

### NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 25 June 2024 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. Commencement of recording
6. Apologies
7. 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.

8. Confirmation of Minutes
  - Ordinary meeting held on 21 May 2024
9. 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
  - Tender 8/24 Hire of Trucks and Plant (d)
  - Tender 142425OROC Supply and Delivery of Aggregates and Raw Material (d)
  - Library Hub Project Update (d)
  - Relocation of Orana Living (c)
  - Collection and Recycling of Used Tyres (d)
- Procedural Motion to re-open meeting to Press and Public

10. Reports

A handwritten signature in black ink, appearing to read 'David Neeves', with a horizontal line 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.

## June 2024 INDEX

### Mayor

- |   |   |
|---|---|
| 1. Mayoral Commitments                  | 4 |
| 2. General Manager's Performance Review | 5 |

### General Manager

- |   |   |
|---|---|
| 1. 2024 Local Government NSW Professionals Conference | 7 |
| 2. AR Bluett Award Nomination                         | 9 |

### Executive Leader Transformational Change

- |  |    |
|--|----|
| 1. Appointment of Audit, Risk and Improvement Committee<br>Independent Members | 11 |
|--|----|

### Director of Aged Care and Disabilities

- |   |          |
|---|----------|
| 1. Relocation of Orana Living               | <u>1</u> |
| 2. Aged Care Capital Assistance Program     | 13       |
| 3. Gilgandra Region Community Health Vision | 17       |

### Director Infrastructure

- |  |           |
|--|-----------|
| 1. Tender 8/24 Hire of Trucks and Plant                                    | <u>8</u>  |
| 2. Tender 142425OROC Supply and Delivery of Aggregates and<br>Raw Material | <u>10</u> |
| 3. Gilgandra Library Hub Project Update                                    | <u>15</u> |
| 4. Finalisation of Biddon Creek Erosion Stabilisation Works                | 23        |
| 5. Village Management Plans  | 26        |

### Director Growth and Liveability

- |   |           |
|---|-----------|
| 1. Tender Collection of Used Tyres  | <u>18</u> |
| 2. Adoption of Delivery Program, Long Term Financial Plan<br>and Operational Plan 2024/25 | 32        |
| 3. Gilgandra Region Community Childcare Strategy  | 34        |
| 4. Accreditation Audit Homelessness Service   | 38        |
| 5. Bushfire Prone Lands Map Update  | 40        |
| 6. State Government Waste Consultation – Waste Levy and Organics<br>Collection            | 43        |
| 7. Donation of Library Shelving   | 51        |

### Standard Reports

- |                    |    |
|--------------------|----|
| • Minutes          | 53 |
| • Notation Reports | 77 |
| • Cat B            | 83 |

**MAYORAL MINUTE - 7/24**  
**MAYORAL COMMITMENTS**

**SUMMARY**

To advise of the Mayor's activities since the 21 May 2024 meeting.

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22/05/24	Traffic Committee Meeting
23/05/24	Gilgandra Public School Variety Club Children's Charity 25 Seater Bus
25/05/24	Gilgandra Film Festival 2024
27/05/24	Mid-Western Regional Council Presentation on Renewable Energy Projects
28/05/24	Tony McGrane CSU Scholarship Fundraising Luncheon 15 September 2024 Organising Committee
28/05/24	NDIS Advisory Board Meeting
28/05/24	Local Emergency Management Committee Meeting
29/05/24	Local Government New South Wales Teams Meeting, Housing Roundtable with Ministers
03/06/24	Tony McGrane Organising Committee
11/06/24	Tony McGrane Organising Committee
13/06/24	Gilgandra Says No to Domestic Violence Organising Group Meeting
24/06/24	Castlereagh Macquarie County Council Meeting, Coonamble
25/06/24	Council Workshops and Meeting

Principal Activity                      Lead

Policy Implications                      Nil

Budget Implications                      Nil

Delivery Program Actions                      **4.2.1.1**  
Implement the Community Engagement Strategy to inform, involve, empower, consult, and collaborate with stakeholders

**RECOMMENDATION**

That the report be noted.

D Batten  
Mayor

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(PE.1071.1)

**MAYORAL MINUTE - 8/24**  
**GENERAL MANAGER'S PERFORMANCE REVIEW**

**SUMMARY**

To enable Councillors to have input into the General Manager's annual Performance Review.

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It is long standing Council practice that the General Manager be afforded a twice yearly performance review. No formal mid-year review of the General Manager's (GM) performance was undertaken instead it was indirectly undertaken as part of the contract renewal negotiations.

Mr Neeves commenced duty in his role as General Manager on 1 August 2016, and reappointed in 2020 for a further four years. In February of this year, the General Manager was offered and accepted a further 4 year contract to conclude on the 31 July 2028.

The review will be undertaken in July by myself as Mayor, Councillor Walker as Deputy Mayor and a third Councillor nominated by the General Manager. An Officer from Local Government NSW is able to assist if required. As part of the review process, Councillors are invited to submit in writing, any issues they wish raised and if collectively agreed by Council, these issues will be raised during the review process. Such requests, will be required in advance to enable consultation with Councillors and a minimum of three (3) days prior to the review to enable timely preparation of the associated documentation by the General Manager.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil, the costs of the review are budgeted
<u>Delivery Program Actions</u>	<b>4.3.1.1</b> Ensure all governance targets and statutory requirements are met in line with the relevant Acts and Regulations and Council policy

RECOMMENDATION

1. That Councillors note the proposed review and provide written advice of any issues they wish raised at the General Manager's yearly performance review.
2. That in this instance Council not go to the expense of engaging Local Government New South Wales to assist with the review.

D Batten  
Mayor

**2024 LOCAL GOVERNMENT PROFESSIONALS CONFERENCE**

**SUMMARY**

To obtain authority for the General Manager to attend the 2024 Local Government Professional Conference.

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The Local Government Professionals Conference 2024 will be held in Sydney on the 31 July - 1 August 2024.

The Conference will provide the General Manager insights, best practices, case studies, and inspiration from local and international peers, as well as an opportunity to network and share information with floor General Managers.

It has been 4 years since the General Manager attended Local Government Professionals Conference primarily as a result of Covid restrictions and other Council priorities.

Topics to be discussed at the conference includes:

- Ministerial Address by the Hon. Ron Hoenig, Minister for Local Government
- Strategic Leadership in Local Government
- Serving Consistent Customer Experiences
- Psychological Safety and Wellbeing
- Harnessing the Power of AI." Artificial Intelligence"
- Exploring the Nexus between Homelessness, Affordable Housing, and Community Well-Being.
- Engaging with First Nations People
- Best practices for safeguarding against cyber-attacks
- Innovative strategies councils are implementing to attract and keep the talent essential for delivering vital community services.

Attendance at the conference costs \$1,100.00 plus accommodation and travel.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	NIL -There is an allocation within existing budgets that supports the professional development of staff



Delivery Program Actions

**4.3.5.2**

Ensure Council attendance at relevant forums and that State and Federal Members are invited to local civic functions and community celebrations

RECOMMENDATION

That Council grant approval for the General Manager to attend the 2024 Local Government Professional Conference.

David Neeves  
General Manager

**AR BLUETT MEMORIAL AWARD**

**SUMMARY**

To obtain authority to lodge an application for the AR Bluett Memorial Award.

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The AR Bluett Memorial Award has been awarded annually since 1945. The Award is contested each year by councils in NSW who would like to be recognised as being the most progressive in the State.

Albert Robert Bluett was an outstanding figure in Local Government, serving as the Secretary and Solicitor to the Local Government and Shires Associations of NSW for 30 years. He was the authority on local government law and his opinion was respected by the legal profession and Ministers of the crown. He helped to write the Local Government Act of 1919.

Following Bluett's death in April 1944, the councils of NSW subscribed to a fund as a permanent memorial to his work

Entries for the 2024 Awards close on the 31 July 2024.

General purpose councils that are members of Local Government NSW are eligible to enter.

An entry fee of \$850 is payable to cover the costs incurred in judging and administering the award. On receipt of the council's entry in the Award, Local Government NSW, on behalf of the Trustees, will invoice your council.

The Trustees favour neat, concise entries that tell the council's story and highlight its progress, projects and achievements. Councils are requested to adhere to the guidelines of limiting the entry to 1000 words for each principal activity and only one photograph (if necessary) for each project or significant achievement.

There are two categories for the Bluett Awards:

1. City and Regional Councils – this includes city, metropolitan and major regional rural councils.
2. Rural Councils – this includes all other rural councils.

The Trustees believe the two categories provide fairness and equity for all councils, while at the same time preserving the original intent of the trust deed.

Gilgandra Shire Council has previously won the award in 1979, 1985 and 2008. Council has not lodged an application for such award during the past 2 terms of Council.

This year's nomination will focus on the extra ordinary achievements by the Council through the various community development programs and strategy development, enabling infrastructures projects, transformational change initiatives and our workforce management strategies.

Such an award would be fitting recognition for the successes achieved throughout this Council term. Award Winners will be announced at the 2024 LGNSW Conference later in the year.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	NIL – The \$850 for the nomination fee will be sourced from existing budgets
<u>Delivery Program Actions</u>	<b>4.3.5.2</b> Ensure Council attendance at relevant forums and that State and Federal Members are invited to local civic functions and community celebrations

#### RECOMMENDATION

That Council supports the lodgement of an application for the AR Bluett Award.

David Neeves  
General Manager

(PE.GN.1)

**APPOINTMENT OF AUDIT RISK IMPROVEMENT COMMITTEE  
INDEPENDENT MEMBERS**

**SUMMARY**

To advise Council of the proposed Independent Members for the Audit, Risk and Improvement Committee during the recruitment process.

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In accordance with the Gilgandra Shire Council Terms of Reference for the Audit, Risk and Improvement Committee (ARIC) the ARIC is required to consist of the following:

Three (3) independent voting members comprising:

- a) 1 chair prequalified under the NSW Government's prequalification scheme\*
- b) 2 independent persons that meet the eligibility criteria for non-prequalified committee members; and
- c) (optional) 1 non-voting councillor that meets the eligibility criteria for councillor members.

Pursuant to section 428B of the Local Government Act 1993 (the Act) Council has entered into an arrangement with Coonamble Shire Council to jointly appoint a committee to exercise functions for both councils.

The two councils are to mutually agree to the independent members that will be appointed to the committee. Each council is required to confirm their appointment by resolution.

As a result of this recruitment process, Mr Sam Helweh and Ms Meredith Caelli are the proposed Independent Members presented to Council for its consideration.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.1.2.5</b> Implement recommendations of the Business Service Review in relation to ICT People and Culture <b>4.3.1.1</b> Ensure all governance targets and statutory requirements are met in line with the relevant Acts and Regulations and Council policy

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RECOMMENDATION

That Council appoint Mr Sam Helweh and Ms Meredith Caelli as the independent members for the Audit, Risk and Improvement Committee.

Melissa Welsh  
Executive Leader Transformational Change

(CM.CF.1)

**THE AGED CARE CAPITAL ASSISTANCE PROGRAM, THIN MARKETS,  
MULTIPLE STREAM**

**SUMMARY**

To consider the outcome of the application for the Aged Care Capital Assistance Program.

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Aged Care Capital Assistance Program 'The Thin Markets, Multiple Streams' Grant Opportunity (GO6593) closed at 2pm AEST on Friday 12 January 2024.

The Commonwealth Government through the Department of Health and Aged Care made up to \$135 million available in funding across 4 streams for infrastructure projects. These projects focused on maintaining or improving access to quality aged care services, primarily in small rural towns, remote and very remote communities (MM5-7).

The streams included:

- Stream 1 – Staff Accommodation
- Stream 2 – Upgrades, Expansions or New Builds.
- Stream 3 – Specialised Homeless
- Stream 4 - National Aboriginal and Torres Strait Islander Flexible Aged Care (NATSIFAC) minor projects and equipment.

The Aged Care and Disability service division of GSC applied for the following three (3) grants under the Grant Opportunity:

1. Stream 1 - Staff Accommodation – New build (Apartments complex modelled of 63 Vaughan St – concept design)
2. Stream 2 – upgrades, expansions and new builds (Capital upgrades for Nurse call and other minor improvements at Cooee Lodge)
3. Stream 2 – upgrades, expansions and new builds (Upgrade to Presbytery for staff accommodation)

**Results**

This was a highly competitive opportunity, with demand far exceeding available funding. In total, **297** applications sought over **\$1 billion** for the **\$135 million** made available.

The round allocated a total of **\$134.9 million** for **76** projects across the 4 funding streams.

The Department of Health and Aged Care completed the assessment of applications, and I am pleased to advise that our application titled 'Aged Care Worker Accommodation' was successful.

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The grant funding is for **\$2,458,760** (GST exclusive) to provide the activities outlined in our application.

In addition, I regret to advise that our applications Under Stream 2 were unsuccessful on this occasion.

This was a highly competitive opportunity, with demand far exceeding available funding.

### **Establishing the Need**

Gilgandra Shire Council is addressing the critical need for staff accommodation at Cooee Lodge and Jack Towney aged care facilities by planning the construction of a minimum of 5 two- three-bedroom flats specifically for aged care health workers.

This strategic initiative aims to attract and retain staff in the community, offering a long-term solution to the limited availability of rental housing in the area.

The proposed project expands accommodation options for health workers, supporting the delivery of services at both Cooee Lodge and Jack Towney Hostel and addressing the diverse healthcare needs of the community.

Gilgandra's location faces a scarcity of suitable housing for potential staff. This includes the rental and private real estate market. There is limited housing supply within the Gilgandra Local Government Area.

The absence of accommodation is potentially deterring individuals from applying for positions at the aged care facility, limiting the available workforce.

Providing accommodation that is modern creates a distinct advantage, as it eliminates a major barrier to employment. Prospective employees will not have to worry about securing housing in an area where supply is limited.

Delivery of aged care services at Cooee Lodge and Jack Towney Hostel relies on appropriate staffing levels, ensuring round-the-clock care for the elderly residents. Appropriate staffing levels are legislated by the Commonwealth Government and include 24/7 RN staff.

Suitable Housing also offers the potential for improved staff morale and job satisfaction, positively impacting the quality of care delivered.

### **Proposed Infrastructure Project**

The grant application proposed the construction of a minimum of 5 (more if available within funds) two – three-bedroom flats. The concept design supplied as part of the grant was the designs for 63 Waughan St (Orana Living Housing) It is perceived that any variations to the design will be permissible under the grant agreement.

Each flat will contain necessary amenities such as a bedroom, bathroom, kitchen, and living area. Consideration will be given to accessibility and comfort, making them appealing for staff members.

The outdoor courtyard areas will be designed to cultivate a sense of community among immigrant workforce employees, allowing them to socialise together in a manner reminiscent of their cultural living arrangements in their home country.

The proximity of these flats to the facility will enhance convenience for staff, enabling quick access to work while maintaining a separation between work and personal life.

The grant secured will go a long way to cover the costs of land acquisition, construction, and necessary infrastructure for the flats. In the absence of the Deed from the Commonwealth at the time of report, the conditions of the Grant are still unknown however in the application documents a commitment of joint funding of the project was indicated. It is perceived that the Grant requirements may include a commitment from Council to fund up to 50 % of the project **(\$2,458,760)**.

Budget assumptions have been done to date based on the cost of the build of 63 Waughan St with a 45% mark up to allow for increase in build costs and land acquisition. A more detailed budget will be developed when and if the council signs the deed and the receives final acceptance of the grant. It is imperative that the budget will ensure efficient use of the funds, maximising the number and quality of accommodation.

By directly investing in the accommodation, the funding addresses the primary obstacle preventing potential staff from joining or staying at the facility, thus directly meeting the needs of the facilities and the services they provide along with our compliance obligations.

### **Additional Benefits and Outcomes**

Enhanced Recruitment: Offering on-site accommodation makes the job opportunity more attractive, expanding the candidate pool and potentially allowing for a more competitive selection of skilled staff. This includes providing opportunities for staff on a 'try before you buy' type of arrangement.

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Improved Retention: Staff who live within Gilgandra township are likely to feel more connected to their workplace and community, leading to increased job satisfaction and longer tenures. This stability benefits both staff and residents.

Community Impact: Improved staffing levels positively impact the care provided to the elderly residents, benefiting not just the residents and staff but also their families and the wider community.

### **Timeframes Indicated in the Grant Application**

**2025/26 –** Purchase of land, pre-construction expenses, architectural designs, preliminaries and approvals

**2026/27 –** Building of units including final inspections and permits

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>1.3.1.5</b> Manage and maintain Cooee Lodge Retirement Village self care villas as an attractive and sustainable accommodation option* <b>1.3.1.7</b> Meet the governance requirements application to Gilgandra Lifestyles

### **RECOMMENDATION**

1. That Council endorse the signing of the deed and accept the offer of the grant for staff accommodation for Residential aged care staff.
2. That Council endorse the grant to enable the commencement of the project.
3. That the General Manager be authorised to commence negotiations on prospective land purchases

Donna Dobson  
Director Aged Care and Disability Services

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**GILGANDRA REGION COMMUNITY HEALTH VISION**

**SUMMARY**

To present Council with the Draft documentation for the Community Health Vision.

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June 2023 – Council resolved to bring forward the development of the Health Strategy to the 2023/24 financial year.

August 2023 – Economic Development Committee Towards 5000 Working Party identified Health as a key pillar.

October 2023 – An Internal and cross-departmental collaborative project team was formed comprising tier three managers from across:

- People and Culture
- Business Improvement
- Aged Care and Disabilities
- Strategy and Collaboration

This team was responsible for:

- Scoping the project
- The quotation process to engage a suitably qualified consultant
- Working with the consultant to develop the draft strategy

Lake Advisory was engaged to assist in developing the Strategy/Vision which aims to improve the overall health and well-being of residents, foster community engagement, and align health initiatives with the specific needs of the Gilgandra community, particularly to align with Council's Towards 5000 population vision.

The scope of works included community consultation, desktop review, strategic alignment, plan development including action plan and service directory.

The Health Vision was closely coordinated with Council from the planning phase and determination of stakeholders to developing the stakeholder engagement plan. A series of stakeholder interviews and workshops were facilitated prior to undertaking data analysis and development of the strategy. The following provides an overview of the stages.



In developing the "Towards 5000: Community Health Vision", Lake Advisory employed a comprehensive approach to ensure a holistic view of the community's health needs and alignment with both broader strategic drivers and local aspirations. This included:

- Data Collection and Analysis
- Community Survey
- Review of Health and Wellbeing Strategies
- Macro-Level Review
- Micro-Level Impact Assessment
- Identification of Key Health and Wellbeing Domains
- Stakeholder Engagement. Broad engagement with healthcare providers, community leaders, local government officials, and residents ensured a wide range of viewpoints were considered. This engagement included:

#### 3.4. Stakeholder Engagement Activities and Site Visits

Completed Stakeholder Engagement Activities	
Organisation or Location	Date
Gilgandra Youth Services	4 March 2024
Council Head Office staff engagement	5 March 2024
Aged Care Working Group	5 March 2024
Armatree Hotel	5 March 2024
Windmill Bakery Drop in and pamphlet	5 March 2024
Tooraweenah Hotel	6 March 2024
Bawrunga Medical Services	6 March 2024
Gilgandra Dentist	6 March 2024
Western NSW Local Health District	6 March 2024
RFDS	6 March 2024
Countryside Compassion & Wellness	6 March 2024
Ambulance Service	6 March 2024
Council Depot 2 x sessions	7 March 2024
Shell Service Station – Drop in and pamphlet	7 March 2024

Cooee Lodge	7 March 2024
Gilgandra Pharmacy	7 March 2024
The Shed	7 March 2024
Body Balance Massage	7 March 2024
Gilgandra Local Aboriginal Health Service (GLAMS)	7 March 2024
Mountainside Beauty and Massage Beauty	12 March 2024
Western NSW Local Health District	27 March 2024
IGA – Community Info Stand and Surveys	11 April 2024
Gilgandra Newsagent – drop in and pamphlet	12 April 2024

No Response – stakeholder meetings unable to be completed	
Organisation or Location	Comments
Physiotherapist (Gilgandra Hospital)	Staff unavailable
Tingles Massage	left voice messages on 4 & 6 March 2024
Elephant in the Room	Emailed on 4 March and left voice message on 6 March 2024

Community Engagement Workshops	
Workshop	Date
Workshop 1 (Cooee Lodge)	11 April 2024
Workshop 2 (Cooee Heritage Centre)	11 April 2024

Community Health Vision Survey	
Key Activities	Date
Survey Design and Development	16 – 29 February 2024
Survey Launch	1 March 2024
Collection period	1 March 2024 – 21 April 2024
Survey Close	21 April 2024

Findings from the research are outlined in Lake Advisory's detailed report (see attachments to this business paper), and identify key findings under the strategic health and wellbeing focus areas of:

1. Integrated Health Services and Equity: Disparities in health service access, particularly for disadvantaged groups, underscore the need for integrated services that respond effectively to diverse needs. Strategies include enhancing service integration and fostering partnerships among local organisations to improve health equity.
2. Mental Health and Wellness: There is a pressing demand for accessible mental health services, highlighting the need for both preventive and emergency care. Expanding support systems and increasing funding for

mental health services are critical to meeting these community-specific needs.

3. Active Living and Physical Health: Enhancing infrastructure to promote active lifestyles is crucial as physical inactivity significantly impacts community health. Initiatives such as a multi-use sports complex and public park improvements, coupled with community wellness programs, will encourage regular physical activity.
4. Community Connectivity and Social Inclusion: Social inclusion and connectivity are vital for overall health. Improving transportation links and creating inclusive programs will help reduce isolation and build robust social support networks, enhancing community health.
5. Resilient Communities: Preparing for potential population growth requires a proactive approach to health and well-being. Strengthening local health infrastructure enhancing healthcare facilities and workforce training, is essential for managing growth and ensuring health services adapt effectively to meet changing needs.

The draft Community Health Vision has been written to align with the Gilgandra Region Community Strategic Plan, and actions identified align with the key themes of Live > Enjoy > Grow > Lead. The Vision confirms Council's commitment to address current challenges as they affect the Region's ability to achieve its goals. There are several key outcomes which fall under the aforementioned focus areas. These outcomes are converted to key actions under the Live>Enjoy>Grow>Lead categorisations. Council's role within these actions is flagged as either delivering, advocating and partnering.

Community Health and Wellbeing Area	Key Outcomes
<b>Integrated Health Services and Equity</b>	<ul style="list-style-type: none"> <li>• Comprehensive access to a range of health services for all community members, regardless of socio-economic status.</li> <li>• Reduction in health disparities across different demographic groups within the community.</li> <li>• Enhanced coordination and integration of health services to provide seamless care.</li> <li>• Increased community satisfaction with local health services through continuous feedback and improvement.</li> <li>• Implementation of targeted programs to address the specific health needs of vulnerable populations.</li> </ul>
<b>Mental Health and Wellness</b>	<ul style="list-style-type: none"> <li>• Increased community awareness and reduction of stigma associated with mental health issues.</li> <li>• Expanded access to mental health resources and support services, including crisis intervention and ongoing therapy options.</li> <li>• Development of preventive mental health programs in schools and workplaces.</li> <li>• Stronger support networks and peer-led initiatives promoting mental wellness.</li> <li>• Regular community events and workshops focused on mental health education and support.</li> </ul>
<b>Active Living and Physical Health</b>	<ul style="list-style-type: none"> <li>• Enhanced public and recreational facilities promoting regular physical activity among all age groups.</li> <li>• Increased participation rates in community sports and fitness programs.</li> <li>• Reduction in lifestyle-related health issues through active living campaigns.</li> <li>• Development of trails, parks, and green spaces that encourage outdoor activities.</li> <li>• Community-wide health challenges and initiatives that incentivise active lifestyles.</li> </ul>
<b>Community Connectivity and Social Inclusion</b>	<ul style="list-style-type: none"> <li>• Stronger social networks and increased community bonding activities.</li> <li>• Programs and initiatives that foster inclusiveness and integration for all community members, especially new residents.</li> <li>• Enhanced community resilience through regular social gatherings and support groups.</li> <li>• Improved access to cultural and community events that reflect the diversity of the community.</li> <li>• Development of platforms that facilitate community engagement and participation in local governance.</li> </ul>
<b>Resilient Community</b>	<ul style="list-style-type: none"> <li>• Strategic community planning and development initiatives that align with the goal of growing the population to 5000, ensuring that infrastructure and services scale appropriately with growth.</li> <li>• Proactive adaptation of health services to meet the demands of an increasing population, including the expansion of facilities and the introduction of new health technologies.</li> <li>• Enhanced recruitment and retention strategies for healthcare professionals to ensure that health service quality keeps pace with population growth.</li> <li>• Development of partnerships with educational institutions, businesses, and government agencies to create a robust economic and social environment that supports a growing population.</li> <li>• Implementation of community engagement and feedback mechanisms to continuously assess and respond to the health needs of an expanding and diverse population.</li> </ul>

Please see the attached draft Vision for complete detail on each strategic health and wellbeing focus area.

Attached to this report for review by Council are:

- DRAFT Community Health Vision
- Lake Advisory's final report

Subject to Councils endorsement, the draft Community Health Vision will be placed on exhibition through June - July 2024 with a view to Council adopting the final plans at its July meeting.

<u>Principal Activity</u>	Grow
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>1.3.5.3</b> Facilitate the development of a health strategy for the Gilgandra Region in conjunction with key stakeholders

#### RECOMMENDATION

That the Draft Community Health Vision be endorsed and placed on public exhibition, with a view to Council adopting the final strategy at its July 2024 meeting.

Donna Dobson  
Director Aged Care and Disabilities

**FINALISATION OF THE BIDDON CREEK EROSION STABILISATION WORKS**

**SUMMARY**

To inform Council that the erosion works at Biddon Creek are now complete and to provide a summary of issues and outcomes.

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As previously reported Council has been repeatedly lobbied by a local landholder and Essential Energy to carry out remediation works to Biddon Creek where a significant erosion problem had developed. The erosion was causing the loss of productive agricultural land and repeated relocation of a power pole as the damage progressed.

The land in question is Crown Land and despite the matter being referred to multiple agencies over time, no funding seemed to be available to address the matter. In 2020, the Australian Government announced the Local Road and Community and Infrastructure (LRCI) Program aimed at supporting local councils to deliver priority local community infrastructure projects in their region, creating jobs and long-lasting benefits for communities. This Council initially allocated \$150,717 from this fund towards the problem.

In 2020-2021 preliminary works such as obtaining a licence to work on Crown Land, environmental assessment, geotechnical investigation and survey were all undertaken. However, 2020 through to 2022 were extremely wet years with numerous natural disaster events and no opportunity to perform any work in the creek bed.

Council called for quotations in mid 2023 and received a winning proposal for \$206,000. The budget was adjusted accordingly and after Council accepted the quotation, the contractor became uncontactable by not replying to numerous emails or phone calls. As a result, a contract was not entered into for the works.

The deadline for delivery for LRCI (Round 1) projects is 30 June 2024. In an attempt to deliver the project on time, Council used local contractors engaged either through the tender for hire of trucks and plant or the quotation for the supply of concreting services. The works were completed early May of this year on a 'do and charge' basis in line with their respective agreements (i.e. hourly rates for hire of equipment and provision of services).

The total cost of the completed works arrived at \$265,115. Although this represents an overspend of \$59,115 it is anticipated that this will be offset by underspends elsewhere in the LRCI program (Round 1) with an overall neutral effect on Council's budget.



Before and after images of the remediation works are provided below.



Erosion problem before works (above) and after remediation (below).



<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Overspend expected to be offset by underspend elsewhere in the LRCI program
<u>Delivery Program Actions</u>	<b>4.3.4.1</b> Actively pursue external funding opportunities for strategically aligned community and Council projects

#### RECOMMENDATION

That Council be advised that the Biddon Creek Erosion Stabilisation project is complete and note the information provided within this report.

Daryl Colwell  
Director Infrastructure

## **VILLAGE MANAGEMENT PLANS**

### **SUMMARY**

To present Council with the Draft Armatree and Tooraweenah Village Management Plans.

.....

The Village Management Planning process commenced in October 2023 with an internal cross-collaborative project team comprising key tier three managers from across:

- Infrastructure
- Planning and Development
- Activation and Communications
- Strategy and Collaboration
- Finance

To inform the commencement of the strategic planning process, a review was conducted of:

- Existing customer service requests
- Feedback from community consultation sessions held over the past two years
- Current Community Strategic Plan outcomes and strategies
- Current budget allocations relevant to Armatree and Tooraweenah.
- Long Term financial Plan projections associated with Armatree and Tooraweenah

These plans are community led, and focus on the future of the two villages and how Council and community can work together to achieve the shared visions.

Community workshops were held in November and December 2023 in Armatree and Tooraweenah to identify the key priorities of the villages.

Tooraweenah identified key themes of:

- History
- Tourism
- Business growth
- Services

With priority actions including:

- Improving the Tooraweenah Recreational Precinct and ensuring accessibility
- Investment in the road network linking visitors, industry and locals to Tooraweenah and the Gilgandra Region
- Improved and new promotional and tourism signage
- Promotion of Tooraweenah as the Southern Gateway to the Warrumbungles
- Investment in the Arthur Butler Aerodrome Memorial story
- Maintenance of Tooraweenah open and green spaces in line with the Gilgandra Region Green Space Strategy
- Investment in community and tourism events for Tooraweenah
- Enhance the Tooraweenah Memorial Hall
- Encourage investment from industry to improve local services
- Encourage collaboration, promotion and investment in Tooraweenah to service the tourism industry
- Consider land use zonings within Tooraweenah as part of the Gilgandra Region LEP review
- Support shop local campaigns and tourism
- Actively participate in consultations by providing feedback on plans, strategies and budgets
- Advocate for improved communications
- Implement and support key actions from the Gilgandra Region Community Health Vision
- Seek funding opportunities to deliver key priorities from the Tooraweenah Village Management Plan

Armatree identified priority actions including:

- Widening of Armatree Road from the Castlereagh Highway to Armatree Village
  - Investigate options to make the CWA a more usable space
  - Maintenance of Armatree open and green spaces in line with the Gilgandra Region Green Space Strategy
  - Enhancement of the Memorial Precinct
  - Invest in the promotion of Armatree through signage and local marketing campaigns
  - Beautification of Armatree through additional trees and additional lighting
-

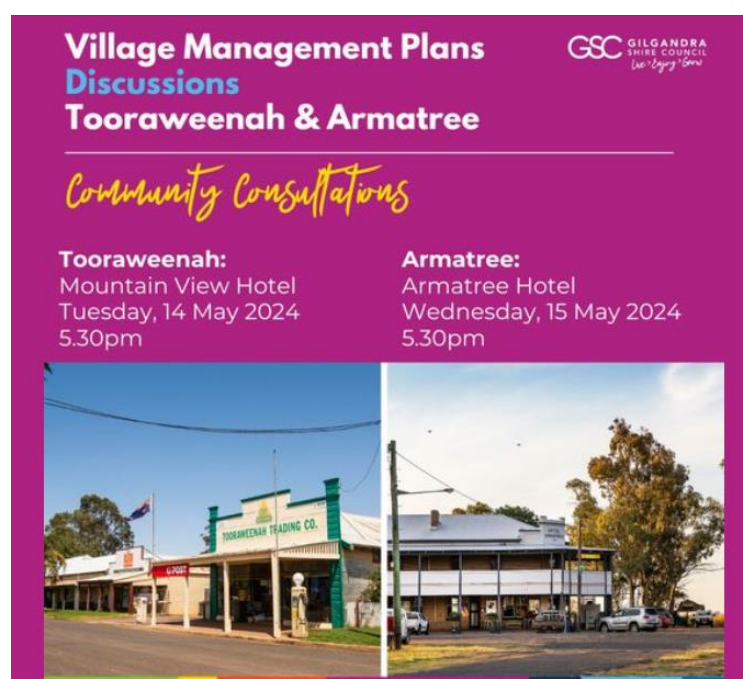
- Investigate lighting options of the ArmaTREE and silos in correlation with local events
- Investigate a history walk around the village
- Support shop local campaigns and tourism
- Actively participate in consultations by providing feedback on plans, strategies and budgets
- Advocate for improved communications
- Implement and support key actions from the Gilgandra Region Community Health Vision
- Seek funding opportunities to deliver key priorities from the Armatree Village Management Plan

The internal team collated these priorities transforming into specific actions, identifying budget, timeframe and key stakeholders to deliver. The actions were then aligned with the Community Strategic Plan (CSP) key themes.

The goals, assets and challenges for each Village were also considered in the development of the draft plans.

In May 2024, further workshops were conducted in both Villages with an overview of the draft plans, and to gain an understanding of the detail of the priority projects identified within the action plan. For example, expectations regarding the location of accessible amenities and pathways at Tooraweenah and location and the style of seating within Armatree Memorial Precinct.

All sessions were advertised in the Gilgandra Weekly, radio, social media pages, posters, resident mail out and direct email and e-marketing campaigns.

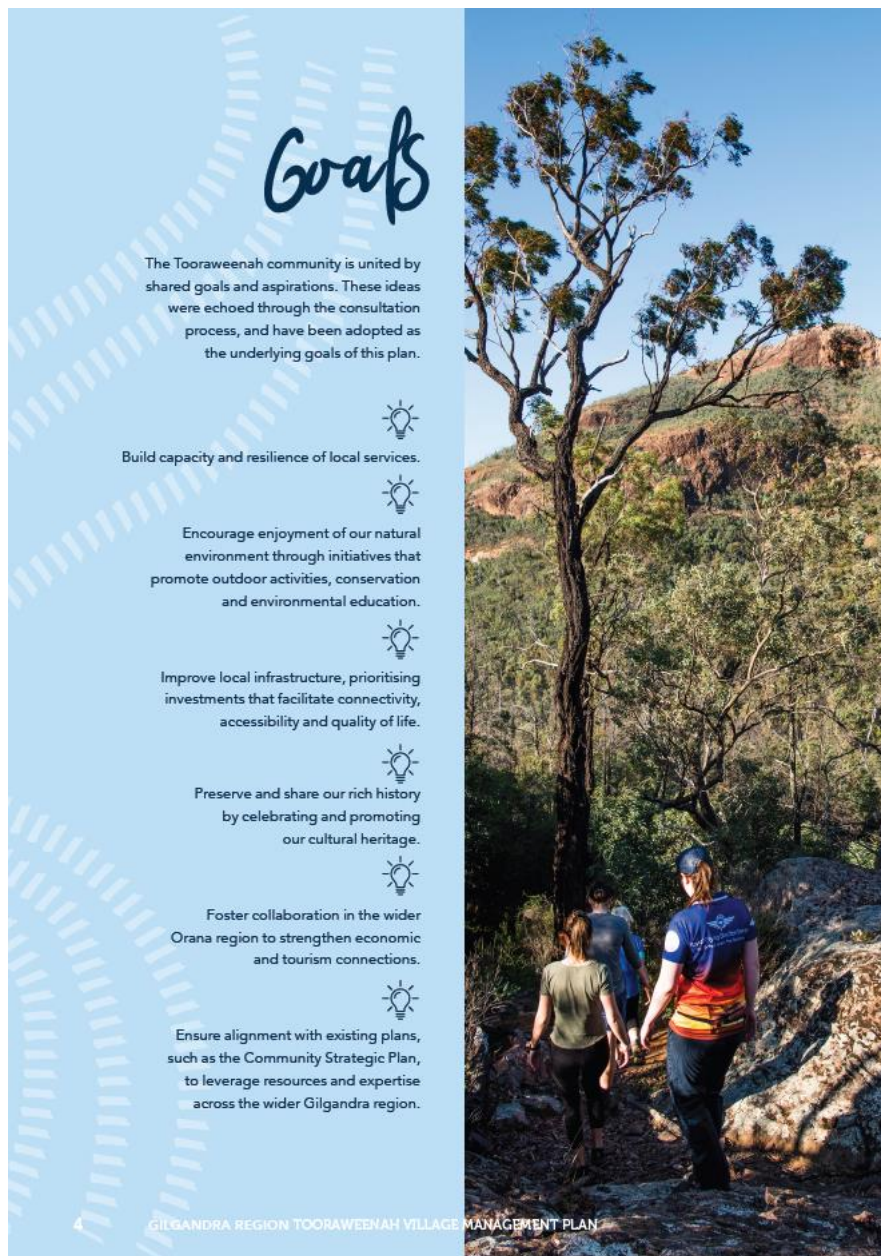




The Draft plans have been written to align with the Gilgandra Region Community Strategic Plan and actions identified align with the CSP key themes of Live > Enjoy > Grow > Lead.



ARTWORK CONCEPT  
JOB REF# GSCVILFRA  
SCALE: NA  
COLOUR: CMYK



Attached to this report for review by Council are:

- Draft Armatree Village Management Plan
- Draft Tooraweenah Village Management Plan

Subject to Councils endorsement, these Draft Village Management Plans (see separate attachments to this business paper) will be placed on exhibition through June - July 2024 with a view to Council adopting the final plans at its July meeting.

<u>Principal Activity</u>	Live
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>1.2.2.5</b> Develop Plans of Management for Villages

#### RECOMMENDATION

That the Draft Armatree and Tooraweenah Village Management Plans be endorsed and placed on public exhibition, with a view to Council adopting the final plans at its July 2024 meeting

Daryl Colwell  
Director Infrastructure



(FM.PL.1)

**ADOPTION OF DELIVERY PROGRAM AND OPERATIONAL PLAN  
2024/25 AND LONG TERM FINANCIAL PLAN 2024/25 – 2033/34**

**SUMMARY**

To consider submissions received during the public exhibition period and, subject to any amendments determined, adopt the Delivery Program and Operational Plan for 2024/25 and Long Term Financial Plan 2024/25 – 2033/34.

.....

Council is required to adopt a Delivery Program (DP) and Operational Plan (OP) that detail actions to be taken over this term of Council to achieve the Strategies and Outcomes identified in the Community Strategic Plan 2032.

Council is also required to have a Long Term Financial Plan (LTFP) that covers a minimum of 10 years. The overall objective of the LTFP is to express, in financial terms, the activities Council will undertake to provide a sound basis for strategic decision making. The LTFP will also guide the future strategies and actions of Council to ensure that it continues to operate in a manner that achieves financial sustainability.

The draft plans were placed on public exhibition for a period of twenty eight (28) days to provide an opportunity for community feedback through social media, newspaper, radio, website, community and business emails.

The drafts included:

- 2024/25 DP/OP Actions
- 2024/25 Budget Estimates
- 2024/25 Revenue Policy
- 2024/25 Fees and Charges
- 2024/25 – 2033/34 LTFP

There have been some changes to the Fees and Charges due to regulatory requirements. These changes are as follows:

- Companion Animals: these fees have increased compared to 23/24 as advised by the regulatory authority.
- Construction Certificates – Buildings: the incremental fees have changed as advised by the regulatory authority.
- Complying Development Certificate: new incremental fees have been included as advised by the regulatory authority.
- Subdivision Certificate: the incremental fees have changed as advised by the regulatory authority.

The changes have been highlighted in the Fees and Charges document included as an attachment to this report.

No formal submissions have been received during the public exhibition period.

To access the final documents please visit the following link:

<https://www.gilgandra.nsw.gov.au/Connect/Have-Your-Say/202425Draft-Delivery-Program-and-Operational-Plan-and-Budget>

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.2.1.1</b> Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders <b>4.3.3.1</b> Prepare annual Budgets, Long Term Plan Reviews, Quarterly Budget Reviews and Annual Statements and place investments in line with legislative requirements and Council policy <b>4.3.2.1</b> Review Council's Integrated Plans in line with NSW State Government guidelines

### RECOMMENDATION

That the draft 2024/25 Delivery Program and Operational Plan and 2024/25 – 2033/34 LTFP be adopted.

Neil Alchin  
Director Growth and Liveability

**GILGANDRA REGION COMMUNITY CHILDCARE STRATEGY**

**SUMMARY**

To present Council with the Draft Community Childcare Strategy.

.....

The development of a Community Childcare Strategy process commenced with the establishment an internal cross-collaborative project team comprising key tier three managers from across:

- People and Culture
- Business Improvement
- Planning and Development
- Strategy and Collaboration
- Youth and Recreation

This team was responsible for:

- Scoping the project
- The quotation process to engage a suitably qualified consultant
- Engagement with key stakeholders
- Working with the consultant to develop the draft strategy

Insight Consulting Australia was engaged to assist in developing this Strategy which aims to improve access to high quality early childhood education and care for children aged 0-12 years, now and into the future, by means of high-level planning in line with the broader Gilgandra Region Community Strategic Plan.

To make sure that our Childcare Strategy is based on up-to-date evidence on quality childcare, a desktop review was conducted along with a Community consultation process guided by an Engagement Plan prepared by Insight Consulting. This consultation included an online survey with 130 responses received.

An initial workshop with Council was held in March 2024 which outlined Insights findings from the desktop review and started to explore possible directions for the community consultation to explore.

In March and April 2024 interviews were conducted by the internal working group and Insight, with thirteen stakeholder organisations including:

- Providers of local early childhood education and care - Family Day Care, Long Day Care and Preschools
- Local schools
- Barnardo's Gilgandra
- Gilgandra Local Aboriginal Land Council
- Gilgandra Youth Services and Gilgandra Shire Council.

Once the interviews and survey had been analysed, Insight facilitated two workshops on 7 May 2024 to feedback the information gathered to key stakeholders and test emerging findings with them. One workshop was with elected Councillors and Council's Executive Leadership Team, the other was open to the community.

The 14 community workshop attendees included representatives from:

- Gilgandra Public School
- St Joseph's Catholic School
- Barnardo's
- Gilgandra Shire Council
- Local Aboriginal Land Council
- Local Health District
- Local community member who was a parent and an employer

Findings from the research are outlined in Insights detailed report (see attachments to this business paper), and identify that the Region faces a number of challenges including:

- There is no Outside School Hours Care (OSHC) service for primary school aged children in the region
  - There are waiting times of 6 – 24 months for many parents and carers seeking to access childcare for children aged 0 – 5 years, with children aged 0 – 2 years having the most restricted supply
  - The childcare shortage is affecting children's school-readiness and contributing to the vulnerability of some families – whereas adequate childcare can help address those vulnerabilities
  - Employers – including critical services like health - report the lack of childcare makes it harder for them to attract and retain staff in the region, and means their current staff are often not able to increase their availability for work when that is their preference. Local parents and carers confirm this
  - There are severe workforce shortages across the sector nationally, impacting local providers
-

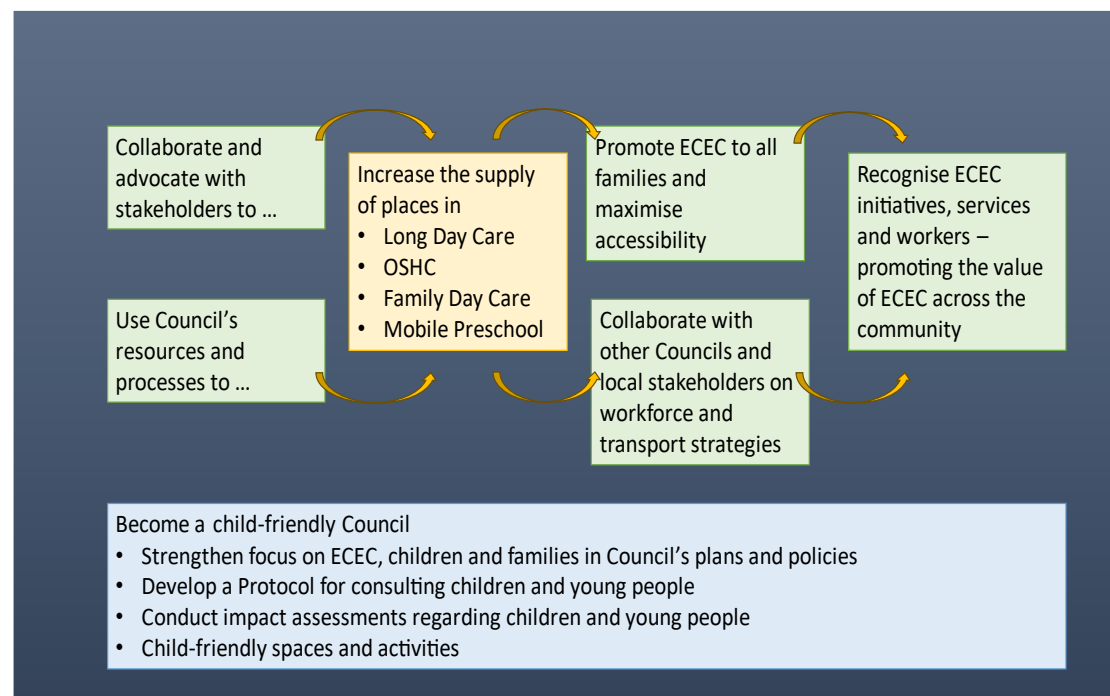
The Strategy confirms Council's commitment to working with the community to address these challenges as they affect the Region's ability to achieve its goals.

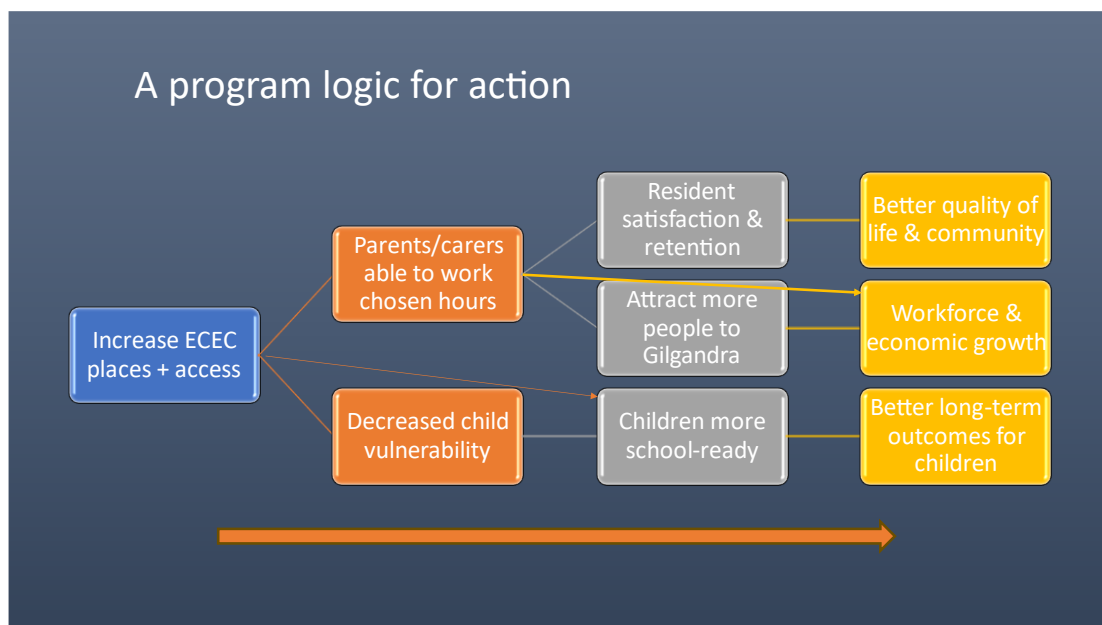
It further documents that delivering childcare is not something Council is necessarily well positioned to do itself, as it is a sector which requires specialist skills and has substantial regulatory requirements.

Council's ambition as outlined in the Strategy is to partner with childcare providers, schools and others, and to advocate to government, to:

- Establish an Outside School Hours Care service in Gilgandra
- Expand the supply of Long Day Care and/or Preschool places in Gilgandra, including by actively supporting the two existing providers to expand their operations
- Promoting the region to prospective new providers through information and active support
- Encourage new providers of Family Day Care to establish for families outside of Gilgandra township
- Facilitate a functioning childcare workforce pipeline

**Proposed role for Council and community in boosting ECEC supply and access and enhancing the Region's attractiveness to families.**





The Community Childcare Strategy has been written to align with the Gilgandra Region Community Strategic Plan, and actions identified align with the key themes of Live > Enjoy > Grow > Lead.

Subject to Councils endorsement, the Draft Community Childcare Strategy (see attachments to this business paper) will be placed on public exhibition through June - July 2024 with a view to Council adopting the final Strategy at its July meeting.

<u>Principal Activity</u>	Grow
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>1.3.4.10</b> Facilitate the development of a Childcare strategy for the Gilgandra Region in conjunction with key stakeholders*

### RECOMMENDATION

That the Draft Gilgandra Region Community Strategic Childcare Strategy be endorsed and placed on public exhibition, with a view to Council adopting the final strategy at its July 2024 meeting

Neil Alchin  
Director Growth and Liveability

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**HOUSING AND HOMELESSNESS SERVICE ACCREDITATION**

**SUMMARY**

To advise of the process for Councils Gilgandra Housing & Homelessness Service accreditation through Australian Service Excellence Standards (ASES).

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Starting from June 30, 2024, all Department of Communities and Justice (DCJ) funded homelessness providers must be accredited as a contractual requirement. Council is subcontracted by Mission Australia to deliver a Specialist Homelessness Program, has recently completed an accreditation audit against the Australian Service Excellence Standards (ASES) Certificate level program. This audit evaluates fundamental business practices and client services against eighteen standards covering all corporate functions and services.

To achieve this, Gilgandra Shire Council conducted a comprehensive self-assessment and provided extensive documentation for review by an independent assessor. ASES External Assessor Scott Way from Binder Dijkstra Otte (BDO) Industrial & Organisational Psychology team performed an in-depth desktop review of Gilgandra Shire Council's policies, procedures, and service provision.

Mr Way then visited Gilgandra on June 13<sup>th</sup> and 14<sup>th</sup>, 2024, travelling from Adelaide to complete a final onsite assessment. His evaluation included interviews with GSC Executive Leadership representatives (Neil Alchin, Donna Dobson, and Melissa Welsh), GSC elected Councillors (Cr Amber Bunter and Cr Gail Babbage), GHHS service staff (Monica Mudford and Tracey Stevenson), and GHHS clients.

BDO's final assessment report was forwarded to ASES showing that Council is fully compliant with no corrective actions arising from the audit. Within the report Gilgandra Shire Council and its staff were praised for their strong social conscience, providing exceptional service, policies, and operational procedures, and for their interconnectedness with the local community and complementary services.

Australian Service Excellence Standards External Assessment Report SUMMARY TABLE					
Certificate Level	Number of 'Essential' Requirements				
Category / Topic	Max. Achievable	Not in Place (NIP)	Partly in Place (PIP)	Fully in Place (FIP)	% Fully in Place
<b>Leadership &amp; Management</b>					
Planning	9	0	0	9	100%
Governance	25	0	0	25	100%
Financial & Contract Management	12	0	0	12	100%
<b>People, Partnership &amp; Communication</b>					
People	17	0	0	17	100%
Partnerships	6	0	0	6	100%
Communication	7	0	0	7	100%
<b>Service Provision</b>					
Service Outcomes	6	0	0	6	100%
Consumer Outcomes	16	0	0	16	100%
<b>TOTAL</b>	<b>98</b>	<b>0</b>	<b>0</b>	<b>98</b>	<b>100%</b>

Principal Activity

Live

Policy Implications

Nil

Budget Implications

\$8,100 (excl. GST) - Cost associated with contracting BDO services included in existing budget

Delivery Program Actions

**1.3.4.4**  
Operate a homelessness and housing service

RECOMMENDATION

1. That Council note the positive result of the accreditation audit of its Housing and Homelessness Service.
2. That Councils Youth and Recreation Manager Monica Mudford and Housing and Homelessness Case Worker Tracey Stevenson be congratulated for their efforts towards achieving this result.

Neil Alchin  
Director of Growth and Liveability



## **DRAFT BUSH FIRE PRONE LAND MAP 2024**

### **SUMMARY**

To highlight the draft Bush Fire Prone Land Map 2024 for the Gilgandra Shire Council prepared by NSW Rural Fire Services (NSW RFS). The purpose of this report is to provide information on the update to Bush Fire Prone Land Map and explain the principals and implications of the map.

.....

#### **What is bush fire prone land?**

Bush fire prone land is an area of land that has the potential to carry a bush fire and may be subject to a bush fire attack. The Bush Fire Prone Land Map identifies vegetation hazards within the Gilgandra Local Government Area (LGA). These maps are certified by the Commissioner of the NSW RFS.

#### **Purpose of updating the Bush Fire Prone Land Map**

The existing Bush Fire Prone Lands Map was certified in 2004 by the NSW RFS. Council is required to prepare a Bush Fire Prone Land Map in consultation with the NSW RFS, in accordance with the Environmental Planning and Assessment Act 1979. These plans are to be re-certified every 5 years.

#### **Grass land vegetation mapping**

The Planning for Bush Fire Protection guide 2019 published by NSW RFS amended the vegetation categories to the following:

Vegetation Category 1	Land considered to be the highest vegetation hazard for bushfire and surrounded by a 100m buffer. Vegetation consists of areas of forests and woodlands.  Depicted in red on draft map.
Vegetation Category 2	Land considered to be a lower vegetation hazard bushfire than Category 1 & 3. Vegetation consists of rainforest.  Gilgandra LGA does not have any Category 2 land.
Vegetation Category 3	Land considered to be a medium vegetation hazard for bushfire and surrounded by a 30m buffer. Vegetation

	consists of grasslands, semi-arid woodlands and arid shrub lands.  Depicted in dark orange on draft map.
Vegetation Buffer Zone (Yellow)	A vegetation buffer is defined as an area within close proximity to a vegetation category 1, 2 or 3. Buffer areas may be impacted by hazard conditions such as ember attack, radiant heat and/or flame contact.  Buffer areas are not depicted on the draft map. NSW RFS intend to depict buffers on the map during finalisation of the map.

As a result of Category 3 land being included on the draft map, all of Gilgandra's rural land is mapped as bush fire prone land. This is a significant difference from the 2004 map where only highly wooded areas were mapped as Category 1 and farming paddocks were not mapped.

However, with the update of Planning for Bush Fire Guidelines 2019 this land has been treated as bush fire prone land for the assessment of Development Applications, 10.7 Planning Certificates, etc.

### **Implications**

The Bush Fire Prone Land map is a tool utilised during Development Application assessments. The Rural Fire Act 1997 S100B requires NSW RFS to grant concurrence to developments in bush fire prone land for:

- Residential subdivision;
- Rural residential subdivision; and
- Developments classed as Special Fire Protection Purpose which includes schools, childcare, hospitals and seniors living.

New dwellings in bushfire prone land are assessed in accordance with the Planning for Bush Fire Guidelines 2019. This guideline requires the consideration of a Bush Fire Attack Level (BAL) which is a measure of the severity of a building's potential exposure to ember attack, radiant heat and direct flame contact. BAL rating is based on individual site considerations and accompanies Development Applications. As a result new rural dwellings may need to implement Asset Protection Zones, water storage for bushfire fighting and other safety measures.

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### **Certification of the map**

Council staff are currently reviewing the draft plan and discussing suggested changes to the mapped categories. A combination of arial imagery, local knowledge, review of use of land and zoning has been utilised to identify key changes recommended. A key change was ensuring the Council's developing Aero Park residential subdivision was not included as Category 3 Grass lands. In addition a review of golf courses, racecourses and village areas has been undertaken to ensure correct categorisation of land.

Once these changes have been satisfactory completed NSW RFS shall prepare the buffers to the draft plan.

Once the draft map is finalised a report would be sent to Council to endorse the map with buffers for the purpose of certification. NSW RFS would consult with state Authorities and send the map to be certified.

This process is expected to take 3-6 months.

<u>Principal Activity</u>	Grow
<u>Policy Implications</u>	Updated Bush Fire Prone Land Map
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.3.1.1</b> Ensure all governance targets and statutory requirements are met in line with the relevant Acts and Regulations and Council policy

### **RECOMMENDATION**

1. That Council note the current review of the Bush Fire Prone Land Map.
2. That Council staff work with NSW Rural Fire Services to progress the map and prepare the buffers based on the draft map attached.
3. That a follow up report be provided to Council seeking endorsement of the Bush Fire Prone Land Map with Buffers for the purpose of certification.

Neil Alchin  
Director Growth and Liveability

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**NSW EPA CONSULTATION – WASTE LEVY REVIEW AND ORGANICS  
COLLECTION**

**SUMMARY**

To form a position on the consultation currently underway by the NSW Environment Protection Authority for review of waste levy and food and garden organics mandate.

.....

The NSW Environment Protection Authority (EPA) is currently inviting submissions on two (2) key topics in waste management, with submissions closing for both on 15 July 2025.

**Review of NSW Waste Levy**

The EPA has released the Review of NSW Waste Levy: Issues Paper for public consultation and feedback, with the documentation publicly available at <https://yoursay.epa.nsw.gov.au/nsw-waste-levy-review>. Consultation on the issues paper is the first formal step in the review process.

The EPA previously consulted back in 2014 on a similar basis, with Council making submission and representation to not support the extension of the regulated area and introduction of the levy. The 2014 review did not lead to any changes in extension of the regulated area at that time, with Gilgandra remaining unimpacted to date.

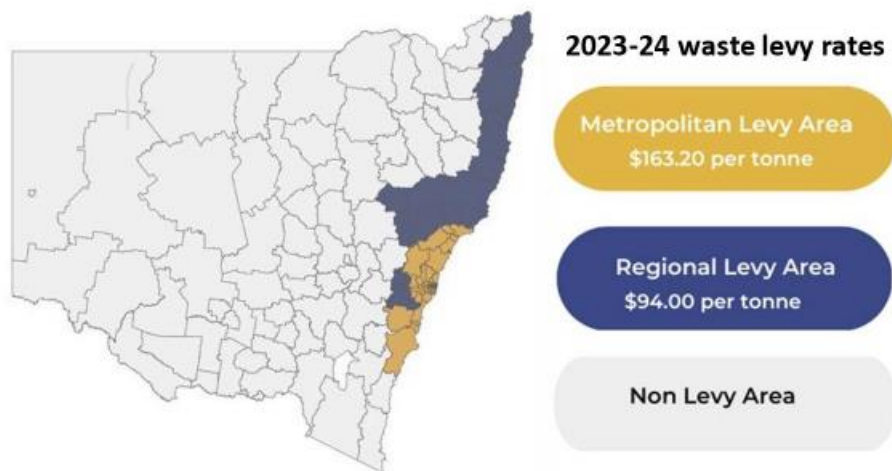
The current review is being undertaken to examine why recycling generally is plateauing in NSW (whilst waste generation is continuing to grow), and how the waste levy can be better used to reinvigorate recycling rates.

The scope of the review is to:

- Examine how the effectiveness of the levy as an incentive for resource recovery is impacted by waste levy rates and where the levy applies;
- Look at how the waste levy regulatory framework can better support those who want to do the right thing while making it harder for those who do not, and;
- What actions the NSW Government needs to take to ensure waste and resource recovery landscape in NSW enables effective operation of the waste levy as an incentive for resource recovery.

The waste levy is a tool implemented by the state government to ‘divert waste from landfill and promote resource recovery’ and is legislated through the Protection of the Environment Operations (Waste) Regulation 2014. The levy currently applies to EPA licensed facilities located within or who receive waste

from the currently defined Metropolitan Levy Area (MLA) and Regional Levy Area (RLA). The waste levy currently applies at a rate of \$163.20 per tonne in the MLA and \$94 per tonne in the RLA with levy rates adjusted annually in line with CPI (Figure 1). For clarity, the waste levy is an additional charge over and above the site's own disposal fees and is collected by local government at the waste facility and reported and paid to state government.



**Figure 1: Waste levy areas & rates currently in place**

Council staff have participated in consultation on this review through NetWaste, the voluntary regional waste group encompassing 25 regional Councils. Consultation to date has included workshop forum with EPA staff in late 2023 to convey our concerns of the implications associated with the impost of a levy on small regional communities, along with NetWaste making a formal submission at that early stage of the process on behalf of the member Councils with the following statement:

*NetWaste Councils strongly and completely oppose any change in the waste levy that will extend the regional levy area to include any of the 25 NetWaste Councils. The NSW EPA Levy applied to any of our Councils would be highly detrimental to waste management and simply lead to community angst and resentment against both Local Councils and the NSW Government.*

The waste levy currently applies to licensed landfills, which is triggered when a site receives >5,000 tonnes of waste per annum. In the case of Gilgandra where the Gilgandra Waste Facility receives approximately 1,400 tonnes of waste per annum, the impost of a waste levy would have significant implications for Council and the community, summarised as follows:

- Impost of essentially a 'tax' per tonne of waste received at the site in addition to local fees, which would be borne by the local community;

- On-site infrastructure upgrades likely required such as weighbridge to accurately capture waste volumes disposed to site, along with accompanying software;
- Licencing implications with the EPA, requiring detailed reporting and on-site environmental monitoring;
- Detailed reporting requirements for the waste levy and payment of funds as required to state government, with potential implications on staff/resourcing levels and technical knowledge required at the site;
- Likely increase in illegal dumping of waste as a result of increased cost for the service; and
- Potential increase to annual waste charges to assist Council cover the additional costs for implementing and administering the levy.

One of the biggest areas of contention around the levy has been and continues to be where the collected revenue is allocated and utilised. As stated in the Issues Paper, approximately one third of the revenue collected is allocated to the state government environment portfolio, with approximately half of this allocation directed towards targeted waste and resource recovery programs. In essence, there is very little financial return currently directed back into the communities where the levy is collected, with a portion of this money only available to Councils through contestable grants, meaning additional staff time and resources to apply, deliver and report on funded projects.

#### Suggested Council Response to Consultation

The waste levy review consultation is inviting responses on specific questions, with suggested response points included as follows:

Consultation questions	Response points
What are your views on the current levy rates and levy area boundaries? Should they be changed?	Council does not support the extension of the levy area boundaries; it will have numerous perverse outcomes for the local community and Council operations and will not drive improved recycling rates. Council operates its own recycling services through NDIS clients. If a remoteness category were applied as highlighted, this would need to be a tailored approach and considerate of existing services, recycling rates, population base and waste generation.
How can we best prevent opportunities for operators to avoid lawful disposal costs in NSW through illegal or unsustainable activity?	Gilgandra currently has low occurrences of illegal dumping, however with a rural LGA area of 4,386km <sup>2</sup> there is a vast area where this could occur if disposal fees become unaffordable through levy introduction for general waste – potential additional Council costs associated with response and cleanup.

	Waste tracking systems key tool for commercial/industrial waste management.
What factors need to be considered when looking at current exemptions, discounted (concessional) levy rates and levies on liquid waste and coal washery rejects?	Support exemptions for waste categories for where there are no alternatives other than landfilling (eg asbestos). As part of the 'remoteness' consideration for application of possible levy expansion, also consider Council's ability to meet specific exemption requirements for reuse of material off-site eg. crushed concrete, garden organics.
How can we streamline waste levy deduction requirements and processes?	Unfamiliar with the current deductions or process for applying these.
What other actions do you think the NSW Government could do to support the circular economy objectives of the waste levy?	Standardised recycling education messages and resources; statewide campaign around reducing waste generation generally; continued support for regional waste group coordination and specific funding to support regional initiatives; improved grant program guidelines and project reporting/acquittal requirements reflective of grant values whilst still maintaining level of probity; investment in research and development opportunities for the reuse of recycled materials to create more value in these material thus making it more demand from manufacturers to source recycled materials and more financially sustainable for recycling operations generating the product.

It is considered important that Council provide a submission on levy review consultation process along with providing support to NetWaste for a regional submission on behalf of the member Councils advocating that the regulated area not be extended.

### **Food and Garden Organic Mandates**

The EPA is also undertaking consultation on the Food and Garden Organics Mandate – Proposal Paper which forms part of the state government's commitment to halving organics going to landfill and achieving net zero emissions from organics in landfill from 2030, with removal of food and garden organics (FOGO) considered one of the most effective ways of achieving this. The proposal paper is publicly available at <https://yoursay.epa.nsw.gov.au/fogo-mandates>

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The NSW Government is proposing to mandate source separated FOGO collection services through a staged approach and legislated through an amendment to the Protection of the Environment Operations Act (1997):

- Including businesses (large supermarkets, hospitality industry and institutions) from 1 July 2025;
- Households from 1 July 2030; and
- Mandate reporting of surplus food donation by supermarkets to food charities.

#### *Proposed Business Mandate*

The start date for the proposed business mandate is to be based on residual (waste) bin capacity, so the largest generators will transition first, starting with premises with greater than 3,800L of residual waste bin capacity to commence 1 July 2025. There are potential implications to local institutions and businesses such as IGA, Gilgandra MPS, schools and food/drink and hotel/motel accommodation however at this stage in the consultation the specific detail is unknown and an assessment would need to be made of their current residual bin capacity to gain a better understanding of potentially impacted businesses.

#### *Household Mandate*

The proposed household mandate will require all NSW Councils to ensure all relevant residential accommodation is provided with enough organics collection bins for food and garden organics. The consultation process flags consideration of possible exemptions for:

- Towns below a certain population size/density and/or certain distance from processing facilities in the non-regulated area.
- Whether the requirement for household services should be restricted to the existing regulated area.

#### *Food Donation Reporting Mandate*

The requirement for large supermarkets (greater than 1000 m<sup>2</sup>) to report on surplus food donations will commence from 1 July 2025. This may have potential implications for local IGA, depending on whether they donate food for human consumption, however again the detail is currently unclear.

#### Current management of organics in Gilgandra

Council currently accepts bulk garden organic waste at the Gilgandra Waste Facility, which is mulched and reused on site, with food organics currently disposed to landfill as part of mixed waste. There is currently no provision for collection or processing of organics in Gilgandra for households or businesses as it requires a separate service, additional bins, typically including kitchen caddies and caddy liners for households and has historically not been considered viable due to economies of scale considerations, processing requirements to meet composting standards, community education implications etc.

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Council currently manages and provides a kerbside collection service for general waste and recycling to the Gilgandra township and village areas, with the existing contract arrangement with JR Richards and Sons expiring 30 June 2026.

Bin audit data published by the state government shows that approximately 50% of a household waste bin where an organics collection service does not exist can be made up of organic waste. For Gilgandra, local bin audits were last undertaken in 2017 of an aggregated sample of household waste (not including businesses), with the following summary reported:

	Average bin volume (litres)	Average bin weight (kg)	Average bin capacity (%)
Residual bin (general waste – 240 litre capacity)	134.16	11.24	70.45
Recycling bin (240 litre capacity)	178.40	11.31	66.26

	Bin weight (kg/household)			Bin proportion (% of weight)		
	Residuals	Recyclables	Compostables	Residuals	Recyclables	Compostables
Residual (general waste) bin	2.30	2.63	6.30	20.50	23.40	56.10
Recycling bin	0.97	10.33	0.00	8.60	91.40	0.00

In general, the local audit data revealed that Compostables (which broadly included food and garden organics) made up 56% of the waste bin material, accounting for approximately 6.3kg of waste collected per week. Extrapolated out over a 12-month period, this equates to a potential organics waste stream of 327kg per household service. This local data is generally consistent with state government assessment.

#### Suggested Council Response to Consultation

The FOGO Mandate Proposal paper is inviting general feedback on the proposed mandates. At this stage of the consultation process and given the proposed timeframes, it is suggested that Council provide written submission advocating in general the proposed mandates apply only to the regulated area, which coincides with the waste levy review consultation process occurring concurrently.

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Further specific feedback is also suggested:

- Business mandates:
  - Highlight the potential implications of the business mandates for regional areas which will not only impact the businesses with cost and education implications, new source separation practices but also the local council who has responsibility for providing the waste collection service through contract arrangements for both collection services and processing of a new waste stream, provision of separate collection bins etc.
  - Advocate for further detail on this proposed mandate and how consultation with local businesses would occur to assist them in determining if they are impacted and what needs to be implemented to comply and provide financial support to businesses to assist with implementation.
- Household mandate - Whilst the diversion of organics from landfill has potential savings in landfill space and could prolong lifespan of the Gilgandra Waste Facility, the proposed mandate will have lasting financial implications on local residents if Council is required to introduce a new waste collection service.
  - If the mandate was imposed, Council strongly urges the state government to provide financial support for the introduction and continued provision of the service.
- Food donation reporting mandate - It remains unclear how this proposed mandate would impact local Gilgandra businesses given the proposed thresholds.
  - Advocate for further detail on this proposed mandate and how consultation with local businesses would occur to assist them in determining if they are impacted and what needs to be implemented to comply.

A Consultation Paper will be released by the state government on the outcomes of this consultation process. It is unclear as to the timing of the final legislated timeframes related to the proposed mandates, however given the suggested start dates for the business mandate it could be expected to be prior to June 2025.

Whilst it is suggested Council advocate for the proposed mandates not be imposed, Council will be undertaking an open tender process in first half of 2025/26 financial year to establish a new contract for domestic waste services. As part of this tender process it may be an opportunity for Council to obtain a separate optional price to provide a kerbside household organics collection service along with specific commercial premises. Gilgandra is in relative proximity to an organics processing plant in Dubbo which provides a potential processing option (subject to tendering) for the organics waste stream.

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<u>Principal Activity</u>	Live
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>1.3.4.1</b> Manage Gilgandra Waste Facility, waste collection contract for town and village kerbside pickup and encourage recycling in Gilgandra Region

#### RECOMMENDATION

1. That Council prepare a submission on the Waste Levy Review advocating for the regulated area not to be extended.
2. That Council prepare a submission on the Food and Garden Organics Mandate advocating the proposed mandates apply only to regulated area and addressing the key points outlined in the report relating to businesses and households.

Neil Alchin  
Director Growth and Liveability

(CR.SD.1)

## **DONATION OF LIBRARY SHELVING**

### **SUMMARY**

To consider two requests from community groups for donation of the existing redundant library shelving.

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When the library collections are moved to the GIL Library Hub, they will be displayed on all new shelving, provided under a State Library Public Library Infrastructure Grant. The current library shelving (installed under a State Library grant in 2010) will no longer be needed. Two community organisations have approached Council to request a donation of shelving.

Chantel Chandler, Teacher Librarian at Gilgandra Public School, has written to Council as follows:

“The current library at GPS was converted from classrooms 20 years ago to the space it occupies today. While this move made the library accessible for all students, unfortunately the space has not received much investment since then. Over the years, the library has been furnished with items from various parts of the school, resulting in a dated and cluttered appearance.

Introducing new shelving to our library would give it a fresh, clean feel and significantly improve the learning environment for our students. It would facilitate easier access to books, create a more structured division between learning spaces, and provide flexibility for rearranging shelves to accommodate special events and larger classes. Most importantly, it would demonstrate to our students that learning, literacy and books are worthy of investment.

With the town library undergoing a move and upgrade, I believe this presents a perfect opportunity to repurpose the old shelving, giving it a second life in supporting the youngest members of our community and creating a beautiful space for them to learn, play and feel a sense of belonging.”

Mrs Chandler has identified the need for approximately:

- 6 book boxes (there are 6 in all)
- 12 freestanding shelves (there are 18 in all)
- 12 metres of wall shelving (approximately 30 metres available)

Mrs Chandler noted that this request has the full support of the Principal and the Parent and Community (P&C) group at Gilgandra Public School.

In addition, Gilgandra Community Garden have requested a donation of shelving as follows:

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“As you are aware, we have recently installed our lockable Shed on a concrete plinth at the rear of the Gilgandra Community Garden and we were wondering if any of the shelving would be available for donation so we may display a few resources... We have found two high tables and some seats (4) around Gilgandra but our FRRR grant budget does not include monies for storage shelving.... As we would like to encourage participation and grow engagement with the Gilgandra community at large, it would be lovely when we open our shed doors for monthly working bees to have our own little hub where we can teach those interested, how to save seeds, propagate and germinate seeds to seedlings ready for planting. We are now at the end for phase 2 of our garden infrastructure installation, and having the shed organised and accessible for use would also be very timely for our community members.”

It is recommended that the requested shelving be donated to these very worthwhile causes, conditional on the recipients being prepared to safely dismantle the shelves and remove them at an appropriate time.

It is also recommended that if any shelving or unwanted furniture remains, it be donated to other community groups if they have a need for it.

<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Potentially forgoing income from sale of shelving, but this would be offset by the cost of organising the sale/ advertising.
<u>Delivery Program Actions</u>	<b>2.1.4.1</b> Support community groups with promotion of activities and assistance with applications for external funding*

#### RECOMMENDATION

1. That the shelving be donated to Gilgandra Public School and Gilgandra Community Garden, in line with their requests, and conditional on the recipients being prepared to safely dismantle the shelves and remove them at an appropriate time.
2. That if any shelving or unwanted furniture remains, an EOI from other local community groups be sought.

Neil Alchin  
Director Growth and Liveability

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**MINUTES – COMMITTEE MEETINGS FOR ADOPTION**

**SUMMARY**

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

.....

<u>Audit, Risk and Improvement Committee</u>	4 June 2024
<u>Disability Services Advisory Board</u>	28 May 2024

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Operational Plan Actions</u>	<b>4.2.1.1</b> Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*

**AUDIT, RISK AND IMPROVEMENT COMMITTEE**

4 June 2024

**PRESENT**

Graeme Fleming (Chair)  
David Neeves (General Manager)  
Melissa Welsh (Executive Leader Transformational Change)  
Cr Paul Mann

**IN ATTENDANCE**

Mrs Rebekah Berryman (Executive Assistant)

**APOLOGIES**

Neil Alchin (Director Growth and Liveability)  
Daryl Colwell (Director Infrastructure)  
Janelle Lummis (Acting Director Aged Care and Disabilities)

**DECLARATIONS OF INTEREST**

Chair Graeme Fleming declared a Standing Declaration of Potential Interest as an occasional provider of consultancy service to local government and as Chair of Lachlan and Co-Chair of Gilgandra, Warren and Coonamble ARIC committees. He advised there were no subjects or issues which were directly affected on the current meeting agenda.

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION 1/24</b>	Confirmed
That the minutes of the meeting held on 22 February 2024 be confirmed.	

**BUSINESS ARISING**

<b>Matters Discussed</b>	<b>Action to be Undertaken</b>
<ul style="list-style-type: none"><li>• New Governance Calendar released</li><li>• Financial Statements timeline. Written analysis of what has gone on as well as the reports – Zoom meeting.</li><li>• Just a summary of the current issues for the QBR</li><li>• Country Councils Conference – potentially April/May 2025</li></ul>	<ul style="list-style-type: none"><li>• Actions following the Governance Calendar</li><li>• GMc to confirm timeframe with auditors and then zoom meeting to be scheduled for ARIC</li><li>• QBR Report from last Council Meeting to go to GF</li></ul>

## REPORTS

(GO.EL1)

### INDEPENDENT MEMBERS

#### SUMMARY

To provide an update on the recruitment of the independent members for the Audit, Risk and Improvement Committee.

#### Discussion:

- Police checks and references to be completed
- Report to June Council Meeting

<b>COMMITTEE'S RECOMMENDATION 2/24</b>	Noted
That the report be noted.	

(GO.PO.1)

### RISK MANAGEMENT POLICY

#### SUMMARY

To present a draft Risk Management Policy prior to being presented at the June Council meeting.

<b>COMMITTEE'S RECOMMENDATION 3/24</b>	Noted
That the report be noted.	

(GO.PO.1)

### BUSINESS CONTINUITY PLANNING

#### SUMMARY

To present Council's Business Continuity Plan.

#### Discussion:

Business Continuity Plan to be reviewed and updated by new incoming Council

<b>COMMITTEE'S RECOMMENDATION 4/24</b>	Noted
That the report be noted.	



(FM.PL.1)

## **FINANCIAL MANAGEMENT**

### **SUMMARY**

To provide information on the Financial Management reports presented to Council.

<b>Matters Discussed</b>	<b>Action to be Undertaken</b>
<ul style="list-style-type: none"><li>• Plan Management Process discussed – internal audit</li><li>• Restricted and unrestricted funds summary</li></ul>	<ul style="list-style-type: none"><li>• Overview of the plant process to be conducted my Council</li><li>• DN to confirm figures and provide to GF</li></ul>

<b>COMMITTEE'S RECOMMENDATION 5/24</b>	Noted
That the report be noted.	

(CM.AU.1)

## **INTERNAL AUDIT**

### **SUMMARY**

To provide information on the internal audit function at Council.

#### **Discussion:**

EOI to be released in June 2024

<b>COMMITTEE'S RECOMMENDATION 6/24</b>	Noted
That the report be noted.	

(CM.AU.1)

## **GOVERNANCE**

### **SUMMARY**

To provide information on Information and Communications Technology.

#### **Discussion:**

ICT and Cybersecurity high on priority list

<b>COMMITTEE'S RECOMMENDATION 7/24</b>	Noted
That the report be noted.	

(FM.PL.1)

## **IMPLEMENTATION OF THE STRATEGIC PLAN, DELIVERY PROGRAM AND STRATEGIES**

### **SUMMARY**

To provide information on the Delivery Program and Operational Program.

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Discussion:

Matters Discussed	Action to be Undertaken
<ul style="list-style-type: none"><li>Discussed current process and timeline</li><li>Section 428A – outline of those issues at the first ARIC meeting</li><li>September 2024 elections discussed and indication of new council</li></ul>	<ul style="list-style-type: none"><li>Status of Section 428A report to go to first ARIC Meeting</li></ul>

<b>COMMITTEE'S RECOMMENDATION 8/24</b>	Noted
That the report be noted.	

GENERAL BUSINESS

Matters Discussed	Action to be Undertaken
<ul style="list-style-type: none"><li>Attestation 2024/25</li></ul>	<ul style="list-style-type: none"><li>GF happy with the draft document and Council to continue working on it ready for the annual report</li></ul>
<ul style="list-style-type: none"><li>Action Plan</li></ul>	<ul style="list-style-type: none"><li>Timelines and dates to be included in the action plan</li></ul>
<ul style="list-style-type: none"><li>Outstanding Matters from Previous Minutes</li></ul>	<ul style="list-style-type: none"><li>Same as Council</li></ul>
<ul style="list-style-type: none"><li>Confidential (Closed) Reports</li></ul>	<ul style="list-style-type: none"><li>Same process as Council</li></ul>

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10:05am.

Graeme Fleming  
Chairman

**DISABILITY SERVICES ADVISORY BOARD**

28 May 2024

**PRESENT**

Cr D Batten (Mayor)  
Cr P Mann  
Cr A Bunter  
Mr D Neeves (General Manager)  
Mrs J Lummis (Acting Director Aged Care & Disability Services)  
Mr M Hodge (Waste Operations Manager)

**IN ATTENDANCE**

Mrs J Prout (Executive Assistant)

Proceedings of the meeting commenced at 3.00pm

**ELECTION OF THE CHAIR**

**SUMMARY**

To elect the Chair of the NDIS Advisory Board.

**Proceedings in Brief**

Nominations were called for the position of Chair and only one nomination, that of Cr Batten, was received.

<b>COMMITTEE'S RECOMMENDATION – 1/24</b>	Cr Mann/Cr Bunter
That Cr Batten be elected Chair of the Disability Services Advisory Board for the remainder of this Council term and continuing until the end of the Mayoral term determined following election of the new Council.	

**APOLOGIES**

Mrs D Dobson, (Director Aged Care & Disability Services)

<b>COMMITTEE'S RECOMMENDATION – 2/24</b>	Cr Bunter/Cr Mann
That the apology submitted be accepted.	

**DECLARATIONS OF INTEREST**

Nil

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## **MEMBERSHIP, TERMS OF REFERENCE AND MEETING SCHEDULING**

### **SUMMARY**

To finalise membership and Terms of Reference for the NDIS Advisory Board and confirm meeting dates and times.

<b>COMMITTEE'S RECOMMENDATION – 3/24</b>	<b>Cr Mann/Cr Bunter</b>
That the Advisory Board be named the Disability Services Advisory Board, with membership comprising: <ul style="list-style-type: none"><li>• One independent member with a background in disability or human rights</li><li>• Representative councillors being Cr Mann, Cr Bunter and Cr Batten</li><li>• General Manager</li><li>• Director Aged Care &amp; Disability Services</li><li>• Orana Living Manager</li><li>• Waste Operations Manager</li><li>• Any future position which oversights Quality and Education</li><li>• One independent Consumer representative/advocate</li></ul>	

<b>COMMITTEE'S RECOMMENDATION – 4/24</b>	<b>Cr Bunter/Cr Mann</b>
<ol style="list-style-type: none"><li>1. That the vacant independent positions on the NDIS Advisory Board be advertised.</li><li>2. That the draft Terms of Reference be confirmed, subject to the possibility of a joint clinical sub-committee with Gilgandra Lifestyles.</li><li>3. That future meetings of the NDIS Advisory Board be held on the fourth Tuesday of every third month (May, August, November and February) at 2.00pm.</li></ol>	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 3.58PM.

Doug Batten  
Chair

### **RECOMMENDATION**

That the minutes be adopted.

David Neeves  
General Manager

**MINUTES – COMMITTEE MEETINGS FOR NOTATION**

SUMMARY

To present the following minutes of Committee meetings for notation.  
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<u>Interagency Committee</u>	23 May 2024
<u>Local Emergency Management Committee</u>	28 May 2024
<u>Traffic Committee</u>	22 May 2024

<u>Principal Activity</u>	Lead
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<u>Policy Implications</u>	Nil
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<u>Budget Implications</u>	Nil
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<u>Operational Plan Actions</u>	<b>4.2.1.1</b> Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*
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**INTERAGENCY COMMITTEE**

23 May 2024

**PRESENT**

Gilgandra Shire Council – Youth Services – Monica Mudford (Acting Chair)  
Gilgandra Shire Library – Liz McCutcheon  
Gilgandra Shire Council - Housing & Homelessness Services - Tracey Stevenson  
Barnardos – Gina Johnson  
Services Australia – John Letfallah, Jordyn Hayward and Sarah Bligh  
Gilgandra Preschool – Kristy Hyndes and Jessica Turnbull  
Gilgandra Local Aboriginal Medical Service – Ash Kelly and Tayarna McKenzie  
Mission Australia – Nikki Wall, Ash Cowie and Amelia Menouhos  
Bila Muuji – Monica Britt  
WNSW Primary Health Network – Trixie Watts  
Countryside Compassion & Wellbeing – Samantha White

**PRESENT ON ZOOM**

Transport for NSW – Carmel Hannelly  
Staying Home Leaving Violence (NSW Police) – Tracey Connell and Kate Hilder  
Department of Communities and Justice - Andrew Bament  
VERTO – Sheralee Player  
Above Care Services – Meghan Canham  
Social Futures (Standby Support After Suicide) – Anne-Maree Ryan

Proceedings of the meeting commenced at 12.01 pm

**APOLOGIES**

Gilgandra Shire Council (Mayor) - Doug Batten  
Baptist Care – Leanne Monk  
St Joseph's School – Geoffrey Gibbons (Principal)  
Marathon Health – Ewen Jones  
NSW Health - Candice Gregory  
Transport for NSW – Ainsley Bruem  
D.A.N.S - In Home Care – Emma Meyers  
TAFE Gilgandra – Brian Carr  
Gilgandra High School – Ilana Austen  
Gilgandra Local Aboriginal Medical Service – Buddie Knight  
Bringing Them Home – Mark Gibson  
Gilgandra Youth Services – Bill Welsh  
Gilgandra Lifestyles – Helen Kildey  
The Healthy Communities Foundation Australia – Julie Walkom  
Gilgandra Local Aboriginal Land Council – Sonya Graham

<b>COMMITTEE'S RECOMMENDATION 2/24</b>	T. Stevenson / E.McCutcheon
That the apologies for the meeting on the 23 May 2024 be confirmed.	

### CONFIRMATION OF MINUTES

<b>COMMITTEE'S RECOMMENDATION 2/24</b>	T. Stevenson / E.McCutcheon
That the proceedings of the previous Interagency meeting held on 22 February, 2024 be confirmed.	

### BUSINESS ARISING

No business arising.

### SERVICE UPDATES- DV FOCUS

The agencies present were asked initially to talk about what their agencies could do to help people experiencing domestic violence.

#### Transport for NSW

Carmel Hannelly noted that Transport for NSW can help people with child restraints, and that they can provide emergency car seats for children for families experiencing DV.

#### Staying Home Leaving Violence- NSW Police

Tracey Connell and Kate Hilder spoke about the Staying Home Leaving Violence (SHLV) program, which helps women and children escaping domestic violence to remain safely in their homes. The program works with the police and courts to remove the violent offender so that if they choose, the victim can stay in their home. The SHLV team is based at Dubbo Police Station, and covers Dubbo, Wellington, Narromine and Gilgandra LGAs.

The support they provide includes counselling, referral, security upgrades to the home if needed or repairs. They work with the Womens Domestic Violence Court Advocacy Service and the Police. To refer people or for people to refer themselves, the following are the contacts:

Phone: 0417 384 723 or 0499 799 008

Email: [shlvdubbo@police.nsw.gov.au](mailto:shlvdubbo@police.nsw.gov.au)

#### Gilgandra Local Aboriginal Medical Service

Ash Kelly is the new outreach Wellbeing Worker at Gilgandra Local Aboriginal Medical Service (GLAMS) and could offer support to people who have experienced domestic violence. She is available to assist people from Monday to Friday. To contact or refer to Ash, contact the main office of GLAMS.

Phone: 6837 5111

Email: [admin@glams.net.au](mailto:admin@glams.net.au)

#### Western NSW Primary Health Network (WNSW PHN)

Trixie Watt from WNSW PHN noted that there is an Aboriginal Support Worker with Connecting Community Services Dubbo (Dubbo Neighbourhood Centre) who specialises in DV.

Email: [info@dnc.org.au](mailto:info@dnc.org.au)

Phone: 1800 319 551

#### Barnardos

Gina Johnson noted that Barnardos provide services to families and children, and can offer families who have experienced DV support around parenting and supported playgroups. People can join their programs themselves or through referral. Barnardos assist families to stay safe and help with health and wellbeing. The Reconnect program helps children who are at risk of disconnecting from school. All programs are voluntary, and have a referral form; contact Barnardos to receive one.

Gina also spoke about their LINKER program, which is an after-hours telephone support service for women in Western NSW who have left Domestic and Family Violence (DFV) situations. It proactively offers phone and text message support to women who have accessed emergency short-term accommodation as the result of leaving a DFV environment.

The LINKER worker contacts the client by phone and offers personalised and consistent support as required during their time of crisis and transition through homelessness to post-crisis stability, at times of the day and week when there are few, if any other forms of support available- from 5pm- 9am every day of the week. Women are referred to LINKER by Link2Home (emergency accommodation providers). The LINKER will support women as long as they are needed.

Phone: 02 5824 3070

Email: [gjohnson@barnardos.org.au](mailto:gjohnson@barnardos.org.au)

#### Mission Australia – Mannin' Up

Amelia Menouhos spoke about the Mannin' Up Men's Behaviour Change Program. This is designed to help change the behaviours of men who have committed violence within families or intimate partner relationships. The 18-20 week group program helps men to identify their abuse, manage their emotions, and understand their beliefs and attitudes about relationships and families. The program also aims to help men understand the impact that their behaviour has on women and children. It currently covers all the Central West. The program

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commences once they have sufficient numbers to run a group; this number is usually 8 to 10 men minimum. They are hoping to get the program running in Gilgandra- they have a couple of referrals. This is not a mandated program- men have to admit that they committed an act of violence and have to want to participate. There is a referral form- can self-refer, or a providing group can help them to refer.

Phone: 0448 945 900

Email: [menouhosa@missionaustralia.com.au](mailto:menouhosa@missionaustralia.com.au)

#### Department of Communities and Justice

Andrew Bament from DCJ was present on Zoom, but unable to speak, due to technology issues. Andrew left the following information in chat:

“As far as funded DV services, we have Staying Home Leaving Violence (Tracey Connell) and DV Linker (Barnardos- Gina Johnson), which you have heard about from both ladies. I strongly encourage you to reach out to both programs as well as to engage with your local Specialist Homelessness Service (Tracey Stevenson- Gilgandra Housing and Homelessness) which can assist with referrals to obtain temporary and crisis accommodation. Sadly, that can mean temporarily relocating to larger centres like Dubbo, which I know is not ideal. There is a new Core and Cluster which is near completion in Dubbo, which will open up more crisis beds for victims of DV. If anyone would like to reach out to me you can get me at:

[andrew.bament@dcj.nsw.gov.au](mailto:andrew.bament@dcj.nsw.gov.au)

I will also attend your next meeting.”

#### SERVICE UPDATES- GENERAL

##### Western NSW Primary Health Network (WNSW PHN) and Bila Muuji Aboriginal Corporation Health Service

Trixie Watts from WNSW PHN and Monica Britt from Bila Muuji Aboriginal Corporation Health Service spoke about the Banma-Li Chronic Care program operating in Gilgandra, Coonamble and Dubbo. It is an Integrated Care Program (ITC) that supports Aboriginal people with chronic diseases, including diabetes, cardiovascular disease, chronic kidney disease, cancer or liver disease. The support available includes travel and accommodation to attend health appointments, consultation fees, medical footwear fitted and prescribed by a podiatrist, assistive breathing equipment, blood glucose monitoring equipment, mobility aids prescribed by a professionals. There is a “Banma-Li” information sheet for GPs that outlines the referral requirements.

Trixie and Monica also provided a fact sheet on “Services and programs that assist Aboriginal people, families and communities after a suicide and during Sorry Business”.

Bila Muuji Aboriginal Corporation Health Services Incorporated comprises Aboriginal Community Controlled Medical Services from Coomealla, Coonamble, Gilgandra, Dubbo, Forbes, Orana Haven and Orange.

WNSW PHN- email: [admin@wnswphn.org.au](mailto:admin@wnswphn.org.au), Phone: 1300 699 167

Bila Muuji- email: [admin@bilamuujihealthservices.org.au](mailto:admin@bilamuujihealthservices.org.au), Phone: (02) 6885 6097

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### Above Care Services

Meghan Canham spoke about Above Care Services, an NDIS disability support provider in Dubbo, serving the Region including Gilgandra. They provide transport and service supports and develop tailored programs for capacity and skill building in the community. They have care workers who are based in Gilgandra.

Email: [meghan@abovecareservices.com.au](mailto:meghan@abovecareservices.com.au)

### Social Futures- StandBy Support After Suicide

Anne-Maree Ryan spoke about the StandBy Support After Suicide program.

Anne-Maree noted the correlation between DV and suicide.

StandBy Support provides practical, holistic, non-clinical support to anyone who has been bereaved or impacted by suicide. StandBy provides emotional comfort and psychological first aid, and promotes adaptive coping, acting as a central point of coordination and contact to link the individual to the supports they identify they need. They support people for 2 years. StandBy is a free, 24/7 and confidential service, available nationwide. Referrals can be made by any person on 1300 727 247. The number is answered 7 days a week, including public holidays, between 6am and 10pm. Any provider or community enquiries can also be directed to that number. All Gilgandra calls will go to either Mandi Smart or Anne-Maree. The information needed is: name, phone number, verbal consent to ring the person. They usually text the person first to ask if they would like a call.

Phone: 1300 727 247

Email: [standby.northwestnsw@socialfutures.org.au](mailto:standby.northwestnsw@socialfutures.org.au)

### VERTO

Sheralee Player, Team Leader with VERTO, spoke about being a contracted with Workforce Australia to provide employment and training services in our community. They cater for people aged 18 to 67 years, and have an office in Gilgandra. They have recently run a course in Coonamble called "Wake up, Shake up" to help people get back into work, giving them second chances, and several were successful in obtaining work at Coonamble Shire. Verto are currently getting clients ready for upcoming construction work in the area, through offering training to get white card and other requirements.

Phone: 1300 483 786.

Email: [splayer@verto.org.au](mailto:splayer@verto.org.au)

### Services Australia

Sarah Bligh, Community Engagement Officer with Services Australia, spoke about how they can provide direct services to customers who can't come in to the office in Dubbo. They can also work with other services to share information.

Jordyn Hayward, Indigenous Services Officer with Services Australia also spoke, and is able to come out to Gilgandra help people who are unable to attend the office in Dubbo.

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John Letfallah, Financial Information Services (FIS) Officer with Services Australia, spoke about the help his service can provide. This includes education, information and budgeting help. John stressed that they can provide information only- they are not financial advisers. They work to educate customers; commonly about pensions, superannuation and to help them to work out how to sustain a decent life into the future.

There is not as much outreach available with this service; however they can help by phone or by video appointments, if linked through My Gov. They also hold live webinars, which are recorded to allow people to watch at a later time. These are available on the Services Australia website, under webinars, and include topics such as nursing homes, gifting and women's finances.

John also spoke about the Services Australia Aged Care Specialist Officer. If a person is unable to access My Aged Care online, they are able to do an assisted claim at the Services Australia office.

In certain circumstances, if a person has complex needs or is vulnerable, a third party can contact Services Australia on their behalf, and a Services Australia officer may be able to come out to visit them.

Phone: 132 300 and ask for "Financial Information Service" when prompted.

#### Barnardos

Gina Johnson spoke about the main programs offered in Gilgandra. The supported playgroups are going well; there are currently two playgroups being held each week in the St Vincent de Paul hall. The Family Preservation program has a full caseload. The Reconnect program at GHS is running a Coercive Control group for Year 9 with the Wellbeing Nurse, and the Love Bites program.

Email: [gjohnson@barnardos.org.au](mailto:gjohnson@barnardos.org.au)

#### Gilgandra Preschool

Director Kristy Hyndes and Jessica Turnbull gave an update about the Preschool. Enrolments are nearly at capacity. Bush Preschool has started again. The Preschool has a visiting Occupational Therapist and Speech Therapist, and staff are trained to support these needs. If staff identify that children have greater needs, they are referred on for more intensive support. The Preschool also supports families to refer to the NDIS through Mission Australia, or to other services as needed.

Email: [director@gilpreschool.com.au](mailto:director@gilpreschool.com.au)

Phone: 6847 2330

#### Countryside Compassion and Wellness

Samantha White spoke about her work providing counselling and social work services in Gilgandra, including in the NDIS space. Samantha can provide services including, but not limited to: complex case management, writing assessments inclusive of functional capacity assessments, supporting clients

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through the plan review process, providing training to support workers and parent caregivers, mentoring and scaffolding supports. Samantha works from 3 Warren Road, Gilgandra; at the back of the CWA. Samantha can also provide victim services to DV clients, such as counselling.

Phone: 0457 177 807

Email: [info@countrysidecompassionandwellness.com.au](mailto:info@countrysidecompassionandwellness.com.au)

#### Mission Australia

Nikki Wall spoke about the Early Childhood Early Intervention program they offer in Gilgandra;. This program supports children aged 0-8/9 years who have a developmental delay or disability, and their families/ carers. They assist families to apply for the NDIS. Nikki commented that the referral pathway is strong in Gilgandra; they are seeing a trend of increased numbers of children aged around 4 years coming through with screening before school- the true Covid babies are starting to come through.

Email: [nicole.wall@ndis.gov.au](mailto:nicole.wall@ndis.gov.au)

Amelia Menouhos spoke about another program called Safe Me- Safe Me. This is an early intervention program for young males aged 13-18 who use violence in the household towards female partners or family members.

Email: [menouhosa@missionaustralia.com.au](mailto:menouhosa@missionaustralia.com.au)

Phone: 0448 945 900

#### Gilgandra Local Aboriginal Medical Service

Ash Kelly gave some more information about her new role as outreach Wellbeing Worker at Gilgandra Local Aboriginal Medical Service (GLAMS). Ash supports Aboriginal and Torres Strait Islander clients to attend appointments; she is able to sit in on appointments with them and help them to understand information. She works Monday to Friday, 9-5. To contact or refer to Ashley, contact the main office of GLAMS.

Phone: 6837 5111

Email: [admin@glams.net.au](mailto:admin@glams.net.au)

#### Gilgandra Housing and Homelessness

Tracey Stevenson advised that since the last meeting, there has been an increase in the number of people accessing the service. The service also hosted an excellent visit from the Homes NSW Mobile Outreach Team, who assist people with social or government housing. People were able to check in on their current housing applications, and talk to representatives about their housing issues. 15 people attended. The next visit from the Homes NSW Mobile Outreach Team, which includes staff from DCJ and Housing, is on 24 June. Tracey noted the importance of encouraging clients to come when Housing has a mobile outreach in Gilgandra, as having a face-to-face appointment with Housing helps.

The service recently had success with helping two women to find housing in Cobar and Warren, and a young man to find housing after living rough.

Email: [tstevenson@gilgandra.nsw.gov.au](mailto:tstevenson@gilgandra.nsw.gov.au)

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Gilgandra Youth Services

Tracey Stevenson spoke about the success of the recent school holiday program at Gilgandra Youth Services, including a Colour Run, Roller Disco and Motorbike stunt demonstrations. Breakfast Club is going well; averaging 40 children each morning, and there has also been an increase in the number of young people dropping in to spend time at the Youth Club after school. The recently recruited Youth Worker, Bill Welsh, is working well with the schools and attending sport at Gilgandra High School.

Email: [mmudford@gilgandra.nsw.gov.au](mailto:mmudford@gilgandra.nsw.gov.au)  
M: 0448 927 328

Gilgandra Shire Library

Liz McCutcheon gave an update on construction of the GIL Library Hub; work is continuing, furniture installation is scheduled.

Email: [lmccutcheon@gilgandra.nsw.gov.au](mailto:lmccutcheon@gilgandra.nsw.gov.au)

GENERAL BUSINESS

- Briefly discussed possibility of having a DV information day and/or Services Expo. No date set.

NEXT MEETING

Thursday, 22 August @ 12.00pm

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.00 pm.

Monica Mudford  
Acting Chair

**LOCAL EMERGENCY MANAGEMENT COMMITTEE**

28 May 2024

**PRESENT**

Mr D Neeves (Gilgandra Shire Council – Chair)  
Mr D Colwell (Gilgandra Shire Council - LEMO)  
Cr D Batten (Mayor, Gilgandra Shire Council)  
Acting Sergeant J Berryman (Orana Mid Western Police District – Dubbo Police  
LEOCON)  
Mr C Waters (NSW Police – REMO)  
Mr A Hazelton (Essential Energy)  
Mr S Basham (NSW Rural Fire Service)  
Mr M Arkell (NSW Rural Fire Service)  
Ms D Faulks (NSW Rural Fire Service)  
Mr C Cusack (Fire and Rescue NSW)  
Mr C Riley (SES)  
Mr A Smithers (SES)  
Ms A Watson (SES)  
Mrs M Basham (Local Land Services)  
Mr S Edwards (Transport for NSW)  
Ms S Masonwells (Reconstruction Authority)  
Mr G Kiehne (NSW Ambulance Service)  
Ms D Best (NSW Ambulance Service)  
Mr N Jennings (NSW Education)  
Mr J Alchin (NSW Health)

**IN ATTENDANCE**

Mrs Rebekah Berryman (Gilgandra Shire Council)

Proceedings of the meeting commenced at 5.02pm  
At Gilgandra Shire Council, Council Chambers, 15 Warren Road  
Gilgandra

**APOLOGIES**

Mr N Dwight (RSPCA)  
Ms K Edwards (Australian Red Cross)  
D White (NSW Rural Fire Service)  
Mr T Cameron (Local Land Services)  
Mr D Jordan (Fire and Rescue)  
Mr S Beaton (NSW Ambulance)  
Inspector J Conolly (NSW Police)  
Mr A Hojel (Fire and Rescue)

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<b>COMMITTEE'S RECOMMENDATION 11/24</b>	S Masonwells/J Berryman
That the apologies submitted be accepted.	

CONFIRMATION OF MINUTES

<b>COMMITTEE'S RECOMMENDATION 12/24</b>	G Kiehne/C Riley
That the minutes of the meeting held on 27 February 2024 be accepted as a true record of proceedings	

BUSINESS ARISING.

NIL

AGENDA ITEMS

REMO'S REPORT

Chris Waters – as per the report. John Holland Rail is now ULG Regional Linx

<b>COMMITTEE'S RECOMMENDATION 13/24</b>	C Waters/D Colwell
That the REMO's report be noted.	

REPORTS FROM OTHER AGENCIES

NSW Reconstruction Authority (NSWRA) Agency Report

Sarah Masonwells – August LEMC Meeting to go through the State recovery plan

<b>COMMITTEE'S RECOMMENDATION 14/24</b>	S Masonwells/G Kiehne
That the report be noted.	

RFS Operational Report

Deanna Faulks - Staffing movements. She advised that she herself is finishing up with the Rural Fire Service this week. No fuel in Coonabarabran after hours anymore.

<b>COMMITTEE'S RECOMMENDATION 15/24</b>	D Faulks/S Basham
<ol style="list-style-type: none"><li>1. That the report be noted.</li><li>2. That a letter of support be drafted on behalf of the LEMC to Chris Waters for REMC in relation to the lack of availability of fuel in Coonabarabran after hours.</li></ol>	

LLS Agricultural and Animal Services Functional Area Report

Marita Basham - as per the report. Fire ant presentation discussed.

<b>COMMITTEE'S RECOMMENDATION 16/24</b>	M Basham/A Smithers
1. That the report be noted; and	
2. That Tristan Cameron be invited to conduct a fire ant presentation prior to the next LEMC meeting.	

Australian Red Cross – Late Report

<b>COMMITTEE'S RECOMMENDATION 17/24</b>	J Berryman/S Masonwells
That the report be noted.	

Department of Education Report – Late Report

Nick Jennings – contact numbers discussed, mitigation space changing in relation to fire and floods. NSPs – Nick to provide update at a later date.

<b>COMMITTEE'S RECOMMENDATION 18/24</b>	N Jennings/C Waters
That the report be noted.	

Fire and Rescue NSW – Late Report

Chris Cusack – as per report

<b>COMMITTEE'S RECOMMENDATION 19/24</b>	C Cusack/S Basham
That the report be noted.	

Transport for NSW – Late Report

Shane Edwards - Movement in staff. Dave Dicky to come back to assist with Gilgandra LEMC while Shane is on the coast.

<b>COMMITTEE'S RECOMMENDATION 20/24</b>	S Edwards/S Masonwells
That the report be noted.	

SES - Late Report

<b>COMMITTEE'S RECOMMENDATION 21/24</b>	D Batten/C Cusack
That the report be noted.	

CORRESPONDENCE RECEIVED REQUIRING DISCUSSION

NIL

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EVENTS

NIL

UPDATE OF EMERGENCY CONTACT DETAILS

Contact details were provided and circulated for updating.

GENERAL BUSINESS

Pre-Event Recovery Plan Endorsement

<b>COMMITTEE'S RECOMMENDATION 22/24</b>	S Masonwells/A Watson
That the Pre-Event Recovery Plan be Endorsed	

Review and Amend CMGs; and Local EMPlan Endorsement

Marita Basham (Tristan Cameron)– Agricultural Disease Plant + Agricultural Disease Animal CMGs Proposed (draft documents)

Chris Cusack – Fire Industrial CMG and Hazmat CMG Proposed (draft documents)

Dez White – Updated Fire (Bush and Grass) CMG

Chris Waters – Railway CMGs discussed (currently Narromine and Dubbo and soon to be Walgett). Potentially Gilgandra at a later date.

<b>COMMITTEE'S RECOMMENDATION 23/24</b>	C Cusack/J Alchin
That the:  1. Amendments to the current CMGs be endorsed subject to including schools as vulnerable groups and references to RMS changed to Transport to NSW;  2. Agricultural Disease Plant and Agricultural Disease Animal CMGs be endorsed subject to minor amendments; and  3. The draft Local EMPlan 2024 with all CMGs be endorsed and presented to REMC for endorsement.	

SES Heavy Vehicle Rescue

Annabelle Watson – Management resolved not to move a heavy rescue truck to Gilgandra. However, Gilgandra SES unit is proposed to be put on a list to add a light rescue vehicle.

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Time of the LEMC Meetings

John Alchin proposed to move LEMC Meetings to during business hours. LEMC Meeting proposed to 4pm timeslot for all future meetings.

<b>COMMITTEE'S RECOMMENDATION 24/24</b>	J Alchin/J Berryman
That all future LEMC Meetings be held at 4:00pm.	

Acknowledgement of Geoff Kiehne's Contributions to the SES

David Neeves – on behalf of the Gilgandra LEMC, special mention to Geoff Kiehne for all his contributions to the SES over the years.

NEXT MEETING

27 August 2024 at 4:00pm – SES Headquarters, Warren Road, Gilgandra NSW 2827

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.42PM.

David Neeves  
Chairman

**TRAFFIC COMMITTEE**

22 May 2024

**PRESENT**

Mr Daryl Colwell (Chairman & Council Representative)  
Mr Richard Drooger (TfNSW Representative)  
Cr Doug Batten (Local Member's Representative) (via audio-visual)  
A/Sgt Joshua Berryman (NSW Police)

**IN ATTENDANCE**

Katie Dobson (Executive Assistant)

Proceedings of the meeting commenced at 11:01 am

**APOLOGIES**

Nil

**DECLARATIONS OF INTEREST**

Nil

**ATTENDANCE VIA AUDIO-VISUAL MEANS**

Cr Doug Batten requested to be able to attend the meeting via audio-visual means.

<b>COMMITTEE'S RECOMMENDATION – 07/24</b>	D Colwell/ R Drooger
That approval be granted for Cr Doug Batten to attend the meeting via audio – visual means.	

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION – 08/24</b>	J Berryman/ R Drooger
That the previous minutes be confirmed.	

**BUSINESS ARISING**

Nil

**GIVE WAY SIGNAGE AT INTERSECTION OF MARSHALL AND FARRER STREETS**

**SUMMARY**

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To advise of a request from a resident that Give Way signage be placed at the intersection of Marshall and Farrer Streets.

<b>COMMITTEE'S RECOMMENDATION – 09/24</b>	Cr D Batten/ J Berryman
That the Local Traffic Committee endorse Give Way signage and pavement markings be implemented on Farrer Street at its intersection with Marshall Street, Gilgandra.	

### **REQUEST FOR NO STOPPING SIGNAGE NEWELL HIGHWAY AT INTERSECTION OF QUEALEYS ROAD**

#### **SUMMARY**

To advise of a request to extend no parking signage on the Newell Highway at the intersection with Quealeys Road.

<b>COMMITTEE'S RECOMMENDATION – 10/24</b>	R Drooger/ Cr D Batten
That the implementation of a 'no stopping' zone be located along the Newell Highway to the Northern side of the intersection with Quealeys Road. The 'no stopping' zone is to replace the current 'no parking' zone.	

### **EXTENSION OF BUS ZONE GILGANDRA PUBLIC SCHOOL IN ELIZABETH STREET**

#### **SUMMARY**

To advise of a request to temporarily extend the school bus parking zone in Elizabeth Street whilst broader issues around access to Gilgandra Public School are being resolved.

<b>COMMITTEE'S RECOMMENDATION – 11/24</b>	Cr D Batten/ J Berryman
That the Local Traffic Committee extend the current trial bus zone for another three months until further stakeholder meetings can be held.	

### **MATTERS OUTSTANDING FROM PREVIOUS MEETINGS**

#### **SUMMARY**

To advise the status of outstanding matters

<b>COMMITTEE'S RECOMMENDATION – 12/24</b>	J Berryman/ Cr D Batten
That progress with the matters outstanding from previous meetings be noted.	

### **GENERAL BUSINESS**

J Berryman advised that the kurb was damaged at the intersection of Mullions and Waugan street and will need to be fixed. KD has lodged a CSR with Council to have this done.

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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 25 JUNE 2024

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DC brought up the Under the Gums and Going to Gil Festival on the weekend of the 27<sup>th</sup> to 29<sup>th</sup> of September, when the traffic plans are provided they will be forwarded onto the committee members for review.

NEXT MEETING

Wednesday, 28 August 2024 at 11.00 am

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11:32AM

D Colwell  
Chairman

RECOMMENDATION

That the 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
- Questions for Next Meeting
- 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**

Statement of Bank Balances and Investment Balances

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 May 2024.
2. Certificate of Bank Reconciliation – Month of May 2024.
3. Details of investments as at 31 May 2024 (Local Government Financial Management Regulation No.19).

<b>CASH BOOK BALANCE AS AT</b>	<b>30-Apr-24</b>	<b>\$2,150,128.73</b>
Plus: Receipts		\$5,408,175.86
Less: Payments		\$5,148,191.95
<b>CASH BOOK BALANCE AS AT</b>	<b>31-May-24</b>	<b>\$2,410,112.64</b>

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<b>STATEMENT BALANCE AS AT</b>	<b>30-Apr-24</b>	<b>\$2,150,363.93</b>
Plus: Receipts		\$5,346,875.11
Less: Payments		\$5,102,747.48
<b>STATEMENT BALANCE AS AT</b>	<b>31-May-24</b>	<b>\$2,394,491.56</b>

Plus: Unpresented Receipts		\$32,000.62
Less: Unpresented Payments		\$16,379.54
<b>RECONCILED BALANCE AS AT</b>	<b>31-May-24</b>	<b>\$2,410,112.64</b>

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Cashbook balance as at 31 May 2024:	\$2,410,112.64
Investments held as at 31 May 2024:	\$32,000,000.00
<b>Total Cash &amp; Investments Held as at 31 May 2024:</b>	<b>\$34,410,112.64</b>

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The bank balances in each of the funds as at 31 May 2024 are:

General Fund	\$12,384,447.37
Water Fund	\$3,461,550.10
Sewer Fund	\$3,593,450.95
Orana Living	\$5,470,990.93
Carlinda Enterprises	\$546,151.09
Cooee Villa Units	\$3,636,597.97
Cooee Lodge	\$4,088,416.43
Jack Towney Hostel	\$841,566.42
Trust Fund	\$386,941.38

<b>Balance as per Total Cash &amp; Investments Held:</b>	<b><u>\$34,410,112.64</u></b>
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Details of Council's investments are as follows:

(1)	\$1,000,000.00	For 270 days	5.05%	Due 03-Dec-24	With Defence
(2)	\$1,000,000.00	For 366 days	5.00%	Due 04-Sep-24	With Bendigo
(3)	\$1,500,000.00	For 365 days	4.75%	Due 04-Mar-25	With Bendigo
(4)	\$2,000,000.00	For 183 days	5.10%	Due 11-Oct-24	With Bank of Qld
(5)	\$2,000,000.00	For 452 days	5.15%	Due 26-Aug-24	With Bank of Qld
(6)	\$2,000,000.00	For 183 days	5.05%	Due 08-Oct-24	With Bank of Qld
(7)	\$1,000,000.00	For 183 days	5.25%	Due 05-Jun-24	With IMB Bank
(9)	\$2,000,000.00	For 183 days	5.00%	Due 25-Sep-24	With IMB Bank
(10)	\$1,000,000.00	For 272 days	5.07%	Due 06-Aug-24	With Macquarie
(11)	\$1,000,000.00	For 90 days	5.00%	Due 10-Jul-24	With NAB
(12)	\$2,000,000.00	For 150 days	5.10%	Due 10-Oct-24	With NAB
(13)	\$3,000,000.00	For 270 days	5.20%	Due 07-Feb-25	With NAB
(15)	\$3,000,000.00	For 333 days	5.20%	Due 22-Apr-25	With NAB
(16)	\$2,000,000.00	For 180 days	5.05%	Due 08-Oct-24	With NAB
(17)	\$1,000,000.00	For 240 days	5.20%	Due 31-Jul-24	With NAB
(18)	\$2,000,000.00	For 180 days	5.10%	Due 08-Jul-24	With NAB
(19)	\$2,000,000.00	For 182 days	5.10%	Due 27-Nov-24	With NAB
(20)	\$2,500,000.00	For 210 days	5.04%	Due 04-Nov-24	With Suncorp
Total				<b>\$32,000,000.00</b>	
Investments:					



## **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>July 2022</u>		
141/22	Compulsory Acquisition by Agreement Of Road Reserves and Licence Agreement	No further action at this stage further feedback will be sought from Inland Rail.
<u>November 2022</u>		
231/22	ARTC Housing Design	Inland Rail have advised that they will not be proceeding the project for the foreseeable future
<u>December 2022</u>		
247/22	Subdivision of 6324 Newell Highway, Gilgandra	Stage 1 Subdivision completed – Registration Pending
<u>April 2024</u>		
41/24	Orana Living NDIS Executive Review (Action Plan)	Report to future meeting
46/24	NDIS Advisory Board (Terms of Reference)	Report to future meeting

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 25 JUNE 2024

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**PROGRESS ON “QUESTIONS FOR NEXT MEETING”**

**SUMMARY**

To inform Council of appropriate action which has or will be taken in relation to Councilors “Questions for Next Meeting” outstanding from previous meetings.

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**May 2024**

Gilgandra Library Hub

Reported to this meeting.

Cooee Lodge Finances

Report to July Council Meeting.

MEETING OF:  
HELD ON:

GILGANDRA SHIRE COUNCIL  
25 JUNE 2024

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### **DEVELOPMENT APPLICATIONS**

The following development applications were approved during May 2024

<b>DA Number</b>	<b>Applicant's Name</b>	<b>Application</b>	<b>Property address</b>	<b>Development Value</b>
2024/527	Darren Semmler	Dual Occupancy	4337 Castlereagh Highway, Gilgandra	\$988,000
2024/529	Ron Bunter	Carport & addition	192 Mahers Hill Road, Gilgandra	\$55,000
2024/530	Phillipa Haling	Dwelling	23 Everton Road, Gilgandra	\$585,390
			<b>June</b>	<b>\$1,628,390</b>
			<b>Total 2024</b>	<b>\$1,910,390</b>

### **Applications under assessment**

- DA2023/484 – Multi-dwelling housing & Community title subdivision
- DA 2023/504 – Motel Alterations & Additions
- DA 2024/532 – Tatts Hotel, verandah structural works
- DA 2024/533 – McGrane oval awning

### **May 2024 DA processing times**

<b>DA Number</b>	<b>Elapsed Processing Days (Planning Portal)</b>
2024/527	7 days
2024/529	7 days
2024/530	8 days

### **RECOMMENDATION**

That the reports be noted.

David Neeves  
General Manager

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**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. **LETTER FROM ANTHONY MITCHELL – DEPARTMENT OF PLANNING, HOUSING AND INFRASTRUCTURE**

Letter from Anthony Mitchell, Manager of Funding and Governance at the Department of Planning, Housing and Infrastructure in relation to Council's application to the 2023/24 Crown Reserves Improvement Fund for Gilgandra Rotary Caravan Park.

2. **LETTER FROM STEVE KAMPER – DEPARTMENT OF SMALL BUSINESS, LANDS AND PROPERTY, MULTICULTURALISM AND SPORT**

Letter from Steve Kamper MP in relation to Council's application to the 2023/24 Crown Reserves Improvement Fund for the Gilgandra Speedway.

3. **COUNTRY MAYORS ASSOCIATION MINUTES**

Minutes of the meeting held on 10 May 2024.

**RECOMMENDATION**

That receipt of the Category B correspondence be noted.

David Neeves  
General Manager