

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 22 October 2019 at 4.00pm.**

Agenda

- (1) Submission of Questions for Next Meeting
- (2) National Anthem
- (3) Prayer
- (4) Acknowledgement of Traditional Owners:
"I acknowledge the traditional custodians of the land on which we live, work and play. I pay my respects to our Elders past and present and thank them for the contribution they have made, and continue to make, in the cultural identity of our nation."
- (5) Apologies
- (6) Declarations of Interest:

At this juncture, Councillors should indicate any items in which they have an interest and therefore will not be participating in discussion or voting.

- (7) Confirmation of Minutes:
 - Ordinary meeting held on 17 September 2019 (circulated previously)
 - Extraordinary meeting held on 30 September 2019 (circulated previously)

- (8) Listing of matters to be considered in Closed Council

The following matters are listed to be considered in Closed Council in line with the confidentiality policy of Council and Clause 10A (2) of the Local Government Act, 1993, relating to:

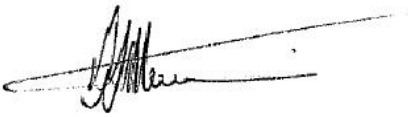
- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) 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 the 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 grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.

2.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Tenders – Specialist Disability Accommodation (d)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence

A handwritten signature in black ink, appearing to read 'David Neeves', with a long horizontal flourish extending to the right.

David Neeves
General Manager

Procedural Motion – to exclude Press and Public

“That by reason of the confidential nature of the matters to be considered in line with the confidentiality policy of Council and Clause 10(2) of the Local Government Act, 1993, relating to financial matters, staff matters, industrial matters, acceptance of tenders, personal affairs of private individuals, possible or pending litigation and such other matters considered appropriate – the Press and Public be excluded from the Meeting.

MAYORAL MINUTE - 13/19
CONFERENCE ATTENDANCE

SUMMARY

To seek Council's endorsement for me to attend two conferences.

.....

As Mayor, I would like to attend the following two conferences with the Economic Development Manager:

- **Permanent Way Institute Annual Convention** to be held in Bathurst from 31 October to 1 November 2019. The Permanent Way Institute is the peak body of rail industries and, as Council is a member, there is no cost to attend.
- **AusRail Plus Conference** to be held in Sydney from 3-5 December 2019. This conference is the largest rail event in Australia and is held bi-annually. Both the Economic Development Manager and I attended the conference in Brisbane two years ago and found it beneficial. I believe this conference presents an avenue to engage with the industry and continue to discuss the opportunities that exist with both the construction and operation of the inland rail. Cost of the conference is \$1200 plus accommodation and travel.

Principal Activity

Economic Development

Policy Implications

Nil

Budget Implications

- Cost of accommodation in Bathurst for one night (PWI)
- \$1,200 plus accommodation and travel for AusRail Plus Conference
- Both attendances can be funded from the Councillor Expenses budget

Delivery Program Actions

5.1.5.2

Proactively pursue industries/ businesses associated with the Inland Rail Project.

RECOMMENDATION

That the attendance of the Mayor at the Permanent Way Institute Annual Convention and Ausrail Plus be endorsed.

D Batten
Mayor

MAYORAL MINUTE - 14/19
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities during the preceding month.

.....

19/9/19	Meeting to discuss design of Specialist Disability Accommodation
19/9/19	NAIDOC celebrations, CHC
20/9/19	Joint Organisation meeting with the Hon Shelly Hancock, Minister for Local Government, Sydney
23/9/19	Castlereagh Macquarie County Council meeting, Coonabarabran
25/9/19	Business case announcement, Inland Rail, by Mark Coulton (Gilgandra to Coonamble line upgrade and connectivity at Curban), Narrabri
26/9/19	Interagency meeting
26/9/19	Extraordinary Disability Services meeting
30/9/19	Joint Organisation meeting, Narromine
30/9/19	Extraordinary Council meeting and workshop
2/10/19	Regional Development Australia workshop, Narromine
3/10/19	Centre for Volunteering Awards, Dubbo (Cr Naden)
4/10/19	RDA Migration round table, Dubbo
11/10/10	Inland rail business case overview by DIRT, Narromine
14-16/10/19	LGNSW Conference, Sydney
17/10/19	Drought initiatives, Coonamble
22/10/19	Council Meeting

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 22 OCTOBER 2019

RECOMMENDATION

That the report be noted.

D Batten
Mayor

SUBMISSION TO SENATE INQUIRY – INLAND RAIL

SUMMARY

To outline the information to be included in a submission to the Senate Rural and Regional Affairs and Transport References Committee inquiry into the Management of the Inland Rail project by the Australian Rail Track Corporation and the Commonwealth Government.

.....

On 17 September 2019, the Senate moved that the following matter be referred to the Rural and Regional Affairs and Transport References Committee for inquiry and report by 30 September 2020.

“The management of the Inland Rail project by the Australian Rail Track Corporation and the Commonwealth Government, with particular reference to:

- a. financial arrangements of the project*
- b. route planning and selection processes*
- c. connections with other freight infrastructure, including ports and intermodal hubs*
- d. engagement on route alignment, procurement and employment*
- e. urban and regional economic development opportunities*
- f. collaboration between governments*
- g. interaction with National Freight and Supply Chain Strategy; and*
- h. any other related matters”*

Written submissions close on **8 November 2019**.

Councillors and the community can track the Inquiry and find further information at:

https://www.aph.gov.au/Parliamentary_Business/Committees/Senate/Rural_and_Regional_Affairs_and_Transport/InlandRail

In considering the preparation and lodgement of a written submission to this inquiry, Council should note the substantial amount of correspondence that has taken place over nearly two years between Council, ARTC and the Federal Government. This is publicly available on Council’s website.

It is proposed that a submission will incorporate existing correspondence to date, along with a summary and update following the terms of reference as a guide.

Council should also consider the scenario where the committee may request Council to attend a public hearing of the Committee. It is recommended that the Mayor and GM would be the authorised delegates to represent Council if required.

Any members of the community are welcome to make submissions to the Senate Inquiry. It is suggested that Council's submission remain focused on those issues which have been formally dealt with by Council and those issues Council has information to substantiate should further questioning arise.

Individual landholders with related issues should be encouraged to make a submission directly to the committee for their consideration.

The Council submission will be publicly available on Council's website and via the Senate Committee's Inquiry page.

<u>Principal Activity</u>	Representation and Collaboration
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	8.1.3.1 Monitor issues such as law and order, education and health that impact on the Gilgandra community

RECOMMENDATION

1. That Council make a written submission to the Senate Rural and Regional Affairs and Transport References Committee inquiry into the Management of the Inland Rail project by the Australian Rail Track Corporation and the Commonwealth Government.
2. That the Mayor and General Manager be endorsed as Council's representative should Gilgandra Shire Council be invited or requested to appear at a hearing of the Senate Rural and Regional Affairs and Transport References Committee.

David Neeves
General Manager

ANNUAL FINANCIAL STATEMENTS – YEAR ENDING 30 JUNE 2019

SUMMARY

To advise completion of the audit of the Annual Financial Statements for the year ended 30 June 2019 and seek endorsement to lodge Statements with the Office of Local Government and place on public exhibition.

.....

Under the provisions of the Local Government Act (1993), annual financial statements are required to be completed within four months of the end of the year and lodged with the Office of Local Government.

Section 413 (2) (c) of the Local Government Act (1993) provides as follows:

- 413.2 *A Council's financial reports must include:*
- (a)
 - (b)
 - (c) *a statement in the approved form by the Council as to its opinion on the general purpose financial report and any such special schedules".*

In regard to the requirements of the above Section 413 (2) (c), it is advised that Clause 22 of the Local Government (Financial Management) Regulation 1993 provides as follows:

- 22 (1) *The statement required by Section 413 (2) (c) of the Act must:*
- (a) *be made by resolution of the Council; and*
 - (b) *be signed by:*
 - *the Mayor; and*
 - *at least one other member of the Council; and*
 - *the responsible accounting officer; and*
 - *the General Manager (if not the responsible accounting officer).*
- (2) *The financial statement must indicate:*
- (a) *whether or not the Council's annual Financial Reports have been drawn up in accordance with:*
 - *the Act and the regulations; and*
 - *the Statements of Accounting Concepts; and*
 - *the Local Government Code of Accounting Practice and Financial Reporting; and*
 - *the Australian Accounting Standards; and*

- (b) *whether or not those reports present fairly the Council's financial position and operating result for the year; and*
 - (c) *whether or not those reports accord with the Council's accounting and other records; and*
 - (d) *whether or not the signatories know of anything that would make those reports false or misleading in any way, and include such information and explanations as will prevent those reports from being misleading because of any qualification that is included in the statement.*
- (3) *The Council must ensure that the Statement is attached to the relevant annual Financial Reports.*

The statement required by Section 413 (2) (c) is attached to the financial statements and it will be necessary for Council to resolve to make the statement and designate one other member of the Council to sign the statement.

The financial statements have been prepared using all due care and diligence in order to comply with the requirements of, in particular, AAS27 (Financial Reporting by Local Governments) and the Local Government Code of Accounting Practice and Financial Reporting issued by the Office of Local Government.

Section 418 of the Local Government Act (1993) provides for the following:

- (1) *As soon as practicable after a council receives a copy of the auditor's reports:*
 - (a) *it must fix a date for the meeting at which it proposes to present its audited financial reports, together with the auditor's reports, to the public, and*
 - (b) *it must give public notice of the date so fixed.*
 - (2) *The date fixed for the meeting must be at least 7 days after the date on which the notice is given, but not more than 5 weeks after the auditor's reports are given to the council.*
 - (3) *The public notice must include:*
 - (a) *a statement that the business of the meeting will include the presentation of the audited financial reports and the auditor's reports, and*
 - (b) *a summary, in the approved form, of the financial reports, and*
 - (c) *a statement to the effect that any person may, in accordance with section 420, make submissions (within the time provided by that section and specified in the statement) to the council with respect to the council's audited financial reports or with respect to the auditor's reports.*
-

- (4) *Copies of the council's audited financial reports, together with the auditor's reports, must be kept available at the office of the council for inspection by members of the public on and from the date on which public notice of the holding of the meeting is given and until the day after the meeting (or any postponement of the meeting).*

The Audit Office of NSW has been advised that the Council meeting to be held on 19 November 2019 is the preferred date to publically present the annual financial statements.

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Plan Actions</u>	3.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

RECOMMENDATION

1. That the financial Statements be approved by the Council for lodgement with the Office of Local Government.
2. That the Council make the statement as required by Section 413 (2) (c) of the Local Government Act (1993) in the form as attached to the Financial Statements.
3. That the Deputy Mayor be designated as the other member of the Council to make the statement.
4. That the Council fix the date for the meeting as being 19 November 2019 to present the audited financial statements, together with the auditor's reports, to the public, and give public notice of the date so fixed.

N J Alchin
Director Corporate & Business Services

WATER RESTRICTIONS

SUMMARY

To recommend that Council implement Level 1 water restrictions.

.....

It is well publicised that parts of Australia are experiencing severe drought. This includes the central west of NSW, where most towns have implemented some form of water restrictions. To date, these measures have not been necessary in Gilgandra as there was no operational need to curtail consumption.

Gilgandra's water is supplied by six bores, which are used in rotation in order to 'rest' pumps and manage the drawdown in the aquifers. During the peak period of heat of last summer the bore field was producing between 4-4.5ML per day and the water treatment plant was operating at its maximum capacity in order to keep up with demand. At the moment, one of Council's primary supply bores (bore 6) is offline due to the poor condition of the casing. This bore will be replaced with a new bore, however this is unlikely to be installed in time for the warmer months.

With the introduction of Level 1 restrictions the aim would be to maintain water consumption to less than 3.5ML per day, particularly as the weather warms up.

For the summer months, Level 1 restrictions for **residential premises** entails:

ACTIVITY	LEVEL 1 LOW
Daily target per person per day	260 Litres
Watering of Lawns*	Watering systems, microsprays, drip systems, soaker hoses, non fixed sprinklers, hand held hoses only. Summer Time: between 6pm and 9am only daily.
Watering of Residential Gardens*	Watering systems, microsprays, drip systems, soaker hoses, non fixed sprinklers, hand held hoses only. Summer Time: between 6pm and 9am only daily
Topping up, filling garden water features	PERMITTED
Irrigation of new turf	Permitted for one week after laying after which level 1 restriction on watering lawns applies
Washing down walls or paved surfaces	NOT PERMITTED
Topping up private swimming pools/spas	PERMITTED
First fill of private swimming pools	PERMITTED
Washing cars at home	Permitted with bucket and rinse with trigger hose on lawn.
Baths, showers	PERMITTED
Washing of clothes	PERMITTED
Use of evaporative air conditioners	PERMITTED
Inflatable /temporary children's pools	PERMITTED

An overview of permitted Level 1 Water Use for **non-residential premises** includes:

- Watering of lawns permitted between 6pm – 9am using watering systems, microsprays, soaker hoses, non-fixed sprinklers, hand held hoses only
- Watering of residential gardens permitted between 6pm - 9am using watering systems, microsprays, drip systems, soaker hoses, non-fixed sprinklers, hand held hoses only

The full description of the various levels of water restrictions and associated treatments is provided as a separate attachment.

These restrictions levels are those adopted by the Orana Water Utilities Alliance and are consistent across the region.

The need for water saving is not limited to Gilgandra. The village of Tooraweenah comprises a population of approx. 240 residents who are serviced by a non-potable water supply from a well and a bore. The well ran dry around the middle of 2018 and the village is now entirely reliant on the bore. The bore yield is about 1.2-1.3 litres/second which is pumped to reservoirs that can store up to 380 kilolitres. Current consumption of the village ranges between 300-600 kilolitres per week.

The bore is now the sole source of water for the village and is considered to be critical infrastructure. As supply and demand are so closely matched, the community is at risk of a water shortage if this balance is affected by environmental conditions or other factors such as power outages. This occurred on two occasions last summer when Council carted water (132 kilolitres total) to Tooraweenah in order to supplement the bore supply and maintain adequate water levels in the storage.

Council may impose water restrictions in accordance with s137 of the *Local Government (General) Regulation 2005* by publishing a notice in a newspaper circulating in the area. The penalty for not complying with water restrictions carries a fine of \$220 in accordance with Schedule 12 of the Regulation. This provision does not extend to privately owned bores.

Based on the above, it is recommended that Council implement Level 1 water restrictions across the LGA until further notice and commence the notification process to residents.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil. Water restrictions consistent with OWUA regional guidelines.
<u>Budget Implications</u>	If consumption falls to target usage there will be corresponding fall in the water business income. This is difficult to predict but expected to be in the order of 20%.
<u>Delivery Program Actions</u>	6.1.2.4 Provide a potable town water supply for Gilgandra that meets Australian Drinking Water standards.

RECOMMENDATION

That Council implement Level 1 water restrictions from 1 November 2019 until further notice.

Daryl Colwell
Director Infrastructure

NEW POLICY - DRINKING WATER QUALITY

SUMMARY

To present a Drinking Water Quality Policy for adoption.

.....

A workshop with Councillors was held on 30 September regarding the Drinking Water Management System (DWMS) for Gilgandra. At the workshop, several reasons for formalising a DWMS were presented which included Council's obligations in accordance with NSW legislation and current best practice.

Part 5 of the *Public Health Regulation 2012* stipulates that a supplier of drinking water must have a quality assurance program. The Regulation details that the program must identify potential health risks, have a process to control those risks and document both of these stages.

Additionally, the NSW Best Practice Management of Water Supply and Sewerage Framework calls for the development of a DWMS. The DWMS, as presented, addresses both of these requirements.

However, the Regulation has an additional condition for public water utilities that supply drinking water. These utilities must demonstrate:

'a commitment by the supplier to drinking water quality management and a description of how that commitment is communicated to staff and included in planning and policy documents.'

Therefore, a draft Drinking Water Quality Policy has been formulated and is presented to Council for adoption. The document is provided as an attachment.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	New policy
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	6.1.2.4 Provide a potable town water supply for Gilgandra that meets Australian Drinking Water standards.

RECOMMENDATION

That the Drinking Water Management Policy be adopted.

Daryl Colwell
Director Infrastructure

ROAD MAINTENANCE CONTRACTS FOR COUNCILS

SUMMARY

To provide an overview of changes to the RMS Road Maintenance Contracts for Councils.

.....

In late August, the Roads and Maritime Services (RMS) wrote to Council in relation to the Road Maintenance Contract for Councils (RMCC) advising of proposed changes to the current arrangement. The RMS advises that these changes are necessary to keep in line with legislation, current demands and to allow efficiencies in order to reduce administration and overhead costs. The current contract is ten years old and in order for the changes to be effected, the old contract will need to be terminated with a new contract established. The current RMCC will end on 29 February 2020 with the new contract to take effect 1 March 2020. The proposed changes include:

1. Prequalification requirement at R2 level to carry out ordered works;
2. Initial term of contract: from commencement date to 30 June 2022;
3. Extension of contract: provision to extend the contract up to 2yrs;
4. Sub-contracting: Council's responsibility prior to engaging sub-contractors has been included;
5. Payment for routine services: generally payment is to be made quarterly on completion of works;
6. Law, guidelines and government requirements: updated for currency.

It is requested that Council respond the proposed changes by 8 November 2019 with the intention to execute the new contract by 30 November 2019. The contract documents, as amended, have been thoroughly reviewed and it is recommended that Council proceed to enter into the new arrangement.

However, it is timely that Council has also received correspondence from Warren Shire Council advising that it has sought support from the RMS to dissolve the Cluster Agreement on the grounds that it has exceeded its beneficial gains. The Cluster Agreement was a Memorandum of Understanding between Warren Shire Council and Gilgandra Shire Council whereby resources were shared for the purpose of the RMCC works on State Highways. This involved employment of a Contracts Engineer and associated costs with the main role of that position being the administration of ordered works. These costs were roughly proportioned 59% GSC and 41% WSC.

At the time of the MOU's commencement the agreement was quite feasible, however the amount of ordered works has diminished over time. For instance, the RMCC generated just over \$6M for the Cluster in 2016/17 but by last financial year this had dropped to around \$2M. RMS representatives have indicated that there is little prospect of the amount of work returning to previous levels in the medium term. If this continues it is unlikely that the shared resources will be fully utilised for the RMCC and could be re-deployed for sole purposes of Gilgandra Shire Council. It is therefore recommended that Council concur with Warren Shire Council's position and request that the RMS support the separation of the parties.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Shared resources to be re-deployed for GSC purposes
<u>Delivery Program Actions</u>	4.3.1.1 Maintain RMS contractor classification to allow Council to service contract work on State Highways.

RECOMMENDATION

1. That Council respond to the RMS indicating the intention to enter into the new RMCC agreement.
2. That Council request the RMS support the dissolution of the Cluster Agreement by executing separate agreements for each of the Councils.
3. That the General Manager be authorised to sign and Seal the Road Maintenance Contract for Councils that commences March 2020.

Daryl Colwell
Director Infrastructure

HERITAGE FUNDING APPROVALS

SUMMARY

To advise of recommended funding for 2019/20 under the Gilgandra Shire Local Heritage Fund.

.....

Following the adoption of Council's budget each year, Council writes to the owners of Heritage items listed in the *Gilgandra Local Environmental Plan 2011* and also places an advertisement in *The Gilgandra Weekly* inviting interested residents to apply for a grant from Council's Local Heritage Fund. These grants are to assist with conservation and restoration work of heritage items.

Funding for the 2019/2020 Local Heritage Projects has changed. The Office of Environment and Heritage will provide a lump sum of \$5,500 contribution towards Heritage projects with no matching co contributions required from Council as per previous grant formulas– this is stipulated in the funding agreement.

Council received seven applications for 2019/20 Local Heritage Funding with six projects deemed successful and one unsuccessful.

The projects recommended for approval are as follows:

Property/Applicant	Works	Project Cost	Request	Recommended
St Ambrose Church	Structural Engineering report	\$3,327.50	\$1663.75	\$2,000
Gilgandra Museum & Historical Society	Roof repairs	\$3,190	\$1,595	\$2,000
Laurie & Sandy McGrath "Chinnock"	Repainting of roof	\$3,000	\$1,500	\$1,500
Simon Fong "Dragon & Pheonix"	Repairs to box gutter	\$860.40	\$430.20	\$430.20
Peter Lummis	Painting western wall	\$2,320	\$1,320	\$1,000
Armatree CWA	Replace existing front fence	\$3,300	\$1,650	\$2000
		\$23,977.90	\$8,158.95	\$8,930.20

Council's contribution would therefore be \$3,430.20.

The three projects which received more funds than requested are local community groups. Therefore, it was decided to allocate them the maximum amount of \$2,000 to assist with the upkeep and maintenance of their buildings for future community use.

Local Heritage Advisor, Tanya Cullen advised that the application not recommended for funding was to replace the floorboards in part of a dwelling which is not a heritage listed item and is not in the Heritage Conservation Area.

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Expenditure is within the established budget for the Local Heritage Fund
<u>Delivery Program Actions</u>	3.1.2.2 Develop heritage initiatives that provide support and financial assistance to property owners

RECOMMENDATION

1. That the six recommended projects be approved for Council heritage funding.
2. That the applicant of the unsuccessful project be notified in writing accordingly.

Lindsay Mathieson
Director Planning & Environment

COMMUNITY PARTICIPATION PLAN

SUMMARY

To present the Draft Community Participation Plan for adoption.

.....

As reported to Council's August meeting, all Councils are required to create a Community Participation Plan (CPP) under the *Environmental Planning & Assessment Act*.

The Draft Plan was endorsed by Council and placed on public exhibition for a period of 28 days until Friday 27 September seeking public input. No submissions were received during this period.

Principal Activity	Strategic Leadership
Policy Implications	Nil
Budget Implications	Nil
Delivery Program Actions	4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That the Draft Community Participation Plan be adopted.

Lindsay Mathieson
Director Planning & Environment

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

To present the following minutes of Committee meetings for consideration and adoption.

.....

<u>Disability Services Committee</u>	13 August 2019
<u>Disability Services Committee (extraordinary)</u>	26 September 2019

<u>Principal Activity</u>	Community Engagement
---------------------------	----------------------

<u>Policy Implications</u>	Nil
----------------------------	-----

<u>Budget Implications</u>	Nil
----------------------------	-----

<u>Delivery Program Actions</u>	2.1.1.1 Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered
	2.1.1.4 Recognise the importance of and encourage community members on to Council committees

DISABILITY SERVICES COMMITTEE

13 August 2019

PRESENT

Cr D Batten (Chair)
Mr P Mann (Community Representative)
Mr W Bartlett (Client Representative)
Mr G McAnally-Elwin (Acting Director Community Services)
Mr M Hodge (Carlinda Operations Manager)
Ms T Stevenson (Community Representative)
Cr G Johnson
Cr D Naden

IN ATTENDANCE

Nil

Proceedings of the meeting commenced at 4.05pm.

APOLOGIES

Cr S Baker
Mrs J Lummis (Manager Orana Living)
Ms Kylie Gibson (Carlinda)
Mr D Irving (Orana Living Representative)
Ms L Townsend (Community Representative)

COMMITTEE'S RECOMMENDATION 14/19	Cr Johnson/T Stevenson
That the apologies be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 15/19	P Mann/T Stevenson
That the minutes of the meeting held on 23 April 2019 be confirmed.	

BUSINESS ARISING

Proceedings in Brief

Mr Mann asked about recruitment and he was advised by Mr McAnally-Elwin that an amount of \$100,000 is included as a transfer to reserves in this budget review to explore options with regards to the recruitment of additional staff.

Mr Mann asked about the current situation with recycling. Mr Hodge advised that there is still a market for some recycling products. He also advised that he will make contact with a business from Bathurst that is servicing Gilgandra for Return and Earn product.

QUARTERLY BUDGET REVIEW JUNE 2019

SUMMARY

To present the quarterly budget review for June 2019 and associated commentary.

COMMITTEE'S RECOMMENDATION 16/19	P Mann/W Bartlett
That the 2018/19 June budget review reports be noted.	

COMMITTEE'S RECOMMENDATION 17/19	T Stevenson/Cr Johnson
That an additional \$300,000 from the Orana Living result be transferred to a reserve to be used for the construction costs of the SDA build in Waugan Street if required.	

REPORTS

CLIENT REPRESENTATIVE'S REPORT

COMMITTEE'S RECOMMENDATION 18/19	T Stevenson/Cr Johnson
That the report be noted	

DISABILITY SERVICES INTEGRATED PLANNING & REPORTING 2019

SUMMARY

To present the Integrated Planning and Reporting for Disability Services.

COMMITTEE'S RECOMMENDATION 19/19	T Stevenson/Cr Naden
That the report be noted.	

Proceedings in Brief

- It was suggested that the Committee look at progressing the tree nursery proposal at Carlginda and include funding options on the agenda for the next meeting.
- It was noted that Mayor Batten and Acting Director Community Services, with support from Mrs Lummis, will document the NDIS process to date for a new supported employee at Carlginda and others with a view to make delegations to the Federal member.

GENERAL BUSINESS

Return and Earn Scheme

Mr McAnally-Elwin advised the possible withdrawal of Council from the Return and Earn scheme due to onerous participation requirements. Advised that a report will be tabled at the next meeting.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.53PM.

Cr D Batten
Chairman

DISABILITY SERVICES

26 September 2019 (Extraordinary)

PRESENT

Cr D Batten (Chair)
Cr D Naden
Cr S Baker
Ms T Stevenson (Community Representative)
Ms L Townsend (Community Representative)

IN ATTENDANCE

Mr D Neeves (General Manager)
Mr G McAnally-Elwin (Acting Director Community Services)
Mrs J Lummis (Manager Orana Living)
Mr B Irvin (Projects Manager)
Mr S Oehm (Consultant)

Proceedings of the extraordinary meeting to discuss the specialist disability accommodation project commenced at 4.00pm.

APOLOGIES

Cr G Johnson
Mr P Mann (Community Representative)

COMMITTEE'S RECOMMENDATION 20/19	T Stevenson/L Townsend
That the apologies be accepted.	

ABSENT

Mrs G Easman

DECLARATIONS OF INTEREST

Nil

REPORT

SDA HOUSING PROJECT

SUMMARY

To provide information on the proposed layout and look of the SDA housing project at 61 Waugan Street and to seek confirmation of the plans presented.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 22 OCTOBER 2019

COMMITTEE'S RECOMMENDATION 21/19	L Townsend/Cr Baker
That the actions taken to date be confirmed	

Proceedings in Brief

The Mayor asked Committee members to suggest suitable names for the new SDA accommodation project for consideration at the next meeting.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.50PM.

Cr D Batten
Chairman

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

<u>Consultative Committee</u>	2 October 2019
<u>Interagency</u>	26 September 2019
<u>Local Licensees</u>	17 September 2019

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

4.1.2.3

Develop, implement and continually monitor a good governance plan

CONSULTATIVE COMMITTEE

2 October 2019

PRESENT

Mr G McAnally-Elwin, Indoor Staff Representative (Chair)
Mr N Alchin, Management Representative
Mr C Marchant, USU Outdoor Staff Representative
Mr J Ritchie, USU Outdoor Staff Representative
Ms K Fisher, Indoor Staff Representative
Mr L Mathieson, Management Representative
Mr M McLaughlin, USU Staff Representative
Mr D Neeves, General Manager
Mrs A Wieland, USU Carlinda Staff Representative
Mrs M Welsh, HR Manager

Proceedings of the meeting commenced at 9.30am

IN ATTENDANCE

Mr J McKinnon, USU Union Organiser North West

APOLOGIES

Nil

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

It was noted that Daryl Colwell was in attendance at the meeting and that Jenni Eason was the HR Representative, not the Indoor Staff Representative as listed.

COMMITTEE'S RECOMMENDATION – 4/19	M McLaughlin/K Fisher
That the Minutes of the meeting held 2 July 2019 be confirmed as a true and correct record, noting the above corrections.	

BUSINESS ARISING

- It was noted that there was no meeting held on 3 September 2018 as planned.
-

- Melissa Welsh provided an update on consultative training, advising that a quotation has been obtained from LGNSW and it is planned to offer the training to other councils to lessen the cost.

REPORTS

ORGANISATION REVIEW

SUMMARY

To provide information on the new organisational structure presented to and for consultation with staff.

Proceedings in Brief

- Members of the committee requested additional time to read the information provided in the agenda. It was determined that the committee would adjourn and reconvene at 12 noon.
- The meeting reconvened at 10.54am at the request of the Committee.

COMMITTEE'S RECOMMENDATION – 5/19	M McLaughlin/J Ritchie
That the report be noted.	

NEW POSITIONS – POSITION DESCRIPTIONS

SUMMARY

To present the position description for the new positions created as part of the new organisation structure.

COMMITTEE'S RECOMMENDATION – 6/19	M McLaughlin/A Wieland
That the position descriptions, as presented, be noted	

REVISED POSITIONS

SUMMARY

To advise the positions reviewed as part of the new proposed organisation structure.

COMMITTEE'S RECOMMENDATION – 7/19	M McLaughlin/C Marchant
That the report be noted.	

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on the following issues.

COMMITTEE'S RECOMMENDATION – 8/19	N Alchin/K Fisher
That the information presented be noted.	

TRAINING REPORT

COMMITTEE'S RECOMMENDATION – 9/19	N Alchin/K Fisher
That the report be noted.	

GENERAL BUSINESS

Advertising

The General Manager advised that recruitment will commence this week. At the same time, other vacant positions will also be advertised.

Water & Sewer Operator

Mick McLaughlin queried whether Council would consider a labourer in the Water & Sewer operations if a trained operator cannot be sourced. The General Manager advised that a trained operator would be preferred however, if necessary, other options would be considered including another trainee.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.00AM.

G McAnally-Elwin
Chairman

INTERAGENCY

26 September 2019

PRESENT

Gilgandra Shire Council – Cr Doug Batten (Chair)
Aboriginal Affairs – Katherine Milgate
Barnardos – Maria Hanks
Gilgandra High School – Neal Reed
Gilgandra Land Council – Sheila Johnson
Gilgandra Preschool – Jo Buckland, Kristy Hyndes
Gilgandra Shire Council – Guy McAnally-Elwin
Gilgandra Youth Services – Monica Mudford
Jack Towney Hostel – Del Gordon
St Joseph’s School – Dominica Banks
Western NSW Community Legal Centre – Patrick O’Callaghan

Proceedings of the meeting commenced at 12.05pm

APOLOGIES

Aboriginal Affairs - Justin Toomey-White
Anglican Church – Grahame Yager
Barnardos – Gina Johnson
Creative Community Concepts – Vickie Everingham
Gilgandra Community Care – Maree Smith
Gilgandra Public School – Patricia Howard
Gilgandra Shire Library – Liz McCutcheon
Gilgandra Youth Services – Greg Winter
NSW Health – Tracy Cooper, Erin Blanch
Orana Living – Janelle Lummis
RFDS – Leyna Howard
St Vincent de Paul – Neil Rabbett
Sureway – Sheralee Player
WACHS – Jinnaya Tyson and Bec Lee

COMMITTEE’S RECOMMENDATION 9/19	S Johnson/M Mudford
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE’S RECOMMENDATION 10/19	D Gordon/J Buckland
That the proceedings of the previous Interagency meeting held on 25 July 2019 be confirmed.	

BUSINESS ARISING

NAIDOC (LALC) DAY – Saturday, 21 September

It was noted that this day didn't go ahead as planned due to the weather but will be held later in the year.

SERVICE UPDATES

Gilgandra High School

Neal Reed gave an update via powerpoint presentation on the Wellness Centre

Gilgandra Preschool

Extensions to building are on schedule and will be ready for 2020. Enrolments open now; transitions to school

Jack Towney Hostel

Homecare packages; NAIDOC

Barnardos

NAIDOC programs run; playgroup numbers increasing; taking referrals

Western NSW Community Legal Centre

Description of service provided. Focus on victims, not criminal service. Financial advocates; DV service; liaise with police; free service; in Gilgandra monthly

Gilgandra Youth Service

Helen Naef has resigned; homelessness awareness BBP ion Plaza; blanket appeal with St Vincent de Paul; school holiday program advertised; trip to Lightning Ridge planned; financial support increasing; social futures using premises; active kids

St Joseph's School

Business as usual; enrolments open

Gilgandra Local Aboriginal Land Council

NAIDOC in a month's time at office; elections held; 10 board members (increase from 7); election next week for Chair and Deputy Chair; surplus gear and equipment to be sold; 72 Warren Road to be sold

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 22 OCTOBER 2019

Aboriginal Affairs

Now Department Premier & Cabinet; Closing the Gap 22 October, Consultation in Dubbo, Workshop for business 13 November in Dubbo; Driver licence training (Birrang); Birrang looking for Case Worker in Dubbo.

NEXT MEETING

Thursday, 28 November 2019 – 12 noon

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12.40PM.

G Johnson
Chair

LOCAL LICENSEES

17 September 2019

PRESENT

A Walker (Chairman) – Armatree Hotel
B Luff – Royal Hotel
M Shipway – Railway Hotel
K Barwick – Railway Hotel
A Jenkin – Mountain View Hotel
Sgt N Campbell – Gilgandra Police
G McAnally-Elwin – Acting Director Community Services

IN ATTENDANCE

J Campbell – Administration Assistant

Proceedings of the meeting commenced at 9.03am.

APOLOGIES

L Zell - Tattersall's Hotel
J Jones – Gilgandra Services Club
S Border – Gilgandra Jockey Club

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

Mr Walker apologised for the lack of minutes and for February and brought the Committee up to date.

Mr Walker advised that he had applied for a \$15,00 grant for the Gilgandra Liquor Accord, which covered items such as public safety, RSA courses, funding a bus for race days.

It was noted that the Plan B initiative had gone stale, the Services Club only receiving 12 entries.

PCAs were at a good level over the Christmas period.

MOTION	N Campbell/ B Luff
That the minutes of the meeting held on 19 February 2019 be confirmed. Carried.	

BUSINESS ARISING

Nil

GENERAL BUSINESS

Plan B

It was noted that Gilgandra has participated in the Plan B initiative over the last 5 years.

It was noted was that people's drinking habits had changed, Plan B is now Plan A.

Grant Application

Possibility of \$15,000 grant funding, can it be used to stimulate the public economy and venues?

If a courtesy bus was pursued it would have to cover Armatree and Tooraweenah areas as well as Gilgandra. The courtesy bus could be used for community events such as the Gilgandra Races, eg users could start at a local licensed venue and get picked up from there to go to the races then dropped off at another licensed venue afterwards. Could the bus could be used to promote community events?

Mr McAnally-Elwin to check with Mrs Brisbane on the progress of the grant application and, if successful, determine how to spend it.

RSA training for High School students would still be on the agenda.

Police Update

Sgt Campbell stated that behaviour at the recent grandfinal football game ran smoothly with Peter Hazelton having no issues. After the football the Sporties Club reported no issues and had security in place. The Police attended licensed premises with a drug dog with no issues.

Fail to Quit: Sgt Campbell said that there had been a few recently. An incident at the Railway hotel was handled well by staff but the police response was inadequate but has since been properly addressed.

Feedback: from the community is that Gilgandra Liquor Accord is getting stale and not as effective as it could be. Sgt Campbell also asked that the accord's email addresses be checked to ensure that all are up to date.

Mr Walker will talk to the Accord unit for clarification on the guidelines and seek direction on the role of the Liquor Accord.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 22 OCTOBER 2019

It was noted that the licensing sergeant never attends these meetings. Sgt Campbell said that Jason Russell would be prepared to attend. It was also noted that a representative from each of the licensed premises should represent on this Committee.

NEXT MEETING

The next meeting will be held on Tuesday, 26 November 2019 at 9.00am.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.38AM.

A Walker
Chairman

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 22 OCTOBER 2019

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

- Statement of Bank Balances (Local Government (Financial Management) Regulation No. 93) and Investment Balances
- Matters Outstanding from Previous Council Meetings
- Development Applications

Any questions which Councillors may have in relation to these reports and/or issues to be raised, should be brought forward at this time.

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

To present the following information relative to the above report headings:

.....

1. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of September 2019.
2. Certificate of Bank Reconciliation - Month of September 2019.
3. Details of investments as at 30 September 2019 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Aug-19	\$3,804,657.15
Plus: Receipts		\$3,284,516.46
Less: Payments		<u>\$4,270,371.08</u>
CASH BOOK BALANCE AS AT	30-Sep-19	<u>\$2,818,802.53</u>

STATEMENT BALANCE AS AT	31-Aug-19	\$3,741,313.07
Plus: Receipts		\$3,414,562.31
Less: Payments		<u>\$4,471,527.27</u>
STATEMENT BALANCE AS AT	30-Sep-19	<u>\$2,684,348.11</u>

Plus: Unpresented Receipts		\$149,684.82
Less: Unpresented Payments		<u>\$15,230.40</u>
RECONCILED BALANCE AS AT	30-Sep-19	<u>\$2,818,802.53</u>

Cashbook balance as at 30 September 2019:	\$2,818,802.53
Investments held as at 30 September 2019:	<u>\$22,542,352.26</u>
Total Cash & Investments Held as at 30 September 2019:	<u>\$25,361,154.79</u>

The bank balances in each of the funds as at 30 September 2019 are:

General Fund	\$8,974,310.46
Water Fund	\$2,768,030.58
Sewer Fund	\$1,514,827.45
Orana Living	\$4,040,949.63
Carlinda Enterprises	\$365,797.24
Cootee Villa Units	\$1,411,758.17
Cootee Lodge	\$5,213,914.14
Jack Towney Hostel	\$778,076.35
Trust Fund	\$293,490.77

Balance as per Total Cash & Investments Held: \$25,361,154.79

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 275 days @	2.80%	Due on 12-Dec-19	With AMP Bank
(b)	\$1,000,000.00	For 189 days @	2.00%	Due on 10-Mar-20	With AMP Bank
(c)	\$500,000.00	For 217 days @	2.75%	Due on 08-Nov-19	With AMP Bank
(d)	\$1,500,000.00	For 189 days @	2.55%	Due on 29-Nov-19	With AMP Bank
(e)	\$1,000,000.00	For 188 days @	2.20%	Due on 28-Jan-20	With AMP Bank
(f)	\$500,000.00	For 181 days @	1.90%	Due on 06-Jan-20	With Bankwest
(g)	\$1,000,000.00	For 153 days @	1.90%	Due on 26-Nov-19	With Bankwest
(h)	\$1,000,000.00	For 170 days @	1.90%	Due on 20-Dec-19	With Bankwest
(i)	\$500,000.00	For 182 days @	1.70%	Due on 03-Mar-20	With Bendigo
(j)	\$1,000,000.00	For 214 days @	2.40%	Due on 06-Dec-19	With Bendigo
(k)	\$1,000,000.00	For 275 days @	2.50%	Due on 04-Jan-20	With Bendigo
(l)	\$500,000.00	For 183 days @	2.45%	Due on 04-Oct-19	With Bendigo
(m)	\$500,000.00	For 183 days @	2.40%	Due on 11-Oct-19	With Bendigo
(n)	\$1,000,000.00	For 182 days @	1.75%	Due on 17-Mar-20	With Macquarie
(o)	\$1,000,000.00	For 217 days @	1.90%	Due on 13-Feb-20	With BoQ
(p)	\$500,000.00	For 184 days @	2.35%	Due on 06-Nov-19	With IMB
(q)	\$1,000,000.00	For 182 days @	1.45%	Due on 25-Mar-20	With IMB
(r)	\$1,000,000.00	For 184 days @	2.35%	Due on 20-Nov-19	With ME Bank
(s)	\$1,500,000.00	For 172 days @	2.00%	Due on 16-Dec-19	With ME Bank
(t)	\$500,000.00	For 182 days @	1.86%	Due on 27-Jan-20	With NAB
(u)	\$1,000,000.00	For 182 days @	1.65%	Due on 02-Mar-20	With NAB
(v)	\$1,000,000.00	For 210 days @	2.00%	Due on 28-Jan-20	With NAB
(w)	\$1,000,000.00	For 210 days @	1.83%	Due on 02-Mar-20	With NAB
(x)	\$1,000,000.00	For 272 days @	2.45%	Due on 20-Jan-20	With NAB
(y)	\$1,042,352.26		1.11%	At Call	With TCorp
Total Investments:					
					\$22,542,352.26

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

To provide an update in relation to matters previously resolved at Council Meetings requiring further action to be taken.

.....

<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>August 2014</u>		
233/14	Aero Park Shed Lease	Land has been cleared
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	All owners have now signed. With solicitors to finalise.
<u>September 2017</u>		
264/17	Mudfords Road	Still awaiting response from the Minister.
<u>March 2018</u>		
55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance following creation of a plan of management for the site.
<u>June 2018</u>		
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>February 2019</u>		
7/19	Possible land exchange	Offer made – awaiting response from interested party
9/19	Fire damaged dwelling	Awaiting legal advice
16/19	Ecotourism/Geotourism Accommodation project	To be further considered as time permits

May 2019

117/18 73/19	Rural Fire Service Zoning Agreement	Preliminary discussions with RFS
-----------------	-------------------------------------	----------------------------------

August 2019

161/19	Request for Recognition/Storyboard - Mr Len Stockings	Family advised of Council's support for this project
--------	--	--

163/19	Application for funding – Stronger Country Communities Round 3	Application submitted
--------	--	-----------------------

168/19	Draft Community Participation Plan	Report to this meeting
--------	------------------------------------	------------------------

169/19	NSW Outdoor Dining Policy	To be considered in conjunction with review of Street Trading policy March 2020
--------	---------------------------	---

September 2019

178/19	Gilgandra Industrial Estate	Report to future meeting
--------	-----------------------------	--------------------------

189/19	Tooraweenah CWA request	Council “in principle” support confirmed
--------	-------------------------	--

190/19	Gilgandra Garden Club – seat	Construction and installation of seat programmed
--------	------------------------------	--

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 22 OCTOBER 2019

PROGRESS ON QUESTIONS WITHOUT NOTICE

SUMMARY

To inform Council of appropriate action which has or will be taken in relation to Councillors' Questions Without Notice outstanding from previous meetings.

.....

September 2019

- | | |
|--|--------------------------|
| 1. Query from Aero Club re kangaroo-proof fencing and possible upgrade to taxi-way | Report to future meeting |
|--|--------------------------|

DEVELOPMENT APPLICATIONS

The following development application were approved during August 2019:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2019/310	09/09/2019	Randall Medd	Market stall	2-6 Miller Street	APPROVED	\$0.00
					September 2019	\$0.00
					TOTAL 2019	\$6,411,675.00

Report Run Date 14/10/2019

**Planning Developments - Mean & Median Report Processing Times
for the Month of SEPTEMBER**

SEPTEMBER 2019

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2019/310	4	0	4	4	0	4

Summary Statistics	
No of Applications	1
Total Actual Days	4.00
Mean Actual Days	4.00
Mean Stopped Days	0.00
Mean Total Days	4.00
Mean Work Days	4.00
Mean Work Stop Days	0.00
Mean Total Work Days	4.00
Median Actual Days	4.00

APPLICATIONS UNDER ASSESSMENT:

- IOR PETROLEUM (Proposed fuel depot)
- OSM Transportable Home- Tooraweenah
- Taylor Made Buildings- Transportable home Miller street

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

.....

Documents mentioned are available upon request for any interested Councillors.

1. **THE HON. SHELLEY HANCOCK MP, MINISTER FOR LOCAL GOVERNMENT**

In relation to Council's correspondence of 3 September 2019 regarding the NSW Government's commitment to fund 2019/20 increase in the Emergency Services Levy for all local councils, advising the government has listened to the concerns of Council and acted decisively to provide this important financial relief.

Further, that the Government will continue to consult with councils to better manage the impacts of the levy, especially on their annual budgeting cycles.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager

GILGANDRA ACTIVATION PLAN

SUMMARY

To consider steps to be taken in relation to Gilgandra Activation Planning and the associated community consultation process.

.....

Council recently engaged the services of Jo Kelly, Director of People Place and Partnership, to assist with planning the activation of Gilgandra's CBD and ensuring a co-ordinated approach to this and other major activation projects to be delivered by Council over the next 10 years.

Ms Kelly conducted workshops with Councillors and relevant staff with a view to developing a Gilgandra Activation Blueprint to guide Council into the future. The draft document is now complete (see separate enclosure) ready for presentation to Council and the local community.

One of the key elements relating to the CBD activation project is the community Hub. Council determined to purchase the building at 30-32 Miller Street, formerly housing Target, for this community space and the purchase has now been finalised.

Community consultation of the Draft Activation Blueprint is planned to commence immediately, with key actions and dates identified as follows:

Present Draft Activation Blueprint to Council	22 October 2019
Seek community feedback on Draft Activation Blueprint	23 October - 11 November 2019
Name the Hub space competition (working name is 'the Gil')	23 October - 11 November 2019
Promotion of Draft Activation Blueprint through various media and online channels	23 October - 11 November 2019
Community meetings in Hub space	11 - 12 November 2019
Consideration of community feedback & suggested names for Hub by Council (Workshop)	12 November 2019
Report to Council on results of community consultation, naming of space and adoption of Gilgandra Activation Blueprint	19 November 2019

It is suggested that a “name the space” competition for the community Hub is a positive way of engaging with the community and creating a sense of ownership and identity for this community space.

Jo Kelly will be in Gilgandra on Monday and Tuesday, 11 and 12 November to facilitate the community meetings, business breakfast and Council workshop.

Following on from the purchase of the Hub, an action plan has been developed for the “transition period” in which the space will offer opportunities for start-up retailers to test the waters, a place for artists to exhibit works, for small businesses to share co-working spaces with affordable facilities and support networks and for pop-up shops. The subsequent actions and dates are as follows:

Reveal Hub space to community (including sample pop-ups?)	11 November 2019
Promote “name the space” competition and draft plans/ideas in Hub shop front	23 October - 11 November 2019
“Transition period” spaces operational	December 2019
Shop Local promotion in Hub shop front	November - December 2019
Summer Solstice promotion in Hub shop front	December 2019 - January 2020
Hub “transition period” fully activated	February 2020

To achieve the ultimate goal of the project being a new Library and community Hub the following actions and timeline is proposed:

Concept plans and cost estimates	January 2020
Community Consultation	February – March 2020
Detailed plans and costing	June 2020
Relocation of successful ventures	By December 2020
Construction commenced	February 2021
Construction complete	August 2021
Library / Hub opened	October 2021

At this point no specific budget has been determined for the new Library/community Hub project, however, the following potential sources of funding (ex. GST) have been flagged:

Source	Grant \$	Council Contribution \$	Acquittal Date
Public Libraries Infrastructure Grant 2016/17	11,602*		31 December 2019
Public Libraries Infrastructure Grant 2017/18 Library extension-Multipurpose room	199,495*	9,000*	30 June 2020
Regional Cultural Fund grant - Library	466,903*	63,845*	31 December 2021
Council Budget		200,000	2019/20 Budget
SCCF Round 3	130,000		To be advised
Total	808,000	272,845	

*Subject to a variation request approval by the funding body for these grants.

In addition to the above, and as discussed during the Activation workshops, the community meeting/function space element of the Gilgandra Cultural Precinct Project would achieve a better outcome for the community as a component of the new Library/community Hub. If this element, funded by the Regional Cultural Fund, were able to be transferred between the two projects an additional budget of \$649k could be made available increasing the overall funds available (potentially) to \$1.73m.

<u>Principal Activity</u>	Sense of Place, Community Engagement, Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$1.73m potentially available from existing funding sources/budgets. Detailed cost estimates not available at this time.
<u>Delivery Program Actions</u>	1.3.8.1 Maintain existing community engagement with the Library by continuing to develop it as a community space where people can engage with collections, information services, technology and each other.

1.3.8.2

Provide free access to library services to meet the community's educational, recreational and cultural information needs, support community health and well-being and enable learning for all.

1.3.8.3

Plan and deliver customer focussed library services, reflecting community needs and expectations.

1.3.8.4

Develop relationships and partnerships between the library, other service providers and community groups.

2.1.1.1

Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered.

5.1.2.1

Provide support for existing business and facilitate opportunities for business development and growth

RECOMMENDATIONS

1. That Council note the completion of the draft Gilgandra Activation Blueprint and proceed with community consultation as outlined in the report.
2. That the action plan and timeline outlined for the Hub space "transition period" be noted
3. That the proposed timeline for the construction of the new Library/community Hub be confirmed
4. That the existing and potential budget allocations as outlined in the report be noted and that State Library and Create NSW be approached to discuss possible variations to funding agreements to match Council's plans in relation to a new Library/community Hub in place of the existing Library.
5. That Create NSW be approached to discuss a variation to the Gilgandra Cultural Precinct and Library Projects to allow the community meeting/function space to be constructed as part of the new Library/community Hub project

N J Alchin
Director Corporate Services
