



To Avoid Delay when
Replying or Telephoning

Please Quote:

WEDDIN SHIRE COUNCIL

All Correspondence to be addressed to:
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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 16 JULY 2015 COMMENCING AT 5.00 PM

9 July 2015

Dear Sir/Madam,

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, 16 JULY 2015**, 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 25 June 2015
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. REPORTS: (a) General Manager
(b) Director Corporate Services
(c) Acting Director Engineering
(d) Director Environmental Services
7. MINUTES - Grenfell Sesquicentenary Ctee Mtg, 18/6/2015
- Town Works Ctee Mtg, 13/7/2015
- Property & Development Ctee Mtg, 13/7/2015
- Manex Ctee Mtg, 14/7/2015
8. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
9. QUESTIONS
10. CLOSED COUNCIL
11. REPORT ON CLOSED COUNCIL
12. CLOSURE

PRESENT: The Mayor Cr M Liebich in the Chair, Crs J C Niven, G B Halls, N W Hughes, J Parlett, G McClelland, A C Griffiths, C Brown and P H Best. General Manager (G Carroll), A/ Director Engineering (A Milne), Director Environmental Services (B Hayes) and Director Corporate Services (L Gibson)

APOLOGY: Nil

CONFIRMATION OF MINUTES:

001 **RESOLVED:** Cr Hughes and Cr Parlett that the Minutes of the Ordinary Meeting, held on Thursday, 25 June 2015 be taken as read and **CONFIRMED**.

QUESTIONS FROM THE PUBLIC

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

Requests to speak to be submitted in writing at least ten (10) days prior to the meeting.

Requests to be accompanied by a copy of any questions.

Each speaker to be allowed three minutes.

The following requests have been received:-

Nil

DECLARATIONS OF INTEREST

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

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

Councillor	Item No.	Nature of Interest	Type	Left the Room
Cr G Halls	Correspondence Item 2	Relation	Pecuniary	No
	Minutes of the Town Works Committee Item 5.1	Relation	Pecuniary	Yes
Cr J Parlett	DCS Report Item 8	WDC Committee Member and Business Owner - Possible Beneficiary	Pecuniary	Yes
Cr N Hughes	DES Report Item A6	Relation of Property Owner	Non-Pecuniary	Yes
Cr A Griffiths	DES Report Item A6	Bought and Spread Fertiliser Discussed	Non-Pecuniary	Yes

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 16 JULY 2015.**

SECTION A - Matters for information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 24/2015.
- A2. Anthony Prizmic, T5.51/2014: Advising recently I was up at my property having organised labour to harvest my olive crop for the year only to find that it was completely decimated by cockatoos.
- A3. NSW Rural Fire Service, E1.3.1: Advising the Mid Lachlan Valley Team of the NSW Rural Fire Service have concerns with the number of escaped fire during and immediately following cessation of the bush fire danger period.
- A4. NSW Environment Protection Authority, A3.6.17: Advising the Environment Protection Authority (EPA) is responsible for managing the safe use of pesticides in NSW.
- A5. Roads to Recovery, A3.9.7: Advising the Australian Government has announced additional funds for Roads to Recovery.
- A6. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 25/2015.
- A7. Independent Pricing and Regulatory Tribunal, C2.10.9: Advising your Weddin Shire Council – Fit for the Future Proposal has been received by IPART and has been placed in a queue to be processed.
- A8. Independent Pricing and Regulatory Tribunal, C2.10.9: Thanking you for submitting the above proposal and public supporting documents as part of your ‘Fit for the Future’ application.
- A9. Gordon Garling Moffitt Lawyers, R1.2/P2.4.13: Regarding Discharge of Mortgage to Grenfell Country Club Limited (Grenfell Golf Club Ltd) Security Property: Lot 3 in DP 607625.
- A10. Department of Human Services, A3.6.1: Advising the Australian Government Department of Human Services accepts the Offer of Weddin Shire Council (‘Offer’) to provide the Access Point Services at Grenfell, for the period 1 July, 2015 to 30 June, 2016.
- A11. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 26/2015.
- A12. The Hon Katrina Hodgkinson MP, A3.19.2: Advising the NSW Footy Facilities Fund is now open for applications until 12 August, 2015.
- A13. The Hon Niall Blair MLC, G2.8.1: Advising the NSW Government announced \$110 million in Restart NSW funding for regional infrastructure projects to go towards clearing a backlog of projects in country towns affected by ongoing water quality and sewerage problems.

- A14. Grenfell Junior Rugby League Club, P2.1.6: Writing to you following up on the meeting that was held at Lawson Oval on 6 February, 2014 where it was discussed there was to be a five year plan put in place to upgrade Lawson Oval to suit all sporting bodies in Grenfell.
- A15. Caragabal Water Scheme Inc., U1.6.11: Responding to your letter on 30 June, 2015 Caragabal Water Scheme Inc. would like to clarify the obligations of Council as a “non-financial partner” for the NSRF grant application.
- A16. Caragabal Water Scheme Inc., U1.6.11: Advising the CWS is looking into other options including the announcement of the National Water Infrastructure Fund, by Tony Abbott and Barnaby Joyce.
- A17. Steve Forde, T5.11.2015: Advising in regards to Berrys Lane subdivision we have decided not to go ahead with the development.

SECTION B

Matters for Report

- B1. Dorothy Lamkin, R2.1.5: Advising I would like to submit my comments on the naming of Schweitzers Lane.
- B2. Neil Paget, T5.20.2015: Regarding Development Application – 20/2015. Writing to you to voice our concerns for the above application.
- B3. Mark & Kerrie Troth, T5.20/2015: Regarding Development Application – 20/2015. Writing to express our concerns regarding this proposed development.
- B4. Dowling Management Services, E3.5.4: Regarding the Removal of Two Trees at 32-34 Warraderry Street Grenfell, NSW 2810.
- B5. NSW Crown Lands, R2.1.4: Regarding Proposed Road Closings.
- B6. Weddin Development Committee, C2.6.33/T4.1.14: Advising at last night's Weddin Development Committee Meeting it was resolved to endeavour to introduce the Why Leave Town card Programme to Grenfell as a "shop local" promotion.
- B7. R McClintock and Co., R2.4.1: Advising R McClintock and Co. have recently purchased Lot 20 Berrys Road which consists of 4.54 acres and an industrial shed.

002 **RESOLVED:** Cr Brown and Cr Niven 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. Henry Lawson Festival Committee, C1.4.1: Writing on behalf of the President and members of the Grenfell Henry Lawson Festival of Arts Committee to thank Weddin Shire Council for their ongoing support of our Festival.

Without Councils wide ranging financial and in kind support the Festival would not be possible.

By all accounts the Festival this year was a wonderful success and the Committee is only too aware of the contributions made behind the scenes that make this success possible.

Noted

2. Ian and Jenny Armstrong, E2.9.3: Writing on behalf of my husband Ian and myself regarding the issue of water runoff from Memorial Park and surrounds through Armstrong Court.

When there is heavy or constant rain the runoff from Memorial Park and surrounds makes its way through the centre and behind Units 3, 4 and 5. This causes washing and erosion as water makes its way to the storm water drain at the base of Armstrong Court. Another contributing factor is the lack of guttering on the back of neighbouring buildings on the southern side.

We would like to do some landscaping at the front of Armstrong Court but feel this issue needs to be addressed with possibility of reducing the runoff before making any plans.

Referred to Acting Director Engineering and Town Works Committee

Cr Halls previously submitted a written declaration of interest however stayed in the room as the item was referred to the Minutes of the Town Works Committee meeting for consideration.

Noted

003 RESOLVED: Cr McClelland and Cr Hughes that the Correspondence be noted except where otherwise resolved.

9 July 2015

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. Local Government Reform – ‘Fit for the Future’ Proposal, C2.10.9

Council's 'Fit for the Future' submission, Rural Council Proposal – Template 3 was submitted to the Independent Pricing and Regulatory Tribunal (IPART) on Friday 26 June, 2015.

Council's submission essentially illustrated that Council will endeavour to work as part of the proposed Central West Joint Organisation (JO), sub-regionally with neighbouring Councils in the (JO) and outside the (JO) with the other ten (10) proposed Rural Councils.

Council's proposal also includes a comprehensive plan to ensure we will become 'Fit for the Future' by meeting all of the other required targets for our ratio's over the next three to four years. To meet the required targets and become 'Fit for the Future' we will need to embrace change to enable us to meet the 'Fit for the Future' criteria of:

- Scale and capacity
- Efficiency
- Asset/Financial Management
- Service Delivery

If we are prepared to change we can become 'Fit for the Future' which will assist us to maintain our local identity as Weddin Shire Council, services and jobs.

IPART will now review all of the 144 (there were 8 Far West Councils not required to submit proposals) submissions and report to the Minister for Local Government the Hon Paul Toole MP by 16 October, 2015, whereby the Minister will then respond to the report in due course.

The submission was the culmination of an enormous amount of work by the Community, Council, Council staff and in particular Mr Stephen Sykes which resulted in the development of an excellent proposal which will hopefully see Council deemed to be 'Fit for the Future'.

A copy of the submission and associated documents are available on Council's website: <http://www.weddin.nsw.gov.au>

Copies of all Councils submissions are available on IPART's website www.ipart.nsw.gov.au

For Information

Noted

THE GENERAL MANAGER'S REPORT

2. Integrated Planning Process, A3.4.10

The beginning of the new financial year on 1 July 2015 has seen the continuation of Councils Integrated Planning and Reporting (IPR) process.

Council has developed the following plans which are and continue to be effective from 1 July:

- 2013-2023 Community Strategic Plan
- 2013-2017 Delivery Program
- 2015-2016 Operational Plan
- Resourcing Strategy (including the Asset Management Plan (AMP), Long Term Financial Plan (LTFP) and Workforce Plan.)

While Council has developed a strategic direction for a ten year period the 2013-2017 Delivery Program outlines various projects to be undertaken in this four year period. The 2015/2016 Operational Plan details various projects that will be undertaken during this financial year with the following being two of our major projects:

- Grenfell Medical Centre
- Grenfell Swimming Pool Upgrade – Stage 1

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

For Information

Noted

3. Membership of Council Committees, C2.6.1

Council is required to conduct the Mayoral elections at its September meeting. It is usual at this meeting to also re-appoint all committees, (including community representatives) and delegates. Council normally invites community members to nominate (or renominate) for the available positions on its committees which are:

Heritage	- 3 positions
Tourism	- 4 positions
Cinema	- 4 positions
Art Gallery	- 3 positions

RECOMMENDATION: that applications be invited for the positions of community members on Council committees up until 30 September 2016.

004 RESOLVED: Cr Brown and Cr Halls that applications be invited for the positions of community members on Council committees up until 30 September 2016.

THE GENERAL MANAGER'S REPORT

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

The annual returns are required under the Act to be lodged by 30 September 2015 by all Councillors and other designated persons. Draft forms have been separately forwarded.

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

For Information

Noted

5. Local Government NSW Annual Conference, A3.18.3

The 2015 Local Government NSW Annual Conference will be held at Rosehill Gardens Racecourse from the 11 - 13 October 2015.

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

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

RECOMMENDATION: that:

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

005 RESOLVED: Cr McClelland and Cr Hughes that Cr Liebich be appointed and nominated as Council's official delegate for voting purposes.

006 RESOLVED: Cr McClelland and Cr Hughes that Cr Niven be appointed and nominated as a delegate.

007 RESOLVED: Cr McClelland and Cr Hughes that the General Manager be authorised to attend.

6. Grenfell Medical Centre Operation, H1.1.7/P2.12.17

Reference is made to the report to the June Council Meeting in regard to the proposal to obtain direction in regards to the future operation of the Grenfell Medical Centre.

Mr Robert Strickland Director Western NSW Medicare Local was subsequently contacted and has agreed to address Council in regards to the above. Dr Estrella was on leave and was unable to be contacted.

Mr Strickland will address Council at 3.30 pm on Thursday, 20 August 2015 prior to the August Council Meeting.

For Information

Noted

THE GENERAL MANAGER'S REPORT

7. Annual Reporting of Contract Conditions for Senior Staff, P4.10015

The General Manager is required by Sec 339 and the Local Government Act, 1993 to report annually to Council on the contractual conditions of senior staff.

The General Manager is the only senior staff member employed by Council as per the Local Government Act, 1993.

A copy of the General Managers contract which is in the form approved by the Director General of the Division of Local Government is available for Councillors perusal if so desired.

RECOMMENDATION: that Council note the report pursuant to Sec 339 of the Local Government Act, 1993 regarding contract conditions for senior staff.

008 **RESOLVED:** Cr Halls and Cr Parlett that Council note the report pursuant to Sec 339 of the Local Government Act, 1993 regarding contract conditions for senior staff.

8. Grenfell Sesquicentenary, C1.4.16

The Grenfell Sesquicentenary which is the 150th Anniversary of Grenfell's settlement will occur in 2016.

As Councillors are aware a Sec 355 Committee of Council was formed and is currently operating very effectively. An action plan has been developed with various projects and activities being planned.

The ideas will be placed on a calendar of events planner to ensure all of the events are coordinated in an efficient and timely manner.

For Information

Noted

9. The Henry Lawson Festival Committee - Appreciation Dinner, C1.4.1/C2.6.32

A thank you dinner for the Henry Lawson Festival Committee members and volunteers was held on Friday, 26 June 2015 at the Railway Hotel and was a very enjoyable evening.

President John Hunter thanked everybody for their efforts in making the 58th Henry Lawson Festival a great success and advised he looked forward to another excellent Henry Lawson Festival in 2016.

For Information

Noted

GLENN CARROLL
GENERAL MANAGER

009 **RESOLVED:** Cr Niven and Cr McClelland that except where otherwise dealt with the General Manager's report be adopted.

THE DIRECTOR CORPORATE SERVICES' REPORT

9 July 2015

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Statement of Bank Balances as at 30 June 2015:

Bank Account	
Westpac	\$101,165.90
Investments	
Westpac	<u>5,250,000.00</u>
Total Investments	<u>\$5,250,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 30 June 2015.

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

For Information

Noted

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

Rates Receipts	123,648.40
Credit Union Agency Commission	607.20
Interest on Investments	21,477.88
RMS Works	270,368.62
Heritage Grants	10,000.00
Development & Building Application Fees	7,774.00
CTC Income	3,813.60
Caravan Park Income	6,550.00
Other	<u>12,333.17</u>
Total	<u>\$456,572.87</u>

For Information

Noted

THE DIRECTOR CORPORATE SERVICES' REPORT

3. Roads and Other Expenditure 2014/2015:

Following are the up to date maintenance figures as at 30 June 2015.

ITEM	VOTE	EXPENDITURE
Rural Roads Maintenance	692,505	710,870
Grenfell Town Streets Maintenance	159,137	156,676
Village Maintenance - Caragabal	15,138	13,613
Village Maintenance - Greenethorpe	8,609	10,641
Village Maintenance - Quandialla	18,138	16,336
Garbage / Recycling Collection	120,873	131,656
Quandialla Recycling Station	8,000	4,982
Greenethorpe Collections	8,000	5,325
Commercial Waste Collection	18,000	11,270
Grenfell Waste Depot Manning / Plant Hire	130,000	129,405
Tips Working Expenses	48,000	70,980
Grenfell Tip Green Waste Processing	20,000	15,504
Grenfell Cemetery Maintenance	29,000	22,905
Grenfell Lawn Cemetery Maintenance	40,000	42,426
Grenfell Lawn Cemetery Sites etc. income	(33,000)	(34,077)
Noxious Plants	84,500	64,743
Noxious Plants - Extra	20,000	21,486
Parks & Gardens	204,262	235,386
Library Expenditure	121,763	75,930
Baths Income	(25,000)	(19,760)
Baths Expenditure	134,050	116,970
Caravan Park Income	(57,000)	(66,143)
Caravan Park Expenditure	98,004	83,378

RTA GRANT WORKS

DESCRIPTION	VOTE	EXPENDITURE
2014/2015 State Roads (SH 6)	998,086	1,004,695
2014/2015 National Roads (SH 17)	663,924	530,756
2014/2015 Regional Roads Block Grant	737,000	593,598

2014/2015 Rural Local Roads (FAG)	VOTE	EXPENDITURE
LOCAL ROAD RESEALS	210,470	198,724
BALLANDENE ROAD	117,751	117,751
MARTINS LANE	0	0
PINNACLE ROAD	239,397	168,228
DRIFTWAY ROAD	192,794	192,794
OLD YOUNG ROAD	17,993	0
GRENFELL STREETS CONSTRUCTION	127,159	61,273
GRENFELL KERB & GUTTER	82,684	3,662
GRENFELL STREETS - FOOTPAVING	57,669	29,416
NOWLANS ROAD	217,584	217,584
RECONSTRUCT VILLAGE STREETS	37,715	0
WEDDIN/CAMP/CHURCH FOOTPAVING	200,000	0
QUANDIALLA DRAINAGE	151,657	0
GRAVEL RESHEETING	135,992	133,123
ROADSIDE VEGETATION MGMT PLAN	8,800	8,800
Total	1,797,666	1,122,554

2014/2015 Roads to Recovery	VOTE	EXPENDITURE
Pinnacle Road	200,000	200,000
Rural Roads Reseals	100,000	100,000
Driftway Road	150,876	150,876
Total	450,876	450,876

For Information

Noted

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

Debt recovery activity for June is as follows:

- Of the 5 traces performed by Outstanding Collection a further 1 result with a total of 4 rate payers being located and 1 pending further response for arrangement or payment
- Batch of 14 that were referred to debt collection agency – response as follows - 10 paid in full, 1 arrangement and 3 pending response/further action
- Batch of 23 that were referred to debt collection agency – response as follows - 16 paid in full, 2 continuing arrangements, 1 new arrangements, 1 sold with rates recovered as part of the sale process, 3 pending response/further action.
- Further 3 referred to debt collection agency – response as follows – 1 response – pending arrangement and 2 no response to date – pending further action

- Continued liaison with Council's Debt Recovery Firm Outstanding Collections, monitoring payment arrangements, and following up with further action where required.

Other debt collection activity has been of routine nature for example general reminder letters having been sent.

For Information

Noted

5. Insurance Renewals 2015-16, A3.11.1

Quotations were recently received for Council's Insurance Renewals for the 2015/2016 financial year with relevant commentary relating to the individual policies as follows:

Property:

There continues to be surplus capacity in the property market driving pricing reductions for general insurance in most industries however we are not likely to see any significant increased capacity for Local Government property risks in the short term.

The Scheme is placed with a number of large local insurers on multiple layers. There is great stability in their support of the Scheme and it has enabled the Mutual to maintain premiums at sustainable but competitive levels.

The Board's discretion to pay claims which are not strictly covered by the wording is a substantial benefit for Members. The ability to submit a fortuitous loss to a board comprised of Council's peers is a distinct advantage and has been used to assist Members on several occasions in recent years.

The Mutual is not subject to the doctrine of co-insurance, The Member is entitled to the cost of repair and rebuild notwithstanding the declared value on its schedule.

Rebates are made at the Discretion of the Board and are contingent upon good claim results in each protection period. Rebate Distributions made to Council since 2001 total \$49,972.15.

Public Liability:

Council is part of a Mutual of 147 Councils and part of a reinsurance placement involving 500 Councils and is provided their liability insurance protection by way of JLT's national liability reinsurance programme which was developed in response to the public liability purchasing crisis of the 1990s.

The Board's discretion to pay claims not strictly covered by the wording is a substantial benefit for Members. The ability to submit a fortuitous loss to a Board comprised of Council's peers is a distinct advantage.

Rebates are made at the Discretion of the Board and as such reflect the strong emphasis on risk management principles. Rebates previously received under this scheme by Council total \$49,072.15.

THE DIRECTOR CORPORATE SERVICES' REPORT

Councillors' and Officers Liability:

Please note that cover under this Scheme is on a claims made basis. This means that claims or possible claims must be notified to the Scheme during the currency of the cover. Such a Wording may not provide indemnity for claims or possible claims notified after the policy expires.

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

Statewide has responded to this with the Integrity Management programme aimed at educating senior Council officers to assist with reducing incident frequency.

Motor Vehicle:

As reported at last year's renewal, claims for the motor portfolio have of recent times escalated. The average cost of claims has increased to approximately \$6,700. Part of this increase is likely to be the result of a changing mix of vehicles in a typical council fleet. Vehicles also now include a number of standard features that are costly to replace in the event of an accident.

The increased repair costs have a direct impact upon the portfolio premiums and each Member is individually rated to reflect their own claims circumstances and changes in fleet numbers. Despite this, the scheme has generally been successful in keeping the motor vehicle renewal terms relatively stable. Increases in premiums are being driven by claims incurred.

One of the significant benefits of the protection wording in place is the aggregate limit placed on deductible payments for any one event and any one period of protection. Some Members have benefited from this cover with savings of up to \$80,000 in one protection period.

Under the terms of the Motor Vehicle Policy, the scheme has negotiated a Claims Experience Discount (CED), subject to a maximum rebate of 10%.

Crime:

This year the Board resolved to enhance the protection offered under the Fidelity/Crime cover to include Security and Privacy Protection (Cyber Liability).

Globally, businesses and governments of all levels are ever reliant upon cyber technologies such as cloud computing, online banking and social networks. In parallel with this increased reliance is the rate of change for new technology with organisations struggling to keep up with the risks of introducing and using new technology.

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

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

THE DIRECTOR CORPORATE SERVICES' REPORT

As a consequence of the ever changing cyber world, the Board has taken the proactive approach to enhance the Statewide Mutual offering under the Fidelity/Crime cover.

Any rebate attributable to Council under the previous Fidelity/Crime Scheme will carry across to the new Cyber Crime Protection Scheme.

Personal Accident:

The premium terms of the policy remain unchanged.

Journey Injury:

This class of insurance is currently excluded under the Workers Compensation legislation.

Journey cover provides a lump sum benefit due to death or permanent disability or weekly benefits as a result of an accident whilst on their way to and from work.

The renewal terms offered to Council for the 2015-2016 financial year are detailed in the following table:

Class of Insurance	Insurer	2014/2015 Premium (GST Inc)	2015/2016 Premium (GST Inc)	Excess	Interest Protected / Categories / Notes
Public Liability/ Professional Indemnity	Statewide Mutual	101,018.18	103,442.61	\$12,500	All sums for which The Member shall become legally liable to pay by way of compensation in respect of: Death or Personal Injury Loss or Damage to Property caused by an occurrence in connection with the business from (a) Public Liability (b) Products Liability
Fidelity Guarantee	Statewide Mutual	737.21*	N/A - Now included in Crime Product	N/A	The separate Fidelity Guarantee and Cyber Liability policies in 2014-15 have become a combined crime product in 2015-16
Councillors and Officers Liability	Zurich	18,011.21	18,461.50	Varies (\$5,000 to \$25,000) according to event	* Councillors & Officers Liability * Council Reimbursement * Employment Practices Liability * Council Statutory Liability * Council Supplementary Legal Expenses * Council Defamation, Libel & Slander
Personal Accident	ACE Insurance Ltd	2,199.18	2,199.18	Nil unless stated in policy wording	* The Mayor, Chairperson, Elected Members, Councillors, Commissioners

THE DIRECTOR CORPORATE SERVICES' REPORT

					<ul style="list-style-type: none"> * All Employees of the policy holder including accompanying Spouse/Partners &/or Dependent Children * All voluntary workers of the Policyholder * All members of any Committees & Trusts established by the Policyholder * Work Experience Students and Other Persons * All Employees of the Policyholder engaged in authorised amateur sporting competitions organised by the Policyholder
Journey Injury	CGU Insurance Ltd through Accident & Health Intl Underwriting P/L	1,697.30	1,558.70	7 Days	Employees for travel between place of residence and place of business for the purpose of starting or ending their days work
Property	Statewide Property Mutual	67,208.67	68,726.67	Varies (\$1,000 to \$100,000) according to event	All risks of direct physical loss or damage as defined and limited in the scheme wording, on Real property, Personal Property, Business Interruption at the locations advised to & on file with Statewide Property Mutual
Motor Vehicles	Statewide Motor Vehicle Scheme	32,952.26	33,774.40	Basic excess \$500	All Motor Vehicles & Trailers owned, mortgaged under Hire Purchase Agreement, hired or leased by the Member as declared.
Crime (Previously known as Cyber Liability)	Statewide Fidelity Guarantee Scheme	5,637.50 <u>737.21*</u> 6,374.71	5,687.21	\$15,000	<ul style="list-style-type: none"> * Privacy Breach Costs * Digital Asset Replacement Expense * Security & Privacy Liability * Regulatory Proceeding * Business income loss * Cyber extortion threat & reward payments * Internet media liability
Total		229,461.51	233,850.27		

RECOMMENDATION: that Council confirm the actions of the Director of Corporate Services in accepting the Insurance Premium Renewals as listed in the table above for the 2015/2016 financial year.

010 RESOLVED: Cr Halls and Cr Parlett that Council confirm the actions of the Director of Corporate Services in accepting the Insurance Premium Renewals as listed in the table above for the 2015/2016 financial year.

6. Construction Insurance, A3.11.1

As the name suggests, the purpose of construction works insurance is to cover building works in progress, should loss or damage occur during construction.

There are three sections of coverage within the policy as follows:

Section One – Contract Works:

Physical loss of, destruction of or damage to the Interest Insured which occurs during the Period of Insurance and caused by an Occurrence in connection with the Insured Contract including, but not limited to, whilst in transit or movement by road, rail, marine vessel or air or during loading, unloading, transhipments and storage en route.

Section Two – Third Party Legal Liability:

The Insurer(s) will indemnify the Insured for all amounts which the Insured shall become legally liable to pay in respect of or arising out of or by reason of:

- a) Personal Injury; or
- b) Property Damage

Section Three – Plant, Equipment and Tools of Trade:

Physical loss of, destruction of or damage to all items of the Named Insured's', plant and equipment, (including tools of trade, unregistered vehicles, plant unlicensed for road use and the like) whether owned or held in trust or on commission by or under the care, custody or control of the Named Insured or for which the Named Insured is responsible or for which the Named Insured has agreed to insure or in which the Named Insured has an insurable interest and is used on or about the Insured Contract site for the performance of the Insured Contract.

Insurance can be arranged specifically for each project or as an annual policy covering all projects undertaken with the insurance premium paid on works turnover.

The basis of the quote as follows is for the term of the construction project:

TOTAL ANNUAL INSURANCE COSTS	
Base Premium(s)	\$5,600.00
FSL	\$ 816.00
GST	\$ 641.60
SD	\$ n/a
Total	\$7,057.60

The above premium represents approximately only 0.3% of the estimated construction cost and given the direction that has been taken with numerous contracts for separate elements of the construction project it would be prudent for Council to protect its position via Construction Insurance.

RECOMMENDATION: that Council approve the taking out of Construction Insurance in relation to the construction of the Grenfell Medical Centre.

011 RESOLVED: Cr Hughes and Cr Parlett that Council approve the taking out of Construction Insurance in relation to the construction of the Grenfell Medical Centre.

7. Victims (of Crime) Support Scheme, P2.2.2

As requested in relation to the vandalism suffered at the Lawn Cemetery enquires were made with the Victims Support Scheme to ascertain if an organisation is eligible to apply for financial assistance for economic loss. It was confirmed that organisations are not eligible to apply as the scheme is only available for personal applicants who have suffered injury or harm as the result of a violent crime.

An insurance claim is in progress and an update has been requested from the insurers as to the status of this claim. Further advice will be provided in due course.

For Information

Noted

8. Why Leave Town Economic Development Initiative, T4.1.14

Reference is made to the Economic Development Officers (EDO) report whereby the EDO in conjunction with the Weddin Development Committee (WDC) have been investigating the merits of implementing the Why leave Town (WLT) gift card scheme.

WLT gift cards are effectively a 'local' gift card scheme that support the community by keeping money in the local economy as a card can only be redeemed in the town where it was loaded.

As little as \$1 to as much as \$1000 can be loaded onto a single gift card. The indicative average load up per card is \$100. All transactions work through Eftpos machines which means that redeeming good and services with the WLT Gift Card are the same as making an Eftpos purchase with your bank card.

This scheme is currently in operation in several regional towns throughout the state including Forbes, Cowra, Bathurst, Cootamundra, Goondiwindi, Narrabri, Wyallda, Moree, Pittsworth, Gunnedah, Merimbula and Queanbeyan.

More information on the scheme can be found at: www.whyleavetown.com and a video presentation has been provided as a separate attachment.

The WLT cards are considered a useful economic development tool in supporting the local economy. It is proposed to make use of the economic development reserve to support the Weddin Development Committee's implementation of the WLT gift card scheme.

At its meeting on the Tuesday 7th July 2015 the WDC agreed to proceed with the WLT cards. In addition to contributing its own funds the WDC has financial support from BEC and has also requested the support of Council to implement this economic development initiative.

THE DIRECTOR CORPORATE SERVICES' REPORT

RECOMMENDATION: that Council approve the transfer of \$1,487.50 out of the economic development reserve for payment to the Weddin Development Committee to support the implementation of the Why Leave Town Gift Card Scheme in the Weddin Shire.

The Mayor Cr Liebich declared a conflict of interest as a WDC Committee member and left the room.

Cr McClelland declared a conflict of interest as a WDC Treasurer and left the room.

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

The Deputy Mayor Cr Niven took the chair.

- 012 RESOLVED:** Cr Brown and Cr Best that Council approve the transfer of \$1,487.50 out of the economic development reserve for payment to the Weddin Development Committee to support the implementation of the Why Leave Town Gift Card Scheme in the Weddin Shire with consideration to be given to placing Council's logo on the card.

The Mayor Cr Liebich returned to the room and resumed the chair.

Crs McClelland and Parlett returned to the room.

9. Grenfell Library, C2.8.15

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

- The absence of the librarian during the month meant there were no major initiatives or events but all routine services were capably managed by relief librarians, Ms Christine Cuddihy and Mrs Trish Stephens.
- A replacement barcode scanner was purchased early in the month.
- The public access computer is under repair and the Internet Centre Manager has advised that the hard drive will need to be reloaded. The repair of this resource will be undertaken in due course.
- The eLK (e-lending kit) has arrived from the State Library, containing various e-book tools for staff to trial. It is planned to visit Parkes Shire Library in July to study how the e-book collection works there as part of assessing the feasibility of such a service in this library.
- A significant amount of new stock arrived for the end of the financial year however processing was postponed until the librarian's return.
- "Knit, Natter and Nibble" will re-commence on 8th July.

Otherwise activities have been of a routine nature.

For Information

Noted

10. Economic Development, C2.8.13

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

- Prepared minutes for June 5th Weddin Development Committee and agenda for July 7th Weddin Development Committee meetings. Prepared correspondence as secretary of WDC.
- Distributed funding opportunities to interested community groups.
- Promotional posters and flyers have been distributed for public meeting on energy efficiency on August 4th at the Bowling Club.
- Assisted to promote Christmas in Winter promotion, 'Christmas Kits' containing promotional items delivered to Main Street businesses.
- Attended a meeting with Why Leave Town organisers to discuss possibility of introducing the shopping card to Grenfell. Weddin Development Committee to discuss the initiative on July 7th. Ideally is should be a joint project between The WDC and Council and would replace open orders, gift vouchers etc.

For Information

Noted

11. Tourism/Promotions, C2.8.11

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

- Acted as secretary for the Henry Lawson Festival Committee. Sent thankyou letters. Sourced replacement statuette plaque after typo identified. Investigated outstanding invoices.
- Commenced application process for Accredited Visitor Information Centre including action plan and strategic plan.
- Commenced Foundation for Regional and Rural Renewal Culture, Arts, Tourism & Community Heritage (CATCH) application for Henry Lawson's birth site upgrade.
- Assisted with hanging of 'Garden of Birds' art exhibition.
- Distributed application forms to market stall providers for Gold Fest. Secured guest speakers for Gold Fest.
- Took community hub bookings, distributed and collected paperwork from clients.
- Researched and recorded 4 radio interviews, 6 Facebook posts and updated TV screen 3 times.

For Information

Noted

12. Arts & Events Officer, C2.8.11

Council's Arts & Events Officer has been involved in the following activities:-

- Coordinated the distribution of the Henry Lawson Festival (HLF) Program including regular program distribution runs around the main streets of Grenfell
- Completed final preparations to assist in the running of the HLF
- Began planning for sponsorship of the 2016 HLF including investigating large/major sponsorship opportunities and identification of individual sponsors cut-off dates for applications
- Completed admin, liaison, materials, display, media and promotions for next Art Exhibition 'Garden of Birds'

THE DIRECTOR CORPORATE SERVICES' REPORT

- Developed the concepts, designed and produced the Art Gallery printed program for the second half of 2015
- Researched and produced Volunteer roster and standby list for Jul – Sep 2015
- Started work on planning 2016 exhibitions & signed up the first one for January
- Drafted and mailed the Festival sponsorship thank you letters for 80 + sponsors
- Applied for the 'Bald Archies' exhibition for 2016

For Information

Noted

13. Grenfell Internet Centre, C2.8.14

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

- Conducted services and repairs for 35 residential customers and 4 business customers.
- Sold computers and accessories to 52 residential customers and 10 business customers.
- Delivered 3 individual lessons and 5 Computer Club group lessons.
- Designed and printed 3 lots of Service Booklets, 1 lot of Booklets for Pinnacle Guinea Pig races and 1 lot of Newsletters for the Grenfell Family Church.
- Assisted various festival coordinators in the design/printing of documents for the 2015 Henry Lawson Festival.
- A mail out flyer was sent out in mid-May and resulted in additional sales, services and repairs in the June period:
 - Services and Repairs for residential customers increased on average by 3.6 (12.2%)
 - PCs and Accessories for residential customers in increased on average by 13.1 (29.3%)
 - One-on-one computer lessons increased on average by 3.4 (96%)
 - Services and Repairs for business customers increased on average by 2.1 (115.4%)
 - PCs and Accessories for business customers in increased on average by 4.7 (143.2%)
- Computer club lessons have had an increase in attendees following a picture and write up in the Grenfell Record.
- Have commenced writing operational procedures for Internet Centre.
- Attended two meetings regarding the provision of backend management/support for the new Gold Trails website.
- As requested last month indicative figures for the 2014-15 year result in a surplus of \$19,531.

For Information

Noted

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

013 **RESOLVED:** Cr Hughes and Cr Parlett that except where otherwise dealt with the Director Corporate Services' report be adopted.

9 July 2015

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows:

1. Works Report (5 July 2015)

1.1 Classified Roads Maintenance

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

SH6 - general maintenance
 - completed twin cell box culvert East of Grenfell
 - guardrail has been added at Gambarra Road
 - cleared table drains

SH17 - general maintenance
 - shoulder sealing on new overtaking lane and replace guideposts
 - provided traffic control and helped with clearing debris from B-Double fire

MR398 - general maintenance

MR236 - general maintenance

MR237 - general maintenance
 - started widening to the Shire boundary
 - commenced crushing in Mendham's pit

MR239 - general maintenance

1.2 Rural Local Roads Programme

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

- general maintenance
- started construction of Beazley's Bridge

THE ACTING DIRECTOR ENGINEERING'S REPORT

1.3 Rural Maintenance

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

- general maintenance
- mowed Bimbi Cemetery
- removed more old cars from Company Dam

1.4 Urban Maintenance/Construction

- general maintenance
- sealed back lanes
- repaired Grenfell Town Area signage
- erected Christmas in July signs and removed Festival signs
- stabilized Main Street awning

For Information

Noted

2. Other Works

- repaired water leak in Main Street
- traffic control for clearing of Hargrave's store
- buried rubbish at Tip
- re-instated footpath at Henry Lawson High School

2.1 Parks & Ovals Report

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

- general maintenance
- carried out tree trimming

2.2 Cemeteries

The following graves have been prepared from: 5 June 2015 to 5 July 2015:-

Grenfell Lawn	–	Nil
Grenfell	–	1
Bimbi	–	Nil
Caragabal	–	1

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

- spraying and general trimming at Grenfell Cemetery
- Lawn Cemetery graves topped up

THE ACTING DIRECTOR ENGINEERING'S REPORT

2.3 Sewer Mains

Nine (9) sewer chokes have been attended to during the last month, none in the relined sections.

Raised sewer manholes in back lanes after sealing

2.4 Private Works

- constructed contour banks for a rate payer
- cleared sewer mains at Quandialla School and Grenfell Public School
- attended a sewer choke for a plumber

2.5 Village Maintenance

- general maintenance
- mowed Greenethorpe and Bimbi
- completed shade sail Edward Square Playground

2.6 Vandalism

Urban - Nil

Rural - Nil

Total Cost: \$20,600

Progressive Cost Urban: \$18,500.00

Progressive Cost Rural: \$2,100.00

(from 1/7/2014 to date)

For Information

Noted

3. Future Works

3.1 Rural

- general maintenance
- continue MR 237 Gooloogong Road widening and stabilizing
- Greenethorpe-Bumbaldry Road (funding pending)
- continue Beazleys Bridge

3.2 Urban

- general maintenance

3.3 Village

- general maintenance

For Information

Noted

THE ACTING DIRECTOR ENGINEERING'S REPORT

4. Plant Report

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

Plant No	Plant Item	Maintenance
	General Plant	General Maintenance
PI 4094	Old Cat Backhoe	Repair Injectors and exhaust
PI 3953	Garbage Truck	Remove debris and repair lift arm.
PI 5194	Port a Loo	Repair electrical wiring and lights
PI 3955	Isuzu Truck	Lifting crane repairs
PI 4083	Dynopac Pad foot	Repair electrical wiring and lights
PI 4104	Bad Boy Mower	Electrical Repairs
PI 4070	Grid Roller	Major rebuild – sent to Westrac Dubbo
PI 4098	Old Patch Truck	Clean and Modify for water tanker
BFO 6203	Rural Fire Service	Full Service
BFO 0860	Rural Fire Service	Full Service, Repair Breaks
BFO 6279	Rural Fire Service	Full Service
BFO 8297	Rural Fire Service	Full Service
BFO 8295	Rural Fire Service	Full Service, Repair Door
BFO 4949	Rural Fire Service	Full Service, electrical repairs

For Information

Noted

5. RMS RMCC Contract, R2.54.4

Routine maintenance on SH6 and SH17 continues.

The culvert replacement just East of Murrays Creek on SH6 was completed by 30 June, 2015 as programmed.

Primer Sealing and guide posting of the newly constructed overtaking lane on SH17 has also been completed.

Preliminary planning for the 2015/16 heavy patching and reseal works is being carried out.

For Information

Noted

THE ACTING DIRECTOR ENGINEERING'S REPORT

6. Noxious Weed Report – June, C2.8.12

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

- Weeds sprayed –African Boxthorn, Bridal Creeper, Scotch Thistle, Wild Radish
- Area's sprayed – Bumbaldry, Yambira, Bungalong, Brundah, Bogalong, Eualdrie, Yuline, Bolungerai, Wheoga, Barbingal, Pullabooka, Caragabal, Berrigan
- Inspected high risk roadsides, TSR's, Council owned land, Rail & other high risk sites
- Year 5 WAP report finished and returned to RPO.
- Attended LVNWAC meeting at Forbes – items discussed were WAP1520, new incursions found, LVNPAC were unsuccessful in grant application for weed mapping and training and Glyphosate resistance and tolerance.

Tr@cer mapping software has been purchased. Software installation, training and implementation will occur in the near future.

For Information

Noted

7. Road Closure Application, R2.1.4

Letter 1580, Correspondence Item B5 refers.

Council has received advice from Department of Primary Industries – Lands that the Minister for Lands and Water proposes to consider the closing of the roads listed below:-

- Crown Roads at Warraderry, South of Borehams Road, East of New Forbes Road and West of Gooloogong Road within the properties 'Aberdeen' and 'Mylandra Park' (File ref: 15/06002, Cluster no:554367.)

The Road marked in Black is the road under this application for closure. Roads marked in Orange are not under this application; however comments on their closure are still requested.

Where possible, the Roads have been inspected by the Acting Director Engineering. Councillors may inspect the roads where possible. The closing of the Crown Roads in proposal, both Black and Orange, would not have any adverse impact on Council or Landholders.

RECOMMENDATION: that Council offer no objection to the closure of the roads in the application.

014 **RESOLVED:** Cr McClelland and Cr Griffiths that Council offer no objection to the closure of the roads in the application.

8. Beazleys Bridge, R2.10.14/R2.11.5

Concrete Beams were delivered 23rd June. Abutment works are continuing. Works should be completed early August, weather permitting.

For Information

Noted

9. Black Spot Programme 2016/2017, T3.7.3

Council staff are preparing a submission to the Commonwealth Government's Black Spot Programme for an upgrade to Mid Western Highway, Main Street and Camp Street intersections. The vehicle crash statistics and Benefit Cost Ratio would suggest a round-a-bout option is not the preferred solution. Various upgrade options are being investigated.

The closing date for submissions is 31 July 2015.

For Information

Noted

10. Community Building Partnerships Program, G2.18.1

NSW Government has announced another round of Grant funding under the Community Building Partnerships Program. Greenethorpe Shade Sail was the recipient of a Grant under last year's program.

It is proposed that Council apply for funding to install a Shade Sail over the Play equipment in the Railway Station precinct. Given that the Lion's Club has invested heavily in the precinct, it is suggested that the Lion's Club be invited to deliver this project jointly with Council. Informal discussions have taken place with the Lion's Club President Mr Barry Franklin and He is supportive, in principle. It is proposed that Council apply for the funding, and discussions continue with the Lion's Club to arrange "in-kind-support". Applications close 7th August.

RECOMMENDATION: that:-

1. Council make an application under Community Building Partnerships Program for the supply and installation of a Shade Sail over the Railway Station Play equipment.
2. Grenfell Lion's Club be invited to participate and the project be delivered jointly.

015 **RESOLVED:** Cr Brown and Cr Best that:-

1. Council make an application under Community Building Partnerships Program for the supply and installation of a Shade Sail over the Railway Station Play equipment.
2. Grenfell Lion's Club be invited to participate and the project be delivered jointly.

11. Grenfell Junior Rugby League, P2.1.6

The Grenfell Junior Rugby League Club requested the use of 6 bins for their major fundraiser at the Simpson Pavilion at the Grenfell Showground. Date of fundraiser was the Saturday 11th July. This is in addition to the 3 x Mobile toilets already approved.

RECOMMENDATION:

Confirm Action

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

12. Small Biz Bus, T4.1.11

The small business bus is planning to operate in Grenfell on the 4th August, 2015. Council is providing support by way of barricading off 10m of parking space in Main Street in front of the NAB and providing power for the duration of the day.

RECOMMENDATION:

Confirm Action

017 **RESOLVED:** Cr McClelland and Cr Brown that the action be confirmed.

13. Work Delivery Program, R2.3

Please note the proposed program for delivery of the major road, footpath and kerb and gutter construction projects in the 2015/2016 Operational Plan. Attachment has been provided. Program is subject to change.

For Information

Noted

14. CENTROC Group Tender – Condition Assessment of Sewer and Stormwater Mains Using CCTV, T1.8.20

The previous regional Contract for the Condition Assessment of Sewer and Stormwater Mains using CCTV concluded on 30 April 2015 after a period of 3 years. Centroc member councils, through the Centroc Water Utilities Alliance, expressed interest in having another regional contract for Condition Assessment of Sewer and Stormwater Mains using CCTV. This request for Tender called for unit rates for supply of services, as individual Council's request works.

The Tender Evaluation Panel resolved to recommend "*Sewer Services*" as the preferred provider for the Condition Assessment of Sewer and Stormwater Mains using CCTV inspection techniques. As in previous years, the Funds would be allocated from the Sewer Pipe relining program. The duration of the contract is 1 July 2015 to 30 June 2018.

RECOMMENDATION: that the CENTROC contract be signed between Weddin Shire Council and Sewer Services for the Condition Assessment of Sewer and Stormwater Mains using CCTV.

018 **RESOLVED:** Cr Hughes and Cr McClelland that the CENTROC contract be signed between Weddin Shire Council and Sewer Services for the Condition Assessment of Sewer and Stormwater Mains using CCTV.

15. CENTROC Group Tender – Condition Assessment of Sewer Service Lines Using Smoke Testing, T1.8.21

The regional Contract for Sewer Service Lines using Smoke Testing concluded on 30 April 2015 after a period of 3 years. Centroc member councils, through the Centroc Water Utilities Alliance, expressed interest in having another regional contract for Condition Assessment of Sewer Service Lines using Smoke Testing. This request for Tender called for unit rates for supply of services, as individual Council's request works.

The Tender Evaluation Panel resolved to recommend a panel of preferred providers for the Condition Assessment of Sewer Service Lines using Smoke Testing, consisting of "*ADS Environmental Services*" and "*All About Pipes*". A panel of provider will allow council additional flexibility in requesting works. As in previous years, the Funds would be allocated from the Sewer Pipe relining program. The duration of the contract is 1 July 2015 to 30 June 2018.

RECOMMENDATION: that:

- i) the CENTROC contract be signed between:
 - Council and ADS Environmental Services
 - Council and All About Pipes
- ii) for the Condition Assessment of Sewer Service Lines using Smoke Testing.

019 RESOLVED: Cr Niven and Cr McClelland that:

- i) the CENTROC contract be signed between:
 - Council and ADS Environmental Services
 - Council and All About Pipes
- ii) for the Condition Assessment of Sewer Service Lines using Smoke Testing.

ADRIAN MILNE

ACTING DIRECTOR ENGINEERING

020 RESOLVED: Cr Brown and Cr Griffiths that except where otherwise dealt with the Acting Director Engineering's report be adopted.

9 July 2015

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

Dear Sir,

I wish to report as follows:-

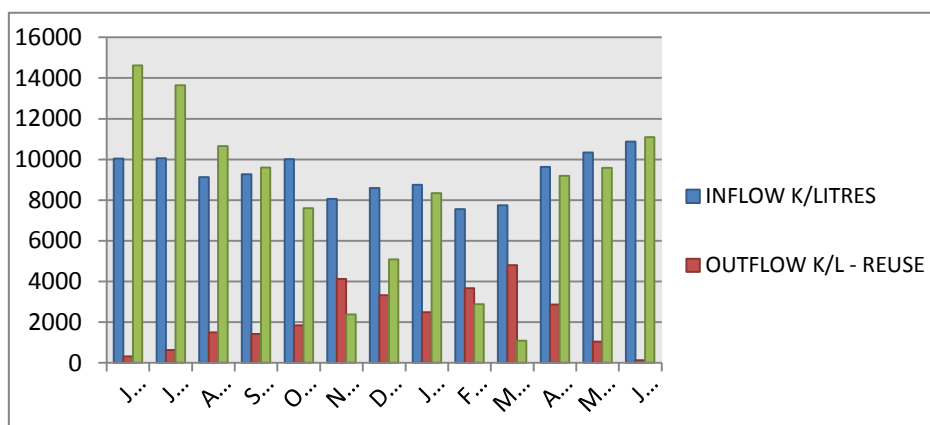
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during June 2015 was 10,878 kl with the daily average of 362.6 kl. Outflow for irrigation for reuse was 125 kl and discharge to Emu Creek 11,098.4 kl.

The highest daily recording of 444 kl occurred for the 24 hours ending 6.30 am on 17 June 2015 and the lowest of 266 kl for the 24 hours ending 6.30 am on 30 June 2015.

A total rainfall of 28 mm was recorded for the month.



For Council's Information

Noted

2. Animal Control, A4.4.4

Animal control activities were:

a. Companion Animals

Animals Seized: 0
Animals Impounded: 2 (Dogs)
Animals Sold: 0
Animals Surrendered: 2 (Dogs)

Animals Returned to Owners: 0
Animals Destroyed: 0
Animals Released: 1 (Dog)
Animals handed to Rescue Org: 3 (Dogs)

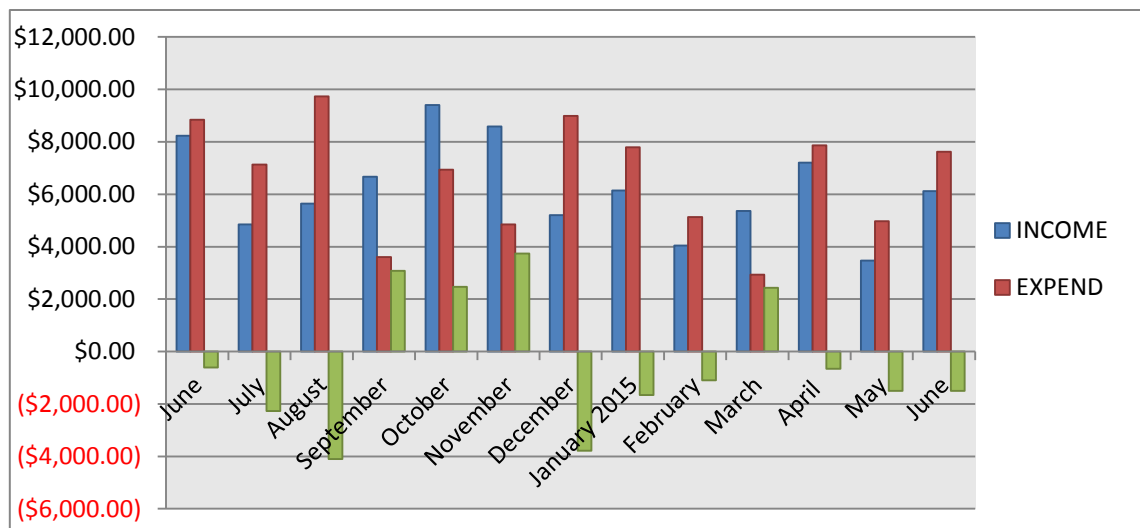
For Council's Information

Noted

3. Caravan Park Operations, P2.3.3

Income for the month of June 2015 was \$6,117.00 with expenditure of \$7,618.71 resulting in an operational loss of \$1,501.71 the month.

There were 191 sites occupied for the month of June 2015.



For Council's Information

Noted

4. Weddin Shire Council Procurement Policy, C2.4.15

At its Ordinary May 2015 Council Meeting, Council resolved:

“that Council place on Public Exhibition Draft Weddin Shire Council Procurement Policy for 28 days for public comment”.

The exhibition period has expired and it is noted that comments have been provided in relation to the document from Council's Insurer StateCover and internally from Council's Engineering Section.

The Procurement Policy outlines approved parameters within which all goods and services required by Council must be obtained. When staff undertakes procurement in accordance within these parameters, Council will obtain the most advantageous outcomes for the community.

All purchases of goods and services must be carried out in compliance with the Local Government Act 1993 and Local Government Regulation 2005 as amended from time to time.

The Weddin Shire Council Procurement Policy reflects five fundamental principles in the Local Government Act 1993 governing the making of contracts, namely:

- Open and effective competition
- Value for money
- Enhancement of the capabilities of local business and industry
- Environmental protection, and
- Ethical behaviour and fair detailing

The document also addresses issues of Work Health & Safety in procurement.

RECOMMENDATION: that Council adopt the Weddin Shire Council Procurement Policy.

021 **RESOLVED:** Cr Parlett and Cr Griffiths that Council adopt the Weddin Shire Council Procurement Policy.

5. Weddin Shire Council Local Preference Policy, C2.4.15

At its Ordinary May 2015 Council Meeting, Council resolved:

“that Council place on Public Exhibition Draft Weddin Shire Council Procurement Policy for 28 days for public comment.”

The exhibition period has expired and no submissions were received.

The Council's Local Preference policy recognises that 'overall value-for-money' is about broader economic benefits to the Shire and not just the lowest price. Council acknowledges that economic benefits flow to all local businesses where Council maximises opportunities for local suppliers to compete for Council's business on the basis of value-for-money.

The policy also aims to use Council's procurement actions to encourage and support local suppliers and support economic activity within the Shire where it is efficient to do so, while achieving the Council's overall 'value-for-money' objectives. This approach seeks to maximise overall community benefit for the Shire.

RECOMMENDATION: that Council adopt its Local Preference Policy.

022 **RESOLVED:** Cr Parlett and Cr Best that Council adopt its Local Preference Policy.

6. Use of Poultry Litter on Pastures, E3.4.

Council is in receipt of information regarding the stockpiling of Poultry Litter for use as fertilizer on a rural property in the Shire.

The information was received by way of a complaint lodged regarding odour from the site.

To this end Council needs to determine the proper approach to receivals, storage and use of this product with specific reference to any approvals for this activity.

In the reuse of biosolids there are specific guidelines in relation to storage and spreading. Initially an Environmental Assessment Review is carried out prior to the delivery of the product with neighbour notification.

The product is only allowed to be stored in certain areas with appropriate buffer distances to sensitive land use and receptors. The product must be banded and applied within 30 days of delivery.

The State Government has developed best practice guidelines for the reuse of the matter, however little information is provided regarding offsite impacts. To assist Council it is deemed that because we are dealing with a similar product, process and application it would seem appropriate to apply the biosolid guidelines for future use of chicken manure product.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Council may require the preparation and submission of an appropriately prepared Environmental Assessment Review prepared in accordance with state government guidelines.

In addition, within this report appropriate buffer distances, storage areas and time frames, similar to biosolids use and storage, will be applied. These are available in the biosolids guidelines.

If storage of longer than 30 days is required, a formal Development Approval may be considered.

These requirements are being applied to assist in the proper placement storage and use of the product to have minimal impact within the storage and application area, and the immediate neighbouring properties.

The EPA have advised this is an appropriate course of action.

RECOMMENDATION: that:

- i) Storage and use of Poultry Litter be subject to the preparation and submission of an appropriately prepared Environmental Assessment Review along the lines of the requirements for biosolids with neighbour notification and the product used in accordance with “Best Practice Guidelines for Using Poultry Litter on Pastures” as prepared by Department of Primary Industry.
- ii) These guidelines be developed and placed within the Weddin Shire Council Development Control Plan.

Crs Hughes and Griffiths previously submitted a written declaration of interest and left the room.

023 RESOLVED: Cr Best and Cr Niven that the Director Environmental Services develop guidelines to be reported to the next Council meeting.

Crs Hughes and Griffiths returned to the room.

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
21/2015	Mr G Gault	Shed Extension	\$5,000	Lot: 22 DP: 1036896 46 West Street GRENFELL NSW 2810
22/2015	Mr RC Grimm	New Shed	\$6,000	Lot: 219 DP: 754583 1035 Mary Gilmore Way GRENFELL NSW 2810
23/2015	Mr JR & Mrs MA Anderson	New Dwelling	\$300,000	Lot: 2 DP: 360021 3700 Mid Western Highway CARAGABAL NSW 2810
25/2015	Central West Home Additions	Gable Enclosed Room	\$23,600	Lot: 20 DP: 1039387 13 Short Street GRENFELL NSW 2810

For Council's Information

Noted

2. Grenfell Medical Centre Development, P2.12.17

Council has continued to advance the progress of the development with substantial actions occurring in the reporting period.

These are as follows:

- a) Demolition on the brick Hargraves Building and associated timber building has been carried out. Prior to any demolition occurring, all asbestos was removed.
- b) Site testing for asbestos fragments has been carried out with all fragments removed and Council is waiting on full validation of the site.
- c) The petrol tanks were located, all fluid (mainly water) was removed and the tanks removed and disposed of by contractor.
- d) Soil testing has been carried out and Council is waiting on validation of the tank area.

An inspection of the paired semi-detached building has revealed that the eastern exterior wall and party wall are in a dilapidated state. Rectification works are required to be carried out on the party wall to ensure the integrity of the building. These works will occur in conjunction with Council's Structural Engineers advice, plans and certification.

Council has received a response from its Expression of Interest for the Onsite Supervisors position. Mr John Anderson will be appointed to the position with conditions being negotiated.

Council has received amended plans and specifications for the changes requested by Council.

For Council's Information

Noted

3. Weddin Aquatic Centre, P2.3.1

Council resolved at its Ordinary May 2015 Council Meeting to develop the aquatic centre in stages being:

- Stage 1 – 50m pool, plant and concourse
- Stage 2 – Amenities
- Stage 3 – Splash Pad and Program Pool

It is intended to go to tender in late September/October for Stage 1 of the project with an 8 week process looking to assess and recommend determination at Special Council Meeting in late January/early February 2016.

Council has also resolved to demolish the shell and concourse outside the tender process and handover the cleared site to the builder.

The use of the existing overall design needs to be confirmed that it can be staged.

- 1) Review of existing proposal for the ability to be staged as follows:

- Stage 1 – 50m pool, plant and concourse
- Stage 2 – Amenities
- Stage 3 – Splash Pad and Program Pool

- 2) Review of existing Schedule 3 for inclusion in tender process and amended to service Stage 1 requirements.

- 3) Review of the specification for the pool construction, concourse, plant and plant room.

Council has commenced investigations regarding the extent of Stage 1 in relation to concourse finishes within the residual infrastructure.

It is intended to decommission the existing pump and filtration system. This will require the development of a temporary system to service the existing toddler's pool. Should this be unavailable, consideration will need to be given to alternative arrangements to provide an appropriate shallow water area.

For Council's Information

Noted

BRENDAN HAYES
DIRECTOR ENVIRONMENTAL SERVICES

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

MINUTES OF THE GRENFELL SESQUICENTENARY COMMITTEE MEETING HELD ON THURSDAY, 18 JUNE 2015 COMMENCING AT 5.30 PM AT THE COUNCIL CHAMBERS. (C1.4.16)

1. PRESENT: P Moffitt, G Carroll, J Hetherington, J Parlett, L Thomas, C Brown, P Starr, K Starr, G Nicoll, M Nicoll, L Carroll, P Grossman, H Moffitt, P Livingstone, A Carr and A Milne.

2. APOLOGIES: T Robinson, W Twohill and L Eastaway.

Resolved: P Moffitt and H Moffitt that the apologies be accepted.

3. MINUTES

Resolved: L Carroll and C Brown that the minutes of 26 March, 2015 be adopted.

G McClelland entered the meeting at this point 5.31 pm.

4. BUSINESS ARISING:
Nil

5. CORRESPONDENCE:

Inwards

- Nil

Outwards

- Nil

6. GENERAL BUSINESS:

6.1 Action Plan

The Action Plan was reviewed with the following comments:

- Book in progress- 65 - 70 old homesteads to be featured in the book at this stage. Contact made with printers. Funding/grants being pursued. Royal Australian Historical Society to source a grant. Forward selling of book to be considered.
- Tree planting – site determined.

Resolved: L Thomas and C Brown that the tree planting ceremony be conducted on the main day and the Committee seek advice from Noel Cartwright in regards to the most appropriate tree.

- Monument/Time Ongoing Capsule – L Thomas and B Twohill pursuing.
- Beard growing competition – to be launched on Australia Day 2016.
- People to write about Grenfell – G Nicoll pursuing.
- Large photos of Grenfell – in progress.
- Bushdance with a folk band and an old fashioned supper to be held on the Saturday night. November Shorn band booked. Letter to be written to Grenfell Show Society. Liquor Licence to be obtained. P Livingstone pursuing.
- 2016 Grenfell Gold Fest to be merged with Sesquicentenary event, dress up prizes etc. A Carr to pursue.
- Bus tour on Saturday – G McClelland and L Eastaway arranging.
- Guinea pigs at the Railway station on Sunday – J Black to pursue.

- Theme – ‘Come Home to Grenfell’ to be the theme. To be implemented for all major events in 2016 leading up to the celebrations. The committee to write to all community groups requesting they relate any events they have in 2016 to the Sesquicentenary celebrations and include the event in the calendar of events planner. Also encourage clubs and groups to think of 2016 as a full year of celebrations.
- Website to be developed. In progress.
- Logo to be developed. In progress.
- Branding to be developed. In progress.
- Social media to be initiated/developed ie Facebook. To be pursued with M Yates.
- Grants to be pursued where possible. In progress.
- Budget to be developed. In progress.
- Robert Reeves to be invited to the next meeting. P Moffitt to pursue.
- Official invitation to be written to Angus Taylor MP, Katrina Hodgkinson MP and Senator Fiona Nash. P Moffitt to pursue.
- Crowd sourcing function to be developed whereby people can donate \$2 or \$5 via a link on our website to go towards expenses associated with the celebration. Target groups to be identified. Arts OutWest to be contacted to provide assistance. In progress.
- An additional book to be developed- Peter Grossman’s book progressing well. To be printed October 2015.
- People who have left Grenfell to be invited back- Use reunions column in Telegraph, Herald and possibly Melbourne papers. Write to local schools and sporting groups encouraging them to hold reunions on the October long weekend in 2016. Promote on Facebook. In progress.
- Artefacts- display to be held. Security to be considered. S Ryder pursuing.
- Art Gallery – exhibition to showcase Grenfell History.
- Main Day of Activities – Sunday to be the main day with activities to be held in Taylor Park.
- Literature- in progress. Progressing well.
- Old Days clothing to be highlighted- to be incorporated as part of Goldfest.
- Official Launch- to be at the Australia Day Ceremony in 2016. In progress.
- Special Guests- Peter Moffitt to approach Marie Bashir. Other names to be considered such as Jan Leane. P Moffitt to pursue.
- Calendar of events- in progress.
- Cobb & Co Coach – tentatively booked for the whole weekend.
- Restoration Historic Advertising – to be further investigated.
- Merchandise ie Grenfell Scarf – ideas to be circulated amongst committee members.
- Grenfell Special Plant – to be investigated.
- Breakfast at O’Brien’s Hill – to be considered for the Monday morning and be further developed.

Resolved: G Nicoll and H Moffitt that the breakfast on Monday morning be further developed as ‘pop up’ markets after speaking to Sarah Clifton and Gabi Capra.

- Window Dressing Display – to be developed.

Resolved: C Brown and P Grossman that the window dressing display be developed.

7. DATE OF NEXT MEETING: Thursday, 30 July 2015, 7.30 pm at the Council Chambers.

8. MEETING CLOSED: There being no further business to discuss the meeting closed at 7.04 pm.

025 RESOLVED: Cr Brown and Cr Niven that the Minutes of the Grenfell Sesquicentenary Committee Meeting be noted.

MINUTES OF THE TOWN WORKS COMMITTEE MEETING HELD ON MONDAY 13 JULY, 2015 AT 4.30 PM (C2.6.8).

1. **PRESENT:** Clrs Liebich (Chair), Parlett and Brown.
Messrs G Carroll, B Hayes, L Gibson and A Milne (observers).

2. **APOLOGY:** Clr McClelland

Resolved: Clr Brown and Clr Parlett that the apology be accepted.

3. **CONFIRMATION OF MINUTES:** 22 June 2015

Resolved: Clr Parlett and Clr Brown that the minutes of 22 June 2015 be adopted.

4. **MATTERS ARISING:**
Nil

5. **CORRESPONDENCE:**

Clr Best entered the meeting at this point 4.31 pm.

- 5.1 **Ian and Jenny Armstrong, E2.9.3 (C2):**

Resolved: Clr Parlett and Clr Best that an on-site meeting be arranged with Mr and Mrs Armstrong to further discuss the issue.

6. **REPORTS:**

- 6.1 **General Manager:**
Nil

Noted

- 6.2 **Corporate Services Department:**
Report on Town Costings and Victims (of Crime) Support Scheme.

Noted

Clr Griffiths entered the meeting as an observer at this point 4.46 pm.

- 6.3 **Director Engineering:**
Reports on Works Report, Other Works, Future Works, Black Spot Programme 2016/2017, Community Building Partnerships Program. Grenfell Junior Rugby League, Small Biz Bus, CENTROC Group Tender – Condition Assessment of Sewer and Stormwater Mains Using CCTV and CENTROC Group Tender – Condition Assessment of Sewer Service Lines Using Smoke Testing.

Noted

Clr Hughes entered the meeting as an observer at this point 4.59 pm.

- 6.4 **Director Environmental Services:**
Reports on Sewerage Treatment Works, Caravan Park, Grenfell Medical Centre Development, Weddin Aquatic Centre and Town DAs.

Noted

7. **BUSINESS WITH NOTICE:**
Nil

8. **QUESTIONS WITH NOTICE:**

Nil

9. **NEXT MEETING:** Monday, 17 August 2015 at 4.30 pm.

10. **CLOSURE:** There being no further business to discuss the meeting closed at 5.02 pm

5. **General Business:**

5.1 **Ian and Jenny Armstrong, E2.9.3 (C2)**

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

Noted

Cr Halls returned to the room.

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

MINUTES OF THE PROPERTY AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY, 13 JULY 2015 COMMENCING AT 5.03 PM (C2.6.11)

1. **Present:** Clrs Liebich (Chair), Parlett, Griffiths, Hughes, Best and Brown (observer).
Messrs G Carroll, B Hayes, L Gibson and A Milne (observers).

2. **Apology:** Clr McClelland

Resolved: Clr Hughes and Clr Parlett that the apology be accepted.

3. **Minutes:**

Resolved: Clr Best and Clr Griffiths that the minutes of the 22 June 2015 be adopted.

4. **Matters Arising:**
Nil

5. **General Business:**

5.1 Medical Centre – Burrangong Street

- Demolition works completed. Debris removed. Rehabilitation works in progress. Structural Engineer to attend site to inspect.
- Quotations to be obtained for various components and contracts developed.
- On-Site Supervisor engaged.
- Grant funding application under the National Stronger Regions Fund (NSRF) in Round 2 to be re-submitted. Closes 31 July 2015.
- Future operations – currently being considered.
- Construction of footpath to be considered.

Noted

5.2 Grenfell Pool Development

- Tenders to be recalled September 2015 for Stage 1. Funding to be sourced.
- Plans and specifications being reviewed to endeavour to find savings.
- Grant funding application under ClubGRANTS Category 3 Programme to be resubmitted next round subject to it being for sport and recreation projects.

5.3 Bogolong Dam Development

- Operational aspects such as inspections, maintenance and signage being undertaken and arranged.
- Sec 355 Committee established. Inaugural meeting to be arranged.
- Meeting to be arranged with representatives from RMS and Mr Paul Heinrichs on-site to discuss upgrade requirements, structural issues, risk management, environmental and safety issues regarding various activities.
- Risk Management Plan to be developed.
- Council to then consider future uses of the dam.

Noted

6. Development Enquiries

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

• Adelargo Road	Dwelling
• Main Street	Commercial use
• Holy Camp Road	Swimming Pool
• Henry Lawson Way	Dwelling
• Melyra Street	Retaining Wall
• Warraderry Street	Fencing
• West Street	Commercial use
• Quandialla	Shed
• Greenethorpe	Rural use
• Grimshaw Lane	Dwelling
• Iandra Road	Dwelling Additions
• Main Street	Deck
• Alexandra Street	Fencing
• Forbes Street	Dwelling Additions
• Main Street	Roof Replacement
• Manganese Road	Septic System
• Burrett Street	Fence & Spa

Noted

7. Next Meeting: Monday, 17 August 2015 at 5.00 pm.

8. Closed: There being no further business to discuss the meeting closed at 5.36 pm.

027 **RESOLVED:** Cr Parlett and Cr Hughes that the Minutes of the Property and Development Committee be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE MANEX MEETING HELD ON TUESDAY, 14 JULY 2015 COMMENCING AT 8.15 AM (C2.6.10)

Present: Messrs G Carroll, B Hayes, L Gibson and A Milne.

Apology: W Twohill

Resolved: A Milne and B Hayes that the apology be accepted.

Minutes: of meeting 23 June 2015

Resolved: L Gibson and A Milne that the minutes from 23 June 2015 be adopted.

General Business:

1A Administration

- (i) NSW Government's – "Fit for the Future" Proposal – Council's submission forwarded to IPART by 30 June 2015 detailing plans on how Council will be "Fit for the Future". Further reported in General Manager's report.
- (ii) 2015/2016 Operational Plan – in progress. Capital projects to be now instigated.
- (iii) Annual Report – to be forwarded to the Division of Local Government by 30 November 2015. General Manager to pursue.

1B Human Resources

- (i) Vacancies
 - Patch Truck Labourer – to be advertised.
- (ii) Appointments
Nil
- (iii) Local Government (State) Award 2014 – 2.7% increase commenced from 1 July 2015. Salary structure updated.

2. Public Order and Safety

Nil

3. Health

- (i) Grenfell Medical Centre – site preparation works and remediation works in progress. Contracts for specific components of the project being developed. Quotations/tenders to be then called. Grant funding application to be resubmitted under Round 2 of (NSRF). Closes 31 July 2015.
- (ii) Grenfell Medical Centre Operation – currently being considered. Further reported in General Manager's report.

4. Community Services and Education

Nil

5. Housing and Community Amenities

- (i) Rural Land Use Study – possible land rezoning opportunities identified in rural zone (RU1). Consideration to be given to reducing minimum lot sizes in large lot residential zone (R5). Consultant appointed to prepare the planning proposal. Director Environmental Services pursuing.
- (ii) Quandialla Recycling Depot – operating very well. Acting Director Engineering monitoring.
- (iii) Emu Creek Storm Management Plan – grant funding to be now sought together with Council's funds to undertake works as prioritised in plan. Written agreements developed to gain access to private land along Emu Creek and sent to private landowners for signing. Currently receiving responses. Director Engineering pursuing.
- (iv) O'Briens Tributary – consultant finalised the proposed draft options plan. Public consultation process currently in progress. Advice obtained on the impact of the drainage construction on affected dwellings and included in the draft plan.

6. **Sewerage**
(i) Smoke Testing – boundary traps to be re-inspected by Contractor. Repairs to be undertaken if required. Next round of smoke testing to be undertaken upon contract renewal. Acting Director Engineering pursuing contract renewal and Director Environmental Services pursuing internal compliance.
7. **Recreation and Culture**
(i) Art Gallery – new exhibition in progress until the 25 July 2015.
(ii) Cinema – “Pudsey the Dog” film was held on Wednesday, 8 July 2015 and was very successful with 35 attending. Next film to be held 20 August, 2015.
(iii) Henry Lawson Oval Master Plan – plan currently being developed. Acting Director Engineering pursuing.
(iv) Club Grants Category 3 Funding – grant funding application to be resubmitted for the Grenfell Swimming Pool upgrade if next round is for sport and recreation projects.
8. **Mining Manufacture and Construction**
(i) Gravel Pit Leases – process continuing to secure pits. Director Engineering pursuing.
9. **Transport and Communication**
(i) RMS Contract – reported in Acting Director Engineering’s report.
(ii) Other Programs – **Noted**
(iii) Traffic Control/Signage Training – to be arranged. Director Engineering pursuing.
10. **Economic Affairs**
(i) Henry Lawson Festival – debrief session to be held Tuesday, 21 July 2015 at the Community Hub. Annual General Meeting (AGM) to be held 20 October, 2015.
(ii) Industrial Land Sales – two sales currently proposed.
11. **General Purpose Revenues**
(i) Special Rate Variation – to be implemented from 1 July 2015.
12. **Alliances**
(i) Mid Lachlan Alliance – no recent meetings.
(ii) CENTROC – next meeting to be held at Parliament House, Canberra in August 2015.
13. **Other Matters**
(i) Procurement Roadmapping Plan – internal steering committee to be developed.
14. **Job List:** review

Noted

Next Meeting: Tuesday, 18 August 2015 at 8.15 am.

Closure: There being no further business to discuss the meeting closed at 10.07 am.

028 RESOLVED: Cr McClelland and Cr Niven that the Minutes of the Manex Meeting be noted.

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | |
|---------------|----------------------------------------------------------------------------------|--------------------|
| April 2012 | 1. <u>Grenfell Cemetery Maintenance:</u> further meeting to be held in May (DE). | In Progress |
| February 2015 | 2. <u>Bogolong Dam Committee:</u> arrange inaugural committee meeting (GM). | In Progress |
| June 2015 | 3. <u>Local Land Services:</u> arrange meeting to discuss removal of fence (GM). | In Progress |

2. DEFERRED ACTIVITIES:

- | | | |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| September 2011 | 1. <u>Lawson Oval:</u> Cricket Association proposal to be referred to other users (DE). | In Progress |
| April 2012 | 2. <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES). | In Progress |
| November 2013 | 3. <u>O'Brien's Tributary – Drainage Improvement:</u> refer matter back to floodplain committee for further consideration and other possible options (DE). | In Progress |
| February 2014 | 4. <u>Lawson Oval Master Plan:</u> write to other users to assist in developing master plan (DE). | In Progress |
| | 5. <u>Quandialla Drainage:</u> arrange meeting with Quandialla Progress Association. Resubmit plans to Council (DE). | In Progress |
| | 6. <u>ARTC Road Interface Agreement:</u> awaiting response from LGNSW and John Holland in regards to signing agreement (DE). | In Progress |
| July 2014 | 7. <u>Henry Lawson Statue:</u> advertise and seek comments in regard to security camera (DE). | In Progress |
| | 8. <u>Bogolong Dam:</u> invite RMS and Paul Heinrichs to address Council (DE). | In Progress |

December 2014	9. <u>Beazleys Bridge</u> : upgrade works to be held in abeyance until outcome of grant funding application is known (DE). In Progress
February 2015	10. <u>Industrial Land Proposal</u> : deferred for further consideration. Site inspection to be arranged (DE). In Progress
May 2015	11. <u>Australian Government Black Spot Program</u> : arrange for grant funding agreement to be signed (DE). In Progress
	12. <u>Forbes Street Caravan Parking</u> : submit report to Council after expiration of trial period (DE). In Progress
	13. <u>Procurement Policy</u> : arrange public exhibition and resubmit to Council for adoption (DES). Carried Out
	14. <u>Local Preference Policy</u> : arrange public exhibition and resubmit to Council for adoption (DES). Carried Out
June 2015	15. <u>RMS</u> : request roundabout to be considered at the end of the Main Street in Grenfell (ADE). In Progress
	16. <u>Grenfell Medical Centre Operation</u> : invite representatives from Medicare Local and NSW Rural Doctors Network to address Council (GM). In Progress
	17. <u>Pigeon Control – Main Street</u> : continue to investigate options (DES). In Progress

QUESTIONS

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

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

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

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

The following questions have been received:

Nil

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

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

10A

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

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

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

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

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

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

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

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

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

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

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

029 **RESOLVED:** Cr Halls and Cr Griffiths that Council form a Closed Council to consider the items listed below, AND THAT the Press and the public be excluded from the Meeting of the Closed Council because of the confidential nature of the business to be transacted.

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

GENERAL MANAGER'S REPORT

1. **Grenfell Industrial Estate – Purchase, P2.5.4**
Reason for confidentiality: commercial information (section 10A(2)(d))
2. **Grenfell Industrial Estate – Purchase, P2.5.4**
Reason for confidentiality: commercial information (section 10A(2)(d))

REPORT ON CLOSED COUNCIL

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

GENERAL MANAGER'S REPORT

1. Grenfell Industrial Estate – Purchase, P2.5.4

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

RESOLVED: that the proposed action be confirmed.

2. Grenfell Industrial Estate – Purchase, P2.5.4

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

RESOLVED: that the proposed action be confirmed.

CLOSURE: There being no further business the meeting closed at 7:10pm.

Taken as read and confirmed as a true record this day 20 August 2015.

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