

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 16 March 2021 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. Commencement of recording
6. Apologies
7. 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.

8. Confirmation of Minutes

- Ordinary meeting held on 16 February 2021

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.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Offer to purchase land (c)
 - Tenders – Road Rectification Packages 1-4
- Procedural Motion to re-open meeting to Press and Public

9. Reports

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.

RESIGNATION FROM JOINT ORGANISATION

SUMMARY

To seek a resolution for Gilgandra Shire Council to resign its membership of the Orana Joint Organisation of Councils (JO).

.....

At a meeting of the Orana Joint Organisation held on the 24 February 2021, the purpose and future of the Joint Organisation (JO) was discussed.

Whilst the function of the JO had some merit and, for a long time, Gilgandra Shire Council subscribed to the intent of the JO, the JO member Councils have reached a level of frustration to consider resignation from the organisation.

There are many reasons for this decision, however the Government led break-up of the former Orana Regional Organisation of Councils, separating the Far West Councils from the Orana Councils was the starting point. Dubbo Regional Council and Coonamble Shire resolved not to join the Orana JO which fundamentally undermined the Hub and Spoke model promoted by the Government.

This report seeks Council's support to resign its membership of the Orana Joint Organisation of Councils. In order to meet the requirements of the Local Government Act, significant financial resources would need to be allocated by all member Councils. While there has always been a good working relationship between member Councils, the lack of financial support from the State Government for the running of the organisation makes it difficult to sustain.

Joint Organisations of Councils were formally instituted through changes to the Local Government Act in 2017 – the Local Government Amendment (Regional Joint Organisations) Act 2017 No 65. Council had previously been involved in the more relaxed Orana Region of Councils (OROC) and had enjoyed a good working relationship with these Councils without excessive membership fees or regulatory burdens.

The decision by Dubbo Regional Council and Coonamble Shire Council to not join the Orana JO meant that any financial burden fell to the other Councils. As time progressed it became clear that the requirements of the Local Government Act would be similar for JOs as for Councils. This is in relation to financial management and auditing as well as newer aspects of legislation such as the formation of Internal Audit, Risk and Improvement Committees. All of these regulatory aspects require significant financial expenditure. It was discussed that member Councils should not incur the financial burden to keep a JO sustainable or incur the risk of the JO trading insolvent.

The JO has now reached a point of complete frustration of being a proclaimed body under the Act that is serving no purpose other than consuming unnecessary costs to keep the JO a functioning entity.

At a meeting of the Orana JO held on the 24 February 2021, it was resolved:

That the Executive Officer write to each Council to present a report to their Council meeting to consider resigning from the Orana Joint Organisation and send a response back to the Executive Officer by the end of April.

The Executive Office of the JO has since written to Council requesting each Council consider resigning from the Joint Organisation.

In order to dissolve the JO, each member Council must first obtain a resolution to resign and then a request will be put to the Local Government Minister to dissolve the Joint Organisation in accordance with Section 400ZC of the Local Government Act.

| | |
|---------------------------------|---|
| <u>Principal Activity</u> | Representation and Collaboration |
| <u>Policy Implications</u> | Nil |
| <u>Budget Implications</u> | Less financial burden if Council is not required to contribute to the operation of the Joint Organisation |
| <u>Delivery Program Actions</u> | 8.1.1.1 Maintain active relationship with Orana Regional Organisation of Councils |

RECOMMENDATION

1. That Council note the ongoing concerns about the financial sustainability of the Orana Joint Organisation.
2. That Council resign its membership of the Orana Joint Organisation.
3. That Council make the relevant representations to the Orana Joint Organisation seeking agreement from all members Councils on this issue.
4. That Council work with the Orana Joint Organisation to write to the Minister for Local Government seeking the relevant legislation be enacted to dissolve the Orana Joint Organisation.
5. That Council write letters of thanks to Narromine Shire Council and Mid-Western Regional Council for providing support as Chair and Executive Officer respectively.

David Neeves
General Manager

MEMBERSHIP TO MURRAY DARLING ASSOCIATION

SUMMARY

To seek Council's endorsement to become a member of the Murray Darling Association (MDA).

.....

The Chief Executive Officer of Murray Darling Association, Emma Bradbury and elected representative Mayor Craig Davies of Narromine Shire met with the General Manager on 17 February to discuss the opportunity for Gilgandra Shire Council to join the MDA.

The MDA represents over 167 councils. Their ongoing partnership between Councils and the Murray Darling Association aims to elevate local and regional issues and priorities to the state and federal level providing national recognition of local priorities. Membership to the MDA aims to deliver social, economic, and environmental benefits to each community by creating partnerships, participating in events, and accessing networks and services that align with and support all Community plans in the areas of Community, Environment, Economy and Council.

The MDA acknowledges councils and the local government sector are increasingly resource challenged and are looking for services, relationships and partnerships that assist in achieving the strategic priorities of individual councils and regions.

A strong relationship between council and the MDA provides opportunities to:

- partner with other councils and regional groups in providing local case studies and experience to support regional and national positions and advocacy strategies.
- raise the profile of this council and the local government sector through MDA's partnerships with the Commonwealth.
- present strategically aligned priorities, objectives, and advocacy to state and federal governments.
- leverage regional efficiencies and Basin-scale capability and positions.

Council has a number of basin-related projects currently underway or proposed. These include the Inland Rail Bore Water Project, the Castlereagh River Restoration and Beautification Project, reinstatement of number 6 Bore and new Sewer and Water Treatment Plants.

Emma and Craig also met with the other Orana Region General Managers and/or Mayors and indicated they are all supportive of joining, pending confirmation of their respective councils.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

The membership and joining fees are calculated at \$0.305 per head of population, capped at \$6,681.82. Gilgandra's recent Population based on latest ABS census data applies at 4236. Therefore the cost to join is \$1291.80 per annum (ex GST).

Given there are a number of water projects planned for our community, I see there are potential advantages of joining the MDA. The charter of the MDA and how it represents Local Government in a very complex matters will have benefits to our community and therefore I recommend that Council become a member of the MDA

| | |
|---------------------------------|--|
| <u>Principal Activity</u> | Strategic Leadership |
| <u>Policy Implications</u> | Nil |
| <u>Budget Implications</u> | Nil |
| <u>Delivery Program Actions</u> | 4.1.1.1 Support Councillors in their role by providing information regularly and training as required |

RECOMMENDATION

That Council become a member of the Murray Darling Basin Association.

David Neeves
General Manager

ARA/ALC INLAND RAIL CONFERENCE

SUMMARY

To consider attendance at the Australasian Railway Association and Australia Logistics Council (ARA/ALC) Inland Rail Conference 2021 in Albury Wodonga from 25-27 May 2021.

.....

The Australasian Railway Association and Australia Logistics Council will hold the 3rd Inland Rail Conference in Albury Wodonga. The 2018 conference was held in Parkes and the 2019 conference in Toowoomba with over 450 delegates attending. Council was represented by the Mayor, General Manager and Economic Development Manager at both these conferences.

The conferences have proved extremely productive with a number of government and private industry contacts made that continue to prove productive on an ongoing basis.

The Inland Rail Project Manager will be attending the Conference and it is recommended that the Mayor (or nominee) and General Manager also attend the Conference based on the positive outcomes of attending the Parkes and Toowoomba Conference in 2018 and 2019.

| | |
|---------------------------------|--|
| <u>Principal Activity</u> | Growing Economy |
| <u>Policy Implications</u> | Nil |
| <u>Budget Implications</u> | \$2970 plus travel and accommodation to be funded from the Inland Rail Activities budget |
| <u>Delivery Program Actions</u> | 5.1.2.1 Provide support for existing business and facilitate opportunities for business development and growth |

RECOMMENDATION

That the Mayor (or his nominee) and General Manager be authorised to accompany the Inland Rail Project Manager at the ARA/ALC Inland Rail Conference in Albury Wodonga from 25-27 May 2021.

David Neeves
General Manager

2021 WESTERN DIVISION COUNCILS CONFERENCE

SUMMARY

To consider attendance at the 2021 Western Division Conference to be held in Broken Hill from 19-21 April 2021.

.....

Early advice has been received that the 2021 Western Division Conference will be held in Broken Hill from 19-21 April 2021.

The Western Division forum represents an opportunity to network with Western NSW community leaders.

The theme of the 2021 Conference is “The Four Pillars of Sustainability” - Human, Social, Economic, and Environment. An invitation has been extended to the Premier to open the conference on 20 April. The sessions on 20 and 21 April will focus on these key sustainability pillars. A full program will be available at a later date.

It should be noted the dates clash with Council’s scheduled April meeting.

Councillors are asked to determine whether Gilgandra Shire Council will be represented at this conference.

| | |
|---------------------------------|---|
| <u>Principal Activity</u> | Representation and Collaboration |
| <u>Policy Implications</u> | Nil |
| <u>Budget Implications</u> | Nil |
| <u>Delivery Program Actions</u> | 8.1.1.1 Maintain relationship with Orana Regional Organisation of Councils |

RECOMMENDATION

That Council determine attendance at the 2021 Western Division Conference to be held in Broken Hill from 19-21 April 2021 and, if so, determine whether to reschedule the April Council meeting.

David Neeves
General Manager

MUDFORDS ROAD

SUMMARY

To provide an update on the outstanding issue of Mudfords Road being proclaimed as a Council controlled public road.

.....

To recap this issue, Council considered a report to its meeting of 19 September 2017 as follows:

The section of Mudfords Road between the Denmire and West Mialla Road, a distance of five kilometres (5km), has been maintained by Council for decades albeit to a very minimum standard.

This road serves as a link road between the roads in the south eastern section of the Shire and the Newell Highway at Balladoran. Notwithstanding the weight restriction on the Lucas Bridge over the Castlereagh River, this road would be used more by the heavier classes of vehicles. Mudfords Road also serves as a school bus route.

Correspondence was received early 2010 from the Land and Boundary Management Officer for Brigalow Nandewar Project of Department of Environment NSW. The correspondence referred to a meeting in 2008 between the Land and Boundary Management Officer the Area Manager of the National Parks and Wildlife Service and Council's Director Works & Technical Services to discuss a process that was commencing to review roads within new areas of national park created by the Brigalow and Nandewar Community Conservation Area Act 2005 (BNCCA Act).

The preliminary process of road review throughout the Brigalow Nandewar Area was completed after the visit and Mr Hanson was further pursuing the next phase of boundary adjustments and transfer of road ownership.

At that time (July 2008) it was identified that a significant road for transfer to Council ownership was Mudfords Road.



The Department of Environment NSW acknowledged “that it would be expensive to fully survey Mudford Rd so NPWS proposes that the attached plan be used for the purposes of a declaration under s13 Of the Roads Act 1993 proclaiming Mudford Road as a council public road”.

Council was asked to kindly peruse the attached map and confirm that Council agrees with the proposed definition of Mudfords Road and that Council will accept ownership of the road.

Subsequently the Land and Boundary Management Officer was on secondary duties and the matter stalled until early 2014 when a further email was received from the Land and Boundary Management Officer asking Council to pursue the matter.

In June 2015 the issue of Mudfords Road was raised again by the Land and Boundary Management Officer. Accordingly it was then resolved by Council at its meeting on 20 July 2016 (resolution 212/16) “that Council formally accept the proclamation of Mudfords Road as a Council Public Road under Section 13 of the Act 1993”.

Mid 2016 a copy of Council’s report and resolution was sent to the Department of Environment NSW for their records stating that “consequently, Gilgandra Shire Council agrees with the proposed definition of Mudfords Road and accepts ownership of the said road effective from 20 July 2016”.

In August 2017, arrangements were made for a contractor to undertake some road clearing works on Mudfords Road verges. As part of the process and as a matter of courtesy, contact was made with the Department of Environment NSW. Confusion arose from the Department of Environment NSW as to why Gilgandra Shire Council was maintaining Mudfords Road as records indicated that the road was owned by the State as part of the Brigalow National Park. Further investigations over the next few days revealed that the paperwork had not been submitted to the Minister from Environment NSW. Thus Mudfords Road between the Denmire and West Mialla Road is not a Council Road.

The road is frequently used and has been very hard to maintain in a comfortable travelling condition. It is considered that if clearing works were undertaken, the condition of the roadway could be improved, however no work will be undertaken until the road has been formally declared as a local public road.

Council staff will work towards finalising the acquisition of Mudfords Road as a public road unless the Council provide an alternative direction.

At that meeting, Council resolved:

| | |
|--|---------------------|
| RESOLVED - 264/17 | Cr Mudford/Cr Peart |
| That Council reaffirm the intent to proclaim Mudfords Road as a Council public road. | |

This matter has been followed up on numerous occasions and has still not been resolved as yet. The relevant team leader within NSW National Parks and Wildlife Service advised on 9 March 2021 that the priorities of the department are being driven by the Minister, however with a new staff member commencing duties in the near future, it is hoped the Mudfords Road can be progressed.

| | |
|---------------------------------|--|
| <u>Principal Activity</u> | Asset Management and Service Delivery Representation and Collaboration |
| <u>Policy Implications</u> | Nil |
| <u>Budget Implications</u> | Nil |
| <u>Delivery Program Actions</u> | 6.2.1.2 Provide and maintain road access for all residents except during periods of extreme weather 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

**DEVELOPMENT APPLICATION - COOEE HERITAGE CENTRE
RENOVATIONS**

SUMMARY

To present Development Application 2021/387 for determination

.....

A development application for renovations to the Cooee Heritage Centre was lodged with Council on 08/03/2021. The applicant is Gilgandra Shire Council. The subject site is Lot7004 DP1026201 and Lot 224 DP752554, which are both crown reserves (82729,87372).

The subject site is zoned R1 General Residential. The proposed use as a community facility is permissible within the zone with Council's consent.

The original building was a tourist information centre, which underwent a major renovation in 2000 with the addition of three galleries whilst retaining the tourist information building. The facility is known as the Cooee Heritage Centre.



The proposed upgrades comprises:

- Replacement of amenities with new toilet area.
- Installation of a commercial kitchen.
- Installation of a cafe/kiosk, including decking area.
- Upgrade to carparks.
- New roof and glazing over entry foyer.
- New external cladding to front of proposed building.
- New reception counter.
- New air-conditioning to galleries

As part of the submitted documents the applicant has engaged "Design Confidence" (Nicolas Hurtado & Luke Sheehy) to prepare a "Fire and Life Safety Upgrade Strategy" for consideration under Clause 94 of the Environmental Planning and Assessment Regulation 2000. This document is attached. The Applicant is seeking partial conformity with the National Construction Code (NCC).

Clause 94 of the Environmental Planning and Assessment Regulation 2000 allows the consent authority to take into consideration whether it would be appropriate to require the existing building to be brought into total or partial conformity with the NCC.

Having received the Fire and Life Safety Upgrade Strategy report on 05/03/2021 and conducted a review, I offer the following comments:

- The report is not a performance solution and merely seeks dispensation under Clause 94 of the Environmental Planning and Assessment Regulation 2000, where fire safety measures are non-compliant.
- The report is based on assumptions and guidelines.
- The authors take no responsibility for the report. “*The conclusions of this report may not be valid if the assumptions are incorrect*”. All risk liability is the responsibility of the consent Authority.
- The intent of Clause 94 is to allow the consent authority to take into consideration whether it would be appropriate to require the existing building to be brought into total or partial conformity with the NCC.
- The existing building was approved as a class 6 and 9b on 20 January 2000. The construction certificate was approved on the 20 January 2000. As part of the CC approval, statutory prescribed conditions applied, being fire safety measures. The Fire Safety Schedule nominated fire hose reels and fire hydrants. It appears there has never been a final Occupation Certificate issued for the building, therefore Council is in breach of its conditions of consent.
- It is important when assessing fire safety measures to consider the use of the building, the type of occupant and the intended fuel load.
- The issues around distance from the fire source feature are easily rectified with a lot consolidation or boundary adjustment.
- Fire Hazard properties - Council would accept the existing linings and coverings.

It is important for Council to be aware that increasing the size of a building triggers certain fire safety measures in the case the current CHC building it is already above 500m², thus requiring Fire Hydrants and Fire Hose reels. The current conditions of consent prescribe fire safety measures for the building. As the current hydrants and fire hose reels are non-compliant, Council is in breach of its consent.

As most fires start in the kitchen, the installation of a commercial kitchen increases the fire risk, while the purpose of the proposed upgrade to the facility is to increase patronage. It would not make sense to downgrade fire safety measures whilst increasing the fuel load and occupancy of the building.

Clause 94 of the Environmental Planning and Assessment Regulation 2000 does not have the ability to remove the current conditions of consent under DA67/99. I would advise Council that it would be committing an offence under the legislation and such action could also be perceived as a conflict of interest

Based on the above, I do not support the recommendations contained in the Fire and Life Safety Upgrade Strategy, therefore pursuant to Clause 94 of the Environmental Planning and Assessment Regulation 2000, the whole building must comply with the deemed-to-satisfy provisions or performance requirements of the NCC.

It is my recommendation that the proponent engage a suitably qualified accredited fire safety engineer to develop a performance solution for the proposed development

In summary the proposed development is permissible within the zone subject to Council's consent. I support the proposed development subject to the conditions outlined below.

Council will need to consider these issues when making their determination. Please refer to the attachments for further plans and details regarding the development.

| | |
|---------------------------------|---|
| <u>Principal Activity</u> | Landuse Planning and Sustainable Environment, Legislation and Bylaws |
| <u>Policy Implications</u> | Nil |
| <u>Budget Implications</u> | Grant funding Project |
| <u>Delivery Program Actions</u> | 7.1.1.1 Provide assessments of development and subdivision approvals in a timely manner |

RECOMMENDATION

That DA2021/387 application be approved subject to the following conditions.

Conditions

1. Development of the site shall be carried out generally in accordance with the approved plans, specifications and documentation submitted with the application, subject to any notations in red or modification required as a consequence of any condition.

Reason: To ensure compliance with this consent.

| Plan Title | Drawing No. | Rev. | Date |
|--|-------------|------|------------|
| Architectural Plans by Gilgandra Shire Council | | | |
| Cover Sheet & Drawing Schedule | 004-3B-A01 | 3B | 29/12/2020 |
| Existing Site Plan | 004-3B-A02 | 3B | 29/12/2020 |
| Proposed Detail Site Plan | 004-3B-A03 | 3B | 29/12/2020 |
| Demolition Floor Plan | 004-3B-A04 | 3B | 29/12/2020 |
| Proposed Roof Plan | 004-3B-A05 | 3B | 29/12/2020 |
| Demolition Elevations | 004-3B-A06 | 3B | 29/12/2020 |
| Proposed Floor Plan | 004-3B-A07 | 3B | 29/12/2020 |
| Detail Floor Plan | 004-3B-A08 | 3B | 29/12/2020 |
| Proposed Roof Plan | 004-3B-A09 | 3B | 29/12/2020 |
| Proposed Elevations – Sheet 1 | 004-3B-A10 | 3B | 29/12/2020 |
| Proposed Elevations – Sheet 2 | 004-3B-A11 | 3B | 29/12/2020 |
| Section & Details – Sheet 1 | 004-3B-A12 | 3B | 29/12/2020 |
| Section & Details – Sheet 2 | 004-3B-A13 | 3B | 29/12/2020 |
| Section & Details – Sheet 3 | 004-3B-A14 | 3B | 29/12/2020 |
| Section & Details – Sheet 4 | 004-3B-A15 | 3B | 29/12/2020 |
| Ramp & Deck Details | 004-3B-A16 | 3B | 29/12/2020 |
| Bathroom Details – Sheet 1 | 004-3B-A17 | 3B | 29/12/2020 |
| Bathroom Details – Sheet 2 | 004-3B-A18 | 3B | 29/12/2020 |
| Kitchen Details | 004-3B-A19 | 3B | 29/12/2020 |
| Window & Door Schedules & Details | 004-3B-A20 | 3B | 29/12/2020 |
| Car park plan by Duncan Priestly –Civil Engineering dated 31/08/2020 | | | |

2. Compliance with any attached Prescribed Conditions that may be relevant to the proposed development.

Reason: To ensure compliance with Section 80A (11) of the Environmental Planning and Assessment Act, 1979.

3. All construction work must be carried out in accordance with the requirements of the National Construction Code.

Reason: Compliance with statutory requirements.

4. A Construction Certificate must be obtained from Council or an accredited certifier for the following work at least two (2) days prior to any construction work commencing. Where the Construction Certificate is obtained from an accredited certifier the determination and all appropriate documents must be notified to Council within seven (7) days of the date of determination.

Reason: Required by Section 81A of the Environmental Planning and Assessment Act, 1979 and Part 8, Division 2 of the Environmental Planning and Assessment Regulation, 2000.

5. Pursuant to clause 94 of the Environmental Planning and Assessment Regulation 2000, the whole building must comply with the deemed-to-satisfy provisions or performance requirements of the National Construction Code.

Reason: Compliance with statutory requirements.

6. Road numbers must be affixed to the building or fence, and such numbers must be clearly visible from the street or road.

Reason: To properly identify the property.

7. Notice of appointment of a Principal Certifying Authority and Notice of Commencement must be submitted at least two (2) days prior to any building or ancillary work being carried out must be submitted to Council on the relevant form.

Reason: Required by Section 81A(2) of the Environmental Planning and Assessment Act, 1979 and Clause 135 & 136 of the Environmental Planning and Assessment Regulation, 2000.

8. A sign must be erected on the development site stating:

- a) The name, address and telephone number of the Principal certifying Authority for the work.
- b) The name of the Principal Contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours.
- c) That unauthorised entry to the work site is prohibited.

Reason: To ensure compliance with the Environmental Planning and Assessment Act, 1979.

9. The proponent is required to enter into a trade waste agreement with Council prior to the issue of the final occupation certificate. A grease arrestor must be provided to the sanitary drainage line from the sink, to trap and retain any oil/grease. In this regard the developer must first apply for and obtain a Trade Waste Approval from Council prior to the
-

selection and installation of any grease arrestor. A trade waste agreement is required to discharge waste to Council's sewer.

Reason: Implementation of statutory provisions of the Local Government Act 1993.

10. Prior to any work commencing, toilet facilities must be provided at or in the vicinity of the work site.

Reason: To provide sanitary facilities for workers.

11. Construction works are to be limited as follows:

- a) Monday to Friday - 7.00 am to 6.00 pm.
- b) Saturday - 7.00 am to 1.00 pm.
- c) No construction work which will adversely impact on the amenity of the area is to take place on Sundays or Public Holidays.

Reason: To preserve the amenity of the area.

12. The site shall be protected from erosion and sediment loss during the construction works. This work must be carried out and maintained in accordance with erosion and sediment control guidelines for building sites.

Reason: To protect the environment.

13. Drainage is to be provided to divert surface water clear of the building and dispose of such water in a way that avoids the likelihood of damage or nuisance to any other property.

Reason: To ensure adequate drainage

14. A hoarding or fence must be erected between the work site and a public place.

Reason: To protect the health and safety of the public

15. Prior to the release of the construction Certificate a detailed lighting plan is to be submitted to Council demonstrating compliance with clause 5.14 of the Gilgandra Local Environmental Plan 2011.

Reason: To minimise the effect of light on adjoining properties and reduce the effect of artificial lighting on the night sky.

16. All mandatory inspections required by the Environmental Planning and Assessment Act and any other inspections deemed necessary by the Principal Certifying Authority being carried out during the relevant stage of construction.
-

Reason: Compliance with statutory requirements.

17. The subject land is to be consolidated into one allotment or alternatively a boundary adjustment is required. Evidence of consolidation is to be provided to Council prior to the issue of a Final Occupation Certificate.

Reason: Construction of the existing building is to be built over the existing boundary.

18. This approval does not provide any indemnity to the owner or applicant under the Disability Discrimination Act 1992 with respect to the provision of access and facilities for people with disabilities.

Reason: Compliance with statutory requirements.

19. All building work is to comply with the requirements of the Access to Premises Standard.

Reason: Compliance with statutory requirements

20. All roofed and paved areas are to be drained and the water from those areas conveyed to the street drainage system by means of a fully sealed downpipe and stormwater system. Where applicable, a metal kerb-box to suit lay-back kerb shall be fitted in accordance with AS/NZS 3500.

Reason: To ensure a safe and sustainable storm water drainage system.

21. All plumbing, drainage and stormwater work shall be carried out by a licensed person in accordance with the requirements of AS/NZS 3500 and New South Wales Code of Practice.

Reason: Required by the Local Government (Water, Sewerage and Drainage) Regulation.

22. Existing services that require reconstruction or adjusting to suit a development (water, sewerage, stormwater, roadwork's, kerb and gutter, etc.) are to be done at the developer's expense. Construction is to be in accordance with AUS SPEC and Council's standards.

Reason: To protect existing services.

23. Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Gilgandra Shire Council.
-

Reason: Reason: Compliance with statutory requirements.

24. Access for disabled persons shall be provided for disabled persons in accordance with AS 1428.1-2009 Design for Access and Mobility).

Reason: To ensure compliance with the Building Code of Australia.

25. Dedicated garbage/recycling storage area shall be provided to service the development.

Reason: To ensure provision is made for garbage and recycling.

26. A schedule of existing and proposed fire safety measures is to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.

Reason: Compliance with statutory requirements

27. Prior to occupation or the issue of the Occupation Certificate (or Interim Occupation Certificate) the owner of the building must cause the Principal Certifying Authority to be given a fire safety certificate (or interim fire safety certificate in the case of a building or part of a building occupied before completion) in accordance with Clause 153 of the Environmental Planning and Assessment Regulation 2000 for each measure listed in the schedule. The certificate must only be in the form specified by Clause 174 of the Regulation. A copy of the certificate is to be given to the Commissioner of the New South Wales Fire Brigade and a copy is to be prominently displayed in the building.

Reason: Compliance with statutory requirements.

28. For every 12 month period after the issue of the Final Fire Safety Certificate the owner/agent of the building must provide the Council and the Commissioner of NSW Fire Brigades with a copy of an Annual Fire Safety Statement Certifying that each specified fire safety measure is capable of performing to its specification.

Reason: Compliance with statutory requirements.

29. At least two (2) disabled car parking spaces are to be provided. These spaces shall be clearly identified by sign posting complying with AS1428.1-2009.

Reason: To ensure compliance with Gilgandra Development Control Plan 2011 and The National Construction Code.

30. The occupation or use of the building must not commence until an Occupation Certificate has been issued by the Principal Certifying Authority. (N.B. All Critical Stage Inspections must have been completed prior to the issue of the Occupation Certificate).

Reason: Compliance with statutory requirements.

31. The proposed building works must be designed and constructed in conformity with the applicable criteria under the NCC and the Disability (Access to Premises — Buildings) Standards 2010 of the DDA and in accordance with AS 1428.1-2009 (Design for Access and Mobility). In particular the Developer must address the 'affected parts' of the existing building and submit with the Construction Certificate application details of any upgrading to the existing building's 'affected parts' as required under the Disability (Access to Premises — Buildings) Standards 2010.

Reason: Council requirement in consideration of the Premises Standards under the DDA and the NCC.

32. The portions of the building to be used for receiving, storing, handling and handling food shall be constructed, fitted out and operated in accordance with the minimum requirements of the Australian Food Safety Standards.

Reason: Statutory requirement to comply with Food Safety Standards and associated childcare regulatory standards

Lindsay Mathieson
Director Planning & Environment

CONSTRUCTION OF LANDFILL CELL

SUMMARY

To advise proposed construction of a new landfill cell at the Gilgandra Waste Facility.

.....

As Council would be aware, planning and development of the current landfill cell at the Gilgandra Waste Management Facility commenced in 2015 as part of the 10-year capital works program for the facility.

This new cell was constructed and completed in early 2019 with waste operations commencing at the end of June 2019. Figure 1 below shows a view during construction:



Figure 1: View during construction

Following excavation of the 2019 cell, the estimated volume to ground level was 16,000 cubic metres of void space, plus an initial lift above ground to match existing cells (4,000 cubic metres of void space), giving a total volume of 20,000 cubic metres. A scan dated 29 June 2020 showed that the landfill cell had received approximately 2,787 cubic metres (1,672.2 tonnes) of compacted waste by that time.

Based on data over the past five years, compacted waste to landfill has averaged 1,603 tonnes per year. This gives the life expectancy of the current cell to be 6.45 years, a further 4 years life expectancy following the first 20 months of operational use. The following table shows compacted waste to landfill in tonnes for the previous five years:

| Year | Tonnes | Cubic Metres |
|-------------|---------------|---------------------|
| 2019/20 | 1,672 | 2787 |
| 2018/19 | 1,606 | 2677 |
| 2017/18 | 1,418 | 2363 |
| 2016/17 | 1,305 | 2174 |
| 2015/16 | 2,015 | 3358 |

As identified in the preceding table, the tonnage rates over the last five years have been fairly consistent, generally varying in line with construction and demolition projects that occur throughout the year.

It has been identified that the availability of some local resources, particularly earthmoving contractors, will become limited at the height of Inland Rail Project (IRP) construction. It is envisaged that engagement of some contractors during this period will be both more difficult and more expensive.

Additional construction and domestic waste resulting from IRP construction is expected to impact Council's Waste Facility, further reducing the life expectancy of the current landfill cell.

In order for Council to be in a position to future-proof the waste operations at the Gilgandra Waste Management Facility, construction of the next landfill cell is to be brought forward to the 2020-21 financial year.

With planning commenced, the scope of works and quotation documents are currently being prepared with a view to have the new cell constructed by the end of the financial year.

The proposed cell is of a larger size to the existing cell (approximately 25,000m³) and with a cost comparison on this basis against the capital vote for 2020-21, it is expected that this project will require a transfer from reserves to deliver the project. The expenditure of the capital vote for the 20/21 financial year will leave a balance of \$150,000 in reserves. Following Council's quotation process a final cost to deliver the project will be known.

The current litter fence has proved to be an effective tool in dealing with any windborne litter. The litter fence was financed through a combination of both grant funding and Council contribution. Savings achieved at the time of installation allowed for the purchase of additional galvanised posts for future

needs. A new litter fence for the proposed landfill cell will be constructed prior to operation of the cell.



Figure 2: Current litter fence

It should be noted the waste tonnage rate which triggers an Environmental Protection Licence (EPL) for waste facilities is currently 5,000 tonnes per annum. Having an EPL would require a weighbridge and potentially two additional employees to meet the EPA's ongoing monitoring and reporting requirements. Having an EPL would be more onerous than current operations.

As part of Council's Inland Rail submission it was flagged that Council would only be in a position to accept up to approximately 3,000 tonnes of waste above the 1,500-1,800 tonnes of waste currently deposited by Council. Bulky and difficult waste would be priced on application. Discussion will be required when Council sets its fees and charges for the next financial year.

In summary Council needs to be in a position to service the needs of the community and rate payers both now and into the future. Constructing the next landfill cell this financial year will potentially provide a cost saving by avoiding the ILR project and place Council in a comfortable position to meet the ongoing needs of our community and rate payers.

Principal Activity Land use Planning and Sustainable Environment

Policy Implications Nil

Budget Implications Within capital vote for the 20/21 financial year.

Delivery Program Actions **3.2.1.1** Promote community awareness of waste avoidance programs that focus on reduce, reuse and recycling of wastes.

3.2.1.2 Assess the potential environmental risks and optimise positive environmental outcomes as part of developing a landfill master plan.

RECOMMENDATION

That the report be noted.

Lindsay Mathieson
Director Planning & Environment

BIODIVERSITY STEWARDSHIP SITE

SUMMARY

To consider the benefits and disadvantages of committing to the ongoing management of a Biodiversity Stewardship site.

.....

Suitable industrial land is currently in short supply in Gilgandra. The Hargraves Lane subdivision has reached completion with all blocks sold. Adding to the urgency of the situation is the imminent arrival of Inland Rail and Council's commitments to this development.

Council staff been working closely with GrainCorp to establish a new Industrial Land subdivision in Gilgandra – located within the current GrainCorp site (south of Gilgandra on the Newell Highway).

In developing the design of this Industrial Precinct, the *Biodiversity Conservation Act 2016* (BCA) was triggered due to the need to clear vegetation from parts of the site.

The BCA is a complicated piece of legislation that attempts to slow down and reverse the long-term decline of biodiversity in NSW. Different vegetation types and fauna species are attributed a credit rating. Threatened species and communities have a higher credit rating than other flora and fauna. Credits are calculated through the Biodiversity Assessment Method (BAM), which can only be completed through accredited contractors approved by the Department of Planning, Industry and Environment.

If a development (such as the Industrial Land Precinct) involves clearing or disturbance at a site, then the developer (in this case Council) must off-set any credits (as assessed by the BAM) either through payment into the Biodiversity Conservation Fund (BCF) or management of a Biodiversity Stewardship site (BSS) in perpetuity.

Where vegetation needs to be cleared for a development, there are various options:

- Avoid clearing vegetation where at all possible
- Reduce the amount of clearing required (redesign) – (will still need to consider the following two options)
- Payment (\$) of off-set credits into BCF
- Plan and manage a BSS through a Biodiversity Stewardship Agreement (BSA)

A BSA has specific requirements. They are in-perpetuity agreements registered on the land title. The land is protected and managed to achieve a gain in biodiversity values. This 'gain' generates 'biodiversity credits' which can be used to offset the impacts of approved developments elsewhere (such as the Industrial Land Precinct).

BSS must also be a "like-for-like" site – the site chosen for the BSA must be of a similar size and also have the BAM applied by an accredited assessor to ensure the credits for vegetation and fauna types are equal to the area to being developed.

In the development of the Industrial Land Precinct Council can:

- Pay out their credits into the BCF or
- Enter into a BSA – involving the management of a BSS in-perpetuity.

Entering into a BSA would involve:

- Identifying a suitable site – most likely to be an area of land close to the proposed Industrial Land Precinct ('like-for-like').
 - Engaging a suitably accredited person to apply the BAM to this site – ensuring that the credits match those calculated for the Industrial Land Precinct. A local landholder at Tooraweenah who has recently undertaken this process reported that costs had come to around \$80,000.
 - Purchasing the land and entering into a BSA with the Biodiversity Conservation Trust (BCT) - \$\$.
 - Development of a detailed Plan of Management for the site with the aim of improving biodiversity assets. This may also require input from contractors specialising in ecological knowledge - \$\$.
 - Annual audits for compliance by the BCT at the site, report writing on progress of improvements, and other administrative tasks. Audits may also involve the engagement of ecologists on occasion to assess if works undertaken are attracting species back to the site.
 - On-the-ground works at the site such as fencing, tree planting, weed management, feral animal control, etc.
 - Conducting these tasks in-perpetuity to maximise biodiversity at the site.
-

Potential costs:

- Engagement of accredited assessor to apply BAM to the site proposed to be the BSS. Can be up to \$80,000 (or possibly more).
- Purchase of suitable land to use as the BSS – cost will depend on the site selected and market value.
- Ongoing planning, maintenance, and improvements at the site to gain biodiversity credits. Some of these costs will be paid through the BSA with the BCT, however not all costs will be covered.
- The BSA means that the land cannot be used for any other purposes, the BSA remains on the land title in-perpetuity. This means the land cannot be used for future development, or any other purpose.

To move forward with identifying a suitable BSS, the footprint of the area to be developed must be finalised with the area for removal of vegetation/disturbance clearly delineated. The area identified for development must be comparable with the proposed BSS – “like-for-like” with similar vegetation and fauna species present.

Other factors to consider:

- Timeframes: Identifying an appropriate BSS can take a lengthy amount of time, then the BAM needs to be applied (and may need to consider the seasonal migrations of faunal species), the management plan needs to be developed (including community consultation), and then the purchase of suitable land. These long timeframes may not be suitable to be ready for the Inland Rail development.
- Entering into a BSA with the BCT involves working with agencies such as the Environment, Energy & Science group (Department of Planning, Industry & Environment) – including approval, ongoing regulation and compliance.

The purpose of this report is to provide Council with a background to current legislation regarding biodiversity and land use, and to also consider a budget for potential future actions. Preferred sites and cost estimates will be the subject of a further report to Council.

| | |
|---------------------------------|---|
| <u>Principal Activity</u> | Landuse Planning and Sustainable Environment |
| <u>Policy Implications</u> | Management plans will need to be developed |
| <u>Budget Implications</u> | No allocation in Council’s Budget |
| <u>Delivery Program Actions</u> | 3.3.1.1 Actively pursue environmental programs with other government agencies |

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

RECOMMENDATION

That the report 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>Sports Council (AGM and General Meeting)</u> | 22 February 2021 |
| <u>Tooraweenah Management Committee</u> | 24 February 2021 |

| | |
|---------------------------------|---|
| <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 |

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

SPORTS COUNCIL

AGM – 22 February 2021

PRESENT

B Luff – (President)
K Reynolds – (Vice President) Park Tennis Club
Marg Stewart – (Vice President) Gilgandra Senior Basketball Association
M Colwell – Gilgandra Little Athletics
Murray Stewart – Gilgandra Senior League
N Alchin – (Secretary) Gilgandra Shire Council

Proceedings of the meeting commenced at 5.40 pm

IN ATTENDANCE

Nil

APOLOGIES

Cr D Batten – Mayor
M Linton-Harland – Gilgandra Shire Council
D Neeves – Gilgandra Junior Cricket

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

| | |
|--|-------------------------|
| COMMITTEE'S RECOMMENDATION – 1/21 | K Reynolds/Marg Stewart |
| That the Minutes of the Sports Council Annual General Meeting held on 2 March 2020 be confirmed as a true and correct record of the meeting. | |

BUSINESS ARISING

Nil

PRESIDENT'S REPORT

The President provided a report in which he thanked Council staff for the way in which Council's sporting facilities continued to be presented over the past year. The President also highlighted the following achievements over the past year:

- The excellent results of the McGrane oval upgrade works including the current projects to renew the perimeter fence upgrade the junior league amenities and elevate the spectator "hill"
- Castlereagh League grand final
- Progress with planning for an indoor sporting complex in Hunter Park

The President also mentioned the challenge associated with having McGrane Oval out of action for annually to allow for annual maintenance including sowing of rye grass.

| | |
|--|--------|
| COMMITTEE'S RECOMMENDATION – 2/21 | B Luff |
| That the President's report be adopted. | |

ELECTION OF OFFICE BEARERS

An election of Office Bearers for the 2021/22 year was held and the following persons were elected to the executive:

B Luff - President
K Reynolds - Vice President
Marg Stewart - Vice President
N Alchin – Secretary (nominated by Council)

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.48PM.

B Luff
President

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

SPORTS COUNCIL

22 February 2021

B Luff – (President)
K Reynolds – (Vice President) Park Tennis Club
Marg Stewart – (Vice President) Gilgandra Senior Basketball Association
M Colwell – Gilgandra Little Athletics
Murray Stewart – Gilgandra Senior League
N Alchin – (Secretary) Gilgandra Shire Council

Proceedings of the meeting commenced at 5.48 pm

IN ATTENDANCE

Nil

Proceedings of the meeting commenced at 5.48 pm

APOLOGIES

Cr D Batten – Mayor
M Linton-Harland – Gilgandra Shire Council
D Neeves – Gilgandra Junior Cricket

| | |
|--|-------------------------|
| COMMITTEE'S RECOMMENDATION – 3/21 | K Reynolds/Marg Stewart |
| That the apologies received be accepted. | |

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

| | |
|---|----------------------------|
| COMMITTEE'S RECOMMENDATION – 4/21 | K Reynolds/ Murray Stewart |
| That the Minutes of the Sports Council Meeting held on 11 November 2020 be confirmed as a true and correct record of the meeting. | |

BUSINESS ARISING

Sporting and Recreational Precinct Update

It was noted that expressions of interest have been called for suitably qualified consultants to prepare concept plans and costings for the project.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

Meeting With User Groups of Oval

A meeting was held between Council and the presidents of Senior League, Rugby Union and Senior Cricket to determine season starts and ends and planned oval maintenance. It was agreed that Rye Grass planting would proceed between cricket and football seasons through to the early April 2021

Youth Club Basketball Courts Flooring Replacement

Margie Stewart enquired as to whether any progress had been made with the replacement of the flooring and it was noted that this would be followed up with the relevant Council staff

GENERAL BUSINESS

Update on McGrane Oval Works

Works scheduled include:

- Fence around oval underway
- Upgrade of Junior League toilets underway
- Upgrade of Commentator's box planned
- Upgrade of the Concourse planned

Proceedings in Brief

It was noted that the new picket fence may impede viewing from cars due to its height.

Potential for Use of Ernie Knight Oval by Senior League and Gular Rugby

The secretary put forward a suggestion that had previously been discussed in relation to the possibility of Ernie Knight Oval being used by Senior League and Gular Rugby while McGrane Oval is out of action for rye grass seeding and general maintenance each year. While those present did not support the proposal it was agreed that the suggestion would be taken to the relevant club meetings for further consideration.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.12PM.

B Luff
President

TOORAWEEAH MANAGEMENT COMMITTEE

24 February 2021

PRESENT

Mr B Gale
Mrs B Pike
Mr L Thurston

IN ATTENDANCE

Mr D Colwell (Director Infrastructure – Acting Chairman)
Cr B Mockler
Mrs J Prout (Executive Assistant)

Proceedings of the meeting commenced at 6.03pm
with everyone welcoming Lester Thurston to the committee

APOLOGIES

Ms A Jenkin
Mrs P Webb

| | |
|---|-------------------|
| COMMITTEE'S RECOMMENDATION – 1/21 | B Gale/L Thurston |
| That the apologies submitted be accepted. | |

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

| | |
|--|---------------|
| COMMITTEE'S RECOMMENDATION – 2/21 | B Gale/B Pike |
| That the Minutes of the meeting held on 25 November 2020 be confirmed, noting the above correction. | |

BUSINESS ARISING

Nil

REPORTS

REVIEW OF BUDGET

SUMMARY

To review the budget at 31 December 2020.

| | |
|---|-------------------|
| COMMITTEE'S RECOMMENDATION – 3/21 | B Gale/L Thurston |
| That the budget review as at 31 December 2020 be noted. | |

ITEMS LISTED FOR DISCUSSION BY THE COMMITTEE OR COUNCIL

SUMMARY

To consider items put forward by discussion by the Committee.

Community BBQ's/Fundraising

Bev Pike advised the CWA was planning an event for International Women's Day in the park on 7 March.

The committee discussed the barbeque facilities, current lighting and power options. It was noted there is power available near the tank (two power points) and that an additional small barbeque could be used for any planned large gatherings in the park. Investigations will be undertaken to determine whether a power point is available within the locked panel of the existing BBQ.

| | |
|--|-------------------|
| COMMITTEE'S RECOMMENDATION – 4/21 | L Thurston/B Gale |
| That no further action be taken at this stage. | |

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters from previous meetings.

Proceedings in Brief

- The Director Infrastructure advised that the survey of levels had been completed and a consultant is now to create a full masterplan of the Village.
- It was noted that students from Shellharbour would be involved in the community project planting trees from the Viewing Platform to the Village and that Ben Gale would undertake some preliminary work to assist with the project.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

- Lester Thurston further advised that the possibility of planting further trees at the entrance to the cemetery and along the road to the aerodrome is also being considered by the community.

| | |
|--|---------------|
| COMMITTEE'S RECOMMENDATION – 5/21 | B Gale/B Pike |
| That progress with outstanding matters be noted. | |

GENERAL BUSINESS

Accessible Toilet at the Showground

It was noted that prior to the meeting the accessible toilet at the Showground was inspected and that some maintenance would be considered.

NEXT MEETINGS

26 May 2021
25 August 2021

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.45PM.

Daryl Colwell
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.

.....

Consultative Committee
Interagency

3 March 2021
25 February 2021

Traffic Committee

There was a Traffic Committee meeting scheduled for 24 February however there was only one item to discuss, being a request for traffic calming measures or a change in priority route in Raymond Street. A report was prepared and circulated to the committee via email and it was determined that no changes be made.

A further email was circulated to members in early March, once it was determined the ANZAC Day local activities would proceed. All members approved the application to close the roads as per previous years.

It should be noted that this year, the route from the Gilgandra Services Club to the Cenotaph will change to traverse Morris Street, Bridge Street and Miller Street and return the same way. Previously the route was Morris Street to Warren Road and then to the Cenotaph.

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

CONSULTATIVE COMMITTEE

3 March 2021

PRESENT

Mr G McAnally-Elwin, Indoor Staff Representative (Chair)
Mr C Marchant, USU Outdoor Staff Representative
Mrs A Wieland, USU Carlginda Staff Representative
Mr M McLaughlin, USU Staff Representative
Mr D Colwell, Management Representative
Mr Lindsay Mathieson, Management Representative

Proceedings of the meeting commenced at 9.30am

IN ATTENDANCE

Mrs M Welsh, HR Manager

APOLOGIES

Ms K Fisher, Indoor Staff representative
Mr J Ritchie, USU Outdoor Staff Representative

ABSENT

Mr N Alchin, Management Representative
Ms J Manion, Management representative

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

| | |
|---|-----------------------|
| COMMITTEE'S RECOMMENDATION – 1/21 | L Mathieson/D Colwell |
| That the Minutes of the meeting held 1 December 2021 be confirmed as a true and correct record. | |

POSITIONS DESCRIPTIONS

SUMMARY

To present the position descriptions of the Highway Maintenance Team Leader and Highway Maintenance Labourer.

Proceedings in brief

Mr Colwell advised these two positions have been created to work in the Highway Maintenance team due to the volume of work that is required for the RMS.

Mr McLaughlin asked whether the 'Follow vehicle and equipment maintenance plans, routine safety and pre-start checks' in the position accountabilities of the Highway Maintenance Team Leader should be included in the Labourer position. It was agreed to include this statement in the Highway Maintenance Labourer position.

| | |
|---|--|
| COMMITTEE'S RECOMMENDATION – 2/21 | |
| 1. That the position descriptions be noted as presented and that the Highway Maintenance Labourer position be amended to include 'Follow vehicle and equipment maintenance plans, routine safety and pre-start checks' under the position accountabilities. | |
| 2. That the increase in the Organisation Structure by two positions be noted. | |

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on the following issues – recruitment and training

| | |
|--|------------------------|
| COMMITTEE'S RECOMMENDATION – 3/21 | L Mathieson /A Wieland |
| That the information presented be noted. | |

GENERAL BUSINESS

Nil

NEXT MEETING

The next Committee meeting will take place on 1 June 2021

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.49AM.

G McAnally-Elwin
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

INTERAGENCY

25 February 2021

PRESENT

Royal Flying Doctors - Ursula Ryan (Chair)
Gilgandra Shire Council – Jo Manion (Director of Community Services)
Royal Flying Doctors - Sarah Smith
Gilgandra Shire Library – Liz McCutcheon
Mission Australia/NDIS – Dakota Kelly
St Vincent de Paul – Paul Dolan
Gilgandra Youth Services - Monica Mudford/Hannes van der Walt
Barnardos – Gina Johnson/Luu Reiri
NSW Health – Buddie Knight
Gilgandra Pre School –Kristy Hyndes/Joanne Buckland
Gilgandra Local Aboriginal Land Council – Sheila Johnson
Gilgandra High School – Megan Townsend
WACCS – Nikkita Baxter
Job Link plus – Kathryn McClelland
Rural and Drought Support NSW Health – Karen Manning

Proceedings of the meeting commenced at 12.00pm

APOLOGIES

Community Care – Maree Smith
WAACS – Lowana Swann
GPS – Patricia Howard
FACS – Raymond Quigley
Gilgandra Aged Care – Narelle Rodway
Lois Towney

ACKNOWLEDGEMENT OF COUNTRY/ WELCOME TO COUNTRY

Buddie Knight

BUSINESS ARISING

Nil

SERVICE UPDATES

Mission Australia/NDIS

Dakota Kelly from the Dubbo office advised that her programs only run in Dubbo and Wellington. Youth on Track program assists juvenile offenders by intervening early, engaging families and providing targeted, individualized interventions to address the underlying causes of the young person's involvement in crime. The Homeless Youth Assistance program aims to reconnect children and young people who are homeless or at risk of homelessness with their families

St Vincent de Paul

Paul Dolan advised that until a month ago IGA was providing food support to the breakfast club – unfortunately this arrangement has finished. Paul further advised that he has written to them thanking them and asking to continue.

Paul advised that Neil Rabbett is still doing housing support. Finally Paul advised that for client interviews, the process is to phone Vinnies to make an appointment for Tuesdays.

Barnardos

Gina Johnson advised that Barnardos offers three main services. The Reconnect Program run by Lisa Fairey is a community based early intervention and prevention program for young people aged 12 to 18 years (or 12 to 21 years in the case of newly arrived youth) who are homeless or at risk of homelessness, and their families. The Brighter Futures program is for families with children aged 0 to 9 years or who are expecting a baby who face specific problems. Finally Luana runs the Children and Parenting Support service – this service provides early intervention and prevention support to children and their families.

Gilgandra Youth Services

Monica advised that Youth Services provides basic targeted intervention, basic support and referral to families and youth in our community. The breakfast club provides breakfast and a pickup service from Monday to Friday to all primary and high school students that has registered for the service. Furthermore Youth Services provide community support and engagement. Classroom and playground support twice a week at the Gilgandra Public Primary School – looking to extend this support to St. Joseph's and Gilgandra High School.

Hannes advised that a holiday program is also in being planned in the run up to Youth week and will include archery, belt making and more. Furthermore Hannes advised that he is working together with Willie Middleton from Dubbo in getting two children from the Gilgandra Schools to go for go cart driving lessons as a reward for being outstanding youth in our community.

Youth Services is also in talks with Headspace Dubbo – in providing mental health support via webcam for year 6 to year 12 students.

Gilgandra Local Aboriginal Land Council

Sheila advised that Gilgandra Local Aboriginal Land Council had been operating in Gilgandra since 1983, and that it managed 11 homes in Gilgandra, and deals with cultural and land issues. Sheila noted that people need more easy access to computers/Wi-Fi/ printing in town. Local jobs should be advertised and pushed more for the local community members before advertising outside of Gilgandra. Sheila further asked for all the agencies to work closer together.

Royal Flying Doctors – Drug and Mental Health

Ursula Ryan advised that Sarah Smith joined the Royal Flying Doctors team for drug and alcohol counseling as of today. She will be working out of Lightning Ridge. The RFDS provides free drug and alcohol mental counselling in Dubbo, Cobar, Broken Hill and now Lightning Ridge. From the Dubbo branch they reach out to Gilgandra, Warren, Narromine, Gulargambone and surrounding areas. It is a self-referral service and you do not need a GP's referral. Ursula furthermore advised that their service also runs group programs. One other group program that they run is facilitated by the Salvation Army's positive lifestyles program. It focusses on depression, social media, anxiety, identity and bullying. Ursula advised that the RFDS has been running a positive lifestyle programs for youth that schools have been facilitating. They also have a Grow program, aquaponics currently running at the Gilgandra High School and all over the region. Finally, they are at Brenshaw Medical Centre (behind the hospital) on Mondays with Kate, their mental health nurse and on Thursdays Gavin will be helping with drug and alcohol counselling.

Gilgandra Preschool

Kristy and Joanne advised that the Preschool is an early intervention centre as well as a play based preschool. Staff together with local professionals have provided OT and speech pathology; their capacity to do this has been reduced as their early intervention funding was reduced at the end of last year. Their Bush Preschool program will commence from 9 March. They still have openings for enrolments.

WAACS

Nikkita Baxter advised that she is from the Australian Nurse-Family Partnership Program. The service is for Aboriginal and Torres Strait Islander identifying mums and babies, for first time pregnancy or first time opportunity to parent. It is a free service for maternal and ante natal support. Can self-refer, 26 weeks pregnant and earlier for referral. Visits Gilgandra weekly. Arrange meeting or go to client's home. Intense home visiting program. From pregnancy till 2 years of age.

Gilgandra Shire Council

Jo invited everyone to have a look at the floorplan of the new library at our next meeting. She advised that the new public library that will be in the Gil, will be an excellent venue to host out of town services in the near future. Jo further advise that people of our community could use the Work Readiness Centre at the Youth Service or the Library for internet access to do job applications.

Gilgandra High School – Student Support Officer

Megan Townsend advised that she is the new student support officer at the High School. Megan advised that she will be doing individual and targeted mental health programs within the school – as well as whole school initiatives.

Joblink Plus

Kate advised that clients are referred to them from Centrelink. Programs such as Sustainable Employment (24 year and up) and Transition to Work help people who are on income support. Youth Link referral service is run by Eve Savoy.

Aboriginal Health Worker at Gilgandra MPS

Buddie advised that she is the Aboriginal Health worker at the Gilgandra hospital. She is available at the hospital from Tuesdays to Fridays, on Monday she is working out of Gulargambone. She advised that her role is to support Aboriginal clients, patients and community members during their health journey. She also offers health promotions in town, liaises with doctors around health care for Aboriginal people and general support.

Rural and Drought Support – NSW Health

Karen Manning advised that NSW Health Rural and Drought Support does farm and home visits – focus on people in rural areas that are not looking after their physical or financial health. Karen advised that they are working with a rural and drought support psychology team – they can refer to them and have unlimited amount of appointments. They can also do telephone health support. Second round of drought support is available through Vinnies - \$3000. Karen also advised that \$500 vouchers are available from the Rotary Club.

Gilgandra Shire Library

Liz McCutcheon advised that online and phone ordering has been popular with people collecting items from the front verandah. Wi-Fi still available inside and outside the Library. Liz stated that the library provides free internet access to all – booking use of library computers would be advised. If you need to print, an A4 copy will cost 40 cents. Programs such as Code Club, Lego Club, Point Blank and Tech Seavey Seniors will be running as normal with Covid regulations in place.

Services day -Hunter Park

It was proposed that all the services in Gilgandra should arrange a service day barbecue in Hunter Park to showcase their services and meet the community.

NEXT MEETING

Thursday, 27 May, 2021 at 12 noon in Gilgandra Shire Council Chambers

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 1:00 PM.

U Ryan
Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

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 February 2021.
2. Certificate of Bank Reconciliation - Month of February 2021.
3. Details of investments as at 28 February 2021 (Local Government Financial Management Regulation No. 19).

| | | |
|--------------------------------|------------------|------------------------------|
| CASH BOOK BALANCE AS AT | 31-Jan-21 | \$2,884,654.73 |
| Plus: Receipts | | \$2,913,306.33 |
| Less: Payments | | \$4,023,124.84 |
| CASH BOOK BALANCE AS AT | 28-Feb-21 | <u>\$1,774,836.22</u> |

| | | |
|--------------------------------|------------------|------------------------------|
| STATEMENT BALANCE AS AT | 31-Jan-21 | \$2,905,257.28 |
| Plus: Receipts | | \$2,835,672.61 |
| Less: Payments | | \$4,016,154.27 |
| STATEMENT BALANCE AS AT | 28-Feb-21 | <u>\$1,724,775.62</u> |

| | | |
|---------------------------------|------------------|------------------------------|
| Plus: Unpresented Receipts | | \$51,255.01 |
| Less: Unpresented Payments | | \$1,194.41 |
| RECONCILED BALANCE AS AT | 28-Feb-21 | <u>\$1,774,836.22</u> |

| | |
|--|-------------------------------|
| Cashbook balance as at 28 February 2021: | \$1,774,836.22 |
| Investments held as at 28 February 2021: | \$25,050,335.28 |
| Total Cash & Investments Held as at 28 February 2021: | <u>\$26,825,171.50</u> |

The bank balances in each of the funds as at 28 February 2021 are:

| | |
|----------------------|-----------------|
| General Fund | \$11,430,380.96 |
| Water Fund | \$2,522,502.18 |
| Sewer Fund | \$1,698,207.14 |
| Orana Living | \$3,767,735.46 |
| Carlinda Enterprises | \$511,005.73 |
| Cohee Villa Units | \$1,434,708.56 |
| Cohee Lodge | \$3,859,602.20 |
| Jack Towney Hostel | \$899,733.36 |
| Trust Fund | \$701,295.91 |

Balance as per Total Cash & Investments Held: \$26,825,171.50

Details of Council's investments are as follows:

| | | | | |
|---------------------------|----------------|----------------------|------------------|------------------------|
| (a) | \$1,000,000.00 | For 365 days @ 1.45% | Due on 10-Mar-21 | With AMP Bank |
| (b) | \$1,000,000.00 | For 365 days @ 0.75% | Due on 27-Jan-22 | With AMP Bank |
| (c) | \$500,000.00 | For 365 days @ 0.80% | Due on 04-Nov-21 | With Bendigo |
| (d) | \$1,000,000.00 | For 181 days @ 0.50% | Due on 06-Jul-21 | With Bendigo |
| (e) | \$1,500,000.00 | For 212 days @ 0.80% | Due on 04-Mar-21 | With Bendigo |
| (f) | \$500,000.00 | For 365 days @ 0.65% | Due on 06-Oct-21 | With Bendigo |
| (g) | \$500,000.00 | For 212 days @ 0.65% | Due on 11-Jun-21 | With Bendigo |
| (h) | \$1,000,000.00 | For 364 days @ 0.80% | Due on 16-Jul-21 | With Macquarie |
| (i) | \$2,000,000.00 | For 182 days @ 0.35% | Due on 15-Jun-21 | With Macquarie |
| (j) | \$1,000,000.00 | For 364 days @ 1.70% | Due on 16-Apr-21 | With Macquarie |
| (k) | \$1,000,000.00 | For 182 days @ 0.90% | Due on 04-Apr-21 | With MCU |
| (l) | \$500,000.00 | For 181 days @ 0.40% | Due on 04-May-21 | With IMB |
| (m) | \$1,000,000.00 | For 181 days @ 0.35% | Due on 06-Jul-21 | With IMB |
| (n) | \$1,000,000.00 | For 182 days @ 0.45% | Due on 21-May-21 | With ME Bank |
| (o) | \$1,500,000.00 | For 182 days @ 0.40% | Due on 15-Jun-21 | With ME Bank |
| (p) | \$500,000.00 | For 270 days @ 0.80% | Due on 23-Apr-21 | With NAB |
| (q) | \$2,000,000.00 | For 181 days @ 0.40% | Due on 28-Jun-21 | With NAB |
| (r) | \$2,000,000.00 | For 365 days @ 0.35% | Due on 22-Feb-22 | With NAB |
| (s) | \$1,000,000.00 | For 365 days @ 0.90% | Due on 20-Jul-21 | With NAB |
| (t) | \$500,000.00 | For 365 days @ 0.65% | Due on 06-Oct-21 | With NAB |
| (u) | \$3,000,000.00 | For 367 days @ 0.73% | Due on 13-Sep-21 | With NAB |
| (v) | \$1,050,335.28 | 0.10% | At Call | With TCorp |
| Total Investments: | | | | \$25,050,335.28 |

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>September 2017</u> | | |
| 264/17 | Mudfords Road | Report to this meeting. |
| <u>March 2018</u> | | |
| 55/18 | Flora Reserve | Discussions with local service clubs, groups, etc on hold pending creation of a plan of management for the site. |
| <u>December 2019</u> | | |
| 263/19 | Electric Vehicle Fast Charging Station | Awaiting further information |
| <u>September 2020</u> | | |
| 165/20 | Gravel Pit Agreements | To be progressed as time permits |
| 175/20 | Graincorp Industrial Precinct | Community consultation and feedback process commenced; Biodiversity stewardship site to be investigated |
| 181/20 | Coo-ee Heritage Centre commercial lease | EOIs to be called shortly |
| 186/20 | Trial of overnight rest area at Cooee Oval | Scheduled to fall in line with reopening of the CHC in Autumn 2021 |
| <u>November 2020</u> | | |
| 215/20 | Proposed land purchase | Awaiting advice from owners |
| 225/20 | Flying Fox Camp | Community consultation completed. Draft Plan of Management submitted for endorsement – report to future Council meeting. |

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MARCH 2021

December 2020

| | | |
|--------|--------------------------------|---|
| 237/20 | Biodiversity Stewardship Sites | Report to this meeting |
| 239/20 | River Smart Macquarie | Installation being organised |
| 243/21 | Taxi Rank | Discussions scheduled but Taxi driver failed to attend |

DEVELOPMENT APPLICATIONS

The following development application were approved during February 2021:

| DA Number | Received | Applicants Name | Application Description of Work | Property Address | Decision | Development Value |
|-----------|------------|-----------------|---------------------------------|-----------------------|----------------|-------------------|
| 2020/380 | 09/02/2021 | Amiee Vernon | Shed | 43 Walker Drive | Approved | \$38,000 |
| 2020/378 | 19/01/2021 | Stephen Howard | Dwelling extension | 1028 Curban Biddon rd | Approved | \$28,000 |
| | | | | | TOTAL FEBRUARY | \$66,000 |
| | | | | | TOTAL 2020/21 | \$4,885,580 |

Applications under assessment

- DA2021/379 – Berakee quarry extension
- DA2021/384 – Horse stables , Showground
- DA2021/385 – Shed
- DA2021/386 - Subdivision
- DA2021/387 - CHC renovations

FEBRUARY 2021

| DA Number | Actual Days | Stopped Days | Total Days | Working Days | Stopped Work Days | Total Work Days |
|-----------|-------------|--------------|------------|--------------|-------------------|-----------------|
| 2020/373 | 65 | 0 | 65 | 47 | 0 | 47 |
| 2021/381 | 2 | 0 | 2 | 2 | 0 | 2 |
| 2021/380 | 15 | 0 | 15 | 11 | 0 | 11 |
| 2021/378 | 37 | 2 | 35 | 27 | 2 | 25 |

| Summary Statistics | |
|----------------------|--------|
| No of Applications | 4 |
| Total Actual Days | 119.00 |
| Mean Actual Days | 29.75 |
| Mean Stopped Days | 0.50 |
| Mean Total Days | 29.25 |
| Mean Work Days | 21.75 |
| Mean Work Stop Days | 0.50 |
| Mean Total Work Days | 21.25 |
| Median Actual Days | 26.00 |

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager