

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 17 December 2019 at 4.00pm.**

Agenda

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

- (5) Apologies

- (6) Declarations of Interest:

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

- (7) Confirmation of Minutes:

- Ordinary meeting held on 19 November 2019 (circulated previously)

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

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

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - I. prejudice the commercial position of the person who supplied it, or
 - II. confer a commercial advantage on a competitor of the council, or
 - III. reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of the law
- (f) matters affecting the security of the council, councillors, council staff or council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.

2.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - General Manager's Contract (a)
 - Staff Leave (a)
 - Electric Vehicle Charging Station (d)
 - Tenders – Supply and Delivery of Concrete Pipes (d)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence

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

David Neeves
General Manager

DECEMBER 2019 INDEX

Mayor

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General Manager

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Procedural Motion – to exclude Press and Public

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

MAYORAL MINUTE - 18/19
MAYORAL COMMITMENTS

SUMMARY

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

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21/11/19	Volunteers' Christmas Party
21/11/19	Economic Development Committee
21/11/19	High School Sports Awards
24/11/19	Western Councils Forum with Premier, Deputy Premier and Local Government Minister, Narromine
26/11/19	Local Licensees meeting, Cr Walker
26/11/19	RMS Western Region Transport Forum, Dubbo
26/11/19	Lunch with Deputy Premier, Dubbo
26/11/19	Local Emergency Management Committee meeting
27/11/19	Economic Development Committee meeting
30/11/19	Margo Piggott's book launch
2/12/19	Castlereagh Macquarie County Council meeting, Lightning Ridge
4-5/12/19	Ausrail Conference, Sydney
7/12/19	Coasties (hamper deliveries), Tooraweenah
8-9/12/19	Joint Organisation meeting, Mudgee
11/12/19	CSU Graduation ceremony, Dubbo
11/12/19	Economic Development Committee Meeting
12/12/19	Gilgandra Public School presentation
12/12/19	Tooraweenah Public School presentation
13/12/19	Gilgandra High School presentation
19/11/19	Council Meeting

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That the report be noted.

D Batten
Mayor

RESIGNATION – CR JOHNSON

SUMMARY

To advise that Cr Johnson has resigned her position as a councillor.

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Cr Johnson submitted her resignation from Council effective Friday, 29 November 2019.

Cr Johnson joined Council in 2008 and has served on the Economic Development Committee, Disability Services, Community Services, Traffic, Interagency and Aged Care Committee's as well as being Council's representative on the board of Orana Arts, North West Library and the Joint Regional Planning Panel.

Under clause 285 of the *Local Government (General) Regulation 2005*, where a councillor's civic office becomes vacant, the general manager is required to give notice of the vacancy within 7 days to the Electoral Commissioner, the Office of Local Government and Local Government NSW. This notice has been provided.

A Council is required to hold a by-election to fill the vacancy within 3 months under section 293 of the *Local Government Act 1993*. However, within 18 months of an ordinary election, it is open to the council to resolve to apply to the Minister for Local Government to dispense with the need to hold a by-election under section 294 of the Act. Any application made under that section needs to be endorsed by a council resolution because the making of such applications is a non-delegable function under section 377(1)(s).

Given the next ordinary election of Councillors will be held in September 2020, it is suggested that Council make application to the Minister rather than hold a by-election which is estimated to cost in the vicinity of \$20,000.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	An estimated \$20,000 for a by-election
<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: 17 DECEMBER 2019

RECOMMENDATION

1. That Council seek the Minister's approval under section 294 of the Local Government Act to dispense with the need to hold a by-election.
2. That Council determine whether a Councillor should be selected to the Economic Development and Disability Services Committees.

David Neeves
General Manager

BULK LED STREET LIGHT UPGRADE

SUMMARY

To advise of information received from Essential Energy in relation to an upgrade to LED street lighting.

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Essential Energy has written to Council to provide a budgetary estimate for their LED upgrade programme for Gilgandra Council where works are scheduled to commence in Quarter 2 of Financial year 2021. The letter provides background to their new strategy and outlines the planning process and key decision points for Council.

A copy of the letter received from Essential Energy is included as an attachment.

Through the Orana Joint Organisation, Energy and Management Services (EMS) have been engaged to assess and recommend on a way forward for all JO Councils. Mr Peter Halyburton from EMS was in attendance at the JO meeting on Monday, 9 December and this issue was discussed.

Energy and Management Services will assess the information received by all JO councils and provide a recommendation in due course.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Delivery Program Actions

4.1.1.1

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

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

2020 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

SUMMARY

To consider motions for the 2020 National General Assembly of Local Government.

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Adrian Beresford-Wylie, Chief Executive Officer of the Australian Local Government Association, has written to Council seeking motions for the 2020 National General Assembly of Local Government.

The letter states:

“The theme for the 2020 Assembly is “Working Together for our Communities”. This theme acknowledges the need to come together and with other partners, including the Federal Government, to deliver 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, 27 March 2020.

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

<u>Principal Activity</u>	Strengthened 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.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

RECOMMENDATION

That Councillors put forward any suitable motions for the 2020 National General Assembly of Local Government.

David Neeves
General Manager

INLAND RAIL - SUBMISSION

SUMMARY

To advise a submission has been made in relation to management of the Inland Rail Project by the Australian Rail Track Corporation and the Commonwealth Government.

.....

At its October meeting 2019, Council considered and subsequently resolved;

RESOLVED 216/19	Cr Walker/Cr Johnson
1. That Council make a written submission to the Senate Rural and Regional Affairs and Transport References Committee inquiry into the Management of the Inland Rail project by the Australian Rail Track Corporation and the Commonwealth Government.	
2. That the Mayor and General Manager be endorsed as Council's representative should Gilgandra Shire Council be invited or requested to appear at a hearing of the Senate Rural and Regional Affairs and Transport References Committee.	

As background to this report, the Rural and Regional Affairs and Transport References Committee called for submissions into the management of the Inland Rail Project by the Australian Rail Track Corporation and the Commonwealth Government, with particular reference to:

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

Council has made a submission outlining the concerns of landholders in the Gilgandra Shire. A copy of this submission is available as attachment 64 on the website:

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

<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

NARRABRI GAS PROJECT

SUMMARY

To consider a request from the North West Alliance.

.....

Jan Robertson, Chair of the NCSGGD Inc on behalf of North West Alliance, has written to Council as follows:

"The North West Alliance (NWA) is an affiliation of over a dozen community groups across North West NSW. We meet regularly to discuss ways of advocating regarding the impacts of the gas and coal sector on our land and water. Surveys show 96% of landholders across over 3.2 million hectares of the region reject the coal seam gas (CSG) industry.

NCSGGD Inc, as a member of the NWA, is writing to you to give you an update on the Narrabri Gas Project because most of our local shire is subject to multiple Petroleum Exploration Licences (PELs). See attached map. In 2016 the Gilgandra Shire Council recorded a Mayoral Minute (8/16) and a resolution 300/16 regarding its position with regard to the CSG industry. Within these statements, Council resolved to "support the majority community opinion and oppose coal seam gas mining, exploration and all associated development within the Gilgandra Shire Council local government area."

Santos' proposed 850 well Narrabri Gas Project is years behind schedule and still under assessment. Delays have resulted from Santos' failure to provide information to address serious issues regarding the nature and impacts of the project requested by multiple government agencies (further information, about the government agencies' concerns, is outlined below).

Recently we have heard that the Department of Planning, Industry and Environment will soon make its recommendation about the proposal. The following step will be an assessment and decision from the Independent Planning Commission (IPC). As part of this assessment, the IPC is likely to call for another round of written submissions and to hold a public event in Narrabri, either late this year or early next. This will be the final opportunity for community input into this proposal.

Dozens of experts, special interest groups, local stakeholders and concerned people from all over the state will come together for the IPC assessment process, again demonstrating the power of community rejection.

The North West Alliance is asking all Councils with PELs over their local government areas to engage in the process. We request that Gilgandra Shire Council:

- 1. Write a submission objecting to the Narrabri Gas Project, in support of the 98.09% of the shire that is opposed to coal seam gas.*
- 2. Consider having a council representative engage directly in the IPC process and to stand with NCSGGD Inc should opportunities arise.*

If this project is approved and the industry progresses, our local economy and community health may be impacted by:

- Surface and groundwater contamination*
- Lower water tables, drops in bore water levels and falling artesian water pressure*
- Increased traffic*
- Short term accommodation shortages*
- Increased cost of living and social impacts from boom-bust economics*
- Disruptions to farm management as infrastructure, such as pipelines, are built.*

Once approved it will be hard to stop the spread of the gas industry in NSW. Coal seam gas wells deplete quickly and ongoing expansion will be necessary to capitalise on the infrastructure investment needed for this project. There are seven gasfields already mapped for North West NSW, including the Tooraweenah gasfield in our shire.

The IPC assessment process will be our last opportunity to influence the decision regarding the Narrabri Gas Project and to push for stringent protections for the groundwater, farmland, cultural heritage and communities of NSW from the risks and impacts of coal seam gas.”

<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.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

RECOMMENDATION

1. That the request and report be noted.
2. That, upon release of the Independent Planning Commission assessment, Council determine if a submission is to be made..

David Neeves
General Manager

DROUGHT COMMUNITIES PROGRAMME (DCP) EXTENSION

SUMMARY

To advise of the announcement of a further round of the Drought Communities Programme and present the funding guidelines for consideration of eligible grant applications

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Council has recently been advised that it had been allocated a further \$1m under the Drought Communities Programme (DCP) Extension. The guidelines have now been released and are separately enclosed with this business paper along with a FAQ document.

The funding is subject to grant applications with a minimum of \$25,000 per application and can include multiple unrelated activities up to \$1m in total.

The objectives of the program are to deliver support to targeted drought-affected regions of Australia by funding:

- local community infrastructure and
- other drought relief projects.

Funding will target infrastructure and other projects that:

- provide employment for people whose work opportunities have been impacted by drought
- stimulate local community spending
- use local resources, businesses and suppliers
- provide a long-lasting benefit to communities and the agricultural industries on which they depend.

The intended outcomes of the program are to:

- increase employment in regions by providing work for locals and/or farmers and farm labourers/staff/contractors whose employment opportunities have been affected by drought
- improve levels of economic activity in regions
- increase productivity in regions
- enable better retention of businesses, services and facilities.

Eligible activities must directly relate to the project and can include:

- repairs, maintenance, upgrading or building new community facilities
 - repairs, maintenance, upgrades, construction and fit-out of community spaces
 - employing local contractors to undertake repairs and maintenance
 - holding events and
 - undertaking other drought relief activities (including water carting for human consumption).
-

Other drought relief activities that benefit the community may be approved.

Eligible expenditure items may include the cost of:

- suppliers, consultants and contracted labour undertaking eligible project activities
- materials required to deliver eligible project activities
- purchasing, leasing or hiring equipment required to deliver eligible project activities
- holding events and
- other drought relief activities (including water carting for human consumption)

Examples of ineligible expenditure include:

- payment of salaries for existing staff or contractors, although projects may be carried out by existing workforces
- computer software or hardware that is not an integral part of the funded capital project
- a council's core or business-as-usual operations, which council rates and other government funding usually funds
- purchases of land, buildings, vehicles or mobile capital equipment (e.g. trucks and earthmoving equipment)
- undertaking studies or investigations, or
- the development of private or commercial ventures, including licensed areas of registered clubs.
- Costs for community vouchers or cash handouts

Each project must meet at least one of the following project requirements:

- expected to lead to the employment of locals
- expected to contribute to the economic activity of communities/regions
- expected to lead to the retention of businesses, services and facilities

A course of action and any desired requirements for distribution of this funding is now required noting that all grants are required to be acquitted by 31 December 2020.

At this point Council has flagged a number of projects to be included in this round of the DCP being:

- Kerb & guttering \$55k
- Footpaths \$50k
- Tooraweenah Showground Amenities \$125k
- Gilgandra Speedway Amenities \$30k

Council may also wish to consider projects not funded under the last round of Stronger Country Communities being:

- Silo art
 - McGrane playground
 - Exercise equipment
-

Under the initial Round of the DCP Council invited Community groups to submit applications for infrastructure projects, events and activities eligible under the DCP guidelines. Council received 24 applications totaling \$1.565m of which 23 were funded either in part or full based on assessment criteria developed at the time.

It is suggested that the results of this process have been a great success in terms of boosting the local economy, energising local community groups, improving community morale and renewing and upgrading community infrastructure across our Shire.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.2.1.1 Assist village community committees to maintain their public facilities. 1.2.1.3 Support community organised events, festivals and celebrations 1.2.1.5 Provide assistance to community organisations where appropriate to ensure their future sustainability. 4.2.3.4 Provide information to Council and the community regarding grant funding opportunities.

RECOMMENDATION

1. That Council advertise the program and invite applications from community organisations for infrastructure projects, events, activities or initiatives deemed eligible under the guidelines for consideration under the DCP Extension.
2. That applications from the community close 28 February 2020 and a further report be submitted to the Council for consideration in March 2020.

N J Alchin
Director Corporate Services

BLACK DOG RIDE - 15 MARCH 2020

SUMMARY

To seek Council's support for the annual Black Dog Ride through Gilgandra Shire.

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Council received notification that the annual Black Dog Ride is to be held on 15 March 2020 and involves approximately 200-300 motorbikes/tricycles or similar. As far as Gilgandra roads are concerned, riders leave Dubbo at 9am and travel to Collie before turning right onto the Oxley Hwy and then left onto Berida Bullagreen Rd. They exit right from Berida Bullagreen Rd to travel to the Armatree Hotel for a community luncheon via the Armatree Rd. The event concludes at 2pm whereby riders make their own way home at no particular time.

This type of event is usually discussed by the Traffic Committee however, as there was just this one agenda item for the November meeting, committee members were contacted via email and requested to indicate their level support of support for this event. All members of the Traffic Committee were supportive of the event.

The organisers have sent all appropriate documentation, which appears to be in order. I note that the organiser has indicated emergency services have been notified but hasn't supplied evidence of this.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.1.1.2 Encourage, support and lead participation in local, state and national physical and mental health programs and initiatives

RECOMMENDATION

That Council support the annual Black Dog ride through Gilgandra Shire on 15 March 2020.

Daryl Colwell
Director Infrastructure

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

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<u>Economic Development Committee</u>	21 November 2019
<u>Tooraweenah Management Committee</u>	27 November 2019

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

ECONOMIC DEVELOPMENT COMMITTEE

21 November 2019

PRESENT

Cr G Johnson (Chairperson)
Cr D Batten (Mayor)
Mr D Clouten
Cr N Wrigley
Mrs E McAllister
Ms G Babbage
Mrs K Reynolds
Mr J Jones
Mrs M King

IN ATTENDANCE

Mr N Alchin (Director Corporate Services)
Mr R Medd (Economic Development Manager)
Mrs K Larkin (Marketing & Communications Manager)

Proceedings of the meeting commenced at 5.35pm

APOLOGIES

Mr W Morris

Proceedings in Brief

It was noted that Chris Riley had tendered his resignation from the committee due to other commitments.

COMMITTEE'S RECOMMENDATION 17/19	D Batten/D Clouten
That the apologies submitted be accepted and the resignation of Mr C Riley be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 18/19	D Clouten/D Batten
That the minutes of the meeting held on 28 August 2019 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Nil

DIRECTOR OF CORPORATE SERVICES REPORT

ECONOMIC DEVELOPMENT MANAGER SECONDMENT TO POSITION OF INLAND RAIL MANAGER AND APPOINTMENT OF MARKETING & COMMUNICATIONS MANAGER

SUMMARY

To advise the committee of changes in Councils Organisational Structure which will result in a new position supporting the activities of the Economic Development Committee.

Proceedings in Brief

The Director of Corporate Services provided an outline of changes in Council's organisational structure that have an impact on the Economic Development function.

COMMITTEE'S RECOMMENDATION 19/19	D Clouten/K Reynolds
1. That the secondment of Council's Economic Development Manager Randall Medd to the role of Inland Rail Project Manager be noted and Mr Medd congratulated on his appointment.	
2. That the appointment of Kathryn Larkin to the role of Marketing & Communications Manager with responsibility for providing support to the Economic Development Committee be noted and Mrs Larkin welcomed to the committee.	

ECONOMIC DEVELOPMENT MANAGER'S REPORT

GILGANDRA CBD ACTIVATION BLUE PRINT

SUMMARY

To provide the committee with an update on the CBD Activation project and in particular "The Gil" activation in the ex-Target building.

Proceedings in Brief

Randall Medd & Kathryn Larkin briefed the committee on plans for "The Gil" in the lead up to the Library/community hub construction and in particular plans for a "12 days of Christmas" promotion from 3-14 December 2019. It was noted that the concept/content for "The Gil" in 2020, including whether out of town business will be invited to participate, needs to be discussed further.

COMMITTEE'S RECOMMENDATION 20/19	D Clouten/E McAllister
That the report be noted and a committee meeting be held on Wednesday 11 December 2019 to further discuss plans for "The Gil" for 2020.	

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

Proceedings in Brief

At the kind invitation of Gail Babbage the meeting on 11 December will be held at "The Lodge" at 5.30pm.

SHOP LOCAL PROMOTION 2019

SUMMARY

To advise of Council's support for the Shop Local Promotion in 2019

COMMITTEE'S RECOMMENDATION 21/19	Cr Wrigley/G Babbage
That Council's support for the 2019 Shop Local Promotion be noted.	

Proceedings in Brief

A discussion took place in relation to the draw dates with two lines of thought - either the current practice of four draws on Monday mornings or an alternate of three draws on Thursdays in conjunction with other events around "The 12 Days of Christmas"

COMMITTEE'S RECOMMENDATION 22/19	Cr Batten/J Jones
That the draw dates be confirmed as 2 December (\$10k); 9 December (\$10k); 16 December (\$15k) and 23 December (\$15k).	

GENERAL BUSINESS

Nil

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.20PM.

Cr G Johnson
Chairperson

TOORAWEEAH MANAGEMENT COMMITTEE

27 November 2019

PRESENT

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

IN ATTENDANCE

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

Proceedings of the meeting commenced at 6.00pm.

APOLOGIES

Mr B Gale

COMMITTEE'S RECOMMENDATION – 19/19	P Webb/A Jenkin
That the apologies submitted be accepted.	

ABSENT

Mr J Finn (alternate delegate)

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 20/19	P Webb/B Pike
That the Minutes of the meeting held on 28 August 2019 be confirmed.	

BUSINESS ARISING

Nil

REPORTS

REVIEW OF BUDGET

SUMMARY

To review the budget at 30 September 2019.

COMMITTEE'S RECOMMENDATION – 21/19	A Jenkin/P Webb
That the budget review as at 30 September 2019 be noted.	

ITEMS LISTED FOR DISCUSSION BY THE COMMITTEE OR COUNCIL

SUMMARY

To consider items put forward by discussion by the Committee.

Review Committee Aim and Charter

Cr Mockler raised this matter and suggested the Committee give some thought to the future aim and charter for consideration prior to September 2020.

Local Events Calendar

The idea of a local events calendar was discussed by Cr Mockler. It was noted that the Toorabungles advertises upcoming events and that any event could be advertised on Council's website in the "What's on" section and that Council could also promote community events on Facebook.

Stakeholder Meeting – Path from Viewing Platform to Recreation Ground

Cr Mockler advised he was organising a meeting with stakeholders to discuss the exact location of this path within the next week.

Accessible Toilet Facilities

Bev Pike raised concern about the lack of accessible toilet facilities in the Park however it was noted that there is an accessible toilet at the Tooraweenah Showground. This need to advertise the location of the accessible toilet was agreed and Daryl Colwell agreed to look at installing appropriate signage. Julie Prout advised she would ensure this toilet facility was listed on the Public Toilets map.

COMMITTEE'S RECOMMENDATION – 22/19	A Jenkin/P Webb
1. That appropriate signage be installed to indicate the location of the accessible toilet facilities in Tooraweenah.	
2. That the location of the accessible toilet be added to the Public Toilets map.	

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters from previous meetings.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

COMMITTEE'S RECOMMENDATION – 23/19	P Webb/A Jenkin
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That progress with outstanding matters be noted.	
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GENERAL BUSINESS

Christmas Lights Competition

Ashlee Jenkin advised that a group of local businesses were planning a Christmas Lights competition in Tooraweenah.

NEXT MEETING

Wednesday, 27 November – 6.00pm start

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.54PM.

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>Health & Safety Committee</u>	28 November 2019
<u>Interagency</u>	28 November 2019
<u>Local Licensees</u>	26 November 2019

<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 4.1.2.3 Develop, implement and continually monitor a good governance plan

HEALTH & SAFETY COMMITTEE

28 November 2019

PRESENT

Lindsay Mathieson – Management (Acting Chair)
H Krysztoforski – Jack Towney Hostel
J Lummis – Management
T Kassas – Orana Living
J Watling – Cooee Lodge
J Prout – Indoor (substitute)

IN ATTENDANCE

C Horan – RMO

Proceedings of the meeting commenced 2.37pm

APOLOGIES

L Tate – Orana Living
K Gibson – Carlginda

COMMITTEE'S RECOMMENDATION – 8/19	J Watling/J Lummis
That the apologies submitted be accepted.	

ABSENT

Outdoor representative

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 9/19	J Lummis/H Krystoforski
That the minutes of the meeting held on 8 August 2019 be confirmed.	

BUSINESS ARISING

Test and Tag

Chris Horan tabled the Testing and Tagging Procedure for electrical equipment and it was noted that Orana living equipment would need re-testing every two years.

Driveway

Janelle Lummis advised the jetpatcher had patched the driveway at the Life Skills Centre however the ground is still uneven and difficult for wheelchair use. It was noted that this area would be inspected after the meeting to determine any other suitable options.

RISK MANAGEMENT OFFICER'S REPORT

(CM.ME.1)

ITEMS FOR NOTATION

SUMMARY

To present information for the Committee's notation.

Proceedings in Brief

- Chris Horan advised that the new procedure for Plant and Equipment Safety Management was being trialled and that it would be implemented once management had endorsed the procedure.
- It was requested that all WHS forms and documents be listed on the Intranet with the same prefix "WHS" for convenience.

COMMITTEE'S RECOMMENDATION – 10/19	J Lummis/J Wattling
That the information presented be noted	

GENERAL BUSINESS

Wheelchair issue

Chris Horan advised of an issue reported to her, being maintenance required to one of the electric wheelchairs which has a battery held in by wire and is potentially dangerous. Janelle Lummis agreed to follow up and resolve this issue.

Smoking

Janelle Lummis advised that a staff member had raised concern with staff being allowed to smoke in the designated outdoor smoking area, with a suggestion that there should be no smoking on the premises at all. Chris Horan, Lindsay Mathieson and Janelle Lummis to look at designated smoking area at Life Skills Centre after meeting.

MEETING OF: GILGANDRA SHIRE COUNCIL
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21 Hall Street

It was noted there is still an issue with the kerb & gutter heights when loading and unloading clients.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 3.05PM.

Inspections were then carried out at:

- Service NSW – Chris Horan
- Library – Chris Horan

L Mathieson
Acting Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

INTERAGENCY

28 November 2019

PRESENT

Barnardos – Gina Johnson (Chair)
Barnardos – Maria Hanks
Centacare – Krystel Sutherland
Gilgandra Community Care – Maree Smith
Gilgandra Preschool – Jo Buckland, Kristy Hyndes
Gilgandra Shire Council – Guy McAnally-Elwin
Gilgandra Youth Services – Monica Mudford, Greg Winter,
NSW Health – Sarah Webb
Western NSW Community Legal Centre – Tayla Gillespie, Tara-Jane Torrissi

IN ATTENDANCE

Gilgandra Youth Services - Darren Doherty, Jason Newman (Work Experience)

Proceedings of the meeting commenced at 12.05pm

APOLOGIES

Aboriginal Affairs - Justin Toomey-White
Anglican Church – Grahame Yager
Creative Community Concepts – Vickie Everingham
Gilgandra Shire Council – Doug Batten
Gilgandra High School – Neal Reed
Gilgandra Shire Library – Liz McCutcheon
RFDS – Leyna Howard
FACS – Elicia Irvin

COMMITTEE'S RECOMMENDATION 11/19	M Mudford/K Hyndes
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 12/19	M Hanks/K Hyndes
That the proceedings of the previous Interagency meeting held on 27 September 2019 be confirmed.	

BUSINESS ARISING

Nil

SERVICE UPDATES

Centacare

K Sutherland advised that she is based in Coonabarabran and services Gilgandra weekly. There is a permanent position in pipeline for Gilgandra. She is looking at establishing an after school club and will need a site to hold it. Is running bingo with GLALC.

Gilgandra Preschool

K Hyndes informed the group that the extension works to the Pre School is almost complete and they are expecting to be occupying the new building by the end of January. They are looking at funding to purchase a bus. This will enable them to expand their service to offer a Bush Pre School program. At the moment, they are wrapping up the end of the year.

Gilgandra Youth Services

M Mudford introduced the two work experience students with her from Gil High. They recently had a visit from David Jackson and the Shellharbour Community Church. There were activities held including a BBQ and a farm visit. Breakfast Club numbers are increasing and they are on the lookout for more volunteers. The school holiday program is currently being formulated. She advised that, with G Winter's assistance, they are looking at engaging men with a domestic violence focus group and workshops. The Central Queensland University are implementing an Employment Readiness Program which gives students a pathway to university.

Western Nsw Community Legal Centre

TJ Torrisi advised that their service offers free legal advice for anyone and they are in Gilgandra on a monthly basis. They are available to do legal workshops for a variety of legal issues. Noted that T Gillespie is leaving.

Gilgandra MPS

S Webb noted that the hospital is currently hosting work experience students from Gil High. There will also be 4 School Based Trainees starting in the new year. She advised that they are always looking for local events for the residents of Windmill Cottage to attend. They are also working on the admittance process for aged care with a view to streamlining the process. She stated that they are looking at creating an orientation video for the residents and would like some assistance with this. They have introduced Aqua Fitness.

Barnardos

M Hanks informed the group that Barnardos in Gilgandra offer 3 services, those being:

- Brighter Futures for smaller children with the aim that families stay together.
- Reconnect with is for adolescents to reconnect with their families.
- Play groups and referrals.

She also asked about the possibility of a water park being installed in town.

Gilgandra Community Care

M Smith advised that N Rodway has left and has taken a position at Cooee Lodge. The purpose of GCC is to provide assistance for the elderly to stay at home. In order to do this, they provide transport, meals on wheels, social support, equipment hire and after hospital care. Always looking for more volunteers especially drivers.

Gilgandra Homlessness and Housing Support

G Winter noted that he is very busy at this time of year and that he has managed to assist everyone who has presented to date. He also noted that it is very difficult for homeless clients to access services.

NEXT MEETING

Thursday, 28 February 2020 – 12 noon

Gina noted that the next meeting will be in the new year and wished everyone a Merry Christmas.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12.45PM.

G Johnson
Chair

LOCAL LICENSEES

26 November 2019

PRESENT

A Walker - Chairman (Armatree Hotel)
M Shipway (Railway Hotel)
A Jenkin (Mountain View Hotel)
J Jones (Gilgandra Services Club)
Quentin Karaitiana (Gilgandra Services Club)
Liam Zell (Tattersalls Hotel)
Bruce Rogers (Gilgandra Sporting Club)
Missy Lidgard (Gilgandra Sporting Club)
T Hancock (Collie Hotel)
Sgt N Campbell (Gilgandra Police)
Sgt G King (Gilgandra Police)
Sgt J Turnbull (Licensing Police)
G McAnally-Elwin (Gilgandra Shire Council)

IN ATTENDANCE

Nil

Proceedings of the meeting commenced at 9.00 am
at the Gilgandra Services Club.

APOLOGIES

D Sippel (Royal Hotel)
D Batten (Gilgandra Shire Council)

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

MOTION	N Campbell/ J Jones
That the minutes of the meeting held on 17 September 2019 be confirmed. Carried.	

BUSINESS ARISING

Grant application

A Walker advised that the grant application for \$15,000 was unsuccessful.

GENERAL BUSINESS

Sgt J Turnbull was introduced as the new Licensing Sargeant. He gave a rundown on his role and his method of operation. Noted that the role covers over 400 licensed venues and groups and also firearms. Has a large area to cover but will endeavor to attend the accord meetings.

A Walker gave an overview of the liquor accord conference he attended in Sydney with Sgt N Campbell in October. It was a great opportunity to network and gauge what other accords are doing and how they work. It was pointed out that accords should be operating on a self regulating basis to limit police involvement. Also noted that most accords only meet formally twice per year and then again only when required. As an example, the Newtown accord was highlighted as well organized and operated accord. They were able to remove themselves from Sydney's lockout laws by being able to demonstrate their regulations and how they work. Noted that some accords have approached a banned from one venue, banned from all venues approach and that under age drinkers are banned from all venues until 19 years of age.

Agreed that the Gilgandra Liquor Accord requires updating. G McAnally-Elwin to email all member a copy of the current accord for review and further discussion at the February meeting.

Agreed that policies for under age drinking and barring / banning be discussed alos at the February meeting.

Sgt N Campbell gave a brief police report where he advised that there have been no major issues and it is relatively quiet with regards to alcohol issues.

A Walker raised the idea of informal meetings or catchups where licensees can discuss local issues. A Jenkin from the Mountain View Hotel to organize.

J Jones raised the idea of publicizing the accord to the community. Agreed that it would be beneficial and to look at inviting the Gilgandra Weekly to a meeting.

T Hancock from the Collie Hotel enquired about signage and if there is a standard he could follow. Members advised that there is a standard on the website that can be accessed.

NEXT MEETING

The next meeting will be held on Tuesday, 18 February 2020 at 9.00am in the Council Chambers.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.45AM.

A Walker
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

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- 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:

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

CASH BOOK BALANCE AS AT	31-Oct-19	\$2,998,491.55
Plus: Receipts		\$3,236,887.26
Less: Payments		<u>\$2,724,232.29</u>
CASH BOOK BALANCE AS AT	30-Nov-19	<u>\$3,511,146.52</u>

STATEMENT BALANCE AS AT	31-Oct-19	\$3,379,529.08
Plus: Receipts		\$3,139,523.33
Less: Payments		<u>\$3,054,195.88</u>
STATEMENT BALANCE AS AT	30-Nov-19	<u>\$3,464,856.53</u>

Plus: Unpresented Receipts		\$67,444.66
Less: Unpresented Payments		<u>\$21,154.67</u>
RECONCILED BALANCE AS AT	30-Nov-19	<u>\$3,511,146.52</u>

Cashbook balance as at 30 November 2019:	\$3,511,146.52
Investments held as at 30 November 2019:	<u>\$25,042,352.26</u>
Total Cash & Investments Held as at 30 November 2019:	<u>\$28,553,498.78</u>

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

General Fund	\$11,917,023.25
Water Fund	\$2,710,865.42
Sewer Fund	\$1,550,018.75
Orana Living	\$3,910,900.40
Carlinda Enterprises	\$383,210.92
Coee Villa Units	\$1,441,618.62
Coee Lodge	\$5,442,661.23
Jack Towney Hostel	\$827,730.54
Trust Fund	\$369,469.65

Balance as per Total Cash & Investments Held: \$28,553,498.78

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 275 days @	2.80%	Due on 12-Dec-19	With AMP Bank
(b)	\$1,000,000.00	For 189 days @	2.00%	Due on 10-Mar-20	With AMP Bank
(c)	\$500,000.00	For 182 days @	1.80%	Due on 08-May-20	With AMP Bank
(d)	\$1,500,000.00	For 189 days @	1.90%	Due on 05-Jun-20	With AMP Bank
(e)	\$1,000,000.00	For 188 days @	2.20%	Due on 28-Jan-20	With AMP Bank
(f)	\$500,000.00	For 181 days @	1.90%	Due on 06-Jan-20	With Bankwest
(g)	\$1,000,000.00	For 120 days @	1.35%	Due on 25-Mar-20	With Bankwest
(h)	\$1,000,000.00	For 170 days @	1.90%	Due on 20-Dec-19	With Bankwest
(i)	\$500,000.00	For 182 days @	1.70%	Due on 03-Mar-20	With Bendigo
(j)	\$1,000,000.00	For 214 days @	2.40%	Due on 06-Dec-19	With Bendigo
(k)	\$1,000,000.00	For 275 days @	2.50%	Due on 04-Jan-20	With Bendigo
(l)	\$500,000.00	For 183 days @	1.55%	Due on 04-Apr-20	With Bendigo
(m)	\$500,000.00	For 183 days @	1.45%	Due on 11-Apr-20	With Bendigo
(n)	\$1,000,000.00	For 182 days @	1.75%	Due on 17-Mar-20	With Macquarie
(o)	\$2,000,000.00	For 91 Days @	1.60%	Due on 15-Jan-20	With Macquarie
(p)	\$1,000,000.00	For 217 days @	1.90%	Due on 13-Feb-20	With BoQ
(q)	\$500,000.00	For 182 days @	1.55%	Due on 06-May-20	With IMB
(r)	\$1,000,000.00	For 182 days @	1.45%	Due on 25-Mar-20	With IMB
(s)	\$1,000,000.00	For 182 days @	1.55%	Due on 20-May-20	With ME Bank
(t)	\$1,500,000.00	For 172 days @	2.00%	Due on 16-Dec-19	With ME Bank
(u)	\$500,000.00	For 182 days @	1.86%	Due on 27-Jan-20	With NAB
(v)	\$1,000,000.00	For 182 days @	1.65%	Due on 02-Mar-20	With NAB
(w)	\$1,000,000.00	For 210 days @	2.00%	Due on 28-Jan-20	With NAB
(x)	\$1,000,000.00	For 210 days @	1.83%	Due on 02-Mar-20	With NAB
(y)	\$1,000,000.00	For 272 days @	2.45%	Due on 20-Jan-20	With NAB
(z)	\$1,042,352.26		1.11%	At Call	With TCorp
Total Investments:					\$25,042,352.26

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

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

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	All owners have now signed. With solicitors to finalise.
<u>September 2017</u>		
264/17	Mudfords Road	Still awaiting response from the Minister.
<u>March 2018</u>		
55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance following creation of a plan of management for the site.
<u>June 2018</u>		
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>February 2019</u>		
7/19	Possible land exchange	Offer made – awaiting response from interested party
9/19	Fire damaged dwelling	Awaiting legal advice
16/19	Ecotourism/Geotourism Accommodation project	To be further considered as time permits
<u>May 2019</u>		
117/18 73/19	Rural Fire Service Zoning Agreement	Preliminary discussions with RFS

August 2019

169/19	NSW Outdoor Dining Policy	To be considered in conjunction with review of Street Trading policy March 2020
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September 2019

178/19	Gilgandra Industrial Estate	Report to future meeting
190/19	Gilgandra Garden Club – seat	Construction and installation of seat programmed

November 2019

239/19	Classification of Land	Advertised; report to February Meeting
	McGrane Oval playground	For consideration in Drought Communities Report to this meeting
246/19	Tooraweenah CWA – Telstra Tower	Report to February meeting
249/19	Shop Local 2019	Report to next Economic Development Committee meeting
251/19	Aerodrome	Grant application being prepared for Aerodrome lighting. Opportunities for grant opportunities for fencing being explored.
218/19 256/19	Water saving initiatives	Report to March meeting
257/19	Building Better Regions Fund	Application being prepared and will be submitted by 19/12/19

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DEVELOPMENT APPLICATIONS

The following development application were approved during November 2019:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2019/315	01/11/2019	BRETT ANDREW MCBURNIE	Carport	43 WALKER DRIVE GILGANDRA NSW 2827	APPROVED	3107.00
2019/318	19/11/2019	PETER JOHN FRYDA	Construction of a shed	43 WAMBOIN STREET GILGANDRA NSW 2827	APPROVED	18000.00
2019/319	20/11/2019	SAMUEL GIPSON HARLAND	Shed	52 EIRABEN STREET GILGANDRA NSW 2827	APPROVED	18500.00

November 2019 **\$39,607**
Total 2019 **\$6,553,895**

MEETING OF: GILGANDRA SHIRE COUNCIL
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Planning Developments - Mean & Median Report Processing Times
for the Month of NOVEMBER

NOVEMBER 2019

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2019/313	39	30	9	27	22	5
2019/314	23	14	9	17	10	7
2019/315	20	0	20	14	0	14
2019/316	20	0	20	14	0	14
2019/319	3	0	3	3	0	3
2019/318	4	0	4	4	0	4
2019/317	17	13	4	13	9	4

Summary Statistics	
No of Applications	7
Total Actual Days	126.00
Mean Actual Days	18.00
Mean Stopped Days	8.14
Mean Total Days	9.86
Mean Work Days	13.14
Mean Work Stop Days	5.86
Mean Total Work Days	7.29
Median Actual Days	20.00

APPLICATIONS UNDER ASSESSMENT

- DA2019/306 Fuel depot – Hargraves Lane
- DA2019/320 Roo Chillers- Enterprise Dr
- DA2019/324 SES Shed – Warren Road

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 DECEMBER 2019

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

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Documents mentioned are available upon request for any interested Councillors.

1. **NEWELL HIGHWAY TASKFORCE**

Minutes of meeting held on 12 November 2019

2. **GILGANDRA PUBLIC SCHOOL**

Thank you for donation.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager