

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Wednesday, 19 December 2018 at 4.00pm** with an address by the Auditor General's representative.

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 22 November 2018 (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:

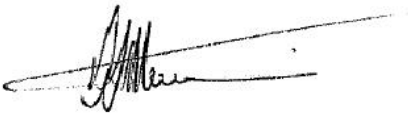
- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) 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
 - Potential industry (d)
 - Purchase of land (c)
 - Staff leave (a)
- 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 stroke 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.

DECEMBER 2018 INDEX

Mayor

- | | |
|------------------------|---|
| 1. Mayoral Commitments | 4 |
|------------------------|---|

General Manager

- | | |
|---|----------|
| 1. Potential Industry | <u>1</u> |
| 2. Staff Leave | <u>5</u> |
| 3. ALGA Motions | 6 |
| 4. Vacation Care | 8 |
| 5. Narromine to Narrabri Community Consultative Committee | 10 |
| 6. January meeting | 12 |

Director Corporate Services

- | | |
|---|----------|
| 1. Proposed purchase of land for NSW Rural Fire Service | <u>4</u> |
| 2. Safety Improvement Program | 13 |
| 3. Branding | 15 |
| 4. Tooraweenah CWA request | 21 |

Director Infrastructure

- | | |
|------------------------------------|----|
| 1. Tender Hire of Trucks and Plant | 23 |
|------------------------------------|----|

Director Environment & Planning

- | | |
|-----------------------------|----|
| 1. Variation to DCP | 25 |
| 2. Container Deposit Scheme | 28 |
| 4. Waste Matters | 32 |

Standard Reports

- | | |
|--------------------|----|
| • All Minutes | 36 |
| • Notation Reports | 53 |

MAYORAL MINUTE - 15/18
MAYORAL COMMITMENTS

SUMMARY

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

.....

26/11/18	Interviews for Director Infrastructure
27/11/18	Interviews for Director Infrastructure
29/11/18	Interagency Meeting
30/11/18	Orana Joint Organisation Workshop, Warren
3/12/18	Castlereagh Macquarie County Council meeting, Gilgandra
4/12/18	Meeting with ARTC and GHD Jacobs representatives
4/12/18	Integrated Water Cycle Management workshop
10/12/18	Three Rivers Assembly and NSW Government Accord signing, Dubbo
11/12/18	Funding Announcement for Regional Cultural Fund – Cooee Heritage Centre and Library
12/12/18	Deputy Mayor and I inspected Berakee Quarry with operator, which was followed by a formal meeting in Gilgandra with the General Manager
12/12/18	Cooee Villa Units – presentation of financial results to residents
13/12/18	CSU graduation ceremony, Dubbo
13/12/18	Tooraweenah Public School presentation
14/12/18	General Manager's Annual Performance Review
14/12/18	Gilgandra High School presentation
14/12/18	Carlginda Christmas Party
14/12/18	Whole of Council Christmas function
17/12/18	Orana Joint Organisation meeting, Mudgee
18/12/18	Gilgandra Public School presentation
18/12/18	Volunteers' Christmas function
19/11/18	Council meeting

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.2.1 Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That the report be noted.

D Batten
Mayor

2019 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

SUMMARY

To consider motions for the 2019 National General Assembly of Local Government.

.....

Adrian Beresford-Wylie, Chief Executive Officer of the Australian Local Government Association, has written to Council seeking motions for the 2019 National General Assembly of Local Government.

The letter states:

“The theme for the 2019 Assembly is “Future Focused”, this theme acknowledges that the assembly will be held after a federal election and we need to come together as a sector to ensure our voice is heard by the incoming government to deliver in collaboration for our communities.

To be eligible for inclusion in the NGA business papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. Be relevant to the work of local government nationally
2. Be consistent with the themes of the NGA
3. Complement or build on the policy objectives of your state and territory local government association
4. Be submitted by a council which is a financial member of their state or territory local government association
5. Propose a clear action and outcome
6. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

The deadline for submissions of motions is Friday, 29 March 2018.

No details of the date or location of the Assembly have been provided at this stage.

Principal Activity

Strengthened Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.1.1

Support Councillors in their role by providing information regularly and training as required.

RECOMMENDATION

That Councillors put forward any suitable motions for the 2019 National General Assembly of Local Government.

David Neeves
General Manager

VACATION CARE PROGRAM

SUMMARY

To provide an update on Council's proposed Vacation Care program.

.....

Since the endorsement from Council for the establishment of a working party to assess the feasibility of a Vacation Care program, work has continued with the aim of commencing this service for the April school holidays in 2019.

Unfortunately advice has recently been received that the Department of Education have their own procedures for implementing vacation care programs at their schools and approval to use their premises cannot occur until the school completes a survey of their student families to determine if there is a need. (The survey completed by Gilgandra Shire Council does not meet their requirements.)

Based upon the Department's survey results, a decision would then be made by on whether to proceed to an Expression of Interest. It would be at this stage that Council could then submit an EOI to operate the vacation care program.

It is understood this process usually takes at least three months.

Council's Manager Youth Services, Helen Naef, completed the Centre Based Service Provider assessment in Sydney at the end of November and, if successful, a provider number to operate the service will be generated. However, the provider number is only valid for 6 months from issue to commencement of Vacation care and, if a service does not proceed to operation within this timeframe, the provider numbers lapses and the assessment would need to be completed again.

Council is faced with the following options to proceed:

- Secure a new location (not associated with Department of Education)
- Progress the survey with the Department of Education in line with their procedures in early 2019

Both of these options would mean the proposed April 2019 start date is unlikely.

Responses to the current survey have been lower than expected with only eight submissions. Unfortunately, unlike the initial survey, the current survey does not ask the number of children requiring placement and this was an oversight on Council's part. The eight respondents could have just one child each or multiple children which could meet the targeted 15 children to achieve full cost recovery.

Unfortunately, due to staff changes and unexpected leave there is a lack of knowledge of the full process to date and staff are doing their best to research requirements.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Currently unfunded
<u>Delivery Program Actions</u>	1.3.5.4 Promote availability of both after school care and vocational care programs

RECOMMENDATION

That Council note the delays in implementing program and convene a meeting of the Working Party January 2019 to determine the best course of action to implement the proposed Vacation Care program.

David Neeves
General Manager

**NARROMINE TO NARRABRI INLAND RAIL -
COMMUNITY CONSULTATIVE COMMITTEE**

SUMMARY

To advise of information received in relation to the Gilgandra Sub-committee of the Narromine to Narrabri Community Consultative Committee (N2NCCC).

.....

Mr Michael J Silver OAM, Chair of the N2NCCC based in Gunnedah has advised Mr Randall Medd and Mr Lindsay Mathieson of their appointment to the Narromine to Narrabri Inland Rail Community Consultative Committee - Gilgandra Sub-committee.

The full list of appointments to the Gilgandra Sub-committee of the CCC is:

Community Representatives

Alexander Deans
Barbara Russ-Deans
John Single
Karen McBurnie
Peter Bonnington
Stuart Mudford
Lewis Burns

Local Government Appointments

Gilgandra Shire Council

Lindsay Mathieson - Director Planning & Environment
Randall Medd - Economic Development Manager

Coonamble Shire Council

Councillor Bill Fisher - Councillor
Kookie Atkins - Director Engineering Services

ARTC

Matt Errington - Environmental Advisor
Scott Divers - Project Manager
Reannan Ellaby, Design Manager (alternate for Scott Divers)
Helena Orel - Stakeholder Engagement Manager NSW

Mr Silver has advised an initial meeting of the sub-committee has been scheduled for January.

<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

That the report be noted.

David Neeves
General Manager

JANUARY 2019 COUNCIL MEETING

SUMMARY

To determine whether to hold a Council meeting in January 2019.

.....

The January 2018 Council meeting is scheduled for Tuesday, 15 January 2019.

Given the general shutdown of Council's Administration Office for two weeks until 7 January 2018, school holidays and general close downs both within Local Government and associated industries, it is suggested that the January meeting not be held as scheduled.

Council does have a current tender for lighting at McGrane Oval which has had the closing date extended to 11 January 2019 and it would be appreciated if Council would consider holding an extraordinary meeting on Tuesday, 29 January to determine this tender and any other urgent business which may arise.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.2.2 Ensure Council and Committee meetings are conducted regularly

RECOMMENDATION

1. That Council not hold an ordinary meeting on 15 January 2019 meeting.
2. That an extraordinary meeting be held on Tuesday, 29 January 2019 to consider the McGrane Oval Lighting Tender and any other urgent business.

David Neeves
General Manager

SAFETY IMPROVEMENT PROGRAM

SUMMARY

To provide an update on the Safety Improvement Program.

.....

Council has been progressing with the strategies and actions required for the Safety Improvement Program as part of the Enforceable Undertaking with SafeWork NSW and an overview is provided for Councillors' information:

Strategy 1: Plant Audit

- The plant audit has been completed
- Recommendations have been noted
- An action plan has been developed and implementation has commenced

Strategy 2: PEforM

- Training has commenced with two pilot groups in Parks & Gardens and Civil Construction
- Some control measures have been implemented
- Budget update is \$4207 expended from the \$26,100 allocation for 18/19

Strategy 3: Safety Conference

- The Conference was held 25-26 October 2018
- 145 delegates from 14 councils within the Orana region attended
- Cost as per budget - \$58,100
- Second conference with Health & Wellbeing focus planned for October 2019

Strategy 4: Community Awareness Program

- Advertising for Farm Safety program being planned with assistance from SafeWork NSW

Also, the obligation under the Dissemination of information relating to Enforceable Undertaking has been completed with the details of the Enforceable Undertaking published in Council's Annual Report (November 2018)

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.4.1 Provide controls that minimise adverse impacts on all employees and stakeholders

RECOMMENDATION

That progress with the Safety Improvement Program be noted.

N J Alchin
Director Corporate Services

GILGANDRA SHIRE COUNCIL BRANDING

SUMMARY

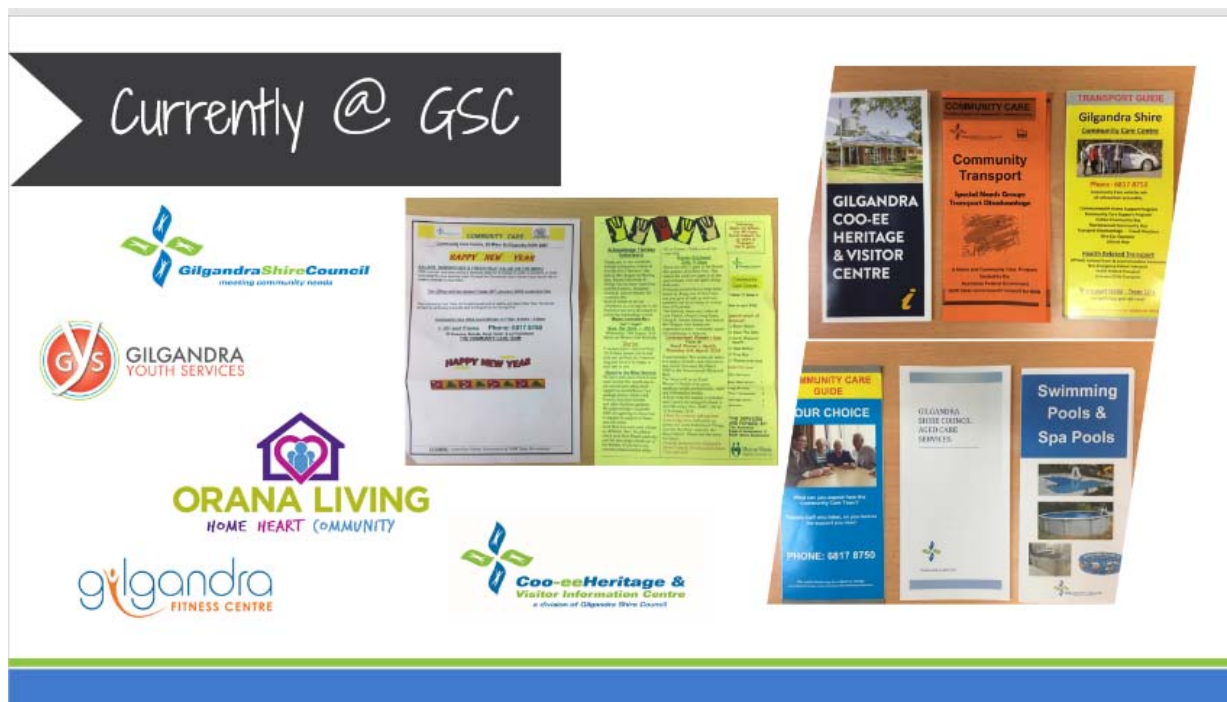
To consider the refreshed corporate branding and new community brand.

.....

In May, 2018 Council resolved:

RESOLVED 91/18	Cr Peart/CrJohnson
That Council allocate an amount of \$30,000 in the 2018/19 budget for purposes of creating and implementing a consistent and unified approach to branding.	

It was shown that currently Council has an inconsistency in approach in terms of image, logos, level of professionalism, wording and look, with different programs, printers and designers utilised.



In comparison, Parkes Shire Council was viewed as a case study which offers a consistent and uniform approach which displays professionalism, building trust within the community and with potential residents, visitors and investors.



The subsequent process began with a Working Party consisting of members from Council, staff, community and business owners. This Working Party has met three times for workshops, focussing on the developed goals of:

- Professional identity to align with work Council does
- Unify the organisation & create consistency
- Represent Gilgandra region + people
- Give community sense of pride, place and ownership
- Ability to utilise for visitors and economic development

It was also noted in the original report that staff ownership and internal culture of the traditional 'silo' approach would also need to be managed throughout the process to encompass a consistency in how the brands are used to achieve the goals of each Department, as well as Council's overall Community Strategic Plan.

The Working Party focussed on two aspects:

- Refreshing the current Council brand
- New community brand development

The Working Party reviewed current brand and use – including the look, feel and where and how this is used in our community and wider with the aim to define Council's brand and ensure it is reflective of who we are and where we are striving to be – throughout the workshops, the notions of 'GSC currently' and 'aspirations' were explored.

Through this process, a number of discoveries were made:

Brand Discoveries

Strengths:

- Large presence in community
- Biggest employer
- Range of services offered
- Regional agriculture
- Events
- Gateway to natural wonders
- Rural setting, not commercialised
- Rich military history
- Real meeting place

Challenges:

- Limited branding & identity
- Sense of disjoint – services under the same umbrella not working together
- Many businesses not utilising online channels, preventing up to date information or time efficient Council communication
- Limited data available e.g. VIC POS

Perceptions:

- Residents often unsatisfied with Council services – is this primarily due to lack of information?
- Reluctance to believe
- Visitors do not see Gilgandra as a 'destination' but a stopping point
- Visitors may not be fully aware of what Gilgandra offers due to disjointed marketing

Brand Discoveries

During the workshop, each participant was asked to choose three Brand Archetypes from a wheel of nouns: dreamer, joker, seductress, rebel, hero, wise, king, mother, friend and maiden. These were the top three preferences for an 'aspirational' Council and for the Region as chosen by the participants:

Council:

- FRIEND – A friendly & approachable ally to the community
- HERO – There for the community everyday, even more so in times of need
- WISE – Knowledgeable and trusted place to go and ask questions or get advice



FRIEND



WISE



HERO



FRIEND



HERO



JOKER

Community:

- FRIEND – A friendly & approachable ally to the community
- HERO – There for the community everyday, even more so in times of need
- JOKER – A place of fun & enjoyment

Brand Discoveries

During the workshop, each participant was asked to give words/phrases that describe Gilgandra. These are some responses:

gateway
history windmills
Home of the Coo-ee
community friendly
Coo-ee authentic
rural stick together
homely spacious
location helpful
Town of the Windmills

Target Market

- 'Nomads' – grey nomads, explorers (no kids) and families
- Other road trippers
- Adventure tourism – rock climbing & hiking
- Events – horse racing, speedway, trail riding
- Daytrippers from Dubbo, Mudgee & region
- Visiting Friends & Relatives (VFR)

Positioning Pillars



Council:

➤ Community Focus

Gilgandra Shire Council realises the importance of working with the community in order to achieve mutual goals, and not just meet wants & needs but exceed them

➤ Coo-ee Spirit

With such a large resource of volunteers, being a part of the Gilgandra community means following the Coo-ee spirit – working together and helping out when people need it

➤ Strong & Stable

For a small town council, Gilgandra Shire Council has greater resources and funds to do things for the region. Gilgandra Shire did not amalgamate with other Councils because it was financially stable and had viable resources in the Community Services sector.

The Working Party were given a number of concepts to consider for both the Council and Community brand.

The corporate brand development is still in the process of finalisation, and will be ready for presentation to the Working Party on Monday, 17 December. A further late report regarding the corporate brand will then be distributed to Councillors for consideration at the meeting.

The community and region brand suggestions can be seen in the samples below along with descriptions of their elements.



<p>BRUSH STROKES</p> <p>The elements of the brush strokes tie in with the first of the regional logo concepts. Brush strokes are applied by hand, one stroke at a time, until the picture is complete. This visual metaphor is featured in the brand and represents the people of the community, including Council, that all work together for Gilgandra.</p>
<p>LAYERS</p> <p>The brush strokes also represent layers - the physical layers of plant, soil, rock and water that lay underneath the Gilgandra region</p>
<p>COLOUR PALLET</p> <p>The colours take the colours that Council uses currently across services including Council, Gilgandra Lifestyles, Orana Living and Youth Services and blends with the colours of our landscape.</p> <p>The colour pallet is that of a rural Australian landscape, colours in nature, colours of Gilgandra - blues of the day & night sky, blue of the underground river, yellow of the sun and the bedrock, orange of the soil, green of the plant life. The colours also represent diversity of the Council services, and the people of the region.</p> <p>This represents both the diversity of Council services, the natural landscape of our rural area and the people within our region.</p>

The launch for each of these brands is proposed for January 2019.

<u>Principal Activity</u>	Strategic Leadership; Community Engagement; Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.2.1.3 Support community organised events, festivals and celebrations 1.3.12.1 Continually develop implement and review business and marketing plans for each element and the businesses as a whole 2.1.1.2 Report Council's issues, actions and achievements to the community (Council/Community Newsletter) 2.1.2.1 Explore social media communication opportunities with our community 5.1.1.1 Proactively pursue industry to relocate to Gilgandra 5.1.5.1 Put forward Gilgandra as an idea construction hub for Inland Rail in our region 5.1.5.2 Proactively pursue industries/businesses associated with the Inland Rail project 5.2.2.2 Reinvigorate Gilgandra with a fresh promotional campaign

RECOMMENDATION

That Council adopt the new branding for both Council and the community, along with the proposed launch dates and timelines as outlined in the report.

N J Alchin
Director Corporate Services

CWA OF NSW TOORAWEEAH BRANCH – REQUEST FOR COUNCIL CONTRIBUTION – INTERNATIONAL WOMEN’S DAY

SUMMARY

To determine a request from the Tooraweenah CWA Branch.

.....

In October 2018 the Tooraweenah CWA advised Council that they are planning an Environment and Culture Day in the Warrumbungle National Park to celebrate International Women’s Day on 8 March 2019.

The CWA, through President Beverley Pike, initially wrote to Council as follows:

‘Following our successful day on 8 March 2018 with Indigenous elders, Tooraweenah CWA is planning an Environment and Culture Day trip to Warrumbungle National Park on the 8 March 2019, inviting Aboriginal ladies to join us in Tooraweenah on bus/buses for a drive with Discovery Guides, morning tea, a barbecue lunch, VIC tour etc.

The development of our plan depends on cost, so I am respectfully seeking a grant of \$1,400 in anticipation of 60 guests each paying \$20.’

A subsequent application for an International Women’s Day grant through Family and Community Services has proven unsuccessful and the CWA is now requesting consideration of a Council contribution towards the event equivalent to the grant application.

Details of the proposed event as provided by the CWA are as follows:

‘International Women’s Day 8 March 2019

- *A Culture and Environment Day*
 - *Leave Tooraweenah by coach 9am*
 - *Morning Tea at the Emu Farm 9.30 to 10.30*
 - *Meeting up at the Warrumbungle Park entrance with a Discovery Ranger*
 - *Study natural features, Aboriginal culture and history*
 - *Browse the VIC*
 - *Barbecue lunch, prepared by 2-3 men who have gone ahead*
 - *Cost \$20 each approximately*
 - *Return to Tooraweenah 4pm*
 - *Coach carries 55 and a Ranger*
 - *Seats to be offered first to Tooraweenah CWA Members (25+) and local indigenous ladies (25+) then to CWA and Indigenous ladies in other towns eg Dubbo, Collie, Narromine etc.’*
-

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

The budget for the event has also been provided as follows:

'Budget Proposal for 2019 International Women's Day

Costs

Coach	\$806.00
Guide	\$193.00
Park Entry	\$56.00
Morning Tea	\$560.00
Lunch	\$560.00
Advertising	<u>\$150.00</u>
	<u>\$2,325.00</u>

Income

Grant	\$1,400.00	Gilgandra Shire Contribution
Per head (56) x \$20	<u>\$1,120.00</u>	Guests
	<u>\$2,520.00</u>	

Income	\$2,520.00	
Costs	<u>\$2,325.00</u>	
	<u>\$195.00</u>	for extra expenses.'

In 2018, Council provided a contribution of \$1,000 to the Tooraweenah CWA towards a successful Rural Women's Health Day event at Tooraweenah.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$1,400.00 not budgeted
<u>Delivery Program Actions</u>	1.2.1.3 Support Community organised events, festivals and celebrations.

RECOMMENDATION

That Council consider the request from the CWA of NSW Tooraweenah Branch to support their International Women's Day event to be held on 8 March 2019 by way of a \$1,400 contribution.

N J Alchin
Director Corporate Services

TENDER 44/18 - HIRE OF TRUCKS AND PLANT

SUMMARY

To present the results of the tender for hire of trucks and plant for adoption.

.....

In line with past practice, Council sought tenders for the Hire of Trucks and Plant for the 2019 calendar year. Tenders closed at 11am on Friday, 30 November 2018 with tenders received from 20 separate contractors.

A selection panel comprising myself, Executive Assistant and Infrastructure Administration Assistant inspected the tenders received.

The selection panel assessed the tenders in line with the approved criteria and weightings adopted by Council, being:

Price	10%
Local	50%
Conformance	20%
Reliability & Experience	20%

The General Manager has inspected the workings of the selection panel and approved the final rankings.

Work for the various Council projects will be offered to contractors in order of ranking for the different machines, noting that unavailability of a contractor on any given occasion will not affect the order of ranking for future projects.

A detailed spreadsheet outlining the rankings will be available to Council at the Council meeting.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Hire costs in line with individual project / maintenance budgets
<u>Delivery Program Actions</u>	4.1.2.3 Develop, implement and continually monitor a good governance plan

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

RECOMMENDATION

1. That Council acknowledge the process that has been undertaken to determine Tender 44/18.
2. That contractors be approached in accordance with equipment suitability / ranking for each category of plant and engaged subject to availability.

Mark Linton-Harland
A/Director Infrastructure

REQUEST FOR DEPARTURE FROM COUNCIL'S DEVELOPMENT CONTROL PLAN 2011

SUMMARY

To consider a request from Mr Gary Gesell to vary the minimum lot size required for on-site sewage management systems within an unsewered residential area.

.....

Mr Gesell owns Lot 20 and 21 of DP7415, Newton Street, Tooraweenah as indicated below.

Under the *Gilgandra LEP 2011*, the minimum lot size for dwelling permissibility in RU5 Village zoning is 2,000m².

The amalgamation of both lots 20 and 21 would result in a total land area of 1656.6m².

With the amalgamation of both parcels, the total land area would still be under the minimum lot size for dwelling permissibility however being that the land is classed as urban and designed for the purpose intended, it is considered that the land has dwelling permissibility under current planning guidelines.



Mr Gesell has written to Council seeking a variance from the Development Control Plan (DCP) 2011 with respect to the minimum size of a residential dwelling land block in Tooraweenah as follows:

I write to you in relation to our property at 5 Newton street, Tooraweenah being Lots 20 And 21 in Sec 4 on DP 7415.
We are aware that in order to build on these blocks the area must be over 2000 sq meters.
After conversations with Council officers in relation to these blocks we wish to apply to Council for
Relaxation of the building rules and have our blocks approved for building with the area as is.
We are aware that this arrangement has been granted to other residents of Tooraweenah and that certain criteria will need to be changed. We understand that the lots will need to be combined and a single rates criteria applied. We would only be considering a small dwelling on one lot and sewerage on the other but cannot put in any development application until this is approved.
Hoping to hear back from you at your earliest convenience.

Council's (DCP) 2011 states the following:

7.2.2 Minimum lot size

The minimum size for lots for a dwelling house purpose must not be less than:

- a. mid block lots in sewerred areas 700 m²
- b. corner lots in sewerred areas 1000m²
- c. all lots in unsewerred areas 2000 m²

Council would be aware that the Tooraweenah Village does not have reticulated sewer system and therefore, an on-site sewage management system is required as part of a residential development. With any proposed septic system, a large disposal area is required and would normally be determined by a GeoTek water balance report as part of the application process. Applicants are advised at the pre-lodgment meeting of the impacts for disposal areas, particularly in Tooraweenah with its high water table in the Village area.

In assessing this request, Council should consider the advantages of urban development of land in the Tooraweenah Village and the attached broader benefits to the community. The applicant has engaged *Barson* who have prepared a GeoTek water balance report to demonstrate a suitable system for the subject site.

<u>Principal Activity</u>	Legislation and ByLaws
<u>Policy Implications</u>	Departure from Council's planning instrument
<u>Budget Implications</u>	Nil
<u>Management Plan Implications</u>	7.1.1.2 Provide efficient service to prospective home builders and developers to ensure building standards are maintained.

RECOMMENDATION

1. That Council support the request for variation from the Gilgandra Development Control Plan 2011 to vary the minimum size of a residential dwelling lot from 2,000m² to 1656.6m² in Newton Street, Tooraweenah, to allow for the installation of a suitable on-site sewage management system.
 2. That a future condition of consent requires the amalgamation Lots 20 and 21 of DP7415, Newton Street, Tooraweenah, to allow for safe disposal of effluent.
-

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

3. That, in accordance with section 375A of the Local Government and Planning Legislation Amendment (Political Donations Act) 2008, the names of Councillors who support and oppose the decision be recorded.

Lindsay Mathieson
Director Planning & Environment

CONTAINER DEPOSIT SCHEME

SUMMARY

To provide an update on the Container Deposit Scheme.

.....

As Council would be aware, the Container Deposit Scheme (CDS) commenced 1 December 2017. The scheme was implemented under the *Waste Avoidance and Resource Recovery Act 2001*.

The purpose of the scheme was to reduce litter by 40% by 2020 and increase the value of the commodity in the recycling bin. Community members can participate in the scheme through the reverse vending machines or at a collection point where eligible containers can be deposited and a 10 cent recovery amount claimed.

There are three main participants in the scheme:

NSW EPA

Responsible for:

- Container approvals
- Refund mark
- Legislation
- Regulation
- MRF protocol
- Supplier definitions
- Container eligibility

Exchange for Change

Responsible for:

- Financial processing
- Marketing of scheme
- Auditing all participants

Tomra Cleanaway

Responsible for:

- Establishment and managing collection points
- Processing consumer's container returns
- Coordinating recycling containers from their collection points

As Council owns and operates a Material Recovery Facility (MRF) at the Waste Facility, there are two (2) options under the MRF processing refund protocol for Councils to make a claim:

These are:

- a) Method 1 – Weighing or
- b) Method 2 – Direct Counting

At the moment, Council's MRF is relying on its product being weighed at the point-of-sale and Council has no way of verifying these weights.

To be part of the scheme, MRF's must comply with MRF processing refund protocol. The initial audits from Exchange for Change identified a number of non-compliances with the protocol. The main issue identified for the Gilgandra Waste Management Facility is that there is no weighbridge at the Facility.

After numerous discussions with the auditor, the following alternative process is proposed to measure throughput of comingled recycling and allow Council to continue to be part of the CDS scheme:

1. Kerbside collection from a third party (eg JR Richards & Sons). Scales on the truck weigh the volume of recycling collected for each load. To verify that the scales on truck are accurate, a random or quarterly check over a commercial weighbridge in town could be carried out.
2. Recycling material processed into bales (cardboard, PET, HDPE, aluminium etc). Each bale would be weighed by an industrial set of portable scales as it comes out of the press and allocated a number and recorded into a register as it is stockpiled.
3. Glass is stock-piled into skip bins for weighing before going to glass bunkers.
4. Product is also weighed at point-of-sales as a cross check.
5. Reporting – Council MRF to report figures of received material and processed/stockpiled material each month in accordance with the protocol.

At this stage, both the EPA and Exchange for Change have not given approval for the above alternative process. However, discussions with the auditor have been favourable and it is recommended that Council implement this proposal. A set of industrial scales have been ordered and delivered to the Waste Facility.

A further requirement of the protocol is that when a MRF is selling product, it must deal with a Facility that can demonstrate that the product is being recycled. Some Councillor's would be aware of the Australian Recycling Plastics (ARP) facility at Narrabri. To date, two (2) loads of recycling material have been sold to ARP.

The sale of product has allowed Council to make its first claim through the CDS scheme with a cheque for \$6,250.19 recently being received.

Another requirement of the protocol requires that the MRF provide an annual recycling statement which is to be accompanied by an independent assurance report (audit) which complies with the protocol. At the time of writing, staff are consulting with suitable firms that can provide this service to Council. It is estimated that this service will cost between \$5,000 to \$6,000 per annum.

It should be noted that since the introduction of the CDS scheme, there has been a reduction of recycling material from the fortnightly kerbside collection delivered to the MRF. This directly affects the amount of product that can be produced. Council's MRF produces small quantities of recycling product and can take a year to produce one stream of product to make it viable for transport.

For a small MRF, the protocol requirements are onerous and challenging. At this stage, Council is taking a cautious approach and working with the alternate methodology to be part of the CDS scheme.

The ongoing benefits for the community by recycling is providing employment for the supported employees and maximising diversion from landfill thus creating a saving for Council.

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$6k Addition income for Carlinda however auditors' expense unknown at this point
<u>Delivery Program Actions</u>	3.2.1.1 Promote community awareness of waste avoidance programs that focus on reduce, reuse and recycling of wastes.

RECOMMENDATION

That the report be noted.

Lindsay Mathieson
Director Planning & Environment

WASTE MATTERS

SUMMARY

To provide an update on Waste matters.

.....

Landfill Cell

The current landfill cell at the Gilgandra Waste Facility was constructed towards the end of June 2016 and provides approximately 9,000m³ of void space. Based on current volumes and compaction rates, this cell is expected to expire at the end of June 2019. As Council would be aware, the planning and development for a new cell commenced in 2015 as part of the 10-year capital works program for the Waste Facility.

The new landfill cell is part of an old onsite dam, Excavation established that there is virgin ground underneath. A scope of works was prepared and quotations advertised to construct the new cell. Works subsequently commenced on 5 November 2018 and it is expected that the cell will be fully constructed by the end of December 2018. As part of this project, security fencing and erosion control measures will also be implemented.



The new cell will have approximately 20,000m³ of void space and, based on current volumes and compaction rates, the cell should have a life expectancy of approximately six (6) years. It should be noted that the new cell is only half the old dam and that there is virgin ground remaining allowing the excavation of another landfill cell into the future. In addition, the overburden from the excavation will provide cover material to cap the current cell once completely filled as well as providing a stockpile of material that can be used for cover when the new cell comes into operation.

Landfill Operations

Under current EPA guidelines, a daily covering should be applied to the waste cell each day before the close of business. The daily cover material should be virgin excavated natural material in the form of soil and a minimum cover depth of 150 mm is required.

The main functions of daily cover are to minimise adverse amenity impacts such as odour, dust, litter, the presence of scavengers/vermin and the risk of fire. It is also desirable that the daily cover material limits rainfall infiltration into the waste (and therefore the amount of leachate generated) and the emission of landfill gas.

At all times, at least two (2) weeks' cover material should be available at the landfill. If this material cannot be won on-site, a stockpile of daily cover material should be maintained adjacent to the tip face. The amount of exposed waste should be kept to a minimum at all times. For loads containing large amounts of highly biodegradable waste, additional effort may be required to minimise vermin attraction and adverse odour impacts. Council's current operations have not been able to achieve this as it takes considerable plant and labour to maintain the landfill cell in line with the guidelines.

Council has received a number of complaints in relation to the windborne litter which is evident from the amount of rubbish that has blown into neighbouring properties. It is unrealistic to expect Carlginda staff to constantly undertake 'litter picks' as this is only a band-aid solution. The regular application of cover material to the active tipping area will significantly reduce the incidence of litter in the area and reduce the risk of an EPA intervention.

Carlginda Operations

It has also been identified that Carlginda are short-staffed in relation to supervision requirements for supported employees. When Carlginda staff are staffing the gate there is a lack of supervision on the production line and vice-versa when staff are providing supervision to the supported employees, there is no staff member at the gate.

Proposal for Improved Operations

At present, the track loader is utilised approximately 10 hours per week with a budget \$60,000 for plant and labour. It is proposed to double the hours of track loader operations to effectively manage the landfill cell and onsite operations. Consequently, the flow on effect would require an additional budget allocation.

In line with budget provisions for next year, I am identifying with Council a proposal for a full time employee to be shared between the Waste Facility and Carlginda Enterprises. This position would be responsible for 20 hours per week for operation of the track loader and 15 hours per week for Carlginda operations. The proposed new staffing position would enable greater scrutiny of incoming loads and ensure gate fees were applied consistently which should result in increased revenue.

To further improve efficiencies, the preferred option is the construction of a trailer skip bin and tractor to deliver the waste to the landfill cell, thus allowing waste to be deposited in all weather and reduce WH&S issues. As part of the 10-year capital works program, an allocation of \$100,000 has been set aside for suitable plant and equipment to replace the existing skip bins. Staff are currently sourcing prices for a purpose built skip bin.

In discussions with the Infrastructure Department, a range of existing suitable tractors in the plant fleet that can be utilised to provide the service to the Waste Facility have been identified, thus negating the need to purchase a new item of plant. The tractor and trailer could easily be in place before the commencement of the 2019/20 financial year.

In order to achieve these outcomes there are a number of options available to Council to fund this proposed position:

1. Increase waste charges on all rating assessments
2. Increase fees and charges at the gate
3. Find efficiencies within current operations

It is suggested that options 1 and 3 be implemented initially to achieve the desired outcome and to spread the financial implications as follows:

Item	Hours	\$/hour	Total
Plant - Track loader	Additional 10 x 52= 520 hrs	\$85	\$44,200
Labour-Track loader	Additional 10 x 52= 520 hrs	\$40 including on-costs	\$20,800
Carlinda Enterprises	15 x 52= 780 hrs	\$40 including on-costs	\$31,000
			\$96,000
Savings on current skip bin practices			\$65,000
Running costs of skip operations (approx.)			\$4,000
Additional vote required to fund position			\$35,000

The cost of a purpose built skip bin has not been factored into the above table and will be an additional cost.

Council is reminded that the operational savings from the rationalisation of the village landfills/transfer stations has ensured waste fees and charges have remained low over the past few years with the rural waste charge reduced from \$60 per assessment to \$20 per assessment.

It is suggested that the current Domestic Waste Management Charge could be increased by 9.25% to achieve the required \$35,000. Please note the 9.25% includes the annual 3% increase for waste charge and would see the current residential waste charge in the 18/19 financial year increase by \$25 from \$414 per assessment to \$439 per assessment for the 2019/20 year.

Council could also consider proportioning some of the increased costs to rural waste charges noting that they are also contributors to the waste at the waste facility.

It is recommended that, in line with the budget preparations for the 2019/20 year, Council consider increasing the Waste Management Charges to achieve the required \$35,000 additional expense to achieve improved operations for both the Gilgandra Waste Facility and Carlginda Enterprises.

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Additional expense
<u>Delivery Program Actions</u>	3.2.2.2 Provide a high standard of service for the collection and disposal of commercial, domestic and industrial wastes to ratepayers 3.2.2.4 Reduce amount of waste delivered to landfill by providing better recycling and waste avoidance options at all waste facilities 3.2.2.7 Be a community leader in waste minimisation and use of recycled products

RECOMMENDATION

That progress of the new landfill cell at the waste facility and the operational changes required be noted.

Lindsay Mathieson
Director Planning & Environment

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

<u>Economic Development Committee</u>	13 December 2018
<u>Tooraweenah Management Committee</u>	28 November 2018

Due to the timing of the Economic Development Committee meeting, the minutes will be provided prior to the meeting.

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.1.1.2 Recognise the importance of and encourage community members on to Council committees 3.4.1.1 Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

ECONOMIC DEVELOPMENT COMMITTEE

13 December 2018

TOORAWEEAH MANAGEMENT COMMITTEE

28 November 2018

PRESENT

Mr G Pike (Chairman)
Mrs P Webb
Ms A Jenkin
Mrs B Pike (alternate delegate)
Mr J Finn (alternate delegate)

IN ATTENDANCE

Cr B Mockler
Mr M Linton-Harland (Acting Director Infrastructure)
Mrs J Prout (Executive Assistant)

Proceedings of the meeting commenced at 6.04pm.

APOLOGIES

Mr B Gale
Mrs R Dowsett

COMMITTEE'S RECOMMENDATION – 18/18	P Webb/J Finn
That the apologies submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 19/18	P Webb/B Pike
That the Minutes of the meeting held on 22 August 2018 be confirmed.	

BUSINESS ARISING

Flags

It was noted a new flag had been purchased and delivered to Lester Thurston.

Recycling Trailer

The trailer is in use and being serviced by Council.

REPORTS

REVIEW OF BUDGET

SUMMARY

To review the budget at 30 September 2018.

Proceedings in Brief

The over expenditure in the is due to incorrect allocation of job numbers for work in the field and is yet to be corrected.

COMMITTEE'S RECOMMENDATION – 20/18	A Jenkin/B Pike
That the budget review as at 30 September 2018 be noted.	

ITEMS LISTED FOR DISCUSSION BY THE COMMITTEE OR COUNCIL

SUMMARY

To consider items put forward for discussion by the Committee.

Proceedings in Brief

- Cr Mockler suggested Lions Club would consider assisting with Australia Day Activities
- In relation to complaints, Committee members were asked to encourage residents to lodge a complaint to Council, noting there is an option to report via Council's website
- Cr Mockler advised that whilst Council was supportive of an RV Dump Point in Tooraweenah, there are some technical issues to be overcome.

COMMITTEE'S RECOMMENDATION – 21/18	P Webb/J Finn
1. That a report be presented to the next meeting in relation to the proposed RV Dump Point.	
2. That the remaining information, as presented, be noted.	

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters from previous meetings.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

Proceedings in Brief

In relation to bores, Mark Linton-Harland advised that the Department of Water has identified five possible locations with the best one appearing to be in Council's Depot, largely because Council owns the land, it is located away from the creek and other bores and links into existing infrastructure. If funding becomes available, an application will be submitted to drill to 200m at an estimated cost of \$40,000.

COMMITTEE'S RECOMMENDATION – 22/18	P Webb/A Jenkin
That progress with outstanding matters be noted.	

GENERAL BUSINESS

Oleanders in the Park

It was reported that the Oleanders in the Park could be removed or relocated if needed for additional play equipment.

Thank you to Robin & Craig Dowsett

Through this committee, Council wished to acknowledge and thank Robin & Craig Dowsett for volunteering their time and buses to shuttle people to the viewing platform on Armistice Day.

NEXT MEETING

Wednesday, 27 February 2019 - 6pm start

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7.00PM.

Geoff Pike
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>Interagency</u>	29 November 2018
<u>Local Emergency Management Committee</u>	27 November 2018
<u>Local Licensees</u>	22 November 2018

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.1.2.1 Conduct the business of Council in an open and transparent manner
	3.1.2.5 Meet all statutory requirements in a timely manner

INTERAGENCY

29 November 2018

PRESENT

Barnardos – Gina Johnson (Chair)
Anglican Church – Grahame Yager
Centacare Bathurst Diocese – Amanda Short
Family & Community Services – Elicia Irvin
Family & Community Services – Raymond Quigley
Gilgandra Community Care – Narelle Rodway
Gilgandra Housing & Homelessness Support – Greg Winter
Gilgandra Preschool – Kristy Hyndes, Joanne Buckland
Gilgandra Shire Council – Cr Doug Batten
Gilgandra Shire Library – Liz McCutcheon
Gilgandra Youth Services - Helen Naef
Gilgandra Youth Services –Kiaya Leonard, Shanae Shepherd
Mission Australia – Suzi Welch
Royal Flying Doctors Service – Ben Fischer, Ursula Ryan
WACHS – Jinnaya Tyson, Bec Lee
Western NSW Community Legal Centre – Tayla Gillespie

IN ATTENDANCE

Julie Prout (Executive Assistant)

Proceedings of the meeting commenced at 12.03pm

APOLOGIES

NSW Police – Nick Campbell
Gilgandra Shire Council Aged Care – Angelena Thompson
St Vincent de Paul – Neil Rabbett
St Joseph's School – Dominica Banks

COMMITTEE'S RECOMMENDATION 11/18	K Leonard/K Hyndes
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 12/18	K Hyndes/N Rodway
That the proceedings of the previous Interagency meeting held on 27 September 2018 be confirmed.	

BUSINESS ARISING

Nil

SERVICE UPDATES

Barnardos

- Family support in 3 areas – Brighter Futures case management, Early Intervention support through playgroups and Reconnect (12-18 years)
- Close to 30-40 families per month

Gilgandra Preschool

- 3-5 years at capacity
- Extension to preschool proposed
- Specialised early intervention (speech and language)
- Occupational therapy
- Due to securing drought funding, all fees have been waived for Term 4

Community Care

- Meals on Wheels
- Commonwealth Home support
- Community Transport
- Social Support
- Taxi vouchers available for transport disadvantaged

Library

- Legal Issues for Older People event to be held 11 December 10.30am (Legal Aid)

Council

- Proud to be heavily involved in community services
- Allocation of services to Interagency

Anglican Church

- Has joined group due to ongoing drought
 - Has distributed 150 x 20kg bags dog biscuits and \$10k in drought aid
 - Looking for referrals – phone Grahame Yager on 0428 866 525
-

FaCS – Permanency

- New program of Preservation packages (2 year program) – worker is allocated up to five days per week to work with eligible families and provide transport, etc. Staffing by Uniting and training provided for new staff.

FaCs – Commissioning & Planning

- Funding a couple of programs with Council for youth and children and work with the Gilgandra team
- Importance of Interagency to identify gaps in service or duplication of services
- Programs from targeted early intervention through to special homelessness services

Homelessness & Housing

- Higher presentation of males
- More referrals in Gilgandra as Coonamble no longer supplying accommodation
- Referrals from Link2Home
- Staff attended Squalor & Hoarding workshop
- Uniting Church provided vouchers for clients as a Christmas gift

Youth Services

- \$1 entry to Pool in school holidays
- Barnardos completed 5 week program with parents and children
- Vacation Care has hit a snag with accreditation of venue. Survey out now only indicates 8 places required and would need 15 to make the service viable.
- Target EIS
- Can work with youth and families one on one
- Community events – youth program through schools, holiday programs
- Breakfast club for average 30 students
- Homelessness and housing has 21 clients
- Shanae attending today as part of Work Experience
- Next year planning to introduce Respectful Learners with Years 7-9
- Meeting space being used for informal yarn ups with interested agencies
- Support for those on suspension at Library
- Ongoing relationship with Centacare – will team up for homework centre
- Changing hours – worker at Pool some afternoons. Note on door for kids to go home when Youth Club is closed
- Heritage Centre looking for more Aboriginal art

RFDS Drug and Alcohol Outreach

- Now have office at Bawrunga for clients to see Leyna Howard
- Open for referrals
- Training to deliver Salvation Army Positive Lifestyle Program (ages 14+)
- Working with youth in Trangie (Drugs and Why Should I Care) which will hopefully be rolled out at Gilgandra High School next year

WACHS (Wellington Aboriginal Co-operation Health Service)

- Based in Dubbo; service in Gilgandra once or twice per week with 5 clients
- For first time mums of Aboriginal babies
- Referrals before 26 weeks preferred
- Voluntary – can opt in and out of program

Centacare

- Based in Dubbo but have been working in Gilgandra for some time
- Aboriginal family systems – priority from inside
- Mentoring and case management
- Community consultation
- Building partnerships with other services to make support stronger
- Focus on early intervention
- Parents and families with young children
- Includes work with grandparents
- Work in homework centre to allow parents to engage in children's education – Gilgandra Public School program next year

Western NSW Community Legal Centre

- Aboriginal community education legal worker
- Also have DV unit
- Two solicitors and two case workers
- Aboriginal support worker
- Educate people on legal issues
- Clontarf Academy in schools

Mission

- First point of contact for NDIS (central referrer)
 - Only work with them till they get a plan
 - Between 0-6 children don't need diagnosis to get a plan
 - Work with legal aid, health, councils, Barnardos
 - Virtual education session
 - For more information contact Suzi Welch: welchs@missionaustralia.com.au
-

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

NEXT MEETING

Thursday, 28 February 2019 – 12 noon

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.06PM.

G Johnson
Chair

LOCAL EMERGENCY MANAGEMENT COMMITTEE

27 November 2018

PRESENT

Mr D Neeves (Gilgandra Shire Council) - Chair
Mr M Linton-Harland (Gilgandra Shire Council - LEMO)
Sgt N Campbell (NSW Police - LEOCON)
Mr S Beaton (NSW Ambulance)
Mr G Bunyan (NSW Rural Fire Service)
Mr M Robinson (NSW Rural Fire Service)
Mr S Basham (Rural Fire Service)
Mr K Wise (NSW Police – REMO)
Mrs M Batham (Gilgandra SES)
Ms S Whitfield (LLS)

IN ATTENDANCE

Mrs J Prout (Gilgandra Shire Council)

Proceedings of the meeting commenced at 5.06pm
at the SES Headquarters, Warrie Street, Gilgandra

APOLOGIES

Cr D Batten (Mayor, Gilgandra Shire Council)
Mr L Mathieson (Fire & Rescue NSW)
Mr G Kiehne (Gilgandra SES)
Ms B Bignell (Gilgandra Hospital)
Mr M Colwell (Essential Energy)
Andrew Willetts (John Holland Rail)
Mr C Philip (NSW Rural Fire Service)
Mr P Lalor (NSW SES – M/Q Region)
Mr A Hojel (Fire and Rescue NSW)

COMMITTEE'S RECOMMENDATION 14/18	M Robinson/M Basham
That the apologies submitted be accepted.	

CONFIRMATION OF MINUTES

Graduating Cadets

It was noted that two of the graduating cadets were from the Gilgandra brigade, one was from Tooraweenah and one from Deep Creek, not Castlereagh brigade as mentioned in the minutes.

COMMITTEE'S RECOMMENDATION 15/18	S Beaton/S Basham
That the minutes of the meeting held on 27 August 2018 be accepted as a true record of proceedings.	

BUSINESS ARISING

Graduating Cadets

Graham Bunyan reported that the cadets had represented our area well at the NSW State Championships. They were inclusive, polite, showed great commitment and teamwork and were a credit to themselves, their school and town.

COMMITTEE'S RECOMMENDATION 16/18	G Bunyan/S Basham
That letters be sent to the four graduating cadets congratulating them on their efforts at the NSW State Championships in Temora.	

Exercise 'LEMC Starship Enterprise' – 27 October 2018 – Final Report

It was noted Kel Wise had prepared and circulated a report and recommendations from the scenario which will be considered over coming meetings.

In relation to suitable evacuation locations, Council was asked to check records from several years' ago as it was thought an audit on locations had been completed.

COMMITTEE'S RECOMMENDATION 17/18	G Bunyan/N Campbell
That the LEMC endorse the LEMC Starship Enterprise – Final Report and forward to the REMC.	

COMMITTEE'S RECOMMENDATION 18/18	G Bunyan/N Campbell
That the Gilgandra LEMC submit the Final Report to the Central West Region Emergency Management Committee with the following recommendations:	
<ol style="list-style-type: none">1. Accept and endorse the Gilgandra 'LEMC Starship Enterprise' Discussion Exercise Final Report,2. Seek support from the Office of Emergency Management to fund future exercising of EMPlan and CMG's,3. Note that this is a very worthwhile exercise and that the REMC support rolling out the LEMC Starship Enterprise Exercise to all LEMC's in the Central West Region.	

Floodplain Information

It was noted that at the last meeting Phil Lalor suggested that the Office of Environment & Heritage may have suitable funding for an updated flood study and Phil would be asked to follow up.

AGENDA ITEMS

REMO'S REPORT

Kel Wise spoke to his report.

COMMITTEE'S RECOMMENDATION 18/18	K Wise/S Whitfield
That the REMO's report be noted.	

CORRESPONDENCE RECEIVED REQUIRING DISCUSSION

- State Ignition Prevention Plan 2018/19 Season
- Media Releases from Essential Energy;
 - Orange tape indicates Essential Energy is aware of an issue
 - Christmas lights and electrical safety
- Office of Local Government – New structure for NSW State SES

EVENTS

- Carols by Candlelight (1 December)
- Athletics (8-9 December 2018)
- Races (1 January, 6 January, 9 February)
- Australia Day (26 January)

UPDATE OF EMERGENCY CONTACT DETAILS

Minor amendments were noted for update.

GENERAL BUSINESS

Consequence Management Guide for Transport Accidents Involving Animals

The Committee discussed and made suggestions for this CMG. The draft document will be put forward for endorsement at the next meeting.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

2019 MEETINGS

Tuesday, 26 February 2019 (Fire & Rescue NSW)
Tuesday, 28 May 2019 (Rural Fire Service)
Tuesday, 27 August 2019 (Ambulance Training Centre)
Tuesday, 26 November 2019 (Gilgandra Shire Council)

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.15 PM.

David Neeves
Chairman

LOCAL LICENSEES

22 November 2018

PRESENT

A Walker (Chairman) – Armatree Hotel
J Jones – Gilgandra Services Club
B Luff – Royal Hotel
M Shipway – Railway Hotel
L Zell - Tattersall's Hotel

IN ATTENDANCE

J Campbell – Administration Assistant

Proceedings of the meeting commenced at 9.03am.

APOLOGY

A Jenkin – Mountain View Hotel
J Bleechmore – RSO
J Pout - RMS
Sgt N Campbell – Gilgandra Police
M Wilson – Gilgandra Shire Council (Acting Chairman)

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

Nil

BUSINESS ARISING

Nil

GENERAL BUSINESS

Plan B

Ms Campbell handed out the Plan B Material consisting of a poster, entry box, entry forms, a sticker (to place on the swag) and a swag. Mr Walker apologised to the Committee on the change of date.

Plan B will kick off on the December 1 and most venues will draw a winner on Australia Day.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

Ms Campbell requested that the participating venues bring back their winning and best entries to Council so that an overall winner may be selected by the Committee. Noting that this did not happen last year.

All present agreed that the swag prize was getting a bit stale and that the Committee members come up with a better concept for next year. Mr Walker will line something up with The Gilgandra Weekly to promote this campaign further.

The Committee also asked that the colour of the shirts be changed and bigger sizes be made available as they have been quite small and ill-fitting maybe polo shirts in different colours. Noting also that the colour black is not a good colour to wear in summer.

Ms Campbell to contact those participating in the Plan B Campaign to collect their swags and promotional package.

Proceedings in Brief

It was noted that the Services Club and the Tattersall's Hotel had an 'undercover' visit from the Licensing Sgt Cassidy.

It was further noted that a police presence at these meeting was essential.

NEXT MEETING

The next meeting will be held on Tuesday, 19 February 2019 at 9.00am.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.25AM.

M Wilson
Acting Chairman

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

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 November 2018.
2. Certificate of Bank Reconciliation – Month of November 2018.
3. Details of investments as at 30 November 2018 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Oct-18	\$1,362,385.57
Plus: Receipts		\$3,624,512.76
Less: Payments		\$3,397,591.99
CASH BOOK BALANCE AS AT	30-Nov-18	\$1,589,306.34

STATEMENT BALANCE AS AT	31-Oct-18	\$1,362,418.03
Plus: Receipts		\$3,495,274.80
Less: Payments		\$3,146,215.17
STATEMENT BALANCE AS AT	30-Nov-18	\$1,711,477.66

Plus: Unpresented Receipts		\$197,496.55
Less: Unpresented Payments		\$319,667.87
RECONCILED BALANCE AS AT	30-Nov-18	\$1,589,306.34

Cashbook balance as at 30 November 2018:	\$1,589,306.34
Investments held as at 30 November 2018:	\$22,033,318.48
Total Cash & Investments Held as at 30 November 2018:	\$23,622,624.82

The bank balances in each of the funds as at 30 November 2018 are:

General Fund	\$9,234,437.74
Water Fund	\$2,444,975.50
Sewer Fund	\$1,117,045.61
Orana Lifestyle Directions	\$2,980,509.10
Carlinda Enterprises	\$318,161.54
Cooee Villa Units	\$1,435,239.22
Cooee Lodge	\$5,071,078.79
Jack Towney Hostel	\$756,434.34
Trust Fund	\$264,742.98

Balance as per Total Cash & Investments Held: \$23,622,624.82

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 183 days @	2.80%	Due on 12-Mar-19	With AMP Bank
(b)	\$1,000,000.00	For 275 days @	2.65%	Due on 01-Dec-18	With AMP Bank
(c)	\$500,000.00	For 182 days @	2.75%	Due on 05-Apr-19	With AMP Bank
(d)	\$1,500,000.00	For 182 days @	2.65%	Due on 24-May-19	With AMP Bank
(e)	\$1,000,000.00	For 214 days @	2.85%	Due on 22-Jan-19	With AMP Bank
(f)	\$500,000.00	For 180 days @	2.70%	Due on 06-Mar-19	With Bankwest
(g)	\$1,000,000.00	For 120 days @	2.65%	Due on 28-Mar-19	With Bankwest
(h)	\$1,000,000.00	For 183 days @	2.70%	Due on 05-Mar-19	With Bankwest
(i)	\$500,000.00	For 275 days @	2.45%	Due on 03-Dec-18	With Bendigo
(j)	\$1,000,000.00	For 273 days @	2.70%	Due on 06-May-18	With Bendigo
(k)	\$1,000,000.00	For 274 days @	2.71%	Due on 04-Apr-19	With Bendigo
(l)	\$500,000.00	For 182 days @	2.55%	Due on 04-Apr-19	With Bendigo
(m)	\$500,000.00	For 274 days @	2.70%	Due on 11-Apr-19	With Bendigo
(n)	\$1,000,000.00	For 181 days @	2.70%	Due on 18-Mar-19	With BoQ
(o)	\$1,000,000.00	For 184 days @	2.75%	Due on 10-Jan-19	With BoQ
(p)	\$500,000.00	For 182 days @	2.60%	Due on 06-May-19	With IMB
(q)	\$1,000,000.00	For 365 days @	2.70%	Due on 28-May-19	With IMB
(r)	\$1,000,000.00	For 182 days @	2.70%	Due on 20-May-19	With ME Bank
(s)	\$1,500,000.00	For 184 days @	2.65%	Due on 27-Feb-19	With ME Bank
(t)	\$500,000.00	For 180 days @	2.67%	Due on 29-Jan-19	With NAB
(u)	\$1,000,000.00	For 90 days @	2.60%	Due on 04-Dec-18	With NAB
(v)	\$1,000,000.00	For 180 days @	2.73%	Due on 04-Dec-18	With NAB
(w)	\$1,000,000.00	For 272 days @	2.70%	Due on 06-May-19	With NAB
(x)	\$1,000,000.00	For 182 days @	2.78%	Due on 21-Dec-18	With NAB
(y)	\$533,318.48		1.99%	At Call	With TCorp
Total Investments:					
\$22,033,318.48					

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	Being followed up
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	Progressing
<u>September 2017</u>		
264/17	Mudfords Road	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>		
117/18	Rural Fire Service Zoning Agreement	Agreement to be reviewed
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>August 2018</u>		
181/18	Curban Hall Committee request	Application successful – goods ordered

September 2018

203/18 152/18	Request for Boundary Change between Gilgandra and Coonamble	Application progressing; Coonamble Council to be advised accordingly
205/18	Staff Uniform	To be in place by 1 July 2019 and associated policies to be reviewed

November 2018

247/18	Drought Communities applications	All applications submitted.
--------	----------------------------------	-----------------------------

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 DECEMBER 2018

DEVELOPMENT APPLICATIONS

The following application was received from 1-30 November 2018.

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Decision Date
2018/264	07/11/2018	PHYZ X 2U	MOBILE CLINICAL SERVICES	12 BYRNE AVENUE GILGANDRA NSW 2827		
2018/265	14/11/2018	GILGANDRA SHOW SOCIETY	TO HOLD A MUSIC CONCERT 17/11/18. TEMPORARY MARQUEE 5-12PM. FIRESWORKS 9PM, BAR FACILITIES & FOOD STALLS. AMUSEMENT RIDES.	63-67 WARREN ROAD GILGANDRA NSW 2827	APPROVED	14/11/2018
2018/266	21/11/2018	TEGAN SKYE STUART	CONSTRUCTION OF A STEEL FRAMED SHED	12-14 BRIDGE STREET TOORAWEEAH NSW 2817	APPROVED	30/11/2018
2018/267	20/11/2018	JAMIE WAYNE EASON	POOL	224 WARREN ROAD GILGANDRA NSW 2827	APPROVED	28/11/2018
2018/268	26/11/2018	JACOB BLAIR ADAMS	CARPORT	21 WALKER DRIVE GILGANDRA NSW 2827	APPROVED	06/12/2018
2018/269	26/11/2018	GREGORY ROBERT KING	PATIO COVER/DECK	151 NEWELL HIGHWAY GILGANDRA NSW 2827	APPROVED	30/11/2018
2018/270	27/11/2018	PETER STANLEY HAZELTON	EXTENSION TO EXISTING AWNING - ST JOSEPH'S SCHOOL	20-24 WRIGLEY STREET GILGANDRA NSW 2827	APPROVED	03/12/2018
TOTAL FOR NOVEMBER 2018				\$81,400.00		
TOTAL FOR 2018				\$2,549,239.00		

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager
