

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 19 July 2022 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 28 June 2022
 - Extraordinary meeting held on 5 July 2022

9. 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
 - Request to reduce water account usage (d)
- Procedural Motion to re-open meeting to Press and Public

10. Reports



David Neeves
General Manager

Procedural Motion – to exclude Press and Public

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

MAYORAL MINUTE - 11/22
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities for the past month.

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30/6/22	Morning tea with Community Care volunteers
30/6/22-1/7/22	Alliance of Western Councils Board meeting, Nyngan
5/7/22	Site inspection, Cooeee Heritage Centre
5/7/22	Extraordinary Council meeting
12/7/22	Met with media, Box Ridge Road, re water bore project
19/7/22	Bush Fire Management Committee Meeting, Coonabarabran
19/7/22	Council meeting

Principal Activity

Grow

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.2.1.1

Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders

RECOMMENDATION

That the report be noted.

D Batten

Mayor

(PE.1071.1)

MAYORAL MINUTE - 12/22
GENERAL MANAGER'S PERFORMANCE REVIEW

SUMMARY

To enable Councillors to have input into the General Manager's annual Performance Review.

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It is long standing Council practice that the General Manager be afforded a twice yearly performance review. The mid-year review is normally conducted in-house with the annual review facilitated by an Officer from Local Government NSW Recruitment. In light of a number of circumstances, the General Manager's half yearly review was not completed.

Mr Neeves commenced duty in his role as General Manager on 1 August 2016 and was subsequently reappointed in 2020 for a further four years. His current contract concludes in August 2024.

The review will be undertaken in August by myself as Mayor, Councillor Walker as Deputy Mayor and a third Councillor nominated by the General Manager. An Officer from Local Government NSW is able to assist if required. As part of the review process, Councillors are invited to submit in writing, any issues they wish raised during the review process. Such advice, will be required three (3) days prior to the review to enable timely completion of the associated documentation.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil, noting that an amount of \$3000 is allocated annually
<u>Delivery Program Actions</u>	4.3.1.1 Ensure all governance targets and statutory requirements are met in line with the relevant Acts and Regulations and Council policy

RECOMMENDATION

That Councillors note the proposed review and provide written advice of any issues they wish raised at the General Manager's yearly performance review.

D Batten
Mayor

MASTER INLAND RAIL DEVELOPMENT AGREEMENT

SUMMARY

To seek approval from Council for the General Manager to sign and Seal the Master Inland Rail Development Agreement.

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The Master Inland Rail Development Agreement (MIRDA) is a contract between Council and Australian Rail Track Corporation (ARTC). The contract deals with the use of Council assets and Infrastructure for the construction of Inland Rail and also the development of new infrastructure that will be owned and managed by Council as a result of construction of Inland Rail

The agreement has taken close to four years to negotiate and develop. A large part of this delay is as a result of ARTC developing an organisation wide policy on dealing with contamination discovered during construction. The negotiations on the MIRDA were effectively placed in abeyance for over 12 months while this issue was dealt with by ARTC

The previous Council had resolved to sign the MIRDA. Given the change in Council and the fact the current Council will have to deal with the impacts of construction, I felt it was appropriate to represent the issue and seek the authority to sign the document. Previously Council resolved:

RESOLVED 53/21	<i>Cr Mockler/Cr Wrigley</i>
<i>That authority be granted to the General Manager and the Mayor to sign and Seal the Master Inland Rail Development Agreement Contract and any associated documents.</i>	

The MIRDA sets a legal framework in which Council's infrastructure assets will be maintained and handed back to Council at the completion of construction of Inland Rail. The MIRDA contains schedules detailing the design of new infrastructure, the specific roads that will be maintained and used for construction and processes for notification, reporting, design reviews and approvals.

The MIRDA also sets out the compensation paid to Council. This covers two distinct areas of compensation:

- Reimbursement for staff time and cost. It also makes provision for reimbursement of cost of engagement of contractors to undertake work on council's behalf. An example of this included civil engineering, legal or environmental planning advisory services.
- Works carried out to Councils assets such as maintenance grading, road repairs or upgrades by ARTC Contractors will be fully met by ARTC.

Negotiations have included changes to the agreement to facilitate Council quoting or tendering on any works on our assets. The work will be delivered by a civil package contractor and as such will be governed by procurement guidelines and cannot simply be awarded to Council.

Inland Rail is a unique project in terms of being a linear project that impacts numerous Council assets. Projects such as mines or renewable energy projects are in a single location and access and traffic impacts can be discussed, forecast and managed. Inland Rail is going to require ongoing issue resolution and change and updating of plans. The MIRDA provides that framework to resolve these issues acknowledging that it is practically impossible to forecast them given the approval and design methodology

<u>Principal Activity</u>	Grow
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.3.2.3 Investigate and progress opportunities that enable access and utilisation of Inland Rail once operational

RECOMMENDATION

That authority be granted to the General Manager and the Mayor to sign and Seal the Master Inland Rail Development Agreement Contract and any associated documents.

David Neeves
General Manager

**COMPULSORY ACQUISITION BY AGREEMENT OF ROAD RESERVES
AND LICENCE AGREEMENT**

SUMMARY

To advise preliminary notification of proposed compulsory acquisition of Crown Land (road reserves) by Inland Rail on behalf of Transport for NSW (TfNSW).

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ARTC Inland Rail emailed Council and subsequently held a Teams meeting with the Inland Rail Project Manager to advise of their intention to progress the Compulsory Acquisition of Crown Land. The intention of ARTC is to undertake this transaction via a Deed of Compulsory Acquisition by Agreement – Section 29 – Land Acquisition (Just Terms Compensation) Act 1991.

There are 19 acquisitions sites of which it has been identified Council is the owner or authority. These sites comprise:

- Six (6) parcels on unformed roads
- Eleven (11) parcels on Council's road network
- Two (2) parcels on State Highways

ARTC has been authorised to undertake compulsory acquisition of land on behalf of Transport for NSW.

The acquisitions are either level crossing sites or where the inland rail corridor crosses an unformed road reserve. Generally speaking the acquisition parcel is a square or rectangle parcel consisting on the width of the road reserve and the width of the rail corridor. This varies at each site between 20m x 40m to potentially 60m x 60m.

Licence to Perform Works

ARTC Inland Rail has also presented Council with a draft *Licence to perform works on a Public Road – Section 138 Roads Act 1993*.

ARTC Inland Rail has indicated the Section 138 Licence is to provide assurance that if delays are incurred in finalising the Compulsory Acquisition by Agreement, ARTC and their contractors have security of the Licence to undertake works and thus not impacting construction activities.

Council routinely issues 138 Certificates to utility providers such as Essential Energy, NBN Co, and Telstra. Private residents or contractor are also issued with these certificates upon application where their private construction activities encroach or require access to Council road reserves to complete works.

It is recommended that Council enter into the Licence with ARTC Inland Rail to comply with current policies and legislation under Section 138 Roads Act 1993. The agreement would comply with Council's current application process but would contain additional information due to the ongoing nature of Inland Rail construction.

Both the Licence and Compulsory Acquisition by Agreement will involve nominal financial amounts of compensation to be paid to Council and will be required to be finalised in the future.

The six acquisitions that take place on unformed road reserves could potentially be complex. The property surrounding the acquisition sites is currently involved in a separate Compulsory Acquisition process and Council has no knowledge whether these are Compulsory by Agreement or Compulsory. In a preliminary view of the acquisitions, there will likely need to be the closing of the whole reserve and sale of the orphaned or residual parcels to neighbouring landowners.

Council will be aware the closing and sale of unformed roads can be a complex undertaking and this situation has several parties with interest and 19 transactions at once is a first for Council.

Council will have all reasonable and legal cost met through two mechanisms. The Compulsory Acquisition process has provision for the party subject to the acquisition to have cost met. The Section 138 cost will be met through the existing practice of cost recovery from ARTC for activities pertaining to the assessment or approval of the Project (with the exception of reviewing and providing submissions on the EIS or associated documents.)

<u>Principal Activity</u>	Grow
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.3.2.3 Investigate and progress opportunities that enable access and utilisation of Inland Rail once operational

RECOMMENDATION

1. That the General Manager be authorised to commence negotiations with ARTC Inland Rail for Compulsory Acquisition by Agreement of Crown Lands parcels impacted by the Inland Rail corridor.
2. That the General Manager be authorised to negotiate with ARTC Inland Rail on the development of Licence to perform works on a Public Road – Section 138 Roads Act 1993.
3. That both documents be presented to a future Council meeting prior to signing.

David Neeves
General Manager

LOCAL GOVERNMENT NSW ANNUAL CONFERENCE

SUMMARY

To advise of the forthcoming Local Government NSW Annual Conference and determine attendance and motions.

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Advice has been received that the 2022 LGNSW Annual Conference will be held from 23-25 October 2022 at the Crowne Plaza Hunter Valley.

Council is asked to consider any motions for the Conference. The Board has resolved that motions will be included in the Business Paper for the conference only where they:

1. are consistent with the objects of the Association (see Rule 4 of the Association's rules¹)
2. relate to Local Government in NSW and/or across Australia
3. concern or are likely to concern Local Government as a sector
4. seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association
5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. are clearly worded and unambiguous in nature, and
7. do not express preference for one or several members over one or several other members.

Members are encouraged to review Action Reports from the previous conference(s) before submitting motions this year's special conference to ensure newly proposed motion wording reflects recent developments and does not duplicate existing positions.

Due to limited accommodation, a reservation has been made at Crowne Plaza for three attendees. A copy of the program can be viewed via the LGNSW Conference website: <https://lgnswconference.org.au/program/>

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$1,088 registration cost per participant plus travel and accommodation

Delivery Program Actions

4.3.5.2

Ensure Council attendance at relevant forums and that State and Federal Members are invited to local civic functions and community celebrations

RECOMMENDATION

1. That Council determine any motions to be put forward.
2. That the Mayor and General Manager (or their substitutes) plus one other councillor be authorised to attend the Conference.

David Neeves
General Manager

(FM.AT.1)

LOAN FUNDING

SUMMARY

To obtain authority to borrow \$1,000,000 for the Gilgandra Library Hub project.

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Council has previously resolved to indicatively borrow \$1,000,000 to assist with funding the Gilgandra Library Hub project and this was included in the 21/22 budget. At that time, an estimated interest rate of 3% was used for a 15 year fixed rate loan.

While the project is not yet at a point where the loan funds are required, the recent increases in interest rates has led to a determination to seek the formal resolution of Council sooner rather than later.

NSW Treasury Corporation (TCorp) have provided an indicative 15 year fixed rate of 4.70% while NAB have provided a rate of 6.17% for the same term. It is recommended that Council borrow the funds from TCorp.

The interest rate of 4.70% provided by TCorp for a 15 year term will result in yearly repayments of \$103,162.84. The 21/22 budget allocation was for a yearly repayment of \$83,766.58 based on an interest rate of 3%.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Additional \$19,396.26 in loan repayment cost.
<u>Delivery Program Implications</u>	4.2.2.1 Prepare annual budgets, long term plan reviews, quarterly budget reviews and annual statements and place investments in line with legislative requirements and Council policy.

RECOMMENDATION

That Council borrow \$1,000,000 from TCorp at an indicative fixed rate of 4.70% over a 15 year term.

N J Alchin
Director Growth & Liveability

(A692)

**REQUEST FOR VARIATION TO DEVELOPMENT CONTROL PLAN –
193 NEWELL HIGHWAY, GILGANDRA**

SUMMARY

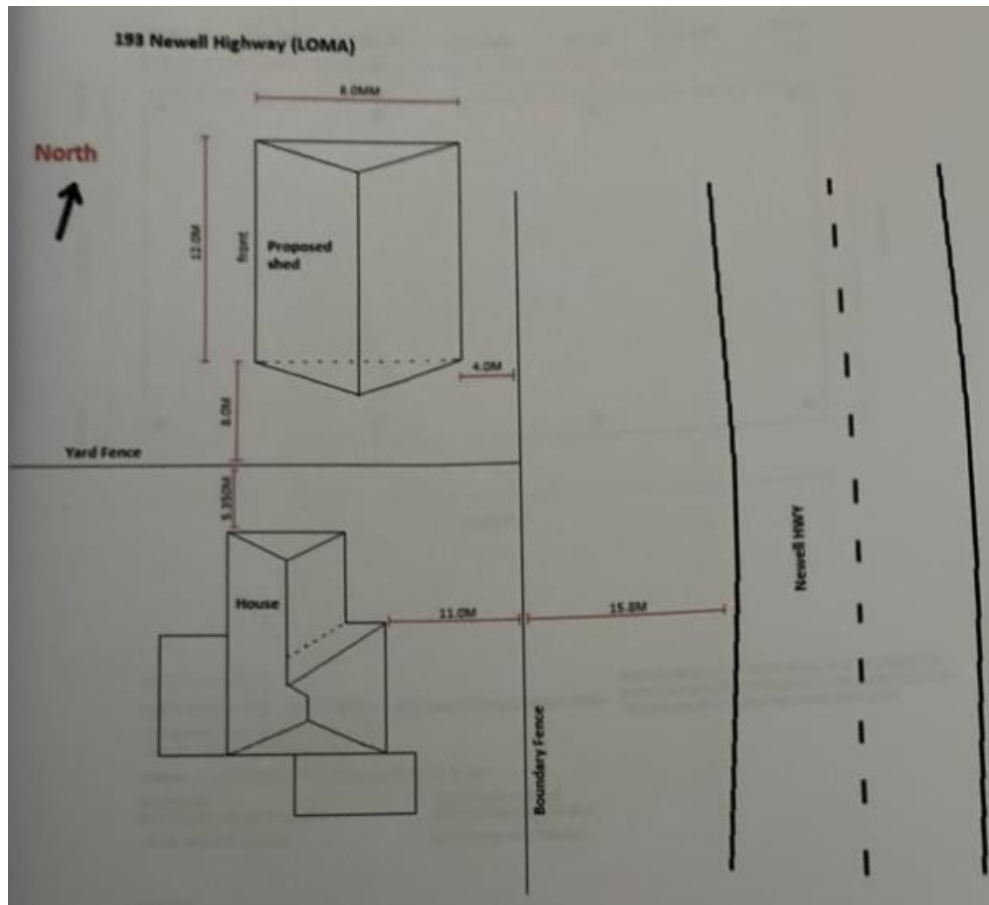
To consider a request for variation to Council's Development Control Plan 2011 (DCP).

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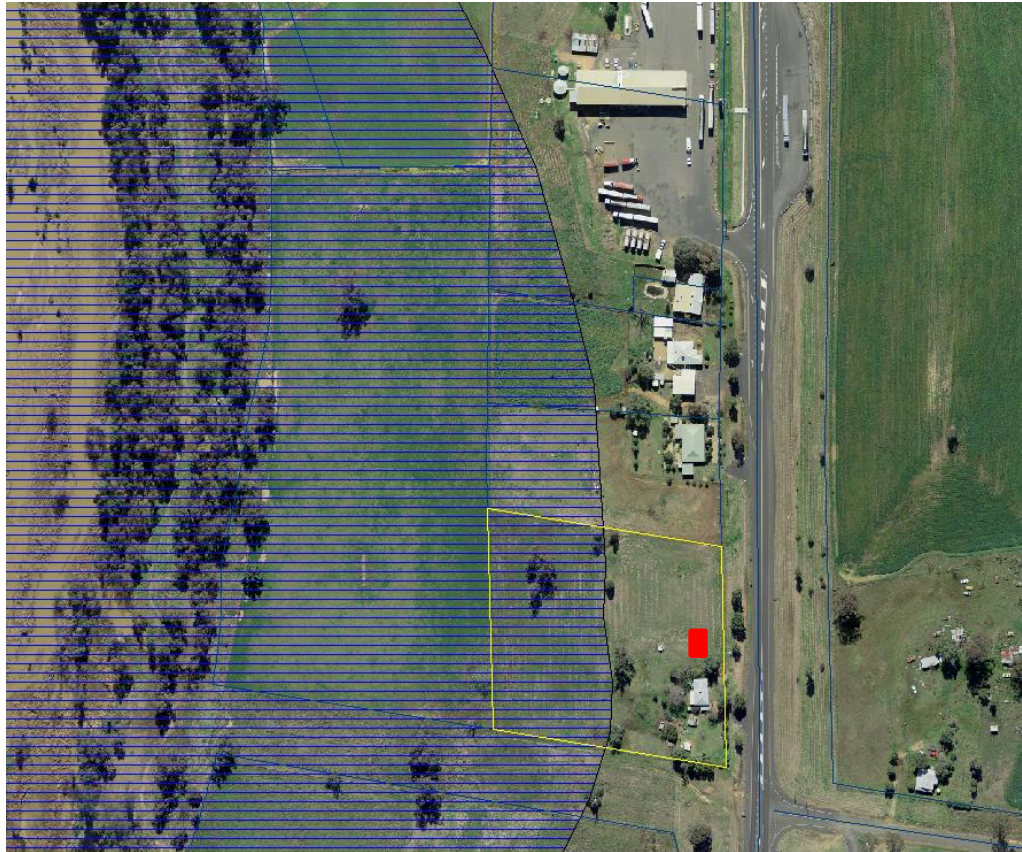
Council has received correspondence from Mr Joseph Farragher who intends to construct a shed on his property at 193 Newell Highway, Gilgandra, pending Development Application Approval from Council.

Mr Farragher has requested a variance to Gilgandra's Development Control 2011 as, without a variance being granted, any proposed development application for a Shed would be refused due to non-compliance with Council's DCP 2011.

The land is zoned Primary Producer RU1. The location requested falls outside of clause 7.1.3 "Setbacks" however has been chosen due to the natural landfall of the property and the flood zone. The slope of the land after 10m off the front starts to decline in excess of 100mm every metre (10% fall)



The land is located to the south of the Shell Truck Stop as indicated below:



Clause 7.1.3 “Set backs” of the Gilgandra Development Control Plan 2011 states:

7.1.3 Set backs

- a. Maintain front setback requirements of:
 - i. 15 metres in R5 Large Lot Residential Zone (non classified road); and 50 metres in R5 Large Lot Residential Zone (Classified Road);
 - ii. 30 metres in the RU1 Primary Production Zone (non classified road); and 50 metres in RU1 Primary Production Zone (Classified Road);
- b. Maintain side and rear setback requirements of:
 - iii. 10 metres in R5 Large Lot Residential Zone; and
50 metres in the RU1 Primary Production Zone.

Zone	Minimum frontage setback (m)	Minimum side setback to corner street (m)
R5	15m (non Classified Rd) 50m (Classified Rd)	10 m
RU1	30m (non Classified Rd) 50m (Classified Rd)	50m
E3	15m (non Classified Rd) 50m (Classified Rd)	10 m

As such any proposed shed would need to comply with a setback of 50 metres from the Classified Road (being Newell Highway) due to the property's zoning of Primary Production RU1 under the Gilgandra Shire Council LEP 2011, as well as a 50 metre set back from all property boundaries also due to the property's Primary Production zoning.

Due to the dimensions of the property and other issues outlined, this would not be achievable.

It is considered reasonable to vary Gilgandra Shire Council's Development Control Plan 2011 to allow any proposed shed to be built in line with the building envelope of the existing Dwelling on the property so as to:

- mitigate the likelihood of inundation of flood waters
- allow for the construction of the proposed shed to occur on reasonably flat, stable terrain; and
- ensure the proposed shed is not prominent visually in the existing built environment.
- Being 25m from the highway and the road reserves is wide in this location the shed is unlikely to be visual distraction or create line of sight issues for drivers on the Newell Hwy.

Principal Activity Lead

Policy Implications Variation to Council's DCP

Budget Implications Nil

Delivery Program Actions **4.3.1.3**
Assess and process Development Applications,
Complying Development Certificates,
Construction Certificate Applications and Local
Activity Approvals in a timely manner

RECOMMENDATION

1. That permission be granted to vary Clause 7.1.3 “Set backs” of Gilgandra Shire Council’s Development Control Plan 2011 for the property 193 Newell Highway, Gilgandra, to allow for any proposed shed to be built in line with the building envelope of the existing Dwelling on the property.
2. That, in accordance with section 375A of the Local Government and Planning Legislation Amendment (Political Donations Act) 2008, the names of councillors who support and oppose the decision be recorded.

N J Alchin
Director Growth & Liveability

COMMUNITY ENGAGEMENT STRATEGY

SUMMARY

To present Council's revised Community Engagement Strategy for adoption.

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Council's draft Community Engagement Strategy was on public display for a period of 28 days however no feedback has been received.

The document is now presented to Council for adoption.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.3.2.1 Review Council's Integrated Plans in line with NSW State Government guidelines

RECOMMENDATION

That the draft Community Engagement Strategy, as presented, be adopted.

N J Alchin
Director Growth & Liveability

COO-EE HERITAGE CENTRE – KIOSK OPERATIONS

SUMMARY

To present an update of the Coe-ee Heritage Centre planned kiosk operations.

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The CHC upgrades project is part of the Gilgandra Cultural Precinct (GCP) project, which includes upgrades to the CHC, as well as the Windmill Walk, Rural Museum and links to Gilgandra's Miller Street and CBD.

In line with Council's strategic planning documents, the CHC is committed to offering a well-represented and functional visitor centre and cultural experience to residents and visitors. Concept designs of these upgrades are included below.

The matter of a commercial lease opportunity was discussed in detail at the September 2020 meeting of the Economic Development Committee and a general consensus was reached that an EOI should be called to gauge the level of interest/opportunity at a local level in establishing a Coffee Shop/Café/ commercial kitchen at the CHC.

A number of points were raised by committee members:

- Healthy competition is good, not to discourage growth in the region, especially in a small town
- Direct competition with nearby business. We would need to ensure local businesses are informed of opportunity for EOI submission
- Potential for small steps, on weekends and holidays etc – similar to Japanese Gardens in Dubbo example
- Opportunity to create a hub for activity and foods
CHC connects with CBD and encourages more opportunities for people to visit
- Ensuring the connection of visitors to the CBD
- Tourism opportunity
- Ensure any EOI process is thorough to have best chance of attracting a successful operator

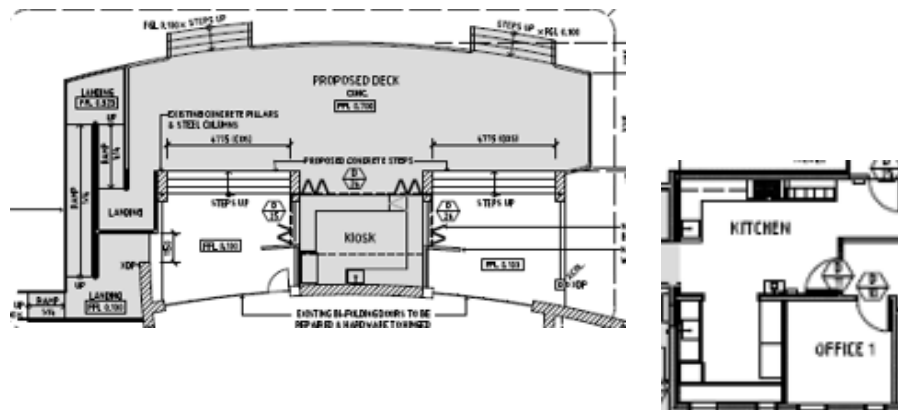
Kiosk Area + Expressions of Interest Process

An Expression of Interest was advertised in 2021 and re-advertised in late 2021 for a lessee for the Kiosk/Café at the CHC.

There were two areas available for lease as indicated below:

Option A:

- | | |
|---|---------------------|
| • Internal area of Kiosk | 17.69m ² |
| • External deck (excluding steps ramps and kiosk) | 88.01m ² |



Option B - as per Option A plus:

- Commercial kitchen area (excluding corridor and dry store) 27.83m²
- Dry store (adjacent to kitchen) 2.81m²

(Excluding office)

Note:

- Patrons are able to access retail area.
- There should be no food and drink in the galleries other than thoroughfare through the centre gallery

With neither EOI processes finding suitable candidates, Council will activate the kiosk space for a period of 12 months before launching the EOI process again with the supporting data, visitation, budget and sales intellectual property to be used to attract a suitable.

The Concept - Regional Suppliers and Supporting Messaging

The kiosk will focused on attracting and serving locals and visitors through the CHC. The concept will be to offer quality coffee along with takeaway options of produce from the region, with messaging to accompany this:

Takeaway a taste of the region

It is suggested there is no separate name for the kiosk given that it is preferred at private business takes this over in a short time. It relieves the need to market a name, which could be then taken away, further noting the reputational risk of someone taking over a corporate name.

The branding supports
'the Coe-ee Heritage Centre' *coffee*

As an offset of the brand, complementing subsets of the Centre including others such as

Events, The Meeting Place, History and Information.

Discussions have commenced with a number of regional suppliers to the kiosk, such as Megan O'Connor, Haylee Barry, Johnsons Family Store, Johnsons Butchery, Old Windmill Bakery, Back o Burke, Little Big Dairy Co, Dubbo Coffee Roasting House, Black Gate Distillery, Blue Sky Cheese, the Dill Tickle, Mumble Peg Juice to begin.

We will continue to encourage local and regional suppliers to come on board throughout the period.

Staffing and Hours:

Customer Service Officer – Hospitality staff positions for a part-time fixed term (12 month) contract are currently being advertised.

The hours of the kiosk will ultimately be seven days per week while the Centre is open at a minimum, however will be determined by staff availability to begin, with the view to increase to full capacity.

Construction Update + Expected Opening

The Coe-ee Heritage Centre (CHC) is currently undergoing final construction works with Dubbo Terrazzo and Concrete Industries. The contractor for the landscaping, Dubbo Landscaping is finalising the design currently and expected to start imminently.

It is expected the CHC will be open to the public for the September school holidays.

Galleries will be open at this time, with the Joy Trudgett Gallery and the local Aboriginal Experience of the Meeting Place to follow, with a formal opening expected in the first half of 2023.

DRAFT Branding Concepts for the CHC

The Activations & Communications team are working with a designer with regards to the concepts for the CHC branding. It is planned that the colours will align with those of the Gilgandra Region branding, as well as complement the colours within the Gilgandra Cultural Precinct, including the earthy colours of the Gilgandra Museum and the corporate and heritage colours of the GIL Library Hub.

The branding is designed to complement the stacked style of GSC and GIL branding, as well as incorporate icons to show the various themes of the Cultural Precinct including military history, Aboriginal heritage and the farming and natural landscapes of the Region.



Endless Possibilities Concept:

The Endless Possibilities concept has been utilised with a number of activation projects from the Laneways upgrades, Under the Gums, the GIL Collective and BIG Ideas in the Gilgandra Region.

"The idea of when pigs fly' is an expression of the resilience and strength of our community. It represents the endless possibilities available and the promise for future positive opportunities when we allow ourselves to think BIG."

It is suggested that this concept be utilised in the kiosk activation space at the CHC also to show the possibilities that this space creates, attracting investment from private ventures to take this space on into the future.

The concept can be utilised across any activation opportunity within the Region. Examples of how this concept may be used in this space, including existing promotional material is included below:



<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	2.2.4.2 Provide a business unit for retail, hospitality and experience that showcase and support regional businesses*

RECOMMENDATION

1. That the progress of the Coo-ee Heritage Centre and operations plan for the kiosk be noted.
2. That the draft branding concepts for the Coo-ee Heritage Centre be endorsed.

N J Alchin
Director Growth & Liveability

SPORTING GROUPS

SUMMARY

To respond to a question from Council's meeting held on 28 June 2022 relating to future communications with sporting groups.

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Cr Freeth asked the following question at the June meeting:

Referring to Resolution 75/22:

4. That the meeting schedule for the Sports Council be changed to six monthly, with Council staff meeting collectively with the sports groups to consult or discuss planned upgrades, management issues and bookings.

I would like the Sporting groups to be given clarification of who the Council will be meeting with, who will be the representatives and how many representatives are able to attend.

I want clarification of the above resolution No. 4 as it actually doesn't say that the Sports Council has been disbanded.

It is understood that the intention of Council's resolution was to disband the existing Sports Council committee structure and replace it with six monthly meetings with local sporting groups that are users of Council's Sporting facilities including:

- McGrane Oval (including the netball/basketball courts and training facilities)
- Ernie Knight Oval
- Youth Club basketball courts
- Gil Swimming Pool
- Park Tennis Courts
- Tooraweenah recreation Ground

These Sporting groups include:

- Senior League
- Junior League
- Gular Rugby
- Senior Cricket
- Junior Cricket
- Netball
- Senior Basketball
- Junior Basketball
- Swim Club
- Tennis Club
- Little Athletics
- Touch Football

The intention of the meetings would be to discuss and make recommendations to Council in relation to:

- Facility Bookings / Usage
- User expectations
- Future Capital Works
- Maintenance expectations
- User Fees
- Major Events/ Key dates

The first meeting is to be held on 1 August 2022 with each of the relevant sporting groups invited to nominate two representatives to attend. The proceedings of these meetings and any recommendations would be then brought to Council for consideration.

<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	2.1.1.1 Provide a range of recreational and sporting facilities which enable the community to pursue active recreational pursuits 2.1.1.4 Collaborate with user groups of sports grounds to ensure their operational requirements are met

RECOMMENDATION

That the report be noted and the engagement process with local sporting groups that utilise Council's sporting facilities be endorsed.

N J Alchin
Director Growth & Liveability

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

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Consultative Committee

30 June 2022

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Nil

Operational Plan Actions

4.2.1.1

Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*

CONSULTATIVE COMMITTEE

30 June 2022

PRESENT

Mr D Neeves, General Manager
Mr N Alchin, Management Representative
Mr C Marchant, USU Outdoor Staff Representative
Mrs A Wieland, USU Carlginda Staff Representative
Mr M McLaughlin, USU Staff Representative
Ms K Fisher, Indoor Staff representative
Mr D Colwell, Management Representative

IN ATTENDANCE

Mrs M Welsh, HR Manager
Mrs J Prout, Executive Assistant

Proceedings of the meeting commenced at 8.03am
with the Committee nominating Mr Alchin to act in the role as Chair.

APOLOGIES

Mr G McAnally-Elwin, Indoor Staff Representative

COMMITTEE'S RECOMMENDATION – 5/22	M McLaughlin/K Fisher
That the apologies submitted be accepted.	

ABSENT

Mr J Ritchie, USU Outdoor Staff Representative
Mr Lindsay Mathieson, Management Representative

Proceedings in Brief

It was noted that whilst Mr Jason Ritchie, USU Outdoor Staff Representative, has indicated verbally that he has resigned from the Committee, no written advice has been received.

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 6/22	K Fisher/M McLaughlin
That the Minutes of the meeting held 1 March 2022 be confirmed as a true and correct record of the meeting, noting that Mr N Alchin was in attendance.	

(CM.PL.1)

ORGANISATIONAL STRUCTURE REVIEW

SUMMARY

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

Proceedings in Brief

The General Manager spoke to the structure displayed at the meeting, clarifying:

- Reporting lines are correct for Care Service Employees and Orana Living
- The Grants Officer position was noted as similar to that of the Community Engagement Officer and, through the consultative process, a change to allow this position to become a part time Community Engagement Officer has been supported
- All staff were invited to attend one of the four consultation sessions, with 97 of Council's 230 staff attending a session

COMMITTEE'S RECOMMENDATION – 7/22	
That the report be noted	

NEW POSITIONS – POSITION DESCRIPTIONS

SUMMARY

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

COMMITTEE'S RECOMMENDATION – 8/22	M McLaughlin/A Wieland
That the position descriptions be noted.	

REVISED POSITIONS

SUMMARY

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

Proceedings in Brief

- Mrs Welsh advised a typing error in the Urban Services Manager PD has listed the position as Grade 22, however this should be Grade 21 as per the current position.

- Admin Assistant Jack Towney Hostel – It was noted that this position is subject to redeployment and is at the same grade as Admin Assistants at Cooe Lodge Hostel and Orana Living. It was further noted that this position's Entry level for Cert III competency or relevant work experience should state Training Records or Work Sample.
- The General Manager clarified that Council will consider adoption of the proposed structure on Tuesday, 5 July 2022 however, if approved, office movements as a result of the restructure would not take place until early August.

COMMITTEE'S RECOMMENDATION – 9/22	M McLaughlin/C Marchant
That the report be noted	

HEALTH AND WELLBEING PROGRAM

SUMMARY

To provide information on the Health and Wellbeing program.

Proceedings in Brief

Mrs Welsh advised that Dr Lisa Patterson Kane, Council's EAP provider, visited in late May, conducting information sessions and some one-on-one sessions with staff.

COMMITTEE'S RECOMMENDATION – 10/22	M McLaughlin/K Fisher
That the report be noted	

RECRUITMENT

SUMMARY

To provide information on recruitment.

Proceedings in Brief

It was noted that the Trainee Concretor position, whilst not filled at this stage, remains in the structure.

COMMITTEE'S RECOMMENDATION – 9/22	M McLaughlin/K Fisher
That the report be noted	

TRAINING

SUMMARY

To provide information on training.

Proceedings in Brief

- Mrs Welsh advised that training has been ramping up after being quite relaxed during COVID.
- Mick McLaughlin commented on the online first aid course, advising that he would prefer face to face learning rather than online theory. Mrs Welsh to check whether there is any flexibility with delivery of first aid training.

COMMITTEE'S RECOMMENDATION – 10/22	M McLaughlin/K Fisher
That the report be noted	

GENERAL BUSINESS

Indoor Staff Representative

Ms Fisher advised that this would be her last meeting as an Indoor Staff representative and that a new representative will need to be elected.

NEXT MEETING

The next Committee meeting will take place on 6 September 2022.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.40AM.

N Alchin
Acting Chair

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

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- Statement of Bank Balances (Local Government (Financial Management) Regulation No. 93) and Investment Balances
- Matters Outstanding from Previous Council Meetings
- Questions for Next Meeting
- 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 June 2022.
2. Certificate of Bank Reconciliation - Month of June 2022.
3. Details of investments as at 30 June 2022 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-May-22	\$6,260,056.98
Plus: Receipts		\$2,387,029.52
Less: Payments		<u>\$6,512,510.98</u>
CASH BOOK BALANCE AS AT	30-Jun-22	<u>\$2,134,575.52</u>

STATEMENT BALANCE AS AT	31-May-22	\$6,248,415.72
Plus: Receipts		\$2,362,614.61
Less: Payments		<u>\$6,456,589.07</u>
STATEMENT BALANCE AS AT	30-Jun-22	<u>\$2,154,441.26</u>

Plus: Unpresented Receipts		\$0.00
Less: Unpresented Payments		<u>\$19,865.74</u>
RECONCILED BALANCE AS AT	30-Jun-22	<u>\$2,134,575.52</u>

Cashbook balance as at 30 June 2022:	\$2,134,575.52
Investments held as at 30 June 2022:	<u>\$26,053,530.46</u>
Total Cash & Investments Held as at 30 June 2022:	<u>\$28,188,105.98</u>

The bank balances in each of the funds as at 30 June 2022 are:

General Fund	\$11,120,193.01
Water Fund	\$2,996,868.52
Sewer Fund	\$2,304,497.00
Orana Living	\$4,462,001.10
Carlginda Enterprises	\$539,639.31
Cooee Villa Units	\$2,424,773.09
Cooee Lodge	\$2,830,546.95
Jack Towney Hostel	\$1,088,389.74
Trust Fund	\$421,197.26

Balance as per Total Cash & Investments Held: \$28,188,105.98

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @ 1.00	Due on 10-Mar-23	With AMP Bank
(b)	\$500,000.00	For 365 days @ 0.35%	Due on 04-Nov-22	With Bendigo
(c)	\$1,500,000.00	For 365 days @ 0.97%	Due on 04-Mar-23	With Bendigo
(d)	\$500,000.00	For 365 days @ 0.35%	Due on 03-Oct-22	With Bendigo
(e)	\$1,000,000.00	For 182 days @ 0.35%	Due on 13-Jul-22	With Macquarie
(f)	\$1,000,000.00	For 365 days @ 0.50%	Due on 13-Dec-22	With Macquarie
(g)	\$1,000,000.00	For 364 days @ 0.40%	Due on 26-Aug-22	With Macquarie
(h)	\$1,000,000.00	For 365 days @ 0.50%	Due on 28-Oct-22	With Macquarie
(i)	\$1,000,000.00	For 330 days @ 0.50%	Due on 08-Nov-22	With Macquarie
(j)	\$1,000,000.00	For 365 days @ 1.80%	Due on 14-Feb-23	With ME Bank
(k)	\$2,500,000.00	For 240 days @ 3.05%	Due on 09-Feb-23	With Suncorp
(l)	\$500,000.00	For 242 days @ 0.65%	Due on 17-Oct-22	With NAB
(m)	\$2,000,000.00	For 183 days @ 3.00%	Due on 28-Dec-22	With NAB
(n)	\$2,000,000.00	For 300 days @ 0.75%	Due on 22-Dec-22	With NAB
(o)	\$1,000,000.00	For 300 days @ 0.75%	Due on 19-Dec-22	With NAB
(p)	\$500,000.00	For 330 days @ 0.34%	Due on 01-Sep-22	With NAB
(q)	\$3,000,000.00	For 182 days @ 0.70%	Due on 12-Sep-22	With NAB
(r)	\$2,000,000.00	For 180 days @ 0.30%	Due on 15-Sep-22	With NAB
(s)	\$2,000,000.00	For 365 days @ 3.15%	Due on 01-Jun-23	With Bank of Qld
(s)	\$1,053,530.46	0.00% At Call		With TCorp
Total Investments: \$26,053,530.46				

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	Hon Sam Faraway has referred matter to Minister for Energy and Environment - response still pending
<u>September 2020</u>		
165/20	Gravel Pit Agreements	Liaison commenced
175/20	Graincorp Industrial Precinct	Working through pre-development issues
<u>July 2021</u>		
124/21	Industrial Land – Purchase Offer	Agreement in principal obtained
<u>February 2022</u>		
38/22	It's GREAT - grant fund program	Deferred
<u>March 2022</u>		
50/22	Expression of Interest – Land Purchase	Decision not to proceed; owner notified
<u>April 2022</u>		
85/22	Community Garden Network	Liaison commenced regarding concept and location
<u>May 2022</u>		
106/22	Gilgandra District Cricket Association	GDCA advised of Council's decision; Council policy re 50% of fees charged to sporting groups being put into reserves be reviewed

June 2022

115/22	Development application – Temporary Workforce Accommodation Facility	Consultant appointed to commence design
116/22	Residential dwelling proposal	EOI documentation being prepared
117/22	Sundry debtor accounts	Amounts written off in line with resolution
118/22	Request to waive rates instalment	Ratepayer advised of Council's decision
123/22	Submission alleging Council is corrupt	Referred to ICAC
128/22	Payment of scrap steel funding to Gilgandra & District Cricket Association	Payment processed

5 July 2022

93/22 133/22	Organisational Structure Review	Organisation structure approved and implementation process has commenced
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MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 JULY 2022

PROGRESS ON “QUESTIONS FOR NEXT MEETING”

SUMMARY

To inform Council of appropriate action which has or will be taken in relation to Councillors “Questions for Next Meeting” outstanding from previous meetings.

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May 2022

Unspent Roads Funds as at 30/6/22

Report to August meeting

June 2022

Sports Council changes

Report to this meeting

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 JULY 2022

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 JULY 2022

DEVELOPMENT APPLICATIONS

The following development application were approved during June 2022:

DA Number	Applicant's Name	Application	Property Address	Development Value
2022/447	Darren Semmler	Construct Dwelling	36 Bobs Street, Gilgandra	\$270,000
2022/449	Jamie Eason	Construct Shed	224 Warren Road, Gilgandra	\$13,000
2022/450	Lewis Dobson	Construct Shed	17 Warrie Street, Gilgandra	\$20,000
2022/451	Gail Babbage	Change of Use	40 Miller Street, Gilgandra	\$80,000
2022/453	Jason Billsborough	Dwelling Extension	33 Bobs Street, Gilgandra	\$263,780
2022/454	Darren Semmler	Construct Dwelling	73 Quealey's Lane, Gilgandra	\$342,705
2022/455	Alexander Vickers	Rural Subdivision	552 Ulungra Springs Road, Bearbong	\$0
			June	\$989,485.00
			Total 2022	\$15,128,327

Applications under assessment

- DA2022/434- Service Station
- DA2022/441- Sand Quarry

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
19 JULY 2022

JUNE 2022

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2022/447	62	0	62	44	0	44
2022/449	50	0	50	36	0	36
2022/450	12	0	12	10	0	10
2022/451	22	0	22	16	0	16
2022/453	23	0	23	17	0	17
2022/454	27	0	27	19	0	19
2022/455	28	0	28	20	0	20

Summary Statistics	
No of Applications	7
Total Actual Days	224.00
Mean Actual Days	32.00
Mean Stopped Days	0.00
Mean Total Days	32.00
Mean Work Days	23.14
Mean Work Stop Days	0.00
Mean Total Work Days	23.14
Median Actual Days	27.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager