

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held via videoconference on **Tuesday, 23 June 2020 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."

****RECORDING****

At this stage I would like to remind everyone present that this meeting is being recorded

- (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 May 2019 (circulated previously)
- (9) Reports from Servants
- (10) Correspondence



David Neeves
General Manager

MAYORAL MINUTE - 8/20
MAYORAL COMMITMENTS

SUMMARY

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

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20/5/20	Videoconference with Member for Barwon, Roy Butler
28/5/20	Videoconference with Western NSW Local Health District representatives
29/5/20	Orana Joint Organisation meeting
2/6/20	Economic Development Committee meeting via videoconference
9/6/20	Meeting with local stakeholders re Inland Rail
15/6/20	Videoconference Castlereagh Macquarie County Council meeting
16/6/20	Videoconference with Rural and Remote Medical Service representatives
23/6/20	Council Workshop
23/6/20	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

LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM (LRCI PROGRAM)

SUMMARY

To provide an update on the Australian Government's new \$500 million Local Roads and Community Infrastructure Program (LRCI Program).

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This program is designed to support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

The LRCI Program is part of the Government's \$1.8 Billion boost to roads and community projects for Local Government across Australia. The programs guidelines requires projects to be spent by 30 June 2021.

Gilgandra's allocation is \$878,444. A factsheet providing further detail for the grant program is attached. Application process is indicated as being similar to the Roads to Recovery program, with Council's needing to submit a work schedule. Funding can be accessed from 1 July 2020, project completion by June 2021.

Funding is available for Local Roads and Community Infrastructure projects that involve construction, maintenance and/or improvements to Council owned assets that are generally accessible to the public.

Councils need to demonstrate that projects are additional to pre COVID-19 work program for 2020-21. The guidelines for the program detailing the eligibility funding was not available at the time of writing this report. Projects being considered are those Council owned community assets that have not been budgeted for and were considered as part of the Drought Communities Program and other local road/floodway betterment projects.

A workshop will be held prior to the meeting to discuss suggested projects.

Principal Activity

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.2.3.2

Apply for grants that assist Council to achieve identified projects and assist community groups.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

REVIEW OF POLICIES

SUMMARY

To advise of an annual review of Council's policies.

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Council's policy register has been further reviewed by staff and the following draft policies are put forward for adoption.

The proposed changes are:

Policy/Policies	Amendment	Reason
<ul style="list-style-type: none">• Corporate Image	<ul style="list-style-type: none">• Updating references to new position titles and brands	<ul style="list-style-type: none">• Change of titles
<ul style="list-style-type: none">• Communications and Engagement	<ul style="list-style-type: none">• Updating references to new position titles and brands• Minor amendments to reflect changes to publications listed and email address• Minor grammar and formatting changes	<ul style="list-style-type: none">• Change of titles• Full review of policy
<ul style="list-style-type: none">• Aged Care Standards	<ul style="list-style-type: none">• Addition of more detail to policy	<ul style="list-style-type: none">• Detailed review prior to Audit

A full listing of all Council's current policies is available on our website:

www.gilgandra.nsw.gov.au/council/your-council/council-policies

Principal Activity

Strategic Leadership

Policy Implications

Amendments, as outlined above, to Council's policy register

Budget Implications

Nil

Delivery Program Actions

4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That the various changes to the Corporate Image, Communications and Engagement and Aged Care Standards policies be adopted.

David Neeves
General Manager

RISING SUN STRUCTURE

SUMMARY

To provide an update on the preferred location of the Rising Sun structure following assessment by Charles Sturt University students.

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Following the decision to purchase the Rising Sun structure, Council considered community consultation received at its May/June 2018 meeting and, following a further report to its November 2018 meeting, resolved:

RESOLVED 249/18	Cr Wrigley/Cr Baker
1. That Council note the cost implications and other considerations identified in this report for each of the location options.	
2. That Council support the desired outcomes of the Rising Sun Structure Project as suggested in this business paper.	
3. That Council nominate the Memorial Precinct as the preferred location of the structure.	
4. That detailed costing and plans for the installation of this Structure in the preferred location be prepared and reported to Council for consideration.	
5. That costing and appropriate report be considered in the 2019/20 budget preparation.	

Contact was made with Charles Sturt University's Engineering Faculty to offer 2nd year engineering students an opportunity to undertake an engineering analysis of the Rising Sun as part of a major project students were required to complete. This was seen as a good opportunity for Council to provide a real life learning opportunity for the students and to continue to foster positive relationships with CSU whilst delivering Council with a detailed engineering assessment for the Rising Sun project.

The deliverables of the project were as follows:

- To create a feasible structural design for the installation of the emblem in the war memorial precinct at the Miller Street and Castlereagh Street Intersection, as desired by the client and community. This includes installation of lighting, protection of the emblem from the elements and the location of the object within the memorial park
 - Complete a design report including design of foundation, structural design of installation and attachment of the emblem to the foundation, and specifications of the materials used
 - A cost benefit analysis with comments on whether or not the project will be economically viable
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- Assessment of the suitability of the emblem for outdoor display and include considerations for any treatments to prolong lifespan as a piece of public art
- Technical AutoCAD drawings for foundation and installation with construction note
- Selection of the preferred location from the two options, those being above the existing War Memorial or on the levy bank in the War Memorial precinct

During their assessment process, the students conducted videoconference meetings with key Council staff on two separate occasions. Council's Director Infrastructure has also reviewed the engineering assessment and has deemed it to be satisfactory. The group has been invited to present their findings and recommendations to Council prior to the meeting.

Council is now in receipt of the final report, an assessment of the suitability of the structure as an outdoor structure and design drawings which are included as an attachment to the report.

The students undertook a design matrix risk assessment between the two preferred locations - being mounted on either a footing behind or to the existing wall in the precinct, or as a free standing structure located on the levy adjacent to the walking track. The students applied a decision matrix which outlined the defining factors of each option, including the lifespan of the design and the costs involved with each potential design option. Using this, they arrived at the decision to mount the emblem on a slab behind on top of the levy bank running through the precinct. The decision matrix outlined measures such as construction costs and the life span of the proposed designs which enabled the team to see the benefits and drawbacks of both options. The matrix used is outlined in Appendix A of their report.

The decision not to support the rising sun being located above the existing war memorial wall was primarily due to the lack of construction details for the current wall and existing footing details, the longevity and ease of maintenance, public safety and costs.

We were in agreement with their findings and recommendation to progress with the rising sun to be located adjacent to the walkway hence the reason why no detailed design progressed for existing war memorial wall option.

An assessment of the suitability for outdoor display was undertaken and considerations given to weather resistance, UV radiation, water damage, expanding and contracting in heat, protective measures and graffiti/vandalism.

While the report provides a detailed assessment it was concluded that the Rising Sun will be subject to UV radiation and weathering from water and, to provide longevity, regular maintenance will be required to prevent degradation of the finished appearance, cracking and subsequent water damage causing structural damage in the emblem. Recommendations on how to maintain is included in the report.

A cost benefit analysis was undertaken and considered labour, materials and protection. The students' final cost estimate to install the Rising Sun was \$5,750.75. Our assessment concludes that this is probably not a true cost to complete the project as we would also need to include an extension to the mains power for the lighting, market value adjustment for works of this nature in Gilgandra, landscaping, crane/plant hire, extension of the CCTV network as well as a contingency. Council has budgeted \$30,000 to complete the project and we are confident to complete the project within this budget allocation. The ongoing maintenance costs are expected to higher that the students' estimate of \$538 every 2-3 years and is more likely to be \$1000 per annum when including indirect maintenance costs such as cleaning and electricity.

The funding for the project of \$30,000 is through the Community Hub and Activation element of the Stronger County Community Round 3 fund.



(Selected location within Memorial Precinct for Rising Sun structure)

<u>Principal Activity</u>	Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	No budget implications - funded through Round 3 of the Stronger Country Communities Fund
<u>Delivery Program Actions</u>	5.1.3.1 Develop an Economic Development Plan in consultation with PEDC, local business, Council and other stakeholders to guide the economic development and sustainability of the Gilgandra Shire

RECOMMENDATION

1. That Council note and acknowledge the work undertaken by the engineering students from Charles Sturt University and write a letter of appreciation for their work.
2. That Council reaffirm its support to complete the project, endorse the location for the Rising Sun on the eastern side of the walkway and notify the community of the outcomes.

David Neeves
General Manager

**INTEGRATED PLANNING & REPORTING – ADOPTION OF
OPERATIONAL PLAN AND ASSOCIATED BUDGET 2020/21**

SUMMARY

To consider feedback and submissions as a result of community consultation and seek adoption of the 2020/21 Operational Plan and associated budget.

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Council has requested feedback from the local community in relation to its 2020/21 Operational Plan and associated budget up until Monday, 22 June 2020. At the time of writing this report no submissions have been received.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.2.1.1 Develop and maintain and regularly review strategic plans in line with integrated planning requirements 4.4.1.1 Offer opportunities for community members and groups to have input into strategic planning to assure the community are informed and empowered. 4.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

RECOMMENDATION

1. That Council consider submissions received and determine if any amendments are required to be made to the Draft Operational Plan and associated budget for 2020/21.
2. That the 2020/21 Operational Plan and associated budget, as presented/amended, be adopted.

N J Alchin
Director Corporate Services

(FM.PL.1)

INTEREST ON OVERDUE RATES

SUMMARY

To advise Council of the decision of the Office of Local Government with regards to the charging of interest on overdue rates for the 2020/21 financial year.

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By way of a circular dated 26 May 2020, the Office of Local Government has advised the following:

*“In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2020 to 31 December 2020 (inclusive) will be **0.0% per annum** and that the maximum rate of interest payable on overdue rates and charges for the period 1 January 2021 to 30 June 2021 (inclusive) will be **7.0% per annum**.*

The interest rate has been set at 0.0% for the first half of the 2020/21 financial year in response to the financial impacts faced by the community as a result of the COVID-19 Pandemic.”

At the May meeting, Council adopted an interest rate of 7.50% and a budget of \$27,000 was calculated based on this rate. Based on the new determination, the revised budget will be \$12,600 should Council adopt the full 7.00% for the second half of the year.

<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Reduced interest income of \$14,400
<u>Delivery Program Actions</u>	4.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making.

RECOMMENDATION

1. That Council note the charging of 0.00% for the period 1 July 2020 to 31 December 2020.
2. That Council adopt the maximum rate available of 7.00% for the period 1 January 2021 to 30 June 2021.

N J Alchin
Director Corporate Services

MAYORAL & COUNCILLOR FEES

SUMMARY

To set the Mayoral and Councillor fees for 2020/21 following determinations by the Local Government Remuneration Tribunal.

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The Local Government Remuneration Tribunal has handed down its determinations for 2020/21. The Tribunal has determined that there is no increase in the minimum and maximum Mayoral and Councillor fees the forthcoming year.

The following table outlines the Tribunal's determinations for 2020/21:

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	27,640	40,530	169,100	222,510
	Major CBD	18,430	34,140	39,160	110,310
	Metropolitan Large	18,430	30,410	39,160	88,600
	Metropolitan Medium	13,820	25,790	29,360	68,530
	Metropolitan Small	9,190	20,280	19,580	44,230
General Purpose Councils - Non-metropolitan	Major Regional City	18,430	32,040	39,160	99,800
	Major Strategic Area	18,430	32,040	39,160	99,800
	Regional Strategic Area	18,430	30,410	39,160	88,600
	Regional Centre	13,820	24,320	28,750	60,080
	Regional Rural	9,190	20,280	19,580	44,250
	Rural	9,190	12,160	9,780	26,530
County Councils	Water	1,820	10,140	3,920	16,660
	Other	1,820	6,060	3,920	11,060

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

Council is categorised as a Rural Council and in 2019/20 Council determined fees in accordance with the maximums allowable of \$12,160 for Councillors and an additional \$26,530 for the Mayoral fee.

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<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Included in 2020/21 budget allocations
<u>Delivery Program Actions</u>	4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That Council set the fees payable to Councillors and the additional Mayoral fee for 2020/21 within the limits set for a Rural Council.

N J Alchin
Director Corporate Services

**TOORAWEEAH CWA – REQUEST FOR CONTRBUTION TOWARDS
TELSTRA 4G SMALL CELL PROJECT**

SUMMARY

To consider a request from Tooraweenah CWA for a contribution towards costs associated with a Telstra 4G Small Cell project

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Mrs Jill Blackman representing the Tooraweenah branch of the CWA has written to Council as follows:

*“CWA is in receipt of the Agreement for the Small Cell (4G) for Tooraweenah.
The document is in the hands of our Solicitor, hopefully signed next week if everything is OK to proceed.*

We will be notified of a start date along with a Tax Invoice for our contribution which we are required to pay before the project commences.

The guarantor’s for the project will provide Tooraweenah CWA with loan funds of (\$40K) necessary so the payment can be made until other financing options are finalised. This will prevent any delays with the project. We do already have \$3k donated and others have indicated they will contribute. Requests will also be made to businesses, community groups and individuals.

Unfortunately, Tooraweenah was not successful in the Black Spot project. As you would be aware hundreds of requests go forward in each round. With many more communities more isolated than Tooraweenah.

Can a request be formally put to Council now, to confirm their \$ contribution please? Council support would be greatly appreciated.

Our community has waited very patiently for this telecommunications issue to be resolved – no more travelling to the viewing platform to get reception and businesses, residents, emergency services and visitors can have telecommunications access without interruption.

Please keep in touch, as I am Tooraweenah CWA Branch of the County Women’s Association authorised representative for this project.”

At its September 2019 meeting Council considered a request from the Tooraweenah CWA for support for an application under the Mobile Phone Black Spots Program and resolved:

- 1) That Council acknowledge the poor telecommunications in Tooraweenah and surrounding districts and commend the CWA Tooraweenah branch on their initiative to lodge an application to the Telstra tower Mobile Black Spot submission under Round 5 and provide in principle support for the application, without committing funding at this stage.
- 2) That Council develop a telecommunications strategy, with the aim of prioritising areas with the Gilgandra Local Government Area for inclusion in the NSW State Government's Digital Connectivity Program.

Separately attached is the Telstra Proposal which has been accepted. This includes the coverage area for Tooraweenah Village and surrounds

Given the community benefit, in terms of addressing a significant communications black spot in our Shire, it is suggested that Council consider a contribution to this project.

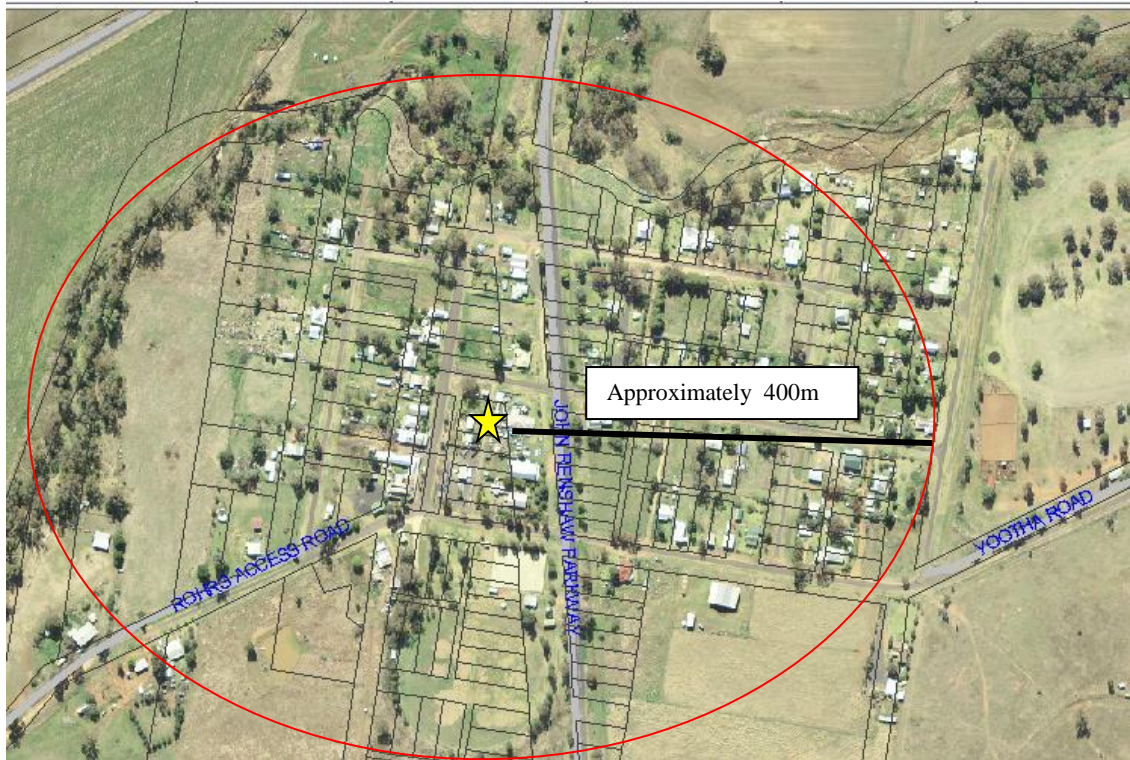
GM's Comments

Telstra states that 'Small cells' are an important part of our mobile network, providing additional capacity in busy cities and metropolitan areas without the visual impact of a full mobile base station. They also enhance mobile coverage in regional and rural areas, often at a fraction of the cost of a mobile tower while still providing effective service to where it's needed.

Small cells, sometimes referred to as 'mini base stations', are small enough that you might have already seen one in the suburbs around you without realising – they're generally made up of one or two small antennas and a small equipment cabinet, typically installed on existing infrastructure like light poles, bus shelters, advertising billboards or payphone cabinets.

Because they're compact and unobtrusive, small cells can be installed where a large tower or antenna might not be suitable. They typically provide mobile coverage to an area of around 200 to 400 metres from the cell itself, meaning they can be installed discreetly in busy commercial areas and suburbs without causing a significant visual impact.

If the cell was to provide 400m of coverage, it would need to be centrally located in the village of Tooraweenah to cover the bulk of the Village.



Principal Activity

Sense Of Place

Policy Implications

Nil

Budget Implications

No budget allocation.

Delivery Program

1.2.1.5

Provide assistance to community organisations where appropriate to ensure their future sustainability.

1.3.10.2

Lobby suppliers for improvements to mobile coverage across the Shire.

RECOMMENDATION

That Council consider the Tooraweenah CWA Branch request for a contribution of up to \$40k towards the Telstra Small Cell Project at Tooraweenah.

N J Alchin
Director Corporate & Business Services

REQUESTS TO WAIVE OVAL FEES DUE TO COVID 19 PANDEMIC

SUMMARY

To consider requests from Gular Rugby Club & Gilgandra Rugby League to waive oval fees for the period of the Covid 19 Pandemic.

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Both the Gular Rugby Club and the Gilgandra Senior Rugby League have requested Council's consideration of the waiving of Oval Fees for the period of the 2020 Season for which their competitions have been unable to be played due to the Covid 19 restrictions.

At this stage no formal advice has been received on whether the Western Plains Rugby competition has plans to get underway in 2020 however the Castlereagh Cup has plans to kick off on 18 July 2020 subject to Covid 19 restrictions around crowd restrictions being lifted.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Reduced oval fee income of up to \$5,000
Delivery Program Actions	1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits.

RECOMMENDATION

That Council waive McGrane Oval Hire Fees for Gular Rugby Club and Gilgandra Senior League for the 2020 season for the period up until the commencement of their respective competitions.

N J Alchin
Director Corporate Services

CAPITAL ROAD AND URBAN WORKS PROGRAM 2020/21

SUMMARY

To present the proposed 2020/21 Works Program for consideration and adoption.

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The combined capital program for road and urban works is \$4,046,260 for the 2020/21 financial year. The following table provides an overview of the recommended scope of works and funding source, however these may change should environmental constraints limit Council's ability to perform works in the area.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	The program is within the budgets allocated for 2020/21 financial year.
<u>Delivery Program Actions</u>	6.2.1.04 Maintain and construct streets and roads in accordance with Council's adopted road classifications. 6.2.1.06 Undertake annual Roads to Recovery program.

RECOMMENDATION

That the 2020/21 Road and Urban Works Program as presented be adopted.

Daryl Colwell
Director Infrastructure

ROAD AND URBAN WORKS PROGRAM 2020/21

	Work Location and Type	Segment	Estimated Cost	Work Funded by:
Rehabilitation/Widening Works				
ST	Curban Biddon Culvert	8	\$175,000	DCP
PNT	Lucas Bridge		\$1,995,000	Council/BRP Grant
			\$305,000	R2R
PT	Berida Bullagreen Rd Rehabilitation	6,8	\$446,660	R2R
	Total		\$2,921,660	
Bitumen Resealing				
PT	Hillside Rd	0	\$48,000	R2R
RS	National Park Rd	40	\$48,000	R2R
RS	Collie Rd	6	\$48,000	R2R
RS	John Renshaw Parkway	12, 18	\$96,000	Block
	Total		\$240,000	
Gravel Resheeting				
ST	Ulungra Springs Rd	0,2	\$87,120	DCP
ST	McClures Ln	0	\$43,560	DCP
ST	Pibbon Rd	4, 6	\$87,120	DCP
ST	Gular Rail Rd	8, 10	\$87,120	DCP
ST	Old Mill Rd	8	\$43,560	ARRCR
ST	Link Rd	0	\$43,560	ARRCR
ST	Dooroombah Rd	14	\$43,560	ARRCR
	Spot Gravelling	Various	\$119,000	ARRCR
	Total		\$554,600	
Urban Works				
	Footpaths		\$150,000	DCP
	Kerb and Gutter		\$100,000	DCP
	Stormwater	Opposite BP	\$50,000	DCP
	Tooraweenah Dump Point		\$30,000	DCP
	Total		\$330,000	

Total R2R Budget*	\$904,795	\$895,660	\$9,135
Total ARRCR Budget	\$249,916	\$249,680	\$236
Total DCP		\$809,920	

*Note: R2R difference accounts for internal management fee

LOCAL STRATEGIC PLANNING STATEMENT (LSPS)

SUMMARY

To consider feedback and submissions as a result of community consultation and seek adoption of the Local Strategic Planning Statement.

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At the May 2020 Council Meeting Council resolved to place the draft Local Strategic Planning Statement on public exhibition for 28 days, with submissions closing at 5pm on 22 June 2020.

At the time of writing, three submissions have been received by Council - one from Helen Naef and two from Cancer Council NSW (documents as attachments)

Summary of Issues

Helen Naef:

- Concerns around the inclusion of Drug Abuse as a challenge

Comment: Page 11 of the document identifies a number of challenges for Council and the community. The Regional data listed is not limited to all social issues facing communities. Council, as a stakeholder with the Interagency group, currently provide input and assistance on social issues facing the community. As a strategic planning document I would recommend this as an action that would sit under the LSPS in a Council Policy.

- Accommodation for homeless persons and domestic violence victims

Comment: Council currently has a *Housing – Community Housing- Length of Tenancy* - policy for their low income houses. Again the social issues are an interagency partnership with Council as a stakeholder.

An opportunity exists for Council to review the policy and determine whether the current policy is meeting Community needs or whether crisis accommodation is more appropriate. As a strategic planning document I would recommend this as an action that would sit under the LSPS in a Council Policy.

- Migration of students from Gilgandra High School to Dubbo

Comment: I would see this as a role for the Department of Education to monitor and assess.

- Provide shade to the CBD.

Comment: An action from the LSPS is to develop an urban tree strategy. As part of the main street beautifications works, Council could consider additional shade structures in community spaces. As with any Council asset, future maintenance costs need to be considered and budgeted.

Community consultation would be required to identify specific locations and requirements. As a strategic planning document I would recommend this as an action that would sit under the LSPS in a Council Policy.

Cancer Council

- Provision of adequate shade

Comment: The Cancer Council has sent generic letters to all Councils preparing draft LSPS, identifying the risks associated UV radiation exposure. Council is aware of the dangers and currently has shade structures at Hunter Park and the Swimming Pool.

As above I would see this as an action that would sit under the LSPS in a Council Policy as a capital works program that is identified the LTFP.

The purpose of the LSPS document is to provide the framework for Gilgandra Shire's economic, social and environmental land use needs over the next 20 years. The issues identified in the submissions are important for Council and the community. As the LSPS is a higher level strategic document, it uses broader terms in the Themes and Actions which link to State, Regional and Council planning documents which encompass the issues identified.

Once the Draft LSPS has been considered by Councillors and any further submissions or proposed amendments considered, it is put forward for formal adoption.

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

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RECOMMENDATION

That, following consideration of submissions at the meeting, the draft LSPS be adopted.

Lindsay Mathieson
Director Planning & Environment

LOCAL HERITAGE PLACES & HERITAGE ADVISOR FUNDING

SUMMARY

To advise that Local Heritage Places and Heritage Advisor Funding acquittals for 2019/2020 have been submitted with the Office of Environment and Heritage.

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Heritage Advisor, Tanya Cullen, whose contract with Council finishes in June 2020, has advised of the following activities carried out in 2019/20:

- Heritage Advisor visits to Gilgandra in October 2019 to assess and allocate funds for Local Heritage Fund projects. A scheduled visit for April 2020 was cancelled due to COVID 19 (assessment of completed Local Heritage Projects finalised via photos).
- Administration of the Local Heritage Fund, including provision of assistance and advice in relation to following properties:
 1. 6 Castlereagh Street Rural Museum – painting of out building roofs
 2. 11 Bridge Street Lummo's Auto Repairs – painting of western wall
 3. 12 Morris Street, Gilgandra – repainting of roof at Chinnock
 4. 65 Miller Street Dragon & Phoenix Restaurant – replacement of guttering
 5. Cambara Street Armatree – new front fence for CWA Hall
 6. Cnr Wamboin and Myrtle Streets St Ambrose Church – structural engineers report.

In 2019/20 the Local Heritage Places Fund resulted in restoration work being completed on six (6) heritage buildings in the LGA. This involved a total of \$16,670 spent on the 6 projects with Council's contribution of \$11,000 towards the projects. The projects for 2019/20 were:

Applicant	Address	Proposed works	Cost of Works	Requested	Recommended Grant
Stuart Border	St Ambrose Anglican Church, 58 Myrtle Street, Gilgandra	Structural Engineer's report	\$4000	\$2000	\$2941.60
Gilgandra Museum & Historical Society	Rural Museum, 6 Castlereagh Street, Gilgandra	Treat and paint the roofs of three relocated heritage structures on site	\$3190	\$1595	\$2536.60
Sandy McGrath	'Idaleigh', 12 Morris Street, Gilgandra	Painting of roof	\$3000	\$1500	\$1500
Simon Fong	65 Miller Street, Gilgandra	Replace guttering	\$860.40	\$2000	\$430.20

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Lummos Auto Repairs	11 Bridge Street, Gilgandra	Paint western wall	\$2320	\$1300	\$1000
Armatree CWA	CWA Rooms, Cambara Street, Armatree	Replace existing front fence	\$3300	\$1650	\$2591.60
Lois Foran	15 Hall Street, Gilgandra	Replace floor in sunroom	\$8000	\$3000	\$-
TOTAL			\$24650.40	\$13045.00	\$11000.00

Council's program for Local Heritage Places has proved popular with owners of Heritage items. It demonstrates Council's commitment to preserving identified cultural, heritage and natural assets.

Principal Activity Landuse Planning & Sustainable Environment

Policy Implications Nil

Budget Implications Expenditure within established budget

Delivery Program Actions **3.1.2.2**
Develop heritage initiatives that provide support and financial assistance to property.

RECOMMENDATION

That the report be noted.

Lindsay Mathieson
Director Planning & Environment

ANNUAL FOOD SHOP INSPECTIONS

SUMMARY

To consider waiving Food Premises inspection fees for the 2019/2020 financial year.

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The NSW Food Authority Food Regulation partnership with local government requires each food premise in our LGA to have an annual Food Premises Assessment to measure their compliance with Food Standards 3.2.2 and 3.2.3.

The annual fee for food retail businesses is normally \$100 each premise inspected. There are currently 30 food premises that are inspected annually by Council staff.

Many of the food premises in Gilgandra have been effected financially by the drought followed by COVID19 by a loss of customers and income.

From information supplied by Environmental Health Officers at the last Central & Far West Food Regulation Partnership meeting, many other regional Councils have waived their annual inspection fees for the 2019-2020 financial year as a way of reducing financial stress on small business owners.

In Gilgandra, annual food premises inspections have recommenced after COVID19 restrictions have lifted with approximately 50% now complete. The NSW Food Authority's annual report is due 30 June 2020 and is expected to be completed on time.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$3000 reduced income
<u>Delivery Program Actions</u>	3.1.3.5.1 Inspect all food premises annually

RECOMMENDATION

That the 2019-2020 annual inspections fee of \$100 be waived for all food premises in Council's LGA.

Lindsay Mathieson
Director Planning & Environment

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

Economic Development Committee

2 June 2020

Councillors' attention is drawn to resolution 12/20 of the Economic Development Committee minutes endorsing the membership of Mr Hayden Whiteman on the Economic Development Committee.

Principal Activity

Community Engagement

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

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

2 June 2020

PRESENT

Cr D Batten (Mayor Chairperson)
Cr Ash Walker (Deputy Mayor)
Cr N Wrigley
Mr D Clouten
Mrs K Reynolds
Mrs G Babbage

IN ATTENDANCE

Mr N Alchin (Director of Corporate Services)
Mrs K Larkin (Marketing & Communications Manager)
Mrs Veronica Hannelly (Queen Music Festival Organising Group)

Proceedings of the meeting commenced at 5.35pm

APOLOGIES

Mr W Morris
Mr J Jones
Ms M King

COMMITTEE'S RECOMMENDATION 10/20	Cr Wrigley/G Babbage
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 11/20	K Reynolds/Cr Wrigley
That the minutes of the meeting held on 26 February 2020 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

New Business for Gilgandra CBD

Doug Clouten, as landlord, advised that a Sports Store would be opening in Gilgandra's CBD in coming weeks

NOMINATION TO FILL VACANCY ON COMMITTEE – Mr HAYDEN WHITEMAN

SUMMARY

To consider a nomination from Mr Hayden Whiteman to fill a vacancy on the committee following the resignation of Chris Riley.

COMMITTEE'S RECOMMENDATION 12/20	D Clouten/K Reynolds
That the nomination of Mr Hayden Whiteman to serve on the Economic Development Committee be accepted.	

ADDITIONAL SECURITY CAMERA'S FOR MILLER STREET CBD

SUMMARY

To seek the committee's input on the priority of installing additional security cameras in the Miller Street CBD.

Proceedings in Brief

The Committee discussed that matter in detail and general support for the project was expressed.

COMMITTEE'S RECOMMENDATION 13/20	Cr Wrigley/K Reynolds
That the Committee note Council's discussions around the timing of the project to install additional CCTV cameras in Miller St CBD and provide feedback that the area from the proposed new Library Hub south to the Bridge Street intersection would be the top priority if the project is to be delivered in stages.	

2020/21 BUDGET

SUMMARY

To present information from Council's 2020/21 Budget relevant to this committee

Proceedings in Brief

The Marketing & Communications Manager provided the Committee with an outline of the purpose of each of the budget items.

COMMITTEE'S RECOMMENDATION 14/20	D Clouten/G Babbage
That the Committee note the relevant items from the 2020/21 Budget and encourage community feedback via Council's Have Your Say platforms.	

Proceedings in Brief

It was suggested that we should look at a campaign in Dubbo capitalising on our proximity and the benefits of living in Gilgandra and commuting to Dubbo for work.

COMMUNITY FLAGSHIP EVENTS

SUMMARY

To present two submissions received by Council relating to community flagship events or festivals for the Committee's feedback.

Proceedings in Brief

Veronica Hannelly addressed the Committee and outlined the preliminary work that her "Queen" Music Festival organising group has been doing over the past 18 months towards having a major music event in Gilgandra focused around a tribute to the world famous band "Queen".

Cr Walker then floated an idea that had been put to him and subsequently Council in relation to a over 50's Music Festival targeted to the "grey nomads" for the Gilgandra region as a unique flagship event.

COMMITTEE'S RECOMMENDATION 15/20	D Clouten/E McAllister
1. That the Committee support the intent of a tourism focused community flagship event beneficial to the Gilgandra Region.	
2. That the Committee support a Community Flagship Event Fund.	
3. That Cr Walker and the Marketing & Communications Manager represent the Committee in discussions with the Queen Music Festival Organising group with a view to progressing the ideas for a Music Festival to the point where a detailed event plan can be presented to the Committee and Council for consideration of flagship event funding.	

MARKETING & COMMUNICATIONS MANAGER UPDATE

SUMMARY

To present an update on various Marketing & Communications projects to the Committee for comment and feedback.

Proceedings in Brief

- At this point, the Mayor thanked Veronica Hannelly for her address and she left the meeting.
 - The Marketing & Communications Manager outlined the concerns of a local business in relation to direct competition they are receiving from the GIL Collective and the level of subsidy Council is providing to participants.
 - It being 7.05 pm Mayor Batten left the meeting and Deputy Mayor, Cr Walker assumed the chair.
-

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

COMMITTEE'S RECOMMENDATION 16/20	E McAllister/D Clouten
That the commission percentage for participants in The GIL collective be increased to 25% from 1 July 2020 with a reduction to 15% for those who volunteer to work on a roster basis at the GIL.	

GENERAL BUSINESS

Nil

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7.16PM.

Cr D Batten
Mayor

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

<u>Consultative Committee</u>	2 June 2020
<u>Consultative Committee (Extraordinary)</u>	16 June 2020
<u>Interagency</u>	28 May 2020
<u>Local Emergency Management Committee</u>	26 May 2020

<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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

CONSULTATIVE COMMITTEE

2 June 2020

PRESENT

Mr G McAnally-Elwin, Indoor Staff Representative (Chair)
Mr C Marchant, USU Outdoor Staff Representative
Ms K Fisher, Indoor Staff Representative
Mr L Mathieson, Management Representative
Mrs A Wieland, USU Carlinda Staff Representative
Mr N Alchin, Management Representative
Mr M McLaughlin, USU Staff Representative

Proceedings of the meeting commenced at 9.45am

IN ATTENDANCE

Mrs M Welsh, HR Manager

APOLOGIES

Mr J Ritchie, USU Outdoor Staff Representative
Mr D Neeves, General Manager
Mr D Colwell, Management Representative
Mr C Marchant, USU Outdoor Staff Representative
Mr D Neeves, Management Representative

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 4/20

K Fisher/A Wieland

That the Minutes of the meeting held 17 March 2020 be confirmed as a true and correct record.

BUSINESS ARISING

Staff Newsletter

The HR Manager advised the news item for the Staff Newsletter detailing the function of the Consultative Committee had been prepared and would be distributed to the committee for feedback before publishing.

REPORTS

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on the following issues.

RECRUITMENT

COMMITTEE'S RECOMMENDATION – 5/20	M McLaughlin/L Mathieson
That the information presented be noted.	

GENERAL BUSINESS

Consultative Committee Agenda Item Request

Mr McLaughlin asked whether the form requesting agenda items for the Consultative Committee was distributed to the members before the agenda for this meeting was issued and he was advised due to time constraints it was not.

NEXT MEETING

The next Committee meeting will take place 1 September 2020.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.50AM.

G McAnally-Elwin
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

CONSULTATIVE COMMITTEE

16 June 2020 (Extraordinary)

PRESENT

Mr G McAnally-Elwin, Indoor Staff Representative (Chair)
Mr C Marchant, USU Outdoor Staff Representative
Ms J Manion, Management Representative
Mrs A Wieland, USU Carlginda Staff Representative
Mr M McLaughlin, USU Staff Representative
Mr N Alchin, Management Representative
Mr D Colwell, Management Representative
Mr D Neeves, General Manager

IN ATTENDANCE

Ms M Welsh, HR Manager

Proceedings of the meeting commenced at 9.45am

APOLOGIES

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

COMMITTEE'S RECOMMENDATION – 6/20	M McLaughlin / A Wieland
That the apology submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

HR MANAGER'S REPORT

NEW POSITION DESCRIPTION

SUMMARY

To present the position description for the new position of Projects Officer/Contracts Administrator.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

Proceedings in Brief

Mrs Welsh advised that the position had been reviewed by the quality control panel and that the position reports to the Project Manager on Council's structure. Mr Neeves advised the position replaces the Graduate Engineer position on the structure and gave an overview of the position.

Mr McLaughlin asked whether the Graduate Engineer previously reported to the Director Infrastructure and was advised that it did not and that the position previously reported to the Project Manager.

Mr McLaughlin asked whether the position would also be replacing the Project Coordinator on the structure and he was advised it was not and that the Project Coordinator position had been filled earlier in the year.

COMMITTEE'S RECOMMENDATION – 7/20	N Alchin/A Wieland
That the position description be noted.	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.55AM

G McAnally-Elwin
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

INTERAGENCY

28 May 2020

PRESENT

Gilgandra Shire Council – Jo Manion (Chair)
Gilgandra Community Care – Maree Smith
Gilgandra Shire Library – Liz McCutcheon
Mission Australia/NDIS – Ellen Mahne, Chloe Anderson
St Vincent de Paul – Paul Dolan
Gilgandra Youth Services - Monica Mudford
Cooee Lodge Hostel - Narelle Rodway
Vicki Everingham - Footy for Fun

IN ATTENDANCE

Julie Prout – Executive Assistant
Kristy Cosier – Community Engagement Officer
Lucie Peart – Gilgandra Newspapers

Proceedings of the meeting commenced at 12.00pm

APOLOGIES

Gilgandra Shire Council – Doug Batten
Barnardos – Gina Johnson
Gilgandra Local Aboriginal Land Council – Sheila Johnson

COMMITTEE'S RECOMMENDATION 3/20	N Rodway/LMcCutcheon
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 4/20	E Mahne/P Dolan
That the proceedings of the previous Interagency meeting held on 30 January 2020 be confirmed.	

BUSINESS ARISING

Nil

GUEST SPEAKER

Lucie Peart - Business Directory

Lucie was invited to tell the committee about her new Business Directory which is an offshoot of *The Gilgandra Weekly* newspaper. It was thought this may be a good way of keeping track of the Interagency support organisations servicing Gilgandra.

Lucie explained the process and answered questions. Information on the Directory to be circulated to all Interagency groups for consideration.

SERVICE UPDATES

Mission Australia/NDIS

Ellen Mahne advised she is now in a community engagement facilitator role, with Chloe Anderson now taking over Ellen's previous role.

During COVID, a lot of programs were moved online and the service was hardly interrupted. Mission did a lot of initial support to clients by dropping packages; rolled out a national early intervention newsletter and provided information on speech pathology - *it takes two to talk* – available to anyone not on an NDIS plan. Problems during COVID included Isolation, loss of employment, some families struggled a bit with technology however loan devices have assisted in the regard.

Now able to see clients at their homes outside for up to 40 mins

St Vincent de Paul

Paul Dolan advised the Gilgandra shop has been closed but will open in stages and will enforce compliance with social distancing. In conferencing area, less demand due to additional \$ being paid to jobseekers and those on jobkeepers however a lot of communities having issues with isolation and accessing food. Gilgandra has been working closely with Goodooga to provide food supplies and clothing.

Footy for Fun

Vicki Everingham advised their usual face-to-face program has been moved to an online footy for fun program (for 5 and under). Vickie has been working with partners, distributing packs (mini footballs, markers, instruction sheets plus link to a specific website). Issues were poor internet and/or no devices however have teamed with Mission to access loan devices. A couple of Gilgandra families enjoying this and have sent videos in.

Result has been more outcomes than usual in some circumstances. 40 families have taken up this online offer in Coonabarabran. Email Vickie with details of any families you feel may benefit.

Gilgandra Youth Services - Monica Mudford

When directive to close Youth Club, packs were sent out to clients and school students and a games library established. Working on a project called "pen pals" allowing kids to connect with older persons. Breakfast club recommences on Monday and consideration is being given to what other activities to reinstate. Housing and Homelessness remains busy.

Gilgandra Aboriginal Land Council

It was noted the GALC returned to normal work from 25 May 2020.

Gilgandra Community Care

Maree Smith advised meals on wheels and transport is continuing. All volunteers were stood down and redeployed council staff were used to assist. Social groups used to mainly be lunch dates however these have moved to providing shopping assistance for the individual clients. Transport support for medical appointments has increased. Hoping to get younger volunteers <70 with no health issues to return to assist in the near future.

Cooee Lodge Hostel

Narelle Rodway advised Cooee Lodge Hostel went into lockdown about two months ago. Have had assistance from redeployed staff from other areas of council and people from other hospitality jobs who had been stood down. Increased infection control procedures implemented to endeavor to keep residents safe. Controlled visits "through the window" now being allowed. From next week one room to be set up with an across the desk visit. Special arrangements were made for family to visit a couple of residents who have been quite unwell recently.

Gilgandra Shire Library

Liz McCutcheon advised that online and phone ordering has been popular with people collecting items from the front verandah. Wi-fi still available outside. Online lego club popular but online code club not so popular due to nature of the activity

Libraries are allowed to open from Monday and Gilgandra will be opening with a limited service offering. Two computers will be available with ½ hr per person limit. Online and phone orders still encouraged.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

GENERAL BUSINESS

Collaborative Project

Jo Manion asked if there were any opportunities in the future to work collaboratively on a project but it appears nothing is in the pipeline at this stage.

NEXT MEETING

Thursday, 30 July 2020 – 12 noon (possibly via Teleconference)

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 12.52 PM.

J Manion
Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

LOCAL EMERGENCY MANAGEMENT COMMITTEE

26 May 2020

PRESENT

Mr D Neeves (Gilgandra Shire Council) - Chair
Sgt N Campbell (NSW Police - LEOCON)
Insp D Maher (NSW Police)
Mr S Beaton (NSW Ambulance)
Mr G Bunyan (NSW Rural Fire Service)
Mr K Wise (NSW Police – REMO)
Mr S Basham (Rural Fire Service)
Mr G Kiehne (Gilgandra SES)
Mr M Colwell (Essential Energy)
Mr C Riley (Gilgandra SES)
Mr L Mathieson (Fire & Rescue NSW)
Mrs M Basham (LLS)
Mr M Harris (MPS)

IN ATTENDANCE

Mrs J Prout (Gilgandra Shire Council)
Ms J Manion (Gilgandra Shire Council)

Proceedings of the meeting commenced at 5.02pm
via Teleconference

APOLOGIES

Mr D Colwell (Gilgandra Shire Council - LEMO)
Cr D Batten (Mayor, Gilgandra Shire Council)
Mr A Hojel (Fire & Rescue NSW)
Mr C Philip (NSW Rural Fire Service)
Ms B Bignell (Gilgandra MPS)

COMMITTEE'S RECOMMENDATION 5/20	L Mathieson/G Kiehne
That the apologies submitted be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 6/20	S Basham/S Beaton
That the minutes of the meeting held on 25 February 2020 be accepted as a true record of proceedings.	

COMMITTEE'S RECOMMENDATION 7/20	S Basham/G Kiehne
That the minutes of the extraordinary meetings held on 23 March 2020, 7 April 2020 and 20 April 2020 be accepted as a true record of proceedings.	

COMMITTEE'S RECOMMENDATION 8/20	G Kiehne/S Basham
That the minutes of the working party held on 1 April 2020 be noted.	

BUSINESS ARISING

Hand Hygiene sessions - IGA

It was noted these sessions proved very beneficial for the staff.

AGENDA ITEMS

REMO'S REPORT

Kel Wise spoke to his report noting:

- a "where to next" approach relating to COVID.
- training maybe commence again from September; an update to be circulated once known
- good communication through LEMC during COVID period of concern
- some difficulty early getting correct COVID information from public health unit but better now and info available on an LGA basis

COMMITTEE'S RECOMMENDATION 9/20	K Wise/L Mathieson
That the REMO's report be noted.	

CORRESPONDENCE RECEIVED REQUIRING DISCUSSION

Nil

EVENTS

Nil

UPDATE OF EMERGENCY CONTACT DETAILS

The contacts detail were circulated and organisations asked to provide any changes to Council.

GENERAL BUSINESS

MPS

Mark Harris advised:

- Promotion to commence shortly urging people with any respiratory symptoms to test early. Currently testing approx. 10 per week with approx 2 days' wait for results. No positives to date.
- Adopting "wait and see" attitude for potential second wave.
- Contact tracing system working well.
- No rapid test kits available in Gilgandra – these are available in Orange only
- PPE supply holding up well

Cooee Lodge, Orana Living and Jack Towney Hostel

Council's Director Community Services, Jo Manion, advised the same measures are continuing although restrictions have been loosened slightly allowing visitors by appointment.

Some changes within Orana Living services to be a bit more open, noting they have previously been cohorted in their individual homes.

LLS

Marita Basham advised she has been nominated as a liaison officer for this LEMC, noting Alicia Wiley will be providing information on happenings with LLS and any questions can be fed back. It was noted:

- CWLLS staff mainly working remotely from homes with only a few in offices.
- Working with landholders through appointments.
- Looking into locusts reports which have increased. Planning and preparation underway to get staff trained up if case of an influx in Spring/Summer.
- Threat of African swine fever- ramping up inspections/surveillance to ensure we don't get this disease which has a high mortality in domestic pigs but doesn't affect humans.

Council

David Neeves advised that playgrounds and the skate park have now been opened, along with the Hunter Park toilets. The Library will open in a few weeks with The GIL planned to open 22 June. The Visitor Information Centre remains closed.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

B Double Tanker Fire

It was noted that units from Castlereagh RFS & NSW Fire & Rescue both attended this incident on 1 May and worked together with great co-operation.

Actions from the Exercise/Improvements to EMPLAN

It was noted Kel Wise would provide a list of items to Council to be followed up at the August meeting in relation to follow up from the exercise and planning.

Graham Bunyan advised the RFS would provide an update on changes required to the CMG for Bushfire.

It was also suggested there may need to be a CMG for utility failure.

NEXT MEETING

Tuesday, 25 August 2020 (Ambulance Training Centre) /Teleconference

2020 MEETINGS

Tuesday, 24 November 2020 (New SES building)

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.32PM.

David Neeves
Chairman

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

.....

1. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of May 2020.
2. Certificate of Bank Reconciliation - Month of May 2020.
3. Details of investments as at 31 May 2020 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	30-Apr-20	\$2,740,919.47
Plus: Receipts		\$6,968,038.46
Less: Payments		\$3,476,143.29
CASH BOOK BALANCE AS AT	31-May-20	\$6,232,814.64

STATEMENT BALANCE AS AT	30-Apr-20	\$2,965,972.53
Plus: Receipts		\$6,883,555.24
Less: Payments		\$3,335,228.54
STATEMENT BALANCE AS AT	31-May-20	\$6,514,299.23

Plus: Unpresented Receipts		\$57,808.54
Less: Unpresented Payments		\$339,293.13
RECONCILED BALANCE AS AT	31-May-20	\$6,232,814.64

Cashbook balance as at 31 May 2020:	\$6,232,814.64
Investments held as at 31 May 2020:	\$24,545,203.15
Total Cash & Investments Held as at 31 May 2020:	\$30,778,017.79

MEETING OF: GILGANDRA SHIRE COUNCIL
 HELD ON: 23 JUNE 2020

The bank balances in each of the funds as at 31 May 2020 are:

General Fund	\$15,461,960.68
Water Fund	\$2,587,341.12
Sewer Fund	\$1,570,840.02
Orana Living	\$3,204,356.10
Carlinda Enterprises	\$464,302.00
Cohee Villa Units	\$1,521,566.57
Cohee Lodge	\$4,703,910.31
Jack Towney Hostel	\$861,241.05
Trust Fund	\$402,499.94

Balance as per Total Cash & Investments Held: \$30,778,017.79

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 368 days @	1.70%	Due on 14-Dec-20	With AMP Bank
(b)	\$1,000,000.00	For 365 days @	1.45%	Due on 10-Mar-21	With AMP Bank
(c)	\$1,500,000.00	For 189 days @	1.90%	Due on 05-Jun-20	With AMP Bank
(d)	\$1,000,000.00	For 365 days @	1.70%	Due on 27-Jan-21	With AMP Bank
(e)	\$1,000,000.00	For 182 days @	1.80%	Due on 13-Aug-20	With AMP Bank
(f)	\$500,000.00	For 184 days @	1.20%	Due on 03-Sep-20	With Bendigo
(g)	\$1,000,000.00	For 183 days @	1.50%	Due on 06-Jun-20	With Bendigo
(h)	\$1,500,000.00	For 213 days @	1.55%	Due on 04-Aug-20	With Bendigo
(i)	\$500,000.00	For 183 days @	1.55%	Due on 04-Oct-20	With Bendigo
(j)	\$500,000.00	For 214 days @	1.45%	Due on 11-Nov-20	With Bendigo
(k)	\$1,000,000.00	For 122 days @	1.65%	Due on 17-Jul-20	With Macquarie
(l)	\$2,000,000.00	For Days @	1.70%	Due on 15-Dec-20	With Macquarie
(m)	\$1,000,000.00	For 122 Days @	1.60%	Due on 17-Aug-20	With Macquarie
(n)	\$1,000,000.00	For 183 Days @	1.70%	Due on 02-Oct-20	With MCU
(o)	\$500,000.00	For 182 days @	1.10%	Due on 04-Nov-20	With IMB
(p)	\$1,000,000.00	For 182 days @	1.40%	Due on 25-Sep-20	With IMB
(q)	\$1,000,000.00	For 184 days @	1.25%	Due on 20-Nov-20	With ME Bank
(r)	\$1,500,000.00	For 365 days @	1.50%	Due on 15-Dec-20	With ME Bank
(s)	\$500,000.00	For 182 days @	1.55%	Due on 27-Jul-20	With NAB
(t)	\$2,000,000.00	For 120 days @	1.40%	Due on 30-Jun-20	With NAB
(u)	\$1,000,000.00	For 271 days @	1.00%	Due on 22-Feb-21	With NAB
(v)	\$1,000,000.00	For 182 days @	1.60%	Due on 20-Jul-20	With NAB
(w)	\$500,000.00	For 152 Days @	1.60%	Due on 06-Sep-20	With NAB
(x)	\$1,045,203.15		0.30%	At Call	With TCorp
Total Investments:					\$24,545,203.15

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	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	Project with CSU students Report to this meeting
<u>February 2019</u>		
16/19	Ecotourism/Geotourism Accommodation project	To be further considered as time permits
<u>November 2019</u>		
246/19	Tooraweenah CWA – Telstra Tower	Details of the NSW Governments Digital Connectivity programs has not been forthcoming, report to future meeting
<u>December 2019</u>		
263/19	Electric Vehicle Fast Charging Station	Progressing

May 2020

76/20	Request for Rent Reduction	Applicant advised of Council's Decision
81/20	Joint Organisation	Minutes of last meeting separately enclosed
88/20	Drought Communities Program Funding	Application to be submitted by 30 June
89/20	Signage project	Progressing
90/20	Cultural Precinct Upgrade	Stakeholder engagement underway

DEVELOPMENT APPLICATIONS

The following development applications were approved during June 2020:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2020/337	21/04/2020	Hazelton	Glass Enclosure	Cooee drive	Approved	\$18,500
2020/341	07/05/2020	Watt	Vehicle repair workshop	Tooraweenah	Approved	\$1000
2020/342	07/05/2020	Vickers	Subdivision	Ulunga Springs Road	Approved	-
					May	\$19,500
					Total 2020	\$996,000

Applications under assessment

- DA2020/334 – Jack Towney Hostel, extensions/On hold
- DA2020/335 - Freight Transport Facility/ Stop the clock, Further Information
- DA2020/345 - In-ground pool
- DA2020/346 - Home business/beauty salon

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 23 JUNE 2020

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

MAY 2020

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2020/340	14	0	14	10	0	10
2020/337	21	0	21	15	0	15
2020/342	17	0	17	13	0	13

Summary Statistics	
No of Applications	3
Total Actual Days	52.00
Mean Actual Days	17.33
Mean Stopped Days	0.00
Mean Total Days	17.33
Mean Work Days	12.67
Mean Work Stop Days	0.00
Mean Total Work Days	12.67
Median Actual Days	17.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

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. **THE HON. SCOTT BUCHHOLZ MP, MINISTER FOR ROAD SAFETY AND FREIGHT TRANSPORT**

Thanking Council for its involvement in the consultation session to discuss the Australian Government's Roads of Strategic Importance (ROSI) initiative – Toowoomba to Seymour Corridor. (Copy provided)

2. **NEWELL HIGHWAY TASKFORCE COMMITTEE**

Minutes of meeting held 12 May 2020 (Copy provided)

3. **ORANA JOINT ORGANISATION**

Minutes of meeting held on 29 May 2020 – Open and Closed (Copies provided)

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager