



13 September 2017

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 19 September 2017 at 4.00pm**, commencing with a Citizenship Ceremony for Mandeep Singh.

Agenda

- (1) Submission of Questions for Next Meeting
- (2) National Anthem
- (3) Prayer
- (4) Acknowledgement of Traditional Owners:
"I would like to respectfully acknowledge the traditional owners of the land, past and present, on which this meeting is taking place"

(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 15 August 2017 (circulated previously)

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

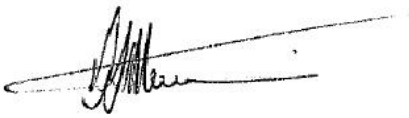
The following matters are listed to be considered in Closed Council in line with the confidentiality policy of Council and Clause 10A (2) of the Local Government Act, 1993, relating to:

- (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
 - Organisational structure review (a)
 - Proposed development (c)
 - Lease to Caltex (c)
 - Inland Rail (d)
 - Growing Local Economies Fund (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 - 24/17
MAYORAL COMMITMENTS

SUMMARY

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

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Since the last report, as Mayor I have represented Council as follows:

16/8/17	Hudson Pear Taskforce, Lightning Ridge
17-18/8/17	ARA Rail Freight Conference, Sydney
19/8/17	Historical Society Birthday, attended by Cr Walker
20/8/17	Sausage sizzle at Rural Museum
21/8/17	Castlereagh Macquarie County Council, Walgett
22/8/17	Local Land Services meeting
22/8/17	Bush Fire Management Committee meeting
22/8/17	Local Emergency Management Committee Meeting
23/8/17	Teleconference with Education department, represented by Cr Mockler
23/8/17	Dinner with Netwaste RENEW NSW group
24/8/17	RENEW meeting
25/8/17	Meeting re proposed development
28/8/17	Orana Arts Board meeting
28/8/17	Meeting regarding Regional Growth Funding, Dubbo
28/8/17	Sports Council
30/8/17	Cuppa for a Cause (Community Care)
30/8/17	Shire Hall User Group meeting
30/8/17	Tooraweenah Management Committee meeting
31/8/17	CWA Conference
1/9/17	Teleconference with Kevin Humphries
4/9/17	NAIDOC celebrations
19/9/17	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

(PE1071.1)

MAYORAL MINUTE – 25/17
GENERAL MANAGER’S PERFORMANCE REVIEW

This information is classified CONFIDENTIAL under section 10A (2)(a) of the Local Government Act 1993.

SUMMARY

To formalise the Annual Performance Review of the General Manager.

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The General Manager’s Performance Review was undertaken on Monday, 4 September by the Mayor, Cr Batten, Cr Naden and myself, and facilitated by Mr Christian Morris of Local Government NSW.

The result of the review was satisfactory and a copy of the review documentation is available for Councillors’ perusal if required.

<u>Principal Activity</u>	Strengthened 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

RECOMMENDATION

That Council note and acknowledge a satisfactory result in respect of the General Manager’s annual performance review.

A Walker
Acting Mayor

RE-ESTABLISHMENT OF ALCOHOL FREE ZONE

SUMMARY

To seek Council's concurrent to continue an alcohol free zone over the township of Gilgandra.

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The current alcohol free zone expired on 16 July 2017. The object of alcohol free zones is as an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime. The drinking of alcohol is prohibited in an alcohol-free zone that has been established by a Council. Public places (public roads, footpaths or public car parks) may be included in a zone. Alcohol-free zones promote the use of these roads, footpaths and car parks in safety and without interference from irresponsible street drinkers.

Any person living or working within an area, the local police or a local community group may ask Council to establish an alcohol-free zone or Council itself decide to do so. A proposal to establish an alcohol-free zone must in all cases be supported by evidence that the public's use of those roads, footpaths or public car parks has been compromised by street drinkers. For example, there could be instances of malicious damage to property, littering, offensive behaviour or other crime.

The Council must undertake a consultation process to decide if an alcohol-free zone is appropriate. Once established by Council resolution, the roads, footpaths, and public car parks within the zone must be signposted and notice of the zone must appear in the local press. The maximum duration of an alcohol-free zone is four years, although it may be re-established at the conclusion of the original period following a review by Council of its continuing applicability.

Alcohol-free zones may also be established for special events only.

To validly establish an alcohol free zone, Council must comply with the procedures in Sections 644 to 644C of the Local Government Act as well as those set out in the Ministerial Guidelines. Council may prepare a proposal for the establishment of an alcohol-free zone. A proposal must be prepared in respect of every alcohol-free zone. Because it will impose restrictions on the personal freedom of citizens, a proposal to establish a zone must adequately address a range of issues.

Reasons for supporting alcohol-free zones must be included and must reflect the fact that irresponsible behaviour arising from the consumption of alcohol is occurring on those roads and footpaths and in those public car parks included in the proposal. This could involve instances of obstruction, littering, the actual commission of, or police intervention to avoid commission of more serious offences.

After preparing a proposal to establish an alcohol-free zone, Council is required to undertake a public consultation process including:

1. Publication in a newspaper, inviting objections within 30 days
2. Sending a copy to the Police Local Area Commander and the officer in charge of the local police station and to liquor licensees and secretaries of registered clubs where premises border on, or adjoin or are adjacent to, the proposed zone
3. Sending a copy of the proposal to any known organisation representing or able to speak on behalf of an identifiable Aboriginal or culturally and linguistically diverse group with the local area and invite representations or objections within 30 days from the date of sending a copy of the proposal.

After complying with the procedures, a Council may, by resolution, adopt a proposal to establish an alcohol-free zone. The resolution itself will establish the zone.

After resolution, Council's usual administrative processes would apply in informing interested parties including any applicant, the relevant police commander and officer in charge of the local police station, affected liquor licensees and club secretaries and other organisations advised of the original proposal.

Council must publicly advise the establishment of an alcohol-free zone by notice published in a newspaper in the area that includes the zone. An alcohol-free zone will not operate until seven (7) days after publication of the notice and until the roads, footpaths and public car parks are adequately signposted.

It is proposed that an alcohol free zone be re-established for a further four (4) years to coincide with the term of Council.

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

RECOMMENDATION

1. That an Alcohol Free Zone be continued for a further four years from 17 July 2017 to 16 July 2021.
2. That the Alcohol Free Zone include all streets, lanes and parks in Gilgandra, the IGA car park, Gilgandra Community Plaza plus the area adjacent to the public toilets in Miller Street and Windmill Walk area immediately under the Jack Renshaw bridge.
3. That a public consultation process be undertaken as outlined in the report and including advertisement seeking public feedback for a period of thirty (30) days following the May Council meeting.
4. That, should any feedback be received during the specified timeframe, the issues raised be considered at the October Council meeting.
5. That necessary signage changes be implemented prior to expiration of the current alcohol free zone.

David Neeves
General Manager

(GO.CO.1)

DISCLOSURE OF INTEREST RETURNS

SUMMARY

To table disclosure of interest returns from Councillors and designated staff for the period 1 July 2016 to 30 June 2017.

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Section 449 of the Local Government Act requires Councillors and designated persons holding that position at 30 June in any year to complete and lodge a pecuniary interest return by 30 September in that year and for new Councillors/ Staff to lodge a return within three months of holding office.

The General Manager is required (under Section 450 A (2)) to table the register containing these returns by 30 September each year.

The register containing these returns will be tabled at the meeting for Council's information.

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

RECOMMENDATION

That Council note the tabling of disclosure of interest returns for Councillors and designated persons for the period ending 30 June 2017.

David Neeves
General Manager

COUNCIL COMMITTEES

SUMMARY

To review Council's Committees and membership.

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The Local Government Act 1993 allows for a Council to exercise functions through the appointment of Committees – formation of Committees of Council.

355 How does a council exercise its functions?

A function of a council may, subject to this Chapter, be exercised:

- (a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or
- (b) by a committee of the council, or
- (c) partly or jointly by the council and another person or persons, or
- (d) jointly by the council and another council or councils (including by means of a Voluntary Regional Organisation of Councils of which the councils concerned are members), or
- (e) by a delegate of the council (which may, for example, be a Voluntary Regional Organisation of Councils of which the council is a member).

Council appointed the following Committees at its meeting on 21 September 2016 to consider and recommend to Council on the management of various activities:

- Aged Care Committee (Councillors and Community)
- Disability Services Committee (Councillors and Community)
- Economic Development Committee (Councillors and Community)
- Tooraweenah Management Committee (Community with Council support)

Other Committees and groups include:

- Curban Community Hall and Tennis Management Committee
- Tooraweenah Memorial Hall Management Committee
- Tooraweenah Community Technology Centre Management Committee
- Gilgandra Flora Reserve Society
- Sports Council
- Interagency Committee
- Local Licensees
- Shire Hall User Group

These Committees generally manage the facilities on a day to day basis with Council assistance in acquiring equipment, undertaking repairs, etc and contributing to some costs, eg electricity.

Council provides admin support to the Sports Council, Tooraweenah Community Technology Management Committee, Interagency Committee and Local Licensees.

Section 377 of the Local Government Act 1993 allows a Council by resolution to delegate the care, control and management of respective services or facilities to management committees:

377 General power of the council to delegate

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:
- (a) the appointment of a general manager,
 - (b) the making of a rate,
 - (c) a determination under section 549 as to the levying of a rate,
 - (d) the making of a charge,
 - (e) the fixing of a fee,
 - (f) the borrowing of money,
 - (g) the voting of money for expenditure on its works, services or operations,
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
 - (i) the acceptance of tenders which are required under this Act to be invited by the council,
 - (j) the adoption of an operational plan under section 405,
 - (k) the adoption of a financial statement included in an annual financial report,
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
 - (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*,
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,
 - (t) this power of delegation,
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
- (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Director-General except as provided by the instrument of delegation to the council.
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Council has approved limited delegations to the Curban Community Hall and Tennis Management Committee and the Tooraweenah Memorial Hall Management Committee (Adopted: 16 December 2015, Resolution No. 325/15).

Council's Code of Practice for Management Committees, adopted in March 2015, sets out procedures for appointment of these Committees as follows:

- 2.1 *Council may appoint or elect such committees as it considers necessary.*
- 2.2 *Committees are to consist of the Mayor and such number of councillors, and outside representatives, as Council decides.*
- 2.3 *The quorum for a meeting of a committee is to be:*
 - (a) *such number of members as Council decides; or*
 - (b) *if Council has not decided a number - a majority of the members of the committee.*

It should be noted that the Mayor is ex-officio chairman of all Council Committees/Boards.

When the nomination to a Committee is "Mayor" or "Deputy Mayor" (not the Councillor by name), the incumbent in those positions is the person on the Committee at any given time.

Councillors may like to take this opportunity to review their participation on Council's committees. Details of current committees and representation is as follows:

AGED CARE COMMITTEE

Charter:

- to consider and make recommendations on policy and direction for all Council's Aged Care Services – currently – Cooe and Jack Towney Hostels, Gilgandra Flexi Care and Jack Towney CACPs and the Retirement Village
 - to direct and assist the General Manager in negotiations with the relevant level of Government – maintain links within the aged care industry
 - to be abreast of all issues affecting the funding and management of the Aged Care industry and make appropriate recommendations to Council
 - to provide strategic direction to the various services to ensure their viability and independence from Council funding
 - to develop and review management plans and budgets for adoption by Council; and
 - if thought appropriate, to establish advisory committees for respective functions
-

Membership:

- 3 Council representatives (Crs Peart, Wrigley and Mudford)
- 4 community members (Mr Paul Mann, Mr Paul Morris, Mrs Robin Frost and Mrs Amber Bunter)

DISABILITY SERVICES MANAGEMENT COMMITTEE

Charter:

- to consider and make recommendations on policy and direction for all Council's Disability Services Services – currently – Orana Lifestyle Directions and Carlginda Enterprises
- to direct and assist the General Manager in negotiations with the relevant level of Government – maintain links within the aged care industry
- to be abreast of all issues affecting the funding and management of the Aged Care industry and make appropriate recommendations to Council
- to provide strategic direction to the various services to ensure their viability and independence from Council funding
- to develop and review management plans and budgets for adoption by Council; and
- if thought appropriate, to establish advisory committees for respective functions

Membership:

- 3 Council representatives (Crs Baker, Naden and Johnson)
- 4 community members (Mr Paul Mann, Ms Lorraine Townsend, Ms Tracey Stevenson and Ms Gabriel Stephens)
- Director Community Development & Services
- 1 supported employee representative – Mr Stuart Skelly
- 1 client representative – Mrs Leah Bartlett

ECONOMIC DEVELOPMENT COMMITTEE

Charter:

- To identify, explore and facilitate issues relating to the tourism, promotion and economic development of the Shire; specifically, opportunities that lead to new industry development, growth and retention of existing business, attracting new residents and an increase in tourism activity in the Shire

Membership comprise:

- 3 Councillors (Crs Johnson, Wrigley and Walker)
 - 5 business house representatives (Mr Wes Morris, Mr Jeff Jones, Mr Keith Ambrose, Mrs Marilyn King, Mrs Elizabeth McAllister)
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- 3 community representatives (Mrs Kathy Reynolds, Mr Doug Clouten and Ms Gail Babbage)

TOORAWEEAH MANAGEMENT COMMITTEE

Charter:

- To ensure the maintenance and beautification of Tooraweenah is planned and carried out together with a focus on tourism, economic development and social issues.

Membership:

- one Tooraweenah rural based resident (Mrs Patty Webb)
- one Tooraweenah town/village resident (Mr Ben Gale)
- two Tooraweenah business representatives (Ms Ashlee Jenkin, Mrs Robin Dowsett)
- one community representative (Mr Geoff Pike)
- two substitute delegates (Mrs Bev Pike and Mr Jeff Finn)

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

2.1.1.4

Recognise the importance of and encourage community members onto Council committees

RECOMMENDATION

That, pending any changes determined at the meeting, Council confirm its current Committee structure and membership.

David Neeves
General Manager

(GO.EL.1)

REPRESENTATION ON EXTERNAL COMMITTEES

SUMMARY

To review Council's representation on external Committees.

1. CASTLEREAGH MACQUARIE COUNTY COUNCIL

Cr Peart and Cr Batten.

2. JOINT REGIONAL PLANNING PANEL

Cr Peart and Cr Mockler

3. NORTH WEST LIBRARY

Cr Wrigley, together with Council's Librarian.

4. ORANA ARTS

Cr Naden

5. TRAFFIC COMMITTEE

Director Works & Technical Services

RECOMMENDATION

That the current representation on all external committees be confirmed.

David Neeves
General Manager

SECURITY CAMERAS – HUNTER PARK

SUMMARY

To detail the cost of installing CCTV in Hunter Park for the protection of new infrastructure.

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As a result of both discussions at Council and feedback from the community during the Hunter Park playground consultation, a report on the cost associated with installing CCTV in Hunter Park has been prepared.

A quote has been provided by Council's preferred supplier, SIMTEC. Currently all recorded CCTV installations linked to Council's IT network have been installed by SIMTEC, including Gilgandra Community Plaza, Gilgandra Waste Facility and Works Depot.

The quote received is for \$18,128 inclusive of GST. This does not include trenching and laying of communications and power. Discussion have been held with SIMTEC regarding the most cost effective way to do this but an estimate to do this work is approximately \$6000 bringing the total estimated cost to \$24,128.

Trenching through Hunter Park is a risky activity with water pipes in multiple locations, some of which have been installed many years ago and are difficult to locate / identify. There is Telstra fibre optic through the middle of the park and extensive tree root systems. All these things combined mean the potential for cost overruns on the trenching and cabling component of the project is real and a contingency should be allowed.

The installation of CCTV is not part of the design plans or budget for either the toilet block or playground in Hunter Park.

The suggested design is to locate a camera pole in a central location between the new playground and the new toilets. This would allow for a multi camera placement giving approximately 270 degree coverage.

The purpose for the installation of CCTV is largely for asset protection and deterrence of vandalism. Between the playground and toilet projects, Council is investing approximately \$400,000 in new amenities. Historically, playgrounds and public toilets are targets for vandalism and graffiti and a CCTV system is commonly used as the most effective asset protection measure. Both facilities do have good passive surveillance being open to the public view, well-lit at night and have regular usage which also serves as a good deterrent.

The skate park has been vandalised with graffiti on numerous occasions and the shade sail has also been vandalised multiple times. Whilst not a guarantee the CCTV will eliminate all anti-social activity, it is the most effective tool Council has at its disposal in this scenario.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$25,000 additional budget allocation required
<u>Delivery Program Actions</u>	Not in current Delivery Program

RECOMMENDATION

That Council proceed with the installation of CCTV in Hunter Park to assist with the protection of infrastructure assets in the Park noting that an additional \$25,000 budget is required.

N J Alchin
Director Corporate & Business Services

CARAVAN CAMPING STUDY

SUMMARY

To provide the findings and recommendations of the Caravan Camping Study

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To further define and understand the value and opportunities of the caravanning and camping market, Dubbo Regional Council in partnership with Gilgandra Shire Council successfully applied for grant funds and engaged consultants to undertake a significant desktop and consumer research project and provide recommendations on how local councils could progress any desire to grow the freedom camper market in the region. A report titled 'Value and opportunities of the caravanning and camping market in the Great Western Plains region' was prepared.

The report identifies the economic impact of non-commercial camping includes annual visitor expenditure of \$21.2m and supports 128 direct jobs and 25 indirect jobs across the region. Development of the report was supported by extensive consumer research involving 399 interviews across the region.

In identifying opportunities, the report also identifies risks that need to be managed to support the sustainable growth of this market. Whilst this report focuses on Dubbo and Gilgandra Local Government Areas (LGA), it is also considers the surrounding Great Western Plains Region and draws a comparison to other areas within Australia of similar visitor economy, experiences and product to show broader possible market opportunity's and threats.

Key recommendations of the report include:

1. Great Western Plains should develop an 'RV Friendly Tourism Strategy' which capitalises on the clear benefits of the 'free or freedom' camping market.
2. The 'GWP RV Friendly Tourism Strategy' (GWPRVFTS) should be a low cost camping strategy and not a free camping strategy.
3. Councils of the GWP need to collectively determine the RV Friendly sites and provide the agreed facilities. It is suggested that initially 10 carefully selected sites should be identified and activated and further sites added only if essential. Designated sites (including private, approved operator sites) should fit a set of prequalified criteria.

4. The RV Friendly low cost sites should all provide the same, high quality facilities serviced daily by trained and friendly staff. These should include: toilets, dump point, garbage facilities (separated for recycling), water, fireplaces and free, solar powered hotspots for mobile phone and internet access. The rationale is that if visitors are provided with high quality and well maintained facilities they will respect and take care of them.
5. There should be a number of 'rules' for the sites and campers to ensure that the environment is protected for the benefit of all users, that the same opportunity to enjoy the campsite is available to all users and to provide council officers a basis on which to control the environment and 'enforce' the required behaviours in the interests of all.
6. Introduce permits, sales and display requirements with accompanying enforcement and legislation.
7. At times agreed with local commercial caravan parks, showgrounds or other such facilities could be provided as 'overflow' facilities when commercial facilities are full. The purpose in this case is to provide accommodation when none is available. This too should be provided at a fee (higher than the low-cost camping fees).

It is proposed that these recommendations be further considered during the development of an economic development action plan and in consultation with Councils in the Great Western Plains footprint through the establishment of a destination management working group. It is suggested that this working group should be based on some form of formalised agreement such as a MOU rather than just left to Councils to determine their level of commitment to the process.

Free Camping is a surprisingly emotive issue, with individual views being highly polarised. The report 'Value and opportunities of the caravanning and camping market in the Great Western Plains region' clearly identifies the economic value, risks and opportunities to local councils and communities looking to support growth of this segment of the visitor economy. Infrastructure, legislation, enforcement and resources are all issues that would need to be considered by Council.

The desired approach to supporting growth of this market would be to work with local councils in the Great Western Plains footprint (Dubbo, Narromine, Warrumbungle, Gilgandra, Coonamble and Warren Local Government Areas), however there is an opportunity for Gilgandra Shire to implement some of the recommendations in regards to destination planning, infrastructure development and marketing independent of other LGAs.

<u>Principal Activity</u>	Economic Development
<u>Policy Implications</u>	Nil

Budget Implications

Dependent on Council's course of action in relation to the report's recommendations

Delivery Program Actions

5.2.2.4

Develop a position in relation to Freedom Camping.

RECOMMENDATION

1. That Council commit to working with Dubbo Regional Council on a regional approach to the management of freedom camping.
2. That the key recommendations of the report '*Value and opportunities of the caravanning and camping market in the Great Western Plains region*' be explored in detail.

N J Alchin
Director Corporate & Business Services

OUT OF SCHOOL HOURS CARE

SUMMARY

To provide information on existing out of school hours care currently available in Gilgandra.

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As requested, Council staff have researched the options available for out of school care in Gilgandra and the information is provided below:

Organisation	Options
St Joseph's School	Nil
Gilgandra Public School	Nil
Gilgandra High School	Homework Club run each Tuesday for one hour by GYS assisted by Tom Stonestreet (Aspire) and Pat Wilson (Teacher) Only available to High School students
Gilgandra Pre-school	Age group 3 to 5 – school hours and school term only – closed over Christmas and other school holidays etc.
Aussie Kindies	Main age group as a long day care centre is 0 to five years. After school care offered for siblings of other children enrolled - with minimal spaces available spasmodically depending on enrolments and attendance. Maximum number of spaces is 49 per day. Open 52 weeks.
Castlereagh Family Day Care	Currently four operators with spaces limited to five for under 5 or seven spaces if school age (ie 20-28 spaces in Gilgandra).
GYS	Afternoon drop-in centre available to children 12 years and over until closing time

General Manager's Comments

The above table highlights the gap in our community for after school care and vacation care for school aged children. Council raised this as an issue during the Community Strategic Planning Consultation Process however there isn't a budget allocation or an associated delivery program action to increase services in the current year.

At this stage we are not sure as to what the additional services could be, how it could be funded and further work would be required to explore those options. Council will need to provide further direction as to whether to continue to investigate the options or alternatively determine to take no further action.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	Increased childcare demands listed as a challenge in Council's Operational Plan. No associated Delivery Program action.

RECOMMENDATION

That Council determine whether to proceed with an investment in the provision of related services.

M Wilson
Director Community Development & Services

HUNTER PARK MASTERPLAN

SUMMARY

To present a Hunter Park Masterplan to allow for future direction.

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Hunter Park is one of the pre-eminent recreational precincts for Gilgandra Shire Council. In addition to facilities such as the swimming pool, tennis courts and playground equipment it also provides opportunity for passive recreation for locals and visitors alike.

The attached schematic and the table below set out both current facilities and opportunities for renewal, replacement and relocation as well proposals for addition of new equipment:

	Item	Priority	Action	Budget
1	Toilet Block	1	Under construction	250000
2	CCTV	1		?
3	Skate Bowl	In place	nil	n/a
4	BBQs	2	install	\$10,000
5	Garden Beds	2	landscaping	\$5,000
6	Pathways	3	Monitor traffic	\$50,000
7	Picnic tables – seating area	1	install	\$5,000
8	New Play area	1	Under construction?	\$180,000
9	Demolition - Sheds	4	Remove sheds	\$10,000
10	Skate Park	1	Replace with concrete ramps	\$30,000 est
11	New 50m Pool	3	Obtain costings	tba
12	Demolition – old toilet block	1	demolish	\$10,000
13	Junior Water Park	3	Obtain costings	tba
14	Pool pumps/ P&G storage	2	Obtain costings	tba
15	Tree Management & repl.	4	Obtain costing	tba
16	New entrance complex	4	Obtain costing	tba
17	New Basketball courts	1	Obtain Costings	\$2,000,000
18	Amenities; lap pool; gym	2	Obtain Costings	tba
19	Gardens	4	To be established	\$10,000
20	Existing Tennis Courts	3	renovation	tba

A good deal of input was taken from survey feedback received during the year regarding the new playground equipment which provided input based on expectations with a council ordinary operating budget.

A considerably grander vision has also been taken on the basis that funding *may* be secured through the sort of grant funding that has recently been announced by the NSW Government.

As this funding opportunity has only recently been announced, much of the plan remains contingent upon any successful application. It is necessary though that some action be taken in relation to the Skate Park and a report on this is provided separately.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits.

RECOMMENDATION

That the Hunter Park Masterplan be noted.

M Wilson
Director Community Services



SKATE PARK RISK MANAGEMENT

SUMMARY

To reconsider risk management options in relation to the Hunter Park Skate Park facilities.

.....

Council considered a report on options for risk management of the Skate Park at its March 2017 meeting (copy attached). That report recommended that Council undertake removal and replacement of three metal structures after further costings and designs had been obtained and the local community had been consulted on preferred installations (i.e. a process similar to that used for the playground equipment in which two options were put to public review).

Council resolved:

RESOLVED – 56/17	Cr Walker/Cr Peart
1. That the report be noted.	
2. That this matter be considered in conjunction with the Hunter Park Masterplan.	

Now that that Masterplan process is complete and, with summer rapidly approaching, it is appropriate to recommence work to address the risk previously identified with the metal skate structures.

Council is asked to determine whether to remove and replace the metal structures, noting that there is no budget allocation in the current year.

<u>Principal Activity</u>	Inclusive Community
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$30,000 minimum currently unfunded
<u>Delivery Program Actions</u>	1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits.

RECOMMENDATION

1. That Council endorse the removal and replacement of the metal skate bowls.
2. That appropriate community consultation be undertaken with alternative design options for reasonable like for like concrete alternatives.

M Wilson
Director Community Services

SKATE PARK RISK MANAGEMENT

SUMMARY

To consider risk management options in relation to the Hunter Park Skate Park facilities.

.....

In recent years there has been two reported incidents involving burn injuries to young children (18 months and 4 years). These injuries were sustained due to the extremely hot temperature of the equipment which obviously occurs when the weather is also quite hot.

The skate park comprises four separate pieces of equipment. Three of these four pieces are metal structures providing varying or different levels of challenge and the fourth piece is a concrete construction. It is the metal structures which are proving to be problematic in terms of burns. All the equipment is situated on an area estimated to be some thirty metres by eighteen metres square.

There is a warning sign alerting people that use of the facility may be hazardous and to take reasonable care of their safety.

Also the word HOT is stencilled on each of the metal structures several times.

There is a shade sail covering about half the skate park but the shade thrown does of course vary depending on the time of day and the season.

On Tuesday, 28 February 2017 Council staff (Matthew Wilson and Chris Horan) conducted an on-site inspection with two representatives from our public liability insurers StateWide.

Arising from that process and in terms of appropriate risk management, the following options are provided in order of effectiveness of minimising the risk of burns and providing at least some ongoing avenue for skate activity.

1. Removal and replacement

The removal of the three metal structures removes burn risk associated with those structures however also affects the amenity of the facility in removing 75% of the variety. Replacement of the equipment would be necessary to continue the benefit gained from the 'active-space'. The replacement equipment should be constructed of pre-cast concrete. However there will be a cost associated with replacement. Indicative prices have been sought for pre-cast skate park ramps and these suggest a minimum cost of \$30,000 to replace the three pieces with similar equipment or structures.

If immediate removal is approved there should be two concomitant actions. These are to allocate a sum of money in the 2017/2018 budget and to undertake a communications exercise to advise ratepayers of the situation.

2. Removal

The removal of the three metal structures eliminates any risk and is consistent with the trend of removing equipment such as slippery slides. The existing concrete half-pipe would remain.

The best way to minimize risk to the children using a playground is to not include hazards in the first place - AS/NZS 4486.1:1997 Playgrounds and playground equipment.

3. Removal and replacement with another type of activity or equipment

Replacement with alternative equipment would again be done such that the risk of burn injury would be eliminated. Again there will be a cost associated with replacement equipment but more precise information would depend on choice.

4. Erect fencing

This option would be designed to prevent smaller children entering the fenced off area in the same way pool fencing works. However a limitation would be that once entry to skate park has been gained the risk of burn injury remains unchanged. Depending on the design and location this option may also be ineffective in that it creates other potential hazards such as riders crashing into the fence.

5. Signage and Communication

As noted above there is already a degree of communication through signage on site and it is unlikely a greater number of signs or bigger signs will materially change the extant risk. Other communication such as through social media or the local newspaper may be warranted.

6. Extend Shade Sail Cover

This may ameliorate the problem to some extent. However the existing shade sail has not prevented the two reported incidents and as noted above its effectiveness depends on timing.

7. Leave as is

This is an option but clearly the least viable or appropriate.





<u>Principal Activity</u>	Inclusive Community
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$30,000 minimum currently unfunded
<u>Delivery Program Actions</u>	1.1.1.1 Provide a range of recreational and sporting facilities which enable the residents of the Shire to pursue active recreational pursuits.

RECOMMENDATION

That Council endorse the actions outlined in option one, being removal and replacement with associated budget allocation and community communication subject to further or final costings being made available in relation to the purchase, delivery and installation of replacement equipment.

M Wilson
Director Community Services

MUDFORDS ROAD

SUMMARY

To advise that the section of Mudfords Road between the Denmire Road and West Mialla Road is yet to be proclaimed as a public road.

.....

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

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

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



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

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

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

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

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

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

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

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

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

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

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

RECOMMENDATION

That Council reaffirm the intent to proclaim Mudfords Road as a Council controlled public road.

Rolly Lawford
Director Works & Technical Services

GILGANDRA CYCLEWAY/WALKWAY EXTENSION

SUMMARY

To discuss the completion of the 2016/17 Gilgandra Cycleway/Walkway Extension grant works.

.....

Part of the 2016/17 Gilgandra Cycleway/Walkway Extension works partially subsidised by the State's Roads & Maritime Services (RMS), was the construction of the pathway linking the bridge underpass to Lower Castlereagh Street and the Central Business District – Bridge to rear of Central Stores.

This work was not totally completed within the 2016/17 Budget year.

With reference to the attached plan of this section of the Cycleway/Walkway, the actual pathway works have been completed. The tidying up of the carpark area, referred to as the Noonan Park Carpark, is yet to be completed.

Council may recall at the Council Workshop conducted 8 August 2017 that a suggestion had been made by Council staff for the carpark area to be converted as an extension of Noonan Park.

From the Council Workshop it was agreed that a further report be submitted giving consideration to all elements of this proposal. If the area is to be retained as a carpark for nearby business owners, it will be necessary to construct a retaining wall and handrail on the street side of the pathway.

Adjacent business owners are of the opinion that the car park area is to be retained on completion of the pathway. Council, at this point in time, has no alternative parking spaces available to offer these nearby business hours as compensation if this is not the case.

If the area was to be converted to parkland it is considered that the business houses may raise concerns with Council's planning process. It should also be recognised that due the maintenance required for park and open spaces areas, the maintenance costs of developing and maintaining this area as a public park would be increased.

Both preservation as a carpark and conversion to parkland will be at cost. It is acknowledged that the preservation as a carpark will require greater cost but the ongoing maintenance costs will be far less than those of parkland.

It is therefore considered that the area be retained for car parking and that the retaining wall be constructed at the earliest opportune time.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Council budgeted \$133,464 in 2016/17 for the completion of this stage of the walkway. The expenditure on the walkway at the end of the 2016/17 Financial year was \$92,68, leaving a sum of \$40,603 transfer to reserves and is available to fully complete this project.
<u>Delivery Program Actions</u>	6.2.2.1 Implement the elements of the Pedestrian Access Mobility Plan (PAMP) as resources and funding permit.

RECOMMENDATION

That \$40,603 be transferred from reserves to fund the completion of the Windmill Cycleway/Walkway extension relevant to the 2016/17 programmed works and that the area adjacent to Central Stores be returned to its original status of car parking.

Rolly Lawford
Director Works & Technical Services

**TENDER 1/17 – UPGRADE OF ELECTRICAL SWITCHBOARDS FOR
COUNCIL’S PROPERTY ASSETS – ADDITIONAL WORKS**

SUMMARY

To consider a variation for continuing upgrade works to Council’s electrical switchboards, in addition to the original budget allocation of \$180,000.

.....

At its meeting on 21 March 2017, Council appointed Macquarie Electric of Dubbo as the successful tenderer to upgrade the electrical switchboards as specified in Tender 1/17. Council also resolved to support an additional budget allocation in the current financial year of \$180,000 to upgrade the electrical switchboards with Residual Current Devices (RCD’s) and associated works.

At that time, there was reference to the “unknown” factor with some of the switchboards and that it was impossible to determine the use and functionality of some switchboard circuits from the initial visual audit inspection conducted by Public Works.

It was for this reason, that a significant contingency sum of \$58,395 was added to the initial tendered price of \$121,604.77 to allow for the additional works identified during the upgrade process.

Macquarie Electric commenced the electrical switchboard upgrade works in June 2017 and have to date completed a majority of the Priority 1 works. They have proven to be professional, knowledgeable, meticulous and responsive to the needs of the property occupants.

Since the commencement of the works, Macquarie Electric have identified a number of concerning issues with some of the switchboards which were in addition to the requirements of the original audit and their tendered price. These issues required prompt attention and rectification as part of the switchboard upgrade program to ensure that the buildings were safe for the occupants as well as complying with current Australian Standards.

From the 131 properties that formed part of the Priority 1 works, there have been a total number of 12 variations agreed upon to date. These variations ranged from replacing asbestos switchboards (at variation prices of between \$500 and \$2,000) up to a significant variation of around \$16,000 for the additional upgrade works required at the Rotary Caravan Park.

The variation for the Rotary Caravan Park was significant, however, based on the recommendation of the Macquarie Electric, posed an imminent risk to the safety of the park occupants and the general public, and the variation was subsequently promptly accepted.

Other Council properties that were affected by switchboard upgrade variations include the Orana Living Office, the McGrane Oval Grandstand, the Cooee Heritage Centre and the Swimming Pool.

The accepted variations to date total \$54,350.59, bringing the total Revised Contract Price to \$175,955.36 and leaving a remaining contingency sum of just \$4,044.64.

Upon request, Macquarie Electric has completed all of the Priority 1 works except for the Cooee Lodge Hostel, the Shire Hall stage and the SES shed. This program of works was intentional so we could, at this current stage, reflect on the works to date and the total cost of the works prior to proceeding further with Cooee Lodge and the Hall Stage Lighting, which are larger projects.

Council now needs to consider the remaining upgrade works required and the timing and funding of such works. The remaining works include:

Cooee Lodge Hostel

A variation request has been submitted by Macquarie Electric for the upgrade works for the Cooee Lodge Hostel for the amount of \$47,133.69, which is the additional figure extra to the initial upgrade quoted figure of \$14,643.10.

As the variation is significant and involves the complete replacement of the electrical switchboard and separate distribution board at the Cooee Lodge Hostel, Macquarie Electric were also requested to prepare a report that would further explain the components of the variation, and why the recommended upgrades were required to ensure the buildings were safe for the occupants as well as complying with current Australian Standards.

A copy of this report from Macquarie Electric has been provided to Councillors as an attachment. Please note that in the report the building is referred to as "The Cooee Lodge Special Care Wing", which is an error that originated from the original audit process. The building being referred to is definitely the original Cooee Lodge Hostel Building. A copy of the written variation from Macquarie Electric for \$47,133.69 has also been provided.

The report from Macquarie Electric goes into relative detail on what is included in the additional works recommended, and why they are vital in ensuring the building's safety and compliance. The report also makes reference to Australian Standard AS/NZS 3000:2007 - "Electrical Installations", and Work Health and Safety Regulation.

Shire Hall Stage Lighting

Works have not yet commenced on the Stage Lighting switchboard to the Shire Hall. The lower level main switchboard has been completed, and is now functional, compliant and safe.

The works for the stage lighting switchboard that were initially quoted as part of the tendered price, based on the initial audit, were at a cost of \$1,156.

Macquarie Electric have indicated that additional work will be required on the Stage Lighting Switchboard, and this will be guided by the intended ongoing use of the stage lighting.

It is recommended that regular users of the stage lighting, such as Peter Gaff and Eric McCutcheon also be involved in the discussions with Macquarie Electric to ensure that what is to be provided will be suitable for ongoing use of the stage and the stage lighting.

An accurate variation for the additional works will be determined after this consultation process has been completed, however, Macquarie Electric have indicated that the variation will be around \$8,000, which is the additional figure extra to the initial upgrade quoted figure of \$1,156.

SES Shed

Works have not yet commenced on the SES, however, a variation quote for \$1,900 has been received from Macquarie Electric. The variation is for the complete replacement of the board, which is Asbestos.

Total Variation

The Total of the proposed Variation Works is:

Cooee Lodge Hostel Upgrades	\$47,133.69
Shire Hall Stage Lighting Upgrade	\$ 8,000.00
SES Shed Upgrade	<u>\$ 1,900.00</u>
Total Variation	\$57,033.69

After deducting the remaining Contingency Amount of \$4,044.64, the additional amount payable for all proposed upgrades would be \$52,989.05.

Council is asked to consider an additional budget allocation in the current financial year to fund these important works.

Council is guided by, and somewhat at the mercy of, such professionals that are experts in their field and committed to ensuring public safety along with compliance with current Australian Standards.

To the best of our knowledge, we believe that the variations provided are all legitimate and, upon continual requests from Council officers, are at the best possible price.

General Manager's Comments

It is unfortunate these works have cost considerably more than first expected however the original intent to improve the safety of Council owned buildings should remain a priority and support for the additional funds requested to complete the works is recommended. At the time of writing the report a position as to where the works could be funded from had not been finalised. A verbal update will be provided at the meeting.

Principal Activity

Strengthened Infrastructure

Policy Implications

Provide a safe work environment for employees.

Budget Implications

No allocation in budget

Delivery Program Actions

3.1.5.1

Ensure a healthy and safe environment is provided for all employees and stakeholders

RECOMMENDATION

That Council support a further budget allocation in the current financial year of \$53,000 GST inclusive to allow for the continued upgrade of the electrical switchboards to Council buildings as recommended by Macquarie Electric.

Brian Irvin
Acting Director Environmental Services

(A1174)

REQUEST FOR DEPARTURE FROM COUNCIL'S DEVELOPMENT CONTROL PLAN 2011

SUMMARY

To consider a request from Ms Shannon Hawke to vary the minimum lot size of 2,000m² required for on-site sewage management systems within unsewered areas.

.....

Ms Hawke is considering purchasing and amalgamating Lots 4 and 5, Sec 3 of DP7129 in Bridge Street, Tooraweenah in order to establish a residential dwelling. The amalgamation of both lots would result in a total land area of 1,828m².



Under the Gilgandra LEP 2011, the minimum lot size for dwelling permissibility in RU5 Village zoning is 2,000m². With the amalgamation of both parcels the total land area would still be under the minimum lot size for dwelling permissibility. Being that the land is classed as urban and designed for the purpose intended, it is considered that the land has dwelling permissibility under current planning guidelines

Under the Gilgandra LEP 2011, the minimum lot size for dwelling permissibility in RU5 Village zoning is 2,000m². With the amalgamation of both parcels the total land area would still be under the minimum lot size for dwelling permissibility. Being that the land is classed as urban and designed for the purpose intended, it is considered that the land has dwelling permissibility under current planning guidelines

Ms Hawke of 250 Simmons Road, Collie, has written to Council seeking a variance from the DCP 2011 with respect to the minimum size of a residential dwelling land block in Tooraweenah as follows:

"I am enquiring on buying land at 19 Bridge Street, Tooraweenah, NSW, 2817. It has lot 4 and 5 which I would like to amalgamate into one lot making the total land size 1,828m².

I am requestion a variation to the Gilgandra Development Control Plan 2011, clause 7.2.2Cas the total land if amalgamated is 1,828m² which is less then the 2,000m² required for a dwelling and septic system to be built on the premises.

I was wondering if Council would permit a dwelling before I purchase the land".

Council's Development Control Plan (DCP) 2011 requires a minimum land size of 2,000m² in which to establish a dwelling as stated below:

7.2.2 Minimum lot size

The minimum size for lots for a dwelling house purpose must not be less than:

- a. mid block lots in sewerred areas 700 m²
- b. corner lots in sewerred areas 1000m²
- c. all lots in unsewerred areas 2000 m²

Council would be aware that the Tooraweenah village does not have reticulated sewer system and therefore an on-site sewage management system is required as part of a residential development. With any proposed septic system, a large disposal area is required and is normally determined by a GeoTek water balance report as part of the application process. Applicants are advised at the pre-lodgment meeting of the impacts for disposal areas, particularly in Tooraweenah with its high water table in the Village area.

In assessing this request, Council should consider the advantages of urban development of land in the Tooraweenah Village and the attached broader benefits to the community. The applicant will still need to demonstrate at application time that a suitable on-site sewage management system is achievable on the site.

<u>Principal Activity</u>	Thriving Environment
<u>Policy Implications</u>	Departure from Council's planning instrument
<u>Budget Implications</u>	Nil
<u>Management Plan Implications</u>	7.1.1.2 Provide efficient service to prospective home builders and developers to ensure building standards are maintained.

RECOMMENDATION

1. That Council support in principal the request for variation from the Gilgandra Development Control Plan 2011 to vary the minimum size of a residential dwelling lot from 2,000m² to 1,828m² in Bridge Street, Tooraweenah, to allow for the installation of a suitable on-site sewage management system.
2. That a future condition of consent requires the amalgamation Lots 4 and 5, Sec 3 of DP7129, Bridge Street, Tooraweenah, to allow for safe disposal of effluent.
3. That, in accordance with section 375A of the Local Government and Planning Legislation Amendment (Political Donations Act) 2008, the names of Councillors who support and oppose the decision be recorded.

Brian Irvin
Acting Director Environmental Services

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

<u>Economic Development Committee</u>	5 July 2017
<u>Sports Council</u>	28 August 2017
<u>Tooraweenah Management Committee</u>	30 August 2017

<u>Principal Activity</u>	Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	2.1.1.4 Recognise the importance of and encourage community members on to Council committees
	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

ECONOMIC DEVELOPMENT COMMITTEE

5 July 2017

PRESENT

Cr D Batten (Mayor) – Acting Chairperson
Mrs K Reynolds
Mr W Morris
Mr D Clouten
Mrs M King
Cr N Wrigley
Mr J Jones
Mrs E McAllister

IN ATTENDANCE

Mr N Alchin (Director Corporate & Business Services)
Mr R Medd (Economic Development Manager)

Proceedings of the meeting commenced at 5.38pm.

APOLOGY

Cr G Johnson
Ms G Babbage
Mr K Ambrose

COMMITTEE'S RECOMMENDATION 9/17	D Clouten/W Morris
That the apology submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 10/17	D Clouten/E McAllister
That the minutes of the meeting held on 10 May 2017 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Gilgandra Observatory

It was noted that Wes Morris and Noel Wrigley had met with the owners who advise it is their intention to re-open the observatory at some point in the future.

ECONOMIC DEVELOPMENT MANAGER'S REPORT

SHOP LOCAL PROMOTION

SUMMARY

To look at how the Shop Local Promotion can be improved this year.

COMMITTEE'S RECOMMENDATION 11/17	D Clouten/E McAllister
1. That the Committee's Working Party seek a major sponsor for the promotion.	
2. That the prizes for the 2017 promotion consist of a first prize of \$10,000 and five x \$1,000 prizes.	
3. That marketing of the promotion be Gilgandra Shire centric and include a gift guide.	
4. That the business participation contribution be set at \$299.	

ITEMS FOR NOTATION

SUMMARY

The following items were put forward for notation.

Pigeon Issue in CBD

It was noted that Council has resolved to commit up to \$10,000 to the pigeon control project.

COMMITTEE'S RECOMMENDATION 12/17	D Clouten/W Morris
That the items for notation be noted.	

GENERAL BUSINESS

CBD Masterplan Stage 2

It was noted that this project is scheduled for February 2018.

Promotional Signage Newell Highway

It was noted that the large promotional signs on the Newell Highway are promoting the 100 years since the Cooee March 2015. It was suggested that the 2015 be moved while awaiting determination of the updated promotional message for this signage. It was further noted that the Signage Upgrade Sub-committee needs to progress its efforts in the first half of 2017/18.

Windmill Walk

It was noted that Council would consider options for the current and future maintenance of the Windmills along the Windmill Walk.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.55PM.

Cr D Batten
Acting Chairperson

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

SPORTS COUNCIL

28 August 2017

PRESENT

Bryson Luff – Gilgandra Senior League (Chair)
Kathy Reynolds– Park Tennis Club
Marg Stewart – Gilgandra Senior Basketball Association
Murray Stewart – Gilgandra Senior League
Katherine Gaff – Gilgandra Swimming
Cr Doug Batten – Mayor
Judy Quayle - Gilgandra Junior Basketball Association
Matthew Wilson (Secretary) - Gilgandra Shire Council

IN ATTENDANCE

Mark Linton-Harland – Gilgandra Shire Council

Proceedings of the meeting commenced at 5.37 pm

APOLOGIES

Guy McAnally-Elwin - Junior Cricket / Gil Sporting Club

COMMITTEE'S RECOMMENDATION – 11/17	K Reynolds /Judy Quayle
That the apologies be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 12/17	K Reynolds / Marg Stewart
That the Minutes of the Sports Council Meeting held on 26 June 2017 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

McGrane Oval & Ernie Knight Oval – Maintenance & Renovation

Mark Linton-Harland reported that the spring renovation was to proceed from 25th September to 6th October 2017 with processes (core, fertilize or spray) being completed. No time has been set for the autumn program but the earlier the better to take advantage of the warmer weather. The autumn program will be abbreviated as the coring component will not be undertaken.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

McGrane Oval - Lighting

Matthew Wilson advised that Council's funding provision for MCG lighting had been brought forward in Councils LTFP which now includes \$600,000 expenditure in the 2018/2019 FY with the expectation of an equivalent amount derived from grant income.

GENERAL BUSINESS

Castlereagh Rugby League Grand Final

The meeting discussed the success of the Gilgandra Rugby League Club in the Major Semi Final meaning that the Grand Final would be held in Gilgandra on Saturday 9th September 2017. Further discussion ensued as to appropriate or necessary preparations for McGrane Oval and the expected large crowd.

Gilgandra Tennis Courts

The meeting noted that a post was possibly in need of replacement.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.55PM.

B Luff
Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

TOORAWEEAH MANAGEMENT COMMITTEE

30 August 2017

PRESENT

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

IN ATTENDANCE

Mr R Lawford (Director Works & Technical Services)
Mrs J Prout (Executive Assistant)

Proceedings of the meeting commenced at 6.10pm

APOLOGIES

Mr B Gale
Mrs R Dowsett

COMMITTEE'S RECOMMENDATION – 14/17	P Webb/A Jenkin
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 15/17	A Jenkin/P Webb
That the Minutes of the meeting held on 31 May 2017 be confirmed.	

BUSINESS ARISING

Nil

REPORTS

SLOW INTERNET/POOR MOBILE RECEPTION

SUMMARY

To provide the response from Senator the Hon Fiona Nash following representation on the issue from Gilgandra Shire Council.

COMMITTEE'S RECOMMENDATION – 16/17	P Webb/A Jenkin
1. That an application be submitted through the Connecting Country Communities grant funding later in 2017 to upgrade telecommunications in Tooraweenah.	
2. That a letter of reply be sent to the Minister advising that the maps indicating good handheld coverage are not accurate.	

PEDESTRIAN TRAFFIC MANAGEMENT TO PARK

SUMMARY

To provide feedback on discussions with RMS regarding pedestrian traffic management options.

COMMITTEE'S RECOMMENDATION – 17/17	B Pike/A Jenkin
That the Director Works & Technical Services meet with Kylie Moppett and Ashlee Jenkin of the Mountain View Hotel to discuss practicality of suggestions, costings and funding sources.	

RECREATION GROUND – PLAY EQUIPMENT

SUMMARY

To report on an inspection of play equipment and consider options.

COMMITTEE'S RECOMMENDATION – 18/17	P Webb/A Jenkin
1. That the repairs and maintenance be undertaken to the existing play equipment as reported to the meeting.	
2. That any action on reinstating a tennis hit-up wall be considered if the Tennis Club is prepared to make a significant contribution to the project.	

ITEMS LISTED FOR DISCUSSION BY THE COMMITTEE

SUMMARY

To consider items put forward for discussion by the Committee.

COMMITTEE'S RECOMMENDATION – 19/17	B Pike/P Webb
1. That items 1 and 2 be noted. 2. That no action be taken on installing goal posts at the oval.	

BUDGET

SUMMARY

To review the budget at 30 June 2017 and endorse the budget for 2017/18.

COMMITTEE'S RECOMMENDATION – 20/17	A Jenkin/P Webb
1. That the budget review as at 30 June 2017 be noted. 2. That the 2017/18 budget be endorsed.	

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters from previous meetings.

COMMITTEE'S RECOMMENDATION – 21/17	A Jenkin/P Webb
1. That progress with outstanding matters be noted. 2. That Council be asked to pursue appropriate grant funding for extension of the walking track/cycleway to the park.	

GENERAL BUSINESS

Flying Event

It was reported that Mark Pitts is organising an event for mid October with many planes flying in and a bus organised to take the visitors on a tour of the area.

It was noted that Council staff would be in contact with Mr Pitts to discuss the event and requirements.

NEXT MEETING

Wednesday, 29 Nov 2017- 6pm start

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.46 PM.

Geoff Pike
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

Consultative Committee
Shire Hall User Group

5 September 2017
30 August 2017

Principal Activity

Community Engagement

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

2.1.1.4

Recognise the importance of and encourage community members on to Council committees

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

CONSULTATIVE COMMITTEE

5 September 2017

PRESENT

Mr D Neeves, General Manager
Mr G McAnally-Elwin, Indoor Staff Representative (Chairman)
Mr D Walton, Outdoor Staff Representative
Ms K Fisher, Outdoor Staff Representative
Mr N Alchin, Management Representative
Mrs M Welsh, HR Manager
Mrs A Wieland, USU Carlinda Staff Representative

IN ATTENDANCE

Ms J Campbell, Administration Assistant

Proceedings of the meeting commenced at 10.15am

APOLOGIES

Mr M Wilson, Management Representative
Mr R Lawford, Director Works & Technical Services
Mr C Marchant, USU Outdoor Staff Representative
Mr L Mathieson, Management Representative

COMMITTEE'S RECOMMENDATION – 7/17	K Fisher/N Alchin
That the apologies submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 8/17	D Walton/K Fisher
That the Minutes of the meeting held 6 June 2017 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Nil

SAFETY IMPROVEMENT PROGRAM

SUMMARY

To provide information on the Safety Improvement Program being implemented by Council.

Mr Neeves spoke to his report with Mr Alchin asking when the plant audit process was likely to commence. The commencement date is November 2017 depending on approval from SafeWork NSW and Auditor's availability.

COMMITTEE'S RECOMMENDATION – 9/17	D Neeves/N Alchin
That the report be noted.	

ORGANISATIONAL STRUCTURE REVIEW

SUMMARY

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

Community Development Officer: As this position has a lot of communications/ media responsibilities it was suggested that a change in title to Community Engagement Officer be more fitting. This will be brought before Manex.

Mr Neeves also noted that a decision needs to be determined as to what position reports to the Economic Development Committee.

Feedback from Initial Presentation to Staff

Water and Sewer restructure: Proposed seven (7) day rotating roster with questions raised regarding overtime, pay and on call rates. See attached original proposed roster and staff suggested roster.

The proposed roster has received feedback from staff suggesting that instead of taking the Monday and Tuesday after being on call for seven days, that they work those two days and have Wednesday through to and including Sunday rostered off.

Mr Neeves advised that Council would consider this option and advise staff accordingly.

Works and Technical Services: Submission is yet to be received and will discuss further upon receipt of same.

Community: Mr Neeves noted that there was a very slight error in the Hierarchy graph which has now been amended.

Arts and Culture: No submissions received.

Water and Sewer: Council is working with the Union regarding allowances, rosters and overtime rates.

Trainees: A positive move for Council and the community.

Mr Neeves also advised that a list of issues has been compiled with the relevant managers to respond.

Extraordinary Meeting: It was noted by Mrs Welsh that an extraordinary meeting will be held prior to the next Council meeting on 19 September to review the new Position Descriptions.

COMMITTEE'S RECOMMENDATION – 10/17	D Neeves/D Walton
That the report be noted.	

HR MANAGER'S REPORT

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on staff recruitment and training.

Proceedings in Brief

The report included past and current recruitment and training.

COMMITTEE'S RECOMMENDATION – 11/17	M Welsh/A Wieland
That the report be noted.	

GENERAL BUSINESS

Mr Neeves advised that Council had received the Local Government Newsletter and asked that Councils put forward topics to be included in future issue/s.

Mr Neeves advised that from a HR perspective that the new traineeships be proposed and asked that the Committee endorse it to go forward.

Mr Neeves also asked that if there were any questions regarding the Position Descriptions that they be put forward before the meeting so that they may be clarified during the meeting.

Mr McAnally-Elwin asked if the Position Descriptions would include any other position that had changed eg Economic Development Manager. Mr Neeves will provide a summary of those positions.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

Mr McAnally-Elwin advised that the usual processes need to be upheld and that consultation has taken place.

EXTRAORDINARY MEETING

It was noted that an Extraordinary meeting would be held on Thursday, 14 September 2017 at 10.00am.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.32AM

G McAnally-Elwin
Chairman

SHIRE HALL USER GROUP

30 August 2017

PRESENT

Cr D Batten (Chair)
Mrs J Shalhoub
Mrs B Purvis
Mrs K Gaff
Mrs J Cheal (from

IN ATTENDANCE

Mr M Wilson (Director Community Development & Services)
Mrs J Prout (Executive Assistant)

Proceedings of the meeting commenced at 4.35pm

APOLOGIES

Mrs M Schier

AGENDA ITEMS

2016/17 BUDGET

Total income for 2016/17: \$5,975.47

Total expenditure for 2016/17:

- Maintenance - \$4,306.84
- Capital – \$15,000 (all to reserves)

2017/18 FUNDING

Capital expenditure - \$15,000

Priority listing reviewed:

1. Upgrade technology – approx. \$3,000
(P Gaff to purchase delay units to go between speakers)
2. Air conditioning/heating
(\$25,000 currently in reserves for air con and external cladding)

Discussion on whether reverse cycle is best method of heating or whether radiant heaters located on roof troughs would be a better option.

If reverse cycle selected suggestion that 4 x 7kw split systems be installed in the mail hall and an evaporative be retained in the foyer area.

3. Installation of a commercial oven

ACTION ITEMS:

- Peter Gaff to purchase delay unit/s
- Obtain quotations for reverse cycle air conditioning and trough radiant heating. Circulate quotations via email with recommendation for approval by group so that the work may go ahead without the need to reconvene another meeting.

Maintenance items - \$15,914

- Grab rail in men's toilet completed. It was noted that the step to the urinal may be higher than regulation height.
- Piano repair – Janet Cheal advised that there is a need to repair a small part on the grand piano and that this will happen in the near future. Cost is minimal.
- Accessible toilet – it has been brought to Council's attention that the current accessible toilet does not meet regulations and, whilst not imperative to rectify at this stage, there was concurrence that this is an important issue. It was noted that the current cleaner's storeroom between the Ladies and Gents toilets, would be of sufficient size and in a good location to convert to an accessible facility.
- On inspection, it was noted that there was some adhesive and blue tack still on the timber panelling from a function and Matthew Wilson suggested that this action be listed on the Shire Hall inspection forms.

ACTION ITEMS:

- Consider conversion of cleaner's storeroom to accessible toilet at the February meeting in conjunction with available budget.
- Matthew Wilson to include inspection for blue tack and/or sticky tape residue on timber panelling as part of the regular post function inspection checklist.

ELECTRICAL UPGRADE

It was noted the main switchboard in the basement is now compliant and that stage lighting was yet to be completed. It was also noted that the cost for this work is being funded separately to the allocated budget for the Shire Hall.

NEXT MEETING

28 February 2018 – 4.30pm

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.04PM.

D Batten
Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

- 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 August 2017.
2. Certificate of Bank Reconciliation – Month of August 2017.
3. Details of investments as at August 2017 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Jul-17	\$5,453,261.94
Plus: Receipts		\$3,760,380.23
Less: Payments		\$5,679,893.75
CASH BOOK BALANCE AS AT	31-Aug-17	<u>\$3,533,748.42</u>

STATEMENT BALANCE AS AT	31-Jul-17	\$5,455,720.78
Plus: Receipts		\$3,678,664.36
Less: Payments		\$5,649,120.91
STATEMENT BALANCE AS AT	31-Aug-17	<u>\$3,485,264.23</u>

Plus: Unpresented Receipts		\$48,513.44
Less: Unpresented Payments		\$29.25
RECONCILED BALANCE AS AT	31-Aug-17	<u>\$3,533,748.42</u>

Cashbook balance as at 31 August 2017:	\$3,533,748.42
Investments held as at 31 August 2017:	\$20,016,415.80
Total Cash & Investments Held as at 31 August 2017:	<u>\$23,550,164.22</u>

The bank balances in each of the funds as at 31 August 2017 are:

General Fund	\$9,515,823.29
Water Fund	\$2,440,299.08
Sewer Fund	\$1,089,710.59
Orana Lifestyle Directions	\$2,006,035.20
Carlinda Enterprises	\$360,738.59
Cooee Villa Units	\$1,362,490.03
Cooee Lodge	\$5,165,189.91
Jack Towney Hostel	\$1,019,722.89
Trust Fund	\$590,154.64

Balance as per Total Cash & Investments Held: \$23,550,164.22

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 186 days @	2.75%	Due on 11-Sep-17	With AMP Bank
(b)	\$1,000,000.00	For 273 days @	2.60%	Due on 01-Mar-18	With AMP Bank
(c)	\$500,000.00	For 183 days @	2.75%	Due on 07-Oct-17	With AMP Bank
(d)	\$1,500,000.00	For 182 days @	2.55%	Due on 26-Feb-18	With AMP Bank
(e)	\$500,000.00	For 184 days @	2.50%	Due on 10-Jan-18	With Bankwest
(f)	\$1,000,000.00	For 151 days @	2.40%	Due on 02-Jan-18	With Bankwest
(g)	\$500,000.00	For 182 days @	2.60%	Due on 04-Sep-17	With Bankwest
(h)	\$500,000.00	For 273 days @	2.50%	Due on 03-Mar-18	With Bendigo
(i)	\$1,000,000.00	For 365 days @	2.65%	Due on 06-Aug-18	With Bendigo
(j)	\$1,000,000.00	For 184 days @	2.60%	Due on 04-Jan-18	With Bendigo
(k)	\$500,000.00	For 183 days @	2.45%	Due on 04-Oct-17	With Bendigo
(l)	\$500,000.00	For 184 days @	2.55%	Due on 11-Jan-18	With Bendigo
(m)	\$1,000,000.00	For 184 days @	2.65%	Due on 22-Sep-17	With BoQ
(n)	\$1,000,000.00	For 184 days @	2.60%	Due on 10-Jan-18	With BoQ
(o)	\$500,000.00	For 181 days @	2.55%	Due on 06-Nov-17	With IMB
(p)	\$1,000,000.00	For 91 days @	2.40%	Due on 27-Nov-17	With IMB
(q)	\$1,000,000.00	For 185 days @	2.65%	Due on 18-Dec-17	With ME Bank
(r)	\$1,500,000.00	For 182 days @	2.50%	Due on 26-Feb-18	With ME Bank
(s)	\$500,000.00	For 365 days @	2.53%	Due on 02-Aug-18	With NAB
(t)	\$1,000,000.00	For 365 days @	2.60%	Due on 05-Apr-18	With NAB
(u)	\$1,000,000.00	For 365 days @	2.65%	Due on 07-Sep-17	With NAB
(v)	\$1,000,000.00	For 92 days @	2.46%	Due on 07-Sep-17	With NAB
(w)	\$1,016,415.80		2.31%	At Call	With TCorp
Total Investments:					
\$20,016,415.80					

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>August 2014</u>		
233/14	Aero Park Shed Lease	Being followed up
<u>July 2015</u>		
165/15	SES Accommodation	Awaiting feedback from SES Report to future meeting with plans, funding options and timing.
<u>August 2015</u>		
205/15	Southern phone – provision of telecommunication services	On hold awaiting introduction of NBN
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	In progress – with solicitor
<u>December 2016</u>		
347/16 289/16	Possible land purchase	Awaiting subdivision.
<u>April 2017</u>		
88/17	Proposed development in Shire	Further report to Council as negotiations progress
<u>May 2017</u>		
	Masterplans for Hunter Park	Report to this meeting
70/17 144/17	Proposal to reduce size of shared zone in the IGA car park	Scheduled for painting Friday 15/9/17

June 2017

154/17 121/17	Purchase of land Chelmsford Ave	Purchase progressing
155/17	Land purchase, Miller Street	Subdivision being progressed
156/17	Extension to Jack Towney Hostel	Contract documents being prepared
160/17	Tour de OROC	Council staff liaising with local service clubs to determine arrangements
168/17	Hunter Park Playground	Order placed, installation expected in September
170/17	NSW Local Roads Congress	Letters to be written to relevant Ministers and MPs
171/17	Pigeons	Investigations continuing

July 2017

179/17	Lease negotiations	Negotiations commenced. Verbal update on progress to Closed meeting
187/17	Whole of Council Christmas function	Report to future meeting

August 2017

207/17	Tender 24/17 – Design, supply & Installation of mechanical, hydraulic and electrical services for Bores 1,5, 9	Awarded to Darling Irrigation. Work to commence shortly.
271/17	Outdoor staff picnic	Memo issued regarding general Shutdown. Donation processed.
222/17	Travel Oz Filming	Filming occurred 5 September
223/17	Roads to Recovery Program	Youlbung Road to be discussed
224/17	Wrigley Street Stage III	Listed for consideration in future long term plans
226/17	Fixing Country Roads Program	Deed signed, sealed and returned

230/17	CBD Stage 2	Work to be advertised and businesses advised accordingly
231/17	Windmill Walk extension	Amendment to budget noted
	Motions LGNSW Conference	No motions forthcoming
	Protecting our Places funding	AECG project

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 SEPTEMBER 2017

DEVELOPMENT APPLICATIONS

The following applications were received from 1 August 2017 – 31 August 2017.

DA Number	Received	Applicants Name	Application Description of Work	Property Address
2017/216	04/08/2017	ROBERT JOHN LAING	TRANSPORTABLE DWELLING	37B FARRAR STREET GILGANDRA
2017/217	22/08/2017	SERVCO AUSTRALIA DUBBO PTY LTD	DEMOLITION OF EXISTING SHEDS & REPLACEMENT WITH NEW WORKSHOP	18 WARREN ROAD GILGANDRA
2017/218	29/08/2017	SANDY CREEK FAMILY TRUST	DEVELOPMENT & OPERATION OF A BASALT QUARRY TO PRODUCE UP TO 30,000 CUBIC METRES OF MATERIAL FROM AN AREA <2 HECTARES.	144 OSTLERS LANE COLLIE
TOTAL FOR AUGUST 2017				\$600,000.00
TOTAL FOR 2017				\$4,073,628.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

VILLA UNITS – VALUATION AND SALE

SUMMARY

To seek approval to sign and seal documents associated with Villa Unit sales.

.....

Council has an established practice of having a selection of Villa Units valued by Aspect Property Consultants of Dubbo every two years and has authorised the General Manager and Director Community Development & Services to set prices in line with the valuations received.

Aspect Property Consultants has again valued a selection of units this year.

Given that the previous delegation lapsed on 30 June 2017, another resolution is therefore sought from Council to streamline the sale process and allow documents to be signed and sealed as appropriate.

To ensure good governance, Council is asked to:

- authorise the General Manager and Director Community Development & Services to set sale prices in line with the valuation received until 30 June 2019; and
- authorise the Mayor and General Manager to sign and seal the contracts for sale of Villa units until 30 June 2019.

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

RECOMMENDATION

1. That the General Manager and Director Community Development & Services be authorised to set sale prices in line with the valuation received from Aspect Property Consultants of Dubbo until 30 June 2019.
2. That authority be granted to sign and seal documents associated with the sale of Villa Units until 30 June 2019.
3. That a further valuation of selected units be obtained in March 2019 with a view to updating the valuation and governance requirements by 30 June 2019.

Matthew Wilson
Director Community Development & Services

VILLA UNITS – VALUATION AND SALE

SUMMARY

To seek approval to sign and seal documents associated with Villa Unit sales.

.....

Council has an established practice of having a selection of Villa Units valued by Aspect Property Consultants of Dubbo every two years and has authorised the General Manager and Director Community Development & Services to set prices in line with the valuations received.

Aspect Property Consultants has again valued a selection of units this year.

Given that the previous delegation lapsed on 30 June 2017, another resolution is therefore sought from Council to streamline the sale process and allow documents to be signed and sealed as appropriate.

To ensure good governance, Council is asked to:

- authorise the General Manager and Director Community Development & Services to set sale prices in line with the valuation received until 30 June 2019; and
- authorise the Mayor and General Manager to sign and seal the contracts for sale of Villa units until 30 June 2019.

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

RECOMMENDATION

1. That the General Manager and Director Community Development & Services be authorised to set sale prices in line with the valuation received from Aspect Property Consultants of Dubbo until 30 June 2019.
2. That authority be granted to sign and seal documents associated with the sale of Villa Units until 30 June 2019.
3. That a further valuation of selected units be obtained in March 2019 with a view to updating the valuation and governance requirements by 30 June 2019.

Matthew Wilson
Director Community Development & Services

GILGANDRA SHIRE LOCAL HERITAGE FUNDING 2017-2018

SUMMARY

To provide information regarding the Local Heritage Funding for 2017-2018.

.....

Mr Ray Christison of High Ground Consulting, Council's long serving Heritage Officer, retired earlier this year. Expressions of interest were called in July and Ms Tanya Cullen of Planning Heritage Services was subsequently appointed to the position.

During July 2017, Gilgandra Shire Council wrote to the owners of items that have been included in the Gilgandra Shire LEP Heritage Schedule and also placed an advertisement in *The Gilgandra Weekly* and the *Toora Bungles* inviting interested residents to apply for a grant from Council's Local Heritage Fund. These grants are to assist with conservation and restoration work. It is recommended that the grants be allocated from the fund based on the recommendations provided by Council's Heritage Advisor.

Letters were sent to private owners of places listed in the Gilgandra Shire LEP Heritage Schedule. Letters were not sent for items located on land owned by State Government, or a public authority (eg railway land). Owners were invited to obtain an information and application package regarding the local heritage fund.

The information provided indicated that grants of up to \$2,000.00 were available from the Gilgandra Shire Local Heritage Fund to assist owners undertake conservation and maintenance works on heritage buildings and places. Owners are required to at least match Council's contribution.

Gilgandra Shire Council has established a budget of \$18,000 for its Local Heritage Fund. If Council manages the fund in accordance with the requirements of the Office of Environment & Heritage, that agency will reimburse up to \$4,000 via a grant at the end of the financial year. One of the key requirements is that the fund be dispersed with regard for the recommendations of Council's Heritage Advisor.

Eleven (11) applications for grants were received relating to the following places:

- Mountain View Hotel, Tooraweenah (Peter Jenkin)
 - Johnsons Gourmet Butchery (Michael Johnson)
 - 2-6 Miller Street (Lorraine Burrell)
 - Idaleigh (Chinnock) Private Hospital (fmr), Gilgandra (Laurie McGrath)
 - Sheep Pavilion, Gilgandra Showground (Ross Barden)
 - Residence, 5 Morris Street (Peter Gaff)
-

- 8 Morris Street, Old Armatree Police Station (Colleen Ball)
- Armatree War Memorial Hall (Ben Chapman)
- 8 Bridge Street, Tooraweenah Prime Lamb Marketing (Julie Sawley)
- Gilgandra CWA (Julie Sawley)
- Edwardian Bungalow, 15 Hall Street (Lois Foran)

Last year 13 applications were approved to receive assistance under the Local Heritage Funding. Unfortunately, only six (6) applicants were able to fully complete and met the conditions for funding. It is proposed under the 2017/18 Heritage Funding that if any approved grants are not issued due to non-completion of a project, that those funds be redistributed to successfully completed projects on a case-by-case basis.

Gilgandra Shire Council's Heritage Advisor, Ms Tanya Cullen, evaluated the applications and has recommended that the grants be dispersed as shown in the table below.

Property	Applicant	Works	Cost	Request	Recomm - ended
Mountain View Hotel, 1 Denman Street	Ashlee Jenkin	Replace tin & guttering	\$4,602.85	\$2,000.00	\$1,800.00
Johnsons Gourmet Butchery	Michael Johnson	Replace roof with zincalume	\$9,430.00	\$2,000.00	\$2,000.00
2-6 Miller Street	Lorraine Burrell	Painting	\$5,280.00	\$2,000.00	\$1,800.00
Idaleigh (Chinnock) Private Hospital	Laurie McGrath	Painting	\$4,000.00	\$2,000.00	\$1,700.00
Sheep Pavilion	Gilgandra Showground Trust	Restore pavilion	\$2,400.00	\$1,200.00	\$1,200.00
Residence, 5 Morris Street	Peter Gaff	Restore front porch & investigate cellar	\$4,000.00	\$2,000.00	\$1,800.00
Old Armatree Police Station, 8 Morris Street	Colleen Ball	Painting	\$4,488.00	\$2,000.00	\$1,800.00
Armatree War Memorial Hall	Ben Chapman	Painting	\$2,277.00	\$1,138.50	\$1,130.00
8 Bridge Street	Julie Sawley	Building maintenance	\$4,947.40	\$2,000.00	\$1,700.00
Gilgandra CWA, 3 Warren Road	Julie Sawley	Painting & Building maintenance	\$2,081.00	\$1,040.00	\$1,040.00
Edwardian Bungalow	Lois Foran		\$6,000.00	\$2,000.00 (max \$2k)	\$1,700.00
			\$	\$19,378.50	\$17,670.00

MEETING OF: GILGANDRA SHIRE COUNCIL (LATE)
HELD ON: 19 SEPTEMBER 2017

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	There is an established budget of \$18,000 for the Local Heritage fund. At the end of the financial year it is expected that Council will receive a grant of up to \$4,000 from the Office of Environment & Heritage.
<u>Delivery Program Actions</u>	3.1.2.2 Develop heritage initiatives that provide support and financial assistance to property owners.

RECOMMENDATION

That \$17,670 from the Gilgandra Shire Council Local Heritage Fund 2017/18 be distributed as recommended in the report.

Lindsay Mathieson
Director Environmental Services

WRITTEN OFF PLANT

SUMMARY

To advise that plant P00184, a 2010 UD Prime Mover has been “written off” by Council’s Insurers following an incident.

.....

On 7 August 2017, it was reported that a grader had backed into Plant Number P00184, a UD Prime mover operating as a Water Cart. Whilst no personal injury was sustained to Council employees, the truck initially appeared to have superficial damaged on the left hand side of the cabin.

An insurance quotation was prepared by Royans Dubbo Pty Ltd (Truck Repairs) and whilst the appearance of the damaged seemed relatively insignificant, major damage was discovered to the truck’s cabin structural integrity.

A quotation of \$61,774.06 was submitted to Council’s insurers, Zurich Australian Insurance Limited, to repair the truck. The market value of the truck was \$82,500 and as a consequence, the Insurers declared the truck “to be beyond economic repair” and have offered the following as a cash settlement:

Market value -	\$82,500.00
less	\$7,500.00
less Excess	\$2,000.00

SETTLEMENT - \$ 75,000.00 (exclusive of GST)

The UD Prime mover was purchased new in 2011 for a cost of \$182,308 plus GST.

As a water cart is an integral part of our road crew operations, it is necessary to replace this vehicle as soon as possible.

The subject truck was not scheduled for consideration of replacement until 2020/21.

It is proposed that the purchase of a new grader under the 2017/18 Plant Replacement Plan at this stage of the budget year be postponed and reconsidered later in the budget year or in a future budget year and that the subject truck be replaced immediately.

It is envisaged that a new truck satisfying the prepared specification requirements would cost approximately \$210-\$220,000. However, the purchase of a well maintained second hand truck also complying totally with the prepared specification would be in the vicinity of \$90-\$100,000.

It is acknowledged that the replacement of the subject truck be subject to tender so it is suggested that the tender include provisions of a new or second hand truck satisfying the specification.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	In the adopted plant replacement program, the estimated change over price of the grader was \$210,000. If the new truck costs \$220,000 then the plant replacement allocation should realise a savings of \$65,000, allowing for the insurance payment.
<u>Delivery Program Actions</u>	6.1.2.8 Plant fleet maintained and updated to reflect need.

RECOMMENDATION

1. That the 2017/18 Plant Replacement Program be amended to include retention of Grader No.03 for replacement consideration at a future date.
2. That a tender be advertised providing for the acquisition of a new and/or second hand Prime Mover to replace Plant No 183.

Rolly Lawford
Director Works & Technical Services
