

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 16 July 2019 at 4.00pm.**

Agenda

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

- (5) 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 25 June 2019 (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.

2.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Commercial Valuation (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 flourish extending to the right.

David Neeves
General Manager

MAYORAL MINUTE - 6/19
MAYORAL COMMITMENTS

SUMMARY

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

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1/7/19	Breakfast Club Showcase
4/7/19	Permanent Way Institute meeting Dubbo
5/7/19	Winter Wonderland Opening
8/7/19	Visit by Governor of NSW to Balladoran Cultural Centre
9/7/19	CMCC visit to Walgett and Lightning Ridge as Chair
10/7/19	Police Aboriginal Consultative Committee
11/7/19	Orana Joint Organisation meet with member for Dubbo
16/7/19	Castlereagh Bush Fire Management Committee
16/7/19	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

MAYORAL MINUTE - 7/19
GENERAL MANAGER'S PERFORMANCE REVIEW

SUMMARY

To enable Councillors to have input into the General Manager's yearly Performance review.

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It is long standing Council practice that the General Manager be afforded a twice yearly performance review. The mid-year review is normally conducted in-house with the annual review facilitated by an Officer from Local Government NSW Recruitment.

Mr Neeves commenced duty in his role as General Manager on 1 August 2016 and it is proposed to conduct his annual review in August 2019.

The review will be undertaken by myself as Mayor, Councillor Walker as Deputy Mayor and a third Councillor nominated by the General Manager. Assisting the process will be an Officer from Local Government NSW.

As part of the review process, Councillors are invited to submit in writing, any issues they wish raised during the review process. Such advice, will be required three (3) days prior to the review to enable timely completion of the associated documentation.

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil, noting that an amount of \$3000 is allocated annually
<u>Delivery Program Actions</u>	3.1.2.1 Conduct the business of Council in an open and transparent manner

RECOMMENDATION

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

D Batten
Mayor

CROWN LAND MANAGER

SUMMARY

To update Council on the appointment of Gilgandra Shire Council as crown reserve trustee managers.

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On the 27 May, Council received notification that Council is now the trustee managers for Crown Reserve 88057, highlighted in the image below. Now that Council is the trust manager we can progress the development of the new SES head quarters. Council is working with the rural financial counsellors to find alternative office space.



Principal Activity

Asset Management and Service Delivery

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

6.1.3.1
Support local emergency and rescue service agencies in their delivery of services to Gilgandra Shire area.

RECOMMENDATION

- 1) That the report be noted

David Neeves
General Manager

LIBRARY FUNDING

SUMMARY

To update Council on the increase in Public Library Funding

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The Minister for Arts the Hon Don Harwin MLC has approved the public library funding strategy for 19/20.

Dear Mr Neeves,

I am writing to provide detail of the State Government's public library funding increases that commence this financial year. The total funding for this year is a record \$36,478,000.

The Minister for the Arts the Hon Don Harwin MLC has approved the Public Library Funding Strategy for 2019/20, including a new model for the distribution of per capita subsidies and subsidy adjustment payments.

The Funding Strategy was unanimously supported by stakeholders at the Library Council of NSW's Public Libraries Consultative Committee (PLCC) meeting of 25 March 2019. The Strategy was subsequently endorsed by the Library Council of New South Wales on 10 May 2019, and approved by the Minister.

The subsidy includes the 2019/20 per capita amount of \$2.45 per head and the subsidy adjustment component. This means that the Gilgandra Library will attract \$73,341 in public libraries funding up from \$25,279 last year.

The subsidy adjustment will include provision for a local priority grant which sets out that at least 30% of the subsidy adjustment is to be spent on a library project with direct public benefit. The actual \$ figure of the subsidy adjustment is unknown at the time of writing the report and will be available at the meeting.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil – Additional \$48,062 additional income
<u>Delivery Program Actions</u>	1.3.8.1 Maintain existing community engagement with the Library by continuing to develop the Library as a vibrant community space where people can engage with collections, information services, technology and each other.

RECOMMENDATION

- 1) That the report be noted

Guy McAnally-Elwin
Acting Director Community Services

HERITAGE FUND UPDATE

SUMMARY

To update Council on the Heritage Advisory Service 2018/2019.

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Council's Local Heritage Fund has continued to focus on providing advice to community groups and individuals managing heritage items and buildings in conservation areas, providing advice to Council on heritage and urban design issues, and supporting Council initiatives.

Activities

The following activities have been carried out in 2018/2019.

- Heritage Advisor visits to Gilgandra on 27/28 October 2018 and 15 April 2019.
- Administration of the Local Heritage Fund, including provision of assistance and advice in relation to following properties:
 - 30-32 Miller Street, Gilgandra;
 - 56 Myrtle Street, Gilgandra;
 - 3 Warren Road, Gilgandra;
 - 13 Warren Road, Gilgandra;
 - 12 Morris Street, Gilgandra;
 - 44 Miller Street, Gilgandra;
 - 42 Miller Street, Gilgandra;
 - 15 Hall Street, Gilgandra;
- Provision of advice (not heritage fund related) in relation to the following properties:
 - Tooraweenah Community Hall;
 - 'Igloo Building', Council Depot, Gilgandra;
 - St Ambrose Anglican Church, Gilgandra.

Opportunities

There are a number of opportunities that Council may wish to consider over the coming period to maximise its investment in the heritage program.

- Local Heritage Grant funding. The program has a strong level of support from a small and regular group of applicants and is achieving solid outcomes. Some patterns of applicants not meeting the program requirements may warrant a review of how funding is granted, including options for a more targeted approach to funding. There may be merit in targeting future grant funding to property owners in the main street for awning repairs, for example, or targeting funding towards homesteads or public (not Council-owned) facilities such as the Showground or Racecourse.
 - Public engagement. The adopted Heritage Strategy contains a number of public engagement actions that could be undertaken to build stronger engagement with heritage and promote its economic development opportunities in the community.
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The next round of Heritage projects for the 19/20 period is currently being advertised.

GM Comments: In an effort to support CBD activation principles, I'd recommend that Council prioritise properties in Miller Street within the Heritage Conservation Area for Heritage Funding Projects in 2019/20

Figure 1: Heritage Conservation Area



<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Expenditure within the established budget for the Local Heritage Fund
<u>Delivery Program Actions</u>	3.1.2.2 Develop heritage initiatives that provide support and financial assistance to property owners

RECOMMENDATION

- 1) That the Local Heritage Fund projects for 2018/19 be noted; and
- 2) That Council prioritise properties in Miller Street within the Heritage Conservation Area for Local Heritage Funding projects in 2019/20.

Lindsay Mathieson
Director Planning & Environment

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 JULY 2019

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

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Sports Council Committee

24 June 2019

Principal Activity

Community Engagement

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

2.1.1.1

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

2.1.1.4

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 JULY 2019

SPORTS COUNCIL

24 June 2019

PRESENT

B Luff – (President)
K Reynolds – (Vice President) Park Tennis Club
Cr D Batten – Mayor
R Rogers – Junior Basketball
C Riley – Little Athletics
M Colwell – Little Athletics
N Alchin – (Secretary) Gilgandra Shire Council

Proceedings of the Meeting commenced at 5.39 pm

IN ATTENDANCE

M Linton-Harland – Gilgandra Shire Council

APOLOGY

A Hall – Gilgandra Jockey Club

COMMITTEE'S RECOMMENDATION – 9/19	K Reynolds/Cr Batten
That the apology submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 10/19	K Reynolds/Cr Batten
That the Minutes of the Sports Council Meeting held on 29 April 2019 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Indoor Sporting Facility Working Party

It was noted that the working party met on 9 May 2019 and had progressed the 'wish list' for each of the sporting group stakeholders. A concept plan for facilities located in Hunter Park in line with the various elements requested is currently being drawn up by Council's project team. A further working party meeting will then be called.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 JULY 2019

McGrane Oval Football Field Orientation

It was noted that a survey had been conducted and results were overwhelmingly in favour of the status quo to remain.

GENERAL BUSINESS

PA System McGrane Oval

It was noted that the PA system at McGrane Oval is to be upgraded and that Bryson Luff had been included in consultation on this matter.

McGrane Oval - Bins

It was suggested that bins are required between the Junior League and Netball courts when competitions are being held.

McGrane Oval – Bike Track

Chris Riley asked if the possibility of levelling out the ex bike track area around McGrane Oval could be considered to assist with delivering running tracks for Little Athletics and other uses.

It was noted that Mark Linton-Harland would investigate this possibility.

Little Athletic's President

It was noted that Mark Colwell is the newly elected president of Little Athletics.

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

B Luff
President

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 JULY 2019

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

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Consultative Committee

2 July 2019

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

4.1.2.3

Develop, implement and continually monitor a good governance plan

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 JULY 2019

CONSULTATIVE COMMITTEE

2 July 2019

PRESENT

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

Proceedings of the meeting commenced at 9.43am

APOLOGIES

Mr M Wilson, Management Representative
Mr D Neeves, General Manager
Mrs A Wieland, USU Carlinda Staff Representative
Mrs M Welsh, HR Manager

COMMITTEE'S RECOMMENDATION – 1/19	K Fisher/C Marchant
That the apologies submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 2/19	K Fisher/M McLaughlin
That the Minutes of the meeting held 13 November 2018 be confirmed as a true and correct record.	

BUSINESS ARISING

Nil

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 JULY 2019

HR MANAGER'S REPORT

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on the following issues.

Outdoor Representative

Mr Marchant informed the Committee that Jason Ritchie has confirmed that he will be an Outdoor Representative.

Return to Work Program

COMMITTEE'S RECOMMENDATION – 3/19	J Eason/C Marchant
That the information presented be noted.	

GENERAL BUSINESS

Proceedings in Brief

It was noted that:

- An Organisational Review was taking place
- Consultative Committee Training will take place in the near future.

NEXT MEETING

The next Committee meeting will take place 3 September 2019.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.49AM.

G McAnally-Elwin
Chairman

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 JUL 2019

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 June 2019.
2. Certificate of Bank Reconciliation – Month of June 2019.
3. Details of investments as at 30 June 2019 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-May-19	\$1,206,202.42
Plus: Receipts		\$5,096,741.27
Less: Payments		<u>\$2,658,215.10</u>
CASH BOOK BALANCE AS AT	30-Jun-19	<u>\$3,644,728.59</u>

STATEMENT BALANCE AS AT	31-May-19	\$1,277,205.78
Plus: Receipts		\$5,098,889.67
Less: Payments		<u>\$2,718,280.33</u>
STATEMENT BALANCE AS AT	30-Jun-19	<u>\$3,657,815.12</u>

Plus: Unpresented Receipts		\$0.00
Less: Unpresented Payments		<u>\$13,086.53</u>
RECONCILED BALANCE AS AT	30-Jun-19	<u>\$3,644,728.59</u>

Cashbook balance as at 30 June 2019:	\$3,644,728.59
Investments held as at 30 June 2019:	<u>\$21,541,377.01</u>
Total Cash & Investments Held as at 30 June 2019:	<u>\$25,186,105.60</u>

MEETING OF: GILGANDRA SHIRE COUNCIL
 HELD ON: 16 JUL 2019

The bank balances in each of the funds as at 30 June 2019 are:

General Fund	\$9,929,581.90
Water Fund	\$2,661,120.25
Sewer Fund	\$1,320,475.00
Orana Living	\$3,558,142.99
Carlinda Enterprises	\$364,080.27
Cootee Villa Units	\$1,432,894.12
Cootee Lodge	\$4,914,247.52
Jack Towney Hostel	\$736,702.90
Trust Fund	\$268,860.65

Balance as per Total Cash & Investments Held: \$25,186,105.60

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 275 days @	2.80%	Due on 12-Dec-19	With AMP Bank
(b)	\$1,000,000.00	For 274 days @	2.70%	Due on 03-Sep-19	With AMP Bank
(c)	\$500,000.00	For 217 days @	2.75%	Due on 08-Nov-19	With AMP Bank
(d)	\$1,500,000.00	For 189 days @	2.55%	Due on 29-Nov-19	With AMP Bank
(e)	\$1,000,000.00	For 183 days @	2.75%	Due on 24-Jul-19	With AMP Bank
(f)	\$500,000.00	For 125 days @	2.55%	Due on 09-Jul-19	With Bankwest
(g)	\$1,000,000.00	For 153 days @	1.90%	Due on 26-Nov-19	With Bankwest
(h)	\$1,000,000.00	For 120 days @	2.55%	Due on 03-Jul-19	With Bankwest
(i)	\$500,000.00	For 274 days @	2.55%	Due on 03-Sep-19	With Bendigo
(j)	\$1,000,000.00	For 214 days @	2.40%	Due on 06-Dec-19	With Bendigo
(k)	\$1,000,000.00	For 275 days @	2.50%	Due on 04-Jan-20	With Bendigo
(l)	\$500,000.00	For 183 days @	2.45%	Due on 04-Oct-19	With Bendigo
(m)	\$500,000.00	For 183 days @	2.40%	Due on 11-Oct-19	With Bendigo
(n)	\$1,000,000.00	For 182 days @	2.65%	Due on 16-Sep-19	With BoQ
(o)	\$1,000,000.00	For 182 days @	2.80%	Due on 11-Jul-19	With BoQ
(p)	\$500,000.00	For 184 days @	2.35%	Due on 06-Nov-19	With IMB
(q)	\$1,000,000.00	For 120 days @	2.20%	Due on 25-Sep-19	With IMB
(r)	\$1,000,000.00	For 184 days @	2.35%	Due on 20-Nov-19	With ME Bank
(s)	\$1,500,000.00	For 172 days @	2.00%	Due on 16-Dec-19	With ME Bank
(t)	\$500,000.00	For 181 days @	2.74%	Due on 29-Jul-19	With NAB
(u)	\$1,000,000.00	For 272 days @	2.76%	Due on 02-Sep-19	With NAB
(v)	\$1,000,000.00	For 210 days @	2.75%	Due on 02-Jul-19	With NAB
(w)	\$1,000,000.00	For 91 days @	2.40%	Due on 05-Aug-19	With NAB
(x)	\$1,000,000.00	For 272 days @	2.45%	Due on 20-Jan-20	With NAB
(y)	\$41,377.01		1.68%	At Call	With TCorp
Total Investments:					
\$21,541,377.01					

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.

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>August 2014</u>		
233/14	Aero Park Shed Lease	Land will be cleared by end August
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	Still awaiting signature from one owner
<u>September 2017</u>		
264/17	Mudfords Road	Still awaiting response from the Minister
<u>March 2018</u>		
55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance following creation of a plan of management for the site.
<u>June 2018</u>		
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>September 2018</u>		
205/18	Staff Uniform	Progressing
<u>December 2018</u>		
264/18	Purchase of Land for NSW Rural Fire Service	Subdivision created. Currently with Solicitor.

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HELD ON: 16 JUL 2019

February 2019

7/19	Possible land exchange	Offer made – awaiting response from interested party
8/19	Preferred trade supplier arrangements	Tender advertised
9/19	Fire damaged dwelling	Awaiting legal advice
16/19	Ecotourism/Geotourism Accommodation project	To be further considered as time permits

May 2019

117/18 73/19	Rural Fire Service Zoning Agreement	To be updated in due course
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June 2019

119/19	Freedom Camping	Letters sent to Caravan Park owners, Sporties Club and Railway Hotel advising of outcome.
121/19	Vacation Care	Report to October meeting
123/19	Skate Park funding	Workshop to be arranged

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 25 JUNE 2019

DEVELOPMENT APPLICATIONS

The following applications were received from 1-30 June 2019.

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Certificate Number	Decision	Decision Date
2019/295	04/06/2019	DARREN WALTON	SHED	26 WALKER DRIVE GILGANDRA NSW 2827	CC2019/295	APPROVED	19/06/2019
2019/296	14/06/2019	DEAN FERGUSON	SUBDIVISION	110 ROSSMUIR ROAD ARMATREE NSW 2828		APPROVED	20/06/2019
2019/297	20/06/2019	IMRIE ASTLEY & ASSOCIATE	SUBDIVISION	4075 NATIONAL PARK ROAD TONDERBURINE NSW 2817		APPROVED	26/06/2019
		TOTAL FOR JUNE	\$19,115.00				
		TOTAL FOR 2019	\$2,446,355.00				

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager
