

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 19 December 2017 at 4.00pm** with Mr Ashley Albury from the NSW Department of Premier & Cabinet addressing the meeting.

Agenda

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

(5) Apologies

(6) Declarations of Interest:

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

(7) Confirmation of Minutes:

- Ordinary meeting held on 21 November 2017 (circulated previously)

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

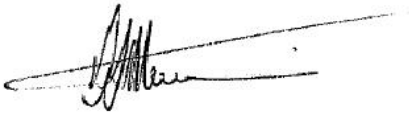
The following matters are listed to be considered in Closed Council in line with the confidentiality policy of Council and Clause 10A (2) of the Local Government Act, 1993, relating to:

- (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
 - Inland Rail Resourcing Strategy (d)
 - Possible sale of land (c)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence

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

David Neeves
General Manager

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 - 30/17
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:

22/11/17	Tooraweenah Management Committee Meeting (Cr Mockler)
22-24/11/17	Aust Rail Association Conference, Brisbane
28/11/17	Local Licensees meeting
28/11/17	LGNSW Cultural Workshop
28/11/17	Local Emergency Management Committee meeting
30/11/17	Morning tea with Flora Reserve Trust members
30/11/17	OROC dinner, Narromine
1/12/17	OROC AGM and meeting, Trangie
2/12/17	Warrumbungle Shire Mayor's Christmas function, Coonabarabran
3/12/17	Gilgandra sponsored Trotting meeting, Dubbo
4-6/12/17	LGNSW Annual Conference, Sydney
5/12/17	Castlereagh Macquarie County Council meeting with Executive Officer of Local Government
6/12/17	Meeting with Local Member and Graincorp representatives
6/12/17	Meeting with Infrastructure NSW
7/12/17	Inspection of Lendlease facility, Rutherford
7/12/17	Meeting with Bannister's Transport representatives
8/12/17	CSU graduation ceremony, Dubbo (Cr Walker)
8/12/17	Official opening of Hunter Park playground
8/12/17	Gilgandra High School presentation ceremony
8/12/17	NDRRA contractors' wind up function
9/12/17	Orana Living clients and family Christmas function
12/12/17	Volunteers' Christmas party
12/12/17	ARTC Stakeholder engagement meeting
13/12/17	Traffic Committee meeting
13/12/17	Prime News – annual wrap up interview

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14/12/17	Gilgandra Public School presentation ceremony
14/12/17	Tooraweenah Public School presentation ceremony
16/12/17	Combined Council Staff Christmas party
19/12/17	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

GILGANDRA SES CONTROLLER POSITION

SUMMARY

To advise of the resignation of Mr Michael Foran as the Gilgandra SES controller and consider appointment of a replacement to the position.

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Mr Michael Foran has carried out the role of local SES Controller for several years now and has recently advised his intention to step down from the position, effective 1 January 2018. Mr Foran has shown a real commitment to the position and worked tirelessly to maintain and train the volunteers and I suggest a suitable presentation should be arranged for Mr Foran in the near future.

Mr David Monk, Regional Controller of the SES, has advised the position has been advertised with applications only just closed. Additional information on the recommendation for the replacement SES Controller should be available at the meeting.

Principal Activity Asset Management and Service Delivery

Policy Implications Nil

Budget Implications

Delivery Program Actions **6.1.3.1**
 Support local emergency and rescue agencies in their delivery of services to the Gilgandra Shire area

RECOMMENDATION

1. That, pending further information from the Regional SES Controller, Council determine a replacement Gilgandra SES Controller for the ensuing period.
2. That a suitable presentation be arranged for Mr Foran in recognition of his contribution and commitment to the role.

David Neeves
General Manager

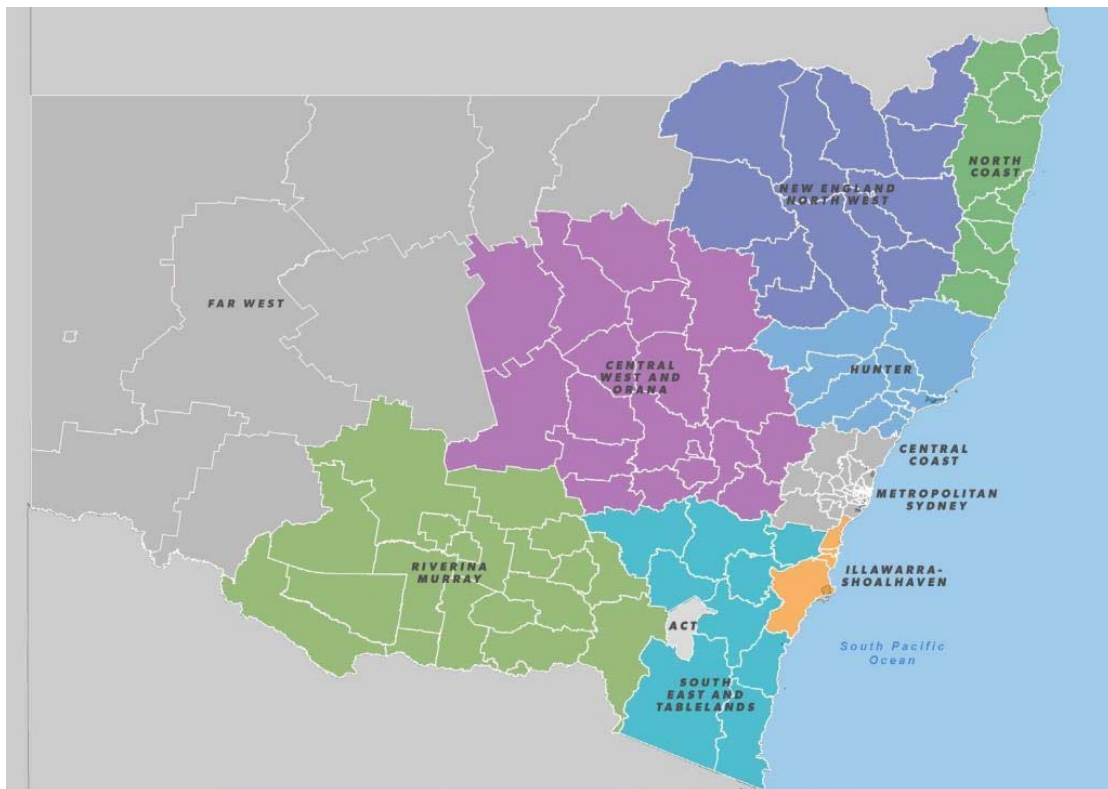
JOINT ORGANISATIONS

SUMMARY

To determine Council's position in relation to regional Joint Organisations.

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The NSW Government has continued to promote Joint Organisations (JOs) as an important part of the local government reform program. JOs are a vital part of the NSW Government's plan to strengthen councils and communities in regional NSW.



JOs will focus on issues that matter most to regional communities such as building strong businesses, creating jobs, securing water supplies, improving regional transport and developing community infrastructure, services and facilities.

JO key criteria includes:

- Align with, or nest within one of the State's planning regions.
 - Demonstrate a clear community of interest between member councils and regions.
 - Not adversely impact on other councils or JOs (eg leaving too few councils to form a JO)
 - Be based around strong regional centre or centres.
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- Be of appropriate size and capacity to partner with NSW Government and Commonwealth Government agencies and other organisations.
- They are designed to help connect local priorities from local councils' Community Strategic Plans with regional planning for growth, infrastructure and economic development and provide a means of delivery projects across council boundaries.

JOS will undertake three core functions Regional Strategic Planning and priority setting, Intergovernmental collaboration, Regional Leadership and advocacy.

The JO Model was developed in partnership with local councils through a pilot program in five regions during 2015.

The proposed model and tools to support implementation were consulted on in June and July 2016 through consultation and regional visits by Office of Local Government.

A Joint Organisation Evaluation report and JO Pilot Evaluation summary has been released by Office of Local Government.

OROC has responded to three consultation papers for Joint Organisations released by NSW Government:

- i) Emerging Directions (October 2015);
- ii) Towards a new model for regional collaboration (July 2016) and
- iii) Joint Organisations: Getting the boundaries right (September 2016).

Joint Organisations were planned to be rolled out by NSW Government during 2017 following the chosen five Pilot Regions program during 2015/2016.

A timeline provided by NSW Government in 2016 for Joint Organisations is as follows:

2016

- Consult and decide on final JO model.
- Refine options for non-core activities
- Test the model in two early starter regions – Pilot regions can continue
- Finalise merger proposal process and boundaries
- Amend legislation

2017

- Establish JOs in remaining regions
 - Work with the new governance and planning framework
 - Monitor roll out and results
 - Embed JOs with the State's regional governance, planning and delivery framework.
-

Current

On Friday 3 November 2017, Deputy Premier and Minister for Regional NSW John Barilaro and Minister for Local Government Gabrielle Upton announced the NSW Government will introduce new laws to allow councils in regional NSW **to voluntarily create new Joint Organisations in 2018**.

The Local Government Amendment (Regional Joint Organisations) Bill 2017 was introduced into NSW Parliament on Tuesday, 14 November 2017 and will allow councils to form new partnerships and work on projects that cross geographical borders. This Bill was passed by the NSW Parliament on Wednesday, 22 November 2017.

The core function of Joint Organisations will be strategic planning, priority setting, intergovernmental collaboration and regional leadership and advocacy.

During November 2017 Office of Local Government has released a FAQs sheet for JOs (see separate attachment) and a brochure titled *How JOs work and next steps for councils*.

The following issues were raised at OROC for consideration and relate to the information currently available from Office of Local Government and the Local Government Amendment (Regional Joint Organisations) Bill 2017.

Issues raised

Boundaries

- a) JOs will only be established where the relevant councils agree to join. At this point, the option to participate in a joint organisation will be available in regional planning areas only and does not include the Far West and the Central Coast. Councils that are members of a JO will get a seat at the table in Planning and Infrastructure and Investment for the region and access to better ways for getting things done in partnership with State agencies and other key stakeholders.

Comment

OROC Member Councils comprise 12 members and this includes the Far West Councils of Bourke, Brewarrina, Cobar and Walgett. The area is based on its natural fit of well-established communities of mutual interest linked to and supported by the regional centre of Dubbo. Dubbo Regional Council is the largest council within the region – it is significantly large and has greater capacity than any council within the Far West Planning Region.

The current OROC region has well established links, networks and relationships that are meaningfully connected. At the OROC Board Meeting held 30th September 2016 the OROC Board supported that the membership of the Far West (Bourke, Brewarrina, Cobar and Walgett) continue as members.

The existing Lower Macquarie Water Utilities Alliance is highlighted throughout the State as an example of how an alliance has returned maximum benefit to the community and to the members. It includes membership of Central Darling Council (which is outside the current OROC and LMWUA boundary).

In all submissions to the State Government, OROC has maintained the JO region should be based on the current OROC boundary to allow it to work effectively with no adverse impacts on adjoining councils or Far West Councils.

Membership

- b) Those Councils that do not participate in a Joint Organisation (as it is voluntary by nature) what restrictions if any will Councils incur?

Comment

Will there be exclusions from funding programs offered by State and Federal Government?

Will there be exclusions from councils being able to access TCorp loan facilities?

- c) OLG has advised that proposals for a Joint Organisation must be received by 28th February 2018.

Comment

This is a challenging timeframe given that each Council must seek approval of inclusion to a joint organisation area 28 days prior to 28th February 2018.

- d) Joint Organisations will be able to invite neighbouring councils, county councils and other organisations to participate as non-voting members of the JO.

Comment

Will this membership include/exclude the Far West, LMWUA and OROC?

Governance

- e) Councils will be represented by the Mayor only – there is scope to have additional elected representatives if councils agree.

Each JO Board will vote for the Chair and each Member Council will have equal voting rights.

Comment

In OROC's submission to the discussion paper '*Joint Organisations – Emerging Directions*' OROC discusses the composition of the Board and governance (voting and decision making arrangements) to remain as reflected in the current OROC model -Mayor and General Managers one vote each.

This model is considered by OROC as the most effective and eliminates any possible influence of politics and parochialism which may undermine the outcomes of a JO. This proposed model is supported by an advisory committee of General Managers that provide technical and professional expertise to support operations and strategic direction of a JO.

- f) JOs will be statutory corporations that do not represent the Crown.

Definition: **LOCAL GOVERNMENT ACT 1993 - SECT 220**
220 LEGAL STATUS OF A COUNCIL

(1) A council is a body politic of the State with perpetual succession and the legal capacity and powers of an individual, both in and outside the State.

(2) A council is not a body corporate (including a corporation).

(3) A council does not have the status, privileges and immunities of the Crown (including the State and the Government of the State).

(4) A law of the State applies to and in respect of a council in the same way as it applies to and in respect of a body corporate (including a corporation).

Comment

OROC has addressed in all three written submissions to the State Government that a JO must not become a **fourth tier of government** and that functions should not be prescribed by legislation, is not burdened by red tape, is affordable to manage, is protected by changes to the NSW Local Government Act and has less onerous reporting responsibilities.

Does a statutory corporation allow a fourth tier of government to develop?

Funding

- g) \$3.3 million seed funding to support those Councils that wish to establish and participate in a Joint Organisation. The 5 Pilot Regions that received \$300,000 each in 2015/16 to participate will also be given the opportunity to be re-funded.

Comment

Long term recurrent funding from the State may be critical for the long term viability of Joint Organisations, considering the range of activities and expectations to be placed on JOs.

Strategic Direction

- h) Section 400R provides that JOs strategic regional priorities need to be set by reference to the relevant strategic plans of member councils and the State Government. The bill does not require consistency between the three areas of strategic planning, but it ensures that they will not exist in isolation from each other.

Service Delivery

- i) Section 400S extends the potential role of each JO. It confers on JOs the ability, with the agreement of member councils, to **engage in service delivery** to or on behalf of councils, including **capacity building** for councils themselves. This gives JOs the option of providing councils with services eg: shared services where councils choose to assign those services to the joint organisation. For example services may include IT, HR Management, Waste Services Management, Library services and community strategic planning.

Comment

OROC's submissions have discussed the service delivery functions provided by county councils can be linked to JOs in a similar way that they link to individual councils; OROC has not showed any genuine interest for JOs delivering service functions to the region.

Intergovernmental Collaboration

- j) Section 400R (1) (c) a joint organisation must also focus on opportunities available to it for collaborating with other agencies and taking up those opportunities. There are a number of State agencies which are ready to work with joint organisations and this will be facilitated through a State agency working group and regional leadership groups across New South Wales. These forums will help new joint organisations connect and collaborate with State agencies, bringing projects and **funding operations** directly to local government.

This proposed joint organisation **model is to make it easier to deliver important projects** across council boundaries including jobs, education, transport, secure water supplies, roads, bridges, other vital services and infrastructure.

Comment

The position put forward by OROC in its three submissions is that service delivery and delegation of functions (see item k below) creates genuine concern across this region. JOs can become a dumping grounds for compliance based or other activities of local government or unwanted activities of State Government, and will lead the JO to become a fourth tier of government.

Items [4] to [7] of schedule 1 to the bill will allow member and neighbouring councils to delegate functions to a joint organisation if agreed to by the joint organisation.

At the OROC meeting on 1 December 2017, Melissa Gibbs from Office of Local Government, Member for Barwon Kevin Humphries and Ashley Albury NSW Department of Premier and Cabinet led discussions in respect to Joint Organisations. Key points of interest are listed below:

- There has been strong support from the Local Government sector in the establishment of Joint Organisations.
- The 3 core functions of a Joint Organisation have now been legislated - Joint Organisations will be able to undertake expanded and additional activities as required. Councils will be able to devolve responsibilities to a JO; however this must be agreed by the JO and members.
- Office of Local Government (OLG) and NSW Premier and Cabinet have been working closely together during the local government reform process and both agencies will have an intrinsic role in establishing Joint Organisations across regional NSW.
- A JO will be an entity in its own right (body corporate under the LG Act) therefore it will require an ABN, it will need to appoint an Executive Officer and be declared as non-national employer, any additional employees (of a JO) will be engaged under the Local Government Award.
- \$3.3 Million contribution from State Government will be split across regional NSW to assist the establishment of JOs.
- The Local Government (Regional JO) Amendment Bill allows Councils to voluntarily join a Joint Organisation. The process involves a Council to make a resolution to join as a member of a Joint Organisation; the Minister for Local Government can only assign a Council to a JO if such Council has passed a resolution.
- Far West Councils have been invited to join a JO of their choice or form their own JO.
- There are a number of phases to come before Joint Organisations are operational by 1 July 2018:
 - Correspondence has been sent to all Far West Councils inviting them to join as a full member of a JO.
 - Remaining Mayors (outside of Far West) will all receive correspondence from Minister for Local
 - Government and Deputy Premier inviting them to join a JO.

- Correspondence will be sent to each General Manager Chief Executive Office of Local Government that will provide guidance and support (Starter Pack) in respect to making a decision/resolution to join a Joint Organisation.
- Staff from Office of Local Government can attend council workshops and assist with facilitation and guidance in respect to Councils' determining a position to join a Joint Organisation.

GM's Comments

There is some scepticism across the region about the introduction of JO's. The regulations governing JO's have not been made publically available which is creating some uncertainty. In many ways committing to the formation of a JO, effectively replacing OROC, means we are commencing a journey without knowing the destination however I don't think this is something to be feared. Gilgandra Shire Council has always been a strong advocate for regional collaboration and the JO presents an opportunity which should be embraced. Given that the formation of a JO is voluntarily, I believe that it is advantageous for our Council to be on the front foot and be a leader in shaping its charter, resourcing needs and projects. We already have lots of work with the inland rail and the regional development funds and an additional project like this is untimely and it may be difficult to provide it the time if the workload demands are greater than the current OROC format.

Principal Activity

Representation and Collaboration
Strategic Leadership

Policy Implications

Nil

Budget Implications

Delivery Program Actions

8.1.1.1 Maintain active relationships with Orana
Regional Organisation of Councils

RECOMMENDATION

That Council agree, in principle, to form a Joint Organisation (JO) on the provision that:

1. The JO does not require any more commitment from the General Manager and the Mayor than what currently exists with the OROC format;
 2. That the JO be formed with current OROC member Councils being considered as full members;
 3. That Dubbo Regional Council (DRC) commit to being included in the JO;
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4. That the current human resourcing model and workload of OROC remain as is with the JO format;
5. That Council reserve the rights to change its position subject to the publication of the regulations governing JO's; and
6. That a report be submitted to a future meeting for a final decision subject to further information being released by the State Government and the finalisation of the associated regulations.

David Neeves
General Manager

LOCAL GOVERNMENT REMUNERATION TRIBUNAL

SUMMARY

To advise the Local Government Remuneration Tribunal has commenced its review for the 2018 annual determination.

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The following information has been received:

Pursuant to s. 241 of the *Local Government Act 1993* (LG Act), the Tribunal is required to make an annual determination, by no later than 1 May 2018, on the fees payable to Councillors and Mayors to take effect from 1 July 2018.

As is the usual practice the Tribunal will also review the minimum and maximum fee levels for each category. In accordance with section 242A of the LG Act the Tribunal is required to apply the Government's public sector wages policy to the determination of ranges of fees for Councillors and Mayors.

Categorisation

In 2017 the Tribunal determined a new categorisation model for remuneration purposes. Each of the 128 councils (either new or existing) was allocated into one of the following nine categories:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

Non-metropolitan

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

At the time of making the 2017 determination the Tribunal noted that a number of further merger proposals were on hold as a consequence of legal action taken by councils covered by these proposals. On 27 July 2017 the Premier, the Hon Gladys Berejiklian MP, issued a media release which advised that, due to the protracted nature of those legal challenges and the impact on ratepayers, that the following proposed mergers would not proceed:

- Burwood, City of Canada Bay and Strathfield Municipal councils
- Hornsby Shire and Ku-ring-gai councils
- Hunter's Hill, Lane Cove and City of Ryde councils
- Mosman Municipal , North Sydney and Willoughby councils
- Randwick City, Waverley and Woollahra Municipal councils.

While the Tribunal is only required to review the categorisation every three years, given the changed circumstances, if requested, the Tribunal will review the allocation of the above metropolitan councils into the existing categories.

Any requests for a review should be supported by evidence which would indicate that the council is more appropriately allocated in to another category based on the criteria. The Tribunal does not intend to alter the groups or the criteria which apply unless there is a very strong case to do so. The criteria for each of the categories are outlined on pages 12 to 15 of the 2017 determination.

Submissions

The Tribunal invites submissions from individual councils in respect of categorisation, fees and any general matters as part of this review. Any submission the Council may wish to make should be received by no later than 30 January 2018 and should be emailed to catherine.power@psc.nsw.gov.au.

Please note that any material provided to the Tribunal may be made available to any member of the public under the *Government Information (Public Access) Act 2009*.

As part of the annual review the Tribunal will seek to meet with Local Government NSW, as it does each year, to receive a sector wide view for local government in NSW.

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

RECOMMENDATION

That Council determine whether to make a submission in respect of categorisation, fees or any general matters.

N J Alchin
Director Corporate Services

DRAFT CODE OF MEETING PRACTICE FOR LOCAL COUNCILS IN NSW

SUMMARY

To advice of consultation on the draft Model Code of Meeting Practice for Local Councils in NSW.

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In its circular 17/40, the Office of Local Government has advised that consultation on the draft Model Code of Meeting Practice for local Councils in NSW is underway.

New or changing items include:

- Amendments made to the Local Government Act 1993 (the Act) in August last year by the Local Government Amendment (Governance and Planning) Act 2016 provide for a model code of meeting practice (Model Meeting Code) to be prescribed by regulation.
- The Office of Local Government (OLG), in consultation with councils, has prepared a consultation draft of the proposed Model Meeting Code. Once this is finalised, it will replace the meeting rules currently prescribed in the Local Government (General) Regulation 2005 (the Regulation).
- Once the Model Meeting Code is finalised, councils will be given a period of 6 months in which to adopt a code of meeting practice based on the Model Meeting Code.

The Office of Local Government is currently inviting submissions from councils and other stakeholders on the consultation draft of the Model Meeting Code, a copy of which is available on OLG's website at www.olg.nsw.gov.au.

The Model Meeting Code has two elements:

- It contains mandatory provisions (indicated in black font) that reflect the existing meetings provisions of the Act and adapt those currently contained in the Regulation. The existing meetings provisions of the Regulation have been updated and supplemented to reflect contemporary meetings practice by councils and to address ambiguities and areas of confusion in the existing provisions based on feedback from councils.
- It contains non-mandatory provisions (indicated in red font) that cover areas of meetings practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions will also operate to set a benchmark based on what OLG sees as being best practice for the relevant area of practice.

In making submissions on the draft Model Meeting Code, OLG would welcome feedback from councils on whether any of the proposed non-mandatory provisions should be mandated. If there is a sufficient body of support for these from councils, these may be made mandatory in the final version of the Model Meeting Code.

Submissions are to be made by close of business on Friday, 16 March 2018.
Key points

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

RECOMMENDATION

That Council determine whether to make a submission on the draft Model Code of Meeting Practice for Local Councils in NSW.

N J Alchin
Director Corporate Services

**CONSIDERATION OF DEVELOPMENT OF A CULTURAL SERVICES
ACTION PLAN**

SUMMARY

To consider developing a Cultural Services Action Plan for this term of Council.

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On 28 November 2017 Local Government NSW conducted an introductory workshop for Council in Gilgandra aimed at learning how cultural services can benefit Council and the community in vital ways.

The workshop covered:

- Can we plan culture?
- Why is planning cultural services important?
- How do you develop a cultural plan?
- Measuring cultural outcomes.

The workshop was attended by the Mayor, Cr Naden, Cr Wrigley, Director Community Services, Director Corporate Services, Cultural Officer, Cooee Heritage Centre Manager and the Director of Community Services from Coonamble Shire Council.

The goals of the workshop were to give participants:

- A mutual understanding of what is culture in local communities and what are cultural services in Council.
- An understanding that planning for and evaluating cultural services makes them better and articulates their value to the community and awareness that culture can create cultural outcomes as well as economic ones.

At the conclusion of the workshop a discussion ensued with the facilitators on challenges facing Council in the area of culture and in particular the future of the Cooee Heritage Centre Galleries and the levels of involvement/commitment by Council to community events.

The facilitators and participants generally agreed that it is an appropriate time for Council to discuss in detail its position in relation to its involvement in Culture. If Council determines to develop a cultural action plan, the next step would be to hold a workshop with Council with the intention of documenting a draft plan setting out actions for this term of Council. It is suggested that engaging the services of LGNSW to facilitate the workshop would streamline the process and provide valuable independent expertise and input.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Costs associated with engaging LGNSW to facilitate a workshop estimated at \$2000 plus travel costs
<u>Delivery Program Actions</u>	4.2.1.1 Develop, maintain and regularly review strategic plans in line with Integrated Planning requirements.

RECOMMENDATION

1. That Council develop a Cultural Action Plan.
2. That Council engage the services of LGNSW to facilitate a workshop with Council aimed at developing a draft Cultural Action Plan for adoption by Council.

N J Alchin
Director Corporate Services

**GILGANDRA SHIRE ECONOMIC DEVELOPMENT STRATEGY OR
ACTION PLAN**

SUMMARY

To determine if Council is to proceed with an Economic Development Strategy or Action Plan.

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At a workshop on 17 November 2017 Gretchen Armitage from Business Sense presented on the options available to Council for the development of an Economic Development Strategy or Action Plan.

It is believed that there is consensus that a formalised strategy is possibly not needed. The reason for this is that Council has a fairly clear direction for economic development, significant community consultation has been undertaken with the IP&R and Community Strategic Plan. The research and analysis phase of a full strategy is possibly only going to provide a level of information that we are already aware of.

What remains is a gap as an independent view of the Council and community aims, actions and issues and bringing these together in a short action plan.

This Council has shown a keen interest and intent in the Economic Development area. It is important there are some key measurable outcomes to report against and possibly more importantly, a shared and agreed vision for set periods of time.

The danger is, if these actions are not agreed upon in the near future, Council run the risk of not being on the same page and people not feeling included in the direction that is set. The rationale behind an independent undertaking with this work is to allow that conversation to take place without staff ruling in our ideas.

Adding a level of complication to the issue is the Regional Economic Development Strategy process being undertaken by the NSW State Government. This process will deliver some high level strategies that is essential for the government funding programs and future planning but is unlikely to deliver focused and detailed actions and ideas at a delivery level.

There are really two decisions to be made. Does Council agree on the need for an Economic Development Action Plan? If the answer is yes, do they want independent input into that process or does Council want it completed internally using existing staff to facilitate?

Gretchen Armitage, who presented at the workshop has a company based in Bathurst called Business Sense. She has a background as an Economic Development Manager in several Councils in this region. Business Sense has completed Economic Development Plans for Tamworth Regional Council, Lachlan Shire Council and recently completed Narromine Shire Council.

In addition, the business has completed a number of plans for Councils as part of the IP&R framework and also an extensive grant application and business case preparation for a number of councils.

<u>Principal Activity</u>	Growing Economy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$10,000 from the Economic Development Budget
<u>Delivery Program Actions</u>	5.1.3.1 Work collaboratively with industry and stakeholders to develop an Economic Development Plan

RECOMMENDATION

That Council engage *Business Sense* to undertake an independent facilitated workshop with Council with the aim of delivering a three (3) year Action Plan and a ten (10) year Economic Goals Statement.

N J Alchin
Director Corporate Services

BUILDING BETTER REGIONS FUND

SUMMARY

To advise Council of the intentions to lodge an application for Inland Rail and issue an opportunity for planning under the Federal Government Building Better Regions Fund.

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An application is being prepared under the Building Better Regions Fund – Community Investment Stream to focus on the planning and development around Inland Rail. The stream of funding is specifically for planning and study activities to assist growth and improve regional communities.

There may be a matching contribution required by Council, however a lot of work has already been done that may be able to be wrapped into the Council contribution.

It is anticipated the final application will be for \$100,000, meaning a maximum contribution of \$25,000 if successful.

<u>Principal Activity</u>	Growing Economy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	A potential for a \$25,000 matching contribution
<u>Delivery Program Actions</u>	5.1.5.2 Maximise Economic Benefit of Inland Rail Construction and ongoing operations

RECOMMENDATION

That Council note the intention to lodge an application under the Building Better Regions Fund – Community Investment Stream for a total of up to \$100,000.

N J Alchin
Director Corporate Services

(UR.631.1, UR.641.1)

INTERSECTION IMPROVEMENT - MYRTLE AND WAMBOIN STREETS

SUMMARY

To seek Council's endorsement for the removal of the centre median located in the centre of Myrtle Street at its intersection with Wamboin Street.

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It has been raised by concerned residents and an on-site inspection has confirmed concerns regarding the centre median and its close proximity to a power pole at the intersection of Myrtle and Wamboin Streets.

It is obvious from inspection that the median has been hit a number of times by vehicles as the sides of the median are badly "bruised" with black rubber markings. The overall condition of the median is also considered to be poor.



On the western most section of the median the "Keep Left" sign, established on a pole rubber base has also been run over a number of times.

The power pole located on the south-western side of the intersection has a number of "scars" from where large vehicles have contacted with the outside edge of the pole. It is assessed that the pole is not in the best of condition however, it is considered that if a replacement pole was installed, it too would quickly become scarred. It would also be very difficult to relocate the said pole because of the four-directional multiply power lines in the vicinity.

This centre median does not serve as protection for very many pedestrians as there are no footpaths leading up to this intersection. The nearest footpath is on the eastern side of Wamboin Street and predominately used for north/south pedestrian traffic. As part of the Myrtle Street reconstruction works in 2015, the median on the opposite side of the road to the one above was removed and has not been reinstated. There has been no known detrimental impact from the permanent removal of this median.

It is therefore considered that the centre median located on the western side of the Wamboin and Myrtle Streets intersection be removed at the earliest convenient time.

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

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	The cost will be absorbed by the traffic facilities allocation
<u>Delivery Program Actions</u>	6.2.1.2: Provide and maintain road access for all residents except during periods of extreme weather

RECOMMENDATION

That the centre median located on the western side of the intersection of Wamboin and Myrtle Street be removed.

Rolly Lawford
Director Infrastructure

**2017/18 ROADS TO RECOVERY PROGRAM & RURAL ROADS
ADDITIONAL ALLOCATION PROGRAMS – MINOR AMENDMENTS**

SUMMARY

To advise of minor changes/addition to the bitumen reseal component of the 2017/18 Roads to Recovery and Rural Roads Additional Allocation program of works.

.....

Subject to the following resolutions concerning the 2017/18 Roads to Recovery and Rural Roads Additional Allocation program, minor changes have been made to the two programs.

RESOLVED – 60/17 – 21 March	<i>Cr Mockler/Cr Naden</i>
<i>That Council endorse the 2017/18 Rural Road Addition Allocation Program, in line with approved budget allocations, which includes the following works:</i>	
<i>Sealed Local Roads</i>	
<i>1a. Armatree Road, Segment 08 – Bitumen Reseal</i>	
<i>1b. Mialla Road, Segment 00 (First 1,500 m) – Bitumen Reseal</i>	
<i>1c. Bellingers Road, Segment 00 (First 100 m) – Bitumen Reseal</i>	
<i>1d. Balladoran Railway Road, Segment 14 (Last 300 m) – Bitumen Reseal</i>	
<i>Unsealed Local Roads</i>	
<i>2a. Tonderburine Tooraweenah Road, Segment 02 - Gravel Resheet</i>	
<i>2b. Tooraweenah Road, Segment 28 - Gravel Resheet</i>	

RESOLVED – 223/17 – 8 August	<i>Cr Peart/Cr Walker</i>
<i>1. That the 2017/18 Roads to Recovery Program for bitumen seals and gravel resheets, be adopted with the exception of Youlbung Road.</i>	
<i>2. That Councillors be included in an inspection of Youlbung Road.</i>	
<i>3. That a detailed condition report on Youlbung Road, including traffic counts and asset ratings, be presented to Council's September meeting for further consideration.</i>	

RESOLVED – 289/17 – 17 October	<i>Cr Peart/Cr Naden</i>
<i>1. That the stabilisation of Segment 04 of Youlbung Road not be completed under 2017/18 Roads to Recovery Program; instead the four culverts within Segment 20 of the Tooraweenah Road be widened/replaced at a cost of \$66,000.</i>	
<i>2. That Council note segment 28 of East Coonamble Road was completed instead of segment 30 as previously outlined within the 2017/18 Roads to Recovery Program.</i>	
<i>3. That a further report be presented on the expenditure of the Regional Road Reserve monies.</i>	

The changes do not have a detrimental effect on either budget. Because of duplications in the initial programs (Armatree Road Segment 08, West Mialla Road Segment 00, Balladoran Rail Road Segment 14 and Bellingers Roads Segment 00) the following roads have been added to the Rural Roads Additional Allocation Program:

- East Coonamble Road Segment 04,
- National Park Road Segment 14; and
- Balladoran Rail Road Segment 00

The roads and segments to be resealed in February and funded from the 2017/18 Roads to Recovery (R2R) and Rural Roads Additional Allocation (RRAA) programs are as follows:

2017/18 Roads to Recovery Program

Road Name & Segment No.

Collie Road Segment 10
National Park Road Segment 18
Yarrandale Road Segment 12
Armatree Road Segment 08
Armatree Road Segment 10
Bearbong Road Segment 10
Leeches Creek Road Segment 02
Milpulling Road Segment 02
West Mialla Road Segment 00
Bellingers Road Segment 00
Balladoran Railway Road Segment 14
Farrar Street, Federation Street to Marshall Street
Pearl Street, Warren Road to Wrigley Street
Waugan Street, Willie Street to Deri Street
Wrigley Street, Station Street to Wamboin Street
Howard Place, Oxley Highway to Butler Street

2017/18 Rural Roads Additional Allocation Program

Road Name & Segment No.

East Coonamble Road Segment 04
National Park Road Segment 14
Balladoran Railway Road Segment 00

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

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	6.2.1.04 - Maintain and construct streets and roads in accordance with Council's adopted road classifications 6.2.1.06 - Undertake annual Road to Recovery program

RECOMMENDATION

That revised list of roads to be bitumen resealed from within the 2017/18 Roads to Recovery (R2R) and Rural Roads Additional Allocation (RRAA) programs be endorsed.

Rolly Lawford
Director Infrastructure

(UR.618.1)

FEDERATION STREET REHABILITATION – STAGE 1
(CASTLEREAGH HIGHWAY TO BENCUBBIN STREET)

SUMMARY

To provide an update with progress of the Federation Street/Road rehabilitation project from the Castlereagh Highway to Bencubbin Street.

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The Federation Street rehabilitation project is comprised of Federation Road (RLR301) and Federation Street (ULR618).

The total cost of this project to date (inclusive of committed costs) is \$285,170.

Due to the anticipated increased truck usage for the 2017 harvest period and thus the planned reduction in the work program over this period, minimal work has been undertaken on this project since the previous Council meeting.

It is anticipated that the rehabilitation of Federation Street/Road will recommence during the early part of 2018.

<u>Principal Activity</u>	Asset Management & Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil budget implications
<u>Delivery Program Actions</u>	6.2.1.04: Maintain and construct streets and roads in accordance with Council's adopted road classifications

RECOMMENDATION

That the report be noted.

Rolly Lawford
Director Infrastructure

GILGANDRA WATER & SEWER SYSTEM – UPGRADE APPLICATION

SUMMARY

To provide the Council with the knowledge of the New South Wales (NSW) State Government's offer to aid the upgrade/replacement of Council's deteriorating water system and sewer system major infrastructure items.

.....

Further to the report to the Council meeting conducted on 17 October 2017 and resolution 292/17 the NSW State Government Department of Primary Industry advised earlier this week of the success of Council's *Expressions of Interest (EOI)* submission for the Co-Funding (DPI 75% / GSC 25%) of the preparation of business cases for the **Safe and Secure Water Program** relevant to both the Gilgandra Water Supply and Sewer System.

It is estimated and the *EOI* expressed the view that the cost of preparing the *Business Case for the Water System* upgrade will be in the vicinity of \$250,000 and for the Sewer System upgrade \$200,000. So as to be compliant Council must be prepared to contribute 25% of the cost each project.

It is required that both *Business Cases* must be completed and submitted to the Department of Primary Industry for TRP consideration prior to 10 December 2018. Preparation for the *Business Cases* has commenced and is likely to be completed .

Council will be issued with further update reports as the projects progress.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Sewer Fund – Provision allowed within current budget Water Fund – No provision for Council's anticipated 25% contribution – Council will be requested to approve a budget adjustment of \$62,500 at the second Quarterly Review.
<u>Delivery Program Actions</u>	6.1.2.03 - Provide an effective sewer connection to all land parcels in the Gilgandra village area 6.1.2.04 - Provide a potable town water supply to Gilgandra that meets Australian Drinking Water standards

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

RECOMMENDATION

That the report be noted.

Rolly Lawford
Director Infrastructure

CENTRAL BUSINESS DISTRICT STAGE 2 PROJECT

SUMMARY

To provide an update on progress with the Gilgandra Central Business District (CBD) Stage 2 project.

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The upgrade of CBD Stage 2 area is defined as the area between Noonan Park and Bridge Street. The project has because of budgetary reasons been formatted as three areas of reference. The three areas are as follows:

- a) **Cycleway / Walkway** which provides for the extension of the cycleway/walkway ("*Windmill Walk*") along the eastern verge of the area,
- b) **Carpark** which provides for general parking area allowing for easy caravan access,
- c) **Rear Access** which provides for access and parking of the business between the rear of the Target Store and Noonan Park.

Because of the recent announcement of the *Stronger Country Communities Fund*, items b) and c) above will be worked as one project.

Cycleway / Walkway

The total estimated cost of establishing the Cycleway / Walkway is \$157,904 which has had 50% of the estimated cost contributed by the State Government's Roads and Maritime Services (RMS). The remaining funds are included in Council's 2017/18 budget.

There are currently no registered costings against this project within the 2017/18 budget year. The survey, design works and boundary adjustments were complete during the previous 2016/17 Budget Year at a cost of \$50,000, funded by a 75% grant from the RMS.

The elements of workings required to be undertaken to allow for this new work includes

- i. *Site Preparation – Providing for items such as site amenity provisions such as lunch room.*
There are no registered costs against this item to date.
 - ii. *Provision For Traffic – this will include advertisement and signposting.*
There are no registered costs against this item to date.
 - iii. *Survey – This item provides for legal, design and set out survey works.*
There are no registered costs against this item to date.
 - iv. *Design – Cost of design works – Finalised 2016/17 Budget Year.*
There are no registered costs against this item to date this year.
-

- v. *Geotechnical Investigations – Provides for pavement analysis.*
There are no registered costs against this item to date this year.
- vi. *Clearing Works – This provides for the removal of items hampering the works to be undertaken – Such as minor vegetative growth.*
There are no registered costs against this item to date.
- vii. *Stormwater Works – This is to provide for the adjustment of the existing culverts and pits.*
There are no registered costs against this item to date.
- viii. *Pavement Works – This is to provide for the placement and compaction of the cycleway/walkway pavement.*
There are no registered costs against this item to date.
- ix. *Wearing Surface – This is to provide for the application of the initial bitumen surface.*
There are no registered costs against this item to date.
- x. *Trackside Furnishings – Provides for seating on the verge of the cycleway/walkway.*
There are no registered costs against this item to date.
- xi. *Landscaping – This allows for the removal and replacement of the vegetation removed – As per the Review of Environmental Factors and Arborist recommendation – See details of this item later in this report.*
There are no registered costs against this item to date.
- xii. *Lighting – This provides for the assistance with the electricity/lighting costs of the combined CBD Stage 2 Project.*
There are no registered costs against this item to date.

Carpark and Rear Access

The total estimated cost to provide for the construction and/or rehabilitation of b) and c) above is \$502,710 and will be funded by the *Stronger Country Communities Fund* \$500,000 allocation announced on 24 November 2017.

The total cost to date (2017/18 Budget Year) is \$11,510. This cost is inclusive of the actual and listed committed costings.

It is scheduled that the upgrade of the pavement area, which will create extensive disturbance to the CBD businesses that use the area for business access, delivery of goods and “daylong” parking, will be undertaken during January and February 2018. Consultation with the businesses has indicated that this is the best time for this to be undertaken as it is the quietest business period.

The elements of workings required to be undertaken to allow for this upgrading works include:

- a) *Property Costs providing for the costs incurred while dealing with adjacent neighbouring land parcels.*
The cost to date for this item is minimal, \$64.10.
 - b) *Administration providing for the required administration of the project. Items such as customer service requests.*
There are no registered costs against this item to date.
 - c) *Preliminaries providing for design, supervision and monitoring of the works.*
The design was completed during the previous but year as part of the walkway design program. There are no registered costs against this item to date.
 - d) *Demolition - This provides for the removal of items hampering the works to be undertaken – Such as minor vegetative growth.*
There are no registered costs against this item to date.
 - e) *Survey Works - This item provides for legal, design and set out survey works.*
The cost to date for this item is \$6,173. This has primarily provided for the set out of the work areas used for work guidance and public exhibition.
 - f) *General provision for vehicular and pedestrian traffic which will include advertisement and signposting*
There are no registered costs against this item to date.
 - g) *Erosion and Sedimentation Control – this will provide for the elimination of undesirable materials being washed into the stormwater and scours on the riverbank during the works and/or when the banks are in naked state.*
There are no registered costs against this item to date.
 - h) *Road pavement upgrade works – This will provide for the addition of a minimal amount of imported certified roadbase and the chemical stabilisation of the 3000m² of area.*
There are no registered costs against this item to date.
 - i) *Application of the bitumen seals, this provides for the initial bitumen application to the 3000m² paved area.*
There are no registered costs against this item to date.
 - j) *Roads Concrete Works – this provides for the establishment of the two roundabouts.*
There are no registered costs against this item to date.
-

- k) *Footpaths & Driveways – This is to provide for footpaths and property driveways.*

There are no registered costs against this item to date.

- l) *Landscaping – This is to assist with the removal and replacement of the vegetation removed – As per the Review of Environmental Factors and Arborist recommendation – See details of this item later in this report.*

- m) *Alterations to the existing stormwater provisions - This is to assist with the adjustment of the existing culverts and pits.*

There are no registered costs against this item to date.

- n) *Small length of water main extension which was initially provided for within the 2014/15 Water Fund budget,*

There are no registered costs against this item to date.

- o) *Minor sewer main works to provide for the establishment of the caravan dump point,*

The dump point tank has been received and is in storage awaiting installation. The cost to date for this item is \$1,773.

- p) *Electricity powerline/street light alterations – this provides for the removal and replacement of a number of power poles and street lights.*

The cost to date for this item is \$3,500. This has provided the deposit of the design of the alterations to the power poles and street lights.

- q) *Telecommunications – This is provide for disturbances to the telecommunication infrastructure, if any is encountered.*

There are no registered costs against this item to date.

- r) *Compound Site, this prides for the establishment, upkeep, maintenance and removal of the compound.*

There are no registered costs against this item to date.

Removal of trees as documented in the Review of Environmental Factors (REF) document

Further to item xi. *Landscaping* in the above Cycleway / Walkway section and item i. *Landscaping* in the above Carpark and Rear Access section as well as the REF document relevant to this project an analysis report prepared by a Qualified Arborist and Member of the Arboriculture Australia analysing specific items and/or groups of vegetative suggesting specific directions is attached.

The attached Arborist report identified the risks within a number of the River Red Gum trees (*Eucalyptus Camaldulensis*). Primarily the report suggests actions to reduce the risks associated with the poor pruning practises undertaken in previous years on a number of the items of vegetation as well as suggestions to reduce risks of future limb fallings.

Also attached is an eight page document illustrating on a larger scale the five trees suggested as being best removed and the six that should be trimmed.

It is considered worthy of note that River Red Gum trees are renowned for lack of stability, limbs frequently falling for no apparent reason (calm climate). One recorded occurrence occurred on the banks of the Murrumbidgee River near the township of Hay which resulted in the death of young person. There are other incidents raised with me by staff. In saying this, the trees did handle the recent wind storm with no limbs or trees being lost.

It is my view that Council should reduce the risks presented by the presence of the River Red Gum trees raised in the arborist report and endorse the suggestions detailed in the report. It must be highlighted that it is not the intent of this report or the arborist suggestions to reduce the density of the vegetation on the verge of the project but merely to reduce the risk factor by removal of the trees with obvious faults and concerns. The risks will not be totally removed as a number of the River Red Gum trees will remain.

An extensive re-vegetation process is planned and funding allowed in the budget for this purpose. Re-vegetation will also aid the erosion control factor during the construction period and the proceeding months.

Timing

The works required within the overall project are extensive and will occupy an extended period. There will also be periods required to be deemed as “holding points” such as to allow for the curing of concrete works. Therefore it is proposed that it will be advertised that period of work within the CBD Stage 2 area will be at least six months. Some of the ancillary works listed above will commence in January 2018.

<u>Principal Activity</u>	Strengthened Infrastructure
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil - Arborist works included in budget
<u>Delivery Program Actions</u>	5.1.2.1 Provide support for existing business and facilitate opportunities for business development and growth.

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

RECOMMENDATION

1. That progress with the CBD Stage 2 project be noted.
2. That the suggestions listed in the report by the qualified arborist, which involve the removal of five trees and the trimming of six trees, be endorsed.

Rolly Lawford
Director Infrastructure

SEWER PUMP STATION NO. 8 REPLACEMENT

SUMMARY

To illustrate the extensiveness and give explanation for the over-expenditure of this project, the replacement of Sewer Pump Station No. 8.

.....

Sewer Pump Station No. 8 (SPS08) is located on the eastern side of Warren Road (Oxley Highway) near Naden Drive. It is major piece of sewer infrastructure serving the western end of Gilgandra and has two up-stream pump stations feeding into it. Sewer Pump Station No. 8 was initially designed and planned to be established between the Warren Road and the Naden Drive service Road directly out from the existing pump station location in front of W Foster Smash Repairs.

The budget provision for the replacement/upgrade of Sewer Pump Station No. 8 was \$300,000 and it was provided for within the 2016/17 Sewer Fund Budget. The actual physical works did not commence until the latter part of the 2016/17 budget year. The funds remaining, approximately \$280,000 were carried forward to the 2017/18 budget year.

The estimated cost of \$300,000 was initially compiled from the experiences gained using the component costs of the construction of other pump stations (Aero Park, Cooee Lodge, Enterprise Drive, and Bencubbin Park). However neither of the ones previously experienced had to provide for extensive length and depth of mains within the unstable soil conditions such as Sewer Pump Station No. 8.

The reason for the replacement of Sewer Pump Station No. 8 was because of the high maintenance and frequent breakdown and frequent need for staff out of hours "call outs" because it was equipped with one pump only and the diameter of the Sewer Pump Station was insufficient to establish the second pump within the same infrastructure. The sewer pump station was also extremely deep, being in excess of 6 meters.

It was also determined during the preliminary survey and design stage that the existing reticulation main running immediately in front of Central West Machining & Engineering workshop which was in excess of five (5) meters deep contained problems with breakage or dislodgement of the main. It was assessed that it could be repaired however the extent of work required was unknown and could be devastating to the front of the Central West Machining & Engineering yard, shop and office. It was therefore resolved to relocate the proposed pump station further west, immediately west of the intersection of Naden Drive, and the mains to the other side of Naden Drive well away from the Central West Machining & Engineering shop frontage. However, no budget adjustment was considered.

The initial geotechnical investigations carried out at the site of the new station and the secondary investigation carried out after the commencement of the works on the pathway of the mains running between the old and the new actual on the verge of Naden Drive in no way indicated the concerns and malfunction with the material. However it should always be recognised that when digging in deep backfill areas where naturally backfilled areas are confronted that there will always be a stability risk. Insufficient provision was made for this risk component of the earth to be excavated



Bearing in mind the estimate for the new location of the pump station site and the additional reticulation and rising main work was not updated or amended in any way, the budget remained at \$300,000.

As can be seen from the Table 1 below the over expenditure is \$87,189. However, this may not be the final cost as there are elements of concern that not all costs have yet been compiled. However, any further adjustment should be minimal. It is envisaged that total the over expenditure will be in the vicinity of \$90,000.

It is understandable that the over expenditure is detrimental to the sewer fund and the upgrade of the assets within the sewer reticulation system. It is the opinion that the staff involved once made conscious of the soil stability problems did endeavour to contain the works and costs to a minimum.

So as to provide for this over expenditure within the 2017/18 budget year, the upgrade works planned for sewer pump station No. 10 in Byrne Avenue should be deferred so as to allow for further investigated and for consideration of inclusion in future budget year.

The following table provides the details of the initial estimated cost, the actual costs of each component and the magnitude of the respective differences.

It should be noted that reinstatement of the Naden Drive is not included in the costs. Naden Drive will be the subject of further works in coming year/s and the extent of these works are dependant on the amount of subsidence which occurs as a result of the significant excavation works required during this project.

Table 1
Itemised Component Costs

Item Description	Estimated Cost	Actual Cost	Difference
Project Management	\$5,000	\$4,053	\$947
Survey & Design	\$30,000	\$17,387	\$8,595
Geotechnical Investigation	\$10,000	\$6,745	\$4,018
Electricity	\$10,000	\$364	\$9,636
Unit Supply	\$140,000	\$154,429	-\$14,429
Unit Installation	\$20,000	\$43,630	-\$23,630
Manholes	\$20,000	\$25,551	-\$5,551
Reticulation Main	\$40,000	\$99,475	-\$59,475
Rising Main	\$20,000	\$24,625	-\$4,625
Decommission	\$5,000	\$00	\$5,000
Demolition	\$5,000	\$10,930	-\$5,930
Totals	\$305,000	\$387,189	-\$87,189

Principal Activity

Asset Management and Service Delivery

Policy Implications

Nil

Budget Implications

The proposed 2017/18 Sewer Fund Capital Works at the site of Sewer Pump Station No.10 at a cost of \$120,000 be deferred from the 2017/18 budget year and considered for inclusion in a future budget year.

Delivery Program Actions

6.1.2.03 - Provide an effective sewer connection to all land parcels in the Gilgandra village area

RECOMMENDATION

1. That the report detailing the costs for the works undertaken replacing/upgrading Sewer Pump Station No.08 located adjacent to Warren Road Gilgandra be noted.
2. That, the over-expenditure of the replacing/upgrading Sewer Pump Station No. 8 be funded from the works scheduled for Sewer Pump Station No. 10 in the 2017/18 budget year.
3. That further investigation and consideration be given to the works required at No. 10 Sewer Pump Station prior to the inclusion in any future budget.

Rolly Lawford
Director Infrastructure

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

Tooraweenah Management Committee

29 November 2017

Principal Activity

Respected Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

3.1.1.2

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

3.4.1.1

Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered

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

TOORAWEEAH MANAGEMENT COMMITTEE

29 November 2017

PRESENT

Mr G Pike (Chairman)
Mrs R Dowsett
Ms A Jenkin
Mr J Finn (alternate delegate)
Mrs B Pike (alternate delegate)

IN ATTENDANCE

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

Proceedings of the meeting commenced at 6.08pm

APOLOGIES

Mr B Gale

COMMITTEE'S RECOMMENDATION – 22/17	R Dowsett/A Jenkin
That the apologies submitted be accepted.	

ABSENT

Mrs P Webb

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 23/17	A Jenkin/R Dowsett
That the Minutes of the meeting held on 30 August 2017 be confirmed.	

BUSINESS ARISING

Nil

REPORTS

BUDGET

SUMMARY

To review the budget at 30 September 2017.

COMMITTEE'S RECOMMENDATION – 24/17	A Jenkin/R Dowsett
That the budget review as at 30 September 2017 be noted.	

ITEMS LISTED FOR DISCUSSION BY THE COMMITTEE OR COUNCIL

SUMMARY

To consider items put forward for discussion by the Committee.

- Vehicular Access to Viewing Platform
- Oleander Trees in the Park
- Request for Weekly Recycling Service

COMMITTEE'S RECOMMENDATION – 25/17	A Jenkin/R Dowsett
1. That the report on issues raised be noted.	
2. That no change be made to the current restricted vehicular access to the Viewing Platform.	
3. That the Oleander trees in the Park not be removed.	
4. That Council be requested to provide a weekly recycling collection service at Tooraweenah for a trial period of 6 months, noting that:	
<ul style="list-style-type: none">• the Tooraweenah community is willing to sponsor, supply and provide a recycling trailer suitable to Council's requirements, to be parked permanently at the current Tooraweenah Shire Depot site.• members of the community would be willing to take the trailer into the Gilgandra Waste Facility with their own vehicles to empty.• that if agreed, the review at the end of 6 months include community consultation and further consideration and recommendation from the Tooraweenah Management Committee.	

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters from previous meetings.

Proceedings in Brief

- In relation to drainage issues in Tooraweenah, the Director Infrastructure advised that the work on the water mains will be the first priority.
 - The committee advised the items relating to the GK Rohr viewing platform are now considered complete.
-

COMMITTEE'S RECOMMENDATION – 26/17	R Dowsett/A Jenkin
1. That progress with outstanding matters be noted.	
2. That the additional solar light in the Park be a priority and the nearby trees be trimmed.	
3. That playground items not previously painted remain unpainted.	

GENERAL BUSINESS

Cricket Nets

It was queried whether the cricket nets could be relocated or a new set of nets constructed now that Tooraweenah has two cricket teams. The existing cricket nets are positioned in such a way they cannot be used for practice whilst a game is playing and concern was also raised regarding the possibility of snakes in the longer grass. The Director Infrastructure agreed to investigate options.

50km Sign Placement

It was suggested that the placement of the 50km sign at the school end of John Renshaw Parkway be reviewed to better advertise the speed limit. The Director Infrastructure advised this action this matter.

NEXT MEETING

Wednesday, 28 February 2018 - 6pm start

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

Geoff Pike
Chairman

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

<u>Consultative Committee</u>	6 December 2017
<u>Local Licensees</u>	28 November 2017
<u>Traffic Committee</u>	13 December 2017

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.1.2.1 Conduct the business of Council in an open and transparent manner
	3.1.2.5 Meet all statutory requirements in a timely manner

CONSULTATIVE COMMITTEE

6 December 2017

PRESENT

Mr G McAnally-Elwin, Indoor Staff Representative (Chairman)
Mr M Wilson, Management Representative
Mr N Alchin, Management Representative
Mr D Walton, Outdoor Staff Representative
Mrs M Welsh, HR Manager
Mr C Marchant, USU Outdoor Staff Representative
Ms K Fisher, Indoor Staff Representative
Mr L Mathieson, Management Representative
Mr M McLaughlin, USU Representative

IN ATTENDANCE

Ms J Campbell, Administration Assistant
Mrs J Eason, HR Assistant

Proceedings of the meeting commenced at 10.39am

APOLOGIES

Mrs A Wieland, USU Carlinda Staff Representative
Mr R Lawford, Director Works & Technical Services

COMMITTEE'S RECOMMENDATION – 18/17	M McLaughlin/L Mathieson
That the apologies submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 19/17	M McLaughlin/K Fisher
That the Minutes of the meeting held 28 September 2017 be confirmed as a true and correct record of the meeting noting Kylie Fisher as Indoor Staff Representative.	

BUSINESS ARISING

Nil

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on the following issues.
Proceedings in Brief

The report included past and current recruitment and training.

It was noted that the following vacancies were successfully filled:
Community Engagement Officer – Kathryn Larkin
Civil Construction Team Leader – David Martin

The Director of Community Services indicated that he is negotiating filling a marketing position in Community Services with a candidate for the Community Engagement Position who had been included on an eligibility list.

COMMITTEE'S RECOMMENDATION – 20/17	L Mathieson/C Marchant
That the report be noted.	

GENERAL BUSINESS

Student Nurse Scholarship

Applications closed – interviews to be held.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.50AM

NEXT MEETING

The next meeting of the Consultative Committee will be held 6 February 2018.

G McAnally-Elwin
Chairman

LOCAL LICENSEES

28 November 2017

PRESENT

A Walker (Chairman) – Armatree Hotel
A Jenkin – Mountain View Hotel
J Jones – Gilgandra Services Club
J Bleechmore – RSO
K Boggs – Road User Safety Officer RMS
B Luff – Royal Hotel
Cr D Batten - Gilgandra Shire Council
A Hall – Gilgandra Jockey Club

IN ATTENDANCE

Sgt G King – Gilgandra Police
J Campbell – Administration Assistant

Proceedings of the meeting commenced at 9.10am.

APOLOGIES

M Wilson – Gilgandra Shire Council
Sgt John Cassidy – Dubbo Licensing Police

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

MOTION	J Jones/B Luff
That the minutes of the meeting held on 19 September 2017 be confirmed. Carried.	

BUSINESS ARISING

Mr Walker touched briefly on RSA training held for High School students on Monday 27 November and Ms Campbell advised that there were 16 attendees and that the Instructor Donna Morrell asked that the Committee be informed that the children were very enthusiastic and a pleasure to teach.

Proceedings in Brief

It was noted that a report/letter be sent to Mr Jones at the Gilgandra Services Club advising of the cost of the RSA training so he could finalise the Clubs Grant Funding requirements.

GENERAL BUSINESS

Plan B

Mrs Boggs advised that she had ordered and paid for the swags and that they would be delivered to the participating businesses. She also showed the new artwork on the entry boxes, entry forms and posters and will hand them out on the completion of the meeting.

Mrs Boggs advised that the posters had Christmas Eve as the draw for the swags but as Gilgandra is different in that we can draw them New Year's Eve and for the Gilgandra Jockey Club the day of the Cup (7 January).

Mrs Boggs asked that lots of photos be taken and put on the individual venue's facebook page if they had them. A media release will be distributed with a photo opportunity to help promote Plan B further during the festive season.

It was suggested that each venue select their favourite entry and send to Gilgandra Council to be the Overall Winner, with a prize of a promotional esky. Mr Jones will source the esky, if unsuccessful Mr Walker will arrange.

Proceedings in Brief

- Mrs Bleechmore said that she was also involved in Plan B for Dubbo and district and that participating businesses have the opportunity to win free transport from their Christmas parties and also the chance to win \$500 off the cost of their Christmas party for the winning slogan.
 - Sgt King advised that Sgt Cassidy and himself had been visiting pubs/clubs in the area and found that signage was a bit of an issue not stipulating different areas of the premises. Sgt King asked that venues make sure that their fire compliance certificates were readily available for inspection and making sure that they were valid.
 - Sgt King stressed that when new trainees were employed at venues that it be instilled that they have to be assertive, aware and need to know their obligations and responsibilities, this could be reinforced at staff meetings.
 - Sgt King also informed the Committee that random alcohol testing was not too bad and that use of drugs detection was on the way up.
 - Mrs Hall informed the Committee that the Alcohol and Drug Foundation had called the Gilgandra Jockey club wanting a lot of information including financial status. Sgt King advised that if it was not a request from OLGR that supplying the information was not obligatory.
 - New Year's Eve extension to 2am has not been advised at this stage but is usually statewide. Unsure of a Christmas Eve extension at this stage.
-

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Alcohol Free Zone Signs in IGA Carpark

It was noted that these signs are out of date and need to be replaced so as not to cause confusion. Johanne will chase up when this will happen and advise the local Police.

NEXT MEETING

The next meeting will be held on Tuesday March 20, 2018 at 9.00am.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.55AM.

A Walker
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
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TRAFFIC COMMITTEE
13 December 2017

PRESENT

Mr Rolly Lawford (Chairman)
Cr Doug Batten (Mayor)
Ms Prue Britt (RMS representative)

IN ATTENDANCE

Ms Jayne Bleechmore (Roads Safety Officer)
Ms Kylie Fisher (Administration Assistant)

Proceedings of the meeting commenced at 11.00 am

APOLOGIES

Nil

ABSENT

NSW Police

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION - 16/17	P Britt/D Batten
That the minutes of the meeting held on 24 May 2017 be confirmed.	

BUSINESS ARISING

Prue Britt, RMS Safety Officer, queried whether the recommendations from the last Committee meeting had been approved by Council and the Director Infrastructure advised that Council had endorsed the minutes at its June meeting.

REPORTS FROM DIRECTOR WORKS & TECHNICAL SERVICES

TOORAWEEAH SPEED LIMIT SIGNS

SUMMARY

To seek endorsement to install a set of “50 ahead” and an additional set of “50” (speed) signs on John Renshaw Parkway, Tooraweenah near the public school.

Proceedings in Brief

It was noted that Prue Britt had looked at this issue and also undertaken an inspection of the Tooraweenah signage and line marking on 12 December 2017 and provided a detailed listing of improvements.

COMMITTEE’S RECOMMENDATION - 17/17	D Batten/P Britt
That the improvements suggested by the Prue Britt be endorsed and the Director Infrastructure work with the RMS to ensure the improvements are carried out.	

ROAD SAFETY OFFICERS’ REPORT

SUMMARY

To provide an update on forthcoming events and current projects.

Proceedings in Brief

It was noted that the Road Safety Officer would visit the Gilgandra Men’s Shed whilst in town.

COMMITTEE’S RECOMMENDATION - 18/17	D Batten/P Britt
That the report be noted.	

MATTERS OUTSTANDING FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters.

Proceedings in Brief

- The Committee directed the Director Infrastructure to place a priority on progressing the intersection of the Oxley Highway and Hargraves Lane.
 - The Mayor clarified that he did not request the speed trailer be removed from within the Cooee Lodge Retirement Village, rather he suggested it be removed
-

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as the grass was growing high around it and, in addition, the display was not working 100% of the time.

- It was noted that the melt on speed markings in the IGA carpark (Item 7.17) have now been completed.

COMMITTEE'S RECOMMENDATION – 19/17	D Batten/P Britt
That the report be noted.	

GENERAL BUSINESS

Prue Britt advised that she had attended the location of a recent truck fatality on the Newell Highway as part of her work and wished to highlight an anomaly between the road signage and Google/Six maps for Gundea/Gundair Road. It was noted that this would be investigated with a view to rectifying as soon as possible.

NEXT MEETING

Wednesday, 28 February 2018 at 11.00am

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.45 AM.

R Lawford
Chairman

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

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1. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of November 2017.
2. Certificate of Bank Reconciliation – Month of November 2017.
3. Details of investments as at 30 November 2017 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Oct-17	\$1,963,646.98
Plus: Receipts		\$3,264,222.69
Less: Payments		\$3,033,471.73
CASH BOOK BALANCE AS AT	30-Nov-17	\$2,194,397.94

STATEMENT BALANCE AS AT	31-Oct-17	\$1,961,144.57
Plus: Receipts		\$3,162,839.51
Less: Payments		\$2,978,867.53
STATEMENT BALANCE AS AT	30-Nov-17	\$2,145,116.55

Plus: Unpresented Receipts		\$51,094.46
Less: Unpresented Payments		\$1,813.07
RECONCILED BALANCE AS AT	30-Nov-17	\$2,194,397.94

Cashbook balance as at 30 November 2017:	\$2,194,397.94
Investments held as at 30 November 2017:	\$20,024,346.06
Total Cash & Investments Held as at 30 November 2017:	\$22,218,744.00

The bank balances in each of the funds as at 30 November 2017 are:

General Fund	\$8,915,497.65
Water Fund	\$2,305,969.67
Sewer Fund	\$950,717.01
Orana Lifestyle Directions	\$2,143,589.18
Carlinda Enterprises	\$370,627.53
Cooee Villa Units	\$1,205,016.68
Cooee Lodge	\$4,739,734.16
Jack Towney Hostel	\$1,022,219.05
Trust Fund	\$565,373.07

Balance as per Total Cash & Investments Held: \$22,218,744.00

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 182 days @	2.60%	Due on 12-Mar-18	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 182 days @	2.60%	Due on 05-Apr-18	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 91 days @	2.40%	Due on 04-Dec-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 365 days @	2.55%	Due on 04-Oct-18	With Bendigo
(l)	\$500,000.00	For 184 days @	2.55%	Due on 11-Jan-18	With Bendigo
(m)	\$1,000,000.00	For 181 days @	2.55%	Due on 22-Mar-18	With BoQ
(n)	\$1,000,000.00	For 184 days @	2.60%	Due on 10-Jan-18	With BoQ
(o)	\$500,000.00	For 182 days @	2.50%	Due on 07-May-18	With IMB
(p)	\$1,000,000.00	For 182 days @	2.50%	Due on 28-May-18	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 91 days @	2.52%	Due on 07-Dec-17	With NAB
(v)	\$1,000,000.00	For 181 days @	2.55%	Due on 07-Mar-18	With NAB
(w)	\$1,024,346.06		2.31%	At Call	With TCorp
Total Investments:					
\$20,024,346.06					

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
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	In progress – with solicitor
<u>December 2016</u>		
347/16 289/16	Land purchase	Awaiting settlement
<u>June 2017</u>		
154/17 121/17	Purchase of land Chelmsford Ave	Contracts exchanged
155/17	Land purchase, Miller Street	One parcel outstanding
<u>August 2017</u>		
230/17	CBD Stage 2	Work to be advertised and businesses advised accordingly

September 2017

246/17 88/17	Proposed development	Development approval process continuing
260/17	Vacation Care	Options being investigated
264/17	Mudfords Road	Awaiting response from the Minister
287/17	Flora Reserve	Report to future meeting regarding service level requirements and associated budget. Council to gauge interest from local residents and service clubs in assisting with ongoing maintenance.
289/17 233/17	2017/18 Roads to Recovery Program	Report to this meeting
290/17	Federation Street Rehabilitation	Report to this meeting.
291/17	Ernie Knight Oval Bore	Report to future meeting on upgrade options and detailed costings

November

308/17	Centenary WWI Armistice	Submissions to be called
314/17	Skate Park	Repairs undertaken and media release to be issued 18/12
317/17	Replacement of Prime Mover	Auction process being pursued
318/17	Road Train routes	Submission forwarded to RMS

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DEVELOPMENT APPLICATIONS

The following applications were received from 1 November 2017 – 30 November 2017.

DA Number	Applicants Name	Application Description of Work	Property Address
2017/229	PHYLIS BIRD	GLASS ENCLOSURE TO EXISTING VERANDAH	46 BROWNWOOD DRIVE GILGANDRA NSW 2827
2017/230	CORALEI ROBINSON	SOUP KITCHEN, BARBECUE & COLD DRINKS	5 WARREN ROAD GILGANDRA NSW 2827
2017/231	LEONIE MARIE JORDAN	ABOVE GROUND POOL	36 MCLEANS DRIVE GILGANDRA NSW 2827
2017/232	JAMES MCMAHON	MODIFYING AWNING, NEW SIGNAGE	13 CASTLEREAGH STREET GILGANDRA NSW 2827
2017/233	IVOR JOHN BURRELL	STEEL FRAMED SHED	113 WARREN ROAD GILGANDRA NSW 2827
2017/234	WARWICK DOUGLAS MOPPETT	INGROUND SWIMMING POOL	38 O'CONNERS ROAD TOORAWEEAH NSW 2817
2017/235	GILGANDRA SHIRE COUNCIL	MANUFACTURED TOILET BUILDING	1885 BEARBONG ROAD BEARBONG NSW 2827
TOTAL FOR NOVEMBER 2017			\$134,310.00
TOTAL FOR 2017			\$5,383,064.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

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Documents mentioned are available upon request for any interested Councillors.

1. **ORANA ARTS**

Providing a copy of their LGA quarterly report (provided as an attachment)

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager