



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, 19 APRIL 2018 COMMENCING AT 5.05 PM

12 April 2018

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, 19 APRIL, 2018**, commencing at **5.00 PM** and your attendance is requested.

Note: 4.30 pm – Presentation by Jenny Bennett CEO of CENTROC.

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 15 March 2018
- Extra-Ordinary Mtg 29 March 2018
- Extra-Ordinary Mtg 12 April 2018
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 - Henry Lawson Festival Ctee Mtg 20/3/2018
- Noxious Weeds Ctee Mtg, 3/4/2018
- Art Gallery Ctee Mtg, 5/4/2018
- Traffic Ctee Mtg, 5/4/2018
- Tourism Ctee Mtg, 5/4/2018
- Heritage Ctee Mtg, 5/4/2018
- Consultative Ctee Mtg, 9/4/2018
- WH&S Ctee Mtg, 9/4/2018
- Planning & Development Ctee Mtg, 16/4/2018
- OLT Mtg, 17/4/2018
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 P Best, J Niven, C Bembrick, C Brown, S O’Byrne, J Parlett, S McKellar and P Diprose.
General Manager (G Carroll), Director Engineering (R Ranjit), Director Environmental Services (B Hayes) and Director Corporate Services (L Gibson).

APOLOGY: Nil

CONFIRMATION OF MINUTES:

- 392 RESOLVED:** Cr O’Byrne and Cr Diprose that the Minutes of the Ordinary Meeting, held on 15 March, 2018 be taken and read as **CONFIRMED**.
- 393 RESOLVED:** Cr O’Byrne and Cr Diprose that the Minutes of the Ordinary Meeting, held on 29 March 2018 be taken and read as **CONFIRMED**.
- 394 RESOLVED:** Cr O’Byrne and Cr Diprose that the Minutes of the Ordinary Meeting, held on 12 April 2018 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
Previously Declared				
Cr Liebich	C4	Major Sponsor.	Pecuniary	Yes
Cr Brown	C4	Husband is the President of the Show Society and sits on the Show Trust.	Non-Pecuniary	Yes
Declared During the Meeting				
Nil				

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 19 APRIL 2018.**

SECTION A - Matters for information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 9/2018.
- A2. The Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke has roundly condemned the decision to close rural bank branches during an impassioned speech in NSW Parliament.
- A3. Sue Seymour, A3.19.3: Writing to draw your attention to the possible loss of our Scout and Guide Hall to make way for a TAFE NSW Connected Learning Centre (CLC).
- A4. The Hon Gabrielle Upton MP, A3.6.1: Writing to update you on actions the Government has taken to respond to China's National Sword policy and to outline steps that you can take to build your community's resilience to the policy.
- A5. Merle Hughes, C1.3.21: Advising I am appalled and amazed that the Weddin Shire Council would even consider to allow the Guide and Scout Hall to be sold.
- A6. Allan and Sue Dawson, A3.30.18: We are writing to you once again in concern to the condition of Stewarts Road.
- A7. Roads and Maritime Services, R2.51.21: advising the 2017/2018 REPAIR Program allocations have now been approved.
- A8. Caragabal Promotion Group, C1.3.14: Advising the last Caragabal Promotion Group meeting held on 20th February 2018, several issues with two arterial roads to Caragabal were brought to the attention of the Committee.
- A9. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 10/2018.
- A10. Local Government NSW, A3.8.2: Councils across NSW are scrambling to avoid a recycling crisis, as China's National Sword Policy on the acceptance of foreign waste materials beings to bite.
- A11. Western NSW Local Health District, P2.3.1: Referring to the recent inspection of Grenfell Public Swimming Pool on the 7th February 2018.
- A12. NSW Office of Sport, G2.1: Please find attached three letters in relation to Council's three EOIs under the Regional Sports Infrastructure Fund 2017.
- A13. Friends of Grenfell Library, P2.3.5: On behalf of the Friends of Grenfell Library President Elaine Keys, wishes to thank you for your generosity in allowing us to sell raffle tickets.
- A14. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke today announced new technology that will provide faster and more detailed seasonal conditions information and enable our farmers to make better-informed farm and stock management decisions.

- A15. Caragabal Promotion Group, T3.4.2: Advising we have been working with Council for the 12 months to resolve our request for the removal of the Traffic Island and to move the School bus zone outside the Caragabal Public School.
- A16. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 11/2018.
- A17. The Hon Steph Cooke MP, A3.19.2: Customer focused, technology driven services are the future of the NSW transport system in regional NSW, with a 40-year blueprint unveiled this week.
- A18. Local Land Services, A3.6.65: You have been invited to take part in a survey organised by Local Land Services.
- A19. Caragabal Public School, T3.4.7: Advising on Tuesday the 20th of March, Kylie Taylor, a teacher at our school, met with Weddin Shire representatives, Raju Ranjit and Gary Arthur to discuss the location of the bus zone out the front of the school.
- A20. Grenfell Town District Band Inc., C1.3.17/C1.1.3: On behalf of the members of the Grenfell Town District Band we would like to thank you and the Councillors of the Weddin Shire for their generous donation to the band.
- A21. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 12/2018.
- A22. Pam Holland, C1.3.21: Wishing to object to the sale of the Grenfell Guides and Scout Hall.
- A23. Grenfell Garden Club, P2.3.14/C2.6.35: To celebrate the 100th anniversary of Armistice Day, the Grenfell Garden Club is holding an exhibition in Grenfell's Art Gallery from 16th October – 25th November.
- A24. Local Government NSW, A3.9.1: Forwarding Weekly Circular numbered 13/2018.
- A25. NSW Government Planning and Environment, A3.6.57: Writing to draw to your attention to new legislative provisions relating to the Joint Regional Planning Panels and Sydney Planning Panels.
- A26. State Cover, A3.11.2: Advising in June 2017, due to the favourable performance of the Mutual throughout the previous twelve months, StateCover committed to rebating approximately \$10M in surplus funds to our members during the 2017/2018 and 2018/2019 financial years.
- A27. Charles Sturt University, C1.2.1: Please find attached a copy of the Western Region Academy of Sport's (WRAS) 2017 Year Book.
- A28. Veteran Car Club of Australia (NSW) Inc., T2.4.13/T4.3.1/C1.1.3: Advising in September this year the Veteran Car Club of Australia (NSW) Inc. will be hosting the National Veteran Vehicle Tour in Forbes NSW.
- A29. Trent Dixon, E3.4.6: Writing to you in regard to the stockpiling and spreading of human biosolids on property's in my area.
- A30. The Hon Steph Cooke, A3.19.2: Member for Cootamundra Steph Cooke today welcomed the NSW Government's decision to introduce a new road rule requiring motorists to slow

down to 40km/h when passing emergency service workers and volunteers attending to road incidents.

- A31. Grenfell Lions Club Inc., C1.6.1/C1.3.7: Advising the Grenfell Lions Club have been made very aware of the possibility that a statue (similar to the one of Henry Lawson) could be provided at a very reduced cost.

SECTION B - Matters for report

- B1. Central NSW Councils (Centroc), T1.8.23: Advising Centroc recently conducted a Request for Quotation/Tender (RFX) for the Supply and Delivery of Bitumen Emulsion to Central NSW Councils.

- B2. Caragabal Promotion Group, E3.3.5: The Caragabal Promotion Group would like to thank Weddin Shire Council, in particular Brendan Hayes, Isabel Holmes, Councillors Stuart McKellar and Carly Brown, for meeting with the residents of Caragabal on March 20th 2018 to discuss the future of the Caragabal Tip.

395 RESOLVED: Cr Brown and Cr Bembrick that Correspondence sections A and B be noted.

SECTION C - Matters for consideration

1. Office of Local Government, C2.10.9: Thank you for your correspondence of 28 February 2018 advising that Weddin Shire Council has resolved to join the proposed Central West NSW Joint Organisation.

Following the conclusion of the nomination period and the receipt of council resolutions to join a Joint Organisation (JO), the Government will be in a position to finalise the overall JO network and proclaim individual JOs.

At this time, the Minister will also announce the funding allocation for each JO and other support to enable their establishment.

**For Information
Noted**

2. NRMA Insurance, C1.3.0: Thank you for your letter to Peter Harmer received 4th April 2018.

Replying on Peter's behalf as Chief Executive of the Australia Division with responsibility for the distribution network.

Copy forwarded to Councillors

RECOMMENDATION: that Council accept the offer from NRMA to meet with Council representatives as authorised at the March 2018 Council meeting.

396

RESOLVED: Cr Diprose and Cr Brown that Council accept the offer from NRMA to meet with Council representatives as authorised at the March 2018 Council meeting.

3. Country Education Foundation of Grenfell, C1.1.3: Thank you for your support of The Country Education Foundation of Grenfell in 2017.

We have recently awarded scholarships to a further nine students continuing or commencing their further education. Our recipients are following many different paths including Architecture, Science, Fine Arts, Accounting, Nursing, Radiation Therapy, Vet Science, Engineering and Teaching. Many of these young people are the first in their family to enter into tertiary education.

We look forward to helping many more students fulfil their dreams and would be most appreciative of your continued support.

Note: 2017 Donation \$500

RECOMMENDATION:

For Councils Consideration

397

RESOLVED: Cr Parlett and Cr Best that Council donate \$500 to the Country Education Foundation of Grenfell.

4. Grenfell Rodeo Club Inc., C1.1.3/C1.2.1: advising the Grenfell Rodeo Club would like to advise Council that we will be holding our 2018 Rodeo on Saturday 26th May at the Grenfell Show Ground.

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Note: In 2017 Council donated \$1,000 towards the building of two bucking shutes.

RECOMMENDATION:

For Councils Consideration

Cr Liebich and Cr Brown previously submitted written declarations of interest and left the room 5.09pm.

Cr Best took the Chair

- 398** **RESOLVED:** Cr Diprose and Cr Bembrick that Council offer support by the provision of porta loos, cool room and garbage bins as requested at no cost.

Cr Liebich and Cr Brown returned to the room 5.14pm with Cr Liebich resuming the Chair.

5. Western Region Academy of Sport, C1.2.1: Writing to you regarding Council's 2018/19 possible contribution to the Western Region Academy of Sport's (WRAS) operations.

We are very appreciative of this contribution as it allows us to ensure quality sports development for the region's many talented athletes and coaches.

On behalf of the Board of athletes of WRAS, I thank you for your past contributions and look forward to your ongoing support.

Note: 2017 contribution \$200

RECOMMENDATION: that Councils 2018/2019 contribution of \$204 be approved.

- 399** **RESOLVED:** Cr Diprose and Cr O'Byrne that Councils 2018/2019 contribution of \$204 be approved.

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 19 APRIL 2018

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

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

6. The Hon Steph Cooke MP, A3.19.2: Advising Bland, Narrandera and Weddin Councils are to receive significant funds to revitalise existing library facilities to suit the habits and needs of the regional's diverse reads thanks to a grant announcement from Member for Cootamundra Steph Cooke MP.

Weddin Shire Council will spend \$44,727 on the refurbishment of Grenfell Library. This includes a microform reader/printer, furniture and shelving. This will allow for a more flexible floorplan with more room for library programs.

Grants have been awarded to 33 local Councils across the state this year, providing significant public benefit and improving public building, spaces and information technology for communities across NSW.

RECOMMENDATION: that Council write to the Hone Steph Cooke MP thanking the State Government for the grant made available under the Public Infrastructure grant program.

401 RESOLVED: Cr Brown and Cr Diprose that Council write to the Hon Steph Cooke MP thanking the State Government for the grant made available under the Public Infrastructure grant program.

Cr McKellar entered the room at this point 5.21pm.

7. Arts OutWest, C1.3.16: Advising over the past three years Arts OutWest has been working on moving to a new skills-based board model with a new constitution.

Copy forwarded to Councillors

RECOMMENDATION: that:

- i) Councillor Brown be authorised to attend the Special General meeting at Orange on Tuesday 8 May 2018 and vote on Councils behalf as Councils delegate
- ii) Councillor Brown be nominated as Councils representative as the advisory panel
- iii) subject to the new board constitution being approved Cr Brown be authorised to attend the first advisory Council meeting on 14 May, 2018
- iv) the Mayor and Cr Brown be Council representatives at the Arts OutWest AGM on 20 May, 2018.
- v) all other Councillors and the Art Gallery Committee members be invited to attend the Arts OutWest AGM.

402 RESOLVED: Cr Diprose and Cr Bembrick that:

- i) Councillor Brown be authorised to attend the Special General meeting at Orange on Tuesday 8 May 2018 and vote on Councils behalf as Councils delegate
- ii) Councillor Brown be nominated as Councils representative as the advisory panel

- iii) subject to the new board constitution being approved Cr Brown be authorised to attend the first advisory Council meeting on 14 May, 2018
- iv) the Mayor and Cr Brown be Council representatives at the Arts OutWest AGM on 20 May, 2018.
- v) all other Councillors and the Art Gallery Committee members be invited to attend the Arts OutWest AGM.

403 RESOLVED: Cr Brown and Cr Bembrick that the Correspondence be noted except where otherwise resolved.

12 April 2018

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. 2018/2019 Operational Plan, A3.4

An estimates workshop was held on Thursday, 29 March 2018 and an extra-ordinary meeting was held on Thursday 12 April 2018 to determine priorities and funding for various projects and to facilitate the development of the draft 2018/2019 Operational Plan.

The draft Operational Plan will now be presented to the May 2018 Council meeting before being placed on public exhibition and presented to the June 2018 Council Meeting for formal adoption.

For Information
Noted

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

Common Thread Consulting Pty Ltd have completed two projects under the Innovation Fund for the Mid Lachlan Alliance (MLA) Councils as part of a 'Fitness Campaign' to deliver a Fiscal Responsibility Action Plan (FRAP) and a Service Review Action Plan (SRAP).

Background

This report reviews the outcomes of the project and identifies the mechanisms by which Council can embed these into its organisation, thereby establishing a path for continual improvement and sustainability.

Meeting the objectives

The project was funded under NSW Government's Office of Local Governments Regional Innovation Fund, with the formal resolution of the Councils to submit a grant funding application under the program being made in March 2016.

The project was designed to imbed processes for initial review to better understand improved performance and to structure mechanisms for ongoing review and cultural wellness among the participating Councils. As the Project Agent, Sykes Peer Review prepared an action plan and a set of comprehensive tender documents leading to the appointment of Common Thread Consulting Pty Ltd. The Project Agent has then facilitated the collaboration.

The objectives of the Campaign as set out in the approved application for funding were to:
embed principles of fiscal responsibility to improve long term sustainability and to ensure the community receives best value quality services with efficient customer interface.

Where

The Alliance will conduct the project utilizing an action research approach evaluating the likely impact of the FR principles on smaller councils. The action research evaluation will also assist

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the NSW Office of Local Government in determining challenges and opportunities for smaller councils in implementing the FR Principles.

The Councils are members of the existing Regional Collaboration – the Mid Lachlan Alliance consisting of:

- Forbes Shire Council
- Lachlan Shire Council
- Parkes Council (as a support Council)
- Weddin Shire Council (as the lead Council)

The Councils agreed to contribute \$10,000 towards the outcome of the project. The Project received \$400,000 and with in-kind commitment delivers a total project cost of \$520,000. The project was structured to operate over 18 months (the longest of all the funded projects).

The key outcomes of the Fitness Campaign are generally focused around the following sustainability elements:

- Building and institutionalizing principles of fiscal responsibility by developing technical knowledge and financial understanding of both Councillors and staff
- Introduction of policy and guidance frameworks for the effective management of Council's finances
- Investing in good quality financial and corporate performance reporting systems
- Building an organisational culture focused on the fiscal responsibility agenda
- Introduction of a systematic and formal efficiency and service review program
- Identifying opportunities to rationalise red tape and increase efficiency in Government reporting requirements (through cross Council collaboration).

Fitness Campaign Process

The Fitness Campaign began with the preparation of simple documents (*Service Dashboards*) designed to form part of each council's integrated planning and reporting documentation. The seven (7) dashboards identify what council does, what resources go into each program (finances and infrastructure), where the concerns are and how performance is measured.

The dashboard format is intended to help Council to think more strategically about priorities for the allocation of its limited resources so as to deliver **sustainable best value** in accordance with principles established in recent amendments to the NSW Local Government Act (section 8). It also helped the Alliance Councils to better understand each other so that they might determine opportunities for cross Council collaboration.

During preparation of the Service Dashboards, a high-level service review was carried out across all services that identified the current situation and opportunities for improvement. This was documented in a *Service Review Summary* for each Council.

A number of detailed *Service Reviews* were then carried out with further analysis and investigation focused on Roads, Parks and Gardens, Customer Service and Information and Communications Technology (including Civica Authority, the corporate computer system utilised by Weddin, Forbes and Lachlan). These reviews identified further opportunities for improvement.

A formal *Program and Project Management Methodology* was then established to govern the improvement program and ensure outcomes are achieved. An MLA Executive group was formed, consisting of the General Managers from each council, to oversee the program. The

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methodology includes templates for business cases (for improvement projects) that then inform project initiation documents (establishing roles and responsibilities of the project team, a project plan, risk management, etc.), with highlights reporting and end of project reporting enabling the MLA Executive to monitor progress and ensure learnings are fed back.

Program Management Officers were appointed at each Council to ensure the governance processes are implemented, in particular that Project Leads (persons tasked with leading a project at a particular council) are undertaking the project as approved and reporting back.

A *Connected Leadership Program* was also undertaken as an integral part of the program. This focused on building the capacity of both individuals and the leadership group within each Council to lead and manage change. The one-on-one sessions focussed on developing the behaviours of individual leaders to support a shift in organisational culture. Group workshops focussed on developing a shared vision and purpose within each Council and across the MLA. Lead Consultant Mr David Gourlay also conducted one-on-one coaching sessions with Councillors and various staff and a group workshop with Councillors.

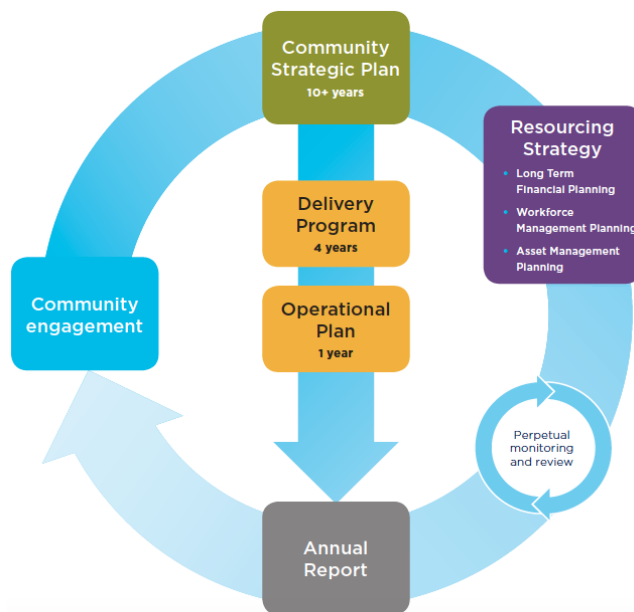
Embedding the Process and Outcomes of the Fitness Campaign in IPR Documents

The completion of the formal contract period for the Fitness Campaign is in many ways the start, rather than the end, of a journey of continual improvement and sustainability.

The primary reason that Weddin Shire Council (as well as Forbes, Lachlan and others) faced the threat of amalgamation under the Fit for the Future program was a perceived lack of 'scale and capacity'. The opportunity arising from the Fitness Campaign is to demonstrate that amalgamation isn't the only – or best – solution. Working collaboratively on common challenges is a way of increasing scale and capacity while retaining local democracy.

The key issue, though, is that this same lack of capacity means that initial progress has been slower than might have been hoped. Common Thread Consulting has been working with the Alliance councils to revise their Integrated Planning and Reporting (IPR) documentation to embed the process and outcomes of the Fitness Campaign within it, ensuring Council's journey of continual improvement and sustainability doesn't end with the formal contract.

The *Sustainable Best Value Policy* attached to this report is the formal mechanism to do so. The policy defines what sustainable best value is and how Council aims to realise it via the IPR framework (below), in particular the Delivery Program and Resourcing Strategy.



Delivery Program

It is recommended that Council consider revising the Delivery Program prior to the next formal review in 2021 (following the local government elections) for two reasons.

Firstly (not directly related to the Fitness Campaign), there is a need to align actions in the Delivery Program and those in A Better Communities Strategy (ABC's), currently being prepared for Council's consideration, which is structured differently as it brings together a range of activity from Wellness Planning (Health); Sport and Recreation Facilities Planning; Cultural Planning and Economic and Tourism Strategies and because it is designed to align with current and potential funding programs. An interim solution involves a matrix in the ABC's that shows how the two documents relate.

Secondly, a revised format centred on Service Dashboards is a fundamental part of the solution to improving fiscal responsibility developed as part of the Fitness Campaign.

The reasons for this, in summary, are that this approach embeds fiscal responsibility by integrating Council's activities (what it does) and resources (what it costs). Currently, as for most councils, it is difficult to see the alignment between activities in the Delivery Program and resources in the Budget. The dashboards also establish a strong link between the Delivery Program, Asset Management Plans and Long Term Financial Plan. An interim solution that satisfies the objectives of the Sustainable Best Value Policy involves including the dashboards as an Appendix to the Resourcing Strategy.

It is important to note that these revisions to IPR documents are not a cause for concern but rather evidence of Council's continuous improvement efforts, in particular better utilising the IPR framework to deliver better outcomes – sustainable best value – to the community.

Resourcing Strategy

The second document that needs revision following adoption of the Sustainable Best Value Policy is the Resourcing Strategy.

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Central to the revised document is a new *Improvement Plan*. This will replace the one previously endorsed by Council as part of the 'Fit for the Future' reassessment proposal and later included in Council's Community Strategic Plan which identified 5 key actions:

1. Implement Approved Special Rate Variation (SRV)
2. Undertake collaborative Mid-Lachlan Alliance 'Fitness Campaign'
3. Review of Asset Management Plans
4. Make strategic use of debt and comply with SRV approval
5. Achieve cost saving and efficiency gains.

Actions 1, 2 and 4 are now complete, while the other actions need reviewing in the light of the outcomes of the Fitness Campaign.

The new Improvement Plan currently being prepared will be structured to consider Council's finances, infrastructure and organisational capability and capacity (a broader scope than the traditional 'workforce' element of the Resourcing Strategy). Actions will be identified against the 15 sustainability objectives in the Sustainable Best Value Policy. These will inform Council's Delivery Program and Operational Plan, ensuring there is accountability for and reporting on these actions.

Many of the actions are opportunities for improvement identified as part of the Fitness Campaign. This is the means by which Council will ensure the process and outcomes aren't lost once the formal contract period is completed. Given that the other Alliance Councils are taking a similar approach, this will establish the foundation for ongoing commitment to collaborative improvements at a strategic level across the Alliance.

It is important to note that it is timely that Council is revising and updating its Improvement Plan as this will come under scrutiny in the near future. In correspondence dated November 2017, the Minister for Local Government advised that:

The Government remains committed to monitoring the established financial benchmarks and implementation of the approved Improvement Plans submitted by councils. The Office of Local Government is currently finalising a monitoring program to enable this and will release further details to councils shortly.

It is likely that the monitoring program will involve the Auditor General, who is tasked with the external (financial) auditing of Councils as well as conducting performance audits.

It is expected that a key focus of these audits will be Council's management of and reporting on its infrastructure, which is central to many of the financial benchmarks established under the Fit for the Future program.

Council's current asset management strategy and plans (developed using standard industry templates used by most councils) total 515 pages. Not only are these documents inaccessible, they are difficult to update in a meaningful way that drives Council's activities to manage its \$200M+ infrastructure asset portfolio. There is also a concern that they do not adequately address the issues necessary for Council to satisfy audit requirements.

New Asset Management Plans are being prepared (as per action 3 in the current Improvement Plan) and will be included as an Appendix to the new Resourcing Strategy. These adopt a far simpler approach that clearly aligns with Council's Long Term Financial Plan, Delivery Program and reporting on infrastructure assets in Council's Annual Financial Statements. Commentary about particular infrastructure programs expands on the big picture summary in Service

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Dashboards, enabling Council to make more informed decisions about infrastructure investment. The new Transport and Recreation AMPs will be informed by the outcomes of the detailed Service Reviews undertaken into these functions as part of the Fitness Campaign.

Again, a consistent approach across the Alliance Councils establishes a platform for collaborative improvement projects in future. Actions relating to infrastructure are included in the Improvement Plan itself, as well as in the Asset Management Plans.

Outcomes to Date from the Fitness Campaign

Improvement projects from the Fitness Campaign that are currently being pursued include:

- Transport: consistent approaches to condition rating and prioritisation of upgrades (particularly widening of narrow sealed roads) to support stronger grant applications, improved maintenance management (increasing efficiencies, risk management and service delivery) and ability to satisfy auditing of reporting related to infrastructure.
- Parks and Gardens: consistent approaches to site hierarchies (priority sites for investment), improved maintenance management (increasing efficiencies, risk management and service delivery) and ability to satisfy auditing of reporting related to infrastructure.
- Information and communications technology: aligning strategic plans and projects, joint purchasing, consistency in processes and systems as well as hardware (facilitating closer working relationships), working together to improve capability of staff using Civica Authority product, stronger contract management of Civica
- Customer service: a 'front office' concept aimed at increasing functionality of Council websites (enabling more online service delivery) and the ability of staff to resolve issues at the first point of contact (improving customer experience and creating efficiencies in 'back office' technical areas)

A number of other opportunities were identified that have the potential to realise efficiencies and/or improve service delivery and sustainability across the Alliance including:

- consistent restructure of Council's general ledger
- resource sharing in town planning and regulatory functions
- buildings and facilities management and leasing/licencing
- plant and fleet management
- human resources
- workplace health and safety
- common contract management for Road Maintenance Council Contracts with RMS
- joint procurement

Importantly, a structure has been established (i.e. the MLA Executive group) to consider such opportunities and monitor progress of approved improvement projects, supported by the Program Management Officers at each Council.

The first step in pursuing improvement projects involves consideration of a business case and subsequently, a project initiation document. This ensures there is clarity regarding the project

THE GENERAL MANAGER'S REPORT

objectives and scope, roles and responsibilities, risk management, resources required, expected benefits, deliverables and project plan.

Improvement projects will generally be included in the Improvement Plan (part of the Resourcing Strategy as discussed above) and reported as part of Council's Operational Plan.

Council's role in this process is primarily during the adoption of the Resourcing Strategy (which includes the Improvement Plan) and Operational Plan (which will identify specific improvement projects, initially supported by the ABC's) as well as the review of performance against these plans.

Improvement projects will be referred to Council outside of the normal process in IPR if they involve changes at a policy level or require allocation of funds outside of existing budgets.

Conclusion

The Mid-Lachlan Alliance Fitness Campaign was the most significant and comprehensive improvement project ever undertaken at Weddin Shire Council, and rightly was a key action in the Improvement Action Plan submitted by Council under the 'Fit for the Future' program.

Through the program, Council has gained access to significant resources to review and improve its operations that would not have been possible on its own. Just as importantly, the consistent approach (with Forbes and Lachlan) has opened up opportunities to collaborate in pursuing improvements and so increasing Council's "scale and capacity". Yet this same scale and capacity has held back the Alliance Councils from progressing as far as they might have hoped at this stage.

It is vital that the process and outcomes of the Fitness Campaign are embedded in Council's IPR framework, charting our ongoing journey of continuous improvement and sustainability, so that the full benefits of the program can be realised.

Progressing these issues will also ensure that Council is well positioned to satisfy NSW Government requirements for monitoring of Council's performance against financial benchmarks and progress with Improvement Plans established to assist Council in the upcoming auditing of Council performance by the Auditor General.

RECOMMENDATION: That Council:

- i. note the outcomes of the Mid-Lachlan Alliance Fitness Campaign thus far
- ii. revise its Delivery Program prior to the next formal review in 2021 to improve fiscal responsibility and alignment with A Better Communities Strategy (ABC's)
- iii. receive a future further report on a revised Resourcing Strategy including a revised Improvement Plan (informed by the outcomes of the Fitness Campaign) and Asset Management Plans and Long Term Financial Plan.

404 RESOLVED: Cr Parlett and Cr Diprose that Council:

- i. note the outcomes of the Mid-Lachlan Alliance Fitness Campaign thus far
- ii. revise its Delivery Program prior to the next formal review in 2021 to improve fiscal responsibility and alignment with A Better Communities Strategy (ABC's)
- iii. receive a future further report on a revised Resourcing Strategy including a revised Improvement Plan (informed by the outcomes of the Fitness Campaign) and Asset Management Plans and Long Term Financial Plan.

THE GENERAL MANAGER'S REPORT

3. Sustainable Best Value Policy, C2.10.9

A Sustainable Best Value Policy has been developed to define what best value is and how Council intends to realise it via Integrated Planning and Reporting Framework.

Council will develop a Delivery program detailing the principal activities it will undertake to perform its functions (including implementing the strategies set out in the Community Strategic Plan) within the resources available under the Resourcing Strategy and review this annually.

The Delivery Program will be in the format of *Service Dashboards* that identify concerns with the value Council can provide now and in 10 years (based on the funds available in the Long Term Financial Plan) and the resources Council is investing in that function to facilitate the prioritization of Council's limited resources to the mix of activities that provides the best possible value overall.

Council will also develop a Resourcing Strategy for the provision of resources to perform its functions and review this annually. The Strategy will be structured to consider Council's finances, infrastructure and organization capability and capacity. The Strategy will include an *Improvement Plan* focused on sustainability objectives and identify the actions that Council intends to undertake to pursue each of them. These actions will inform Council's annual Operational Plan and reported on along with all other activities.

It is proposed to place the draft policy on public exhibition for 28 days for comment prior to it being submitted to Council for formal adoption.

RECOMMENDATION: that the draft Sustainable Best Value Policy be placed on public exhibition for 28 days for comment prior to it being submitted to Council for formal adoption.

405 **RESOLVED:** Cr Diprose and Cr Brown that the draft Sustainable Best Value Policy be placed on public exhibition for 28 days for comment prior to it being submitted to Council for formal adoption.

4. Local Government Reform – Improvement Plan, C2.10.9

As reported in item 2 Councils 'Fit for the Future' Improvement Plan has nearly been completed.

Also as reported a new Improvement Plan is currently being prepared with actions identified against the fifteen (15) sustainability objectives in the Sustainable Best Value Policy.

The new Improvement Plan will be submitted to Council for formal adoption at the June 2018 Council Meeting as part of the revised Resourcing Strategy.

**For Information
Noted**

5. Sport and Recreational Facilities Plan, G2.1/A3.19.2

A draft Sport and Recreational Facilities Plan (SRFP) 2018-2022 which will form part of the A Better Communities Strategy (ABC's) was advertised for public comment closing on 3 April 2018.

THE GENERAL MANAGER'S REPORT

The plan was prepared as a base working document to inform the higher-level A Better Community Strategy (ABC's) which will be an integral part of Councils Delivery Program in its IP&R.

The ABC's together with the Community Wellness Plan will be presented to the June 2018 Council meeting in draft form.

The Plan also sets out some key actions that Council needs to resolve as follows:

- Improved inventory including details of facilities at each site, land area, ownership/management responsibilities, etc. (this can be associated with work to develop the asset register) to be addressed through the Assets Management Plan (AMP)
- Details of utilisation of each facility (for sport facilities)

The SRFP also links to Councils Asset Management Plan (AMP) which is currently being reviewed and will be subject of a draft report in June as part of the revised Improvement Action Plan within the Resourcing Strategy. This document is a critical document in separating asset renewal from asset maintenance and the priority capital projects set out here will be included in the AMP.

Responses from the advertised period were from the Caragabal Country Golf Club (CCGC) and a Greenethorpe resident.

The CCGC response identified the replacement of the bowling green synthetic surface and the club house kitchen renovations as the highest priority projects. These have now been included in the priority list for projects for the Stronger Country Community Fund and are subject to a separate report to Council.

There was feedback from a resident in Greenethorpe relating to smaller amenity issues and can be addressed as part of the annual maintenance project, with the exception of the inclusion of a covered outdoor area which will need to be assessed and considered by the Greenethorpe community in the future. The submission also suggests a muliti-purpose covered area at the side of the old showground Pavilion. Council will need to consult with the community in regards to a covered area at Greenethorpe prior to the project being prioritised.

Following community consultation, the top priority ranks are:

Project Id.	Priority Order	Priority Rank	Location(s)	Identified Project Need
1831	1	1	Go Kart Track	Track Upgrade
1811	2	1	Bogolong Dam	Site review and upgrade
1808	3	1	Quandialla Pool	Pool upgrade
1817	4	1	Netball Courts	Court upgrade/ relocation
1803	5	1	Taylor Park	New amenities - toilets
1801	6	1	Henry Lawson Oval (Bottom oval)	Amenities, change rooms and canteen etc Rugby League and spectator facilities
1807	7	2	O'Briens Lookout - Endemic Gardens	Stage two development
1830	8	2	TBA/school	Indoor sports facility
1814	9	2	Bembrick Oval	Ground upgrade
1815	10	2	Bembrick Oval	Amenities upgrade

THE GENERAL MANAGER'S REPORT

1804	11	2	Vaughn Park	New picnic facilities
1802	12	2	Henry Lawson Oval (Top oval)	Amenities upgrade
1813	13	3	Caragabal Village	Country Club – Facilities upgrade

As previously advised the SRFP provides a broad range of priorities and funding guidelines will impact decisions relating to which projects meet various guidelines, including giving a higher priority to groups providing matching or part matching funding

The plan also provides a basis for assessing complex projects and establishing priorities for new proposals.

Finally, the SRFP will now need to be articulated into the Asset Management Plan which is currently being reviewed.

RECOMMENDATION: that the Weddin Shire Council Sport and Recreational Facilities Plan (SRFP) be adopted.

406 RESOLVED: Cr Best and Cr Bembrick that the Weddin Shire Council Sport and Recreational Facilities Plan (SRFP) be adopted.

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

Stronger Country Communities Fund

The member for Cootamundra the Hon Steph Cooke MP recently announced that Council's grant funding application under the "once-in-a-generation" Stronger Country Communities Fund which is part of the NSW Government's \$1.3 billion Regional Growth Fund was successful with Council to receive \$768,982 under Round 1.

The grant funding will be utilized to undertake the Main Street infrastructure project which will assist in revitalizing the Main Street and the business sector. The project will involve upgrading drainage and guttering infrastructure in the Main Street as well as improving Main Street amenities.

Council is also currently applying for Federal Government grant funding under the Building Better Regions Fund (BBRF) and State Government grant funding under the Regional Growth Funds, Growing Local Economies Fund to be allocated to the Main Street project to facilitate the commencement of the project.

The Main Street project is a high priority in our Community Strategic Plan (CSP) and its commencement will see another major infrastructure project being undertaken which is also very significant for the business sector in Grenfell. If the grant funding applications are successful, then the \$1.537m under Round 2 of the Stronger Country Communities Fund will be able to be allocated to local sports and amenity projects. If the grant funding applications are unsuccessful Council will have to consider utilizing half of the \$1.537m for the Main Street Project. The criteria for this program stipulates that 50% must be allocated specifically to sport related facilities. NSW Public works is liaising with Council's consultant Stephen Sykes to facilitate the applications ensuring they meet the guidelines and are completed accordingly.

THE GENERAL MANAGER'S REPORT

The proposed projects for the Stronger Country Communities Program in priority order are detailed below:

1. Henry Lawson (bottom) Oval male and female home and away; officials rooms; toilets and canteen; amenities building and base spectator area
2. Quandialla pool treatment pumps and drainage remediation
3. Grenfell squash court renewal
4. Grenfell Tennis court and lights renewal
5. Rugby Union (Bembrick Grounds and Amenities upgrade)
6. Bogolong dam entry and water access development
7. Caragabal Country Club facilities upgrade

Supplementary applications

8. Henry Lawson Oval amenities spectator seating in case there are extra funds available or if any of the projects submitted do not fully meet the criteria
9. Main Street beautification This will be withdrawn once the Expression of Interest (EOI) for the Growing Local Economies fund is accepted. If the EOI fails, then it is proposed to withdraw the Henry Lawson Oval Amenities Renewal Application so that the main street can be completed and submit the EOI of a later date.

RECOMMENDATION:

Confirm Proposed Action

407 RESOLVED: Cr Parlett and Cr Bembrick that the proposed action be confirmed.

Regional Cultural Fund

It is proposed to resubmit an Expression of Interest (EOI) in Round 2 when it opens on behalf of the Grenfell Dramatic Society to upgrade the Grenfell Community Arts Centre building and on behalf of the Grenfell Art Gallery Committee to install solar power for the community hub building and temperature control for the Art Gallery.

**For Information
Noted**

Regional Sports Infrastructure Fund

The RSIF Expressions of Interest (EOI's) were considered with Council successful in now being able to proceed to a detailed application for both the Grenfell Go Kart Club project (which was rated more strongly) and the Bogolong Dam project. The detailed application will be determined under the Round 2 guidelines which require a 25% co-contribution of the grant amount and target projects over \$1m. This means that if the grant is \$800,000 Council is required to fund \$200,000.

As Council is aware it's discretionary capacity to fund the 25% contribution is limited given that Council has provided funding to the Grenfell Aquatic Centre and the Grenfell Health Centre. As a consequence, the RSIF applications will be made under a 'hardship' provision in the guidelines. This then allows 'in kind' contributions to be taken into account in meeting Councils 25% contribution.

**For Information
Noted**

THE GENERAL MANAGER'S REPORT

Growing Local Economies Fund

The NSW Department of Premier and Cabinet have indicated that an expression of Interest (EOI) for an Economic Renewal and Digital Connectedness Project valued at \$2.2mil can be prepared and submitted.

Council is required to contribute 25% of the grant value. This can be funded by a short-term loan if a hardship provision is not available to Council.

The Growing Local Economies fund EOI incorporates the Main Street upgrade as well as economic renewal providing impetus to the private sector revitalization of business targeting aged services, tourist accommodation and digital business spaces. This will improve visitor experience in the business district adding value to streetscapes which will ultimately improve business and community connectedness. This will then be linked to the digital connectedness across the villages and the Shire.

The current Stronger Country Community funded project for Main Street is focused on base infrastructure including drainage; access and footpaths. The Growing Local Economies project will enhance this improved base infrastructure.

If the EOI, under growing local economies is not approved then Council would need to defer the Henry Lawson oval submission under Round 2 of the SCCP to free up funds to undertake the Main Street beautification project (with no digital connectedness).

**For Information
Noted**

7. Picnic Day, P1.2.2/P1.5.1

The United Services Union applied to hold the union picnic day on Wednesday 4 April, 2018 as provided under the Local Government (State) Award 2017 which was approved.

Arrangements were made for various outdoor staff to be available if required. Arrangements were also made with the administration staff so that the main office remained open.

Accordingly the Office, Internet Centre and the Library operated as normal.

**For Information
Noted**

**GLENN CARROLL
GENERAL MANAGER**

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

THE DIRECTOR CORPORATE SERVICES' REPORT

12 April 2018

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 March 2018:

Bank Account	
Westpac	\$1,186,280.81
Investments	
CBA	<u>6,250,000.00</u>
Total Investments	<u>\$6,250,000.00</u>

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 March 2018.

The investments shown above are made with the Commonwealth 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 March follows:

Rates Receipts	110,733.52
Credit Union Agency Commission	607.20
Interest on Investments	7,356.17
Roads to Recovery Instalment	605,764.00
Heavy Vehicle Productivity Grant	180,000.00
RMS Works	30,000.00
Development & Building Application Fees	8,634.00
CTC Income	7,717.60
Section 64 Contributions	3,730.00
Caravan Park Income	4,274.93
Pool Entrance Charges	1,382.60
Other	15,925.92
Total	<u>\$976,125.94</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 March 2018.

Item	Vote	Expenditure
Rural Roads Maintenance	680,731	679,856
Grenfell Town Streets Maintenance	207,090	154,990
Village Maintenance - Caragabal	6,000	4,003
Village Maintenance - Greenethorpe	6,000	10,985
Village Maintenance - Quandialla	6,000	8,588
Garbage / Recycling Collection	130,000	112,122
Quandialla Recycling Station	8,000	2,954
Greenethorpe Recycling Station	6,000	320
Greenethorpe Collections	8,000	4,936
Commercial Waste Collection	18,000	9,327
Grenfell Waste Depot Manning / Plant Hire	135,000	88,366
Tips Working Expenses	66,000	47,199
Grenfell Tip Green Waste Processing	20,000	1,391
Cemetery Maintenance & Operating Expenditure	69,000	58,873
Cemetery Sites etc. income	(49,000)	(34,905)
Noxious Plants	84,500	51,007
Noxious Plants - Extra	20,000	6,283
Parks & Gardens	218,262	194,931
Library Expenditure	100,480	82,806
Baths Income	(25,000)	(39,970)
Baths Expenditure	174,000	145,289
Caravan Park Income	(65,000)	(52,156)
Caravan Park Expenditure	110,300	69,268

RTA Grant Works		
Item	Vote	Expenditure
2017/18 State Roads (SH6)	1,299,629	718,935
2017/18 National Roads (SH17)	612,664	366,645
2017/18 Regional Roads Block Grant	778,000	126,712
Repair Program - MR239 Pavement Rehab	162,507	68,485
Active Transport Plan	34,000	20,400

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	16,639
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	137,581
BLACKS BRIDGE (16/17 C/Over)	3,609	3,609

THE DIRECTOR CORPORATE SERVICES' REPORT

ACTIVE TRANSPORT PLAN	19,750	19,750
CARAGABAL PARK UPGRADE	16,725	0
CARAGABAL PARK SHADE SAIL	17,094	0
GRAVEL RESHEETING (16/17 C/Over)	(0)	0
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
INDUSTRIAL AREA ROAD	139,348	37,927
Total	990,797	215,505

2017/18 Roads to Recovery	Vote	Expenditure
RESEALS (R2R)	229,017	153,373
KEITHS LANE	163,756	233,272
BEWLEYS ROAD	200,000	127,704
CARAGABAL - PULLABOOKA	202,820	91,404
HEAVY PATCHING - PINNACLE & DRIFTWAY ROAD	100,000	256,317
Total	895,593	862,070
Item	Vote	Expenditure
Flood Damage Untied Funding	1,000,000	1,000,000
Flood Damage - Regional Roads	409,502	409,502
Flood Damage - Rural Roads	985,059	985,059

For Information
Noted

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

Debt recovery activity is as follows:

35 referred to Outstanding collections

- 22 Paid
- 2 referred for further action
- 4 arrangements
- 3-part payment
- 3 withdrawn – pending sale of properties
- 1 response – pending further action of full payment

3rd Instalment reminder letters sent.

1 new payment arrangement made.

A new batch of 8 referred to Outstanding Collections.

Continued monitoring of existing arrangements, following up with further action where required.

Continued liaison with Council's Debt Recovery Firm and other debt collection activity of routine nature.

For Information
Noted

5. Grenfell Library, C2.8.15

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

Weeding program continues with the Adult fiction, Nonfiction, DVD, Large Print and the stack section.

The membership weeding program has continued. Those who have not borrowed in the past three years are being withdrawn from the system. This is a standard library practice.

Hosted our first book launch for the year with local author R G Anthony. A great evening by all who attended.

A regular Friday afternoon of board games and Lego is being held every fortnight during the school term. A great turnout of kids for the first couple of sessions.

The first two Tech Savvy Senior computer classes have been held so far. We are fully booked out for the entire series of classes.

Knit, Knatter and Nibbles has returned in an extended format to knit or crochet the poppies for the Remembrance Day window displays.

Preschool story time has continued with great success.

The annual FOGL Seniors Morning Tea has been held this month as well with a great turn out from the community.

FOGL held their first street stall this month with a huge success. Hopefully this will become an annual event.

Otherwise activities were of a routine nature.

For Information
Noted

6. Economic Development, C2.8.13

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

Distributed funding opportunities to interested community groups.

Followed up government stakeholders over the possible funding program and our proposed application for a shire wide connectivity infrastructure project.

THE DIRECTOR CORPORATE SERVICES' REPORT

Attended Next Crop forum in Grenfell

Provided ongoing input into the development of the Regional Economic Development Strategy (REDS) for our Functional Economic Region (FER). Organised the Grenfell community hub for a workshop to for ongoing the development of our regions REDS to be held in Grenfell on the 23 April.

Collated information to assist in developing a grant application to the Growing Local Economies Fund.

**For Information
Noted**

7. 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 Overseer to finalised the installation of the Main Street and George Street interpretive signs. Liaised with grant provider over required acknowledgements in the interpretive brochure so that printing of this guide can occur. Completed acquittal for the grant.

Recorded Community Hub bookings, distributed and collected paperwork from clients.

Distributed weekly Insights Newsletter from Destination NSW.

Supplied information to Centroc and Country and Outback Destination Network as requested.

**For Information
Noted**

8. Arts/Tourism, C2.8.11

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

Art & Art Gallery

- 'Woodland Plains' Exhibition - Co-ordinated and ran opening evening
- Sent event details to Arts Outwest for their enewsletter
- Arranged replacement volunteers when rostered volunteers were not available
- 'Shared Observations' Exhibition - Liaised with artists involved with exhibition
- Liaised with 2017 acquisitive winner about artwork mount

Tourism

- Updated business listings on Grenfell.org.au
- Fixed pages where formatting has been undone
- Added and updated event listings on Grenfell.org.au
- Managed Facebook account
- Managed Instagram account

THE DIRECTOR CORPORATE SERVICES' REPORT

- Sent out visitor guides to VIC's as requested
- Weekly staff meeting with Director of Corporate Services
- Finalised Heritage Near Me funded signage project
- Answered EDO enquiries
- Submitted weekly events / attractions to Central NSW Tourism for social media posts
- Weddin Workshop Month
 - Contacted artists to be involved in Weddin Workshop Month
 - Liaised with confirmed artists
 - Sourced suitable venues for workshops
 - Updated website listing
- Prepared April tourism committee meeting agenda
- Put forward 'family/kid-friendly' ideas to Central NSW for inclusion in promotion
- Liaised with Hilltops Shire Council's Tourism & Events coordinator- guided tour

Visitor Information Centre

- Greeted visitors at VIC and handled enquiries (walk in, phone and email)
- Assisted casual staff member with tasks
 - weekly Wednesday email
 - gallery roster
 - HLF program
 - Visitor statistics
 - Visitor servicing
- Organised casual weekend staff and their tasks
- Met with, discussed and allocated tasks with casual staff members
- Managed bookings for conference room hire
- Researched fossicking in area for VIC enquiry
- Liaised with CTC about email system
- Researched old mine in Grenfell for VIC enquiry

Henry Lawson Festival

- Arranged for updates to festival email re-directs
- Responded to general Festival enquiries
- General event management, including co-ordinator management
- Liaised with Statuette artist
- Sent article about theme to Grenfell Record
- Spoke with Insurers about insurance
- Distributed agenda & attended meeting
- Wrote letters
 - M Liebich – stage
 - Town Band
 - D Sheehan & W Simpson– safety officers
 - I Armstrong – invitation
 - J Murray – Sunday damper
 - K Smith – patron
 - M Mitton – stage compare
 - P Holland – stage power
 - P Mitton – sound
 - Police Commander – invitation

- Marketing
 - Put together marketing plan and budget for 2018 event
 - Managed Facebook account
 - Updated website
 - Liaised with designers on poster and program
 - Chased program content
- Street Entertainment/ busking & stalls
 - Stalls
 - Replied to all enquiries
 - Email and posted street stall forms as requested
 - Updated stall holder database
 - Received and recorded stall application forms.
 - Entertainment / busking
 - Liaised with staff assisting with project
 - Spoke with entertainers
 - Updated website with information
- Co-ordinator support
 - Liaised with treasurer about stall refunds required

For Information
Noted

9. 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 39 residential clients and 2 business clients
- Replaced 2 mobile phone screens
- Sold laptops/computers to 2 residential clients
- Sold ESET Internet Security to 8 residential clients
- Sold software, parts, and accessories to 13 residential clients and 2 business clients
- Sold ink and toner cartridges to 24 residential clients
- Internet Café used by 58 clients for internet access and printing

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
- Regular Monthly Maintenance to Grenfell Rugby Club Website

Technology Centre Maintenance

- Installation of software patches Windows workstations
- Decline superseded updates (WSUS) – Server Clean-up
- Plugin updates, and content management software updates (Website)
- Vulnerability and Malware scan (Website)

THE DIRECTOR CORPORATE SERVICES' REPORT

- Installation of patches (Backup System)
- Installation of patches (Test & Internal Wiki)
- Perform Search Engine Optimisation tasks
- www.grenfellinternetcentre.com.au visited 131 times by 124 Users

Google Summary

- 198 people saw Grenfell Internet Centre via Google Search
- 7 people found Grenfell Internet Centre on Google and called your business

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)

**For Information
Noted**

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

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

12 April 2018

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

I wish to report as follows: -

1. Works Report (1st March 2018 to 31st March 2018)

1.1 Highways - Capital and Maintenance Works

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

SH6 (Mid-Western Highway)	-	general maintenance
	-	95% completed Lignum Culvert upgrade
	-	Commenced installation of new segment markers under RMAP
SH17 (Newell Highway)	-	general maintenance

1.2 Regional Roads - Capital and Maintenance Works

MR398 (Mary Gilmore Way)	-	general maintenance
MR236 (Henry Lawson Way)	-	general maintenance
	-	Resealing program completed
MR237(Gooloogong Road)	-	general maintenance
	-	Resealing program commenced
MR239 (Henry Lawson Way / Young Road)	-	general maintenance
	-	Resealing program completed

1.3 Rural Local Roads - Capital Works

- Continue widening of Caragabal Pullabooka Rd
- Stage 1 of reshaping and formation of Bimbi Caragabal Rd completed
- Culvert extensions on Bewlewys Rd continuing
- Bewlewys Rd construction commenced
- Maintenance grading of Dixons Ln
- Heavy patches completed -Bimbi Quandialla Rd and McAllisters Ln

THE DIRECTOR ENGINEERING REPORT

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
- removed trees in Holy Camp Rd and Gerrybang Rd

1.5 Urban Area - Capital and Maintenance Works

- general maintenance
- Medical Centre construction continuing
- St Josephs School crossing and signs being updated (continuing)
- Industrial area table drains completed and low spots continuing to be levelled
- Heritage signs installed and complete
- Bimbi town intersection widened
- Main St footpath fixed outside Empire Bakery
- Industrial area sealing complete

For Information
Noted

2. Other Works

2.1 Parks & Ovals Report

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

- general maintenance
- Emu Creek rehabilitation commenced
- Taylor Park seat cleaned and stained
- Weddin St valve on effluent pipe replaced
- Removed broken toilet
- Bimbi Rd table drains cleared
- Replaced broken sprinklers Memorial Park

2.2 Cemeteries

The following graves have been prepared from; 06 Mach 2018 to 06 April 2018

Grenfell Lawn	—	0
Grenfell	—	0
Bimbi	—	1
Caragabal	—	Nil
Private property	—	Nil

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

- general maintenance
- topped up graves

THE DIRECTOR ENGINEERING REPORT

- attached a plaque in the lawn cemetery
- cemetery beam construction continuing

2.3 Sewer Mains

Twelve (12) sewer chokes have been attended to during the last month, none in the relined sections.

2.4 Private Works

- Resealing of drive way for rate payer

2.5 Village Area - Capital and Maintenance Works

- general maintenance

2.6 Vandalism

Urban - Nil

Rural - Nil

Progressive Cost Urban: \$0.00

Progressive Cost Rural: \$0.00

For Information

Noted

3. Future Works (01.04.2018 onwards)

3.1 Highways

- North Marsden Rehab to be fitted with Raised Pavement Markers.
- Segment markers getting replaced with steel yellow Duraposts
- Heavy patching to be scoped post JPA in reseal areas
- Tree trimming to be scoped post JPA
- Lignum bypass culvert upgrade
- Shoulder work to be scoped post JPS on identified reseal area.

3.2 Regional Roads

- general maintenance
- resealing program to continue

3.3 Rural

- general maintenance
- complete Caragabal Pullabooka Road widening and strengthening (Roads to Recovery)
- reseal program to continue
- continue Bewleys Road Upgrade Works
- gravel resheeting (Adelargo Rd)

3.4 Urban and Village

- general maintenance

THE DIRECTOR ENGINEERING REPORT

- Emu Creek rehabilitation to continue
- Quandialla drainage program to continue
- Quandialla footpath construction to commence

For Information
Noted

4. RMS RMCC Contract, R2.54.4

Greenthorpe Bumbaldry road intersection upgrade is in the planning stages and will be carried out in 2018/19.

Brundah School Rehabilitation (3.5km x full width 100mm overlay)

Council is waiting for RMS approval.

For Information
Noted

5. Plant Report

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

S.No	Plant No	Plant Item	Maintenance
1	3925	Prime Mover – Kenworth T401	Gearbox repairs
2	5322	Zero turn mower – Gravely 2THD 44”	Repairs/Head
3	5200	1.8t Table Top Trailer for Graders	Brake Repairs
4	5240	1000L Roadside Spray Unit	Pump Repairs
5	4053	Grader Caterpillar 12H	Dredge valve, Hydraulic Repairs, Bearings & Brakes, Assist Westrac in matter. Front end blades & circle overhaul. Renew hydraulic fitting hoses etc. Re-suim circle & 4G RAMs.
6	4113	Multipac 118H selfpropelled drum roller	Power System. Onsite repairs to electricals. Diagnose & bypass fault. GCM to warranty. Onsite shell bolts brake out. Replace onsite & repairs.
7	4102	Grader – Caterpillar 120M	Onsite No Go – No Power test. Batteries – drained & change parts – re-install & reset computers – test OK. Ramside swift seal. Major electrical malfunction remove. Harness in sections. Repair & revoted wiring. ECM test.
8	3964	Water Cart – Isuzu	Air system repairs – seats – electricals. Water Cart set up. Convert 12V to 24V electricals as required – wet out & test. Full/major service.
9	4070	Roller – Cat 613 / Grid	Major brake diagnosis * overhaul including bearings, discs, boosters etc.

For Information
Noted

THE DIRECTOR ENGINEERING REPORT

6. Roads to Recovery, R2.56

The works in progress as of 31st of March 2018 is as follows:

Work Location	Budger for 2017/2018	Revised Proposed Expenditure	Comple te	Start Works	Complete Works	Funding Type	Exp to Date	Forecast Exp Next Period	Remarks
Greenethorpe-Bumbaldry Road, Rural Road - Chainage 10.85 km to 11.7 km measured from start point 0.0	\$ 25,976.00	\$ 25,976.00	No	May-18	May-18		\$ -	\$ 25,976.00	
Greenethorpe-Koorawatha Road, Rural Road - Chainage 0.000 km to 0.900 km measured from start point 0	\$ 29,338.00	\$ 29,338.00	Yes	Nov-17	Nov-17		\$ 29,338.00	\$ -	Completed
Dritway Road, Rural Road - Chainage 12.690 km to 15.270 km measured from start point 0.000km at Mid-	\$ 73,589.00	\$ 73,589.00	Yes	Nov-17	Nov-17		\$ 73,589.00	\$ -	Completed
Dritway Road, Rural Road - Chainage 15.670 km to 16.350 km measured from start point 0.000km at Mid-	\$ 19,395.00	\$ 19,395.00	Yes	Nov-17	Nov-17		\$ 19,395.00	\$ -	Completed
Ballendene Road, Rural Road - Chainage 4.790 km to 7.620 km measured from start point 0.000km at Mid	\$ 80,719.00	\$ 80,719.00	Yes	Nov-17	Nov-17		\$ 80,719.00	\$ -	Completed
Subtotal	\$ 229,017.00	\$ 229,017.00					\$ 203,041.00	\$ 25,976.00	
Keiths Lane, Rural Road - Chainage 0km to 1.825km measured from start point 0.000km at Sandy Creek R	\$ 163,756.00	\$ 233,272.00	Yes	Jul-17	Oct-17		\$ 233,272.00	\$ -	Completed
Subtotal	\$ 163,756.00	\$ 233,272.00					\$ 233,272.00		
Bewleys Road, Rural Road - Chainage 0km to 9.750km measured from start point 0.000km at Newell Highw	\$ 200,000.00	\$ 200,000.00	No	Feb-18	Dec-18	JF	\$ -	\$ 200,000.00	
Subtotal	\$ 200,000.00	\$ 200,000.00					\$ -	\$ 200,000.00	
Caragabal-Pullabooka Road, Rural Road - Chainage 0.000 km to 5.600 km measured from start point 0.00	\$ 202,820.00	\$ 202,820.00	No	Feb-18	Apr-18		\$ 91,404.00	\$ 111,416.00	
Subtotal	\$ 202,820.00	\$ 202,820.00					\$ 91,404.00	\$ 111,416.00	
Driftway Road, Rural Road - Chainage 1.825km to 3.140km measured from start point 0.000km at Bimbi-Q	\$ 44,350.00	\$ 90,000.00	Yes	Sep-17	Nov-17		\$ 90,000.00	\$ -	Completed
Pinnacle Road, Rural Road - Chainage 11.770km to 12.530km measured from start point 0.000km at Henry	\$ 25,650.00	\$ 50,137.00	Yes	Jul-17	Aug-17		\$ 50,137.00	\$ -	Completed
Pinnacle Road, Rural Road - Chainage 13.200km to 14.090km measured from start point 0.000km at Henry	\$ 30,000.00	\$ 73,000.00	Yes	Aug-17	Oct-17		\$ 73,000.00	\$ -	Completed
Subtotal	\$ 100,000.00	\$ 213,137.00					\$ 213,137.00		
TOTAL	\$ 895,593.00	\$1,078,246.00					\$ 740,854.00	\$ 337,392.00	

For Information
Noted

7. Grenfell JRL (Junior Rugby League Incorporation) booking the Henry Lawson Oval and its facilities for March 2018 on wards - P2.1.6

The Grenfell Junior Rugby League Club has requested Council to use the Henry Lawson Oval and its facilities for the purposed of training and home games for the 2018 season.

Training has been commenced from Tuesday 13th March and holding on Tuesday, Thursday and Fridays for the different grades ranging from approximate usage time of 5 pm to 7:30 pm.

Note: As the training is to commence on Tuesday 13th March 2018 and a copy of their public liability policy was provided, approval was granted as requested.

RECOMMENDATION:

Confirm action

410 RESOLVED: Cr Brown and Cr Parlett that the action be confirmed.

8. **Supply and delivery of Bitumen Emulsion to Central NSW Councils- T1-8.23**

On behalf of member councils, Centroc recently conducted a Request for Quotation / Tender (RFX) for the supply and Delivery of Bitumen Emulsion to Central NSW Councils, from a contract to commence on 1st April 2018 for a period of 2 years, with an optional 1 year extension.

RECOMMENDATION: that:

1. The Council accept the RFQ for the period of 2 years commencing from 1st April 2018, with an optional 1-year extension.
2. Council to advise Centroc accordingly.

411 RESOLVED: Cr Bembrick and Cr Niven that:

1. The Council accept the RFQ for the period of 2 years commencing from 1st April 2018, with an optional 1-year extension.
2. Council to advise Centroc accordingly.

9. **Removal of bike path in Weddin Street**

Both the lanes of the Weddin Street between Burrett and Camp Street have parallel car park and bike path. In some section of the road, the width of car park is not enough and it is impacting bike path or vice a versa.

It has been considered in the Traffic Committee meeting whereby it was resolved that the issue be referred to Council for an approval prior to it being resubmitted to the Traffic Committee for approval.



RECOMMENDATION: that:

1. The Council agreed to remove the bike path
2. Council to advise traffic committee of its decision

412 RESOLVED: Cr O'Byrne and Cr Diprose that:

1. The Council agreed to remove the bike path
2. Council to advise traffic committee of its decision

THE DIRECTOR ENGINEERING REPORT

10. Sale of Goods and Equipment

Council has several unwanted goods and equipment in Depot and Top pit area. They are occupying lots of area and is needs to be disposed of. Below is the list of items.

S. NO.	PLANT ITEM NO.	ITEM DETAILS
1	4039	Bedford Crane
2	4047	Grader-Allis Chalmers DD + 17 grader blades
3	5115	Caravan-Jakab Lunchroom
4	3826	Truck-Garbage Compactor
5	4097	Toro Groundsmaster 228D mower
6		Yamaha Wave Runner Jet Ski
7	5226	Traffic light trailers
8	5212	Traffic light trailers
9	5210	Traffic light trailers
10	4073	Towed Roller-Pacific Vib.Smooth V12D
11	5085	Howard Slasher Deck - no r/angle drive
12	5135	Iveco Cockerels
13	5136	Iveco Cockerels
14		Narrow Trailer BT1325 - Light Blue
15		Box Trailer with no Axle W.A. Rego ITNS 833
16		McDonalds Johnson Garbage Truck Bin & Chassis
17		Old Pad Foot Drum
18		Ride On Mowers- mixed brands, partially stripped
19		Spitwater Pressure Cleaner- Burnt
20		7x Toyota Tubs for utes
21		2x Large White Tool Boxes
22	5225	High Pressure Cold Water Cleaner- Alto
23	5247	Sewer Cameras- OSCAR & 80
24		2x Gx160 Honda 55 HP
25		Electric Motor Ex Rotary Park
26		Water Pump with Motors - Old
27		Kelair Electric Motor & Pump
28	4098	Boom & Side Sweeper Kit - Old
29		0358 Neuss Engine - Needs Rebuild
30		Pump from swimming pool - Old
31		Tow Behind Rock Crusher
32		Small Trailer with Water Tank
33		9100 Lincoln Welder 400 AS - Needs major repairs
34		Tow Behind Rock Crusher (76)
35		Small Trailer with Tank (141)
36		Twin Diesel Fuel Bowser
37		Single Diesel Fuel Bowser
38		5x Concrete Mixers - very old
39		2 x Stainless Steel Pool Blanket Rollers

RECOMMENDATION: that Council approve to sell the unwanted goods and equipment as listed by auction utilizing both local real estate agents.

THE DIRECTOR ENGINEERING REPORT

- 413 RESOLVED:** Cr Diprose and Cr McKellar that Council approve to sell the unwanted goods and equipment as listed by auction utilizing both local real estate agents.

RAJU RANJIT DIRECTOR ENGINEERING

- 414 RESOLVED:** Cr Best and Cr Niven 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:-

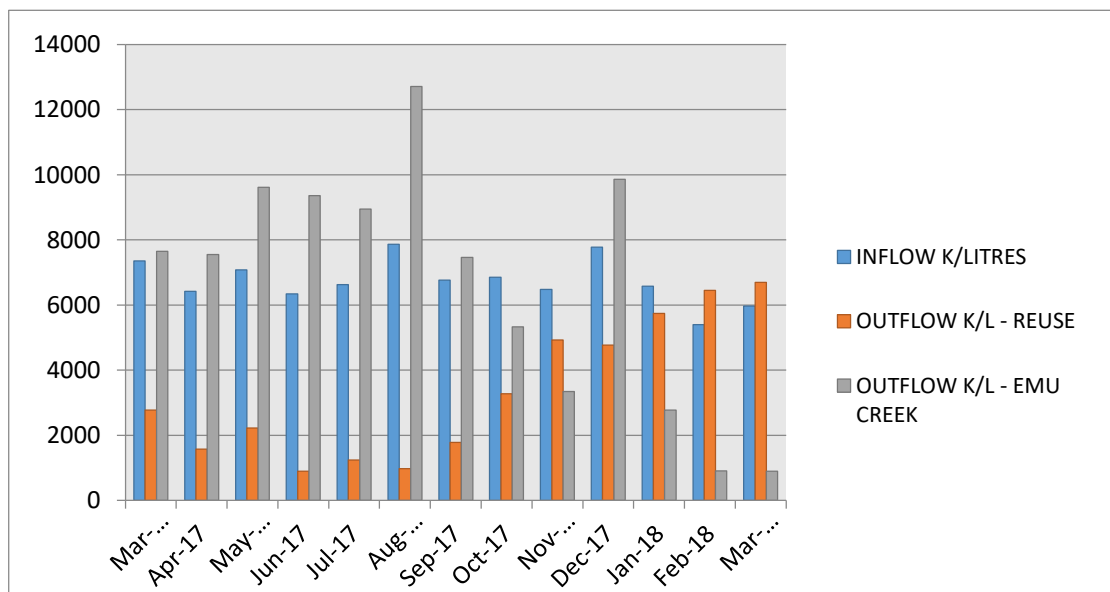
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during March 2018 was 5,964 kl with the daily average of 192.38 kl. Outflow for irrigation for reuse was 6,699 kl and discharge to Emu Creek 899 kl.

The highest daily recording of 206 kl occurred for the 24 hours ending 6.30 am on 22 March 2018 and the lowest of 168 kl for the 24 hours ending 6.30 am on 28 March 2018.

A total rainfall of 1 mm was recorded for the month.



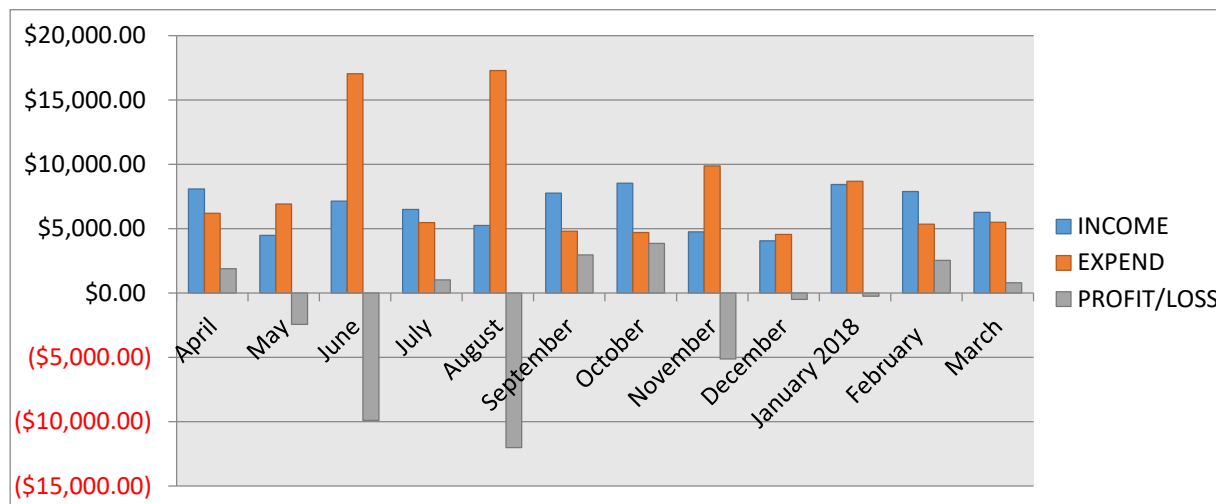
For Council's Information
Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

Income for the month of March 2018 was \$6,278.93 with expenditure of \$5,498.27 resulting in an operational profit of \$780.66 the month.

There were 204 sites occupied for the month of March 2018.



For Council's Information
Noted

3. Animal Control, A4.4.4

a. Companion Animals

Animals Seized & Impounded :	4	Animals Destroyed:	2
Animals Straying/Returned to Owners immediately:	2	Animals Released:	0
Animals Straying and Impounded:	0	Animals Rehomed:	2
Animals Surrendered:	0	Animals Sold:	0

Other Activities:

Companion Animals

- Notice to Declare dog "Menacing" issued
- 2 stray dog correspondence issued
- 1 Notice to permanently identify" issued
- Animal control monthly report
- Pound duties
- OLG Dog and Cat Seizure Reporting – NSW OLG database
- 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
- Acting and advising public in accordance with Companion Animals Act/Regulation

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- Contemporaneous note taking
- Verification of microchip/registration status
- OLG Financial Report (registrations – December/January)
- Exercise and Functions under Companion Animals Act
- 1“show cause” – non compliance - registration
- Inspection of dog enclosure
- 2 barking dog diaries issued (Grenfell, Quandialla)
- Dog attack incident report – OLG NUMBER a18046261

Stock callouts

- 1 ram unattended Henry Lawson Way
- 1 cow unattended Henry Lawson Way

Environmental

- Site inspection with property owner – 4 Sullivan Street – non compliance with Order (LGA)
- Company Dam inspection – illegal dumping of rubbish reported

Overgrown blocks – Vacant Land

- Inspection of vacant land – Grenfell, Greenethorpe, Quandialla & Caragabal. Condition recorded. To monitor (NOI's).

Recycling

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

Advertising

- Dog and Cat Lifetime Registration Fees (set by OLG)

For Council's Information
Noted

4. Grenfell Aquatic Centre, P2.3.1

Total Attendance:	3095	School Usage:	0
Daily Average:	99	Other Usage:	499
Cash Attendance:	187 Child	Season Ticket Sales:	Child 1
	137 Adult		Adult 0
Season Ticket Attendance:	1259 Child		Family 2
	1013 Adult		Pensioners 0

The centre closed for the season on 1 April 2018. Total attendance for Easter Sunday was 119.

For Council's Information
Noted

5. Quandialla Swimming Pool, P2.3.2

Total Attendance: 770

Daily Average: 32.1

Activities for the month included:

- Swimming Club Championships.
- Aqua Fitness Classes four a week.
- Squad sessions twice a week.
- Bribbaree Public School travel on several occasions to train for district carnivals.

The centre closed for the season on 24th March 2018.

For Council's Information
Noted

6. Rural Tips, E3.3.4/E3.3.5

Council carried out meetings with both the Quandialla and Caragabal communities with a view to gauging the support for locking of the rural tips. Access has been recommended to be via an electronic locking mechanism which will be opened with an appropriate fob key. Restrictions around times of use are considered necessary and general use will be from 7am-5pm Monday to Sunday.

In addition, the installation of surveillance cameras is proposed to assist with illegal use and security observation at the gate area.

The outcome and feedback from the meetings were very positive and action is supported.

The locking units are \$3,800 each and surveillance cameras \$3,600 each.

RECOMMENDATION: that Council install to Quandialla and Caragabal Rural Tips:

1. Security padlock system
2. Surveillance Camera to the entrance areas
3. Provide Fob keys to all landowners within the Quandialla and Caragabal districts free of charge
4. Consider an application for provision the of Fob keys at cost to landowners external to the Shire but within village catchment
5. General hours of electronic access will be 7am-5pm Friday to Monday.

415 RESOLVED: Cr Brown and Cr McKellar that Council install to Quandialla and Caragabal Rural Tips:

1. Security padlock system
2. Surveillance Camera to the entrance areas
3. Provide Fob keys to all landowners within the Quandialla and Caragabal districts free of charge

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

4. Consider an application for provision the of Fob keys at cost to landowners external to the Shire but within village catchment
5. General hours of electronic access will be 7am-5pm Friday to Monday.

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
11/2018	Mr SJ Hazell	New Dwelling, Shed & Water tanks	\$455,000	LOT 4 DP 1229401 22 Huckel Close GRENFELL NSW 2810
13/2018	Andys Design & Drafting	New Dwelling	\$375,000	LOT 10 SEC 25 DP 758473 11 Forbes Street GRENFELL NSW 2810
14/2018	Steadfast Homes	New Dwelling	\$298,000	LOT 2 DP 1229401 21 Huckel Close GRENFELL NSW 2810
15/2018	Mr GD Sinclair	Shed with Amenities	\$5,000	LOT 2 DP 1142374 164 Quondong Road GRENFELL NSW 2810
16/2018	Mr DB & Mrs ML Harris	Shed with Amenities	\$19,900	LOT 241 DP 754578 Manganese Road GRENFELL NSW 2810
18/2018	Ms KE Perrott	Carport	\$3,000	LOT 2 SEC A DP 6820 39 South Street GRENFELL NSW 2810
20/2018	Miss K Graham	Garage	\$7,300	LOT 1254 DP 754578 12 North Street GRENFELL NSW 2810

For Council's Information
Noted

2. Complying Development Applications

The undermentioned applications were received and determined as Complying Development subject to standard conditions.

CDC NO.	Applicant	Construction	Value (\$)	Address
CD 1/2018	Mr GD Sinclair	Swimming Pool	\$38,650	LOT 2 DP 1142374 164 Quondong Road GRENFELL NSW 2810

For Council's Information
Noted

3. Grenfell Sewerage Treatment Plant (STP) Upgrades, S1.1.5

Council continues to progress the design and REF with the Concept Design and HAZOP workshops being completed on 16 and 17 April, 2018.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

Attached is the progress report to March 2018 and project timetable. The project is continuing in accordance with the approved timeline.

For Council's Information
Noted

4. Grenfell Medical Centre, P2.12.17

There have been several major milestones completed for the project with several future trades currently being determined.

The major milestones were the finalisation of brickwork to slab level and completion of slab. The structured steel for the portal frame is progressing with brickwork to commence on the Main Street frontage shortly.

For Council's Information
Noted

B J HAYES
DIRECTOR ENVIRONMENTAL SERVICES

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

**MINUTES OF THE GRENFELL HENRY LAWSON FESTIVAL OF ARTS,
TUESDAY, 20TH MARCH, 2018 AT THE GRENFELL COMMUNITY HUB AT
7.30PM.**

President Alan Griffiths welcomed everyone to the meeting.

Present : Alan Griffiths, Jenny Hetherington, Pam Livingstone, Pene Starr, Mary Moffitt, Di Griffiths, Claire McCann, Keryl McCann, Rachael Power, Hugh Moffitt, Helen Carpenter, Shirley Tognetti, Glenn & Liz Carroll, Bill Wheatley, Courtney Hunter, Terry Carroll

Apologies: Chris Lobb, Jen Kelly, Keith Starr, Mardi Bucknell Moved: M Moffitt/ L Carroll that the apologies be accepted

Minutes:

Resolved: M Moffitt/ G Carroll that the minutes of 20th February, 2018 be confirmed subject to an amendment of the third street stall date to 8.6.18

Business Arising from the minutes: to general business

Communication:

Inwards:

Five hours West – banner design quote

Moggas Marquees – toilet hire quote

The Lawsonian

Grenfell Library – second hand book sale and library card competition on festival weekend

Belinda Day – confirming of singing National Anthem

Member for Cootamundra, Steph Cooke MP - congratulations on winning WSC event of the year

Jennifer Kelly – acceptance of role of co-ordinator for concert

Geoffrey Graham – suggestions for 2018 Festival

Photography Co-ordinator's report

Outwards:

Kath Smith - thank you letter re out going Patron

Town Band – participation in parade

Jeannie Murray – use of land for damper

LATE: letter of resignation from Carly Brown

Resolved: C McCann/L Carroll that the inwards/outwards communication be endorsed.

Business arising from correspondence:

Resolved: L Carroll/C McCann that a Thank You letter be sent to Carly Brown for her years of involvement on the Festival Committee

Treasurer's Report:

Treasurer commented that over \$21,000 sponsorship has been received, as well as Raffle prizes to the value of \$1590

Profit & Loss statement for February, 2018 tabled

Balance Sheet for February: NAB cheque a/c: \$39,938.13

NAB Term Deposit: \$35,000,

Total Assets: \$75,285.13

Resolved: P Starr/ H Moffitt that the treasurer's report be accepted as read

Coordinator's Reports:

Awards Dinner: Liz has ordered two course meal, (cost \$35) at Bowling Club. Tickets will be available at Maria's Shoes

Resolved: L Carroll/G Carroll that the ticket price be \$40 per head

Art/Porcelain: Di & Hugh on track

Fun Run: advertised as a Facebook Event

Children's Competition: no report

Street Parade: Terry Carroll will do "Welcome to Country". Cadets will do Flag **Raising**.

Street Activities/Stalls: Quilt Show will be staged in the Anglican Hall. Geoffrey Graham will perform near Henry's Corner. Buskers to be part of street entertainment, no prizes, donations direct to performers.

Program: S Tognetti & C McCann nearly complete

Verse & Short Story: Entries close at the end of March. Johanna Smith & Pippa Kay's profiles could be used in promotion when judging is completed.

Queen Comp: Fund raising has commenced. Courtney is keeping a "book" so that competing events are not scheduled on same date. Five candidates: Hannah Robinson for GPS, Kelly Luthje for Dramatic Society, Melinda Hewen for Bowling Club, Shannon Best for THLHS & Mai Suzuki for Lions. Some discussion re early nomination of entrants, such as from AGM in October & date for commencement of fund raising could possibly be 1st Feb

Concert: Jenn Kelly confirmed that she is happy to be concert co-ordinator & she has enlisted some helpers

Photography: Mardi confirmed that Entries can be made at Grenfell Furniture. Harvey Norman have sponsored \$100. Exhibition to be held at Masonic Lodge.

Resolved: G Carroll/P Starr that entry to photography be \$2:00

Car Club: B Wheatley 20 cars confirmed. Stalls must be on footpath to allow room for parking.

General Business:

Main St Banners: Five Hours West is working on design. Comment that Temora Banners are well displayed & should be investigated. Treasurer commented that as the banners relate directly to Henry Lawson Festival we can fund them.

Resolved: M Moffitt/L Carroll that the committee delegate authority to executive to proceed with purchase of Banners so that they are ready for this year's Festival.

Street lighting: Cost of coloured lighting extending down lower Main St too expensive & could not be completed for this year. Approach WSC re including such lighting in the second round of Main St Funding.

Cost & hanging of Fairy lights in Main St trees to be investigated for this year.

Entrance to Grenfell signage: Last year's signs will be put up

Gold Coin Entry to Main St: A Griffiths suggested a trailer with a funnel for coins be set up near Henry. Another idea is for a Henry moustache (H Carpenter) to be erected above the steps to Max & Maureen Oliver's residence (opposite Henry) with a coin slot. Both ideas encouraging visitors & locals to "Help our Festival Continue".

2019 Twilight Ball: claiming the date: Saturday, 16th March, 2019. Check that A Hunter is willing to co-ordinate

Battery Drive: Could be combined with Drum Muster, twice yearly, with a secure area provided at Grenfell tip, subject to co-ordinating with Dennis Hughes.

2019 Festival Guest: the Norwegian Consul could be invited, as it is many years since the Festival has hosted such a guest

Meeting closed: 8.50pm

Next meeting date: 7.30pm Tuesday, 17th April, 2018, at the Community Hub.

417 RESOLVED: Cr Diprose and Cr McKellar that the Minutes of the Grenfell Henry Lawson Festival of Arts Committee Meeting be noted.

MINUTES OF THE NOXIOUS WEEDS COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON TUESDAY, 3 APRIL 2018, COMMENCING AT 3.30 PM (C2.6.13)

1. PRESENT: Kellie Frost (Noxious Weed Officer), Clr John Niven, Harvey Matthews (NSW farmers), Raju Ranjit (Chair) and Clr. Paul Best

2 APOLOGY: Clr. Stuart McKellar and Keith Starr (Landcare)

Resolved: John Niven and Harvey Matthews (NSW farmers) that the apologies be accepted.

3. MINUTES: 6 February 2018

Resolved: Clr. John Niven and Harvey Matthews (NSW farmers) that the Minutes of 6 February 2018 be adopted.

4. MATTERS ARISING:

Australasian Weeds Conference – Weeds officer mentioned about the conference in September to be held at Manly NSW and could be beneficial to attend the conference and was encouraged to attend by weed committee members. It was also suggested by Clr John Niven for Harvey Matthews to attend. Present committee agreed to the proposal subject to agenda and cost. Weeds officer is requested to bring the agenda and cost involve in June meeting for further discussion.

5. CORRESPONDENCE:

Nil

6. NOXIOUS WEEDS OFFICERS REPORT:

February 2018

March 2018 – Nil

Noted

- Committee discussed about the maintenance spray / slashing program.
- Committee agreed upon the use of chemical spray on Road side verges.
- Committee discussed sucker removal options on roadsides

7. NOXIOUS WEEDS BUDGET

2017/2018 Vote - \$ 84,500

Expenditure to 21st March 2018 - \$ 51,007

2017/2018 Noxious Plants Extra Vote - \$ 20,000

Expenditure of Noxious Plants Extra to 21st March 2018 - \$ 6,283

Noted

Recommendation: Clr. Paul best advised that it is required to combine Noxious weeds, Noxious Plants extra and Suckers removal budget in one heading to remove the confusions in budget structure.

Resolved:

Moved: Harvey Matthews

Seconded: Cllr John Niven

8. BUSINESS WITH NOTICE**Biosecurity Act 2015**

Committee has advised that the Biosecurity Act 2015 is new for everyone and is required to keep this item as an active until the end of June 2018.

9. QUESTIONS WITH NOTICE

Committee members advised that the Chemical spray on road side verges in following roads are required to be carried out;

- Pinnacle road
- Gerrybang Road
- Mortray Road
- Drift Way Road
- Caragabal – Quandialla Road
- Adelargo Road
- Gooloogong Road
- Mary Gilmore Road
- Ballendine Road
- Sandy Creek Road (Ref. Phone call from Cllr. Stuart McKellar)

Cllr. Paul Best requested committee to change the meeting time from 3:30 pm to 5:00 pm if possible.

Resolved:

Moved: Harvey Matthews

Seconded: Cllr John Niven

And other members supported the proposal

NEXT MEETINGS:

Day	Date	Month	Year	Time	Venue
Tuesday	5	June	2018	5:00 PM	Council Chambers
Tuesday	7	August	2018	5:00 PM	Council Chambers
Tuesday	2	October	2018	5:00 PM	Council Chambers
Tuesday	4	December	2018	5:00 PM	Council Chambers

CLOSURE: There being no further business to discuss the meeting closed at 4:30 pm.

Cllr Paul Best arrived at 4:15 PM

418

RESOLVED: Cr Niven and Cr McKellar that the Minutes of the Noxious Weeds Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE GRENFELL ART GALLERY COMMITTEE MEETING HELD
THURSDAY 5 APRIL 2018 AT THE COUNCIL CHAMBERS COMMENCING AT
8.30 AM (C2.6.35)**

1. **PRESENT:** Cr Niven, Cr Brown, M. Moffitt, H. Moffitt, C. Myers and G. Carroll

2. **APOLOGIES:** Nil

Cr Parlett entered the meeting at this point 8.31am.

W. Crampton entered the meeting at this point 8.32am.

3. **MINUTES:** 1 February 2018

Resolved: Cr Brown and M. Moffitt that the minutes of the meeting held on 1 February 2018 be adopted.

4. **MATTERS ARISING:**
Nil

5. **CORRESPONDENCE:**
Inwards

- Art of ageing Exhibition

Resolved: Cr Brown and M. Moffitt that the exhibition be approved “in principle” with further investigation to be undertaken.

- Museums and Gallery’s NSW Fellowship and Mentorship Placements

Noted

Late Correspondence

Resolved: Cr Niven and H. Moffitt that the late correspondence be accepted.

- Grenfell Garden Club

Resolved: Cr Niven and Cr Brown that the request be declined as it may set a precedent for other community organisations to follow.

Outwards – Nil

6. **ART GALLERY – CO-ORDINATORS REPORT:**

Resolved: W. Crampton and Cr Brown that the Art Gallery Co-ordinators report be adopted as presented.

7. **ART GALLERY – FINANCIAL STATEMENT:**

Resolved: Cr Brown and Cr Parlett that the Art Galleries operational profit at year end be transferred to internal reserves.

Resolved: H. Moffitt and W. Crampton that the Art Gallery Financial Statement be adopted as presented.

8. **NEW PROJECTS:**
Nil

Noted

9. **GENERAL BUSINESS:**

9.1 – Action Plan

Noted

9.2 – Community Curtain Interpretive Board – Official unveiling held 27 February 2018

Noted

10. **NEXT MEETING:** Thursday 7 June 2018 at 8.30am at the Council Chambers.

11. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 9.36am.

419 RESOLVED: Cr Brown and Cr Niven that the Minutes of the Grenfell Art Gallery Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE GRENFELL TRAFFIC COMMITTEE MEETING HELD
THURSDAY 5 APRIL 2018 AT THE COUNCIL CHAMBERS COMMENCING AT
10.00 AM**

1. Welcome & Apologies

Apologies – 5 April 2018
<p>Recommendation: That apologies received from Clr. Mayor Mark Liebich be accepted.</p> <p>Moved: Deanne Freeman Seconded: Patrick Smith</p>

2. Declaration of Pecuniary/Non Pecuniary Interests

Maurice Simpson member of the RSL

3. Confirmations of Minutes of Previous Meeting

Minutes of Local Area Traffic Committee Meeting – 1 February 2018
<p>Recommendation: 1. That the minutes of the Local Area Traffic Committee Meeting held 1 February 2018 , having been circulated be confirmed as a true and accurate record of that meeting.</p> <p>Moved: Deanne Freeman Seconded: Patrick Smith</p>

4. Outstanding Businesses

4.1 1st February 2018 - Traffic Committee Outstanding Matters

Executive Summary

The following matters are outstanding from previous meetings of the Weddin Traffic Committee.

Date	Item no	Description	Recommendation
1/02/2018		St. Joseph- Bus Zone signage and other items	
		Grenfell Public School	Council to bring the brief about the meeting with Grenfell Public School in next meeting
1/02/2018		Henry Lawson Festival of Arts	a) Council to add NSW Police and RMS in interested parties in

Date	Item no	Description	Recommendation
1/02/2018		Pedestrian Safety Assessment to be conducted for the	<p>the Certificate of Currency</p> <p>b) Council to amend the TCP by adding towns name in Detour signs</p> <p>c) Council to identify where the disable parking will be</p> <p>d) Council to describe the meaning of Festival Parking mean in the TCP</p> <p>e) Council to get an approval from RMS to use VMS before Detour signage in two places</p> <p>f) TCP to be authorised</p> <p>a) Council to carry out an observation survey including a pedestrian and traffic count.</p> <p>b) Council to investigate trimming trees or shrubs in the pedestrian crossing in main street.</p> <p>c) Council to update the crossing to relevant standard and bring to committee meeting the changes</p> <p>d) Council to look in to requesting RMS introduce a 40 KMPH I pedestrian activity area.</p>
1/02/2018		Weddin Street Parallel parking and bike lane	Raju to submit a report in April Council meeting for removal either street parallel parking or bike lane

5. Committee Business

5.1 Disable car park in Forbes Street near the ramp to Pool in Grenfell

Grenfell Aquatic Centre has been re-operated from February 2018. Parkings in Forbes Street east bound and North bound of Melyra Street are angle car parking system and does not have disable car park.

A request from a customer has been received to facilitate the Grenfell aquatic centre with disable car park.

The newly built Grenfell Aquatic Centre has access ramp in Forbes Street and suitable to provide a disable car park near the ramp.

Disable car park in Forbes Street near the ramp to Pool in Grenfell
<p>Recommendation:</p> <ol style="list-style-type: none">1. That the Council to prepare plan for one disable car park and email to committee members for review or comments. <p>Moved: Deanne Freeman</p> <p>Seconded: Patrick Smith</p>

5.2 Short street car park

Council had implemented lined perpendicular car parking in central area of short Street in July 2017. The width of the parking is 2.5 m for normal parking and 3.2 m for disable parking.

The parking has been used by users since then and Council has been received requests to widen the car park width from 2.5 m to 3.2 m to accommodate 4 x 4 vehicles.

Short street car parking
<p>Recommendation:</p> <p>The parking will be trailed for a 6 months period with the conditions of that:</p> <ul style="list-style-type: none">• The disabled park in the centre of the road be removed.• The parallel parking and the centre of the road parking be signposted as per Australian Standards <p>Moved: Deanne Freeman</p> <p>Seconded: Maurice Simpson</p>

5.3 ANZAC Day 2018

Council has received a request from Grenfell RSL to assist for ANZAC Day on 25th April 2018.

ANZAC DAY 2018- 25 th April 2018
<p>Recommendation:</p> <p>That the Local Area Traffic Committee note and approve the request with the condition that:</p> <ul style="list-style-type: none">• The detour route be assessed by Council for suitable for 26 m B double.• RSL provide insurance cover covering the Council, Roads & Maritime Services and Police <p>Moved: Deanne Freeman</p> <p>Seconded: Patrick Smith</p>

5.4 Removal of Refuse Island and no stopping signs in front of Caragabal School

A traffic island was placed in front of school on Mid-Western Highway to facilitate children to cross the highway safely. The traffic island at present serves no safety purpose as no adults and children cross the road any more. It is impacting the farm machinery, which have to be detoured off the highway and then back on around a private driveway, which is dangerous.

Council has received a request from Chairperson – Caragabal Promotion Group to remove the Traffic Island and removal of “No stop” signs.

Removal of Refuse Island and “no stop” signs in front of Caragabal School
<p>Recommendation:</p> <p>1. That the Local Area Traffic Committee note and the issue be referred to Roads and Maritime Services</p> <p>Moved: Patrick Smith</p> <p>Seconded: Maurice Simpson</p>

5.5 Bus depot – Cowra Road

A Grenfell resident has submitted an application to Council for an approval of a transport facility (bus depot) consisting of two school buses and a spare bus.

The current use of the property (5402 Mid-Western Highway) is primarily residential with the addition of a small amount of cropping and sheep grazing. This use is expected to continue. The buses will be operated twice a day between 7 am to 9 am and 3 pm to 5 pm, Monday to Friday excluding public holidays. There are no foreseeable impacts or disruption to neighbouring properties as a result of this operation.

Bus depot – Cowra Road	
<p>Recommendation:</p> <p>1. That the Local Area Traffic Committee note and Council to forward the development application to Roads and Maritime Service Development section.</p> <p>Moved: Deanne Freeman</p> <p>Seconded: Patrick Smith</p>	

6. GENERAL BUSINESS:
Nil

7. NEXT MEETING: Thursday 26th July, 2018 at 10am

8. CLOSE OF MEETING: 12:10 PM

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

**MINUTES OF THE WEDDIN SHIRE COUNCIL TOURISM COMMITTEE MEETING
HELD ON THURSDAY 5th APRIL 2018 AT 3PM AT THE COUNCIL CHAMBERS**

NOTE: For this and future meetings, please enter via stairs near the Camp Street roundabout.

1. **PRESENT:** L Gibson, Clr P Best, C Logan, W Crampton, Clr J Parlett, Clr C Brown, C McCann.
2. **APOLOGY:**
3. **CONFIRMATION OF MINUTES:** 7th December 2017

Resolved: Clr J Parlett/Clr P Best that the minutes of the 2nd February 2017 meeting be confirmed.

4. **MATTERS ARISING:**

5. **CORRESPONDENCE:**

In: Noel Cartwright- Endemic Garden
Goldtrails- Website maintenance

Resolved: W Crampton/Clr J Parlett Council write to Gold Trails outlining fee proposal for Weddin Shire Council to maintain website and accept the Gold Trails offer to contribute funds for upfront payment for first year.

Gilli and Marc – Jan Lehane sculpture

Resolved: Clr J Parlett/W Crampton that the committee support in principle the inclusion of project in estimates pending further information

Destination Network Country & Outback - Draft destination management plan

Clr C Brown entered the meeting – 3.06pm

Resolved: Clr J Parlett/W Crampton that the Late correspondence be accepted

Late correspondence: Trevor Lobb – Gold Trails

Out: Goldtrails – response to cessation notification
Warwick Crampton- Christmas decorations

Resolved: Clr C Brown/C Logan that the correspondence be accepted

6. TOURISM STRATEGIC PLAN- PRIORITISING PROJECTS

	<u>Objective 1</u>	<u>Double overnight visitor expenditure by 2020</u>			
Priority	Projects	Context	Target Consumer Segment	Responsibility	Estimated Cost
1	Encourage Improved Accommodation	Organise workshops with guest speakers on the benefits of running a B&B or Farm stay. Support the Accommodation Providers Networking Group.	Short breaks, Over 55's, NSW Family, Accessible.	Council & TPO	
2	Event Establishment	Aiming to establish one major event each month including Reggie McNamara cycling race, farmers markets. Months that need events – February, May, July, August, November	Caravan & camping, Food & Wine, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Community, TPO & Tsm Committee	\$10,000

3	Develop packages for visitors	Encourage the development of collaborative packages for visitors by operators.	Caravan & camping, Food & Wine, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Community, TPO & Tsm Committee	
4	Special Interest Tours and packages	Target sporting groups, clubs, organisations, schools, social groups, bowls clubs, caravan and motorhome owners.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's,	TPO, Tourism Committee	
5	Maintain the Standard of the AVIC.	Continue to operate a level 2 VIC that meets accreditation requirements.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family.	Community, TPO & Tsm Committee	
6	Online bookings for tourism operators.	Training and promotion for the uptake of online bookings for tourism operators.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO & Tsm Committee	
7	Railway Station precinct including turntable & crane	Enhance the Railway Station precinct as a rest stop, with turntable relocated from gravel pit to Railway Station and track converted to cycling rail trail.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO & Tsm Committee	\$200000
8	Accredited Visitor Centre	Once operating, the centre would be listed with other accredited visitor centres. Train local residents as tour guides for town tours and trips to villages and the Weddin Mountains.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family, Accessible.	Council, TPO & Tourism Committee	80000
	Objective 2	Creation of a better visitor experience			
1	Develop a DMP for Weddin featuring data collection	Prepare a Destination Management Plan for Weddin that includes a research component	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Council, Community, TPO & Tsm Committee	
2	Shire wide signage study and concept plan	Undertake a stocktake of existing tourism related signs, undertake a needs analysis and prioritise these needs. Use this study as a basis for possible funding applications.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	TPO & Tsm Committee	
3	Main Street Beautification	Including shop windows and empty shop signage.	Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Council, Tsm Committee	
4	Self-guided tours/drives	Promote self-guided walks and drive tours, including Main Street walks and heritage tours. Use brochures websites and target Canberra day trippers.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family,	TPO, Tourism Committee	
	Objective 3	Attract & enhance product and events			
1	Henry Lawson Birthsite redevelopment	Completed	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Council, TPO & Tourism Committee, HLFC.	
2	Stan McCabe Development	Famous cricketer Stan McCabe was born in Grenfell We could draw on his tourism potential by establishing a monument or some kind of memorabilia	Caravan & camping, Culture & Heritage, Short breaks, Over 55's	Community & Tourism Committee	\$84,000 plus installation
3	Jan Lehane Development	Tennis player Jan Lehane was born in Grenfell We could draw on her tourism potential by establishing a monument or some kind of memorabilia. Proposed Gilli & Marc collaboration.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's,	Community & Tourism Committee	\$10,000
4	Reggie McNamara	Life size bronze interactive statue of Reggie in a bike riding position.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's,	Community & Tourism Committee	
5	Weddin Mountain Promotion	Promote camping, bush walking bird watching and Seaton's Farm.	Caravan & camping, Culture & Heritage, Nature, Short breaks, Over 55's, NSW Family,	TPO, Tourism Committee	
6	Assist with the development of workshop weekends	Provide encouragement and support to the operators in Grenfell developing a program of workshops weekends ie gardening, art, photography, quilting, metal sculpture.	Culture & Heritage, Short breaks, Over 55's.	Community, TPO & Tsm Committee	
7	Installation of consistent signage shire wide	Develop funding application to install all signage identified during the signage needs analysis.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Council, TPO & Tsm Committee	
8	Weddin Mountains	Negotiate with National Parks over broadening the conditions of	Caravan & camping,	Community,	

	based professionally run event- sporting/ horse-riding/ 4x4 etc.	use of the Weddin Mountains National park and then promoting these new uses to appropriate user groups.	Culture & Heritage, Short breaks, Over 55's, NSW Family.	TPO & Tsm Committee, Council	
9	O'Brien's Hill Project	Development is planned for O'Brien's Mine, an historic disused mining site. Plans have been drawn and approved by council. Waiting for a suitable funding to reopen. If approved council will need to match the grant \$ for \$.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family,	Council & TPO	\$200,000 first stage
	Objective 4	Building community awareness and participation			
1	Work closely with regional groups ie car clubs	Develop good relationships with local and regional groups: Probus, Car Clubs etc to facilitate club visits to Grenfell.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's.	Community, TPO	
2	Support VFR via regular community communication and invitations to the AVIC.	Develop community support devices to encourage the VFR market ie rates notice inserts, social media platforms, training on how to improve local photography for social media	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	TPO	
3	Backyard Champions campaign	Educate locals on things to see and do when they have VFR	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO	
4	Gateway/Entry signage	Develop funding application to install unique and inspirational entrance to town signage	Caravan & camping, Short breaks, Over 55's, NSW Family,	Council, Tourism Committee & TPO	
	Objective 5	Establish strong industry ties in the region			
1	Develop relationships with Forbes/ Cowra/ Young AVICs that lead to referrals.	Conduct famils and consider training with staff from surrounding AVICs to strengthen relationships leading to greater numbers of recommendations.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family.	TPO	
2	Grow the perception of Grenfell in the minds of caravan and motorhome owners	Develop facilities that attract and retain caravan and motorhome users. Promote Forbes Street parking.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's.	Council, Community, TPO & Tsm Committee	
3	Develop a Tourism Operators networking group	Encourage the expansion of the B&B group to become a Tourism Operators networking group.	Caravan & camping, Food & Wine, Culture & Heritage, Short breaks, Over 55's, NSW Family.	Community, TPO	
4	Participate in all appropriate regional tourism campaigns	Participate in all appropriate Centroc Tourism Group campaigns that offer measurable benefit to the Weddin Shire. Draft Destination Network Country & Outback DMP is available.	Caravan & camping, Culture & Heritage, Short breaks, Over 55's, NSW Family, accessible.	Council, Community, TPO & Tsm Committee	

7. REPORTS:

- Entrance to Town Signs: see report attached.

Resolved: Cllr J Parlett/Cllr C Brown that Grenfell branded 'toppers' be acquired for the existing steel frames on each entrance to town.

That a development of a Destination Management Plan (DMP) for the Weddin Shire be considered as a project in the 2019/2020 year estimates.

- Targeted Marketing Guidelines for Business: see report attached.
- Christmas Decorations: see report attached.

Resolved: Cllr C Brown/C Logan that the existing Main Street roundabout Christmas Tree be reinstalled in 2018 with all decorations already budgeted for applied after installation.

That existing Lions Club Main Street Christmas banners continue to be utilised.

That 101 wrap around garlands, enough for each veranda post in Main Street be considered for funding from Economic Development reserve – value of \$10,000 (incl. GST & freight) and advise Council that the Tourism Committee supports the project in principle.

W Crampton left the room and didn't return – 3.50pm

8. UPCOMING EVENTS: visit www.grenfell.org.au/attractions/events

- May Gibbs Display in the Grenfell Library- 19 January – 2 February
- Community Arts & Craft Group- Grenfell Art Gallery Exhibition 16 January - 25 February
- Swimming Carnival 10 February
- Woodland Plains - Grenfell Art Gallery Exhibition - 27 February
- Grenfell Tennis Centre Quiz Night - 1 March
- Small Business Bus -14 March
- Grenfell Speed Shear- 31 March
- Grenfell Picnic Races- 14 April
- Millinery Workshop 21 April
- Weddin Business Awards 28th April
- Shared Observations - Grenfell Art Gallery Exhibition 17 April - 1 June
- 2018 Weddin Business Awards- April 28
- Grenfell Rodeo- 26 May
- Henry Lawson Festival of Arts- 7 - 11 June
- Commonality Grenfell Art Gallery Exhibition - 13 June - 22 July
- Art and Science: The Nature of Documentation- Grenfell Art Gallery Exhibition- 24 Jul-2 Sep
- Annual Anglican Church Fete -28 July

9. BUSINESS WITH NOTICE:

10. QUESTIONS WITH NOTICE:

11. NEXT MEETING: Thursday 7th June 2018 3pm at the Council Chambers

Closure: 3.58pm

421 RESOLVED: Cr Parlett and Cr McKellar that the Minutes of the Tourism Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

**MINUTES OF THE WEDDIN SHIRE COUNCIL HERITAGE COMMITTEE MEETING
HELD ON THURSDAY 5 APRIL 2018 AT 4.30PM AT THE COUNCIL CHAMBERS**

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

Noted

**MINUTES OF THE AWARD RESTRUCTURING CONSULTATIVE COMMITTEE MEETING
HELD ON MONDAY 9 APRIL 2018 IN THE COMMITTEE ROOM AT 2.30 PM (C2.6.12)**

1. **PRESENT:** B Hayes (Chair), R Ranjit, B Biddle, P Gavin and L Gibson.

2. **APOLOGIES:** V Carter

Resolved: L Gibson and P Gavin that the apology be accepted.

3. **MINUTES:**

Resolved: B Biddle and R Ranjit that the minutes of the meeting held on 27 June 2017 be adopted.

4. **MATTERS ARISING:**

4.1 Membership of Committees USU has provided the name for alternate delegate being Paul Gavin and is welcomed to the committee.

5. **GENERAL BUSINESS**

Nil

6. **CORRESPONDENCE**

Nil

7. **BUSINESS WITH NOTICE**

7.1 Leave Form Applications – Amendments to the forms and Stat Decs for General, Sick and Carers leave to be circulated for committee comment.

7.2 Health and Well-being Policy- Examples of Policy regarding the use of the provision circulated for comment

7.3 Working RDOs - It was clarified that the following provisions of the award apply for the payment when required to work RDO;

LOCAL GOVERNMENT (STATE) AWARD 2017

18(vii) The day of a rostered day off can be altered by mutual consent at any time and may be altered by the employer on two weeks' notice where there are genuine operational or safety reasons and the alteration does not unreasonably disadvantage the employee. Where an employee works on a rostered day off, Clause 19A Overtime shall apply.

LOCAL GOVERNMENT (STATE) AWARD 2017

19A(vi)

(a) Where there is prior agreement between the employer and the employee, an employee directed to work in excess of ordinary hours may elect either to be paid the appropriate overtime rate or be granted time in lieu equivalent to the actual hours worked.

Noted

7.4 Concerns have been raised regarding the difference pay level between the requirement for HR and HC licence for truck driving. DE shall review the PDs for the truck driving descriptors to provide consistency for the activity

7.5 Consistency with PDs for roller drivers has been raised with difference relating to existing levels of roller PDs. DE to review and provide clarity.

7.6 The committee heard that a designated covered smoking area shall be constructed to allow employees an appropriate area to smoke. It was also recommended that all staff be aware that

this is the only area that smoking is permitted and reinforce this message and remind staff there is no smoking in Council vehicles.

- 7.7 The committee supported the development of protocol relating to performance reviews. It is recommended that the ganger and overseer be present at all reviews and confirm a staff member may have a union support person with them at the times of the review if required.

8. **ACTION LIST**

Noted

9. **NEXT MEETING:** Tuesday, 19 June 2018 2.30pm.

11. **CLOSURE:** There being no further business the meeting closed at 3.35pm.

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

MINUTES OF THE WORK HEALTH AND SAFETY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM ON MONDAY 9 APRIL 2018 COMMENCING AT 3:30PM (C2.6.14)

1. **PRESENT:** B Hayes, P Gavin, L Logan and R Ranjit, L Gibson and M Rassack.

2. **APOLOGY:** Nil

3. **MINUTES:**

Resolved: L Logan and B Hayes that the minutes of the meeting held on 27 June 2017 be adopted.

4. **MATTERS ARISING:**

Chair welcomed new member's P Gavin and M Rassack

5. **GENERAL BUSINESS**

5.1 **Employee Incident/Accident Report**

DE provided a new reporting format for this program and will be amended with assistance of DCS to allow assessment of the multiple incidents for action.

Noted

5.2 **Inspections**

Nil completed. A new set of inspections and designated staff to be circulated and reported to the next meeting

Noted

6. **CORRESPONDENCE:**

Nil

7. **BUSINESS WITH NOTICE**

Nil

8. **ACTION LIST**

As noted.

9. **NEXT MEETING:** Tuesday, 19 June 2018 at 3.30pm

10. **CLOSURE:** There being no further business the meeting closed at 3.55pm.

423 **RESOLVED:** Cr Bembrick and Cr Diprose that the Minutes of the Work Health and Safety Committee Meeting be noted.

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY, 16 APRIL 2018 COMMENCING AT 4.30 PM (C2.6.11)

1. PRESENT: Crs Liebich, Niven, Diprose, O'Byrne, Brown and McKellar.
Messrs G Carroll, R Ranjit, and L Gibson (observers).

2. APOLOGIES: Cr Best

Resolved: Cr McKellar and Cr Niven that the apology be accepted.

3. MINUTES: 12 March 2018

Resolved: Cr Diprose and Cr O'Byrne that the minutes from the 12 March 2018 be adopted.

4. MATTERS ARISING:
Nil

5. CORRESPONDENCE:
Office of Local Government, C2.10.9: Thank you for your correspondence of 28 February 2018 advising that Weddin Shire Council has resolved to join the proposed Central West NSW Joint Organisation.

Cr Parlett entered the meeting during this item 4.32pm.

Noted

NRMA Insurance, C1.3.0: Thank you for your letter to Peter Harmer received 4th April 2018.

Cr Bembrick entered the meeting during this item 4.34pm.

Noted

6. REPORTS:

6.1 General Manager:
2018/2019 Operational Plan, Local Government Reform – Innovation Fund, Sustainable Best Value Policy, Local Government Reform – Improvement Action Plan, Sport and Recreational Facilities Plan and Regional Growth Fund.

Noted

6.2 Corporate Services Department:
Roads and Other Expenditure 2017/2018.

Noted

6.3 Director Engineering:
Other Works, Future Works, RMS RMCC Contract, Plant Report, Roads to Recovery, Grenfell JRL (Junior Rugby League Incorporation) booking the Henry Lawson Oval and its facilities for March 2018 onwards, Supply and delivery of Bitumen Emulsion to Central NSW Councils, Removal of bike path in Weddin Street and Sale of Goods and Equipment.

Noted

6.4 Director Environmental Services:

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

Sewerage Treatment Works, Caravan Park Operations, Animal Control, Grenfell Aquatic Centre, Quandialla Swimming Pool, Rural Tips, Complying Development Applications, Grenfell Sewerage Treatment Plant (STP) Upgrades and Grenfell Medical 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:

- | | |
|---------------------------|---|
| • North Street | Proposed Shed |
| • McNamara's Lane | Subdivision/Private Cemetery |
| • Henry Lawson Way | Exempt requirement/ Farm Building |
| • Wood Street | Water Tank Requirements/Fencing |
| • Lawson Drive | Permissibility of Duplex/Restrictions |
| • Huckel Close | Permissibility of Dwelling/Restrictions |
| • South Street | Permissibility of Dwelling/Restrictions |
| • Caragabal St, Caragabal | Proposed Shed |
| • South Street | Awning |
| • Rose Street | Dwelling |
| • Adelargo Road | Pool Compliance |
| • Main Street | Shop Zone Permissibility |
| • Young Road Bimbi | Garage |
| • Grafton Street | New Dwelling |
| • North Street | New Dwelling |
| • Holy Camp Road | Dwelling Alterations |
| • Camp Street | Garage & Additions |
| • Camp/Warraderry St | Service Station Alterations |

Noted

10. BUSINESS WITH NOTICE

Nil

11. QUESTIONS WITH NOTICE

Nil

12. NEXT MEETING: Monday, 14 May 2018 at 4.30 pm.

13. CLOSED: There being no further business to discuss the meeting closed at 5.41pm.

424 RESOLVED: Cr Parlett and Cr Diprose that the Minutes of the Planning and Development Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

AGENDA OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD ON TUESDAY, 17 APRIL 2018 COMMENCING AT 8.20AM (C2.6.10)

Present: Messrs G Carroll, R Ranjit and L Gibson.

Apology: B Hayes

Resolved: R Ranjit and L Gibson that the apology be accepted.

Minutes: of meeting 13 March 2018.

Resolved: L Gibson and R Ranjit that the minutes from 13 March 2018 be adopted.

Theme	Item	Notes	Lead
People	Learning & development	i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training recently held. Director Engineering pursuing.	DE
	Resource planning	i) <u>Integrated Planning and Reporting (IPR)</u> – workshop and extra-ordinary meeting held to undertake prioritisation for the annual 2018/2019 Operational Plan.	All
		ii) <u>RMS Contract</u> – reported in Director Engineering’s report.	DE
		iii) <u>Other Programs</u> –	DE
		iv) <u>Engineering Strategic Planning Meetings</u> – held fortnightly to discuss and review works plan for next 12 months and plan other capital projects to be completed in 2017/2018. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.	DE
	Recruitment	i) Projects Engineer – currently being advertised. Closes 17 April, 2018.	DE
		ii) Design Engineer – currently being advertised. Closes 17 April, 2018.	DE
		iii) Storeman – currently being advertised. Closes 18 April, 2018.	DE
		iv) Creditors Clerk – to be advertised.	DCS
	Appointments	i) Contracts Engineer – Shahab Khaled appointed, Commenced on 3 April, 2018.	DE
		ii) Plant Operator – Michael Hampton appointed. Commenced on 19 March, 2018.	DE
		iii) Labourers – Ross Greenaway appointed. Commenced 19 March, 2018.	DE
		– Steven Murchie appointed. Commenced 19 March, 2018.	DE
		– Matthew Conway appointed. Commenced 19 March, 2018.	DE

	Health & Wellbeing	<p>i) <u>Grenfell Medical Centre</u> – Construction works in progress.</p> <p>ii) <u>New Ambulance Station</u> – advice received from Katrina Hodgkinson MP that Grenfell will be receiving a new Ambulance Station under the Rural Ambulance Infrastructure Reconfiguration (RAIR) programme. Planning in progress. Proposed site currently being determined.</p>	DES
			GM/DES
Resources	Finance	i) <u>Grant Funding Applications</u> – Council contribution required to be identified prior to application being submitted.	All
	Information		
	Assets	i) <u>Quandialla Recycling Depot</u> – operating very well. Director Engineering monitoring.	DE
		ii) <u>Smoke Testing</u> – next round of smoke testing to be undertaken under a Centroc contract. Director Environmental Services pursuing internal compliance. Three properties yet to comply.	DE/DES
		iii) <u>Sewer Mains Relining</u> – next stage to be undertaken in 2018/2019 under a Centroc contract based on previous and recent CCTV works.	DE
		iv) <u>Sewerage Treatment Works Upgrade</u> – Stage 2 commenced with concept design and REF being undertaken. Director Environmental Services pursuing.	DES
		v) <u>Gibraltar Rocks Road Bridge Culvert</u> – grant funding application to be submitted under Fixing Country Roads program. Works to be undertaken in 2018/2019.	DE
		vi) <u>O'Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced.	DE
		vii) <u>Industrial Land</u> – four sales completed. Two others currently in progress. Planning for 3 phase power currently in progress. Internal works in progress.	GM/DE/DES
		viii) <u>Cemetery Beam</u> – currently in progress.	DE
		ix) <u>Quandialla Pool Upgrade</u> – a debrief meeting to be held with the pool manager to determine upgrade works required.	DES
		x) <u>Quandialla Drainage</u> – stage 2 in progress.	DE
		xi) <u>Quandialla Footpath Upgrade</u> – in progress	DE

		xii) <u>Grenfell Main Street Upgrade</u> – funding obtained under Round 1 of the SCCF. Additional funding currently being sourced.	DE
	Investment		
Systems	Governance	i) <u>Local Government Reform – Innovation Fund</u> - Innovation Fund programme finalised. Further reported in General Manager's report.	GM
	Compliance	i) <u>Rural Land Use Study</u> – draft planning proposal to modify controls for minimum lot size endorsed by Council. Boundary adjustment, intensive agricultural and permissibility within a certain distance of certain zone boundaries clauses included. ii) <u>Emu Creek Storm Management Plan</u> – works continuing. iii) <u>Organisational Review</u> – to be undertaken in the 2018/2019 financial year. iv) <u>Systems Review</u> – to be undertaken this financial year. v) <u>Local Environment Plan (LEP) Review</u> – to be undertaken in the 2018/2019 financial year.	DES DE GM DES DES
	Risk	i) <u>Building Profession Board (BPB)</u> – compliance reporting systems regarding building inspections to be implemented by 1 July 2018.	DES
Communication and Engagement	Communication plan		
	Staff engagement - Organisational Engagement Team (OET)	Recommendations: <ul style="list-style-type: none"> Investigate Depot becoming “Smoke free zone” Store system review Storeman/yardman only permitted to have access to store All store purchases to be made through storeman/yardman Plant keys to be handed in daily Top gravel pit to be locked each day Council policy for procurement to be adhered to at all times Capital purchases to require a business case for purchases over \$100,000 	DE DCS Completed DE DE Completed All All
	Community and stakeholder engagement	Community Engagement Strategy to be developed.	All
Summary of actions	Actions from meeting <ul style="list-style-type: none"> Task assignment Delegation to OET 	Attend as allocated. GM and Directors to delegate where applicable.	All All

Communication	Communication plan from meeting – what; who; when; how?	GM and Directors to communicate with staff where applicable.	All
Forward planning	Next agenda Recurring items Non-recurring items	Next Meeting: Tuesday, 15 May 2018 at 8.15 am. Closed: 9:42am.	

425 RESOLVED: Cr Niven and Cr Diprose that the Minutes of the Organisational Leadership Team (OLT) Committee Meeting be noted.

LIST OF INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES.

1. INSPECTIONS AND MEETINGS:

- | | | |
|----------------|---|--------------------|
| September 2017 | 1. <u>Quandialla and Caragabal Tips</u> : arrange meeting to discuss tip operations (DES). | Carried Out |
| February 2018 | 2. <u>2018/2019 Operational Plan</u> : arrange workshop to be held at 9.30 am Thursday, 29 March 2018 (GM). | Carried Out |
| | 3. <u>2018/2019 Operational Plan</u> : arrange extra – ordinary estimates meeting to be held at 5.00 pm Thursday, 12 April 2018 (GM). | Carried Out |
| | 4. <u>Rural Tips</u> : arrange meetings at Quandialla and Caragabal on Tuesday 20 March, 2018 (DES). | Carried Out |
| March 2018 | 5. <u>LRTC Meeting</u> : to be held 19 May 2018 at the Grenfell Bowling Club with Council represented by the Mayor (GM). | 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> : develop plans for a roundabout at the end of the Main Street in Grenfell and refer the proposal to RMS for their consideration (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. <u>Waste Depot Fire Precautions</u> : investigate provision of water for firefighting purposes (DES).	In Progress
June 2017	9. <u>Future Health Needs of the Weddin Shire</u> : arrange meeting to discuss future health needs of the Weddin Shire (GM).	In Progress
July 2017	10. <u>Short Street Parking</u> : review parking layout (DE).	In Progress
September 2017	11. <u>Council Property Inspections</u> : request design for replacing of timber at the Lawson Oval grandstand (DES).	In Progress
	12. <u>Council Property Inspections</u> : attend to provision of new subsurface drainage at Quandialla pool (DES).	In Progress
October 2017	13. <u>Future Health Needs of the Weddin Shire</u> : undertake study (GM).	In Progress
	14. <u>24 Hour Toilet Facility in Grenfell</u> : to be investigated (DE).	In Progress
November 2017	15. <u>Bus Shelter</u> : submit grant funding application (DE).	In Progress
December 2017	16. <u>Toilet in Museum Building</u> : investigate installing a toilet in the museum building (DES).	In Progress
	17. <u>Weddin Shire Internet Connectivity Project</u> : submit grant funding application and develop advocacy plan (DCS/GM).	In Progress
	18. <u>Community Hub Building</u> : install cost effective lighting in front windows of Community Hub Building (DES).	Carried Out
February 2018	19. <u>Hardeman Lane</u> : advertise and write to land owners seeking comment (DE)	In Progress

20. Bushfire Mapping: request RFS to undertake a formal review of the BFPL map (DES).

Carried Out

March 2018

21. CMCA RV Park in Grenfell: continue to negotiate to establish an RV Park in Grenfell (GM).

In Progress

22. Grenfell Garden Club: plant poppy seeds in Grenfell where practical. Add Grenfell Garden Club nominated volunteers to Councils insurance volunteer list (DE/DCS).

In Progress

426 RESOLVED: Cr Brown and Cr Parlett that three (3) additional items be included in the list of deferred activities:

23. Proposed NAB Closure: arrange meeting to make representations to NAB representatives (GM).

In Progress

24. Proposed NAB Closure: write to banking royal commission (GM).

In Progress

25. NRMA Insurance: arrange meeting to make representations to IAG (GM).

In Progress

QUESTIONS

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

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

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

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

The following questions have been received:

Nil

CLOSED COUNCIL

THE LOCAL GOVERNMENT ACT

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

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

10A

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

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

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

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

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

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

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

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

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

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

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

427 RESOLVED: Cr Best and Cr Brown 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))

DIRECTOR ENGINEERING REPORT

1. **Sale of Ex Rural Fire Service (RFS) Toyota Landcrusiers, E1.3.11**
Reason for confidentiality: commercial information (Section 10A (2) (d))
2. **Purchase of Gravel for Bewleys road Upgrade Project**
Reason for confidentiality: commercial information (Section 10A (2) (d))

431 RESOLVED: Cr Parlett and Cr Bembrick that the meeting return to open Council.

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))

432 **RESOLVED:** that the proposed action be confirmed.

DIRECTOR ENGINEERING REPORT

1. **Sale of Ex Rural Fire Service (RFS) Toyota Landcruisers, E1.3.11**

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

433 **RESOLVED:** that the following ex RFS Toyota Landcruisers quotations be accepted.

S.No	Items	Dylan Slade	Ronald Camp
1	1985 Landcruiser Troop Carrier (Toyota) - 11 seats, 6 cylinder, orange/ red colour, diesel manual 142504km registration 18/03/2018	\$6000.00	
2	1990 Landcruiser Troop Carrier (Toyota) - 11 seats, 6 cylinder, orange/ red colour, diesel manual 203740km registration 18/03/2018		\$7500.00

2. **Purchase of Gravel for Bewleys road Upgrade Project**

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

434 **RESOLVED:** that:

1. Council not accept the tenders.
2. Pursuant to the Clause s55(1) and as provided for in s55(3)(i) of the LG Act 1993 Council resolve that it is not required to invite tenders for the purchase of gravel for Bewleys Road Upgrade Project due to the fact that there are extenuating circumstances which are sufficiently different to justify calling tenders in order to comply with s55(3)(i) and that a satisfactory result would not be achieved by inviting tenders. These circumstances are that:
 - a. there is a need to meet a project completion deadline associated with the grant funding for the project which does not allow sufficient time to undertake a tender process
 - b. a reduction in costs would be achieved by avoiding the need to blend gravel in order to meet the standards required and by avoiding remediation costs associated with alternate gravel pits
3. Council engage Cooper Civil & Crushing Pty Ltd to undertake the required works.
4. Council advise the contractor and pit owner accordingly.

CLOSURE: There being no further business the meeting closed at 7.03pm.

Taken as read and confirmed as a true record this day 17 May 2018.

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