



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, 15 NOVEMBER 2018 COMMENCING AT 8.00 AM

8 November 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, 15 NOVEMBER, 2018**, commencing at **8.00 AM** and your attendance is requested.

****PLEASE NOTE CHANGE OF TIME****

Yours faithfully

GLENN CARROLL
GENERAL MANAGER

BUSINESS

1. APOLOGIES
2. CONFIRMATION OF MINUTES - Ordinary Mtg 18 October 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 - Bogolong Dam Ctee Mtg, 12/11/2018
- Planning & Development Ctee Mtg, 12/11/2018
- OLT Mtg, 13/11/2018
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, C Brown, C Bembrick, J Parlett and P Diprose.
General Manager (G Carroll), Director Engineering (R Ranjit), Director Corporate Services (L Gibson) and Director Environmental Services (B Hayes).

APOLOGY: Cr O'Byrne

214 **RESOLVED:** Cr Brown and Cr Bembrick that the apology be accepted.

CONFIRMATION OF MINUTES:

RESOLVED: Cr Diprose and Cr Parlett that the Minutes of the Ordinary Meeting, held on 18 October 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 |
|-------------------|----------------|-------------------------------------|-------------|----------------------|
| Cr Diprose | DE Item 12 | Adjacent landholder via Goodes Lane | Pecuniary | Yes |

**CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE
WEDDIN SHIRE COUNCIL HELD, 15 NOVEMBER 2018.**

SECTION A - Matters for information

- A1. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 12 October 2018.
- A2. The Hon Steph Cooke MP, A3.6.51: Referring to earlier correspondence regarding a letter on behalf of Weddin Shire Council's application under Transport NSW's Fixing Country Roads program.
- A3. Office of Local Government, A3.9.3: Mayors, Councillors and General Managers are encouraged to visit the OLG trade exhibition display (stalls 32 & 33), to speak with staff or ask any questions they may have about OLG programs and initiatives.
- A4. Dennis Hughes, T3.5.2: Forwarding a response from NSW Transport re: NSW Freight and Ports Plan 2018-2023.
- A5. Central Tablelands Water, U1.6.7: Advising at a meeting of Council held in Grenfell on 10 October 2018, the Members of Central Tablelands Water County Council re-elected Cr David Somerville, representing Blayney Shire Council, as Chairman and Cr Kevin Walker, representing Cabonne Council, as Deputy Chairman for the next 12 months.
- A6. Central Tablelands Water, U1.6.7: Advising that, at a meeting of Council held in Grenfell on 10 October 2018, Council resolved to hold its ordinary meetings for the next 12 months on the following dates and listed locations:
- A7. Ellmore Driving Club, C1.1.3: The Ellmore Driving Club thank you for the use of two portable toilets, at no cost, for the NSW Driven Dressage Championships held at Hinemoa last weekend.
- A8. Sandra Death, R2.10.014: Re: Beazleys Lane, Caragabal. Just writing to say how much I appreciate the work that has been done on our lane.
- A9. Jeffery Taylor, C1.7.8: You and your guests are invited to attend the NSW telecast of the National Apology to Victims and Survivors of Institutional Child Sexual Abuse on Monday 22 October at the Sydney Opera House.
- A10. NSW Business Chamber, P2.3.3: Pleased to enclose your 2018/2019 Star Ratings certificate and sticker and confirm you are licensed to use the Star Ratings trademark and brand in your marketing materials and signage.
- A11. The Hon Steph Cooke MP, A3.19.2: Advising communities across the Cootamundra electorate will have more mental health support than ever before under a new comprehensive strategy to begin NSW's journey to zero suicides.
- A12. The Hon Michael McCormack MP, A3.19.3: Advising a MOBILE Service Centre visiting the Riverina and Central West this week and next can help drought affected farmers complete the Farm Household Allowance claim form and assist with access to other Federal Government services.

- A13. The Hon Steph Cooke MP, A3.19.3: Member for Cootamundra Steph Cooke today called on local government and not-for-profit community organisations to get involved with NSW Women's Week and host events.
- A14. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 19 October 2018.
- A15. The Hon Michael McCormack MP, A3.19.3: The Federal Government has again delivered for drought affected communities by simplifying the Farm Household Allowance claim form.
- A16. Central West Local Land Services, A3.6.65: Advising Central West Local Land Services are proud to host a series of workshops delivered by a world class facilitator, Steven Bowman, to empower central west organisations to deliver quality results for their customers, stakeholders and members.
- A17. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke today thanked the community's seniors for the important role they play ahead of this year's Grandparents Day and encouraged residents to spend the day with an older loved one.
- A18. Jan Wallace, Secretary Grenfell Christian Bookshop, C1.3.0: Thank you for calling the Public Meeting on Friday.
- A19. Weddin Mountain Muster, C1.4.13: Certificate of Appreciation presented to Weddin Shire Council for their ongoing support of the Weddin Mountain Muster 2018.
- A20. Camille Baldwin, C1.3.24: Advising that the Grenfell Cadet Unit will be hosting a local Bivouac in Grenfell 7-9 December 2018.
- A21. Transport Roads & Maritime Services, G2.19.1: Advising the new Drought Relief Heavy Vehicle Access Program is now open for NSW Councils to submit an application for funding.
- A22. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 26 October 2018.
- A23. The Hon Michael McCormack MP, A3.19.3: Riverina National's MP and Deputy Prime Minister Michael McCormack is urging community organisations in drought-affected regions to apply for funding through Small Grants Program.
- A24. Gabrielle Upton, Minister for Environment, A3.6.63: The NSW Government wants to make it tougher to illegally dump asbestos and easier to safely remove it.
- A25. Local Government NSW, A3.8.2.2: Providing you with a brief update on Councillor professional development opportunities and plans for 2019.
- A26. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke will join Weddin Shire Council Mayor Mark Liebich, Weddin Shire General Manager Glenn Carroll and Weddin Shire sport and community groups to make a \$1.5 million funding announcement.
- A27. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke visited the new Lignum Creek bridge project today to witness the installation of the huge girders which will carry the weight of the bridge.

- A28. NSW EPA, A3.6.17: Writing to you about a change in NSW regulations regarding the production and application of mixed waste organic output (the material).
- A29. Mr Ian Brothers, R1.1: Enclosing a cheque for payment of 2nd instalment for Council Rates.
- A30. Glen Anderson, P4.20382: Advising I hereby resign on 13 November, 2018.
- A31. Local Government NSW, A3.9.1: Forwarding Weekly Circular dated 2 November 2018.
- A32. The Hon Michael McCormack MP, A3.19.3: Farmers in the Riverina and Central West will now receive more support to resolve labour shortages with new changes to two visa programs.
- A33. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke has announced a support scheme so that workers in the Cootamundra electorate can get better mental health support at work.
- A34. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke is encouraging the community to pay their respects to Australia's servicemen and servicewomen and observe a minute's silence at 11am this Sunday, November 11, marking 100 years since the First World War Armistice.
- A35. Local Land Services, A3.6.65: Advising Central West Local Land Services are running strategic planning and governance workshops in both Forbes and Dubbo between 20-23 November.
- A36. Mr Lachlan Gibson, P2.12.1: On behalf of my family and I, I would like to thank the General Manager and Council for the provision of 26 Star Street to us whilst we built our new home.
- A37. Mr Adam Donnelly, P4.20251: Advising I would like to extend my thanks and gratitude to the outdoor staff in particular Philip Taylor and Peter Bean on their professional and courteous manner they conducted in relation to the services I required by the Council.

SECTION B - Matters for report

Nil

215 **RESOLVED:** Cr Best and Cr Diprose that Correspondence sections A and B be noted.

SECTION C - Matters for consideration

1. Premier and Cabinet, G2.55: Advising the NSW Department of Premier and Cabinet is pleased to provide Weddin Shire Council notice of their successful projects in Round Two of the Stronger Country Communities Fund.

Copy forwarded to Councillors

Note: As the ‘Statement of Acceptance of Funding’ had to be signed and returned by 24 October, 2018 this was completed.

RECOMMENDATION:

Confirm Action

216 RESOLVED: Cr Diprose and Cr Parlett that the action be confirmed.

2. The Hon Steph Cooke MP, A3.19.2: Member for Cootamundra Steph Cooke today announced more than \$1.5 million in funding to give projects in Weddin Shire a boost through round two of the NSW Government’s Stronger Country Communities Fund.

Copy forwarded to Councillors

**For Information
Noted**

3. Grenfell Public School, C1.8.2: Advising our school’s Annual Presentation Day is fast approaching and is scheduled for Monday 10th December 2018. On this day, our students are recognised for their scholastic, sporting and social achievements during the year.

We thank you for any previous donations and ask that you consider making a donation this year towards the cost of certificates and trophies which will be presented to students on the day.

Thanking you in anticipation.

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

217 RESOLVED: Cr Diprose and Cr Best that Council donate \$100 to each of the six schools in the Shire towards their annual presentation days.

4. The Henry Lawson High School, C1.8.3: Advising we will be recognising our student’s achievements at our Presentation Day ceremony on Wednesday 19 December 2018 at 11.00am.

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

The school relies almost entirely on the generosity of parents, interested citizens, business houses and other organisations to provide these student awards. We will acknowledge your support in the school’s Presentation Day program, as well as on our Facebook page and in the Lawson’s Latest school newsletter.

Note: Recommendation in item No. 3.

Noted

5. Grenfell Junior Rugby League, P2.1.6: Grenfell Junior Rugby League is requesting Council's permission to use Lawson Oval to run our Annual Mixed Summer League Tag Competition.

We are looking at the Competition to commence on Monday 19th November 2018 and running throughout the summer months.

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

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

RECOMMENDATION: that approval be granted as requested subject to a copy of their public liability policy being provided.

218 **RESOLVED:** Cr Parlett and Cr Brown that approval be granted as requested subject to a copy of their public liability policy being provided.

Cr McKellar entered the room at this point 8.05am.

SUMMARY OF LATE CORRESPONDENCE TO BE PRESENTED TO THE ORDINARY MEETING OF THE WEDDIN SHIRE COUNCIL HELD, 15 NOVEMBER 2018

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

219 **RESOLVED:** Cr Best and Cr Brown that the late correspondence be received and dealt with because of the urgency of the matters.

6. Office of Sport, G2.1: Thank you for taking the time and effort to apply for the Regional Sports Infrastructure Fund – Grenfell Go-Kart Track Extension. We understand these applications often require significant resources to develop and we appreciate the effort you have made to submit the stage 2 application.

Demand for grants under the Regional Sports Infrastructure Fund has been exceptionally high. A total of \$531 million has been requested from an available funding pool of \$100 million.

I regret to inform you that on this occasion your application was unsuccessful.

For Information

Noted

7. Shane Manning, A3.19.3: Writing regarding Weddin Shire Council's expression of interest in the Drought Communities Program (DCP).

Unfortunately, Weddin Shire has not been considered to be an eligible Local Government Area at this stage.

LGAs were selected based on the level of need, determined using rainfall deficiency data from the Bureau of Meteorology, in conjunction with population and industry data (reliance on agriculture) to assess the overall economic impact of the drought in the region.

The Liberal and Nationals' Government will continue to closely monitor conditions across the country as the drought continues, and decisions around funding further LGAs may be considered.

For Information

Noted

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

NOTICE OF MOTION

1. Grenfell Garden Club, C1.3.28

I hereby give notice of the following motion at the November 2018 Council Meeting:

“Weddin Shire Council write with formal thanks to the Grenfell Garden Club, congratulating the club on the success of the numerous facets of the 2018 Poppies for Remembrance Project.”

Comments: By all accounts it has been an extremely well coordinated project by the Grenfell Garden Club. The clubs’ efforts have been a successful partnership with Council; although with some initial hurdle, we should all be very proud of this collaborative effort. All in all, the project has been an exercise with numerous positive social outcomes for our shire and community.

The Poppy Project in effect assisted to ensure the appropriate commemoration of the 100th anniversary of Armistice, now Remembrance Day 2018 in the Weddin Shire.

The Flanders Poppy plantings coupled with the Grenfell Art Gallery Poppies for Remembrance Exhibit and Business House Window Displays were perfectly complimented with several most reflective public art installations.

All of the above is a credit to the club and community at large who took part in this project.

Signed: Cr Carly Brown

221 **RESOLVED:** Cr Brown and Cr Diprose that Weddin Shire Council write with formal thanks to the Grenfell Garden Club, congratulating the club on the success of the numerous facets of the 2018 Poppies for Remembrance Project.

THE GENERAL MANAGER'S REPORT

8 November 2018

The Mayor and Councillors
Weddin Shire Council
GRENFELL NSW 2810

Dear Councillors

I wish to report as follows: -

1. Local Government Reform – Connected Leadership Program, C2.10.9

As reported to the October 2018 Council Meeting Mr David Gourlay conducted further sessions with Councillors and staff from the 5 -7 November 2018 to review the progress to date and provide further assistance for the future.

The program review included a combination of one-on-one coaching and development sessions as well as group workshops with Councillors and staff. The one-on-one sessions focussed on reviewing and further developing the behaviours of individual leaders to support a shift in organisational culture, reviewing and re-setting our program to assist us to change our culture and giving us further direction for the future.

The one-on-one coaching sessions and workshops were excellent and designed to review our progress with the program to ensure that Weddin Shire Council has stronger social structures to support organisational and cultural change.

For Information

Cr Niven entered the room during this item 8.25am.

Noted

2. Model code of conduct, C2.4.1

Mr Glenn Inglis conducted Code of Conduct training for Councillors on Thursday 25 October 2018 which was preceded by 'one on one' sessions for four Councillors on Wednesday afternoon the 24 October 2018.

By all reports the training was very productive and has afforded Councillors a greater understanding of the Code which will be very beneficial when it is submitted to Council for formal adoption.

The draft Code will be submitted to Council for adoption within six (6) months of the Code being prescribed by regulation.

For Information

Noted

3. Annual Report 2017/2018, C2.3.1

The 2017/2018 Annual Report is required to be submitted to the Division of Local Government by 30 November 2018.

THE GENERAL MANAGER'S REPORT

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

The supplementary State of Environment Report has been prepared as an Appendix to the Annual Report. The Financial Statements for 2017/2018 have also been prepared as an Appendix.

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

RECOMMENDATION: that the Annual Report for 2017/2018 including the State of Environment Report be adopted, with the Annual Statements to be separately considered.

222 **RESOLVED:** Cr Diprose and Cr Bembrick that the Annual Report for 2017/2018 including the State of Environment Report be adopted, with the Annual Statements to be separately considered.

4. Weddin Regional Health Hub Operation, H1.1.7/P2.12.17

As previously reported proposals to operate the Weddin Regional Health Hub have been previously received by Council.

The proposal/s are currently being evaluated and a further report has been included in the Closed Council section.

For Information

Noted

5. Weddin Wellness Plan, H1.7.1

As reported to the October 2018 Council meeting, a draft Wellness Plan has been prepared to better facilitate coordination of health services in the Weddin Shire, to better understand the future health needs of an ageing community and to provide data for informed advocacy and improved health service delivery.

The plan was advertised for public comment for 28 days and closed Friday 10 August 2018 with no comments received. The plan was distributed among health agencies that impact and deliver services in the region with feedback obtained from various health professionals, particularly in regards to the future health needs of the Weddin Shire.

Following adoption a skeleton business plan will be prepared to inform potential investors in health or aged care service providers of opportunities that exist in the Weddin Shire. This can then be used by potential investors to make applications for financial support or grants. Following agreement from the sector that Council will only have a facilitation role consideration will then be given to the appointment of a partnership agent for an initial period of 12 months (part time) and the establishment of the Weddin Wellness Planning Network.

RECOMMENDATION: that the Weddin Wellness Plan be formally adopted as presented.

223 **RESOLVED:** Cr Parlett and Cr Bembrick that the Weddin Wellness Plan be formally adopted as presented.

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

Stronger Country Communities Fund

Council's grant funding application under Round 1 of the Stronger Country Communities Fund (SCCF) which is part of the NSW Government's \$1.3 billion Regional Growth Fund was successful with Council to receive \$768,982 to undertake the Main Street infrastructure project. The project will involve upgrading drainage and guttering infrastructure in the Main Street as well as improving Main Street amenities.

The Member for Cootamundra the Hon Steph Cooke MP attended Lawson Oval on Friday 2 November 2018 and officially announced that Council's grant funding application under Round 2 of the Stronger Country Communities Fund (SCCF) was successful with Council and community groups to receive \$1.537 million as follows:

| Project Title | Grant Value |
|---|--------------------|
| Lawson Park Amenities Renewal | \$820,000 |
| Lawson Park Spectator facility | \$110,000 |
| Lawson Park Fitness Circuit | \$50,000 |
| Bogolong Dam site access and water access upgrade | \$110,000 |
| Grenfell Squash Courts walls renew and upgrade | \$62,500 |
| Rugby Union Upgrade and Renewal | \$101,040 |
| Caragabal Country Club green and club house renewal | \$150,000 |
| Quandialla Pool | \$84,000 |
| Grenfell Tennis Courts Renewal | \$50,424 |

It was terrific that all the sporting clubs that received funding were represented at Lawson Oval wearing their club colours with representatives speaking on behalf of their sporting group and extending their appreciation and thanks to Steph and the State Government for the grant funding, as well as Council for their assistance with the grant funding application process.

This funding will be a real 'game changer' for sport in the Weddin Shire as it will enable us to upgrade our sports facilities to give every person in the Weddin Shire access to 'State of the Art' sporting facilities which will assist them in reaching their full potential in their chosen sport.

To assist in administering the grants it is proposed to appoint an administration officer on a part time casual basis to liaise between the State Government, the local community groups and Council to ensure the projects are completed and the grant funding acquitted in the required time frames.

RECOMMEDATION: that Council:

- i) write to the Deputy Premier the Hon John Barilaro MP and the Member for Cootamundra the Hon Steph Cooke MP extending Council's appreciation and thanks for the grant funding,
- ii) authorise the appointment of a part time administration officer to be funded from the (SCCF) program to liaise with community groups to facilitate and co-ordinate the process to complete the projects and acquit the grant funding.

THE GENERAL MANAGER'S REPORT

RESOLVED: Cr Brown and Cr McKellar that Council:

- i) write to the Deputy Premier the Hon John Barilaro MP and the Member for Cootamundra the Hon Steph Cooke MP extending Council's appreciation and thanks for the grant funding,
- ii) authorise the appointment of a part time administration officer to be funded from the (SCCF) program to liaise with community groups to facilitate and co-ordinate the process to complete the projects and acquit the grant funding.

Regional Cultural Fund

An Expression of Interest (EOI) under Round 2 of this fund has been submitted 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.

We are currently awaiting the outcome.

For Information

Noted

Regional Sports Infrastructure Fund

A detailed grant funding application for the Grenfell Go Kart Club project has been submitted.

It is anticipated the outcome of the grant funding application for the Grenfell Go Kart Club will be known by late November 2018.

For Information

Noted

Growing Local Economies Fund

An expression of Interest (EOI) for an Economic Renewal and Digital Connectedness Project as part of Grenfell's Main Street upgrade valued at \$2.2mil has been submitted.

We are currently awaiting the outcome.

For Information

Noted

7. Closure of Grenfell Record Office, C1.3.0

Council and Fairfax representatives met last Thursday 25 October, 2018 to work together to find a solution to the closure of the Grenfell Record Office.

Fairfax representatives advised Council they are introducing a new mobile working model whereby staff will be working possibly one day a week from Cowra and the remainder of the week in Grenfell. Staff will be going out into the community to source news articles for the Grenfell Record which will still be issued twice a week. Fairfax representatives agreed to work with Council to find a suitable central site for residents to meet with the Grenfell Record staff on a regular basis for a limited number of hours per week and another site to allow residents to drop off news articles which is the Grenfell Newsagency.

THE GENERAL MANAGER'S REPORT

As a result of these developments the public meeting scheduled for Friday 26 October, 2018 was cancelled.

RECOMMENDATION:

Confirm Action

224 **RESOLVED:** Cr Diprose and Cr Best that the action be confirmed.

8. Australia Day Awards, C1.5.2

Nominations for the annual Weddin Shire Australia Day Awards are currently being invited with interested persons and organisations invited to make nominations for the 2019 awards within the categories detailed below:-

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

Nominations will be accepted up until 30 November 2018.

For Information

Noted

9. December Council Meeting, C2.8.1

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

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

The meeting will commence at 8.00 am on the 20 December, 2018 and the change will be advertised accordingly.

For Information

Noted

GLENN CARROLL
GENERAL MANAGER

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

THE DIRECTOR CORPORATE SERVICES' REPORT

8 November 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 October 2018:

| | |
|--------------------------|------------------------------|
| Bank Account | |
| Westpac | \$ 392,021.12 |
| Investments | |
| CBA | <u>6,750,000.00</u> |
| Total Investments | <u>\$6,750,000.00</u> |

CERTIFICATE OF RECONCILIATION

I certify that the Cashbook for each Bank Account has been reconciled with the appropriate Bank Statement as at 31 October 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. Statement of Loan Balances as at 31 October 2018:

| | |
|---------------------|------------------------------|
| Loans | |
| ANZ Loan No...43092 | 1,932,719.64 |
| ANZ Loan No...43084 | <u>1,944,063.96</u> |
| Total Loans | <u>\$3,876,783.60</u> |

For Information

Noted

3. A Summary of Income for The Month of October follows:

| | |
|--------------------------------|------------|
| Rates Receipts | 111,901.30 |
| Credit Union Agency Commission | 607.20 |
| Service NSW Agency Commission | 4,829.38 |
| Interest on Investments | 6,158.08 |
| Block Grant Instalment | 195,000.00 |
| RMS Works | 167,004.34 |
| Fuel Tax Credit | 11,771.00 |

THE DIRECTOR CORPORATE SERVICES' REPORT

| | |
|---|---------------------|
| Development & Building Application Fees | 11,361.50 |
| CTC Income | 3,138.95 |
| Emu Creek Floodplain Maintenance Grant | 34,714.29 |
| Section 64 Contributions | 3,730.00 |
| Caravan Park Fees | 13,183.60 |
| Swimming Pool Entrance Charges | 13,706.70 |
| Other | 12,205.65 |
| Total | <u>\$589,311.99</u> |

For Information

Noted

4. Roads and Other Expenditure 2018/2019:

Following are the up to date maintenance figures as at 31 October 2018:

Roads & Other Expenditure 2018/19

| Item | Vote | Expenditure |
|--|----------|-------------|
| Rural Roads Maintenance | 562,270 | 256,618 |
| Grenfell Town Streets Maintenance | 181,319 | 39,333 |
| Village Maintenance - Caragabal | 8,069 | 15,497 |
| Village Maintenance - Greenethorpe | 7,000 | 4,348 |
| Village Maintenance - Quandialla | 7,000 | 4,596 |
| Garbage / Recycling Collection | 148,425 | 97,951 |
| Quandialla Recycling Station | 8,000 | 1,513 |
| Greenethorpe Recycling Station | 6,000 | 0 |
| Greenethorpe Collections | 8,000 | 2,343 |
| Commercial Waste Collection | 18,000 | 3,663 |
| Grenfell Waste Depot Manning / Plant Hire | 135,000 | 31,927 |
| Tips Working Expenses | 68,000 | 22,929 |
| Grenfell Tip Green Waste Processing | 20,000 | 0 |
| Cemetery Maintenance & Operating Expenditure | 72,000 | 18,926 |
| Cemetery Sites etc. income | (49,000) | (26,623) |
| Noxious Plants | 84,500 | 19,034 |
| Noxious Plants - Extra | 20,000 | 47 |
| Parks & Gardens | 244,846 | 75,776 |
| Library Expenditure | 103,680 | 34,907 |
| Baths Income | (40,000) | (12,461) |
| Baths Expenditure | 173,350 | 18,943 |
| Caravan Park Income | (65,000) | (25,977) |
| Caravan Park Expenditure | 110,800 | 37,797 |

RTA Grant Works

| Item | Vote | Expenditure |
|------------------------------------|---------|-------------|
| 2018/19 State Roads (SH6) | 190,800 | 190,800 |
| 2018/19 National Roads (SH17) | 138,513 | 138,513 |
| 2018/19 Regional Roads Block Grant | 830,000 | 81,691 |

THE DIRECTOR CORPORATE SERVICES' REPORT

| 2018/19 Rural Local Roads (FAG) | Vote | Expenditure |
|---|-------------|--------------------|
| Reseals | 217,000 | 8,689 |
| New Forbes Road - Widen and Strengthen Pavement | 108,500 | 83,167 |
| Gravel Resheeting | 195,300 | 78,734 |
| Grenfell Streets Construction | 86,800 | 0 |
| Grenfell Kerb & Gutter | 54,250 | 0 |
| Grenfell Streets Footpaving | 27,776 | 0 |
| Village Streets Reconstruction | 10,850 | 0 |
| Weddin/Camp/Church Street Replace Footpaving | 27,776 | 0 |
| Thuddungara Road Safety Improvement | 32,550 | 0 |
| Sucker Removal/Shoulder Grading/Spraying | 32,550 | 0 |
| Industrial Area Sub Division Driveway Construction | 10,850 | 0 |
| Gibraltar Rocks Road Bridge Sized Culvert Replacement | 195,300 | 0 |
| RECONSTRUCT VILLAGE STREETS (17/18 C/Over) | 32,590 | 0 |
| QUANDIALLA DRAINAGE (17/18 C/Over) | 68,139 | 3,173 |
| GRENFELL MEDICAL CENTRE - K&G & FOOTPATH (17/18 C/Over) | 130,000 | 0 |
| GRENFELL STREETS CONSTRUCTION (17/18 C/Over) | 108,495 | 0 |
| GRENFELL KERB & GUTTER (17/18 C/Over) | 102,231 | 0 |
| MEMORY ST/HOLY CAMP ROAD CONSTRUCTION (17/18 C/Over) | 11,237 | 0 |
| GREENETHORPE BUMBALDRY ROAD (17/18 C/Over) | 22,503 | 14,321 |
| CARAGABAL PARK UPGRADE (17/18 C/Over) | 11,761 | 11,761 |
| CARAGABAL PARK SHADE SAIL (17/18 C/Over) | 4,274 | 4,274 |
| GRENFELL STREETS - FOOTPAVING (17/18 C/Over) | 82,551 | 0 |
| QUANDIALLA FOOTPATHS RECONSTRUCTION (17/18 C/Over) | 32,010 | 32,010 |
| INDUSTRIAL AREA ROAD (17/18 C/Over) | 63,042 | 50,209 |
| Total | 1,668,333 | 286,335 |
| | | 0 |
| 2018/19 Roads to Recovery | Vote | Expenditure |
| GIBRALTOR ROCKS BRIDGE/CULVERT | 214,266 | 348 |
| Total | 214,266 | 348 |

For Information

Noted

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

Debt recovery activity is as follows:

16 referrals to Debt Recovery Firm

27 - 2nd reminder letters sent

- 19 paid
- 1 arrangement
- 7 no responses

2 new arrangements made

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

6. **Quarterly Budget Review Statement (QBRs) – 30 September 2018, A1.6**

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

The QBRs consists of the following statements:

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

The QBRs is designed to:

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

RECOMMENDATION: that the Quarterly Budget Review Statement to the 30 September 2018 be adopted as presented.

226 **RESOLVED:** Cr Diprose and Cr Bembrick that the Quarterly Budget Review Statement to the 30 September 2018 be adopted as presented.

7. Grenfell Library, C2.8.15

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

The librarian has been selected as part of the NSW Book Week Extravaganza 2019 - Organising Committee. Other members include Sutherland, Liverpool, Woollahra and Kiama with Mylee Joseph from the State Library as the convener.

The withdrawal program continued with clean-ups of the Nonfiction, Picture book, Junior Fiction, Magazines, Toys and Young Adult Fiction collections.

We marked one year of BorrowBox this month. There has been a steady increase of users for both eAudiobooks and eBooks.

The Cinema has recommenced with mixed results with the community. The movies have been booked up until Christmas from the National Sound and Film Archives in Canberra.

Preparations for the refurbishment continues with final details now falling into place.

Preparations for the summer holidays are underway with craft supplies for December and January being ordered.

Our first author visit has been booked for late March. Jonathan Gravenor is the author of "The Other Side of Ego." As a broadcast journalist for over 30 years he travelled the world as a foreign correspondent. He thought he had everything until that everything included cancer.

The book is a memoir from being diagnosed with late-stage throat cancer to the moment five years later when he was declared cancer free. It is not about the steps he took to heal his physical health, rather about the things he saw in himself when faced with the question, "what kind of man had I become?" And then the steps he took to repair the damages caused by the arrogance of his past.

The book won 3rd place in the Memoirs Category at the 2018 Indie Book Awards in the United States. He was invited to speak at a Ted Talk in Florida in November 2017, where it has become the most viewed Ted Talk this past year.

For Information

Noted

8. Economic Development, C2.8.13

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

Organised the Main Street Christmas decorations including volunteers to decorate the Garlands. Sent suggestions to Director Engineering for round-about decorations.

Completed October rates notice insert.

Supplied input into the development of a Central West Food and Fibre Strategy facilitated through CENTROC including the provision of suggested industry contacts.

Small Business Month Workshops

- Promoted and managed the workshops
- Collated participant feedback and submitted to grant administrators as required

For Information

Noted

THE DIRECTOR CORPORATE SERVICES' REPORT

9. Tourism/Promotions, C2.8.11

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

Finalised the design of the Endemic Garden signage.

Attended CENTROC Tourism meeting in Forbes.

Conducted bird trails signage audit.

Contacted Google to have the results in google maps for the search 'Weddin Mountain Directions' changed to be correct.

Managed social media accounts.

Filled in for Deidre Carroll Streets of Grenfell radio segment.

Henry Lawson Festival

Prepared documents and attended AGM and general meeting

Submitted revisions to the event works program to Director Engineering

Completed tasks from AGM and general meeting

- Sent letter to possible special guest
- Sourced Quotes for fireworks
- Called nominated coordinators to ask if they accepted the nominations

For Information

Noted

10. Arts/Tourism, C2.8.11

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

Art & Art Gallery

'Call of the Wild' Exhibition

- Bumped out exhibition
- Letters of payment (5) for each artist sent to Council
- Contacted purchasers to collect artwork

'Poppies for Remembrance'

- Distributed opening invite
- Attended opening

Liaised with 2018/2019 exhibitors

Updated Exhibition Details and Agreement Form as required by accounts

Visitor Information Centre

Answered visitor enquiries

Managed hub bookings

Researched potential Grenfell souvenir idea

Handled enquiry for Grenfell Historical Museum about Ben Hall and access to land

Weekly emails to businesses regarding 'What's on in Grenfell'

Collaborated return information from businesses for the weekend VIC staff

For Information

Noted

11. **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 19 residential clients and 6 business clients
- Replaced 1 mobile phone screens
- Sold laptops/computers to 1 residential client
- Sold ESET Internet Security to 3 residential clients
- Sold software, parts, and accessories to 9 residential clients and 4 business clients
- Sold ink and toner cartridges to 4 residential clients and 1 business client
- Internet Café used by 45 clients for internet access and printing

Computer Tuition

- Delivered 3 individual lessons.

Human Services Access Point

- Assist human services clients with access point usage

Client Websites

- Regular Monthly Maintenance to Gold Trail Website
- Regular Monthly Maintenance to Hillbilly Customs Website
- 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)
- Installation of patches (Backup System)
- Installation of patches (Test & Internal Wiki)
- Publish blog posts on following subjects:
 - <https://www.grenfellinternetcentre.com.au/windows-7-end-of-extended-support/> - Windows 7 End of Extended Support
 - <https://www.grenfellinternetcentre.com.au/analyzing-file-less-banking-malware/> - Analysing File-less Banking Malware
 - <https://www.grenfellinternetcentre.com.au/passwords/> - Password Tips
 - <https://www.grenfellinternetcentre.com.au/nigerian-scam/> - Nigerian Scam
- Update Tech-Tips page to automatically include all new posts - <https://www.grenfellinternetcentre.com.au/tech-tips/>
- Perform Search Engine Optimisation tasks
- www.grenfellinternetcentre.com.au visited 341 times by 238 Users
- Blog Posts Shared on Facebook, Twitter, and Google Plus

Google Summary

- 206 people saw Grenfell Internet Centre via Google Search

THE DIRECTOR CORPORATE SERVICES' REPORT

- 69 people saw Grenfell Internet Centre on Google Maps

Support of Other Council Departments

- Provide Tech Support to Tourism & Economic Development, & Library
- Decommission old Library Server
- Updates to Website (Library)
- Install 5 New Library PC's
- Connect existing Library Windows 10 PC to Domain
- Migrate Library telephone to NBN
- Replace Hard Drive in Animal Control PC

For Information

Noted

227 **RESOLVED:** Cr Brown and Cr Diprose that the Director Corporate Services report be deferred until after the auditors presentation.

8 November 2018

The General Manager
Weddin Shire Council
GRENFELL NSW 2810

Dear Sir

1. Works Report (1st October 2018 to 31st October 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) | <ul style="list-style-type: none">- General maintenance- Claim for Heavy Patching, traffic management for Lignum and Routine Maintenance of the duration July 18 to September 18 has been lodged to RMS.- Slashing and spraying have been completed.- Draft works order for backfilling of Burundah service relocation has been lodged to RMS. |
| SH17 (Newell Highway) | <ul style="list-style-type: none">- General maintenance- Reseal schedule has been received from RMS.- Claim for Heavy Patching and Routine Maintenance of the duration July 18 to September 18 has been lodged to RMS.- Slashing and spraying have been completed |

1.2 Regional Roads - 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

- | | |
|--------------------------|---|
| MR398 (Mary Gilmore Way) | <ul style="list-style-type: none">- general maintenance- Preparation of reseals continuing- Slashing Programme commencing- Sucker control and table drains |
| MR236 (Henry Lawson Way) | <ul style="list-style-type: none">- general maintenance- Preparation of reseals continuing- Slashing Programme commencing |
| MR237 (Gooloogong Road) | <ul style="list-style-type: none">- general maintenance- Preparation for reseals continuing- Slashing Programme commencing- Sucker control |

THE DIRECTOR ENGINEERING REPORT

- | | |
|--|--------------------------------------|
| MR239 (Henry Lawson Way / Young Road) | - general maintenance |
| | - Preparation for reseals continuing |
| | - Slashing Programme commencing |

1.3 Rural Local Roads - Capital Works

- Roadside spraying program continuing
- Sucker control New Forbes Rd
- Sucker control Wheatleys Ln
- Installation of Gravel Road warning signs on rural road network
- New Forbes Rd strengthening and widening- (Ref. photo 1.3 a & b)
- Griffiths Rd resheeting
- Culverts inspected previously logged onto Fulcrum data base

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 / slashing – (Ref. photo 1.4)
- grading of Euraldrie Rd, Hancock Flynn's Rd, Hancock Williams Rd, Mittons Rd and Lynchs Ln
- Culvert repaired Caragabal Quandialla Rd
- Signs inspected and documented on Fulcrum system to create data base

1.5 Urban Area - Capital and Maintenance Works

- general maintenance
- Medical Centre construction continuing
- Sewer lines and man holes cleaned in various locations
- Sewer lines inspected
- Industrial area subdivision electrical services completed
- Industrial area subdivision communication conduit installed
- Sewer man holes and risers installed Gooloogong Rd
- Industrial area Telstra cable installed
- Sewer lines logged on Fulcrum system to create data base

For Information

Noted

THE DIRECTOR ENGINEERING REPORT

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 continuing
- Trees raised and trimmed various locations
- Weed spraying of Parks and Ovals
- Gutters cleaned in various locations
- Solenoids repaired HLO

2.2 Cemeteries

The following graves have been prepared from; 01 October 2018 to 31 October 2018

| | | |
|------------------|---|-----|
| Grenfell Lawn | — | 3 |
| Grenfell | — | 0 |
| Bimbi | — | 0 |
| Caragabal | — | Nil |
| Ashes Internment | - | 1 |
| Private property | — | Nil |

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

- general maintenance
- topped up graves
- cemetery beam headstones installed and completed (Ref. Photo 2.2)

2.3 Sewer Mains

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

2.4 Private Works

- Supply and delivery of gravel to a number of rate payers
- Two driveways sealed for rate payers

2.5 Village Area - Capital and Maintenance Works

- general maintenance
- Quandialla drainage continuing
- Caragabal Park upgrade continuing
- Parks sprayed and mowed
- Grenfell and Forbes Streets Caragabal resheeted
- Quandialla pool pump room refurbishment

THE DIRECTOR ENGINEERING REPORT

2.6 Vandalism

Urban - Nil

Rural - Nil

Progressive Cost Urban: \$0.00

Progressive Cost Rural: \$0.00

For Information

Noted

3. Future Works (01.11.2018 onwards)

3.1 Highways

- Resealing of SH6 and 17 (scheduled for last week of November subject to work order approval)
- Line marking in SH6 and SH17
- RPM on SH17 for 2 segments only (each segment equals to 1.5 km)
- Bumbaldry Road intersection
- Tree trimming at Bumbaldry Road Intersection.

3.2 Regional Roads

- general maintenance
- Spraying program to continue
- Sucker spraying and removal to continue
- Resealing program to commence
- Slashing programme to commence

3.3 Rural

- general maintenance
- Maintenance grading
- Gravel resheeting
- Gravel Rd signage installation to continue
- Fire breaks to be commenced
- Slashing programme to continue
- New Forbes Rd strengthening and widening to be completed

3.4 Urban and Village

- general maintenance
- Emu Creek rehabilitation to continue
- Quandialla drainage program to continue
- Quandialla kerb and gutter replacement to commence
- Caragabal Park Upgrade to continue
- Tree trimming in various locations
- Fire breaks to be commenced

THE DIRECTOR ENGINEERING REPORT

- Grenfell cemetery tree to be removed
- Young Rd tree to be removed

For Information
Noted

4. RMS RMCC Contract, R2.54.4

Draft estimate for Bumbaldry Greenethorpe road intersection upgrade has been submitted to RMS and received a feedback. Negotiation is in progress.

For Information
Noted

Cr Bembrick left the room at this point 9.00am.

5. Plant Report

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

| PLANT NO | PLANT | DETAILS |
|-----------------|-----------------------|--|
| Quandialla Pool | Pump Room | Full strip out of pump room for replacement system continuing |
| Town Pool | Pump | Valve repaired in pump room |
| 4104 | Bad Boy Mower | Deck repairs, drum repairs, rim repairs, and welding of cracks and weak points |
| 3964 | Water Cart | Breaks and front pinion repaired |
| 4070 | Roller | Wiring and brake lines |
| 2097 | Nissan Navara | Scheduled servicing completed |
| 4112 | Iseki Mower | Deck repairs carried out |
| 4105 | Cat Grader | Hydraulic steering fault |
| 4070 | Grid Roller | Brake lines, steering valve replaced |
| 4101 | Volvo Loader | Bucket resheeted and strengthened |
| 2096 | Nissan Navara | Scheduled service completed |
| STP | Wet Well | Blockage in wet well found and fixed. |
| 4107 | Patch Truck | Blockage of ventura repaired |
| 3953 | Garbage Truck | Air leak repaired |
| 4106 | Cat Backhoe | Bottom T piece repair and scheduled service |
| STP | Pump | Pump overhaul in wet well. |
| 2095 | Nissan Navara | Scheduled service completed |
| 4103 | Tractor- John Holland | Replaced broken rear window |

For Information
Noted

THE DIRECTOR ENGINEERING REPORT

6. Noxious Weed Report

| Activity | Location |
|--|---|
| Administration | Monthly report, mapping, BIS uploads, Inspections & weeds loaded on Roam, email replies to relevant emails, review weed spraying program & plan of action & book committee room for local weed plan meeting |
| Publicity | Trifold pamphlets organised and going out with rate notices |
| Mapping | Tablet running fine and inspections loaded on & weed information loaded |
| Meeting | Local weed meeting –Council Chambers |
| Training | Leadership & Management |
| Property inspections | 38 completed |
| Roadside Inspections & treat weeds if required | SH6, Mary Gilmore way, Bimbi/Quandialla Road, cemeteries & Grenfell town area |
| Weeds Treated | Scotch Thistle, Blackberry & St Johns Wort NOTE – Limited growth due to drought conditions & heavy stock grazing |
| High Risk Road Inspections | SH6– Priority weeds |
| Weeds Treated | Scotch Thistle, Blackberry & St Johns Wort NOTE – Limited growth so far due to drought conditions |
| Council owned land | Obriens hill, Company Dam, Bimbi, Quandialla, Bogolong Dam Grenfell town area & cemeteries |
| TSR Inspections | SH6, Henry Lawson Way, Mary Gilmore Way, Stock Route Rd, Bimbi & Quandi Rd |
| Rail Inspections | Quandialla |
| Other High Risk Sites | Cemetery, Silos, Camping areas & rest areas |
| Slashing Spraying Program | Slashing currently underway will review roadside spraying due to drought affecting this being carried out successfully |
| Sucker Control Fulcrum Program | Sucker spraying ongoing Mary Gilmore Way, Mapping & recording with Fulcrum program Grader also working on suckers on this road |
| Vehicle & Quickspray | Repairs to quick spray, vehicle & routine maintenance |

For Information

Noted

Cr Bembrick returned to the room at this point 9.02am.

7. Road Train from Forbes

Council and RMS are working actively for Type 1 Road train from Forbes to Grenfell.

For Information

Noted

8. Bus Shelter in Forbes Street - G2.19.1

Design of the bus shelter is in progress prior to community consultation commencing.

For Information

Noted

9. Purchase of New Garbage truck

Purchase order has been place. The tentative delivery time is April 2019.

For Information

Noted

10. Roads to Recovery, R2.56

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

THE DIRECTOR ENGINEERING REPORT

| Work Location | Scope of works | Budger for 2017/2018 | Budger for 2018/2019 | Revised Proposed Expenditure | Complete | Start Works | Complete Works | Funding Type | Exp to Date | Forecast Exp Next Period | Remarks |
|---|--|----------------------|----------------------|------------------------------|----------|-------------|----------------|--------------|----------------|--------------------------|-----------|
| Greenethorpe-Bumbaldry Road, Rural Road ,measured from the Mid Western Highway 0.00 km - 11.50 km the rail way crossing in Greenethorpe | Centre line , placing of warning signs before narrow bridges and low level crossings | \$ 25,976.00 | | \$ 25,976.00 | No | May-18 | May-18 | | \$ - | \$ 25,976.00 | |
| Gibraltar Rocks Road (Rural Road), work is located 0.37 km from the Mid Western Highway Intersection | Demolish and construct of new box culvert | | \$240,928.00 | \$ 240,928.00 | No | | | JF | | \$ 240,928.00 | |
| Greenethorpe-Koorawatha Road, Rural Road - Chainage 0.000 km to 0.900 km measured from start point 0 | Rehabilitation works | \$ 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- | Rehabilitation works | \$ 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- | Rehabilitation works | \$ 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 | Rehabilitation works | \$ 80,719.00 | | \$ 80,719.00 | Yes | Nov-17 | Nov-17 | | \$ 80,719.00 | \$ - | Completed |
| Subtotal | | \$ 229,017.00 | | \$ 469,945.00 | | | | | \$ 203,041.00 | \$ 266,904.00 | |
| Keiths Lane, Rural Road - Chainage 0km to 1.825km measured from start point 0.000km at Sandy Creek R | Rehabilitation works | \$ 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 | Rehabilitation works | 200000 | | 200000 | Yes | 43132 | 43435 | JF | 200000 | 0 | |
| 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 | Rehabilitation works | 202820 | | 202820 | Yes | 43132 | 43191 | | 202820 | 0 | |
| Subtotal | | \$ 202,820.00 | | \$ 202,820.00 | | | | | \$ 202,820.00 | \$ - | |
| Driftway Road, Rural Road - Chainage 1.825km to 3.140km measured from start point 0.000km at Bimbi-Q | Rehabilitation works | \$ 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 | Rehabilitation works | \$ 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 | Rehabilitation works | \$ 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 | \$240,928.00 | \$1,319,174.00 | | | | | \$1,052,270.00 | \$ 266,904.00 | |

The additional work on Greenethorpe – Bumbaldry Road will be completed by December 2018.

For Information

Noted

11. Grenfell Main Street Renewal, R2.4.19

In accordance to the delegation guide of the Traffic Committee, a notification including detail plan of the parking has been sent to RMS and police on 1st November 2018. The trial exercise can commence after 14 days if RMS and NSW Police do not appeal.

For Information

Noted

12. Drought Grants for Freight on Local Roads

Councils are being encouraged to apply for a share of \$ 15 million the NSW Government is investing to support the increased movement of drought relief.

Councils can apply for grants of up to \$ 300,000 to support maintenance and improvement to local roads to accommodate increased freight to drought affected areas.

The funding will be considered for, but not limited to:

- shoulder repairs and improvements such as widening to address edge-break and edge drop-off. May be sealed or unsealed,
- heavy patching,
- seals that contribute to minimising long term maintenance costs,
- pavement rehabilitation,
- grading of unsealed roads to reduce roughness and rutting,
- tree trimming to improve access for 4.6-metre-high vehicles,
- installing infrastructure monitoring equipment and/or facilities, and
- signage.

It is proposed to nominate improvements on New Forbes Road starts from Gooloogong Road. It helps with road maintenance and improvement to accommodate increased freight movements.

Councillors are invited to advise the Director Engineering of any other projects which could be submitted under the guidelines. No closing date has been mentioned but the project should be completed within the 50 days after the grant approval.

RECOMMENDATION: that Council approve the submission for the grant funding application for the New Forbes Road

Cr Liebich declared a conflict of interest as a property owner on the Forbes Road and left the room.

Cr Diprose previously declared a written conflict of interest and left the room.

Cr Best took the chair.

228 RESOLVED: Cr Parlett and Cr Brown that Council approve the submission for the grant funding application for the Forbes Road.

Crs Liebich and Diprose returned to the room with Cr Liebich resuming the chair.

THE DIRECTOR ENGINEERING'S REPORT

13. Bumbaldry - Greenethorpe Road- B Double

Bumbaldry Greenethorpe Road was reconstructed under Fixing Country roads and Roads to Recovery funding to facilitate for B double vehicles. The Road has not been gazetted yet as a B Double Route.

Application to NHVR has been lodged to gazette as a B Double Route.

RECOMMENDATION:

Confirm action

229 **RESOLVED:** Cr Brown and Cr Bembrick that the action be confirmed.

RAJU RANJIT
DIRECTOR ENGINEERING

230 **RESOLVED:** Cr Best and Cr McKellar that except where otherwise dealt with the Director Engineering's report be adopted.

8 November 2018

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

Dear Sir,

I wish to report as follows: -

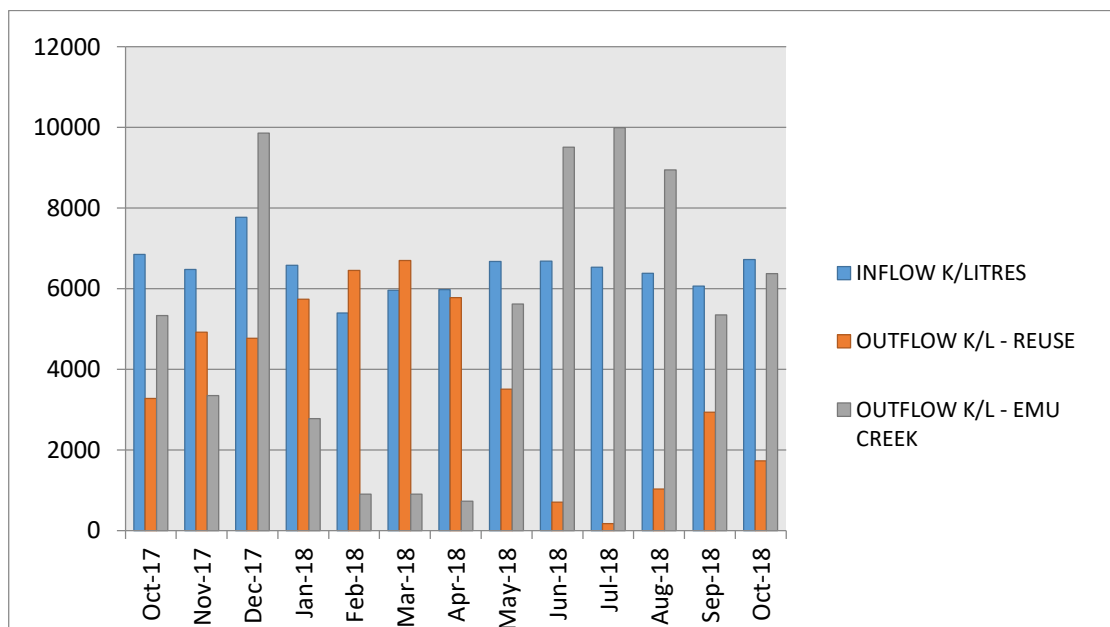
A. Public Health and Environmental Matters

1. Sewerage Treatment Works, S1.1.1

Total inflow through the Works during October 2018 was 6,726 kl with the daily average of 216.96 kl. Outflow for irrigation for reuse was 1,730 kl and discharge to Emu Creek 6,377.2 kl.

The highest daily recording of 313 kl occurred for the 24 hours ending 6.30 am on 5 October 2018 and the lowest of 194 kl for the 24 hours ending 6.30 am on 13 October 2018.

A total rainfall of 30 mm was recorded for the month.



For Council's Information

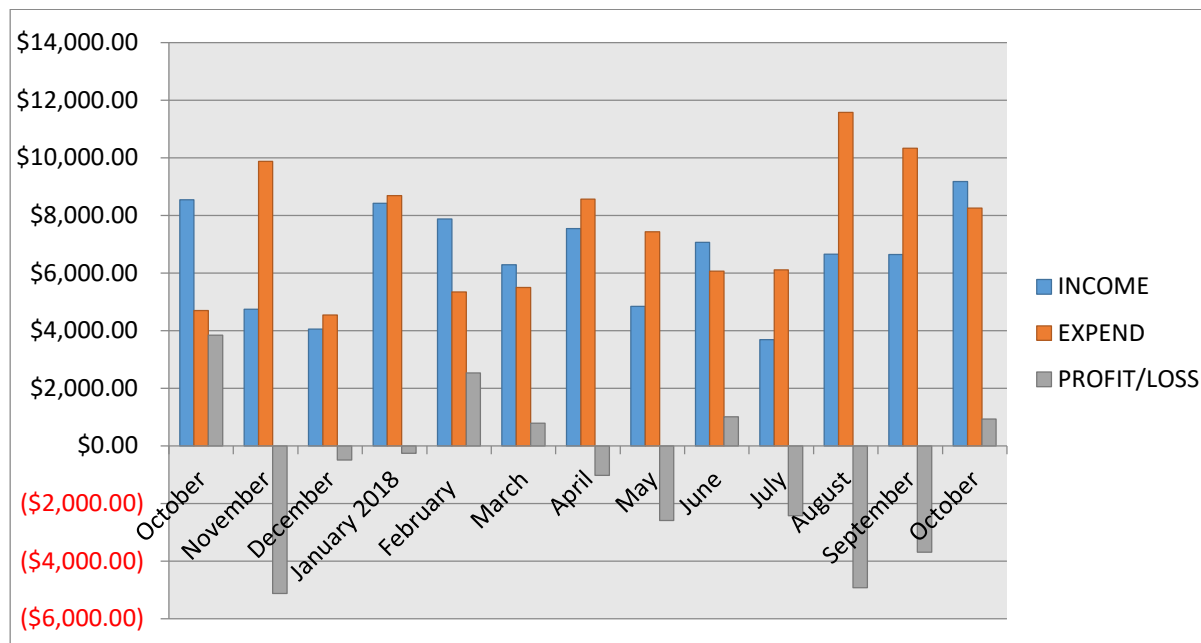
Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

2. Caravan Park Operations, P2.3.3

Income for the month of October 2018 was \$9,174.00 with expenditure of \$8,250.31 resulting in an operational profit of \$923.69 the month.

There were 225 sites occupied for the month of October 2018.



For Council's Information

Noted

3. Animal Control, A4.4.4

a. Companion Animals

| | | | |
|--|---------------------|-----------------------------------|-----------|
| Animals Seized & Impounded : | 2 | Animals Destroyed: | 0 |
| Animals Straying/Returned to Owners immediately: | 1 | Animals Released: | 4 |
| Animals Straying and Impounded: | 3 (2 Dogs, 1 Sheep) | Animals Rehomed: | 0 |
| Animals Surrendered: | 0 | Animals Sold: | 0 |
| | | Animals Deceased (Council Pound): | 1 (Sheep) |

Other Activities:

Companion Animals

- Communication with Grenfell Police
- Communication with owner of 1400 sheep - Bimbi sawmill
- Communication with RSPCA, LLS head office (Dubbo), LLS Forbes Ranger (Dale Robinson)
- Communication with NSW Revenue – Meagan Sunderland
- Commenced investigation into alleged dog attack - Grenfell
- Contemporaneous notetaking
- 5 x standard straying dog letters issued

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

- 2 x final warnings issued
- 1 x "Notice to Register" 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.
- Verification of microchip/registration status
- Annual inspections undertaken control requirement compliance – Menacing/Dangerous dogs
- 1 alleged dog attack initial investigation, contemporaneous notes, statements obtained

Stock

- 520 sheep removed from Bimbi Village
- Report of approximately 10 sheep unattended Gooloogong Road – inspected - LLS TSR Area. Informant informed.

Abandoned Vehicles

- Assistance to Director Engineering in relation to unregistered/abandoned vehicle. Enquiries made through Grenfell Police. Matter resolved.

Environmental

- 5 x Notices of "Proposed Orders" issued under Order No. 21 Local Government Act overgrown vegetation within premises, removal of items.
- 2 x full compliance met. 1 x partial compliance met. To re-inspect before Orders issued.
- Inspection of illegal rubbish dumping "hot spots"
-

Overgrown blocks – Vacant Land

- Inspection of vacant land – Grenfell, Greenethorpe, Quandialla & Caragabal. Condition recorded. To monitor (No NOI's to be issued at this time due to dry weather conditions).

Recycling

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

For Council's Information

Noted

4. Grenfell Aquatic Centre, P2.3.1

| | | | |
|----------------------------------|---------------------|-----------------------------|------------|
| Total Attendance: | 2335 | School/Other Usage: | 183 |
| Daily Average: | 75 | | |
| Cash Attendance: | 406 Child/Pensioner | Season Ticket Sales: | |
| | 103 Adult | Child: | 15 |
| Season Ticket Attendance: | 969 Child | Adult: | 15 |
| | 337 Adult | Family: | 55 |
| | | Pensioner: | 9 |

The Aquatic Centre opened for the 2018/19 Season on 1 October 2018.

Activities for the month -

Squad program commenced 15 October 2018

Swimming Club commenced 19 October 2018

Henry Lawson High commenced 31 October 2018

Other programmes are all booked to commence early November. There was no accidents or incidents during the month.

The District Development Swimming Carnival is to held on Sunday 9th December 2018 and the Grenfell Swimming Club has requested Council support for the closure of the centre to the public for that day.

RECOMMENDATION: that Council approve the closure of the Grenfell Aquatic Centre to the public for the District Development Swimming Carnival to be held on Sunday 9th December 2018.

231 **RESOLVED:** Cr McKellar and Cr Bembrick that Council approve the closure of the Grenfell Aquatic Centre to the public for the District Development Swimming Carnival to be held on Sunday 9th December 2018.

5. Quandialla Swimming Pool, P2.3.2

Council has completed the painting of the pools and installation of the new filtration and chemical dosing systems with the facility opening to the public on 3rd November 2018.

For Council's Information

Noted

6. Under 5 Keep'em Alive, P2.3.1/P2.3.2

To assist with supervision of children at the aquatic centre, Council has introduced a wrist banding policy procedure for all children under 5 years of age that enter the facility promoting Under 5 Keep'em alive!!

The lack of direct supervision by parents and carers which is a contributing factor in 70% of drownings in public pools, and staff not identifying the lack of parental supervision is seen as an issue.

Both Grenfell and Quandialla currently promote Keep watch in public pools which targets parents/carers to help them understand their responsibilities and dangers of leaving their children unattended.

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

This practise of wrist banding is now being introduced into a number of facilities to help identify those at higher risk and to make it easier for staff to enforce supervision requirements. Cowra Aquatic Centre will be also introducing the same policy.

The system works in the following way

1. The facility will have the signage to support and promote the wrist band requiring all children 5 years and under to wear a red wrist band at all times within the centre.
2. The parents and guardians are to be within arm's reach and actively in the water with these children.
3. This requirement becomes a condition of entry into the facility and it supports staff and encourages constant supervision.
4. If a member of the public refused to abide by the requirements of the facility, they will be asked to leave.
5. Bands will be provided at no cost to the user.

These children of high risk are identifiable at all times to staff and the general public.

The facility currently operates under the guidelines of Keep Watch @ Public Pools Policy.

- Children under 10 years are not allowed entry unless under active supervision of a person 18 years. (some pools are 16yrs)
- Children 0-5 years and non-swimmers a parent or guardian is required to be in the water and within arm's reach at all times.
- Children 6-10 and weak swimmers require constant active supervision.
- Children 11-14 it is recommended that a parent check regularly on them.

Unfortunately, parents do not actively watch their children at all times, and most children over the age of 10 yrs attend the facility without any supervision.

Lifeguards are responsible for all patrons and is an important measure to support staff supervision within that high risk age group. This is another tool to promote, encourage and enforce active supervision to prevent a drowning within this centre.

For Council Information

Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

B. Planning and Development Matters:

1. Development Applications

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

| DA NO. | Applicant | Construction | Value (\$) | Address |
|---------|------------------------------|--|------------|---|
| 46/2018 | Mr B & Mrs CA Andersen | Deck | \$9,000 | Lot: 18 DP: 1063500 188 Simpson Drive GRENFELL NSW 2810 |
| 50/2018 | Andys Design & Drafting | Extension/Alteration to Dwelling | \$72,250 | Lot: 1 DP: 331001 25 Tyagong Street GRENFELL NSW 2810 |
| 53/2018 | Mr GR Ewers | Deck with Awning | \$12,000 | Lot: 22 Sec: 1 DP: 758473 5 Wood Street GRENFELL NSW 2810 |
| 54/2018 | BT Homes Pty Ltd | Dual Occupancy (Detached) | \$670,000 | Lot: 16 DP: 710091 1 Burrett Street GRENFELL NSW 2810 |
| 55/2018 | Mr DE Murray | Shed | \$15,000 | Lot: 1208 DP: 661790 8 Sullivan Street GRENFELL NSW 2810 |
| 56/2018 | Mr HO Nicholson & Ms KM Ryan | Extension/Addition to Dwelling | \$50,000 | Lot: 1 DP: 754579 32 Clay Pit Road GRENFELL NSW 2810 |
| 57/2018 | Mrs D Madgwick | Demolish Existing Sheds, erect Colorbond Shed for Storage & Awning | \$38,000 | Lot: 1 DP: 303934 3 Dalton Street GRENFELL NSW 2810 |
| 58/2018 | Steadfast Homes PL | New Dwelling | \$299,492 | Lot: 107 DP: 1081488 24 Stan McCabe Drive GRENFELL NSW 2810 |

For Council's Information

Noted

2. Construction Certificates

The undermentioned applications were received and determined under delegation:

| CC NO. | Applicant | Construction | Address |
|---------|------------------------------|--|---|
| 48/2018 | Grenfell Bowling Club PL | Alteration to verandah to create storeroom | Lot: 1 DP: 612678 7-11 Cross Street GRENFELL NSW 2810 |
| 53/2018 | Mr GR Ewers | Deck with Awning | Lot: 22 Sec: 1 DP: 758473 5 Wood Street GRENFELL NSW 2810 |
| 56/2018 | Mr HO Nicholson & Ms KM Ryan | Extension/Addition to Dwelling | Lot: 1 DP: 754579 32 Clay Pit Road GRENFELL NSW 2810 |

For Council's Information

Noted

THE DIRECTOR ENVIRONMENTAL SERVICES' REPORT

3. Complying Development Applications

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

| CDC NO. | Applicant | Construction | Value (\$) | Address |
|------------|---------------|---------------------------|------------|---|
| CD 8/2018 | Mr PR Hedley | Shed/Dwelling | \$100,000 | Lot: 12 DP: 1186800 27 Grimshaw Lane GRENFELL NSW 2810 |
| CD 11/2018 | Mr RL Langley | Inground Swimming Pool | \$41,500 | Lot: 1 DP: 180036 575 Iandra Road GREENETHORPE NSW 2809 |

For Council's Information

Noted

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

An inception meeting was held on 24 October 2018 with Council's consultants to plan the actions for the review of the concept design and develop the program for the detailed design stage.

Geotechnical investigations will be carried out on the 13 December to assist with the detailed design.

The Concept Design Review workshop will be held on 5 December 2018 with Council's design consultants, peer reviewers and state agencies. This workshop is required to ensure agency support for Councils program prior to detailed design commencing and any issues around process can be reviewed and endorsed.

Council has also submitted an application for funding by way of Expression of Interest to the Safe and Secure Water Program for the Grenfell Sewer Treatment Plant Redevelopment. This will now progress through the EOI assessment process and Council will be advised accordingly.

A neighbourhood meeting is planned in December to provide an update to the immediate landowners on the concept design and the next stage.

For Council's Information

Noted

5. Grenfell Medical Centre, P2.12.1

Building works are continuing at the site with internal painting completed, joinery installation commenced, vinyl flooring installed, kerb and gutter works commencing, services supply works commencing including internet, power and water.

The investigation around the finished floor levels of the buildings and alignment of the kerb, gutter and footpath relating to appropriate access to the buildings has resulted in the requirement for the construction of an external accessible ramp to service the dentist portion. This construction of the ramp is to comply with disabled access requirements.

For Council's Information

Noted

B J HAYES

DIRECTOR ENVIRONMENTAL SERVICES

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

CENTRAL TABLELANDS WATER (CTW) DELEGATES REPORT

The following is a précis of the items discussed at the October 2018 meeting of Central Tablelands Water:

Election of Chairman and Deputy Chairman

The Members of Central Tablelands Water County Council re-elected Cr David Somervaille, representing Blayney Shire Council, as Chairman and Cr Kevin Walker, representing Cabonne Council, as Deputy Chairman, for the next 12 months.

Both Cr Somervaille and Cr Walker are serving their fifth term as Chairman and Deputy Chairman respectively.

Safe & Secure Water Program (SSWP)

The General Manager provided an update to Council regarding SSWP funding applications for the following projects:

- Feasibility study (\$0.1m) to potentially supply potable water to the Caragabal township and district. An EOI and detailed application will be completed in consultation with Weddin Shire Council, Caragabal Water Scheme Inc and the Caragabal community. (status: drafting EOI and detailed application);
- Gooloogong to Grenfell Trunk Main K (Stage 3) – 11km \$3.2m. For CTW to reliably provide supply to Grenfell, the remaining 11km of pipeline will need to be upgraded to 300mm diameter. The construction of 11km 300 mm (high pressure) pipeline between Gooloogong and McDonald's Lane, Grenfell would ensure secure water supply in peak demand periods and reduce current operational costs. It is also anticipated that with the upgrade of Trunk main K, the CTW network will be more strongly placed to provide a secure water supply to additional regional linkages. (status: drafting detailed application);
- 12 megalitre (ML) reservoir at the Carcoar Water Filtration Plant \$5.26m. The objective of the proposal is to combine the current 2ML clear water reservoir with a larger 12ML capacity reservoir to increase clear water storage capacity and thereby reduce the risk of clear water supply failure during periods of high demand, emergency backup to other councils and/or unplanned treatment plant shutdowns. (status: SSWP have requested further information regarding sizing of the requested reservoir).

Futures Strategic Workshop

CTW held a Futures Strategic Workshop on 6 September 2018 in Blayney.

The purpose of the workshop was to plan for the future development of CTW as a strong and independent local water utility within the local government sector, with its vital infrastructure developed, strengthened and supplemented for the benefit of CTW's existing and future customers.

Financial Statement by Council

The audited financial statements will be presented at the December Council meeting. It was reported that the draft operating result for 2017/18 before capital was \$824k.

Capital Works Program update

- The Gooloogong to Grenfell Trunk Main K pipeline replacement project is well underway with approximately 20 kilometres of the total 34 kilometres being completed to date. Stage 2a (3km) is due to commence in December, followed by the last stage, Stage 3 (11km). The total estimated cost of this project is \$6.182m. The existing pipeline is cast iron, and while the main has reliably delivered water to the town of Grenfell for the last 70 years, there are some areas of the pipeline that are beginning to fail.

- The Regional Water Security Pipeline Project linking the CTW supply system to Orange City Council (OCC) commenced in 2015. This project was originally identified under the Centroc Water Security Study as one of the recommended infrastructure strategies to assist in securing water for the Central Western Region. Ultimately, the project connects CTW and OCC water supply systems and allows the two way movement of water. In times when CTW is short of water, potable supplies could be transferred from Orange. In the event of system failure in the Orange System, potable water could be transferred from the CTW system to Orange. This project is due to be commissioned by the end of November. The estimated total cost of the project is \$28.7m (\$21.2m NSW Govt, \$5m OCC and \$2.5m CTW).

Lake Rowlands

The level of Lake Rowlands is currently at 70%.

On 22 October 2018 the Minister for Regional Water, Niall Blair, announced that the NSW government would be committing \$850,000 for the preparation of a final business case for a pipeline between Lake Rowlands and Carcoar Dam.

The purpose of the pipeline is to transfer excess water from Lake Rowlands and store in Carcoar Dam. This additional stored water would then increase CTW's water security for town water supply, provide additional water for irrigators along the Belubula Valley and also improve regularity of flows which will assist with flood mitigation.

Importance of being Water Wise

Water is vital to sustaining life, which is why it is important to have an adequate and reliable water supply for all consumers to utilise and enjoy.

Lake Rowlands, Council's main water source is currently at 70% of capacity. Unfortunately the current long term weather forecast predicts no significant rain events in the Lake Rowlands catchment area for the next 3-4months.

It is a timely reminder that with the continuation of ongoing drought conditions, and the oncoming summer peak demand, that all CTW consumers are aware of conserving and using water wisely.

Council reminds all CTW's consumers of its demand management policy, which is currently set at Level 1 Water Restrictions. Level 1 restrictions prohibits the use of sprinklers and fixed hoses across the entire CTW supply network between 9am and 6pm daily.

Level 2 Water Restrictions based on an "odds and evens" system will be introduced if the level of Lake Rowlands falls to 60% and Level 3 Water Restrictions will apply at 50% of capacity.

Council would like to thank its consumers for their understanding of the importance of using water wisely during this challenging upcoming peak summer demand period.

For information regarding water saving tips, please visit the Smart Approved WaterMark website at www.smartwatermark.org/Centroc/.

Cr CRAIG BEMBRICK
DELEGATE

Cr PAUL BEST
DELEGATE

233 RESOLVED: Cr Bembrick and Cr Niven that the Delegates Report – Central Tablelands Water be noted.

The Director Environmental Services left the room at this point 9.36am.

MINUTES OF THE BOGOLONG DAM COMMITTEE MEETING HELD MONDAY, 12 NOVEMBER 2018 IN THE COUNCIL CHAMBERS COMMENCING AT 3.30 PM (C2.6.44)

1. **PRESENT:** Cr Liebich, Cr Best, R Grimm, D Nealon, A Griffiths, R Ranjit and G Carroll.
2. **APOLOGY:** Nil
3. **MINUTES:** 27 April 2017

Resolved: R Grimm and D Nealon that the Minutes from 27 April 2017 be adopted.

4. **MATTERS ARISING**
Nil

Noted

5. **CORRESPONDENCE:**
Nil

Noted

6. **GENERAL BUSINESS:**

- 6.1 Application for funding under the Department Primary Industries – Recreational Fishing Trusts funding

- Application for \$10,000 boating grant to be submitted for lighting and carpark.

- 6.2 Stronger Country Communities Fund (SCCF) Round 2 - \$110,000 received for site and water access upgrades.

- 6.3 RMS –RMS representatives to be invited to Grenfell to address the Bogolong Dam Committee.

Resolved: R Grimm and D Nealon that the RMS representatives be invited to address the Bogolong Dam Committee.

Resolved: Cr Best and D Nealon that the insurance requirements be investigated.

- 6.4 Toilet Block – options to be investigated.

7. **NEXT MEETING:** To be advised.

8. **MEETING CLOSED:** There being no further business to discuss the meeting closed at 4.29 pm.

234 RESOLVED: Cr McKellar and Cr Best that the Minutes of the Bogolong Dam Committee Meeting be adopted including the recommendations therein, except where otherwise resolved.

The Director Environmental Services returned to the room at this point 9.37am.

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY, 12 NOVEMBER 2018 COMMENCING AT 4.30 PM (C2.6.11)

1. **PRESENT:** Crs Liebich, Best, Niven, Parlett, Diprose, Brown and O'Byrne.
Messrs G Carroll, R Ranjit, B Hayes and L Gibson (observers).
2. **APOLOGY:** Nil
3. **MINUTES:** 15 October 2018

Resolved: Cr Brown and Cr Diprose that the minutes from the 15 October 2018 be adopted.

Meeting Format

Resolved: Cr Parlett and Cr Bembrick that Councils Planning and Development Committee be held in abeyance for the time being and replaced with a monthly Council workshop to be held for a trial period as part of our improvement program.

Cr Bembrick entered the meeting during the meeting format discussion 4.43pm.

4. **MATTERS ARISING:**
Nil
5. **CORRESPONDENCE:**
Nil
6. **MOTIONS WITH NOTICE:**
 1. Grenfell Garden Club, C1.3.28

Noted

7. **REPORTS:**

7.1 **General Manager:**

Local Government Reform – Connected Leadership Program, Model Code of Conduct, Weddin Wellness Plan, Regional Growth Fund and Closure of Grenfell Record Office.

Noted

7.2 **Corporate Services Department:**

Quarterly Budget Review Statement (QBRs) – 30 September 2018 and 2017/2018 Financial Statements.

Noted

7.3 **Director Engineering:**

Noxious Weed Report, Bus Shelter in Forbes Street, Purchase of New Garbage truck, Roads to Recovery, Grenfell Main Street Renewal, Drought Grants for Freight on Local Roads and Bumbaldry - Greenethorpe Road- B Double.

Noted

7.4 **Director Environmental Services:**

Sewerage Treatment Works, Caravan Park Operations, Animal Control, Grenfell Aquatic Centre, Quandialla Swimming Pool, Under 5 Keep'em Alive, Construction Certificates, Complying Development Applications, Grenfell Sewerage Treatment Plant (STP) Upgrades, Grenfell Medical Centre and Town DA's.

8. GENERAL BUSINESS:
Nil

9. DEVELOPMENT ENQUIRIES

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

- Gooloogong Road Dwelling
- Henry Lawson Way Transportable Dwelling
- Brundah Street Shed
- Forbes Street Demolition of Dwelling
- Hilder Road Transportable Dwelling
- McCabe Drive Dwelling
- Walsh's Lane Shed
- Adelargo Road Subdivision
- Gooloogong Road Subdivision
- George Street Internal Alterations
- Brundah Street Industrial Building
- South Street Dwelling
- Cowra Road Business
- Bimbi Commercial Development
- Caragabal Residential Development
- Quandialla Subdivision
- Greenethorpe Dwelling
- Greenethorpe Residential Dwelling

Noted

10. BUSINESS WITH NOTICE
Nil

11. QUESTIONS WITH NOTICE
Nil

12. NEXT MEETING: To be advised.

13. CLOSED: There being no further business to discuss the meeting closed at 6.03pm.

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

MINUTES OF THE ORGANISATIONAL LEADERSHIP TEAM (OLT) MEETING HELD ON WEDNESDAY, 14 NOVEMBER 2018 COMMENCING AT 8.30AM (C2.6.10)

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

Apology: Nil

Minutes: of meeting 16 October 2018.

Resolved: B Hayes and R Ranjit that the minutes from 16 October 2018 be adopted.

| Theme | Item | Notes | Lead |
|--------|------------------------|---|--|
| People | Learning & development | <p>i) <u>Traffic Control/Signage</u> – process implemented to ensure signage inspected on a regular basis. Training held.</p> <p>ii) <u>Henry Lawson Festival</u> - annual General Meeting (AGM) held 16 October, 2018. Planning for the 2019 Henry Lawson Festival commenced.</p> | <p>DE</p> <p>GM</p> |
| | Resource planning | <p>i) <u>New Improvement Plan</u>- new plan adopted as part of new Resourcing Strategy. To be further pursued.</p> <p>ii) <u>Connected Leadership Program</u> – further sessions conducted with Councillors and staff from 5-7 November, 2018. Program supporting a shift in organisational culture.</p> <p>iii) <u>Staff Resources</u> – to be reviewed as part of the organisational review.</p> <p>iv) <u>2017/2018 Annual Report</u> – to be forwarded to the Division of Local Government by 30 November 2018.</p> <p>v) <u>2017/2018 Annual Financial Statements</u> – completed and forwarded to the Office of Local Government within the required time frame. A presentation will be delivered in regards to the Financial reports at the November Council meeting.</p> <p>vi) <u>RMS Contract</u> – reported in Director Engineering’s report.</p> <p>vii) <u>Christmas Closedown</u> – arrangements to be made for respective departments.</p> <p>viii) <u>Other Programs</u> – in progress.</p> | <p>GM</p> <p>All</p> <p>All</p> <p>GM</p> <p>DCS</p> <p>DE</p> <p>All</p> <p>All</p> |

| | | |
|--------------------|---|--|
| | <p>ix) <u>Overgrown Blocks</u> – letters seeking approval to slash blocks sent. Signed agreements being received. Works in progress.</p> <p>x) <u>Village/Roadside Slashing/Spraying</u> – works in progress.</p> <p>xi) <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 2018/2019. Director Corporate Services and Director Environmental Services are being involved in regards to funding sources for projects, development application referrals and general development issues.</p> | DE |
| | | DE |
| | | DE |
| Recruitment | <p>i) <u>Loader Operator</u> – interviews in progress.</p> <p>ii) <u>Labourer -</u> interviews in progress.</p> <p>iii) <u>Truck Driver-</u> interviews in progress.</p> <p>iv) <u>Patch Truck Labourer</u> - interviews in progress.</p> <p>v) <u>Patch Truck Operator</u> - interviews in progress.</p> <p>vi) <u>Apprentice Gardener-</u> interviews in progress.</p> <p>vii) <u>Apprentice Mechanic</u> - interviews in progress.</p> <p>viii) <u>Casual Labour for Weeds</u> - interviews in progress.</p> | DE DE DE DE DE DE DE DE |
| Appointments | Nil. | |
| Health & Wellbeing | <p>i) <u>Grenfell Medical Centre</u> – Construction works in progress. Very good progress being made. Consideration currently being given to the operation of the centre. To be added to insurance property list when completed.</p> <p>ii) <u>New Ambulance Station</u> – a new Ambulance Station under the Rural Ambulance Infrastructure Reconfiguration (RAIR) programme to be built in Grenfell at the Grenfell MPS. DA approved.</p> <p>iii) <u>Proposal for Health and Wellbeing-</u> Organisational Engagement Team (OET) have proposed a Health and Wellbeing program to be implemented to improve the Health and Wellbeing of staff as individuals and team members. The program will not only benefit the employees but Council as there will be reduced sick leave, improved work results while improving workplace satisfaction and culture at minimal cost to Council. It was unanimously agreed that the OLT support the program and the OET in its implementation. Awaiting OET response.</p> | DES/GM/ DCS DES All |

| | | | |
|-----------|-------------|---|------------|
| 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>Sewer Mains Relining</u> – next stage to be undertaken in 2018/2019 under a Centroc contract based on previous and recent CCTV works. Contract signed. Awaiting commencement of works. | DE |
| | | iii) <u>Sewerage Treatment Works Upgrade</u> – Stage 2 commenced with concept design and REF completed. Detailed design in progress. Purchase of land in progress. To be classified as operational land as per Local Government Act, 1993. | DES/GM/DCS |
| | | iv) <u>Gibraltar Rocks Road Bridge Culvert</u> – grant funding application submitted under Fixing Country Roads program. Awaiting outcome. Tenders for the demolition and construction of the box culvert closed 16 October 2018. To be considered at the November Council meeting. Works to be undertaken in 2018/2019 after grant funding is announced. | DE |
| | | v) <u>O'Briens Tributary</u> – preferred schemes currently being investigated by Floodplain committee. Funding to be then sourced. | DE |
| | | vi) <u>Emu Creek Project</u> – works continuing. Very good community response to the project. | DE |
| | | vii) <u>Industrial Land</u> – four sales completed. Three others currently in progress. 3 phase power installed. Internal works completed including conduit for possible NBN. | GM/DE/DES |
| | | viii) <u>Quandialla Pool Upgrade</u> – a debrief meeting held with the pool manager to determine upgrade works conducted. Works in progress prior to the 2018/2019 season. | DES |
| | | ix) <u>Quandialla Drainage</u> – stage 2 in progress. | DE |
| | | x) <u>Grenfell Main Street Upgrade</u> – funding obtained under Round 1 of the SCCF. Additional funding currently being sourced. Options currently being considered. | DE |
| | Investment | | |
| Systems | Governance | | |

| | | | |
|------------------------------|---|---|---------------|
| | Compliance | i) <u>Organisational Review</u> – to be undertaken in the 2018/2019 financial year. | GM |
| | | ii) <u>Systems Review</u> – ledger restructure to be undertaken in the 2018/2019 financial year. | DCS |
| | | iii) <u>Local Environment Plan (LEP) Review</u> – to be undertaken in the 2018/2019 financial year. | DES |
| | | iv) <u>Waste Strategy</u> – commenced with Netwastes support. | DES |
| | Risk | i) <u>Building Profession Board (BPB)</u> – compliance reporting systems regarding building inspections to be implemented. Monthly reporting continuing to be provided to the Department of Fair Trading through internal system. | DES |
| Planning | Agenda planning for OLT and OET | To be developed. | GM |
| | OLT and OET Charters | To be developed. | GM |
| Communication and Engagement | Communication plan and Engagement Strategy | To be developed. | DCS |
| | Staff engagement - Organisational Engagement Team (OET) | Recommendations: <ul style="list-style-type: none"> • Store system / Depot Improvement Plan being reviewed and developed – Continuous Improvement Plan developed. • Other recommendations to be pursued when submitted. | DCS/DE All |
| Terms of Reference | OLT and OET | To be developed. | DES |
| 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 |
| Forward planning | Next agenda Recurring items Non-recurring items | Next Meeting: Tuesday, 18 December 2018 at 8.30 am. Closed: 10.41am | |

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

INSPECTIONS, MEETINGS AND DEFERRED ACTIVITIES ACTION PLAN

| INSPECTIONS AND MEETINGS | | STATUS | BY |
|----------------------------|--|--|--------|
| May 2018 | 1. <u>Public Meeting Le Tour de Greenethorpe</u> : arrange meeting to discuss the event. | In Progress | DE |
| July 2018 | 2. <u>Local Government NSW Annual Conference</u> : Mayor, Deputy Mayor and General Manager to attend 21-23 October 2018. | Completed | GM |
| September 2018 | 3. <u>Australian Local Government Association</u> : Mayor and Director Engineering to attend 2018 Local Roads and Congress from 20-22 November, 2018 in Alice Springs. | In Progress | DE |
| DEFERRED ACTIVITIES | | | |
| April 2012 | 1. <u>Main Street Master Plan</u> : consider inclusion of heritage building signs. | In Progress | DE/DES |
| November 2013 | 2. <u>O'Brien's Tributary – Drainage Improvement</u> : refer matter back to floodplain committee for further consideration and other possible options. | In Progress | DE |
| 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. | Preparation for business case – In Progress | DE |
| | 4. <u>Pigeon Control – Main Street</u> : continue to investigate options (DES). | Investigation Continuing | DES |
| April 2016 | 5. <u>Grenfell Caravan Park</u> : investigate alterations to dwelling and cost of a Manager's office (DES). | In Progress | DES |
| August 2016 | 6. <u>Policy for Planting of Vegetation along Kerbsides</u> : develop policy. | In Progress | DE/GM |
| 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. | In Progress | DES/GM |
| December 2016 | 8. <u>Waste Depot Fire Precautions</u> : investigate provision of water for firefighting purposes. | In Progress | DES |
| July 2017 | 9. <u>Short Street Parking</u> : review parking layout. | Completed | DE |
| September 2017 | 10. <u>Council Property Inspections</u> : request design for replacing of timber at the Lawson Oval grandstand. | Recommend Deletion | DES |
| | 11. <u>Council Property Inspections</u> : attend to provision of new subsurface drainage at Quandialla pool. | Awaiting Grant Outcome. | DES |
| November 2017 | 12. <u>Bus Shelter</u> : submit grant funding application. | Completed | DE |
| December 2017 | 13. <u>Weddin Shire Internet Connectivity Project</u> : submit grant funding application and develop advocacy plan. | This as a joint project with the Main Street to the Growing Local Economies Fund. EOI submitted. Awaiting outcome. | DCS/GM |

| | | | |
|----------------|---|-------------|--------|
| April 2018 | 14. <u>Bike Path in Weddin Street</u> : remove the bike path. | In Progress | DE |
| | 15. <u>Rural Tips</u> : install padlocks, surveillance cameras and provide Fob keys for residents utilising Quandialla and Caragabal tips. | In Progress | DES |
| May 2018 | 16. <u>Bimbi War Memorial ‘Avenue of Trees’</u> : refer proposal to Heritage Committee for further consideration and report back to Council. | In Progress | DE |
| June 2018 | 17. <u>Weddin Wellness Plan</u> : arrange meeting with health representative to discuss the plan. Further report to be submitted to Council to adopt plan. | Completed | GM |
| | 18. <u>Stronger Country Communities Program</u> : submit grant funding application. | Completed | DE |
| | 19. <u>Application for a bus stop O’Loughlins Lane</u> : refer to Traffic Committee and report back to Council. | In Progress | DE |
| August 2018 | 20. <u>Local Government Reform – Connected Leadership Program</u> : engage Mr David Gourlay for further sessions with Councillors and staff on 5-7 November 2018. | Completed | GM |
| | 21. <u>Quandialla Swimming Pool</u> : upgrade filtration plant. Empty, clean and paint pool shell. | Completed | DES |
| | 22. <u>Railway Station Amenities</u> : seek further information. | In Progress | DES |
| September 2018 | 23. <u>New Code of Conduct</u> : Submit Code of Conduct to Council for formal adoption. | In Progress | GM |
| | 24. <u>Grenfell RSL Sub-branch</u> : apply for grant funding under the Anzac Community grants program. | In Progress | DE |
| | 25. <u>Christmas Decorations</u> : arrange purchase. | In Progress | DCS |
| | 26. <u>Forbes Street Bus Shelter</u> : conduct Community consultation in regards to the location and report back to Council. | In Progress | DE/GM |
| | 27. <u>Removal of Tree – Grenfell Cemetery</u> : remove and replace tree. | In Progress | DE |
| | 28. <u>Grenfell Main Street Renewal</u> : refer proposal to Traffic Committee and report back to Council. | Completed | DE |
| | 29. <u>Netwaste Tender – Garden Organics</u> : accept tender and sign contract. | In Progress | DES/GM |
| October 2018 | 30. <u>Trees near cricket nets</u> : remove and replant trees. | In Progress | DE |
| | 31. <u>Amended plant Replacement program</u> : purchase new garbage truck. | In Progress | DE |
| | 32. <u>Tree Plantation – Forbes Street</u> : report back to Council with an option for centre tree planting. | In Progress | DE |
| | 33. <u>Grenfell Main Street Renewal</u> : proceed with on-street trials and community consultation. | In Progress | DE |

**For Information
Noted**

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.

237 **RESOLVED:** Cr Diprose and Cr Bembrick 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 MANAGERS REPORT

1. **Grenfell Medical Centre/Health Hub – Operation proposals, H1.1.7**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))
2. **Statement of Claim, A3.22.7**
Reason for confidentiality: commercial information (Section 10A(2)(g))

DIRECTOR ENGINEERING REPORT

1. **Tender T4/2018- Demolition and Construction of Gibraltar Rocks Road Box Culvert- TI.6.69**
Reason for confidentiality: commercial information (section 10A(2)(d))

REPORT ON CLOSED COUNCIL

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

GENERAL MANAGERS REPORT

1. **Grenfell Medical Centre/Health Hub – Operation proposals, H1.1.7**
Reason for confidentiality: commercial information (Section 10A(2)(d)(i))

238 **RESOLVED:** that the action be confirmed.

2. **Statement of Claim, A3.22.7**
Reason for confidentiality: commercial information (Section 10A(2)(g))

Noted

DIRECTOR ENGINEERING REPORT

1. **Tender T4/2018- Demolition and Construction of Gibraltar Rocks Road Box Culvert- TL6.69**
Reason for confidentiality: commercial information (section 10A(2)(d))

239 **RESOLVED:** that:

- a) Council not accept any of the tenders as per section 178 (1b) of Local Government (general) Regulation 2005, as the tender amounts are much higher than the estimated cost.
- b) Council approves carrying out the proposed contract in-house in accordance with the Local Government(general) Regulation 2005, Clause 178 (3f).
- c) works commence after the announcement of the Transport NSW Fixing Country Roads Program funding application results are known early 2019.

The Director Corporate Services left the room at this point 10:03am.

Crs Bembrick and Diprose left the room at this point 10:03am.

The Director Corporate Services returned to the room at this point 10:04am.

Crs Bembrick and Diprose returned to the room at this point 10:05am.

241 **RESOLVED:** Cr Diprose and Cr Bembrick that Item 12 of the Director Corporate Services’ Report be here considered.

AUDITORS PRESENTATION:

At this point Cr Liebich welcomed Mrs Katy Henry from Intentus Chartered Accountants Pty Ltd who delivered a presentation in regards to the 2017/2018 Financial Statements.

Cr Liebich on behalf of Council thanked Katy for her comprehensive presentation and also thanked the staff for their efforts in completing the 2017/2018 Annual Financial Statements.

The Director Corporate Services also thanked Katy for the audit and her presentation of the 2017/2018 Annual Financial Statements.

12. 2017/2018 Financial Statements, A1.6

The 2017/2018 Financial Statements have been completed and audited with the reports sent to the Division of Local Government. A copy of the audit report has been forwarded separately for Councillors information with a copy of the Annual Statements being tabled at the meeting.

Section 418 of the Local Government Act (1993) requires that as soon as practical after Council receives a copy of the audit report it must fix a date for the meeting at which it proposes to present its audited financial reports together with the audit report to the public. Furthermore, Council must give notice of the date fixed. The Financial Statements have been advertised in the Grenfell Record with the date of the presentation to the public being 15 November 2018.

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

RECOMMENDATION: that Council formally adopt the Auditors Report and present the 2017/2018 Financial Statements to the public.

242 **RESOLVED:** Cr Diprose and Cr Bembrick that Council formally adopt the Auditors Report and present the 2017/2018 Financial Statements to the public.

LACHLAN GIBSON
DIRECTOR CORPORATE SERVICES

243 **RESOLVED:** Cr Brown and Cr Best that except where otherwise dealt with the Director Corporate Services’ report be adopted.

CLOSURE: There being no further business the meeting closed at 10:39am.

Taken as read and confirmed as a true record this day 20 December 2018.

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