



To Avoid Delay when
Replying or Telephoning

Please Quote:

WEDDIN SHIRE COUNCIL

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MINUTES OF THE WEDDIN SHIRE COUNCIL ORDINARY MEETING HELD THURSDAY, 16 NOVEMBER 2017 COMMENCING AT 8.00 AM

9 November 2017

Dear Councillors,

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 NOVEMBER, 2017**, commencing at **8.00 AM** and your attendance is requested.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 19 October 2017
3. QUESTIONS FROM THE PUBLIC
4. DECLARATIONS OF INTEREST
5. CORRESPONDENCE (As per Precis attached)
6. MOTIONS WITH NOTICE
7. MAYORAL MINUTE
8. REPORTS: (a) General Manager
(b) Director Corporate Services
(c) Director Engineering
(d) Director Environmental Services
(e) Delegates
9. MINUTES - Traffic Ctee Mtg 2/11/2017
- Planning & Development Ctee Mtg, 13/11/2017
- Manex Mtg, 14/11/2017
10. INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES
11. TENDERS AND QUOTATIONS
12. QUESTIONS
13. CLOSED COUNCIL
14. REPORT ON CLOSED COUNCIL
15. CLOSURE

PRESENT: The Mayor Cr M Liebich in the Chair, Crs J Niven, C Bembrick, S O’Byrne, S McKellar and P Diprose.
General Manager (G Carroll), Director Engineering (R Ranjit) and Director Corporate Services (L Gibson).

APOLOGY: Nil

CONFIRMATION OF MINUTES:

185 **RESOLVED:** Cr Diprose and Cr Bembrick that the Minutes of the Ordinary Meeting, held on 19 October 2017 be taken and read as **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
Nil				

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 16 NOVEMBER 2017.**

SECTION A - Matters for information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 40/2017.
- A2. Pam Livingstone, A3.30.17: Conveying my congratulations on the improvements to Forbes Street. The relocation of the “blisters” has been very successful with many tourist and other long vehicles using the parking spaces.
- A3. Ilana Waldman, A3.6.46: As we progress towards the commencement of the crown Land Management Act 2016 (CLMA) in early 2018, I wanted to provide you with an update on the Community Engagement Strategy.
- A4. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 41/2017.
- A5. Caragabal Promotion Group, P2.1.50: Thanking the staff at the Weddin Shire Council for listening to our concerns regarding the state of our park toilets and for carrying out appropriate maintenance in an efficient manner.
- A6. The Hon Dan Tehan MP, A3.6.1: Advising Remembrance Day on 11 November is a nationally recognised day of commemoration when we pause for one minute of silence to remember the service men and women who gave their lives in war, conflicts and peace operations.
- A7. Gabrielle Upton – Minister for Local Government, A3.6.54: Advised the NSW Government has proposed tough new Code of Conduct requirements for local NSW councils.
- A8. Office of Local Government, A3.9.3: The Office of Local Government (OLG) is consulting with councils and other stakeholders on changes to the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct) and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (the Procedures).
- A9. Chris Wild – Local Government NSW, A3.8.2: Advised the NSW Government announced the exhibition of a new model code of conduct for local government.
- A10. Local Government NSW, A3.8.2: Local Government NSW (LGNSW) said the NSW Government’s planning and transport strategies released this week were a once-in-a-lifetime opportunity to deliver integrated and upfront infrastructure for communities in NSW.
- A11. Local Government NSW, A3.8.2: Local Government NSW (LGNSW) welcomes reforms that strengthen the sector and accountability to the community, but encourages the Minister of Local Government to focus on real, meaningful change that delivers genuine benefits.
- A12. Central NSW Councils, C2.7.3: Please find attached a report of the suggested constitutional changes.
- A13. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 42/2017.

- A14. Office of Local Government, A3.9.3: The Office of Local Government has issued an updated edition of the Councillor handbook.
- A15. Local Government NSW, A3.8.2: Parkes Shire Council has been selected from eight council areas to host the Local Government NSW (LGNSW) Tourism Conference in March next year.
- A16. Davis Earthmoving and Quarrying Pty Ltd, E3.3.12: Advising Davis Earthmoving & Quarrying Pty Ltd is pleased to accept Weddin Shire Councils offer to extend the contract for a further 12 months.
- A17. Australian Men's Shed Association, G2.55: Advising round 16 of the Australian Government National Shed Development Programme opens Monday 30 October, with applicants encouraged to apply for grants to run health events during Men's Health Week next year (11-17 June 2018).
- A18. Therese Smith, A3.30.17/22: Advising I was made aware of the removal of trees from the nature strip of my next door neighbour's property at 8 Wood St, Grenfell.
- A19. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 43/2017.
- A20. The Hon Michael McCormack MP, A3.19.3: Advising your Council of an opportunity to receive Federal Government funding to boost crime prevention in your area.
- A21. Central Tablelands Water, U1.6.7: Advising that at a meeting of Council held in Blayney on 18 October 2017.
- A22. Lois Rasmussen, C1.1.3: Advising last weekend I visited Grenfell via Orange to visit relatives.
- A23. National Farmers' Federation, C1.4.5: Writing to invite your community to join the National Farmers' Federation (NFF) and all Australians in celebrating National Agriculture Day (Ag Day) on Tuesday 21 November 2017.
- A24. The Hon Steph Cooke MP, A3.19.2: Advising six heritage projects in the Cootamundra electorate will receive funding from the NSW Government to add value to their communities.

SECTION B - Matters for report

- B1. Caragabal Promotion Group, C1.3.14: Advising the Caragabal Promotion Group have reviewed the Draft Community Project Support process and application and would like to provide the following feedback:
- B2. Audit Offices of NSW, A1.2.1: Please find attached signed Independent Auditor's Reports.

186 RESOLVED: Cr O'Byrne and Cr Bembrick that Correspondence sections A and B be noted.

Cr Parlett entered the meeting at this point 8.01am

SECTION C - Matters for consideration

1. NSW Government, C2.10.9: Advising Deputy Premier and Minister for Regional NSW John Barilaro, and Minister for Local Government Gabrielle Upton today announced the NSW Government will introduce new laws to allow Councils in regional NSW to voluntarily create new Joint Organisations in 2018.

Copy forwarded to Councillors

Noted

2. Local Government NSW, A3.8.2: Local Government NSW (LGNSW) welcomed an announcement today by the NSW Government to introduce new laws to allow Councils to create new Joint Organisations in 2018.

Copy forwarded to Councillors

Noted

3. Raymond Abbott, S1.1.5: Referring to your letter dated 19th October in regards to the plans for the new Sewer Treatment Plant (STP).

Copy forwarded to Councillors

RECOMMENDATION: that Council go into Committee of the Whole to discuss the matter.

- 187** **RESOLVED:** Cr Parlett and Cr Diprose that Council form a Committee of the Whole to consider various matters before Council. AND THAT the Press and the public be excluded from the Meeting of the Committee of Whole because of the confidential nature of the business to be transacted.

COMMITTEE OF THE WHOLE

- 188** **RESOLVED:** Cr Diprose and Cr Bembrick that Council obtain a second valuation and grant delegated authority to the General Manager in consultation with the Director Environmental Services to negotiate on Councils behalf and report back to Council.

- 189** **RESOLVED:** Cr Bembrick and Cr Diprose that the meeting return to Open Council.

4. Grenfell Junior Rugby League, P2.1.6: Advising Grenfell Junior Rugby League is requesting Council's permission to use Lawson Oval to run our Annual Mixed Summer League Tag Competition. To commence on Monday 13th November 2017 and run throughout the Summer months.

The competition will be run on Monday nights between the hours of 6pm – 8.30pm approx.

The Club would like to thank Council for their continual support.

Note: as the competition commenced on 13/11/17 approval was granted subject to a copy of their public liability policy being provided.

RECOMMENDATION:

Confirm Action

- 190** **RESOLVED:** Cr Niven and Cr McKellar that the action be confirmed.

5. Grenfell Preschool & Long Day Care Centre, C1.1.3: Writing to ask if the Weddin Shire Council would be willing to donate a Family Pass to the Grenfell Leisure Centre to be raffled as one of the major prizes for our Christmas Raffle.

The Grenfell Preschool & Long Day Care Centre hold an annual Christmas Raffle, with all money raised going towards resources for our centre.

RECOMMENDATION:

For Councils Consideration

191

RESOLVED: Cr Parlett and Cr O’Byrne that Council donate a Family Pass as requested.

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 16 NOVEMBER 2017

RECOMMENDATION: that the late correspondence be received and dealt with because of the urgency of the matters.

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

6. The Hon Michael McCormack MP, A3.19.3: Another round of a Federal Government fund that delivered more than \$4.6 million to the Riverina and Central West earlier this year has opened, the National's Member for Riverina, Michael McCormack, has announced.

Copy forwarded to Councillors

RECOMMENDATION: that a grant funding application be submitted under Round 2 of the Building Better Regions Fund (BBRF) to works as part of the Main Street upgrade.

193 **RESOLVED:** Cr Parlett and Cr O'Byrne that a grant funding application be submitted under Round 2 of the Building Better Regions Fund (BBRF) to fund works as part of the Main Street upgrade.

194 **RESOLVED:** Cr McKellar and Cr Bembrick that the Correspondence be noted except where otherwise resolved.

9 November 2017

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. Local Government Reform – Innovation Fund, C2.10.9

Common Thread Consulting Pty Ltd are continuing to undertake two projects under the Innovation Fund for the Mid Lachlan Alliance (MLA) Councils as part of a 'Fitness Campaign' as follows:

1. To deliver a Fiscal Responsibility Action Plan (FRAP) ensuring that each of the Councils adopt sound financial principles, are fiscally responsible and meet the NSW Government's Financially sustainable requirements, particularly in regard to submitted FFTF proposals and the new legislation set out in the recent Local Government Act, 1993 amendments.
2. Complete two comprehensive efficiency and service reviews on two of the Council's largest recurrent operational programs being Roads Infrastructure Maintenance and Parks and Gardens Infrastructure Maintenance.

The Fitness Campaign will strengthen the case for councils to remain independent with a focus on asset management, financial sustainability and improved service delivery. It is founded upon simple documents (Service Dashboards) that will form part of each council's integrated planning and reporting framework, helping us to better understand our business and that of our partners in the MLA.

Detailed reviews are currently being carried out in several areas including ICT (Information Communications and Technology), Civica Authority (corporate computer system), roads, parks and customer service. Higher level reviews are also being carried out of all services to identify areas to explore further.

Where a potential opportunity for improvement is identified, a business case will be developed (either for our Council or for a number of Councils in the Alliance) that considers the costs, benefits and risks. If the business case is positive, it will then be recommended to Council for approval. A Program Management Office will be established in each Council to coordinate the development of business cases, develop project documentation and monitor the progress of each project.

A robust project management approach is an important part of the Fitness Campaign as this will help keep projects on track and ensure desired outcomes are realised. The result will be a sustainable Council with the capability and capacity to deliver better value for our local community.

A Connected Leadership Program is also being developed as part of the Fitness Campaign. The Connected Leadership Program is an integral part of the Fitness Campaign because each Council

THE GENERAL MANAGER'S REPORT

has recognised that we need to think and work differently. The program includes a combination of one-on-one coaching and development as well as group workshops. The one-on-one sessions will focus on developing the behaviours of individual leaders to support a shift in organisational culture. Group workshops will focus on developing a shared vision and purpose within each Council and across the MLA.

The program will commence on Monday 13 November 2017 with Lead Consultant Mr David Gourlay conducting one-on-one coaching sessions and workshops with staff all week except for Thursday where he will be at Lachlan Shire Council. David is a business psychologist with 20 years' experience across both the private and public sectors, having worked closely with organisations in Australia, the USA, and Europe. He has worked extensively in local government, in both the UK and Australia as well as having a strong background in the infrastructure and energy markets. In particular, he specializes in supporting organisations in improving through developing productive leadership and relationships that are underpinned by well designed systems, processes and structure.

A Councillor development workshop will be also held in December to update Councillors on the 'Fitness Program'. A second workshop will be held in February 2018 whereby it is planned David will attend to address Councillors in regards to leadership and the leadership program.

As reported last meeting we are also currently awaiting the outcome of a grant funding application submitted under the Smart Cities and Suburbs program for \$475,000 on behalf of the Alliance Councils to assist in ensuring we are able to access and use smart technology to enable us to become more productive and sustainable as well as being able to deliver services in a more efficient and effective manner.

For Information

195 **RESOLVED:** Cr Diprose and Cr Parlett that Council engage Mr David Gourlay to conduct a workshop with Councillors in February 2018.

2. Regional Growth Fund, G2.1/A3.19.2

Stronger Country Communities Fund

The "once-in-a-generation" *Stronger Country Communities Fund* which is part of the NSW Government's \$1.3 billion Regional Growth Fund will support projects valued between \$100,000 and \$1 million, or even higher with financial co-contribution.

A grant application to upgrade the Main Street was submitted by the due date 18 October 2017.

This is a great opportunity to commence the Main Street upgrade which is a high priority in our Community Strategic Plan (CSP). It is planned to undertake community consultation at the appropriate time.

For Information
Noted

Regional Cultural Fund

The Regional Cultural funding is available to build and upgrade arts and cultural venues including Art Gallery's, Libraries, performance spaces and cultural centres with round 1 funds to be allocated in four categories as follows:

THE GENERAL MANAGER'S REPORT

- **Small scale regional cultural infrastructure** – grants of up to \$60,000 for improving arts and cultural infrastructure and purchasing equipment for arts and cultural purposes
- **Medium scale regional cultural infrastructure** – grants of between \$60,000 and \$1 million to improve arts and cultural infrastructure and revitalize local communities through strategic investment
- **Large scale regional cultural infrastructure** – grants of over \$1 million for cultural infrastructure in regional NSW, with a strong focus on partnerships with local councils and communities
- **Operational** – grants to support the delivery of arts, cultural, screen and heritage projects

An Expression of Interest (EOI) was submitted on behalf of the Grenfell Dramatic Society to upgrade the Grenfell Community Arts Centre building. An EOI was also submitted on behalf of the Grenfell Art Gallery Committee to install solar power for the community hub building and temperature control for the Art Gallery.

Advice has been recently received that shortlisting of projects is progressing through to the final approvals stage with all applicants notified if they will be invited to submit a grant funding application in the near future.

**For Information
Noted**

Regional Sports Infrastructure Fund

Expressions of Interest (EOI's) for the Regional Sports Infrastructure Fund are open all year round with the fund targeting investments over \$1m.

If applicants are short listed they will be then required to develop a business plan for assessment for final funding decisions. Applicants are also encouraged to make a significant financial or in-kind contribution towards the project cost. Organisations can make a joint application with project nominations involving partnerships of eligible groups encouraged.

In this regard and as resolved at the September Council meeting the submission of an EOI titled 'Weddin Shire Sporting Infrastructure Upgrades' for the upgrade of the following local sporting clubs infrastructure is currently in progress:

- Caragabal Sports Club
- Grenfell Rugby Union Club
- Grenfell Rugby League Club
- Grenfell Soccer Club
- Grenfell Kart Club
- Grenfell Tennis Club
- Grenfell Squash Club

In order that Council has a comprehensive set of integrated data and has completed community consultation a Community Wellness Plan is being prepared. This plan will bring together the objectives listed below into one plan that can translate into our Integrated Planning documents (Delivery Program and Operational Plan) over the next 4 years.

THE GENERAL MANAGER'S REPORT

The Community Wellness Plan will use existing data from some current plans and the Mid Lachlan Alliance service reviews coupled with new data to address the following:

- For economic health:
 - Local economic development
 - Tourism
 - Destination Management
 - Health Services
 - Village development
- For social wellbeing and health
 - Sporting facilities
 - Cultural services and facilities
 - Health facilities
 - Aged care needs
 - Village health

The Community Wellness Plan will be prepared after liaison with stakeholders and the digital panel will be utilised to gain valuable insight into community needs and expectations for a raft of new community projects.

It is anticipated that the draft Community Wellness Plan will be completed by mid-December in respect to Weddin Shire's sports needs. This will facilitate the submission of the EOI for the Regional Sports Infrastructure Fund and the development of a business plan if we are invited to submit a grant funding application.

The Economic Development elements will be finalised by the end of January 2018 to align with the Regional Economic Development Strategy (REDS), linked to the South West Region (SWR) Functional Economic Region (FER). The Health facilities and Aged Care needs assessment will be completed early February 2018 which will identify the future health needs of the Weddin Shire.

For Information
Noted

Growing Local Economies Fund

The Growing Local Economies Fund was established to develop infrastructure to grow regional centres.

The fund is administrated by the Office of Regional Development whereby there is a two step process to apply for funding as follows:

- i) Contact the Office of Regional Department to discuss proposed projects
- ii) Submit a business case

Eligible projects will be then assessed against four program criteria's:

- Strategic Assessment
- Economic Assessment
- Affordability
- Deliverability

THE GENERAL MANAGER'S REPORT

In regards to the application process advice has been received from the Department of Premier and Cabinet that funding will be distributed on a regional basis. This is a key change for this particular fund as it is a move away from the rounds-based, whole-of-State competitive process to a new process that will see a notional allocation made to each regional economic area. This approach gets rid of the need to meet deadlines or competing against other regional areas, and will enable a planned, whole-of-region approach to growing our community and economy.

A draft set of regional economic areas called Functional Economic Regions (FERs) have been identified after examining a range of economic factors including labour flows, population and market characteristics, communities of interest and supply chains. These regional economic areas are usually comprised of a number of smaller towns surrounding a larger town (hub and spoke) and may cross Local Government boundaries. Weddin Shire has been included in the South West Slopes FER with Bland, Cootamundra, Hilltops and Temora Shires.

To enable the Government to move away from a state-wide approach and to approve projects related to growing economies in each of these areas, each FER will need to have a current Regional Economic Development Strategy (REDS) that clearly articulates key economic priorities and the enablers that are required to deliver them.

The Department want to make the development of the REDS as simple as possible and so they have appointed economic consultants to guide the process in order to reduce the administrative burden on Councils and other community organisations. It is recognised that many Local Government areas have existing, well developed strategies and that many of these will have a section which considers neighbouring Local Government Areas. In such cases, the process should be quite quick because this material will be used in the REDS. Applicants must demonstrate how projects will improve economic outcomes for communities and where possible projects should support local procurement, job creation and skills development.

As the process will be finished within 4-8 weeks it is critical that we have input into the process to ensure our projects are included in the REDS. The Department will lodge the strategy with Infrastructure NSW and the projects will then commence.

In this regard a meeting was held in Young on Tuesday 10 October 2017 to review the existing infrastructure priorities of each Council. A further meeting will be conducted in Young on Thursday 30 November 2017 to further progress this process.

**For Information
Noted**

3. Annual Report 2016/2017, C2.3.1

The 2016/2017 Annual Report is required to be submitted to the Division of Local Government by 30 November 2017.

The report has been finalised in draft form and a copy will be on display at the Council meeting as well as being forwarded to Councillors. A copy of the final Annual Report will be provided to Councillors after adoption.

The supplementary State of Environment Report has been prepared as an Appendix to the Annual Report. The Financial Statements for 2016/2017 have also been prepared as an Appendix.

THE GENERAL MANAGER'S REPORT

Copies of the State of Environment Report and the Annual Statements will be available on request.

RECOMMENDATION: that the Annual Report for 2016/2017 including the State of Environment Report be adopted, with the Annual Statements to be separately considered.

196 **RESOLVED:** Cr Diprose and Cr O'Byrne that the Annual Report for 2016/2017 including the State of Environment Report be adopted, with the Annual Statements to be separately considered.

4. Original Song – 'Sunshine on the Peaks', C1.8.3

The launch of the original song 'Sunshine on the Peaks' was held at the Henry Lawson High School on Wednesday 25 October 2017 with Council represented by Mayor Mark Liebich and myself with Cr's Diprose, Parlett and Brown also in attendance as part of the team that brought the project to fruition.

The song-writing for Wellbeing program aimed to increase connectedness between generations and focused on mental health wellbeing with the song-writing used as an outlet for participants to tell their stories. Arts OutWest, the Grenfell Mens Shed, the Henry Lawson High School staff and students, Weddin Shire Councillors, members of the community and Abby Smith all worked together to produce the song.

This is an excellent example of what can be achieved when everyone is working together in one direction for a common goal.

Cr Brown entered the meeting during this item 8.37am.

**For Information
Noted**

5. December Council Meeting, C2.8.1

Councillors are reminded that it was previously resolved that the December Meeting be a morning/day meeting.

Commencement of the meeting in the morning will allow Councillors still involved in harvesting to make best use of the day. It will also allow Council staff to complete their administrative requirements emanating from the Council meeting prior to the office closing on Christmas Eve.

The meeting will commence at 8.00 am on the 21 December, 2017 and the change will be advertised accordingly.

**For Information
Noted**

**GLENN CARROLL
GENERAL MANAGER**

197 **RESOLVED:** Cr O'Byrne and Cr Niven that except where otherwise dealt with the General Manager's Report be adopted.

THE DIRECTOR CORPORATE SERVICES' REPORT

9 November 2017

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 October 2017:

Bank Account	
Westpac	(\$535,332.00)
Investments	
Westpac	<u>8,250,000.00</u>
Total Investments	<u>\$8,250,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 October 2017.

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 October follows:

Rates Receipts	172,030.20
Credit Union Agency Commission	607.20
Service NSW Agency Fee	4,829.38
Interest on Investments	3,497.26
Block Grant Instalment	191,000.00
RMS Works	100,000.00
Fuel Tax Credit	12,494.00
Development & Building Application Fees	1,864.00
CTC Income	5,321.95
Caravan Park Income	9,950.58
Other	12,634.86
Total	<u>\$514,229.43</u>

For Information
Noted

THE DIRECTOR CORPORATE SERVICES' REPORT

3. Roads and Other Expenditure 2017/2018:

Following are the up to date maintenance figures as at 31 October 2017.

Item	Vote	Expenditure
Rural Roads Maintenance	680,731	138,039
Grenfell Town Streets Maintenance	207,090	71,499
Village Maintenance - Caragabal	6,000	1,649
Village Maintenance - Greenethorpe	6,000	5,348
Village Maintenance - Quandialla	6,000	4,303
Garbage / Recycling Collection	130,000	42,114
Quandialla Recycling Station	8,000	911
Greenethorpe Recycling Station	6,000	320
Greenethorpe Collections	8,000	1,974
Commercial Waste Collection	18,000	4,659
Grenfell Waste Depot Manning / Plant Hire	135,000	33,535
Tips Working Expenses	66,000	20,331
Grenfell Tip Green Waste Processing	20,000	0
Cemetery Maintenance & Operating Expenditure	69,000	11,884
Cemetery Sites etc income	(49,000)	(24,023)
Noxious Plants	84,500	21,634
Noxious Plants - Extra	20,000	0
Parks & Gardens	218,262	84,301
Library Expenditure	100,480	49,961
Baths Income	(25,000)	(95)
Baths Expenditure	174,000	6,078
Caravan Park Income	(65,000)	(25,141)
Caravan Park Expenditure	110,300	32,235

RTA Grant Works		
Item	Vote	Expenditure
2017/18 State Roads (SH6)	604,149	141,581
2017/18 National Roads (SH17)	175,977	158,451
2017/18 Regional Roads Block Grant	778,000	105,139
Repair Program - MR239 Pavement Rehab	162,507	68,485

2017/18 Rural Local Roads (FAG)	Vote	Expenditure
RECONSTRUCT VILLAGE STREETS (16/17 C/Over)	36,520	0
QUANDIALLA DRAINAGE (16/17 C/Over)	105,001	15,297
GRENFELL MEDICAL CENTRE - K&G & FOOTPATH (16/17 C/Over)	130,000	0
GRENFELL STREETS CONSTRUCTION (16/17 C/Over)	108,495	0
GRENFELL KERB & GUTTER (16/17 C/Over)	102,231	0
MEMORY ST/HOLY CAMP ROAD CONSTRUCTION (16/17 C/Over)	11,237	0
GREENETHORPE BUMBALDRY ROAD (16/17 C/Over)	160,083	3,434
BLACKS BRIDGE (16/17 C/Over)	93,198	2,440
GRAVEL RESHEETING (16/17 C/Over)	103,327	0

THE DIRECTOR CORPORATE SERVICES' REPORT

GRENFELL STREETS - FOOTPAVING (16/17 C/Over)	86,054	0
SUCKER REMOVAL/SHOULDER GRADING/SPRAYING (16/17 C/Over)	15,754	0
QUANDIALLA FOOTPATHS RECONSTRUCTION (16/17 C/Over)	38,896	0
Total	990,797	21,172

2017/18 Roads to Recovery	Vote	Expenditure
RESEALS (R2R)	229,017	399
KEITHS LANE	163,756	173,272
BEWLEYS ROAD	200,000	1,362
CARAGABAL - PULLABOOKA	202,820	0
HEAVY PATCHING - PINNACLE & DRIFTWAY ROAD	100,000	213,137
Total	895,593	388,169
Item	Vote	Expenditure
Flood Damage Untied Funding	1,000,000	444,681
Flood Damage - Regional Roads	409,502	386,711
Flood Damage - Rural Roads	985,059	985,059

For Information
Noted

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

Debt recovery activity for October is as follows:

Continued liaison with Council's Debt Recovery Firm Outstanding Collections.

12 that were referred to Outstanding Collection

- 2 no response
- 3 paid in full
- 4 arrangements
- 2 successful garnishees
- 1 pending arrangement

1 new referral to Outstanding collections

1 month demand letters sent

1 new payment arrangement made with, continued monitoring of existing payment arrangements, following up with further action where required

Other debt collection activity of routine nature.

For Information
Noted

5. **Quarterly Budget Review Statement (QBRs) – 30 September 2017, A1.6**

The QBRs is a financial reporting system that presents a summary of Councils financial position at the end of each quarter of the financial year.

The QBRs consists of the following statements:

1. Responsible Accounting Officers Statement
2. Income and Expenditure Budget Review Statement – By Type
3. Income and Expenditure Budget Review Statement - By Activity
4. Capital Budget Review Statement
5. Cash and Investments Budget Review Statement
6. Contracts and other expenses Budget Review Statement

The QBRs is designed to:

- Facilitate progress reporting against the original and revised budgets at the end of each quarter
- Provide explanations for major variations
- Enable the responsible accounting officer (RAO) to indicate if council will be in a satisfactory financial position at the end of the financial year.

RECOMMENDATION: that the Quarterly Budget Review Statement to the 30 September 2017 be adopted as presented.

198 **RESOLVED:** Cr McKellar and Cr Diprose that the Quarterly Budget Review Statement to the 30 September 2017 be adopted as presented.

6. **Grenfell Library, C2.8.15**

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

The spring school holidays continued the first week of October again with large numbers of kids and parents attending sessions of board games and Lego and a scavenger hunt.

Weeding program continues with Adult fiction and Large Print titles to make room for new titles.

Erica attended the Archives Resources Kit training day in Dubbo on Thursday 19. This covered resources provided by the State Archives and Records for family history research.

BorrowBox launch was held on Tuesday 24. This service has been made available by the Central West Zone agreement with Bolinda Publishing.

The Central West Zone Meeting was held in Bathurst on Friday 27. The session included discussions around training for the zone, Zone Constitution review, NSWPLA Conference, SLNSW report, Introduction to the new Zone Councilor's and a round table discussion – refurbishments and flexible library spaces.

Otherwise activities were of a routine nature.

**For Information
Noted**

THE DIRECTOR CORPORATE SERVICES' REPORT

7. Economic Development, C2.8.13

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

Distributed funding opportunities to interested community groups.

Acted as secretary for the Weddin Development Committee including preparing minutes and correspondence from the October monthly meeting and AGM, preparing content for November edition of Discover Magazine, planning for 2018 Weddin Business Awards including invoicing confirmed sponsors, assessing the future of the Go Grenfell card and investigated and promoted NSW Business Chamber membership.

Prepared report on connectivity in Weddin Shire and advised on the roll out of digital demand assessments of Weddin's priority blackspots.

Interviewed agricultural stakeholders in relation to the development of a report on an agricultural cluster.

Attended the Economic Development Managers Forum in Cowra where the regional experiences with the REDS plans were discussed

Attended our regions REDS meeting in West Wyalong.

**For Information
Noted**

8. Tourism/Promotions, C2.8.11

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

Staffed the Grenfell Accredited Visitor Information Centre as required. Liaised with casual staff over their weekend shifts including key handover etc. Prepared tasks for weekend staff. Commenced work on Christmas roster. Investigated training for two new casuals to join the weekend roster.

Prepared minutes and correspondence for the October tourism meeting and continued to pursue ownership of the Marsden Newell Highway sign to Grenfell and Cowra.

Acted as secretary for the Henry Lawson Festival committee including preparing agendas, minutes and correspondence for the October AGM and monthly. Liaised with Eventbrite as a payment platform to streamline the treasurer's role for the 2018 festival. Met with new festival president to provide background context to decision making. Applied for Festivals Australia funding for the 2018 festival.

Arranged for hanging of items in the hallway of the hub prior to the Meet and Greek weekend in November.

Liaised with online booking platforms to support a local accommodation provider listing to a high standard.

Recorded Community Hub bookings, distributed and collected paperwork from clients. Shifted chairs, tables and whiteboard as required.

THE DIRECTOR CORPORATE SERVICES' REPORT

Researched and recorded 5 radio interviews.

Coordinated information for Cartoscope regional map to be distributed from the visitor centre.

Supplied information to Central NSW Tourism and Centroc as requested.

Pursued Elite Energy for payment of their overdue invoice.

Pursued Golf NSW for report on the Sand and Grass Green event in August.

Prepared Australia Day meeting agenda for 2018 Australia Day ceremony, including registering for an ambassador.

Attended the Country and Outback Destination Network consultation session in Cowra.

**For Information
Noted**

9. Arts/Tourism, C2.8.11

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

Art & Art Gallery

- Designed gallery exhibition poster 'Botanica Domestica' to be displayed in businesses and on-line
- Liaised with Artist regarding collecting paperwork, i.e. Artist profiles, images etc.
- Organised bump out of 'Through Different Eyes' Exhibition and bump in of next exhibition
- Arranged replacement volunteers when rostered volunteers were not available
- Sent November events to Arts Outwest for calendar
- Created name plates for exhibition 'Botanica Domestica'
- Hosted morning tea opening for exhibition opening end of October
- Wrote letters of payment to artists of 'Through Different Eyes' for works sold during exhibition there was a total of 53 sales to the value of \$2884
- Call Artists to thank them for exhibiting and followed up with any queries
- Organised invitation and confirmation of attendees, apologies, totals of those attending for the opening of 'Botanica Domestica'
- Contacted other artists regarding other exhibitions for 2017 and 2018
- Processed Art Gallery Sales from exhibitions
- Created regular social media posts of the various artworks to draw in visitors to the gallery
- Shared information about the various artists with visitors to the gallery
- Updated the Grenfell.org.au website with posts about the current exhibition
- Imputed artists info and VIC sales items and images into Square Point of sale system
- Organised bump in and out of Henry Lawson Acquisitives to make room for the 'The Little Picasso' exhibition by the children of Weddin Shire

Tourism

- Updated business listings on Grenfell.org.au
- Added and updated event listings on Grenfell.org.au and the Henry Lawson site
- Wrote Council report
- Managed Facebook account

THE DIRECTOR CORPORATE SERVICES' REPORT

- Weekly staff meeting with Director of Corporate Services
- Updated layout of general brochures for tourism distribution
- Delivered Art Gallery event posters around the businesses of Grenfell
- Liaised with car clubs regarding a rally for September

Visitor Information Centre

- Greeted visitors at VIC and handled enquiries (walk in, phone and email)
- Sent weekly email requesting information from business in the Shire about their availability, news etc. and collated the replies
- Organised staff and their weekend tasks. Replied to their enquiries
- Ordered more visitor guides for the towns we had run out of
- Contacted Cartoscope maps and replenished stock
- Sent out our brochures to VIC's as requested
- Re-organised stock room
- Sent out weekly email to surrounding VIC's outlining our weekend's events
- Submitted VIC August statistics to The Tourism Group
- Liaised with local stakeholders of accommodation to assist visitors find accommodation

Henry Lawson Festival

- Updated sponsor link for HLF 2018 website
- Liaised with a prestige Sydney based car club who would like to be involved in HLF 2018

**For Information
Noted**

10. Grenfell Internet Centre, C2.8.14

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

Sales and Services

- Conducted computer services and repairs for 23 residential clients and 4 business clients
- Replaced 2 mobile phone screens
- Sold laptops/computers to 2 residential clients
- Sold ESET Internet Security to 6 residential clients and 2 business clients
- Sold software, parts, and accessories to 18 residential clients and 4 business clients
- Sold ink and toner cartridges to 14 residential clients and 4 business clients
- Internet Café used by 55 clients for internet access and printing

Computer Tuition

- Delivered 7 individual lessons.

Human Services Access Point

- Assist human services clients with access point usage

Client Websites

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Hillbilly Customs Website

Technology Centre Maintenance

- Installation of software patches Windows workstations
- Decline superseded updates (WSUS) – Server Clean-up

THE DIRECTOR CORPORATE SERVICES' REPORT

- Migrate grenfellinternetcentre.com.au to cloud host
- Vulnerability scan (Webserver)
- Installation of patches (Backup System)
- Installation of patches (Test & Internal Wiki)
- Perform Search Engine Optimisation tasks
- www.grenfellinternetcentre.com.au visited 241 times by 230 Users

Google Summary

- 239 people saw Grenfell Internet Centre via Google Search
- 7 people found Grenfell Internet Centre on Google

Support of Other Council Departments

- Provide Tech Support to Tourism & Economic Development, & Library
- Installation of software patches (Library)
- Decline superseded updates (WSUS) – Server Clean-up (Library)
- Updates to Website (Library)
- Password Security Training for Community Hub staff
- Rollout AmpliFi equipment in Community Hub
- Rollout AmpliFi equipment in Weddin Shire Council Depot
- Configure Exchange Online & Office 365 Business Library

For Information
Noted

199 **RESOLVED:** Cr Diprose and Cr O'Byrne that the Director Corporate Services report be deferred until after the auditors presentation.

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

9 November 2017

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Works Report (12 October 2017 to 1 November 2017)

1.1 Highways - Capital and Maintenance Works

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

SH6 (Mid-Western Highway)	-	general maintenance
	-	heavy patched 16 patches (1,968 m ²)

SH17 (Newell Highway)	-	general maintenance
	-	heavy patched 18 patches (2,415m ²)
	-	linemarked the above heavy patches
	-	slashing in progress

1.2 Regional Roads - Capital and Maintenance Works

MR398 (Mary Gilmore Way)	-	general maintenance
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MR236 (Henry Lawson Way)	-	general maintenance
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MR237(Gooloogong Road)	-	general maintenance
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MR239 (Henry Lawson Way / Young Road)	-	general maintenance
	-	slashing in progress

1.3 Rural Local Roads - Capital Works

- widening and strengthening works on Keiths Lane (Roads to Recovery) - nearing completion
- resheeted Stock Route Road
- Driftway Road shoulders rehabilitation (Roads to Recovery) - nearing completion
- Driftway Road - replacement of culvert pipes in progress (450mm x 2 x 2 locations)
- Commenced resealing works - Driftway Road, Ballendene Road, Walshs Lane, Greenethorpe-Koorawatha Road and Greenethorpe-Bumbaldry Road
- a pipe culvert installed in Baldhills Road

THE DIRECTOR ENGINEERING REPORT

- commenced Nowlans Road resheeting/patch gravelling/grading (Flood Damage)
- commenced Maddens Lane - patch gravelling in progress

1.4 Rural Local Roads - Maintenance

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

- general maintenance
- Marsden-Morangarell Rd (Horror Stretch) - graded fire breaks
- commenced Porters Mount Road - grading fire breaks
- maintenance graded Nealons Lane

1.5 Urban Area - Capital and Maintenance Works

- general maintenance
- removed prunus trees in Wood Street and planted bottle brush trees

**For Information
Noted**

2. Other Works (13.10.2017 to 1.11.2017)

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: 08 September to 10 October 2017.

Grenfell Lawn	–	2
Grenfell	–	2
Bimbi	–	Nil
Caragabal	–	Nil
Private property	–	Nil

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

- general maintenance
- topped up graves
- attached plaques in the lawn cemetery

2.3 Sewer Mains

Sixteen (16) sewer chokes have been attended to during the last month, none in the relined sections.

THE DIRECTOR ENGINEERING 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
3960		Rear axle Left Hand air bag studs snapped
3952		Engine low on power. Temp running hot
4070	Roller Cat 613 / Grid	Diesel fuel tank leak, seam on LH side top welding joint split.
5105		Dismantled and replaced
3953		Fit new engine, gear box repairs to glass
4105		4000 hours servicing
4099		Fixing Engine, jump started and tested it, Alternator not charging
4109		Starting problem, hand brake issue, wiring burnt out in roof .
4083		On site- engine and cab fire, major damage
4107		Belt issues
4102		Repair bracket
4101		Major Service
4098		Wing spray valve delays and jamming issues
4108		Visit drift way for mechanical problems – bonnet struts, snapped, replaced the LH bonnet strut

For Information
Noted

5. RMS RMCC Contract, R2.54.4

Heavy patching works on SH17 and SH6 have been completed. Resealing works on SH17 and SH6 will commence on 7.11.2017.

Brundah School Rehabilitation and Greenethorpe-Bumbaldry Road intersection improvement projects will be carried out in 2018/19.

For Information
Noted

6. Noxious Weed Report – October 2017

Activity	Location
African Boxthorn	Mortray Rd, Pinnacle Rd, Bimbi town area
Bridal Creeper	Gooloogong Rd, Pinnacle Rd

THE DIRECTOR ENGINEERING REPORT

Wild Radish	Tyagong Creek Rd, Tyagong Hall Rd
Coolatai Grass, Red guide post inspect & respray	Henry Lawson Way
Spiny Burrgrass	Grenfell cemetery
Property Inspections	Depot office – noxious weed certificates
NSW weeds conference	Armidale
MVNPAC & Australian National Field Days	Meeting & weed stand at field days
Administration	Mapping, reports, legislation research

- Inspected high risk roadsides, TSRs, Council owned land, Rail & other high risk sites.

For Information
Noted

7. Roads to Recovery, R2.56

The works in progress as of 1 of November 2017 is as follows:

Description of works	Location	2017/2018 Budget	Expenditure to date	Progress (%)	Remarks
Reseals	Greenethorpe-Bumbaldry Road, Greenethorpe-Koorawatha Road, Dritway Road, Ballendene Road and Walshs Lane	\$229,017	\$0		Commencing from November 2017
Widening and strengthening	Keiths Lane	\$163,756	\$167,976	90 %	Nearing completion
Shoulders Widening	Caragabal-Pullabooka	\$202,820	\$0	0 %	Will be commenced after completing the Keiths Lane
Widening and strengthening	Bewleys Road	\$200,000	\$0	0 %	Planning Stage
Heavy Patching	Pinnacle Road/ Driftway Road	\$100,000	\$213,137*	92 %	Nearing completion
Total		\$895,593	\$381,113		

THE DIRECTOR ENGINEERING REPORT

*Scope of the works changed - new culverts being installed and full width rehabilitation occurred in few locations.

**For Information
Noted**

8. Monthly Flood Works Report

S.No	Road Name	Treatment Option	Project cost (\$)	Expenditure till 01 November 2017	Progress (% works completed)	Project status
	Section 1					
1	Tyagong Hall Rd	HP, Rehab	69,061.00	69,061.00	100	Completed
2	Roberts Rd	RS	9,486.00	9,486.00	100	Completed
3	Greenethorpe-Koorawatha Rd	HP, RG, RG & PG	17,197.00	17,197.00	100	Completed
4	Iandra Rd	HP	43,560.00	43,560.00	100	Completed
5	Parnells Ln	RS	7,293.00	0.00	0	Not started
6	Barrs Ln, Gerrybang Rd II	RS, RG & PG	20,976.00	20,976.00	100	Completed
7	Dunkleys Ln	RS, RG, RG & PG	18,027.00	18,027.00	100	Completed
8	Barrs Ln	Replace Causeway	18,000.00	18,000.00	100	Completed
9	Stanifords Ln, Wilson Ln	RS	16,274.00	16,274.00	100	Completed
10	Sunnyside Ln, Watts Ln	RS, RG & PG	6,385.00	6,385.00	100	Completed
11	Adams Ln (East)	RS	16,065.00	16,065.00	100	Completed
12	Freebairns Ln, Chappells Ln	RS, RG & PG	6,997.00	0.00	0	Not started
13	Greenethorpe-Wirega Rd	RS, RG, RG & PG	23,181.00	23,181.00	100	Completed
14	Lewis Rd	RG & PG	10,807.00	10,807.00	100	Completed
15	Barkers Rd (East), McKays Rd	RG, RG & PG	18,567.00	18,567.00	100	Completed
16	Browns Ln	RG & PG	9,337.00	9,337.00	100	Completed
17	Bobelar Ln, Brundah Hall Rd	RG, RG & PG	21,930.00	21,930.00	100	Completed
18	Bembricks Ln	RS	6,632.00	6,632.00	100	Completed
19	Mogongong Ln	RS, RG, RG & PG	8,265.00	8,265.00	100	Completed
20	Mogongong Rd	RS, RG	12,434.00	12,434.00	100	Completed
21	Derribong Rd, Quondong Rd	HP, RS, RG & PG, SCR	23,360.00	4,672.00	15	In progress
	Section 2					
22a	Olouglin Ln	HP	6,000.00	0.00	0	Not started
22b	Adelargo Rd	RS	6,000.00	6,000.00	100	Completed
22c	McDonalds Lane	RS	6,624.00	6,624.00	100	Completed

THE DIRECTOR ENGINEERING REPORT

23	Peaks Creek Rd	RS, RG, Recon	49,147.00	49,147.00	100	Completed
24	Kanagrooby Rd, Clay Pit Rd	RS, RG & PG, Recon	27,102.00	27,102.00	100	Completed
25	Kanagrooby Rd	Collapsed Pipe 450mm	2,220.00	2,220.00	100	Completed
26	Keewong Crossing on Yambira Rd	Causeway, Stabilise Bank	61,281.00	61,281.00	100	Completed
27	Yambira Rd	RS, RG	9,721.00	9,721.00	100	Completed
28	Adams Ln (North)	RG & PG	8,226.00	8,226.00	100	Completed
	Section 3					
29	Wheatleys Rd	RG & PG	6,484.00	6,484.00	100	Completed
30	Grants Ln, Borehams Rd	RG, RG & PG	12,498.00	0.00	0	Not started
31	New Forbes Rd	HP, GS	153,551.00	153,551.00	100	Completed
32	Barkers Rd (North)	RG & PG, Recon	107,225.00	107,225.00	100	Completed
33	Bald Hills Rd	RG, RS, PG	68,058.00	68,058.00	100	Completed
34	Matchetts Rd, Hunts Rd, Bradfords Ln	RS	12,998.00	0.00	0	Not started
	Section 4					
35	Piney Range Hall Rd, Pinnacle Rd	HP, Rehab	55,478.00	55,478.00	100	Completed
36	Goodes Ln	HP, RS	13,880.00	0.00	0	Not started
37	Hoctors Ln, Mittions Ln, Boundary Rd	RS, RG, PG	16,714.00	16,714.00	100	Completed
38	Gap Rd, Ballendene Rd	HP, Rehab	9,909.00	9,909.00	100	Completed
39	Hancock Flinns Rd, Hancock Williams Rd	RS	12,848.00	12,848.00	100	Completed
40	Sandy Creek Rd	HP	50,850.00	50,850.00	100	Completed
41	Deans-Malloys Rd, Davies Lane, Baas Rd	RG	7,605.00	0.00	0	Not started
	Section 5					
42	Woodgates Rd, Muncks Ln	RG, RG & PG, Recon	28,155.00	28,155.00	100	Completed
43	Porters Mount Rd, Stewarts Rd, Taroon Ln	RG, RG & PG	16,340.00	16,340.00	100	Completed
	Section 6					
44 a	Schneiders Ln	RS, RG, RG & PG	2,000.00	2,000.00	100	Completed
44 b	Thompsons Ln, Andersons Ln	RS, RG, RG & PG	6,707.00	0.00	0	Not started
45	Martins Ln, Hamptons Ln	HP, RS, RG & PG	14,513.00	14,513.00	100	Completed
46	Rumbles Ln, Arramagong Rd, McCanns Ln	RS, RG, RG & PG	46,707.00	46,707.00	100	Completed

THE DIRECTOR ENGINEERING REPORT

47	Stock Route Rd, Eualdrie Rd, Milnes Rd	HP, RS, RG	43,478.00	43,478.00	100	Completed
48	Holy Camp Rd, Campbells Ln	HP, RG, RG & PG, Recon	48,961.00	48,961.00	100	Completed
49	Thuddungra Rd, Heathcotes Ln	HP, RS, RG, RG & PG, Recon	36,609.00	0.00	0	Not started
50	Nowlans Rd, Lynchs Rd	RS, RG, RG & PG, Recon	56,827.00	28,413.50	50	In progress
51	Back Piney Range Rd, Eves Ln	HP, RS, RG, RG & PG	37,234.00	18,617.00	50	In progress
	Section 7					
52	Driftway Rd	HP, GS	34,762.00	6,952.40	20	In progress
53	Millars Ln, Gibraltar Rocks Rd, Taylors Rd	HP, RS, RG	18,763.00	18,763.00	100	Completed
54	Grenfell St (Garagabal), Grimms Rd	RG, TDR	13,078.00	13,078.00	100	Completed
55	Beazleys Ln, Caragabal-Bimbi Rd	HP, RS, RG, RG & PG	15,371.00	15,371.00	100	Completed
56	Nealons Ln, Maddens Ln, Napiers Rd	RS, RG, RG & PG	31,970.00	9,591.00	55	In progress
57	Maddens Ln	Causeway Replace	7,200.00	0.00	0	Not started
58	Caragabal-Quandialla Rd, Scotts Ln	HP, RG, RG & PG	40,765.00	0.00	0	Not started
59	Berendebba Ln, McNamaras Rd	RG, RG & PG	27,592.00	13,796.00	50	In progress
60	Hanstocks Ln, McAllisters Rd	HP, RS, RG	49,400.00	0.00	0	Not started
61	Trounsons Ln, Wards Rd, Hazells Rd	RFG, RG, RG & PG	24,218.00	0.00	0	Not started
62	Eurabba Ln	RS, RG	17,047.00	8,523.50	50	In progress
63	Stewarts Road	RG	4,400.00	0.00	0	Not started
		Total Amount	1,710,350.00	1,335,553.40		

Remaining
work

374,796.60

**For Information
Noted**

RAJU RANJIT
DIRECTOR ENGINEERING

200 **RESOLVED:** Cr Diprose and Cr Brown that except where otherwise dealt with the Director Engineering's report be adopted.

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

Dear Sir,

I wish to report as follows:-

The General Manager presented the report in the Director Environmental Services absence.

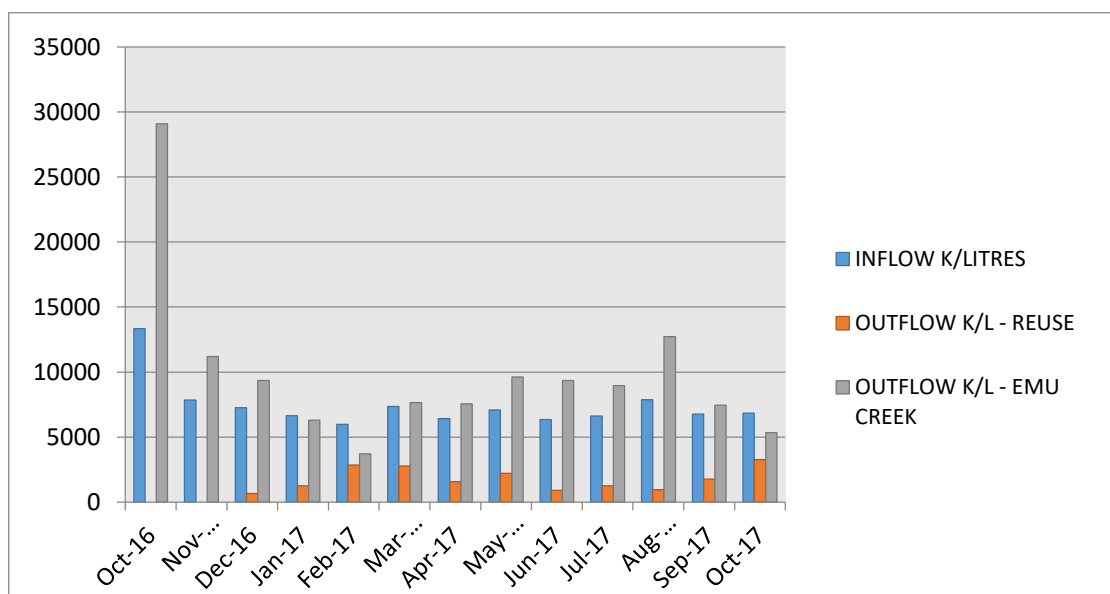
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during October 2017 was 6,851 kl with the daily average of 221 kl. Outflow for irrigation for reuse was 3274 kl and discharge to Emu Creek 5,331.4 kl.

The highest daily recording of 331 kl occurred for the 24 hours ending 6.30 am on 20 October 2017 and the lowest of 186 kl for the 24 hours ending 6.30 am on 5 October 2017.

A total rainfall of 45 mm was recorded for the month.



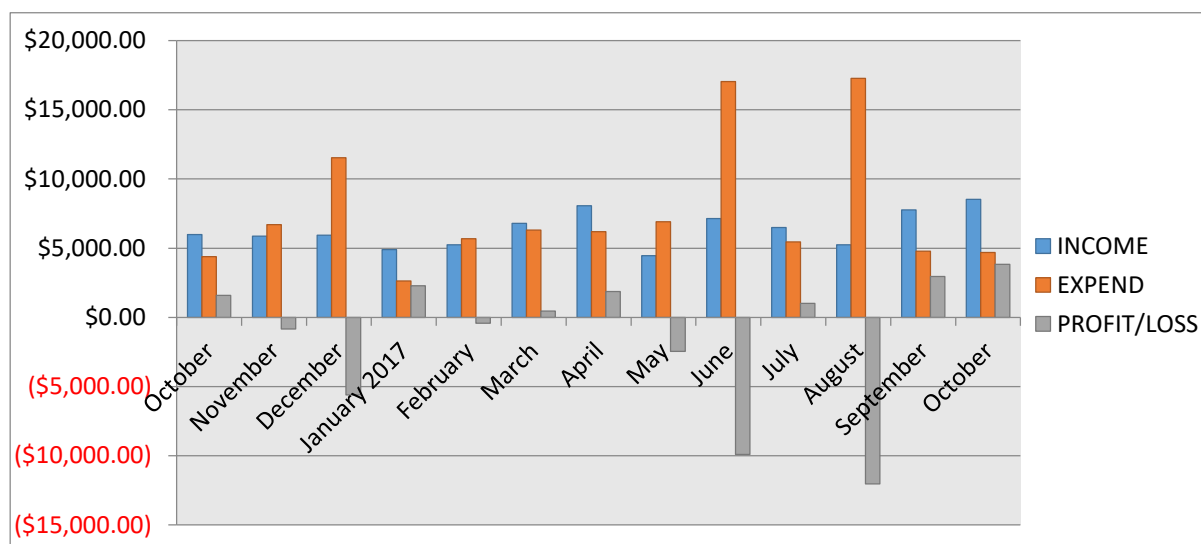
**For Information
Noted**

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

Income for the month of October 2017 was \$8,541.00 with expenditure of \$4,697.56 resulting in an operational profit of \$3,843.44 the month.

There were 220 sites occupied for the month of October 2017.



For Information
Noted

3. Animal Control, A4.4.4

a. Companion Animals

Animals Seized & Impounded :	1	Animals Destroyed:	0
Animals Straying/Returned to Owners immediately:	1	Animals Released:	1
Animals Straying and Impounded:	1	Animals Rehomed:	0
Animals Surrendered:	0	Animals Sold:	0

Other Activities:

Companion Animals

- Co-operation with private implanter – 9 working dogs microchipped and registered – entered on the NSW Pet Registry.
- Annual inspection conducted – declared menacing dog – Warraderry Street – compliance met.
- 1 Penalty Infringement Notice issued – “Owner prevent dog escaping” (Companion Animals Act 1998).
- 2 “show cause” correspondence issued – non compliance – registration of companion animal.
- 1 “stray dog/s correspondence issued. Direction given under CAA 1998 – immediate action required. – compliance met. No further action required at this time. To monitor.
- OLG Dog and Cat Seizure Reporting – NSW OLG database (July, August, September).
- Initial investigation into possible breeding facility – no action required at this time.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- Hiring, collection and record keeping of animal traps.
- Maintenance and record keeping of activities for impounding facility.
- Updating existing records on the NSW Pet Registry as per required under NSW Companion Animals Act legislation.
- Entering new data on NSW Pet Registry as per legislative requirements.
- Registration check cross reference.
- Entering records on Council authority.
- Communication with community regarding Council Ranger role and responsibilities.
- Acting and advising public in accordance with Companion Animals Act and Local Orders for the keeping of Animals Policy.
- Liaising with public regarding Impounding Act.
- Contemporaneous note taking.
- Verification of microchip/registration status
- Statement preparation.
- OLG Financial Report (registrations –September)
- Exercise and Functions under Companion Animals Act
- 2 barking dog diary issued – Grenfell and Quandialla residents.
- Assistance requested by Grenfell Police – motor vehicle accident – Young Road.

Environmental

- Inspection of land undertaken regarding NOI issued September (accumulation of items/rubbish). Compliance met. No Order to be issued.
- 2 “Notice of Intentions” to serve Order under Local Government Act issued – full compliance met.
- 1 Order under Local Government Act issued – full compliance met.
- Inspection undertaken West Street – accumulation of items. Co-operation to remove continuing. To re-inspect November.

Overgrown blocks – Vacant Land

- Communication with DE Department.
- Inspection of vacant land – Grenfell, Greenethorpe, Quandialla & Caragabal. Condition recorded. To monitor (NOI’s).
- 1 NOI issued under Local Government Act 1993 – Greenethorpe Railway Corridor.
- 4 letters of request issued to mow/maintain vacant land.
- Communication and confirmation with CJ Anderson Real Estate relating to private contractor arranged by CJ Anderson to slash vacant land – Sale Street.

Unregistered vehicles in public place – Greenethorpe

- Initial investigation/enquiries undertaken regarding complaint – unregistered motor vehicles and caravans stored Edward Square Greenethorpe, revealing 6 unregistered motor vehicles and 3 unregistered caravans left in a public place.
- Owners confirmed. Correspondence issued to remove from public place (7 day verbal direction, 7 day extension in writing).
- Outcome – 4 motor vehicles removed, 2 caravans removed.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Recycling

- Recycling bin checks for contaminated waste, correspondence issued to property owners.
- Recycling bins delivered to new dwellings

Advertising (Grenfell Record)

- Pussy Cat Pussy Cat Where Have You Been – Attention Cat Owners.
- Recycling – Congratulations Grenfell Residents – reminder no small lids in recycling bin.
- Dogs Now Prohibited – Lawson Oval (4 signs now erected).

For Information
Noted

4. Grenfell Main Street, History Week Walk, H2.7

The Heritage Advisor will be conducting a History Week Walk on Saturday 25 November 2017 at 10am starting outside the new Medical Centre site (old Hargrave Building).

The Heritage Advisor will talk about the hidden aspects of the Main Street and what Grenfell tells us about the history of shop fronts between 1880 to 1950s.

The walk will take about 2hrs and will conclude with a special viewing of historic printing machines at the Grenfell Record.

The activity will be placed on Council's website and social media page.

For Information
Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B. Planning and Development Matters:

1. Development Applications

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

DA NO.	Applicant	Construction	Value (\$)	Address
43/2017	Mrs NW Perceval	Awning	\$4,000	LOT: 7 DP: 286402 7/34-36 Grafton Street GRENFELL NSW 2810
46/2017	Weddin Shire Council	Subdivision	\$0	LOT: 23 DP: 1224552 10 Phil Aston Place GRENFELL NSW 2810
47/2017	Mr B & Mrs CA Andersen	Shed with amenities	\$54,638	LOT: 18 DP: 1063500 188 Simspon Drive GRENFELL NSW 2810
49/2017	Mr S Mellross	Shed	\$15,000	LOT: 3 DP: 1193297 129 Brickfield Road GRENFELL NSW 2810
50/2017	St Joseph's Catholic School	3 x 22,500ltr water tanks	\$10,000	LOT: 2 DP: 1219536 26 Weddin Street GRENFELL NSW 2810
51/2017	CPC Land Development Consultants	Subdivision	\$10,000	LOT: 22 DP: 750600 Euroka Parish QUANDIALLA NSW 2721

**For Information
Noted**

2. Grenfell Medical Centre, P2.12.17

Council has been advised by its Architects that review of plan and specifications have been completed. All service drawings have been reviewed and approved for construction.

The service drawings will be provided for subcontractor price confirmation with start-up meeting set for early December with identified subcontractors.

Council has executed the deed of funding within BBRF with the Department Industry Innovation and Science. Discussions with Councils Engineering section has commenced regarding the footpath requirements and design around the main street upgrades. Also NBN requirements for the provision of FTTP have been discussed and it is recommended that conduit be provided for the future provision of the service. The extent of the conduit needs to be determined considering extensive footpath works and distance to the node.

Council will commence site works in November with fill being brought onto the site for placement and compaction to confirm the requirements of the funding agreement. Council has requested its Structural engineer to reinspect the site to confirm the status of the existing walls and rectification works carried out.

**For information
Noted**

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

3. Grenfell Sewer Treatment Plant, S1.1.5

The tender for the Concept Design and Review of Environmental Factors closed on 6th October 2017 with 6 submissions.

An assessment of tenders has been carried out and it has been determined under Delegated Authority the contract be awarded to Ganden Engineers and Project Managers at \$59,020.00.

The Start-up meeting is set for 22/11/17 with Council staff and consultants. The Design and REF process is due for delivery in August 2018.

Council will continue its community consultation regarding the redevelopment and hold further meeting with the community when designs are further advanced.

**For Information
Noted**

201 **RESOLVED:** Cr Brown and Cr Parlett that the Traffic Committee review the 100km sign/zone on Memory Street.

4. Grenfell Aquatic Centre P2.3.1

As Council is aware the handover of the facility occurred on the 1/11/17 with the pool open to the public on the 4/11/17.

The outstanding works relate to internal fencing and external footpath, kerb and gutter and landscaping works. These activities will be carried out over the next period.

Council needs to determine the date of the official opening and it has been suggested to incorporate the opening with the Business House Relay to be held on Sunday 18/2/18. Discussion has occurred around that date or bringing forward to the Saturday 17/2/18.

**For Council Consideration
Noted**

B J HAYES
DIRECTOR ENVIRONMENTAL SERVICES

202 **RESOLVED:** Cr Brown and Cr McKellar that except where otherwise dealt with the Director Environmental Service's report be adopted.

MINUTES OF THE WEDDIN LOCAL TRAFFIC COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER AT 10.00 AM ON THURSDAY, 2 NOVEMBER 2017 (C2.6.3)

1. **PRESENT:** R Ranjit (Director Engineering), Jim Prentice (NSW Police), Patrick Smith, (NSW Police), Deanne Freeman (RMS), Maurice Simpson (Local Member's Representative)
2. **APOLOGIES:** Clr. Mayor Mark Liebich
3. **MINUTES:** 15 August 2017

Resolved: Patrick Smith and D Freeman that the minutes of the meeting held 15 August 2017 be adopted as read.

4. Agenda

4.1 St Joseph School - Bus zone signage and other items

Various signs including bus zone signage list has been submitted for discussion and approvals (Ref. table 1)

Recommendation: that:

- a) Line marking in children crossing be modified with pedestrian cross walk lines.
- b) Council to write a letter to School regarding the displaying of children crossing flags outside of school zone time.
- c) Council to inspect the "No stopping" sign in Weddin Street near St. Joseph School and email to committee for comments.
- d) Council to inspect the all warning signs on all approaches to refuge island in Weddin Street near St. Joseph School.
- e) Council to inspect "No standing" sign over driveway in the Weddin Street to determine required removal.
- f) Council to inspect signage of parallel parking and bike lane in Weddin Street and submit to next committee meeting for discussion.
- g) Council to replace existing bus zone sign in East street with "8:00 AM – 9:30 AM, 2:30 PM – 4:00 PM SCHOOL DAYS".
- h) Council to remove bike lane sign from "End School Zone" sign.
- i) Keep left signs on refuge to be replaced with R2-3AA "Keep Left" sign.

4.2 "No Stopping Signs" be relocated in front of 8 Third Street, Quandialla

Request received to relocate the "No stopping signs" in front of 8 Third Street in Quandialla because the house owner cannot park his car in front of her property.

The proposed sign (Ref. Fig 1) was submitted by email prior to the meeting for comments.

Recommendation: The committee recommended council to replace the existing no stopping signs with the no stopping signs shown in figure 1.

4.3 "No Through Road When wet" or "Impassable when wet" signs on dirt road intersections

Request received to install signs "No Through Road When wet" or "Impassable when wet" signs on dirt road intersections to warn road users during wet weather for safety reasons.

A road map (ref. Fig 2) showing the roads which are unsuitable when wet has been submitted to the committee.

Recommendation: Committee recommend not to install the signs at each intersection due to the significant number of intersections that would require sign posting and minimal unfamiliar road users.

5. GENERAL BUSINESS:

5.1 Deanne Freeman suggested that a meeting with Event organiser be conducted with the help of council's Tourism officer to provide detail information about the procedures of events. She has also mentioned that RMS is keen to assist the information session.

Maurice Simpson, Jim Prentice and Patrick Smith supported the suggestion and added that NSW police need some extra time to process the event application.

5.2 Committee request Council to inspect the intersection of Lynch's Road and Henry Lawson Way that requires the stop signage.

D Freeman to email council a stop sign situation diagram.

6. NEXT MEETING: Thursday 1 February, 2018.

7. CLOSURE: There being no further business to discuss the meeting closed at 12.08 pm.

203 RESOLVED: Cr Brown and Cr O'Byrne that the apology as noted in the minutes be accepted.

204 RESOLVED: Cr O'Byrne and Cr Brown that the Minutes of the Local Traffic Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY, 13 NOVEMBER 2017 COMMENCING AT 4.30 PM (C2.6.11)

1. PRESENT: Crs Liebich, Best, Niven, Parlett, Brown, Diprose and Bembrick.
Messrs G Carroll, R Ranjit, B Hayes and L Gibson (observers).

2. APOLOGIES: Cr O'Byrne

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

3. MINUTES: 16 October 2017

Resolved: Cr Niven and Cr Diprose that the minutes from the 16 October 2017 be adopted.

4. MATTERS ARISING:
Nil

5. CORRESPONDENCE:
Raymond Abbott, S1.1.5: Referring to your letter dated 19th October in regards to the plans for the new Sewer Treatment Plant (STP).

Cr McKellar entered the meeting during this item 4.47pm.

Noted

6. REPORTS:

6.1 General Manager:
Local Government Reform – Innovation Fund and Regional Growth Fund.

Noted

6.2 Corporate Services Department:
Roads and Other Expenditure 2017/2018 and Quarterly Budget Review Statement (QBRs)
– 30 September 2017.

Noted

6.3 Director Engineering:
Works Report, Other Works, Future Works, Plant Report, RMS RMCC Contract, Noxious Weed Report – October, Roads to Recovery and Monthly Flood Works Report.

Noted

6.4 Director Environmental Services:
Sewerage Treatment Works, Caravan Park Operations, Animal Control, Grenfell Main Street, History Week Walk, Grenfell Medical Centre, Grenfell Sewer Treatment Plant, Grenfell Aquatic Centre and Town DA's.

Noted

7. GENERAL BUSINESS:
Nil

8. DEVELOPMENT ENQUIRIES

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

- | | |
|--------------------------------|--------------------------|
| • Greenethorpe | Dwelling |
| • Griffith Street Greenethorpe | Shed |
| • Burrangong St | Zoning Enquiry |
| • Quandialla | Subdivision |
| • Bumbaldry | DA Conditions Enquiry |
| • Camp Street | DA Conditions/Compliance |
| • Bogalong Street | Dwelling Additions |
| • Manganese Road | Subdivision |
| • Warraderry Street | Pergola |
| • Greenethorpe | Proposed Swimming Pool |

Noted

10. BUSINESS WITH NOTICE

Nil

11. QUESTIONS WITH NOTICE

Nil

12. NEXT MEETING: Monday, 18 December 2017 at 4.30 pm.

13. CLOSED: There being no further business to discuss the meeting closed at 5.57pm.

205 **RESOLVED:** Cr Bembrick and Cr McKellar that the Minutes of the Planning and Development Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

MINUTES OF THE MANEX MEETING HELD ON TUESDAY, 14 NOVEMBER 2017
COMMENCING AT 8.15AM (C2.6.10)

As apologies were received from a number of committee members, there was no quorum and the meeting was not held.

Noted

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | |
|----------------|--|--------------------|
| July 2017 | 1. <u>Local Government NSW Annual Conference:</u> Mayor, Deputy Mayor and General Manager to attend 4-6 December 2017 (GM). | In Progress |
| August 2017 | 2. <u>Australian Local Government Association:</u> Deputy Mayor and Director Engineering to attend 2017 Local Roads and Congress from 6/8 November, 2017 in Albany (DE). | Carried Out |
| September 2017 | 3. <u>Sydney Transport Routes:</u> request Centroc to organise a meeting to discuss transport routes to Sydney (GM). | |

Cr Best entered the meeting during this item 9.14am.

In Progress

- | | | |
|--|---|--|
| | 4. <u>Quandialla and Caragabal Tips:</u> arrange meeting to discuss tip operations (DES). | |
|--|---|--|

In Progress

2. DEFERRED ACTIVITIES:

- | | | |
|---------------|--|--------------------|
| April 2012 | 1. <u>Main Street Master Plan:</u> consider inclusion of heritage building signs (DE/DES). | In Progress |
| November 2013 | 2. <u>O'Brien's Tributary – Drainage Improvement:</u> refer matter back to floodplain committee for further consideration and other possible options (DE). | In Progress |
| June 2015 | 3. <u>RMS:</u> request roundabout to be considered at the end of the Main Street in Grenfell (DE). | In Progress |
| | 4. <u>Pigeon Control – Main Street:</u> continue to investigate options (DES). | In Progress |
| April 2016 | 5. <u>Grenfell Caravan Park:</u> investigate alterations to dwelling and cost of a Manager's office (DES). | In Progress |
| August 2016 | 6. <u>Policy for Planting of Vegetation along Kerbsides:</u> develop policy (DE/GM). | In Progress |
| November 2016 | 7. <u>NBN Fibre to the Premises:</u> make representations to ensure Industrial land vacant lots have access to NBN. Advocate for | |

upgrade to the exchange to facilitate fibre to the premises (DES/GM).

In Progress

December 2016

8. Waste Depot Fire Precautions: investigate provision of water for firefighting purposes (DES).

In Progress

9. Community Support Method: investigate new method and develop funding policy. Advertise for public comments (DCS/GM).

In Progress

May 2017

10. Local government Reform: investigate possible reduction in the number of Council meetings and report back to Council (GM).

0

Carried Out

11. Grenfell Festival of Fitness: withdraw and seek reimbursement (DCS/GM).

In Progress

June 2017

12. Future Health Needs of the Weddin Shire: arrange meeting to discuss future health needs of the Weddin Shire (GM).

In Progress

206 **RESOLVED:** Cr McKellar and Cr Bembrick that Council authorise the Mayor and Deputy Mayor to attend the Aged Care Conference to be held in Sydney in February 2018 if applicable.

July 2017

13. Concrete Blisters in the Intersection of Camp and Forbes Street: pave the brick pavement (DE).

In Progress

14. Community Builders Partnerships Program: submit grant funding application for upgrade of Caragabal Park (DE).

In Progress

August 2017

15. Stronger Communities Program: submit grant funding application for upgrade of Caragabal Park (DE).

In Progress

16. NSW Boating NOW Round 2: submit grant funding application for upgrade of Bogolong Dam (DE).

In Progress

September 2017

17. Local Land Service (LLS): request LLS to conduct a workshop in Grenfell (GM).

In Progress

18. Council Property Inspections: seek quotes for the underpinning of walls in the Administration building (DES).

In Progress

19. Council Property Inspections: request design for replacing of timber at the Lawson Oval grandstand (DES).

In Progress

20. Council Property Inspections: attend to provision of new subsurface drainage at Quandialla pool (DES).

In Progress

21. Development Application 30/2010: investigate costings of an acoustic engineer to undertake independent auditory testing (DES).

In Progress

October 2017

22. Future Health Needs of the Weddin Shire: undertake study (GM).

In Progress

23. Henry Lawson Birthplace Signage: update existing and install new signs. Undertake a road signage visitor assessment (DE).

In Progress

24. 24 Hour Toilet Facility in Grenfell: to be investigated (DE).

In Progress

207 **RESOLVED:** Cr McKellar and Cr Parlett that the construction of a new toilet block behind the Commonwealth Bank be referred to the 2018/2019 estimates process for further consideration.

208 **RESOLVED:** Cr Brown and Cr O'Byrne that a grant funding application for a bus shelter be submitted.

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

209 **RESOLVED:** Cr O'Byrne and Cr McKellar that Council break for morning tea 9.37am.

- 210** **RESOLVED:** Cr O’Byrne and Cr Niven that Council resume the meeting and Item 11 of the Director Corporate Services’ Report be here considered.

AUDITORS PRESENTATION:

At this point Cr Liebich welcomed Mr John O’Malley from Intentus Chartered Accountants Pty Ltd who delivered a presentation in regards to the 2016/2017 Financial Statements.

Cr Liebich on behalf of Council thanked Mr O’Malley for his comprehensive presentation and also thanked the staff for their efforts in completing the 2016/2017 Annual Financial Statements.

The Director Corporate Services also thanked Mr O’Malley for his audit and presentation of the 2016/2017 Annual Financial Statements.

11. 2016/2017 Financial Statements, A1.6

The 2016/2017 Financial Statements have been completed and audited with the reports sent to the Division of Local Government. A copy of the audit report has been forwarded separately for Councillors information with a copy of the Annual Statements being tabled at the meeting.

Section 418 of the Local Government Act (1993) requires that as soon as practical after Council receives a copy of the audit report it must fix a date for the meeting at which it proposes to present its audited financial reports together with the audit report to the public. Furthermore, Council must give notice of the date fixed. The Financial Statements have been advertised in the Grenfell Record with the date of the presentation to the public being 16 November 2017.

Councils auditors have been invited to attend the meeting to deliver a presentation in regard to the financial reports and answer any queries Councillors may have.

RECOMMENDATION: that Council formally adopt the Auditors Report and present the 2016/2017 Financial Statements to the public.

- 211** **RESOLVED:** Cr Parlett and Cr McKellar that Council formally adopt the Auditors Report and present the 2016/2017 Financial Statements to the public.
- 212** **RESOLVED:** Cr Diprose and Cr Brown that except where otherwise dealt with the Director Corporate Services’ report be adopted.

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

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

10A

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

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

- 10C** Part of a meeting of a council, or of a committee of the council of which all the members are councillors, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in section 10A(2), and
 - (b) the council or committee, after considering any representations made under section 10A(4), resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

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

- 10D (1)[Record of grounds for closure]** The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.
- (2) **[Details to be specified]** The grounds must specify the following:
 - (a) the relevant provision of section 10A(2),
 - (b) the matter that is to be discussed during the closed part of the meeting,
 - (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which the discussion of the matter in an open meeting would be, on balance, contrary to the public interest..

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

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

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

MATTERS FOR CONSIDERATION - CLOSED COUNCIL

Nil

CLOSURE: There being no further business the meeting closed at 10.38am.

Taken as read and confirmed as a true record this day 21 December 2017.

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