOMMENDATION:**

It is recommended that Council's delegates be appointed.

**096 RESOLVED:** Cr McClelland and Cr Brown that the Mayor and General Manager be appointed.

(g) **Lachlan CMA Local Government Reference Group, E3.9.2**

Delegates: Cr Niven, General Manager (Director Environmental Services\*)  
Comment: Established by Lachlan Catchment Management Authority with one elected and one technical representative. Meets 2 – 3 times per year.

**RECOMMENDATION:**

It is recommended that Council's delegate be appointed with the General Manager (or delegate) as the staff member.

**097 RESOLVED:** Cr Brown and Cr Best that Cr Niven, General Manager (or delegate) be appointed.

(h) **Lachlan Regional Transport Committee, T3.5.2**

Delegates: Crs Griffiths, Best  
Comment: Meets quarterly on Saturdays at centres throughout the region. Rail reopening is a priority.

**RECOMMENDATION:**

It is recommended that Council's two delegates be appointed.

**098 RESOLVED:** Cr McClelland and Cr Niven that Crs Halls and Best be appointed.

(i) **Lachlan Valley Noxious Plants Advisory Committee, C2.7.5**

Delegate: Cr Halls  
Comment: Meets twice a year, with other Councils and some Government Authorities.

**RECOMMENDATION:**

It is recommended that Council's delegate be appointed.

**099 RESOLVED:** Cr Hughes and Cr Niven that Cr Halls be appointed.

(j) **Local Emergency Management Committee, E1.1.6**

Delegate: General Manager (Director of Engineering\*)  
Comment: Established by State Emergency Management Committee. The Director Engineering has been appointed as the Local Emergency Management Officer and Chair of the LEMC although some legislative changes are currently occurring.

**RECOMMENDATION:**

It is recommended that the General Manager (or delegate) be re-appointed as the LEMO and chair of the LEMC.

**100 RESOLVED:** Cr McClelland and Cr Best that the General Manager (or delegate) be re-appointed as the LEMO and chair of the LEMC.

(k) **Local Traffic Committee, C2.6.3**

Delegate: General Manager (Director Engineering\*)  
Other members: Police, RTA, Local Member's representative.  
Comment: Established by RTA. Meets as required, generally quarterly.

**RECOMMENDATION:**

It is recommended that the General Manager (or delegate) be re-appointed.

**101 RESOLVED:** Cr Griffiths and Cr Best that the General Manager (or delegate) be re-appointed.

(l) **Mid Lachlan Alliance (Forbes, Parkes, Lachlan, Weddin), C2.9.7**

Delegates: Mayor, Deputy Mayor and General Manager  
(alternates permissible).  
Comment: Meets quarterly. This Alliance has been valuable to Council.

**RECOMMENDATION:**

It is recommended that Council's delegates be appointed.

**102 RESOLVED:** Cr Hughes and Cr Parlett that the Mayor, Deputy Mayor and General Manager be appointed.

(m) **Mid Lachlan Valley Team Bushfire Management Committee, E1.3.8**

Delegates: Cr Halls, General Manager (Director Engineering\*)  
Comment: Established by Rural Fire Service. Meets two or three times a year with representatives of Rural Lands Protection Board, Country Energy, SRA, Department Bushfire Services, NPWS, Department Land and Water Conservation, Weddin Bush Fire Service and other bodies. Representative Rural Fire Service acts as Executive Officer. Combined committee with Forbes, Parkes and Lachlan Councils.

**RECOMMENDATION:**

It is recommended that the Council delegate be appointed with the General Manager (or delegate) as the staff member.

**103 RESOLVED:** Cr Niven and Cr McClelland that Cr Halls, General Manager (or delegate) be appointed.

(n) **NetWaste, C2.7.4**

Delegate: General Manager (Director Environmental Services\*)  
Comment: Meets at venues around the region with other council environmental officers. Joint waste tenders have been successfully arranged.

**RECOMMENDATION:**

It is recommended that the General Manager (or delegate) be re-appointed.

**104 RESOLVED:** Cr Niven and Cr Brown that the General Manager (or delegate) be re-appointed.

This is Page No. 6 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

(o) **Weddin Landcare Committee, E3.7.5**

Delegate: Cr Niven (alternative - Cr Griffiths)  
Comment: Meets as required.

**RECOMMENDATION:**

It is recommended that Council's delegates be appointed.

- 105 RESOLVED:** Cr Best and Cr Hughes that Cr Niven be appointed with Cr Griffiths appointed as the alternate delegate.

(p) **Weddin Rural Fire Service Captains Meeting, E1.3.13**

Delegates: Cr Hughes, General Manager (Director of Engineering\*)  
Comment: Meets two or three times a year as arranged by Rural Fire Service.

**RECOMMENDATION:**

It is recommended that Council's delegates be appointed with the General Manager (or delegate) as the staff member.

- 106 RESOLVED:** Cr Halls and Cr Griffiths that Cr Hughes and the General Manager (or delegate) be appointed.

(q) **Weddin Rural Fire Service Senior Management Team, E1.3.22**

Delegates: Mayor and Deputy Mayor, General Manager (Director of Engineering\*)  
Comment: Established by Rural Fire Service. Meets once or twice a year to consider local resources.

**RECOMMENDATION:**

It is recommended that Council's delegates be appointed with the General Manager (or delegate) as the staff member.

- 107 RESOLVED:** Cr Griffiths and Cr Niven that the Mayor, Deputy Mayor and the General Manager (or delegate) be appointed.

(r) **Police and Community Team (PACT), A3.6.25.3**

Delegates: Mayor, Deputy Mayor and General Manager  
Comment: Meets quarterly to discuss regional and local policing matters.

**RECOMMENDATION:**

It is recommended that Councils delegates be appointed with the General Manager (or delegate) as the staff member.

- 108 RESOLVED:** Cr Best and Cr Niven that the Mayor, Deputy Mayor and the General Manager (or delegate) be appointed.



6. **Appointment of Council Committee Members (under Clause 260 of the Local Government Act)**

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

Charters stipulating memberships have been adopted by Council for all committees. A maximum of four councillors is suggested for all committees.

(a) **Council Property & Development Committee, C2.6.11**

Structure: 5 councillors.  
Current appointees: Crs McClelland, Parlett, Griffiths, Best and Hughes  
Comment: This committee covers all assets such as offices, residences, library, depot etc and economic development.  
This committee has played an important role in the past and has recently been reactivated.

**RECOMMENDATION:**

It is recommended that the Council Members be appointed.

109 **RESOLVED:** Cr Niven and Cr Parlett that the structure be amended to be the Mayor and 5 Councillors.

110 **RESOLVED:** Cr Halls and Cr Niven that Crs Liebich, McClelland, Parlett, Griffiths, Best and Hughes be appointed.

(b) **Town Works Committee, C2.6.8**

Structure: Mayor and four Councillors  
Current appointees: Crs Liebich, McClelland, Best, Brown and Parlett  
Comment: Meets monthly to deal with Grenfell matters prior to the Council Meeting. General Manager and Directors also attend.

**RECOMMENDATION:**

It is recommended that the Council Members be appointed.

111 **RESOLVED:** Cr Niven and Cr Griffiths that Crs Liebich, McClelland, Best, Brown and Parlett be appointed.

(c) **Rural Works Committee C2.6.1**

Structure: Mayor and four Councillors  
Current Appointees: Crs Liebich, Niven , Halls, Hughes and Griffiths.  
Comment: Meetings held as required to determine the annual non – grant programmes for roadworks in the villages and rural areas, subject to endorsement by Council.

**RECOMMENDATION:**

It is recommended that the Council Members be appointed.

This is Page No. 8 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013.**

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

**112 RESOLVED:** Cr McClelland and Cr Parlett that Crs Liebich, Niven, Halls, Hughes and Griffiths be appointed.

**7. Appointment of Advisory Committee Members (under Section 355 of Local Government Act)**

The following committees contain representatives of external agencies or community representatives. Councillor and community representatives need to be determined.

**(a) Bush Fire Local Matters Committee, C2.6.17**

Structure: 3 Councillors, 2 staff and Rural Fire Service representative.  
Current appointees: Crs Hughes, Halls and Griffiths, General Manager, Director Engineering\* and representative Rural Fire Service.  
Comment: Meets as required to consider brigade requests, equipment allocations and grant programmes.  
Note: The same staff members are being re-appointed by the General Manager.

**RECOMMENDATION:**

It is recommended that the Council members be appointed.

**113 RESOLVED:** Cr Brown and Cr Niven that Crs Halls, Hughes and Griffiths be appointed.

**(b) Floodplain Committee, C2.6.38**

Structure: 3 councillors, 3 staff\* and 5 agency representatives  
Current appointees: Crs McClelland, Niven and Hughes  
General Manager, Director Environmental Services\*, Director Engineering\*.  
Representatives Catchment Management Board, State Emergency Service, Department of Planning, Grenfell Landcare Group, Office of Environment and Heritage.  
Comment: Meets as required to review consultancy.  
Note: The same staff members are being re-appointed by the General Manager.

**RECOMMENDATION:**

It is recommended that the Council members be appointed.

**114 RESOLVED:** Cr Halls and Cr Hughes that Cr Brown replace Cr McClelland.

**115 RESOLVED:** Cr Parlett and Cr Best that Crs Brown, Niven and Hughes be appointed.

This is Page No. 9 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

(c) **Heritage Committee, C2.6.22**

Structure:	3 councillors, 1 staff* 1 representative Historical Society, 3 community representatives Heritage Advisor (non-voting)
Current appointees:	Crs Brown, Hughes and Parlett Director Environmental Services* 1 representative Historical Society (I Pitt) Pam Livingstone, J Hetherington, A Hodgson Heritage Advisor.
Nominations:	Pam Livingstone, John Hetherington
Comment:	This committee meets on a bi-monthly basis, to coincide with the visit of the Heritage Advisor.
Note:	The same staff member is being re-appointed by the General Manager.

**RECOMMENDATION:**

It is recommended that:-

- i) the Council members be appointed,
- ii) the community members be appointed.

**116 RESOLVED:** Cr Griffiths and Cr Best that Crs Brown, Hughes and Parlett be appointed.

(d) **Internal Audit Committee, A1.2.2**

Structure:	1 councillor, 2 independent representatives (1 with financial expertise).
Current Appointees:	Cr Halls (Cr Hughes – alternate), Mr Ted Pickwell (chair), Ms Danni Millynn.
Comment:	Meetings are attended by the Internal Auditor and possibly the External Auditor (non-voting). The Chief Financial Officer (Director Corporate Services) should attend all meetings, as may the General Manager (non-voting). This committee commenced in 2012 and it would be advantageous to re-appoint the same independent community members for continuity.

**RECOMMENDATION:**

It is recommended that:-

- i) the Council member (and alternate) be appointed,
- ii) Mr Pickwell and Ms Millynn be reappointed as the independent community members.

**117 RESOLVED:** Cr Parlett and Cr Griffiths that:  
(i) Cr Halls be appointed with Cr Hughes appointed as the alternate delegate.  
(ii) Mr Pickwell and Ms Millynn be reappointed as the independent community members.

This is Page No. 10 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

(e) **Noxious Weeds Committee, C2.6.13**

Structure:	3 Councillors, 1 representative NSW Farmers Assoc. 1 representative Weddin Landcare Group.
Current appointees:	Crs Griffiths, Niven and Halls and Mr K Starr (Weddin Landcare Group), and Mr H Matthews (NSW Farmers Assoc.)
Comment:	Meets monthly or as required. Director Engineering and Noxious Weeds Officer also attend.

**RECOMMENDATION:**

It is recommended that the Council members be appointed.

**118 RESOLVED:** Cr Hughes and Cr Brown that Crs Halls, Niven and Griffiths be appointed.

(f) **Tourism Committee, C2.6.26**

Structure:	5 councillors, 2 staff, 3 community representatives, 1 village representative (optional)
Current Appointees:	Crs Parlett, Hughes, Brown, Best and Niven Director Corporate Services and TPO*, Mrs L Eastaway, Mr J Hetherington, Mr P Diprose, Mrs D Galvin
Nominations:	John Hetherington, Phillip Diprose, Mark Aspin
Comment:	This committee meets on a bi-monthly basis to coincide with the Heritage Committee.
Note:	The staff members will be appointed by the General Manager.

**RECOMMENDATION:**

It is recommended that:-

- i) the Council members be appointed,
- ii) the community members be appointed.

**119 RESOLVED:** Cr Best and Cr Hughes that Cr McClelland replace Cr Niven.

**120 RESOLVED:** Cr Niven and Cr Griffiths that Crs Parlett, Hughes, Brown, Best and McClelland be appointed.

**8. Appointment of Operational Committees (under Section 355 of the Local Government Act)**

On advice from the Division of Local Government, operational committees report to the General Manager and should not include councillors as members. These committees deal with operational matters only. Minutes of meetings are referred to council meetings for information, not for adoption.

Appointments to the following committees are being made under delegated authority where applicable:

This is Page No. 11 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

(a) **Art Gallery Management Committee, C2.6.35**

Structure: up to 3 community members, 1 staff\*  
Current appointees: Mrs C Lobb, Mrs J Mitton,  
Staff – General Manager  
Nominations: Mrs C Lobb, Mrs J Mitton  
Comment: Meets as required to organise exhibitions at the Grenfell Art Gallery.  
Note: The two community nominees and the staff member are being appointed by the General Manager

(b) **Australia Day Committee, C2.6.34**

Structure: 1 staff\* and representatives of Historical Society, CWA, Rotary Club, Lions Club, Cadets.  
Current appointees: Council – TPO\*,  
Other representatives as nominated by clubs.  
Comment: Meets as required to organise the annual Australia Day ceremony and activities.  
Note: The same staff member is being re-appointed by the General Manager.

(c) **Caragabal Recreation Ground Committee, C2.6.40**

Structure: s.355 committee with a separate constitution.  
Membership: Financial members in accordance with constitution.  
Comment: Functions as an independent committee.

(d) **Caragabal Water Supply Committee, U1.6.11**

Structure: s.355 committee under a separate constitution (under preparation).  
Purpose: to provide raw water supply for garden use to residents of Caragabal.  
Membership: Financial members in accordance with the constitution.  
Comment: Functions as an independent committee under historical arrangements.

(e) **Cinema Management Committee, C2.6.36**

Structure: up to 4 community members, 1 staff\*  
Current appointees: Mr J Hodgson  
Staff – Director Corporate Services\*  
Nominations: Nil  
Comment: Meets as required to organise showings at the Cinema.  
Note: The staff member will be appointed by the General Manager.

(f) **Conduct Review Committee, C2.6.37**

Structure: sole reviewer, or minimum 3 appointees, from approved pools  
Current appointees: appointed as and when required  
Pool of sole reviewers: Messrs Gerry Holmes, David Clarke, Gary Byrne, Paul Crennan.  
Pool of panel members: As above, and also:-  
Mesdames Alicia Hendy, Rosemary Walter, Messrs Doug Freudenstien, Graham Grimm, David Taylor, Ted Franks, Barry Jones (senior), Keith Engelsman.  
Comment: Appointed by General Manager from the approved pools as required. Changes to the Code of Conduct may replace these members with a regional panel.

(g) **Consultative Committee, C2.6.12**

Structure: 1 employer representative (staff)  
5 employee representatives (DEPA 1, LGEA 1, USU 3,)  
Previous appointees: employer – Director Corporate Services\*  
DEPA – Director Environmental Services  
LGEA – Director Engineering  
USU – W Schneider and V Carter  
Comment: Required by Local Government (State) Award 2010. Meets 3-4 times per year.  
Note: The employer representative will be appointed by the General Manager.

(h) **Health & Safety Committee, C2.6.14**

Structure: 3 employer representatives (staff),  
3 employee representatives (staff).  
Previous appointees: employer – Director Corporate Services\*, Director Engineering\*, Director Environmental Services\*  
employee - N Baker, L Logan, D McCue.  
Comment: Required under the new Work Health and Safety Act. Meets three or four times per year.  
Note: The same employer representatives are being re-appointed by the General Manager.

(i) **Lawson Festival Committee, C2.6.32**

Structure: s.355 committee with separate constitution (adopted January 2006).  
Membership: Financial members in accordance with constitution.  
Comment: Functions as an independent committee under the approved constitution.

(j) **Manex Committee, C2.6.10**

Structure: 4 staff members\*.  
Current appointees: General Manager and all 3 Directors.  
Comment: Meets monthly to review the management plan, consider corporate and organisational matters affecting all departments and advise Council where appropriate.  
Note: The four staff members are being re-appointed by the General Manager.

(k) **Quandialla Pool Committee, C2.6.39**

Structure: s.355 committee with separate constitution.  
Membership: Financial members in accordance with constitution.  
Comment: Functions as an independent committee under the approved constitution, with appropriate delegations from the General Manager.

**RECOMMENDATION:**

It is recommended that the General Manager's actions be confirmed.

**121 RESOLVED:** Cr Halls and Cr Hughes that the General Manager's actions be confirmed.

**9. Community Organisations as Section 355 Committees or agents:**

Organisations: Grenfell Historical Society (for Grenfell Museum)  
Grenfell Rotary Club (for Rotary Park, Rest Area)

New committees: Nil

Comments: - the Grenfell Historical Society and Grenfell Rotary Club are incorporated bodies and are not covered under Council's insurances. The appointment as Sec 355 committee allows Council to delegate various functions to the organisations in regards to their areas of respective responsibilities.

**RECOMMENDATION:** it is recommended that the following community organisations be reappointed under Section 355 of the Local Government Act, to act as Council's agents for the general purposes as stated:

- i) Grenfell Historical Society - to operate, manage and maintain the Grenfell Museum;
- ii) Grenfell Rotary Club - to assist with the provision and maintenance of equipment and facilities at Rotary Park and the Grafton Street Rest Area;

**122 RESOLVED:** Cr Best and Cr Brown that the following community organisations be reappointed under Section 355 of the Local Government Act, to act as Council's agents for the general purposes as stated:

- i) Grenfell Historical Society - to operate, manage and maintain the Grenfell Museum;
- ii) Grenfell Rotary Club - to assist with the provision and maintenance of equipment and facilities at Rotary Park and the Grafton Street Rest Area.

**10. Nomination of Voluntary Workers, C1.3.0**

**RECOMMENDATION:** it is recommended that the following individuals, or members of the following organisations, be authorised as voluntary workers for approved projects and Council's insurance policies be so noted:

Caragabal Tidy Village Committee  
Grenfell Tidy Towns Committee  
Greenethorpe Tidy Towns Committee  
Quandialla Tidy Towns Committee  
Bimbi Tidy Towns Committee  
Quandialla Progress Association  
Greenethorpe Hall Committee  
Endemic Garden Committee  
Quandialla Pool Committee  
Grenfell Historical Society  
Caragabal Recreation Ground Committee  
Grenfell Rotary Club  
Grenfell Lions Club  
Caragabal Promotions Group  
Grenfell Urban Landcare Group  
Friends of Grenfell Library  
Mens Shed Committee  
Art Gallery Committee and Volunteers  
Cinema Committee and Volunteers  
Caragabal Water Committee and Volunteers

**123      RESOLVED:** Cr Hughes and Cr Griffiths recommended that the following individuals, or members of the following organisations, be authorised as voluntary workers for approved projects and Council's insurance policies be so noted:

Caragabal Tidy Village Committee  
Grenfell Tidy Towns Committee  
Greenethorpe Tidy Towns Committee  
Quandialla Tidy Towns Committee  
Bimbi Tidy Towns Committee  
Quandialla Progress Association  
Greenethorpe Hall Committee  
Endemic Garden Committee  
Quandialla Pool Committee  
Grenfell Historical Society  
Caragabal Recreation Ground Committee  
Grenfell Rotary Club  
Grenfell Lions Club  
Caragabal Promotions Group  
Grenfell Urban Landcare Group  
Friends of Grenfell Library  
Mens Shed Committee  
Art Gallery Committee and Volunteers  
Cinema Committee and Volunteers  
Caragabal Water Committee and Volunteers

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Weddin Shire Council held, **19 September 2013.**

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



**11. Weddin Shire Council Crown Reserves Trust, P2.8.6**

The Weddin Shire Council Crown Reserves Trust is comprised of all the members of the Council but is established under the Crown Lands Act, not the Local Government Act.

Council is responsible for a number of crown reserves spread around the shire, several of which are leased to members of the public for periods of one year, usually from 1 October to 30 September. Longer leases are held by the Grenfell Country Club and the Caragabal Country Golf Club, under formal arrangements approved by the Minister for Lands.

Rentals collected for these leases are applied to the maintenance of reserves.

From time to time it will be necessary to arrange a meeting of the Trust. These meetings are usually quite short and have been held immediately following a monthly Council Meeting.

**For Information**

**Noted**

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

### **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.

<b>Councillor</b>	<b>Item No.</b>	<b>Nature of Interest</b>	<b>Type</b>	<b>Left the Room</b>
Cr Liebich	Correspondence Item 5	President Show Society	Pecuniary	Yes

This is Page No. 17 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF  
THE WEDDIN SHIRE COUNCIL HELD, 19 SEPTEMBER 2013**

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**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 32/2013.
- A2.   Katrina Hodgkinson, C2.1.9: Thanking you for your recent correspondence in which you express concerns about Local Government Elections – Agents.
- A3.   RMS, P6.1.2: Advising in regards to a Heavy Vehicle Inspection Station (HVIS)
- A4.   Land and Property Information, A3.6.46: Advising the Geographical Names Board and Road Naming NSW are pleased to announce that the new NSW Online Road Naming System is now operational.
- A5.   Region Emergency Management Office (REMO) NSW Police Force, A3.30.13: announcing NSW Police Force Goulburn Local Area Commander, Mr Gary Worboys as the new Assistant Commissioner for the Southern Region.
- A6.   Red Cross, C1.3.0: Forwarding a reminder that the Mobile Blood Services is booked into visit Grenfell on Thursday 12<sup>th</sup> September.
- A7.   Keryl McCann, H2.5.2.11: Advising I have just begun to research the area around our property on the Old Forbes Road that was also the original location of the Weddin Mount Inn.
- A8.   Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 33/2013.
- A9.   Le Tour de Greenethorpe, T3.4.1: Advising the Le Tour de Greenethorpe committee wish to thank you for your support in 2012.
- A10.   Peter Stephens – Principal, St Joseph’s Primary School, C1.1.3: Advising over the last fortnight the school experienced some problems with sewerage/drainage.
- A11.   NSW Government Building Professionals Board, B4.10237: Application for Renewal of Accreditation as a Council Accredited Certifier under the Building Professionals Act 2005 – B J Hayes.
- A12.   Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 34/2013.
- A13.   Planning and Infrastructure, T2.1.7: Advising the Department is making preparations to move towards a new planning system in NSW, including the development of a new contributions system.
- A14.   NSW Rural Doctors Network, H1.7.9: Advising the NSW Rural Doctors Network (RDN) is pleased to enclose a copy of its new three-year Strategic Plan for your reference.

This is Page No. 18 of the Minutes of the Ordinary Meeting of  
Weddin Shire Council held, **19 September 2013**.

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

- A15. Central NSW Tourism, T4.1.6: Forwarding on behalf of the board and members of Central NSW Tourism the Destination Management Plan (DMP) for our region.
- A16. Premier & Cabinet Division of Local Government, A3.9.3: Regarding Dangerous Dog Management.
- A17. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 35/2013.
- A18. Geoff Hudson, Senior Policy Officer – NRM, E3.1.6: Advising it is proposed to amend Weed Control declarations.
- A19. Melbourne to Brisbane Inland Rail Alliance, T3.8.4: Thanking you for your commitment to the Melbourne to Brisbane Inland Rail Line.
- A20. Paul Lloyd, Region Emergency Management Officer (REMO) NSW Police Force, E1.3.1: Forwarding information for the 2013/14 Bush Fire Season.
- A21. Local Governments Grants Commission, G2.50.1: Advising in regard to the 2013-14 financial assistance grants.
- A22. Natahnee Veitch, Education and Information Services, NSW Fair Trading, A3.6.14: Advising NSW Fair Trading's popular 'I love my local business' competition is now open for nominations.
- A23. Andrew Keal, Department of Health and Ageing, H1.6.6: Advising in regards to genetically modified (GM) canola.
- A24. Marsdens Law Group, E2.9.6: Re: Advice – Easements over Emu Creek.  
Replying to your letter dated 9 July 2013 and to our telephone conversation on 18 July 2013.
- A25. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 36/2013.
- A26. Parkes Shire Council, C2.9.7: Advising that at the Ordinary Meeting of Parkes Shire Council held on 3 September 2013, the Mayor and Deputy Mayor elections were held with the following results:-

Mayor: KJ (Ken) Keith – re-elected (6<sup>th</sup> term)  
Deputy Mayor: AJ (Alan) Ward – re-elected (2<sup>nd</sup> term)

- A27. Grenfell Kart Club, C1.2.5/C1.1.3: Advising on behalf of the Grenfell Kart Club, I would sincerely like to thank you for the Councils support.
- A28. Lithgow City Council, C2.9.1: Advising that the Ordinary Meeting of Council held on Monday 9<sup>th</sup> September 2013 Councillor Maree Statham was re-elected unopposed as Mayor for the 2103/14 period.

Councillor Ray Thompson was re-elected unopposed as Deputy Mayor.

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

- A29. Karen Hancock, Western NSW Local Health District, T3.4.4: Thanking you for an opportunity to comment before Council makes a decision.
- A30. Local Government NSW, A3.8.2: Attaching an important letter from the Joint Presidents of LGNSW
- A31. NSW Environment Protection Authority, EPA, A3.6.17: Writing regarding proposed changes to licensing.

This is Page No. 20 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

**SECTION B - Matters for report**

- B1. Therese Smith, A3.30.1: Advising as a resident of Wood Street Grenfell I am opposed to the proposed footpath construction and tree removal adjacent to my property at 6 Wood Street.
- B2. Therese Smith, R2.12.1: Writing to you regarding the proposed footpath in Wood Street, Grenfell and the removal of numerous Prunus trees included in this project.
- Attached is a petition signed by residents.
- B3. Jenny McNickle, R2.12.1: Expressing my utter disappointment in the manner in which ratepayers in our community are treated in regards to our streetscapes.
- B4. Jill Corke, R2.12.1: Advising I am querying the consultation with shire residents regarding the intention to remove trees and construct a cement footpath on the eastern side of Wood Street between Rose Street and Camp Street.
- B5. Mary O'Connell, R2.12.1: Writing to once again protest against the proposed footpath works in Wood Street and the removal of approximately 32 trees namely Prunus.
- B6. Beverly Williams, R2.12.1: Lodging my objection to the construction of the intended footpath and removal of the present trees, for the following reasons:-
- B7. Terry & Denise Galvin, R2.12.1: Referring to the letter dated 26 August 2013 which we received from Weddin Shire Council concerning the construction of a footpath on Wood Street adjacent to our property in Dagmar Street.

**124** **RESOLVED:** Cr Brown and Cr McClelland that Correspondence sections A and B be noted.

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

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

1. Australian Local Government Association, A3.8.3: Writing to invite you to this year's National Local Roads and Transport Congress to be held in Alice Springs from 12 – 14 November.

**RECOMMENDATION:** that the Mayor and Director Engineering be Councils representatives of the National Local Roads Congress to be held in Alice Springs from 12 – 14 November 2013.

**125 RESOLVED:** Cr Brown and Cr Parlett that the Director Engineering be Councils representative at the National Local Roads and Transport Congress to be held in Alice Springs from 12 – 14 November.

2. RMS, C2.6.3: Advising Roads and Maritime Services (RMS) has received Council's request to reclassify the following roads.

- Forbes Street
- Melyra Street
- Brundah Street

Submissions from councils across the State are assessed under an independent review process, as part of an established Road Classification Review. This ensures equity and consistency in road classification and funding decisions across all councils.

At this time, the timing of the next review is not known. Regarding Council's request to make part of Forbes Street one way, this matter should be dealt with by the local traffic committee. If the proposal is supported by the traffic committee then RMS would have no objections.

**RECOMMENDATION:** that the reply regarding the reclassification of roads be noted and the Forbes Street proposal be referred to the Local Traffic Committee for their consideration.

**126 RESOLVED:** Cr McClelland and Cr Best that the reply regarding the reclassification of roads be noted and the Forbes Street proposal be referred to the Local Traffic Committee for their consideration.

3. Country Women's Association of NSW – Grenfell Branch, C1.1.3: Enclosing cheque for \$1,491.55 for rates due at our Grenfell CWA premises in Church Street.

The President and members ask whether Council would be kind enough to consider a donation towards the cost of our rates.

We have appreciated your donation in the past and look forward to any assistance you are able to give.

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

**127 RESOLVED:** Cr Halls and Cr McClelland that the request be approved as per Council's Policy.

This is Page No. 22 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013.**

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

4. Grenfell Gunyah Craft Shop, C1.1.3: Advising we are a not for profit business and are asking if you will once again this year consider a rebate on our Council rates.

Thank you for this consideration.

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

**128** **RESOLVED:** Cr McClelland and Cr Hughes that the request be approved as per Council's Policy.

5. Grenfell PAH & I Association, C1.1.3: Advising we have recently received our annual Sewerage Rate Notice.

As you would be aware we are not for profit/voluntary organisation. We have a small group of core workers who work tirelessly to support the community and provide facilities for the community to utilise.

To that end we would like to request that Council consider waiving a portion of the charges for 2014.

We are aware that Council can ill afford to carry all organisations in our town but if it could see fit to grant a reduction it would be greatly appreciated.

Thank you for your assistance in this matter.

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

**Cr Liebich previously submitted a written declaration of interest and left the room.**

**Cr Niven took the chair.**

**129** **RESOLVED:** Cr Brown and Cr McClelland that the request be approved and Council donate 50% of the 2013/2014 Sewer charges.

**Cr Liebich returned to the room and resumed the chair.**

6. Greenethorpe Hall Committee, T8.4.1: Advising the Greenethorpe Hall Association will again be holding the Le Tour de Greenethorpe Bike ride and family fun day this year Sunday 22 September.

This event aims to showcase our town and provide an opportunity to promote healthy living and active communities.

It also doubles as the major fundraising activity for the year to enable the hall to function as the vital town hub that it is.

I would like to give you the opportunity to participate in helping to make the day a success by contributing \$200 to the running costs of the day.

A member of the Hall Committee will contact you shortly to discuss how you may become a partner for this year's event and beyond.

This is Page No. 23 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013.**

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



**RECOMMENDATION:** that Council donate \$200 as a contribution towards the expenses associated with the Greenethorpe Halls Le Tour de Greenethorpe bike ride and family fun day.

**130** **RESOLVED:** Cr Hughes and Cr Parlett that Council donate \$200 as a contribution towards the expenses associated with the Greenethorpe Halls Le Tour de Greenethorpe bike ride and family fun day.

7. Grenfell Preschool and Long Day Care Centre, C1.1.3/C1.8.5: Thanking Council for allowing us to hold our Little Picasso Art Exhibition at the Grenfell Community Hub. We wanted the community to see how talented the children of the shire are as well as give the children the opportunity of having their work displayed.

The Art Exhibition was very successful and we received lots of positive comments and have been asked to hold it again. For us to continue to do this each year we ask for your help in allowing us to continue to use the Grenfell Community Hub in 2014 for the week for a reduced rent like you have over the last 3 years.

Could we use the Grenfell Community Hub for a reduced rate for the week starting 11 August 2014.

**RECOMMENDATION:** that the request be approved and Council charge \$30 room hire for the week.

**131** **RESOLVED:** Cr Parlett and Cr Brown that the request be approved and Council charge \$30 room hire for the week.

8. Helen Chambers, P2.2.6: Writing to ask your permission to place a small flower on my mother's plaque, who is buried in your local lawn cemetery section, (my mother being June Dodd – buried on 29 April 2013).

I realise that Council policy does not allow for any other emblems to be placed on said plaque, other than the ones stated on your application sheet.

This is such a small emblem, and for my mother who made beautiful gardens wherever she lived, I am hoping that you will consider my request positively and let me do this last little thing for my beloved mother (her gardening life lasted 60 odd years).

I know you will be thinking that this may set a precedence, but my thoughts are, so long as it is not in bad taste, fits on the plaque, etc etc, a plaque here and there with a little something different just adds to the ambience and beaut of your lovely lawn cemetery.

I look forward to your speedy reply, hoping that it is positive, so that I may finalise my mother's plaque.

Thanking you for your time and consideration on this very personal and difficult time for myself.

**Referred to Director Engineering and Town Works Committee**

**RECOMMENDATION:**

For Council's Consideration

**132 RESOLVED:** Cr Hughes and Cr Niven that:

- i) permission be granted as requested,
- ii) Council's policy be amended to allow the display of motifs where appropriate,
- iii) requests be subject to Council's approval.

9. Deanne Madgwick, P2.1.6: Advising that on Saturday 31 August 2013 Grenfell Senior Rugby League hosted the elimination final at the Henry Lawson Oval.

**Copy forwarded to Councillors**

**Referred to Director Engineering**

**RECOMMENDATION:** that Mrs Madgwick be advised that after investigation no problem was found with the toilets and in future if there is a problem please contact the Engineering Department. Further, Mrs Madgwick be advised that the upgrade of the toilets will be re-considered during the 2014/2015 estimates process.

**133 RESOLVED:** Cr Parlett and Cr Brown that:

- i) Mrs Madgwick be thanked for her letter advising Council of the problem.
- ii) Mrs Madgwick be requested to contact the Engineering Department if there is a problem in the future.
- iii) Mrs Madgwick be advised that the upgrade of the toilets will be reconsidered during the 2014/2015 estimates process.

10. Hon Katrina Hodgkinson MP, C2.10.9/A1.6: Referring to earlier correspondence regarding the TCorp Financial Assessment, Sustainability and Benchmarking Report and forwarding the Minister's reply.

**Copy forwarded to Council**

**Noted**

11. RMS, R2.54.4: Attaching a copy of your Contractor Performance Report for the four month period ending 1 August 2013.

This report is part of the requirements of the Roads Maintenance Council Contract for works on roads and bridges on State Roads.

**Referred to Director Engineering**

**Note:** Council was rated as good in eleven key areas as well in overall performance. Council was also rated as being suitable for further work.

**Noted**

This is Page No. 25 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013.**

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

12. NSW/ACT Regional Achievement and Community Awards, C1.4.1: Writing to advise and congratulate you on behalf of the Weddin Shire Council – Grenfell Henry Lawson Festival as being selected as one of our ten Semi Finalist's in the Events and Tourism Category. We received over 380 nominations across all Awards this year, a true testament to the quality of individuals and organisations dedicated and committed to regional and rural communities right across NSW and the ACT.

As Top Ten this year your application will now be submitted to our Category and Executive Panel for consideration on our Judging Day, held on Thursday 19<sup>th</sup> September 2013. The Judging Panel on this day will select our 2013 finalists and winner of each category. Should you be successful in reaching our Top Three, I will contact you by Monday 23<sup>rd</sup> September 2013.

I would like to take this opportunity to wish you the best of luck for our official judging day and congratulate you once again in making it to the Semi Finalist stage for 2013.

**Noted**

13. Silcar Pty Ltd, T2.3.1: Telephone Box – Camp Street Grenfell.

Advising Silcar are currently preparing a submission to present to Telstra as a proposal for the removal of the Telephone Box.

The preparation and submission process of such a proposal is timely and Silcar at this time cannot provide Council with a firm date of completion, if such a proposal is approved by Telstra.

Silcar will provide updated information to Council as our submission progresses.

**Referred to Director Engineering and Town Works Committee**

**Noted**

**SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE  
ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 19  
SEPTEMBER 2013**

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**RECOMMENDATION:**

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

- 134**     **RESOLVED:** Cr McClelland and Cr Niven that the late correspondence be received and dealt with because of the urgency of the matters.

14.     The Henry Lawson High School, C1.1.3/C1.8.3: Writing on behalf of the school's Science and Engineering Challenge Team.

**Copy forwarded to Councillors**

**Note: Council donated \$500 in 2012**

**RECOMMENDATION:**

For Council's Consideration

- 135**     **RESOLVED:** Cr McClelland and Cr Hughes that Council donate \$500 towards the Henry Lawson High schools Science and Engineering challenge.

15.     Quandialla 2014 Centenary, C1.3.12/C1.8.3: Writing on behalf of the Quandialla Centenary Committee regarding the possible use of council's single axle mobile coolroom on the 21 September.

Our committee are catering for Mr David Robinson's sale endeavouring to raise funds for our Centenary celebrations in 2014.

Council previously very kindly agreed to support our centenary in the following way:-

- i)     specific requests be considered on their merits.

We therefore would request that Council support our fund raising efforts by allowing us use of the coolroom mentioned above at no cost.

We hope that you will come to a favourable decision for our committee.

**RECOMMENDATION:**

For Council's Consideration

- 136**     **RESOLVED:** Cr Halls and Cr Brown that Council allow the use of Council's single axle mobile cool room for the Centenary celebrations at no cost.

This is Page No. 27 of the Minutes of the Ordinary Meeting of  
Weddin Shire Council held, **19 September 2013**.

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

16. Country Womens Association (Grenfell) Branch, C1.3.4/T4.3.6: Advising at a recent meeting of the above Centre it was decided that in the near future the shop would close on Saturdays and Sundays, except on special occasions.

The reason for this decision is shortage of volunteer workers, increasing operational costs and steady decline in income.

**RECOMMENDATION:** that other options to provide tourism services on Saturdays and Sundays be investigated.

**137** **RESOLVED:** Cr Brown and Cr Best that other options to provide tourism services on Saturdays and Sundays be investigated.

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

## **NOTICE OF MOTION**

### **1. Drugs and Alcohol Policy, C2.8.1**

I hereby give notice of the following motion for Council's next meeting:

*"that Council Management commits to developing, adopting and implementing a "Drugs and Alcohol" policy within a reasonable time frame. (a time which is to be decided).*

Signed: Clr Paul Best

Clr Geoff McClelland

### **Comments by General Manager**

The development of a Drugs and Alcohol Policy is currently being considered in conjunction with the Consultative Committee.

**139 RESOLVED:** Cr Best and Cr McClelland that Council Management commits to developing, adopting and implementing a "Drugs and Alcohol" policy within six months.

This is Page No. **29** of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

## THE GENERAL MANAGER'S REPORT

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12 September 2013

The Mayor and Councillors  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

### 1. Annual Returns of Disclosure of Interest, C2.2.2

The annual returns are required under the Act to be lodged by all Councillors and other designated persons by 30 September 2013.

Draft forms have been separately forwarded. To date, completed returns for the 2012/2013 financial year have been received from:-

Crs Liebich, Halls, Hughes, Niven, McClelland, Griffiths, Parlett, Brown, Best and Messrs Carroll, Twohill, Hayes and Lobb.

The returns once received are available for inspection by the public.

**For Information**

**Noted**

### 2. Council Photograph, C2.2.1

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

It is proposed to have the photograph taken prior to the November 2013 Council meeting.

### RECOMMENDATION:

For Councils Consideration

**140 RESOLVED:** Cr Griffiths and Cr Brown that Council have the photograph taken prior to the October meeting.

### 3. Grenfell Doctor Situation, H1.1.11

Dr Akhiwu is continuing his practice from the Grenfell MPS on a part time basis as a temporary measure under the supervision of a visiting locum.

In regards to Dr Patrick commencing at the Main Street surgery it is understood that various issues are currently being addressed by AHPRA and the Royal Australian College of Medical Practitioners. At this stage a definite date has not been determined so the current arrangements will still be in place for the foreseeable future.

In the meantime we have undertaken various works and cleaning at the surgery in an effort to ensure the surgery will be operational when Dr Patrick is able to commence his practice.

**For Information**

**Noted**

This is Page No. 30 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

## THE GENERAL MANAGER'S REPORT

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### 4. Weddin Street Surgery – Upgrade Works, H1.1.10

Council previously resolved that a meeting be arranged with Council's Executive and Dr Ishmael to discuss the works required at the Weddin Street Surgery.

The Mayor and myself met with Dr Ishmael on Wednesday 4 September with the following discussed:-

- Dr Ishmael was very enthusiastic in regards to the new Medical Centre and advised he would be happy to look at and comment on the draft plans,
- Dr Ishmael suggested that in view of the construction of the new Medical Centre that further consideration be given to the extent of the required works at the Weddin Street Surgery. This will be further considered and discussed by Dr Ishmael and Council's Executive at our next meeting.

Dr Ishmael was very appreciative that the meeting was held and it was agreed that we would meet on a regular basis to discuss the proposed works and any other issues that may arise.

**For Information**

**141**     **RESOLVED:** Cr Brown and Cr Parlett that Council write to Dr Ishmael and thank him for meeting with Council representatives and advise him we look forward to future meetings.

### 5. Purchase of Medical Equipment, P2.12.4/P2.12.1

The Grenfell Lions Club have offered to make a capital contribution towards two electric beds one each for the Main and Weddin Street Surgeries.

The offer has been accepted on the basis that Council will purchase the beds at a cost of \$5,566.00 (GST Inc) and the Lions Club will make a capital contribution to Council equal to the amount less GST.

Both doctors were very appreciative of the gesture and it would be appropriate for a letter of thanks to be forwarded to the Grenfell Lions Club.

**RECOMMENDATION:** that Council confirm action and a letter of thanks be forwarded to the Grenfell Lions Club for their very generous contribution.

**142**     **RESOLVED:** Cr Brown and Cr McClelland that Council confirm action and a letter of thanks be forwarded to the Grenfell Lions Club for their very generous contribution.

### 6. Director Corporate Services Position, P1.4.33

Interviews for the above position were scheduled for Friday 30 August 2013.

Unfortunately as one person withdrew their application the interviews had to be cancelled as we intended to interview two applicants. It is anticipated the position will be re-advertised the week commencing the 30 September 2013.

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Weddin Shire Council held, **19 September 2013.**

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



## THE GENERAL MANAGER'S REPORT

---

As Councillors were previously advised Mr Tony Hughes is undertaking the role during the recruitment process and is doing a very good job.

**For Information**

**Noted**

### **7. Henry Lawson Festival – Tourism Officer Assistance, C1.4.1**

Council resolved at the June 2013 Council Meeting as follows:-

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

A meeting was held on Wednesday 28 August 2013 at the Council Chambers with the following discussed:-

- the Festival is the biggest event of the year and it is imperative that we keep it going as it not only promotes the arts and maintains the social fabric of our society it is also very beneficial from a business perspective,
- the committee relies on volunteer support and like other country towns is struggling to find volunteers,
- the nature of the volunteer has changed as now in a lot of families both parents work, making it increasingly difficult to get people to give freely of their time and volunteer,
- in 2013 Council's Tourism Officer undertook the Secretary's role on a shared basis and the committee indicated they would require the same support in 2014.

To assist in the continuation of the Festival and assist volunteers it is proposed that Council appoint an Arts and Cultural Officer initially on a casual basis two days per week. The Officer would primarily be involved in the following:-

- assist Art Gallery
- Henry Lawson Festival Co-ordinator
- Cinema

It is imperative that it be made clear that we still require volunteers and this person will be there to provide support and assistance which would also take a lot of the load off the Festival Executive and the Tourism Officer.

The actual cost of the appointment would be approximately \$20,000 for the remainder of this financial year. If successful and the position became full time the cost would be incorporated into the annual salaries and wages cost.

While the appointment would initially be on a casual basis the following could be possible long term benefits:-

- provide support and assistance to Festival volunteers and able to motivate and encourage them when they are experiencing difficulties,
- relieve the workload of the Festival Executive and Tourism Officer,

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

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

---

- could be the “face of the Festival” which would assist the promotion of the Festival enormously,
- facilitate the development of a succession plan for the Art Gallery,
- arrange monthly movie screenings.

The benefits of appointing an Arts and Cultural Officer far outweigh the costs. The appointment would not only assist the Festival Committee and provide a succession plan for the Art Gallery it would also assist Council to achieve our strategic objective of a culturally rich, vibrant and inclusive community.

**RECOMMENDATION:** that Council approve the required funding to appoint an Arts and Cultural Officer on a casual basis two days per week up until 30 June 2014 with the position to be reviewed in conjunction with the 2014/2015 estimates process.

**143** **RESOLVED:** Cr Parlett and Cr Hughes that Council:

- i) approve the required funding to appoint an Arts and Cultural Officer on a temporary part time basis two days per week up until 30 June 2014 with the position to be reviewed in conjunction with the 2014/2015 estimates process.
- ii) amend its organisational structure to include a temporary part time Arts and Cultural Officers position.

### **8. Community Consultation, A3.4.10**

Reference is made to my report to the August 2013 Council meeting in regard to the above.

As reported last meeting it is envisaged the initial session in Grenfell will be held at the Grenfell Bowling Club or Community Hub with all Councillors and Senior Staff present.

A possible date could be Thursday 7 November 2013 just prior to harvest which would allow time to organise the session as well as allowing as many rural people to attend as possible.

The sessions in the villages would be held after the session in Grenfell at a date, time and venue to be determined.

#### **RECOMMENDATION:**

For Council's Consideration

**MOVED:** Cr Niven and Cr Parlett that the Community Consultation Session be held on the 7<sup>th</sup> November 2013.

Upon being put to the meeting the motion was **LOST**.

**144** **RESOLVED:** Cr McClelland and Cr Halls that the Community Consultation Session be held in February 2014 at the Grenfell Bowling Club.

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

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### **9. Rail Branch Lines, T3.8.5**

Transport for NSW are currently calling Registrations of Interest (ROI) from suitable qualified parties.

Interested operators are being 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.

Registrations of interest close on 4 October 2013 at 5:00pm

**For Information**

**Noted**

### **10. Hawkesbury City Council visit, C2.7.26**

The visit by the Mayor and General Manager of Hawkesbury City Council on Thursday 5-6 September 2013 as part of our City - Country Alliance was very successful.

After arriving mid-day Thursday Councils Mayor Mark Liebich took the Hawkesbury representatives on a tour of Grenfell where they visited sites such as the Community Hub, the new Council Depot and O'Briens Hill which they were very impressed with.

Discussions also took place in regards to temporary staff transfers as well as a return visit to the Henry Lawson Festival in June 2014.

The visit was a major development of our relationship with Hawkesbury City Council. It is envisaged Council will consider returning the favour and visit Hawkesbury in the future to further develop the initiatives and opportunities that will no doubt arise out of the alliance.

**For Information**

- 145** **RESOLVED:** Cr Brown and Cr Parlett that Council write to Hawkesbury City Council thanking them for the gifts and invite them to return for the 2014 Henry Lawson Festival.

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

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

## THE CORPORATE SERVICES' DEPARTMENT REPORT

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12 September 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 31 August 2013:**

Bank Account	
Westpac	<b><u>\$804,294.43</u></b>
Investments	
Westpac	<u>7,000,000.00</u>
<b>Total Investments</b>	<b><u>\$7,000,000.00</u></b>

**CERTIFICATE OF RECONCILIATION**

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 August 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 August follows:**

Rates Receipts	771,991.39
Accounts Receivable	98,461.24
Government Grants and Contributions	40,000.00
Agency Collections	18,902.26
Caravan Park Fees	3,688.00
Interest on Investments	45,050.14
Metal Recycling Income	12,234.20
Long Service Leave Contribution	19,781.30
Section 64 Sewer Contributions	3,040.00
Other Income	28,748.68
<b>Total</b>	<b><u>\$1,041,897.21</u></b>

**For Information**

**Noted**

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

## **THE CORPORATE SERVICES' DEPARTMENT REPORT**

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### **3. Roads and Other Expenditure 2012/2013:**

Following are the final maintenance figures as at 30 June 2013.

<b>ITEM</b>	<b>VOTE</b>	<b>EXPENDITURE</b>
Rural Roads Maintenance	736,683	583,543
Grenfell Town Streets Maintenance	232,286	249,743
Village Maintenance - Caragabal	6,000	7,449
Village Maintenance - Greenethorpe	7,272	5,747
Village Maintenance - Quandialla	6,000	8,458
Garbage/Recycling Collection	105,399	124,297
Greenethorpe Collections	8,500	5,969
Commercial Waste Collection	30,000	11,118
Grenfell Waste Depot Manning/Plant Hire	115,000	124,997
Tips Working Expenses	32,000	31,595
Grenfell Cemetery Maintenance	28,000	21,873
Grenfell Lawn Cemetery Maintenance	14,000	20,873
Noxious Plants	79,000	80,027
Parks & Gardens	185,366	192,381
Library Expenditure	102,341	99,701
Baths Income	25,000	22,493
Baths Expenditure	129,949	122,872
Caravan Park Income	47,000	71,433
Caravan Park Expenditure	70,570	79,799

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

## THE CORPORATE SERVICES' DEPARTMENT REPORT

### RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2012/13 State Roads (SH 6)	801,800	801,800
2012/13 National Roads (SH 17)	3,058,592	3,058,592
2012/13 Regional Roads Block Grant	368,002	368,002
2012/2013 REPAIR Program MR237	300,000	300,000
2012/2013 REPAIR Program MR398	499,629	499,629
3 x 3 Program - MR 398	92,519	92,519

2012/2013 Rural Local Roads	VOTE	EXPENDITURE
Reseals	308,866	279,812
Martins Lane	59,137	0
Pinnacle Road	175,298	71,853
Driftway Road	304,153	255,578
Old Young Road	222,000	143,294
Grenfell Streets Construction	156,272	78,205
Grenfell Kerb and Gutter	54,824	30,624
Grenfell Streets - Footpaving	20,409	909
Nowlans Road	139,633	0
Reconstruct Village Streets	22,019	545
Weddin/Camp/Church Footpaving	30,000	2,727
Quandialla Drainage	180,000	16,363
Gravel Resheeting	200,715	36,979
<b>Total</b>	<b>1,873,326</b>	<b>916,889</b>

2012/2013 Roads to Recovery	VOTE	EXPENDITURE
Martins Lane	411,054	411,054
Rural Roads Reseals	100,000	100,000
<b>Total</b>	<b>511,054</b>	<b>511,054</b>

For Information

Noted

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

**RURAL/TOWN/VILLAGE EXPENDITURE AND CARRY-OVER WORKS 2013/2014**

Item	2012/13 Vote	2012/13 Exps	Surplus	Deficit	2013/14 Vote	Carry- Over	2013/14 Revised
Rural Roads	736,683	583,543	153,140		611,866	153,140	765,006
Grenfell Town Streets Maintenance	232,286	249,743		17,457	183,025	-17,457	165,568
Caragabal Village M&R	6,000	7,449		1,449	6,000	-1,449	4,551
Caragabal Village Reconstruction	621	0	621			621	621
Greenethorpe Village M&R	7,272	5,747	1,525		6,000	1,525	7,525
Greenethorpe Village Reconstruction	16,000	0	16,000			16,000	16,000
Quandialla Village M&R	6,000	8,458	0	2,458	6,000	-2,458	3,542
Quandialla Village Reconstruction	711	0	711			711	711
<b>Total</b>						150,633	

## THE CORPORATE SERVICES' DEPARTMENT REPORT

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### 4. Roads and Other Expenditure 2013/2014:

Following are the up to date figures as at 31 August 2013.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	765,006	63,256
Grenfell Town Streets Maintenance	165,568	22,177
Village Maintenance - Caragabal	4,551	417
Village Maintenance - Greenethorpe	7,525	0
Village Maintenance - Quandialla	3,542	1,787
Garbage/Recycling Collection	107,152	9,881
Greenethorpe Collections	8,500	748
Commercial Waste Collection	31,000	1,865
Grenfell Waste Depot Manning/Plant Hire	125,000	14,709
Tips Working Expenses	32,000	10,916
Grenfell Cemetery Maintenance	29,000	110
Grenfell Lawn Cemetery Maintenance	14,000	1,576
Noxious Plants	82,000	11,124
Parks & Gardens	188,262	29,200
Library Expenditure	105,172	14,733
Baths Income	25,000	0
Baths Expenditure	132,616	15,020
Caravan Park Income	57,000	7,192
Caravan Park Expenditure	79,449	20,818

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



## THE CORPORATE SERVICES' DEPARTMENT REPORT

### RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2013/2014 State Roads (SH 6)	805,658	33,949
2013/2014 National Roads (SH 17)	1,605,638	31,920
2013/2014 Regional Roads Block Grant	556,000	23,678
2013/2014 REPAIR Program MR398	200,000	35,060
3 x 3 Program - MR 398	68,000	0

2013/2014 Rural Local Roads	VOTE	EXPENDITURE
Reseals	186,552	0
Ballendene Road	89,776	0
Pinnacle Road	128,084	0
Driftway Road	111,618	31,235
Grenfell Streets Construction	75,630	73,560
Grenfell Kerb and Gutter	27,384	0
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
<b>Total</b>	<b>935,279</b>	<b>204,451</b>

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

For Information

Noted

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

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

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

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

For Information

Noted

### 6. Grenfell Goldfest, T4.3.7

The 3<sup>rd</sup> annual Grenfell Goldfest has been scheduled for Saturday 26 October 2013. Listed below are comments highlighting the tremendous potential of the Festival:-

- The Goldfest is a new innovation and will be an excellent opportunity to “tell the story” of the history of the gold and bushrangers in the Shire similar to what the Henry Lawson Festival weekend does for Henry Lawson. The Festival will be held by itself this year which will hopefully help it flourish and grow. At the  
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.....General Manager .....Mayor

## **THE CORPORATE SERVICES' DEPARTMENT REPORT**

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same time people will see Weddin Shire as a vibrant and progressive area which will encourage people and businesses to relocate.

- The Goldfest will also give local businesses a tremendous boost and enable us to become an integral part of the Gold Trail Project. It will also attract people particularly people travelling in motorhomes to Grenfell and allow us to promote the Weddin Mountains, the O'Briens Hill Project (where an official opening will take place on the day) as well as various sites and walks in the Shire.
- As previously advised the Goldfest will be a low key event for the first few years and if successful will eventually become one of our major events in the Shire.
- The budget for the Goldfest was approved at the March 2013 Council meeting and is \$15,000.

The planning process is well underway for the Goldfest and more specific information regarding the event will be provided at the October 2013 Council meeting.

**For Information**

**Noted**

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

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

- Grenfell Play Group visited on Wednesday, 14<sup>th</sup> August, 2013.
- The librarian is currently preparing the 2012/2013 Public Libraries Statistical Return.
- Promotion of the "Playing Miss Havisham" performance on 30<sup>th</sup> September has begun. The Grenfell Dramatic Society is offering its support.

**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 on August 29<sup>th</sup> to encourage the town to reactivate the business chamber in Grenfell. The group decided not to become a chamber but to reactivate the Weddin Development Committee. 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 will be held on September 26<sup>th</sup> at the Grenfell Bowling Club at 6pm to discuss the program.
- The Small Business Bus, an initiative of the small business commissioner, visited Grenfell on September 3<sup>rd</sup> in Main Street near the NAB. There were several visits by business people.
- Completed the funding allocation for Round 5 of the RDA programme for the Grenfell Medical Centre Development. Awaiting outcome.

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

## THE CORPORATE SERVICES' DEPARTMENT REPORT

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- Been nominated as the Weddin representative for the Blayney – Demondrille rail project. Registration of interest (ROI) document currently being advertised.
- A 'Renew Australia' workshop by Marcus Westbury was held on September 3<sup>rd</sup>. The topic of the workshop was reinvigorating empty spaces with arts and cultural projects. \$1,500 funding was sourced from Regional Arts NSW.
- A workplace health and safety representative will be in Grenfell on September 11, 2013 to talk to businesses and employees about their safety obligations.
- Planning to attend the next Economic Development Officers forum at Forbes.

**145** **RESOLVED:** Cr Best and Cr Halls that Council write to the Member for Hume the Hon Angus Taylor congratulating him on being elected and enquire as to the current status of Councils application for grant funding under the RDA programme.

### **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 Goldfest.
- 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.
- 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](http://www.facebook.com/tourismgrenfell) and [www.twitter.com/tourismgrenfell](http://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 are down to the top 10 and will be advised if we make the top 3 on 23 September.
- A three day visit by a journalist from the Daily Telegraph is tentatively scheduled for late September to do a story on Weddin Shires attractions.
- Continuing to work with the B&B networking group.
- Planning a bus tour of the town and a visit to the local B&B's to assist the CWA volunteers.

**For Information**

**Noted**

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

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

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

- Steady sales during August 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 Facebook privacy settings. Next article to be 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. Diesel and Alternative Fuel Grants Scheme, A3.20.3**

As at 30 June 2013 \$28,200 was received in Diesel Fuel Rebate Grants. The scheme was introduced on 1 July 2000 as part of the Federal Government's Tax reform package and will certainly assist in reducing Council's fuel costs.

Council now claims the grant monies on an annual basis through our Business Activity Statement (BAS) in an attempt to gain efficiencies in the new taxation system.

**For Information**

**Noted**

**12. 2012/2013 Financial Statements, A1.6**

As reported to the August 2013 Council Meeting the 2012/2013 Financial Statements are currently in the process of being prepared and will be completed in due course.

Council's external auditors Morse Group have indicated that they will conduct the audit in 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.

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

**THE CORPORATE SERVICES' DEPARTMENT REPORT**

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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**

**148      RESOLVED:** Cr Hughes and Cr Best that except where otherwise dealt with the Corporate Services' Department Report be adopted.

12 September 2013

The General Manager  
Weddin Shire Council  
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

**1. Works Report (8 September 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<br>- remove fallen tree              |
| SH17  | - general maintenance<br>- beam and core tested Kiobah job |
| MR398 | - general maintenance<br>- widening continuing             |
| MR236 | - general maintenance<br>- removed fallen tree             |
| MR237 | - general maintenance<br>- removed dumped rubbish          |
| MR239 | - general maintenance                                      |

**1.2 Rural Local Roads Programme**

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

- started widening 2 km of Driftway Road

**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
- erected Kangaroo warning signs on Back Piney Range Road and Holy Camp Road
- trimmed trees for sight distance on the corner of Tyagong Creek Road and Barrs Lane

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

## THE DIRECTOR ENGINEERING REPORT

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- maintenance graded Major West Road, Brundah Hall Road, Brickfield Road, Manganese Road, Eualdrie Road and Stockroute
- removed suckers on rural roads

### 1.4 Urban Maintenance/Construction

- general maintenance
- filled and sealed culvert widening in Melyra Street
- sealed Parkes Street shoulder
- sealed two back lanes
- removed Poplars to clear Dalton Street back lane
- lifted trees Forbes Street and Melyra Street
- trimmed Oleanders in Alexander and East Streets
- removed two dead ash trees from the Rose Street medians

**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

### 2.2 Cemeteries

The following graves have been prepared from 5 August 2013 to 8 September 2013:-

Grenfell Lawn	– 4
Grenfell	– 1
Bimbi	– 2
Caragabal	– nil

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

- mowing Lawn Cemetery
- topping up graves
- mowing Bimbi Cemetery

### 2.3 Sewer Mains

Twelve (12) sewer chokes has been attended to during the last month.

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

## THE DIRECTOR ENGINEERING REPORT

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### 2.4 Private Works

- sealed a driveway for ratepayer

### 2.5 Other

- moved Life Education Van from Koorawatha to Caragabal and Quandialla
- re-erected compactor shed at the Tip
- Swimming Pool repairs continuing
- filled in old mine for safety on O'Briens Hill

### 2.6 Vandalism

Urban – Nil

Rural –Nil

**Total Cost Urban: \$0.00**

**Total Cost Rural: \$0.00**

(from 1/7/2013 to date)

**For Information**

**Noted**

## 3. Future Works

### 3.1 Rural

- general maintenance
- complete Driftway Road widening
- heavy patching on SH6 and SH17

### 3.2 Urban

- general maintenance
- complete back lane construction

### 3.3 Other

- Quandialla Pool - pre-season routine maintenance  
- reinstall pump following annual check up
- Grenfell Pool - pre-season routine maintenance  
- install new pump

**For Information**

**Noted**

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



## THE DIRECTOR ENGINEERING REPORT

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### 4. Plant Report

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

Plant No	Plant Item	Maintenance
	General plant	General maintenance
	Grenfell Pool	Order new pump and fittings.
	Quandialla Pool	Annual service on pump.
	Bushfire Trucks	Annual service.
PI 3953	Garbage Truck	Repair rear door sensor, service hydraulics.
PI 4109	Bad Boy Mower	1100 hr service.
PI 4106	Caterpillar Backhoe	S.O.S fluids, found fragments of bearings on gearbox, drain magnet. Backhoe sent to Westrac Dubbo and gearbox repaired under warranty.

Plant No. 3933 Rocklea Low Loader was sold privately for \$30,000 incl GST.

**For Information**

**Noted**

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

Routine Maintenance on SH6 and SH17 continues.

Proposals for heavy patching on SH6 and SH17 are planned to be carried out by December this year.

Approximately 275 metres of the southbound lane of hot mix on SH17 has been determined as non-conforming and negotiations with the contractor to carry out repair works are continuing.

Roadside rubbish was removed from both tabledrains for the full length of the Newell Highway, and also 35 km of SH6 including both approaches to Grenfell. The work was carried out using contract labour and has improved the visual state of these roads dramatically.

**For Information**

- 149 RESOLVED:** Cr Griffiths and Cr Parlett that Council write to Centroc requesting that they advocate on Councils behalf for a deposit to be placed on bottles.

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

## **THE DIRECTOR ENGINEERING REPORT**

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### **6. Noxious Weed Report – August C2.8.12**

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

- Weeds sprayed –African Boxthorn, Bridal Creeper, Scotch Thistle, Blackberry, Wild Radish
- Areas sprayed – Yuline, Maudry, Wheoga, Bolungerai, Barbingal, Caragabal, Berendebba, Euroka, Bimbi, Eurabba, Bribaree, Weddin, Grenfell town area
- Inspected high risk roadsides, TSRs, Council owned land, Rail and other high risk sites.
- Bio control – Leaf Hopper and Rust collection and transfer to other Bridal Creeper infestations.
- 35 Property inspections carried out during this month
- Position to be advertised for labourer to assist Noxious Weeds Officer in control of noxious weeds.

**For Information**

**Noted**

### **7. Statewide Risk Management Conference A3.11.3**

The Annual Statewide Mutual Risk Management Conference on 29<sup>th</sup> and 30<sup>th</sup> August was attended by Adrian Milne. Presentations were as follows:-

- Jacinthe Galpin – Presented the outcomes of a program to change the culture of the Department of Justice (Victoria) and attempting to imbed Risk Management into the culture of the Department.
- Leigh Morrison – a consultant from ‘*be. Transition coaching*’ talked about amalgamations of Government and non-Government Corporations, the Risks associated with such mergers and the need for cultural change and strong management to reduce exposure to Risk in a time of uncertainty and transition.
- Greg Kable – Port Stephens Shire Council. Used Reflect data collection software and analysis of road patching data to improve their road patching and road maintenance program. (Note: Council has used this software for the RMS contract for the last five to six years.
- Steve Loane – General Manager of Warrumbungle Shire Council outlined the catastrophic impacts of the Warrumbungle National Park Fire in February 2013.
- Doug Moorby – Engineer from Lachlan Shire Council presented on how project management was used to deliver an expanded water supply for Lake Cargelligo.
- Kris Greenhill – Rous Water. Showed how Councils are vulnerable to electronic hacking, valuable data can be easily stolen and electronic services can be shut down and held to ransom.
- Susy Cenedese and Kevin Murphy – presented on LG NSW and Workcover Asbestos Policies and how every Council is required to prepare and maintain an Asbestos Policy and Register.
- Jane Ree – Greater Taree City Council had an event in 2011 where a light aircraft collided with a Ferris wheel. It was shown how prior to this event there was a lack of co-ordination and communication between show organisers (Section 355 committee) and Council. This lack of communication led to a lack of accountability and exposed Council to Risks and liability.

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

## THE DIRECTOR ENGINEERING REPORT

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Individual papers are available by contacting the Director Engineering.

The attendance at the Conference by Council staff shows the ongoing commitment by Council to improve its Risk Management annually to Statewide Mutual.

**For Information**

**Noted**

### **8. Grenfell Industrial Estate, P2.5.3, P2.5.4**

A proposed sign layout for the sale of blocks of land in the Grenfell Industrial Estate is on display on the Council Chambers Noticeboard.

If Council is satisfied with the content of the sign, the sign (approximately 2.5m x 2.5m) will be ordered and erected on the Mary Gilmore Way/South Street intersection.

**150      RESOLVED: Cr Brown and Cr Parlett that the existing business names be placed on the sign together with the existing vacant block owners names subject to their permission.**

### **9. Wood Street Footpath, R2.12.1**

Council resolved to construct a concrete footpath on the east side of Wood Street from Rose Street to Camp Street in 2013/2014. The work was advertised in May 2013 as part of Council's works programme and was resolved at the June 2013 meeting. No comments were received. This is part of Council's normal requirements to advertise its 2013/2014 Operational Plan.

Following the design of the footpath, it was ascertained that some 33 Prunus trees were planted on the incorrect alignment and would have to be removed with new suitable trees planted on the correct alignment. This was not apparent to Councillors when making the decision to construct the footpath.

An email was subsequently sent to all Councillors advising that the removal of the trees would be necessary and all ratepayers were notified of Council's decision to remove the trees and construct the footpath. No feedback was received except for one ratepayer who was concerned that the trees would be lost outside the property and did not want natives to replace the trees.

On the basis that no other comments were received, the work was authorised to proceed from the Camp Street end southerly to remove the trees and replant new bottle brushes so that the plants could establish their root systems before the hot weather.

As a result of public concerns raised, the tree removal work was stopped.

Under the circumstances and as a compromise it may be best to defer the works until the 2017/2018 financial year whereby residents will have suitable notice of Councils intentions. Any trees that die in the meantime could be removed and replaced with suitable trees in the proper location.

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

## THE DIRECTOR ENGINEERING REPORT

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**RECOMMENDATION:** that Council defer the proposed footpath construction in Wood Street to 2017/2018 and place in reserve the 2013/2014 footpath funding for a future footpath project in 2014/2015 as per the future footpath works program.

- 151 RESOLVED:** Cr McClelland and Cr Parlett that Council defer the proposed footpath construction in Wood Street to 2017/2018 and place in reserve the 2013/2014 footpath funding for a future footpath project in 2014/2015 as per the future footpath works program.

### **10. Grenfell Pool, P2.3.1**

Two divers from Advanced Leak Detection were commissioned to carry out a detailed leak detection programme of the Grenfell Pool from 19 August 2013 to 23 August 2013 which showed significant numbers of leaks throughout the main pool and the toddlers pool.

Further, when the pool was refilled to its operating depth, there was a significant leak from the southern end of the pool.

It is not proposed to do any further leak repairs as it would not be cost effective to do.

A new pump has been purchased for the pool which will allow the water turn over to be under four hours and which will also service the new pool. The pump will be installed in the next three to four weeks.

**For Information**

**Noted**

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

### **RECOMMENDATION:**

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

- 152** **RESOLVED:** Cr McClelland and Cr Hughes that the Director Engineering's late report be received and dealt with because of the urgency of the matter.

### **11. Iris Garden in O'Brien Street, C1.3.11**

Formal notification has been received from Mrs Gloria Stien that the Iris Garden Group can no longer maintain the Iris Garden.

Council has assisted in the maintenance of the garden for the past few months.

The estimated cost for Council to maintain the garden to the previous standard is \$16,000.

The alternative plan is to mow the site and not maintain the Iris Garden. As this is a small area, the work could be funded from the existing Parks and Gardens Vote.

### **RECOMMENDATION:**

For Council's Consideration

- 153** **RESOLVED:** Cr Brown and Cr Parlett that the Director Engineering further investigate the possibility of maintaining the gardens to the previous standard and report back to Council.

### **12. NSW Grain Harvest Management Scheme 2013/2014, T3.6.1**

Director Engineering's Report item 14 to August Council Meeting refers.

Transport for NSW has written to Council through CENTROC requesting that Council allow an additional 200 kg on the tri-axle group on a short combination (semi trailer) 6 axles for accredited operators (semi trailer length 19 metres), standard gross mass limit 42.5 tonnes).

The weight limit will be tightly regulated by the provision of the three strikes removal system.

**RECOMMENDATION:** that Council include the additional allowance of 200 kg on the tri-axle group of a short combination semi trailer (6 axles) to operate in the Weddin Shire.

- 154** **RESOLVED:** Cr Hughes and Cr Best that Council include the additional allowance of 200 kg on the tri-axle group of a short combination semi trailer (6 axles) to operate in the Weddin Shire Council.

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

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

This is Page No. 52 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

12 September 2013

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

Dear Sir,

I wish to report as follows:-

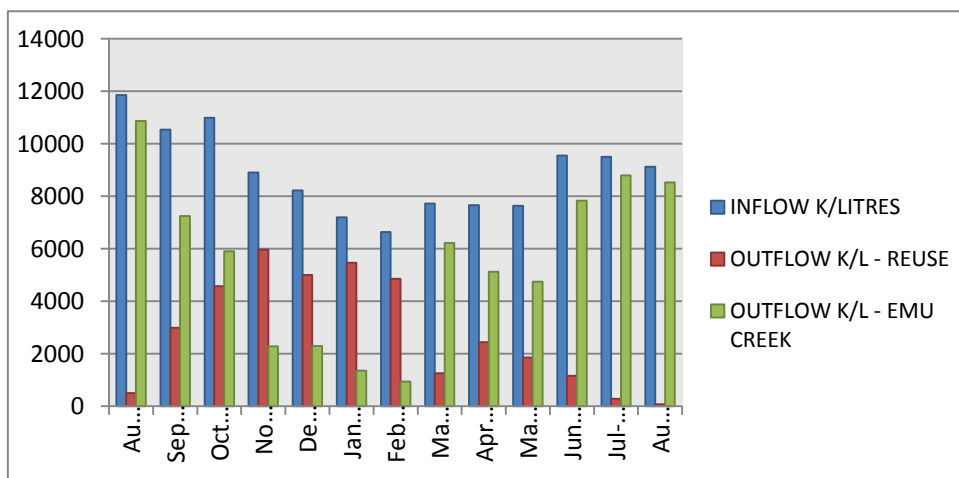
### A. Public Health and Environmental Matters

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

Total inflow through the Works during August 2013 was 9,120 kl with the daily average of 294.19 kl. Outflow for irrigation for reuse was 77 kl and discharge to Emu Creek 8,523 kl.

The highest daily recording of 364 kl occurred for the 24 hours ending 6.30 am on 1 August 2013 and the lowest of 202 kl for the 24 hours ending 6.30 am on 16 August 2013.

A total rainfall of 26 mm was recorded for the month.



For Council's Information

Noted

#### 2. Animal Control, A4.4.4

Animal control activities for August 2013 were:

##### a. Companion Animals

Animals Seized:	0	Animals Returned to Owners:	0
Animals Impounded:	4 (3Dogs, 1 Cat)	Animals Destroyed:	1 (Cat)
Animals Sold:	0	Animals Released:	3 (Dogs)
Animals Surrendered:	0	Animals handed to Rescue Org:	0

For Council's Information

Noted

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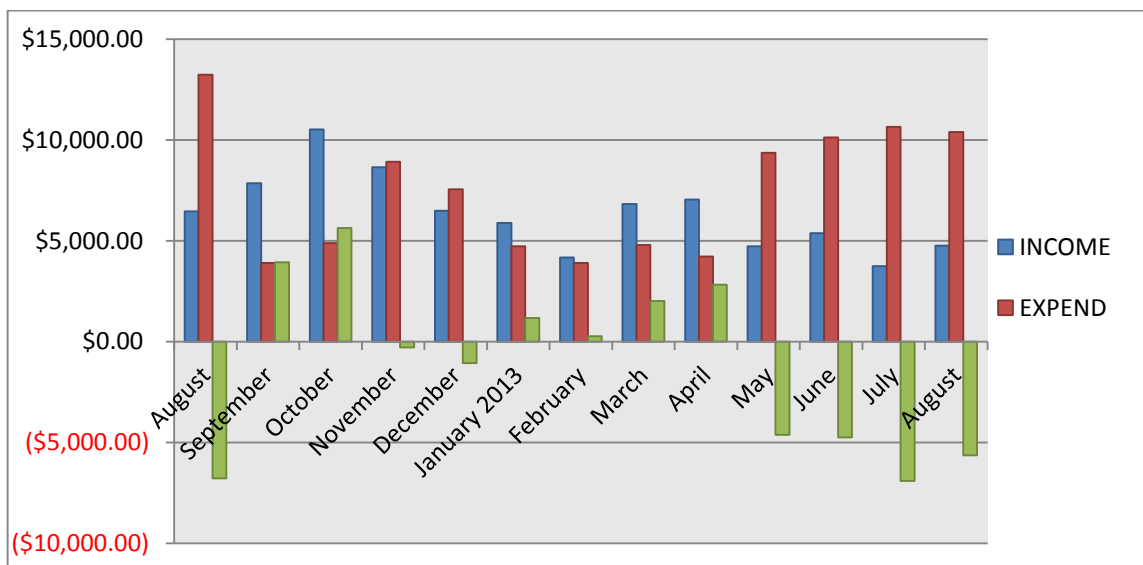
.....General Manager .....Mayor

## THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

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

Income for the month of August 2013 was \$4,758.00 with expenditure of \$10,392.57 resulting in an operational loss of \$5,634.57 for the month.

There were 139 sites occupied for the month of August 2013.



For Council's Information

Noted

### 4. Collection and Recycling of E Waste for Councils in the Net Waste region, E3.3.12

#### BACKGROUND

Of the 28 NetWaste Councils, 20, including Weddin Shire Council, have expressed an interest in having a single contractor collect and recycle E Waste from their respective Waste Facilities on a regular basis.

NetWaste, on behalf of the interested Councils liaised with the following companies regarding an E Waste service: Sims E Recycling, Matthews Metal Management, DHL, MRI and Reverse E Waste.

Following extensive negotiations with the respective companies, and an evaluation involving Bathurst Regional, Dubbo City, Orange City and Parkes Shire Councils, Reverse E-Waste was selected as the exclusive contractor, for removing and recycling E Waste from within the local government areas of the NetWaste councils.

Reverse E Waste is an approved Co-regulatory Arranger for the Product Stewardship (Televisions and Computers) Scheme. The Scheme recycles televisions, computers, printers and computer products (such as keyboards, mice, and hard drives), regardless of their brand or age and is funded by the Television and Computer Industry. The Scheme aims to significantly increase the recycling and resource recovery rate of these materials.

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

**COMMENTARY**

Reverse E Waste have offered and agreed to the following conditions;

- a) Collecting both in scope and out of scope E Waste free of charge, including household electricals (such as hair dryers), power tools, audio equipment, adaptors, printers and medical supplies.
- b) Supply of collection cages to each council site.
- c) Monthly collections of E Waste from nominated council sites.
- d) Advising individual councils of collection dates at least three days in advance to allow time to organise forklifts etc.
- e) Phoning individual councils prior to collection date to check quantities and whether a service is required.
- f) Providing council collection site staff with a step by step operational procedures guide for handling of E waste
- g) Staff or Sub Contractors will carry NetWaste ID card when accessing landfills.
- h) Provide the driver's phone number on the day of collection for councils to contact them if necessary.
- i) Sub Contractors and or logistics drivers will call councils when they are on their way so that forklifts can be driven out to collection points.
- j) Carrying out the works safely, efficiently and effectively in full compliance with the legal, regulatory requirements enforced by the NSW EPA, Workcover and any other body that is required to enforce the abovementioned requirements and objectives;
- k) Inspect each site upon arrival on site to identify any foreseeable problems and identify Council of the same;
- l) Obey the direction of the participating member council whilst on site;
- m) Provide competent and efficient personnel to carry out the service and adequate supervision to ensure efficient collection;
- n) Comply with the participating member council's procedures manuals and Management Plans;
- o) Use only efficient and safe equipment that complies with all required WorkCover standards;
- p) Follow procedures that are safe and comply with standards required by appropriate authorities including the Workcover Authority, Roads and Traffic Authority, and the NSW EPA;
- q) Provide a suitable safety zone between the worksite and general public areas at the Depots;
- r) Provide quarterly reports or as requested to NetWaste on material collected from the participating councils.

Weddin Shire Council will be responsible for arranging a forklift or handling equipment to assist with loading of E Waste onto collection vehicles once prior notice is provided, displaying clear signage to communicate relevant information and accepting E Waste from the public free of charge.

It will be each Councils responsibility to provide a suitable work site that will facilitate a high recovery rate for collected material.

**(a) Policy Implications**

Councils, who currently charge to accept E Waste from the public, will be required to comply with the Product Stewardship Regulations, and accept E Waste free of charge in order to participate in the Scheme.

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



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

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**(b) Financial Implications**

No payment is required for the services provided by either Reverse E Waste or participating councils.

NetWaste will fund the production of standard signage for E Waste drop off points and the majority of the production and campaign costs for regional media coverage; however Councils may be required to contribute minimal funds to assist with this.

**(c) Legal Implications**

The Agreement term between participating councils and Reverse E Waste is for an initial 24 month period with an option of two 12 month extensions.

**RECOMMENDATION:**

1. Councils sign the Agreement appointing Reverse E-Waste as the exclusive service provider for E Waste collection and recycling.
2. Note that from the term of the agreement Council will not be collecting charges for E-Waste at the Grenfell Waste Depot.
3. Councils note the requirements of the agreement and undertake to comply with such.

**156 RESOLVED:** Cr Best and Cr Brown that:

1. Councils sign the Agreement appointing Reverse E-Waste as the exclusive service provider for E Waste collection and recycling.
2. Note that from the term of the agreement Council will not be collecting charges for E-Waste at the Grenfell Waste Depot.
3. Councils note the requirements of the agreement and undertake to comply with such.

This is Page No. 56 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

## 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
DA 51/2012	Weddin Landcare	Community Educational Facility & Associated native plant nursery – Not for Profit	\$25,000	LOT: 22 DP: 879815 East Street GRENFELL NSW 2810
DA 15/2013	Mr DJ Simmers	Demolish existing Shed & New 3 Bay Shed	\$19,250	LOT: 1 DP: 601227 10 Warraderry Street GRENFELL NSW 2810
DA 22/2013	Mr PE Westman	New Dwelling	\$185,000	LOT: 6 DP: 1063500 Simpsons Drive GRENFELL NSW 2810
DA 40/2013	IA & RA & JE & JL Armstrong	Subdivision	\$0	LOTS: 11&12 SEC: 45 DP: 758473 & LOT: 1 DP: 723952 Burrangong Street GRENFELL NSW 2810
DA 41/2013	Mr TR Hinde	New Shed	\$14,000	LOT: 126 DP: 1081488 11 Huckel Close GRENFELL NSW 2810
DA 43/2013	Mr TH Hazell	Subdivision	\$0	LOT: 286 DP: 754578 39 Brundah Street GRENFELL NSW 2810
DA 45/2013	Mrs DJ Griffiths	New Dwelling & Shed	\$330,000	LOT: 131 DP: 1081488 1 Huckel Close GRENFELL NSW 2810

**For Council's Information**

**Noted**

#### 2. O'Briens Hill - Tourism Interpretation and Asset Management Plan, H2.8.2

Council has seen that the opportunity for grant funding to assist in the further development of the O'Briens Hill precinct is through the development of the strategic document, "O'Briens Hill & Environs Tourism Interpretation and Asset Management Plan".

In conjunction with Council's Heritage Advisor a brief was prepared and sent to 10 consultants seeking submissions.

Council received 3 submissions. The successful applicant was David Scobie Architects. The study will take approximately 10 weeks and an Inception Meeting with appropriate stakeholders will take place on 19 September 2013 in Grenfell.

**For Council's Information**

**Noted**

This is Page No. 57 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

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

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### **3. Australian Institute of Building Surveyors Annual Conference, A3.6.55**

I attended the annual conference of AIBS (NSW Chapter) held at Cockle Bay Sydney from 12 to 13 August.

The conference was attended by Council and Private Certifiers and covered a range of topics including changes in legislation, BCA issues and Legal, and Land & Environment Court matters.

**For Council's Information**

**Noted**

### **4. 2013/14 Local Heritage Grant Funding Allocation, H2.5.2.11**

Further to Council's resolution of its August meeting, the application period for submissions for Council's Local Heritage Grant funding programme was extended by four weeks.

At the end of the application period, Council had received 8 submissions. Those submissions were assessed in accordance with the Office of Heritage guidelines and in conjunction with Council's Heritage Advisor.

The results and recommendations are compiled in the attached table (Attachment B4).

**RECOMMENDATION:** that Council note and endorse the 2013/14 Local Heritage Grant Funding Allocations.

**Cr McClelland declared a conflict of interest as his daughter is an applicant and left the room.**

**157 RESOLVED:** Cr Brown and Cr Parlett that Council note and endorse the 2013/14 Local Heritage Grant Funding Allocations.

**Cr McClelland returned to the room.**

**B J HAYES**

**DIRECTOR ENVIRONMENTAL SERVICES**

**158 RESOLVED:** Cr Parlett and Cr Niven that except where otherwise dealt with the Director Environmental Services' Report be adopted.

This is Page No. 58 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

**MINUTES OF THE PROPERTY AND DEVELOPMENT COMMITTEE MEETING HELD ON  
TUESDAY 3 SEPTEMBER 2013 COMMENCING AT 8.40AM**

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1. **Present:** Crs Liebich (Chair), Parlett, Hughes and Best.  
Messrs G Carroll, W Twohill, B Hayes (observers)

2. **Apologies:** Crs McClelland and Griffiths.

**Resolved:** Cr Hughes and Cr Parlett that the apologies be accepted.

3. **Minutes:**

**Resolved:** Cr Parlett and Cr Hughes that the minutes of the 9 August 2013 be adopted.

4. **Matters Arising:**  
Nil

5. **General Business:**

5.1 **Medical Centre – Burrangong Street**

- Draft Plans were tabled.

**Resolved:** Cr Hughes and Cr Parlett that:-

- i) the ambulance bay be deleted from the draft plans,
- ii) consideration be given to a central entry point.

- Design West will now be engaged to design the plans as resolved at the August 2013 meeting. Director Environmental Services to pursue.

5.2 **Grenfell Pool Upgrade**

The Director Engineering tabled the following costings:-

- New Pool - \$2.4m
- Existing Pool upgrade - \$2.0m

**Resolved:** Cr Parlett and Cr Best that upon receipt of the Divers Report a decision be then made on whether a new pool is installed or the existing pool is upgraded.

5.3 **Main Street Upgrade**

Planning process to commence in 12 months.

5.4 **Bogolong Dam Purchase**

Central Tablelands Water currently resolving a water licence issue with the NSW Office of Water. General Manager pursuing.

5.5 **Business and Residential Prospectus**

It was proposed that a Business and Residential Prospectus be developed to encourage new business and residents to the Weddin Shire. To be funded from the Economic Development Fund in Council's internal reserves.

**Resolved:** Cr Hughes and Cr Best that a Business and Residential Prospectus be developed and funded from the Economic Development Fund in Council's internal reserves.

6. **Next Meeting:** Monday, 14 October 2013 at 5.00 pm.

7. **Closed:** There being no further business to discuss the meeting closed at 9.27 am

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

This is Page No. **59** of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

**MINUTES OF THE MEETING OF THE WEDDIN LOCAL TRAFFIC COMMITTEE  
MEETING HELD IN THE COMMITTEE ROOM AT 10.00 AM ON WEDNESDAY, 4  
SEPTEMBER 2013 (C2.6.3)**

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1. **PRESENT:** W Twohill, (Director Engineering), Sgt Michael Madgwick (NSW Police), Jackie Barry (RMS), Maurice Simpson (Local Member's Representative), Mayor Mark Liebich (observer)

2. **APOLOGIES:** Nil

3. **MINUTES:**

**Resolved:** M Simpson and M Madgwick that the minutes of the meeting held 4 March 2013 be adopted as read.

4. **MATTERS ARISING**

4.1 **Warraderry Street School Crossing**

To be investigated.

**Noted**

4.2 **Caravan Parking Signs in Grenfell**

On hold.

**Noted**

4.3 **Henry Lawson Festival**

Director Engineering and Sgt M Madgwick met with the committee regarding pack down time prior to the 2013 Festival.

**Resolved:** M Madgwick and J Barry that the committee be advised that due to the slow pack down time of the big rides in Burrangong Street, these rides are to be relocated to the grounds of the railway station.

4.4 **Henry Lawson Festival 2013**

Traffic arrangements generally went well.

**Noted**

4.5 **Gulgong Heritage Harness Association Inc.**

No reported traffic incidents.

**Noted**

4.6 **SH6 School Bus Interchange**

Council to write to the RMS requesting approval to erect school bus turning signs at the approaches to the Tyagong Creek rest area.

**Noted**

4.7 **SH6 – Rygate Square**

RMS to investigate improvements to the intersection.

**Noted**

4.8 **Country Link – Bumbaldry**

Has been moved to the Tyagong Creek rest area.

**Noted**

This is Page No. **60** of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

**5. CORRESPONDENCE**

**5.1 SH6 Intersections – proposed signage upgrades, tabled from RMS**

**Resolved:** M Simpson and J Barry that Council adopt the upgrades as tabled.

**5.2 Goldfest 2013**

**Resolved:** Director Engineering and Sgt M Madgwick that no objection be raised to the proposed road closure of Main Street between Teston Street and Forbes Street subject to approval by the Police and RMS.

**5.3 MR237 Forbes Street between Camp Street and Main Street**

**Resolved:** Sgt M Madgwick and M Simpson that the committee agreed in principle to the proposal to make Forbes Street between Camp Street and Main Street northerly one way and the relocating the Country Link bus stop, subject to public consultation and formal plans and designs being prepared.

**5.4 Weddin Mountain Muster**

**Resolved:** Sgt M Madgwick and Director Engineering that the committee agree in principle to the traffic arrangements subject to Police and RMS approval.

**5.5 Le Tour de Greenethorpe**

**Resolved:** M Simpson and J Barry that the committee agree in principle to the traffic arrangements subject to Police and RMS approval.

**5.6 MR398 – Proposed B Double approval**

An Assessment of MR398 between Morans Road and the Bland Shire has been carried out for B Double use. The road complies with the guidelines.

**Resolved:** M Simpson and Director Engineering that MR398 between Morans Road and the Bland Shire be gazetted as a B-Double route.

**5.7 Berrys Lane and Murrays Lane**

**Resolved:** Director Engineering and M Simpson that Council write to RMS requesting that the speed limit at Berrys Lane from Holy Camp Road to Murrays Lane and Murrays Lane from MR239 to Berrys Lane be reviewed and possibly reduced to 50kph.

**5.8 Stuart Hetherington**

**Resolved:** Director Engineering and Sgt M Madgwick that the committee offers no objection to the proposed School bus changes on Beazleys Road.

**5.9 Proposed Medical Centre**

The committee met onsite to discuss the proposal and agreed in principle to the relocation of the loading zone to the corner of Main Street and Burrangong Street (south side) and to remove two adjacent car spaces and convert the existing loading zone to 45° parking with one disabled carpark opposite the proposed entrance.

**Noted**

**5.10 Bimbi – Review 50kph speed limit**

**Resolved:** Director Engineering and Sgt M Madgwick that RMS be requested to assess the 50kph speed zone through Bimbi

**5.11 Warraderry Street – Proposed School Bus Crossing Signs**

As Camp Street is a 50kph zone, the signs are not warranted.

**Noted**

**5.12 Request for Road Train access in Weddin Shire**

The committee was not in favour of Road Trains in Weddin Shire.

**Noted**

**5.13 Quondong Road Between Brickfield Road and Derribong Road.**

**Resolved:** Director Engineering and M Simpson that RMS be requested to assess the 100kph speed zone.

**5.14 Mary Gilmore Way between Berrys Lane and Holy Camp Road**

**Resolved:** Director Engineering and M Simpson that RMS be requested to assess the 100kph speed zone.

**6. GENERAL BUSINESS: Nil**

**7. NEXT MEETING: Date to be advised**

**CLOSURE:** There being no further business to discuss the meeting closed at 11.43am.

**160 RESOLVED:** Cr Brown and Cr Griffiths that that the Minutes of the Weddin Local Traffic Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

This is Page No. 62 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013.**

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

**MINUTES OF THE GRENFELL FLOODPLAIN COMMITTEE HELD IN THE COUNCIL CHAMBERS ON TUESDAY, 10 SEPTEMBER 2013 COMMENCING AT 8.00 AM (C2.6.27)**

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1. **Present:** Messrs Glenn Carroll (WSC) William Twohill (WSC), Brendan Hayes (WSC), Mylvaganam Nirupan (observer) (WSC), Clr J Niven, Clr Hughes, Siva Varathan (Office of the Environment and Heritage), Clemence Matchett (Lachlan CMA), Ray Cawthorne (SES), Paul Geurtesn and Laura Torrible.

2. **Chairman:**

**Resolved:** Clr Niven and Clr Hughes that the Director Engineering be Chair.

3. **Apology:** Nil

4. **Minutes:**

**Resolved:** C Matchett and R Cawthorne that the minutes of the last meeting held on 1 May 2013 be adopted.

5. **Matters Arising:**  
Nil

6. **Emu Creek Easements – Legal Advice**  
Legal advice received from Marsdens Law Group regarding the easements but further advice is forthcoming.

**Noted**

7. **IRP Environmental Consultants**  
Laura Torrible gave presentation on background information of the study and the possible stream management options.

- No key fish habitats are identified in the study area as per Key Fish Habitat Weddin LGA map produced by NSW Department of Primary Industries.
- Within the Mid Lachlan Regional Vegetation Management Plan (MLRVMP), Grenfell is zoned as a “self-assessment area” so that the Council will be expected to follow the methods identified within the Plan but are exempt from requiring a permit from the CMA to proceed.
- Within the MLRVMP, Council is exempt to Native Vegetation.
- The study area has no cultural significance as per Aboriginal Heritage Information Management System (AHIMS) database.
- **Emu Creek, Star Gully and Company Dam Overflow**
  - It is likely that the channel was constructed to drain the swampy land to facilitate mining in the 19<sup>th</sup> century.
  - Major indicators of poor condition are active bed incision (headcuts) & evidence of past incision, active bank erosion (scour, slumping) and lack of native tree/shrub vegetation cover on the banks
  - Fences across the channel trap debris during high flows and cause back water effect.
  - Sedimentation blocks the culverts.

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



- Trees in the channel bed collect debris and obstruct & divert the flow into the banks
- Bed incision causes channel deepening, scour and undermining the toes of the banks.
- Flora
  - Emu Creek – 57 plant species were identified, 37 of which are weeds
  - Company Dam Overflow - 33 plant species were identified, 22 of which are weeds
  - Star Gully - 26 plant species were identified, 13 of which are weeds
- Fauna
  - Eastern Froglet found
  - Habitat Value: Minimal to Possible
- Single REF will be prepared for the whole job.

Paul Geurtsen explained the mapping of geomorphic & vegetation & structural features along the creek and the geometry of the creek (cross sections and longitudinal sections).

**8. Questions**

- Committee agreed to go with the following direction:
  1. Improvement of Flood Mitigation Measures
    - To prioritise as high, medium and low
    - To break into stages
    - Council to provide a standard for fencing across the creek
    - Council to carry out the mitigation works as a corporate citizen
  2. Improvement of riverine health
    - Water quality issues to be addressed
    - Funding can be sought from Environmental Trust Programme or through Landcare Group
- Clemence Matchett indicated that draft stream management plan to consider the new native vegetation regulation, which will be issued later this month by NSW Government.

**9. Next Meeting:** to be advised.

**10. Closure:** there being no further business to discuss the meeting closed at 9.22 am.

**161 RESOLVED:** Cr Niven and Cr Brown that the Minutes of the Grenfell Floodplain Committee Meeting be noted.

This is Page No. 64 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

**MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD ON MONDAY, 16 SEPTEMBER 2013 AT 3.33 PM (C2.6.13)**

---

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

2. **APOLOGY:** K Starr

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

3. **MINUTES:** 14 August 2013

**Resolved:** Clr Niven and Clr Griffiths that the minutes be adopted.

4. **MATTERS ARISING:**  
Nil

5. **CORRESPONDENCE:**

- 5.1 Weddin Landcare

**Resolved:** Clr Niven and Clr Griffiths that a letter be written to Weddin Landcare requesting further details.

6. **NOXIOUS WEEDS OFFICERS REPORTS:**  
July 2013 – August 2013

**Noted**

7. **NOXIOUS WEEDS BUDGET**  
2012/2013 Vote \$79,000  
Final Expenditure to 30 June 2013 - \$80,027  
2013/2014 Vote \$82,000  
Expenditure to 31 August 2013 - \$11,124

**Noted**

8. **BUSINESS WITH NOTICE**

- 8.1 Charter for Noxious Weeds Committee

**Resolved:** Clr Niven and Clr Halls that:-

- i) membership be amended to add Director Engineering and Noxious Weeds Officer to the committee membership,
- ii) adopt charter as amended.

9. **QUESTIONS WITH NOTICE**  
Nil

**NEXT MEETING:** Monday, 14 October 2013 at 3.30 pm

**CLOSURE:** There being no further business to discuss the meeting closed at 4.06 pm.

**162** **RESOLVED:** Cr Halls and Cr Hughes that the Minutes of the Noxious Weeds Committee Meeting be noted.

This is Page No. **65** of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013**.

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

**MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY, 16 SEPTEMBER 2013 AT 5.00 PM (C2.6.8).**

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

2. **APOLOGY:** Nil

3. **CONFIRMATION OF MINUTES:** 12 August 2013

**Resolved:** Clr Brown and Clr Parlett that the Minutes of 12 August 2013 be adopted.

4. **MATTERS ARISING:**  
Nil

5. **CORRESPONDENCE:**

5.1 Therese Smith, A3.30.1, (WC B1):

**Noted**

5.2 Therese Smith, R2.12.1 (WC B2):

**Noted**

5.3 Jenny McNickle, R2.12.1 (WC B3):

**Noted**

5.4. Jill Corke, R2.12.1 (WC B4):

**Noted**

5.5 Mary O'Connell, R2.12.1 (WC B5):

**Noted**

5.6 Beverly Williams, R2.12.1 (WC B6):

**Noted**

5.7 Terry & Denise Galvin, R2.12.1:

**Noted**

5.8 RMS, C2.6.3 (C2):

**Noted**

5.9 Helen Chambers, P2.2.6 (C8):

**Resolved:** Clr McClelland and Clr Brown that permission be granted as requested and Council's policy be amended to approve requests for motifs where approved.

5.10 Silcar Pty Ltd, T2.3.1 (C13):

**Noted**

This is Page No. 66 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013.**

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

**6. REPORTS:**

**6.1 General Manager:**

Reports on Grenfell Doctor Situation, Weddin Street Surgery – Upgrade Works and Purchase Medical Equipment.

**Noted**

**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, Grenfell Industrial Estate and Grenfell Pool.

**Noted**

**9. Wood Street Footpath**

**Resolved:** Cllr McClelland and Cllr Parlett that Council defer the proposed footpath construction in Wood Street to 2017/2018 and place in reserve the 2013/2014 footpath funding for a future footpath project in 2014/2015 as per the future footpath works program.

**6.4 Environmental Services' Department:**

Reports on Sewerage Treatment Works, Caravan Park, Animal Control, O'Briens Hill – Tourism Interpretation and Asset Management Plan and town DAs.

**Noted**

**A4. Collection and Recycling of E Waste for Councils in the Net Waste Region**

**Resolved:** Cllr Brown and Cllr Parlett Councils that:-

- (i) sign the Agreement appointing Reverse E-Waste as the exclusive service provider for E Waste collection and recycling,
- (ii) note that from the term of the agreement Council will not be collecting charges for E-Waste at the Grenfell Waste Depot,
- (iii) Councils note the requirements of the agreement and undertake to comply with such.

**B6. 2013/2014 Local Heritage Grant Funding Allocation**

**Resolved:** Cllr Brown and Cllr Parlett that Council note and endorse the 2013/14 Local Heritage Grant Funding Allocations.

**7. BUSINESS WITH NOTICE**

Nil

**8. QUESTIONS WITH NOTICE**

Nil

**9. NEXT MEETING: Monday, 14 October 2013 at 4.30 pm**

**10. CLOSURE: There being no further business to discuss the meeting closed at 5.57 pm.**

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

This is Page No. 67 of the Minutes of the Ordinary Meeting of Weddin Shire Council held, **19 September 2013.**

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

**MINUTES OF THE MANEX MEETING HELD ON TUESDAY, 17 SEPTEMBER 2013 AT 8.00 AM (C2.6.10)**

**Present:** G Carroll, W Twohill and B Hayes

**Apology:** Nil

**Minutes:** of meeting 9 August 2013.

**Resolved:** B Hayes and W Twohill that the Minutes of 9 August 2013 be adopted.

**General Business:**

**1A Administration**

- (i) Policy reviews – remaining policies to be reviewed and reported to Council.
- (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) Security System – contact details and passwords updated. Director Environmental Services pursuing.

**1B Human Resources**

- (i) Vacancies
  - Labourers positions – three positions. Interviews held. Appointments made.
  - Patchtruck Driver/Operator – two positions. Interviews held. Re-advertised.
  - Director Corporate Services – to be re-advertised.
  - School Based Trainee – current trainee in Engineering Department finishes this year. New trainee to commence in 2014.
- (ii) Appointments
  - M Hampton – Labourer
  - J Ryan – Labourer
  - C Torpy – Labourer
  - K Handcock – part time General Manager's Secretary

**2. Public Order and Safety**

Nil

**3. Health**

- (i) Doctor Situation – approval not yet received for Dr Patrick to commence full time from Main Street surgery. Reported in General Manager's report.
- (ii) Burrangong Street Surgery – additional works undertaken at surgery to allow Dr Patrick to relocate such as painting and cleaning. 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. Plans to be returned to Council by 1 October 2013. Director Environmental Services pursuing.

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

**4. Community Services and Education**

Nil

**5. Housing and Community Amenities**

- (i) Rural Land Use Study – meeting to be arranged with representatives from Department of Planning in October/November to discuss the status of the Rural Land Use Study. Director Environmental Services to then report to Council.
- (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 – orders for demolition served and expired. Demolition works to be undertaken by a licenced company. Options for disposal currently being considered. Director Environmental Services pursuing.
- (iv) EP & A Act Review – white paper produced. Unsatisfactory outcome from Council's perspective. There is major opposition to the bill. Consultation and information meetings currently being arranged.
- (v) Emu Creek Easements – legal advice received in regards to obtaining easements over private land along Emu Creek. Director Engineering requested clarification of their advice. Awaiting outcome.

**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 in October.
- (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 – quotations from consultants to prepare heritage and tourism plans received. David Scobie Architects selected. 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. A Development Application or a determination not required if there is an existing approval.

**9. Transport and Communication**

- (i) RMS Contract – reported in Director Engineering's report.
- (ii) Other Programs – **Noted**
- (iii) Rail Branch Lines – TfNSW currently inviting registrations of interest (ROI) from interested operators to restore, operate and maintain the line on a commercially sustainable basis. The ROI will identify a minimum level of commercial interest to support an Expression of Interest (EOI) process.
- (iv) Caravan Parking Forbes Street – reply received from RMS who had no objection subject to support by the Local Traffic Committee. Proposal submitted to the Local Traffic Committee for their consideration. Further reported in Local Traffic Committee Minutes.

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

**10. Economic Affairs**

- (i) Henry Lawson Festival – meeting held with the Council and Festival executives. Further reported in General Manager’s report.
- (ii) Dentist – prospective dentist advised Commonwealth Bank would be suitable. Grant funding options for equipment being considered. Economic Development Officer providing assistance where possible.

**11. General Purpose Revenues**

- (i) Special Rate Variation – awaiting 2013 Special Rate Variation Guidelines prior to submitting application to IPART. To be further discussed at the community consultation sessions to ascertain support.

**12. Alliances**

- (i) Hawkesbury City Council – visit by Hawkesbury representatives on 5/6 September 2013. Further reported in General Manager’s report.
- (ii) Mid Lachlan Alliance – no recent meetings.

**13. Other Matters**

- (i) Overgrown Blocks – letters have been issued to landholders. Awaiting responses. If no response received orders to be issued. Director Engineering pursuing.

**14. Job List:** review

**Noted**

**Next Meeting:** To be Advised

**Closure:** There being no further business to discuss the meeting closed at 9.48 am.

**164 RESOLVED:** Cr Niven and Cr Best that the Minutes of the Manex Committee Meeting be noted.

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

## 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).<br><b>In Progress</b>                                    |
| July 2013      | 2. <u>Henry Lawson Festival – Tourism Officer Assistance:</u> arrange meeting with Council and HLF Executives (GM).<br><b>Carried out</b> |
| August 2013    | 3. <u>Dr Ishmael:</u> meeting to discuss required works at Weddin Street Surgery (GM).<br><b>Carried out</b>                              |
| September 2013 | 4. <u>Weight of Loads Group:</u> meeting in Orange to determine disposal of assets and disbursement of funds (DE).<br><b>In Progress</b>  |
|                | 5. <u>Hawkesbury City Council:</u> Grenfell visit. (GM)<br><b>Carried out</b>   |

### 2. DEFERRED ACTIVITIES:

- |                |  |
|----------------|--|
| September 2011 | 1. <u>Lawson Oval:</u> Cricket Association proposal to be referred to other users (DE).<br><b>In Progress</b>    |
| April 2012     | 2. <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES).<br><b>In Progress</b> |
|                | 3. <u>ARTC Interface Agreement:</u> to be further reported (DE).<br><b>In Progress</b>                           |
|                | 4. <u>Caravan Parking Signs:</u> defer until RMS advise re alteration to Main Road 237 (DE).                     |

**RESOLVED:** Cr Brown and Cr McClelland that the Caravan Parking signs be deferred until the Forbes Street proposal is determined.

- |                |   |
|----------------|---|
| February 2013  | 5. <u>Constitutional Recognition:</u> defer payment pending further advice. (GM).<br><b>Carried out</b> |
| September 2013 | 6. <u>Grenfell Rugby Club:</u> Enquire as to the scope of proposed works. (DE)<br><b>Carried out</b>    |
|                | 7. <u>Community Consultation:</u> Arrange session in Grenfell (GM)<br><b>In Progress</b>                |

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



## **TENDERS**

### **1. Joint CENTROC Tender – Signs, T1.8.3**

CENTROC has previously managed the process of two regional road sign contracts. The current contract with Artcraft and Road Management Solutions (RMS) is due to expire on 30 September 2013 with a period of extended term of 12 months if agreed in writing by both parties.

This Council has used both firms over the last two years. The product from both firms is conforming but Artcraft can be slower in providing the signs.

The current contract is progressing favourably with quarterly reviews provided at the CENTROC Supply Team meetings.

**RECOMMENDATION:** that Council:-

- i) endorse the extension of the current road signs contract with Artcraft and Road Management Solutions (RMS) as Council's road signs supplier,
- ii) advise CENTROC of its decision.

### **165 RESOLVED: Cr McClelland and Cr Halls that Council:**

- i) endorse the extension of the current road signs contract with Artcraft and Road Management Solutions (RMS) as Council's road signs supplier,
- ii) advise CENTROC of its decision.

## 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

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

## 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.

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

**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 7:14pm

Taken as read and confirmed as a true record this day 17 October 2013.

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

I hereby certify that I have authorised the use of my signature stamp on pages **1 – 75** of the Minutes, following the formal adoption.

Signed: \_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

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