

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 17 March 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 18 February 2020 (circulated previously)

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

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

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

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Water Infrastructure Project (d)
 - Fire damaged dwelling (d)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence



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 - 3/20
MAYORAL COMMITMENTS

SUMMARY

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

.....

19/2/20	Senior Citizens' selection panel meeting
25/2/20	Inland Rail project update by Inland Rail Consultation team
25/2/20	Local Emergency Management Committee meeting
26/2/20	Economic Development Committee meeting
28/2/20	Discussions with Aboriginal community members at Cooee Heritage Centre
28/2/20	Initial meeting with potential developer
2/3/20	Meeting with Rural and Remote Medical Service representatives
2/3/20	Sports Council meeting and AGM
3/3/20	Hudson Pear Taskforce meeting, Lightning Ridge
4/3/20	Meeting with Inland Rail CEO – project update
6/3/20	Country Mayors meeting, Sydney
16/3/20	CMCC, Gilgandra
17/3/20	Bushfire Management Committee and Zone Liaison Committee meeting, Gilgandra
17/3/20	Council Workshop
17/3/20	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

2020 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

SUMMARY

To consider attendance at the 2020 National General Assembly of Local Government to be held in Canberra from 14-17 June 2020.

.....

The 2020 National General Assembly of Local Government will be held at the National Convention Centre in Canberra from 14 to 17 June.

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

Guest speakers will discuss the ways they’re developing and strengthening resilience in their communities, and how their insights can be applied in your council.

Leading practitioners will also share their expertise about a range of topics encompassing community engagement and crowd-powered communities.

The program for the event commences with a welcome reception on Sunday, 14 June commencing at 5.00pm, sessions commencing 9.00am Monday through to lunch time on Wednesday.

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

RECOMMENDATION

That Councillors determine attendance at the 2020 National General Assembly of Local Government.

David Neeves
General Manager

CAPITAL WORKS UPDATE

SUMMARY

To provide an update on progress with the 2019/20 Capital Works Program.

.....

Council's Capital Works Program for the current financial year, as amended through the Sep and Dec quarterly reviews, amounts to \$18,542,906 which can be broken in to the following elements:

	Budget	Actual as at the end of February 2020	% Completed
Roads to Recovery	\$1,317,666	\$546,319	41%
General Fund Capital	\$13,717,982	\$1,698,936	12%
Water Fund	\$1,368,630	\$198,229	14%
Sewer Fund	\$597,090	\$252,868	42%
Orana Living	\$435,000	\$0	0%
Carlginda	\$50,000	\$0	0%
Cootee Villa Units	\$195,000	\$6,515	3%
Cootee Lodge	\$1,288,628	\$609,143	47%
Jack Towney Hostel	\$170,000	\$4,400	3%
	\$18,542,906	\$3,063,581	17%

The Capital Works Program involves 108 individual line items and a detailed summary with commentary on the progress of each line item is outlined in the table attached.

As with previous years, Council's capacity, even with the involvement of external contractors, will struggle to complete all items adopted in the budget. There will be a significant number of capital projects that will carry over into the 2020/21 financial year.

Principal Activity

Strengthened Leadership

Policy Implications

Nil

Budget Implications

To be considered at the Jun QBR

Delivery Program Actions

4.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 MARCH 2020

4.2.1.1 Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements.

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

DROUGHT COMMUNITIES PROGRAMME – COMMUNITY APPLICATIONS

SUMMARY

To present the community applications received through the consultation process regarding the Federal Government’s Drought Communities Programme and determine those projects for which Council will submit applications.

.....

At its December 2019 meeting, Council was advised that it had been allocated further funding of up to \$1m under the Drought Communities Programme Extension.

The intended outcomes of the program are to:

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

Council flagged in its February workshop and Council meeting a number of projects to be included in this round of the DCP being:

- Kerb & guttering \$55k
- Footpaths \$50k
- Tooraweenah Showground Amenities \$125k
(contribution to Regional Agriculture Shows grant, not yet announced)
- Gilgandra Speedway Amenities \$45k
- Armatree Black Dog Ride \$10k

There were also a number of Council identified projects, which may include:

- Tooraweenah Dump Point \$30k
- Heartland Church – lighting \$10k
- The GIL events & activities BBRF \$50k
- Signage (electronic) SCCF \$30k
- Private business signage \$20k
- Fitness centre/gym equipment \$50k
- Ernie Knight Oval \$25k
- Adverse Event Plan *(required under this funding to attach with final report)* \$50k

Community groups and organisations were invited to submit infrastructure projects, events, activities or initiatives deemed eligible under the Drought Communities Programme guidelines.

Submissions closed Friday, 28 February at midnight. There were 24 submissions received, totalling \$1.605m competing for inclusion in Council's grant application.

It should be noted that Council's total application is for up to \$1m, less \$285,000 previously allocated as detailed above, leaving \$715,000 to be considered.

A summary has been included below and details of the applications and their budgets have been included as attachments.

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

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

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

All grants are required to be completed by 31 December 2020.

Oragnisation	Project Title	Project Cost (ex GST)
Gilgandra Music festival Committee	Queen 'We Will Rock You'	\$62,773
Tooraweenah PA&H Association Incorporated	Infrastructure & Upgrades	\$263,275
Curban Hall Committee	Curban Community BBQ	\$24,555
Tooraweenah Lions Club	Community BBQ upgrade	\$14,510
Gilgandra Mens Shed	We're With You Tour'	\$4,545
Tooraweenah War Memorial Hall Committee	Air conditioning the Hall	\$36,000
Gilgandra Jockey Club	Workshop development	\$34,000
Armatree Progress Assoc.	War Memorial Precinct upgrade	\$72,727
Gilgandra Tractor & Machinery	Equipment & Catering Trailer	\$13,636
Gilgandra Showground	Construction of new stables	\$78,447
Gilgandra Rural Museum	Landscaping	\$30,000
Gilgandra LALC	Infrastructure for 'The Pines'	\$236,000
Gilgandra CWA	Highway Signage	\$1,305
Tooraweenah P&C	Community Ag Garden & Bike Track	\$58,436
WAR FM	Upgrade of Tie-Line	\$10,080
Bearbong Recreation Reserve Trust	Bearbong Hall upgrade	\$244,866
Gilgandra CWA	Essential updating of wiring and fittings	\$9,544
Gilgandra High School	Basketball courts & COLA	\$225,155
Gilgandra Pony Club	Multipurpose Riding Yard & surface	\$46,471
Gular Rugby Club	40 year reunion	\$11,863
Little A's	Construction of Triple Jump	\$23,355
Gil ALIVE	Community development & Resilience - Theatre	\$24,399
Gilgandra High School	Matilda' the Musical	\$4,545
St. Ambrose Anglican Church Parish	Demolition & Reconstruction of Chapel Arch	\$75,000
TOTAL*		\$1,605,487

**Please note: Due to some applications providing quotes and others estimates, as well as submissions with amounts both including and excluding GST, these figures may vary slightly.*

Council previously determined criteria to use to assist in the decision making process, this criteria is as follows:

- Local business engagement and level of local employment 60%
- Community support and benefit of the project 25%
- Realistic timeframes and milestones 10%
- Level of co-contribution *(not required, may include in-kind)* 5%

A detailed assessment against these criteria for each of the projects is being carried out to assist Council in its discussions at the workshop to be held prior to the Council meeting.

<u>Principal Activity</u>	Sense of Place, Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.2.1.1 Assist village community committees to maintain their public facilities. 1.2.1.3 Support community organised events, festivals and celebrations. 4.2.3.2 Apply for grants that assist Council to achieve identified projects. 4.2.3.3 Assist community groups to apply for grants. 4.2.3.4 Provide information to Council and the community regarding grant funding opportunities.

RECOMMENDATION:

1. That Council determine the projects to be included in its applications to the Federal Government under the Drought Communities Programme.
2. That Council acknowledge community groups for their submissions and provide feedback as appropriate.

N J Alchin
Director Corporate Services

NEW TOWN ENTRY SIGNAGE

SUMMARY

To present the draft concept designs for new town entry signage as part of the wider Shire Signage project and determine timeframe for the project, including community consultation.

.....

Council has an allocation of \$175k for the Shire Signage project, partly funded by the Stronger Country Community Fund Round 2. As part of this the design, construction and installation of new town entry and village entry signs are elements.

The project comprises updates to 21 current existing signs on the highway including:

- 6 x Shire Entry
- 2 x Super Site
- 5 x Village Entry
- 8 x Messaging signs - Windmill / CHC / Tooraweenah

In addition 2 new town entry signs are to be located on the southern and northern entrances of Gilgandra township, with smaller versions to replace the timber routed entry signs at Tooraweenah, Armatree and Curban.

Initial concept designs for these town entry signs will be circulated prior to the meeting. The scope of works provided to the designer included the cultural aspects as determined as part of the Gilgandra Cultural Precinct Strategic Plan; Gilgandra's military history, Aboriginal heritage and our farming and natural landscape.

While approvals are in process with relevant authorities, community consultation will be undertaken. This will include wider community consultation for the new town entry signs and targeted consultation with relevant groups for key points to be included in the messaging signs. These messaging signs will incorporate the new branding. The following is an indicative timeframe for the signage project.

Town & Village Entry:

Design concepts	March 2020
Planning approvals	March – August 2020
Community consultation	April - May 2020
Council approval	May 2020
Quotation	June - July 2020
Construction and installation	September - October 2020

2 x Super Site signs:

Design	March – April 2020
Installation	June 2020

Shire Entry + Messaging signs:

Inspection & Audit Report	March – April 2020
Key messages (with relevant groups)	May – June 2020
Quotation	July 2020
Design	July – September 2020
Construction	October – November 2020
Printing and Installation	December 2020

<u>Principal Activity</u>	Sense of Place, Community Engagement, Economic Development
---------------------------	---

<u>Policy Implications</u>	Nil
----------------------------	-----

<u>Budget Implications</u>	Nil
----------------------------	-----

<u>Delivery Program Actions</u>	1.2.1.1 Assist village community committees to maintain their public facilities. 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. 5.1.1.2 Continue to foster and promote the importance of the purchase of goods and services locally. 5.2.2.2 Reinvigorate Gilgandra with a fresh promotional campaign. 5.2.3.2 Promote Gilgandra as a great place to live.
---------------------------------	---

RECOMMENDATION:

1. That Council consider the initial town entry concept designs and determine options to take to community consultation.
2. That Council note the timeframe for the signage project, including community consultation.

N J Alchin
Director Corporate Services

PRECAUTIONARY PLANNING FOR COVID 19 (CORONA VIRUS)

SUMMARY

To advise of measures undertaken in response to the potential impacts of the COVID 19 virus on Council and the wider community.

.....

Cooee Lodge, Jack Towney Hostel and Orana Living implemented standard procedures in response to the potential COVID 19 outbreak in Australia in mid-February 2020. These are designed to prevent the spread of infection and manage these services in the event of infection in their facilities.

Council has established an internal working group to implement a coordinated strategy across all areas in response to the level of risk identified. Council has also triggered a meeting of the Emergency Services Committee chaired by the GM to support overall coordination of local emergency services planning for the COVID 19 virus.

Managing the potential impacts of COVID-19

NSW Health has advised that COVID-19 (corona virus) is expected to reach pandemic levels in NSW and Australia. As of 8 March 2020, there were 40 confirmed cases of COVID-19 in NSW. NSW Health has established a dedicated web page to provide advice and information to services and the general public on the virus:

<https://www.health.nsw.gov.au/Infectious/diseases/Pages/coronavirus.aspx>

Older people and people with complex health problems are most likely to experience severe health problems as a result of infection. Preventing the spread of infection is therefore a priority to protect these groups. This means changes in the day to day practices of all council staff to maximise our ability to protect these groups. Council staff including maintenance and grounds management staff at these vulnerable facilities need to be aware of their responsibility to implement appropriate practices while working in these locations.

Cooee Lodge, Jack Towney Hostel and Orana Living have implemented standard measures designed to limit the potential for infection. They are now planning for management of suspected and confirmed resident and staff cases should they occur. These services are also sharing information and procedures across all potentially affected services including Carlginda, the Youth Centre, Library and Community Care.

Council has established an internal working group that will:

- Coordinate provision of information to council staff based on their level of risk
- Develop a general strategy to provide information to the community. For consistency this will closely follow the official advice from NSW Health
- Assess demand and purchase additional equipment and supplies including hand sanitisers and masks

The internal working group will co-ordinate with the Emergency Management Committee to ensure consistency in approach and appropriate actions are completed.

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

RECOMMENDATION

That the report and actions taken be noted.

Jo Manion
Director Community Services

GILGANDRA SHIRE LOCAL HERITAGE ADVISOR

SUMMARY

To advise Council's Heritage Advisor, Ms Tanya Cullen, will be leaving at the end of the financial year.

.....

Ms Tanya Cullen of Planning Heritage Services commenced as Council's Heritage Advisor in September 2017 and recently advised she will be leaving at the end of the financial year.

Council has commenced the recruitment process for a new Heritage Advisor with expressions of interest closing on 27 March 2020.

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	There is an established budget for Heritage Advisor services.
<u>Delivery Program Actions</u>	3.1.2.2 Develop heritage initiatives that provide support and financial assistance to property owners.

RECOMMENDATION

1. That the report be noted.
2. That a letter be sent to Ms Tanya Cullen thanking her for her service to Council.

Lindsay Mathieson
Director Planning & Environment

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

<u>Economic Development Committee</u>	26 February 2020
<u>Sports Council (AGM and General Meeting)</u>	2 March 2020
<u>Tooraweenah Management Committee</u>	5 March 2020

Economic Development Committee

Councillors' attention is drawn to:

- Recommendation 3/20 for a new business representative on the Economic Development Committee – Mrs Annie Haling
- Recommendations 4/20 regarding camping on Cooee Oval at Easter in conjunction with the annual Tractor Pull
- Recommendation 5/20 regarding a position on Freedom Camping.

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

ECONOMIC DEVELOPMENT COMMITTEE

26 February 2020

PRESENT

Cr D Batten (Mayor Chairperson)
Mr D Clouten
Mrs M King
Cr N Wrigley
Mrs K Reynolds

IN ATTENDANCE

Mr N Alchin (Director of Corporate Services)
Mrs K Larkin (Marketing & Communications Manager)

Proceedings of the meeting commenced at 5.35pm

APOLOGIES

Mr W Morris
Mr J Jones
Ms G Babbage
Mrs E McAllister

COMMITTEE'S RECOMMENDATION 1/20	Cr N Wrigley/D Clouten
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 2/20	K Reynolds/D Clouten
That the minutes of the meeting held on 11 December 2019 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Private Australian Collection of Memorabilia

It was noted that Mr Walter had been advised of the decision not to purchase.

NOMINATION TO FILL VACANCY ON COMMITTEE

SUMMARY

To consider a nomination from Mrs Annie Haling to fill a vacancy on the committee following the resignation of Chris Riley.

COMMITTEE'S RECOMMENDATION 3/20	M King/D Clouten
That the nomination of Mrs Annie Haling to serve on the Economic Development Committee be accepted.	

GILGANDRA TRACTOR & MACHINERY CLUB – REQUEST TO COUNCIL PARTICIPANT CAMPING ANNUAL TRACTOR RALLY

SUMMARY

To determine the Committee's view on a request from the Gilgandra Tractor & Machinery Club for Council to allow participants in the Annual Tractor Rally to camp with their machinery in Cooee Park on the night before the rally.

COMMITTEE'S RECOMMENDATION 4/20	Cr N Wrigley/K Reynolds
That the Committee support the Tractor & Machinery Club's request to allow participants to camp with their machinery in Cooee Park on the weekend of the 2020 Easter Tractor & Machinery Rally.	

Proceedings in Brief

The Director of Corporate Services provided an outline of a letter received from David McCutcheon in relation to Freedom Camping and the possibility of Council using Cooee Oval as a designated camping area.

COMMITTEE'S RECOMMENDATION 5/20	Cr N Wrigley/K Reynolds
That the ongoing discussions in the community on the issue of freedom camping be noted and Council consider whether they wish to look at a position regarding the opportunity of Freedom Camping.	

NEWELL HIGHWAY PROMOTIONS COMMITTEE (NHPC) – CONSIDERATION OF ONGOING COMMITMENT

SUMMARY

To consider our level of ongoing commitment to the Newell Highway Promotion Committee.

COMMITTEE'S RECOMMENDATION 6/20	Cr N Wrigley/D Clouten
That the Committee provide a survey response that indicates our priorities are associated with local and regional tourism initiatives and at this point are not looking to commit additional funding or resources to the Newell Highway Promotions Committee.	

SHOP LOCAL PROGRAM

SUMMARY

To present information from the 2019 Shop Local Program and confirm intent and commitment for a 2020 program.

COMMITTEE'S RECOMMENDATION 7/20	D Clouten/Cr N wrigley
1. That Council's Marketing & Communications Team engage with the local business community to develop a project scope based on feedback and expected outcomes for report to a future committee meeting.	
2. That Council's budget allocation of 25k per year for the next three years to the shop local program be noted.	

THE GIL 2020

SUMMARY

To present information from the 2019 12 Days of Christmas program at the GIL and indicate plans for the opening of the space in 2020.

COMMITTEE'S RECOMMENDATION 8/20	D Clouten/K Reynolds
That the Committee confirm its support for 'the GIL' 2020 program including an increase in the opening hours to 9am to 4.30pm Monday to Friday and members provide feedback at the next meeting.	

WINTER WONDERLAND

SUMMARY

To determine the Committee's commitment and level of involvement in the potential Winter Wonderland event for 2020.

COMMITTEE'S RECOMMENDATION 9/20	D Clouten/M King
That Council support the Winter Wonderland festival as a business community driven project, with support from the Economic Development Committee and relevant Council staff.	

GENERAL BUSINESS

Relocation of LAH Cafe

Doug Clouten (as landlord) advised that the café is moving next door however the current premises are only expected to be vacant for a short time.

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

Cr D Batten
Mayor

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

SPORTS COUNCIL

2 March 2020 (AGM)

PRESENT

B Luff – (President)
K Reynolds – (Vice President) Park Tennis Club
Marg Stewart – Gilgandra Senior Basketball Association
Cr D Batten – Mayor
J Kilby – Gulargambone Rugby Club
M Linton-Harland – Gilgandra Shire Council
M Colwell – Gilgandra Little Athletics
A Newstead – Gilgandra Little Athletics
C Riley – Gilgandra Little Athletics
Murray Stewart – Gilgandra Senior League
D Neeves – Gilgandra Junior Cricket
N Alchin – (Secretary) Gilgandra Shire Council

Proceedings of the meeting commenced at 5.33 pm

IN ATTENDANCE

M Linton-Harland – Gilgandra Shire Council
B Irvin – Gilgandra Shire Council

Proceedings in Brief

Brian Irvin provided the Committee with an update on the upgrade works at McGrane Oval and the committee thanked him for his presentation.

APOLOGIES

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 1/20	K Reynolds/Marg Stewart
That the Minutes of the Sports Council Annual General Meeting held on 23 April 2018 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Nil

PRESIDENT'S REPORT

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

- The excellent results of the McGrane oval upgrade works
- Castlereagh League grand final
- Cricket coaching sessions held in Gilgandra
- Use of the new multi-purpose courts during the Windmill Carnival

The President also mentioned the challenge associated with having McGrane Oval out of action for 6 weeks annually to allow for annual maintenance including sowing of rye grass.

COMMITTEE'S RECOMMENDATION – 2/20	B Luff
That the President's report be adopted.	

ELECTION OF OFFICE BEARERS

An election of Office Bearers for the 2020/21 year was held and the following persons were elected to the executive:

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

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.50PM.

B Luff
President

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

SPORTS COUNCIL

2 March 2020 (General Meeting)

PRESENT

B Luff – (President)
K Reynolds – (Vice President) Park Tennis Club
Marg Stewart – Gilgandra Senior Basketball Association
Cr D Batten – Mayor
J Kilby – Gulargambone Rugby Club
M Linton-Harland – Gilgandra Shire Council
M Colwell – Gilgandra Little Athletics
A Newstead – Gilgandra Little Athletics
C Riley – Gilgandra Little Athletics
Murray Stewart – Gilgandra Senior League
D Neeves – Gilgandra Junior Cricket
N Alchin – (Secretary) Gilgandra Shire Council

Proceedings of the Meeting commenced at 5.33 pm

IN ATTENDANCE

M Linton-Harland – Gilgandra Shire Council

APOLOGIES

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 3/20	Marg Stewart/K Reynolds
That the Minutes of the Sports Council Meeting held on 28 October 2019 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Indoor Sporting Facility Working Party

The secretary advised that another meeting of the Working Party would be convened in March to determine whether a staged approach was possible and determine the priorities.

REPORTS

2020/21 FEES & CHARGES

SUMMARY

To recommend 2020/21 Fees and Charges relating to Sporting Facilities to Council

Proceedings in Brief

John Kilby questioned the level of fees to be paid by the Senior Cricket if Ernie Knight Oval is no longer required for next season.

COMMITTEE'S RECOMMENDATION – 4/20	J Kilby/Marg Stewart
That Council increase all Sporting Facility fees and charges for 2020/21 by 3% across the board subject to negotiations between Council and Senior Cricket on the required wicket/oval preparation requirements for future seasons.	

McGRANE OVAL USER GROUP MEETING MINUTES

COMMITTEE'S RECOMMENDATION – 5/20	D Neeves/J Kilby
That the outcomes of the meeting be noted.	

Proceedings in Brief

The secretary advised that Tony Wilson from Gilgandra High School had expressed concern that McGrane Oval would be out of action for a six week period as Gilgandra High School has a home game in a state wide knockout scheduled during this time. It was noted that the High School would be included in the next round of consultation with user groups in Spring 2020.

GENERAL BUSINESS

Don O'Connor Cricket Ground

Andrew Newstead enquired as to why Don O'Connor Oval was not prepared as a wet weather venue as planned for a recent match and it was noted that Council and Senior Cricket reps deemed that the playing surface was not in a suitable condition.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.11PM.

B Luff
President

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

TOORAWEEAH MANAGEMENT COMMITTEE

5 March 2020

PRESENT

Mr G Pike (Chairman)
Mr B Gale
Mrs B Pike (alternate delegate)

IN ATTENDANCE

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

Proceedings of the meeting commenced at 6.00pm.

APOLOGIES

Mrs P Webb
Ms A Jenkin
Mrs B Pike

COMMITTEE'S RECOMMENDATION – 1/20	B Gale/J Finn
That the apologies submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 2/20	G Pike/B Gale
That the Minutes of the meeting held on 27 November 2019 be confirmed.	

BUSINESS ARISING

Nil

REPORTS

REVIEW OF BUDGET

SUMMARY

To review the budget at 30 December 2019.

COMMITTEE'S RECOMMENDATION – 3/20	B Gale/J Finn
--	---------------

That the budget review as at 30 December 2019 be noted.	
---	--

GK ROHR TOORAWEEAH VIEWING PLATFORM – REQUEST

SUMMARY

To consider a request from the family of the late Mr Len Stockings for a storyboard to be located at the GK Rohr Tooraweenah Viewing Platform.

COMMITTEE'S RECOMMENDATION – 4/20	B Gale/J Finn
--	---------------

That the installation of a storyboard at the GK Rohr Tooraweenah Viewing Platform, recognising the achievements of Mr Len Stockings in creating a road over the Warrumbungle Mountains to Coonabarabran, be supported.	
--	--

ITEMS LISTED FOR DISCUSSION BY THE COMMITTEE OR COUNCIL

SUMMARY

To consider items put forward by discussion by the Committee.

Arthur Butler Memorial Airstrip Working Party

For the Committee's information only, Cr Mockler advised that Ken Gordon and Mark Pitts were planning on forming a working party at the public meeting to be held on 10 March 2020.

COMMITTEE'S RECOMMENDATION – 5/20	J Finn/B Gale
--	---------------

That the proposed formation of a working party in relation to the Arthur Butler Memorial Airstrip be noted.	
---	--

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters from previous meetings.

Proceedings in Brief

- In relation to drainage issues, the Director Infrastructure advised that a survey of levels has been organised and, once received, Council will then work on a design and strategic direction to assist with drainage. The Director also advised he had been unable to contact the regulatory authority by phone to discuss the Corliss Street levy, however had sent emails and was awaiting a response.
-

- It was noted the path from the viewing platform would be done at the same time as the road and that plant are on site, awaiting suitable weather conditions.
- The Executive Assistant tabled concept designs just received for town and village entry signage and members indicated their preferences.
- Committee members provided positive feedback on the proposed brochure circulated and indicated a preferred option for layout.
- It was also noted Council is awaiting the delivery of the signage to indicate the location of the accessible toilet facilities.

COMMITTEE'S RECOMMENDATION – 6/20	
That progress with outstanding matters be noted.	

GENERAL BUSINESS

Nil

NEXT MEETINGS

Wednesday, 27 May 2020
Wednesday, 26 August 2020
Wednesday, 25 November 2020

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.24PM.

Geoff Pike
Chairman

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

Health & Safety Committee

27 February 2020

Local Licensees

Traffic Committee

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

4.1.2.3

Develop, implement and continually monitor a good governance plan

HEALTH & SAFETY COMMITTEE

27 February 2020

PRESENT

K Gibson – Carlginda (Chair)
L Mathieson – Management
K Louie – Jack Towney Hostel (substitute)
S Wilkinson – Jack Towney Hostel (substitute)
J Lummis – Management
L Tate – Orana Living
J Watling – Cooee Lodge
K Fisher – Indoor (substitute)

IN ATTENDANCE

C Horan – Risk Management Officer

Proceedings of the meeting commenced 2.36pm

APOLOGY

H Krysztoforski – Jack Towney Hostel

COMMITTEE'S RECOMMENDATION – 1/20	J Watling/J Lummis
That the apology submitted be accepted.	

ABSENT

Outdoor representative

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 2/20	J Watling/J Lummis
That the minutes of the meeting held on 28 November 2020 be confirmed.	

BUSINESS ARISING

Driveway

The driveway at the Life Skills Centre was inspected following the last meeting and it was identified that the three large trees at the front were causing the issue of the uneven driveway. A suitable option has been discussed with the removal of one of the trees, relocation of the driveway and maybe installation of a new awning out to the new driveway.

Janelle Lummis has received a quote to remove one of the trees and will arrange quotes for the build and installation of a new awning enabling all weather access for clients to the building.

RISK MANAGEMENT OFFICER'S REPORT

(CM.ME.1)

ITEMS FOR NOTATION

SUMMARY

To present information for the Committee's notation.

COMMITTEE'S RECOMMENDATION – 3/20	J Lummis/J Watling
That the information presented be noted	

WHS 025 EMERGENCY PREPAREDNESS & MANAGEMENT PROCEDURE

SUMMARY

To present Council's Emergency Preparedness & Management Procedure for review.

COMMITTEE'S RECOMMENDATION – 4/20	J Lummis/J Watling
That the WHS 025 Emergency Preparedness & Management Procedure, as presented, be endorsed.	

GENERAL BUSINESS

Alcohol and Other Drug Testing

Risk Management Officer advised that she can organise for on call staff to be trained in Alcohol and Other drugs testing, enabling 24 hour access to testers for the 24 hour facilities of Council. Orana Living and Aged Care to provide a list of staff for this training.

It was noted that the existing Drug & Alcohol procedure will be presented to next meeting for review.

Wheelchair issue

Janelle Lummis advised that two of the clients have applied for new wheelchairs through the NDIS.

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

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

Inspections were then carried out at:

- 232 Warren Road – C Horan and K Fisher
- Council Offices C Horan and K Fisher
- 14 Wamboin Street – K Gibson

K Gibson
Chair

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

LOCAL EMERGENCY MANAGEMENT COMMITTEE

25 February 2020

PRESENT

Mr D Neeves (Gilgandra Shire Council) - Chair
Mr D Colwell (Gilgandra Shire Council - LEMO)
Sgt N Campbell (NSW Police - LEOCON)
Mr S Beaton (NSW Ambulance)
Mr G Bunyan (NSW Rural Fire Service)
Mr K Wise (NSW Police – REMO)
Cr D Batten (Mayor, Gilgandra Shire Council)
Mr S Basham (Rural Fire Service)
Mr G Kiehne (Gilgandra SES)
Mr A Hojel (Fire & Rescue NSW)
Mr M Colwell (Essential Energy)
Mr C Riley (Gilgandra SES)
Ms B Bignell (Gilgandra MPS) from 5.10pm

IN ATTENDANCE

Nil

Proceedings of the meeting commenced at 5.00pm
at NSW Fire & Rescue, Warren Road, Gilgandra

APOLOGIES

Mr C Philip (NSW Rural Fire Service)
Mr L Mathieson (Fire & Rescue NSW)
Mrs J Prout (Gilgandra Shire Council)

COMMITTEE'S RECOMMENDATION 1/20	S Beaton/G Kiehne
That the apologies submitted be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 2/20	D Batten/S Beaton
That the minutes of the meeting held on 26 November 2019 be accepted as a true record of proceedings.	

BUSINESS ARISING

SES Headquarters/Training Exercise

Geoff Kiehne expressed his disappointment that the training exercise proposed didn't proceed and in future if ideas like this are brought forward and the committee resolves not to proceed then the person be notified direct. Doug Batten responded reiterating the reasons why the committee had resolved not to proceed with the exercise.

Rescue Procedures

Geoff Kiehne raised that there is still confusion around the rescue procedures from the rescue agencies when there is a need to go off line. Geoff noted that the SES process is to ring the coms in the first instance without the need to complete any formal documented processes. Kel Wise responded to Geoff's query committing to take the matter to the rescue committee

AGENDA ITEMS

REMO'S REPORT

Kel Wise spoke to his report.

COMMITTEE'S RECOMMENDATION 3/20	G Bunyan/N Campbell
That the REMO's report be noted.	

CORRESPONDENCE RECEIVED REQUIRING DISCUSSION

Nil

EVENTS

- ANZAC Day
- Easter Tractor Pull
- Gilgandra Show

UPDATE OF EMERGENCY CONTACT DETAILS

The contacts detail were circulated and details updated, noting new numbers for Local SES Head Quarters, Deputy Zone Commander Brigid Rice, Gilgandra RFS Office. The revised list to be circulated.

GENERAL BUSINESS

RFS Update

- 14 Volunteers from the Gilgandra District attended the Black Summer Fires throughout the State
- 2 were deployed to Glen Innes and 3 to Tamworth plus other operational staff
- Deployments to Lithgow, Oberon, Jenolan Caves FRNSW from Gilgandra

Road Closure Update

Concerns were raised that Council were not notifying the LEMC members when roads were closed. Council to review their processes to ensure notifications are sent.

Natural Disaster Declaration

Daryl Colwell advised that Council will be seeking a natural disaster declaration for the recent storm and flood damage.

Australian Defence Force role with RFS

Kel Wise gave an update on the possible role of the ADF assisting the RFS in future bushfire seasons, the comments were noted.

Notifications and Warnings

Council to investigate ways to notify the LEMC members when notifications are received for severe storm warnings, flood warnings, road closure. An update to be provided at the next meeting.

Council's After Hours Call Out Phone

Council's after hours call out phone was affected by the failure of the 3G network. SES were unable to contact Council to communicate issues. It was agreed that the committee write to local member as the Minister for Regional Services, Decentralisation and Local Government, the Hon Mark Coulton MP and the Minister for Telecommunications, Cyber Safety and Arts, the Hon Paul Fletcher MP notifying them of the problems to Emergency Services communications during the 3G outage experienced recently.

Actions from the Exercise

Kel Wise enquired about the progress of the actions out of the LEMC's 2019 exercise. A report to be submitted to the May meeting.

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

NEXT MEETING

Tuesday, 26 May 2020 (Rural Fire Service)

2020 MEETINGS

Tuesday, 25 August 2020 (New SES building)
Tuesday, 24 November 2020 (Ambulance Training Centre)

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.40PM.

David Neeves
Chairman

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 MARCH 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 February 2020.
2. Certificate of Bank Reconciliation - Month of February 2020.
3. Details of investments as at 29 February 2020 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Jan-20	\$3,328,231.51
Plus: Receipts		\$3,923,700.22
Less: Payments		<u>\$3,644,499.89</u>
CASH BOOK BALANCE AS AT	29-Feb-20	<u><u>\$3,607,431.84</u></u>

STATEMENT BALANCE AS AT	31-Jan-20	\$3,328,819.10
Plus: Receipts		\$3,845,888.75
Less: Payments		<u>\$3,413,530.15</u>
STATEMENT BALANCE AS AT	29-Feb-20	<u><u>\$3,761,177.70</u></u>

Plus: Unpresented Receipts		\$46,993.99
Less: Unpresented Payments		<u>\$200,739.85</u>
RECONCILED BALANCE AS AT	29-Feb-20	<u><u>\$3,607,431.84</u></u>

Cashbook balance as at 29 February 2020:	\$3,607,431.84
Investments held as at 29 February 2020:	<u>\$26,045,203.15</u>
Total Cash & Investments Held as at 29 February 2020:	<u><u>\$29,652,634.99</u></u>

The bank balances in each of the funds as at 29 February 2020 are:

General Fund	\$12,373,856.47
Water Fund	\$2,848,599.44
Sewer Fund	\$1,599,874.84
Orana Living	\$4,797,095.89
Carlginda Enterprises	\$411,538.98
Cooee Villa Units	\$1,442,541.87
Cooee Lodge	\$4,951,870.92
Jack Towney Hostel	\$848,254.80
Trust Fund	\$379,001.78

Balance as per Total Cash & Investments Held: \$29,652,634.99

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @	1.70%	Due on 11-Dec-20	With AMP Bank
(b)	\$1,000,000.00	For 189 days @	2.00%	Due on 10-Mar-20	With AMP Bank
(c)	\$500,000.00	For 182 days @	1.80%	Due on 08-May-20	With AMP Bank
(d)	\$1,500,000.00	For 189 days @	1.90%	Due on 05-Jun-20	With AMP Bank
(e)	\$1,000,000.00	For 365 days @	1.70%	Due on 27-Jan-21	With AMP Bank
(f)	\$1,000,000.00	For 182 days @	1.80%	Due on 13-Aug-20	With AMP Bank
(g)	\$1,000,000.00	For 120 days @	1.35%	Due on 25-Mar-20	With Bankwest
(h)	\$1,000,000.00	For 091 days @	1.30%	Due on 20-Mar-20	With Bankwest
(i)	\$500,000.00	For 182 days @	1.70%	Due on 03-Mar-20	With Bendigo
(j)	\$1,000,000.00	For 183 days @	1.50%	Due on 06-Jun-20	With Bendigo
(k)	\$1,500,000.00	For 213 days @	1.55%	Due on 04-Aug-20	With Bendigo
(l)	\$500,000.00	For 183 days @	1.55%	Due on 04-Apr-20	With Bendigo
(m)	\$500,000.00	For 183 days @	1.45%	Due on 11-Apr-20	With Bendigo
(n)	\$1,000,000.00	For 182 days @	1.75%	Due on 17-Mar-20	With Macquarie
(o)	\$2,000,000.00	For 91 Days @	1.60%	Due on 15-Apr-20	With Macquarie
(p)	\$1,000,000.00	For 122 Days @	1.60%	Due on 17-Apr-20	With Macquarie
(r)	\$500,000.00	For 182 days @	1.55%	Due on 06-May-20	With IMB
(s)	\$1,000,000.00	For 182 days @	1.45%	Due on 25-Mar-20	With IMB
(t)	\$1,000,000.00	For 182 days @	1.55%	Due on 20-May-20	With ME Bank
(u)	\$1,500,000.00	For 365 days @	1.50%	Due on 15-Dec-20	With ME Bank
(v)	\$500,000.00	For 182 days @	1.55%	Due on 27-Jul-20	With NAB
(w)	\$1,000,000.00	For 182 days @	1.65%	Due on 02-Mar-20	With NAB
(x)	\$1,000,000.00	For 120 days @	1.58%	Due on 27-May-20	With NAB
(y)	\$1,000,000.00	For 210 days @	1.83%	Due on 02-Mar-20	With NAB
(z)	\$1,000,000.00	For 182 days @	1.60%	Due on 20-Jul-20	With NAB
(1)	\$500,000.00	For 152 Days @	1.60%	Due on 06-Apr-20	With NAB
(2)	\$1,045,203.15		0.41%	At Call	With TCorp
Total Investments:					\$26,045,203.15

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>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	Finalised
<u>September 2017</u>		
264/17	Mudfords Road	Still awaiting response from the Minister.
<u>March 2018</u>		
55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance following creation of a plan of management for the site.
<u>June 2018</u>		
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>February 2019</u>		
7/19	Possible land exchange	Offer made – awaiting response from interested party
9/19	Fire damaged dwelling	Report to this meeting (closed)
16/19	Ecotourism/Geotourism Accommodation project	To be further considered as time permits
<u>September 2019</u>		
178/19	Gilgandra Industrial Estate	Report to future meeting

November 2019

246/19	Tooraweenah CWA – Telstra Tower	Details of the NSW Governments Digital Connectivity programs has not been forthcoming, report to future meeting
251/19	Aerodrome	Grant opportunities for fencing being explored.
218/19 256/19	Water saving initiatives	Reported to October meeting - no further action required

December 2019

263/19	Electric Vehicle Fast Charging Station	Progressing
273/19	Drought Communities Program Extension Program	Program advertised and and applications invited

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 MARCH 2020

DEVELOPMENT APPLICATIONS

The following development application were approved during February 2020:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2020/330	17/02/2020	Semmler	Demolition/Amenities	106 Warren Road	Approved	0
2020/331	07/02/2020	GSC	Public Shade Structure	Armatree	Approved	12,000
CDC2020/332	25/02/2020	Adams	Inground pool	22 Walker Drive Gilgandra	Approved	24,500

**February
Total** **\$36,500
\$6,674,062**

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

FEBRUARY 2020

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2020/330	19	0	19	13	0	13
2020/332	5	0	5	4	0	4
2020/331	23	0	23	16	0	16

Summary Statistics	
No of Applications	3
Total Actual Days	47.00
Mean Actual Days	15.67
Mean Stopped Days	0.00
Mean Total Days	15.67
Mean Work Days	11.00
Mean Work Stop Days	0.00
Mean Total Work Days	11.00
Median Actual Days	19.00

APPLICATIONS UNDER ASSESSMENT

- DA2019/306 – Liquid Fuel Depot, Hargraves Lane
- DA2020/333 - Subdivision Colin Kilby
- DA2020/334 – Jack Towney Hostel, extensions

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 17 MARCH 2020

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager