

## NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 19 September 2023 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 15 August 2023
9. Reports
10. 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
  - General Manager Leave (a)
  - Tender 34/23 Design and Construction of Baronne Creek Flood Mitigation Structures (d)
  - Gil Caravan Park Request for Rent Reduction (d)
  - Digital Signage (d)

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

David Neeves  
General Manager

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**ELECTION OF MAYOR**

**SUMMARY**

To elect Council's Mayor for the forthcoming period.

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Mayors elected by councillors normally hold their office for two years (unless a casual vacancy occurs). Because of the postponement of the last ordinary council elections to 4 December 2021, mayors elected by councillors during this term will have a shorter term than the usual two years. Councils, like Gilgandra, that elect their mayors are required under the Act to hold mid-term mayoral elections in the month of September. This means that the mid-term mayoral elections will need to be held in September 2023. The term of office of mayors elected in September 2023 will automatically expire on 14 September 2024, when their term as a councillor expires.

Section 290 (l) (b) of the Local Government Act 1993 provides that the election of the Mayor by the Councillors, if first election after an ordinary election, is to be held within three (3) weeks after the ordinary election.

An amendment to the Act (Section 230 (1) provides that a Mayor elected by the Councillors (on or after 30 August 2016) holds the Office of Mayor for two years commencing on the day the person elected to the Office is declared to be so elected.

**Nomination**

The regulations under the Local Government Act, 1993, provide that a Councillor may be nominated without notice for election as Mayor. Nominations are to be made in writing by two or more Councillors (one of whom may be the nominee) and is not valid unless the nominee has indicated consent to the nomination in writing. Nomination forms for both the Mayoral and Deputy Mayoral positions have been attached separately with this business paper.

The nomination is to be delivered or sent to the Returning Officer or handed to the Returning Officer at the meeting.

**Returning Officer**

The regulations (Clause 1) under the Act provide for the General Manager to be the Returning Officer for Mayoral elections.

**Method of Election**

If only one councillor is nominated, that councillor is elected.

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Where more than one candidate nominates for election, the Council is to resolve whether the election is to proceed by:

- (a) ordinary ballot
- (b) preferential ballot
- (c) open voting

Open voting means voting by a show of hands or similar means, while the ballots referred to are to be secret ballots.

Where the election is by ballot, it will be conducted by the preparation, marking and counting of ballot-papers in the presence of the Council and the General Manager/Returning Officer is to decide the manner in which votes are to be marked on the ballot papers.

In cases where there are only two candidates, the ordinary ballot or open voting methods are considered most efficient and also allow for the election of Mayor if more than two candidates stand. Council has previously adopted the ordinary ballot method of voting.

Where there are more than two candidates, the preferential ballot may be utilised.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Plan 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

That, should there be two or more nominations received for the position of Mayor for the ensuing term, an election be conducted by way of ordinary ballot.

David Neeves  
General Manager

**ELECTION OF DEPUTY MAYOR**

**SUMMARY**

To consider election of a Deputy Mayor for the forthcoming period.

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Section 231 of the Local Government Act 1993 authorises a Council to elect one of its Members as Deputy Mayor who may exercise any function of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the Office of Mayor.

Section 231 states:

*231 Deputy mayor*

- (1) The councillors may elect a person from among their number to be the deputy mayor.*
- (2) The person may be elected for the mayoral term or a shorter term.*
- (3) The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.*
- (4) The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.*

The term of office of deputy mayor elected in September 2023 will automatically expire on 14 September 2024, when their term as a councillor expires.

As with Mayoral elections, if only one councillor is nominated, that councillor is elected and, where more than one candidate nominates for election, the Council is to resolve whether the election shall be carried out by:

- (a) ordinary ballot
- (b) preferential ballot
- (c) open voting

It is suggested that, in the event of an election, the procedure should be the same as in the case of the election of Mayor.

As noted earlier, nomination forms are included with the Business paper and ballot papers will be available for use if required.

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<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Plan 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

That should there be two or more nominations received for the position of Deputy Mayor, an election be conducted by way of ordinary ballot.

David Neeves  
General Manager

**MAYORAL MINUTE - 14/23**  
**MAYORAL COMMITMENTS**

**SUMMARY**

To advise of the Mayor's activities since the 15 August 2023 meeting.

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22/08/23	Local Emergency Management Committee
23/08/23	Aero Park Residential Subdivision Sod Turning
23/08/23	Traffic Committee Meeting
28/08/23	Castlereagh Macquarie County Council Meeting in Coonamble
29/08/23	Coo-ee Lodge Hostel High Tea
29/08/23	Inland Rail Update
31/08/23	LGNSW Mayoral and Councillor Forum – Safety in Council Meetings
05/09/23	Real Country Project update at Coo-ee Heritage Centre & Visitor Information Centre
05/09/23	Orana Living Working Party to Discuss DNIS Executive Review
07/09/23	Alliance of Western Councils Dinner in Dubbo
08/09/23	Alliance of Western Councils Meeting in Dubbo
12/09/23	Bush Fire Management Committee in Coonabarabran
18/09/23	Groworx Coordination Meeting Coo-ee Lodge Hostel
19/09/23	Council Workshops preceding Council 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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**CASTLEREAGH RIVER SAND EXTRACTION PROJECT**

**SUMMARY**

To provide Council an update on the progress of the sand extraction project.

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Over the past six (6) years, Council has been exploring the options to create a body of water on the Castlereagh River near the Gilgandra township. This would improve the visual appeal of the town; provide additional drought water security; create recreational opportunities for fishing and water sport activities; and finally return Gilgandra to the source of the reason the town exists and the origin of its name - Gilgandra meaning “Long Waterhole” in Wiradjuri.

In addition to the lifestyle, and recreational and tourism opportunities, there could be a significant potential of attracting the sand extraction industry. This sand could support the infrastructure boom across NSW with sand resources. Much of the concrete in metropolitan areas is now incorporating manufactured sands. The manufactured sands are less than desirable for many scenarios and with a sufficient quantity of natural sand, there is potential to transport the sand in trains to metropolitan areas.

It was envisaged that such an industry would have been a sustainable industry for Gilgandra particularly with the large volumes of sand building up within the Castlereagh River and adjoining creeks and waterways. The project would have funded and enabled the beautification of the river area with recreational opportunities such as walking tracks and picnic areas. Not to mention the possibility of a royalties income stream for our community.

Over time, Council has undertaken the following studies to investigate the extractive industry viability, these include:

- Prefeasibility Report
- Petrographic Report
- Geotechnical Investigation
- Legal Advice
- Preliminary Biodiversity study
- 3D rendered concept designs
- SEARS

Following these studies, we were able to determine that the quality and volume of sand would support a sustainable extractive industry. There is approximately 2.5 million cubic metres of sand but within the 2km focus area from Bridge Street to the CHC, approximately 1.8M tonnes is available. From the petrographic report, we were able to determine the sand was of excellent

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quality, composed of hard coarse quartz grains and siliceous lithic fragments. The sand was deemed highly suitable for use in concrete and construction materials.

Council's aim was to progress the project to the development application stage and to achieve development consent for the project. Effectively de-risking the project to any future investor/operators. In doing so, a Planning Secretary's Environmental Assessment Requirement (SEAR) application was lodged. This response has been received and is available as an attachment. Effectively this response details the key environmental, social and legislative issues required to be addressed as part of the Environmental Impact Statement (EIS).

At the same time of investigating the viability of the project, extensive consultation was undertaken with the sand extractive industry. Council consulted with the majority of the key businesses within this market including but not limited to:

- Boral
- Holcim
- Regional Quarries
- KB Concrete
- Hanson

Whilst understanding the opportunity for our community, unfortunately Council has been unable to secure an extractive lead for this project.

The net investment (less grants received) by Council in this project has been \$52,348. All of these costs have been within budget allocations. Whilst this project remains a worthwhile long term strategic project for our community, there is too high a risk with the project at this stage to proceed with developing the environmental impact statement (EIS) estimated to cost between \$300 and \$500K. This estimate does not include the likely costs incurred under the biodiversity offset scheme.

The recommendation is that Council not progress with calling tenders to develop the EIS. The project would be a game changer for Gilgandra. However, at this stage and in particular without a committed partner to operate the sand extraction industry the recommendation is that no further action be undertaken.

As part of the Real Country Business Case tourism project, the ideas of the river beautification and walking pathways can be scoped and with future funding support, delivered.

<u>Principal Activity</u>	Grow
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Within budget allocations
<u>Delivery Program Actions</u>	<b>3.3.2.3</b> Continue to progress the Sand Extraction and Castlereagh River Beautification project

RECOMMENDATION

1. That Council not proceed with calling tenders to undertake an Environmental Impact Statement (EIS) for the Sand Extraction and Castlereagh River Revitalisation project.
2. That Council note the social value and economic development opportunity of such project to community and retain the project within long term strategic plans.

David Neeves  
General Manager

**LOCAL HERITAGE FUND 2023/2024 PROJECTS**

**SUMMARY**

To provide an assessment and recommendations for the 2023/24 Heritage Projects.

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The Local Heritage Fund supports small heritage grant projects in the region and aims to maintain, preserve or restore elements that contribute to the building's heritage value. This can be maintenance, repairs, or restoration to ensure the longevity of the building or site.

The Local Heritage Fund is made possible with funding support through the 2023-25 NSW Heritage Grants – Local Government Heritage Grants. The objective of this funding program is to improve local heritage outcomes and replaces individual grant funding programs such as Local Heritage Advisor and Small Heritage Grants which Council has previously secured.

Heritage NSW funding is for up to \$12,500 per year, which Council nominated the funds will be used for Heritage Advisor services (\$2,500) along with running a small grants program for the community (\$10,000).

The funding agreement does not require matched funding from Council, however an internal budget is available to support the small grants program, increasing the amount available.

Eligible residents or organisation were invited to apply for projects with a maximum of \$2,000 with a matched contribution from the owner.

Ten (10) applications were received, with one application from Liz White (Old Bank) requesting over the maximum amount (\$4,000).

Applications were assessed by Council's Local Heritage Advisor, Peter Duggan. Mr Duggan has been working closely with applicants to provide advice and information. Some of the applicants have been working on projects over a period of years to complete and provides an opportunity to plan works, employ local tradespeople, and maintain valued buildings in our community.

The following table outlines the application details along with project costs, recommended allocations and heritage related conditions per the Assessment Report. The projects are recommended to be supported to a total value of \$19,575, which can be covered within the available budget and generate \$74,467 in investment from the project.

<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Expenditure within established budget
<u>Delivery Program Actions</u>	<b>2.2.5.2</b> Manage the Local Heritage Fund to proactively conserve buildings and objects of local heritage value

RECOMMENDATION

That the identified projects be supported for funding under the Local Heritage Fund small grants program.

David Neeves  
General Manager

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PROPERTY	PROJECT	TOTAL COST	REQUESTED	RECOMMENDED	FUNDING CONDITIONS
1-3 Miller Street, Gilgandra (Old Bank building)	Application to paint the eaves, windows, doors and portico of the existing building. Repainting will ensure the long-term conservation of the building.	\$14,762	\$4,000	\$2,000	None.
Kember's Store, 6 Warren Road, Gilgandra (Rohrs)	Application to repaint the front façade of the existing building. Repainting will improve the presentation of the building to the streetscape and ensure the long-term conservation of the building.	\$4,596.74	\$2,000	\$2,000	Proposed colour scheme to be approved by the heritage advisor.
9 Miller Street, Gilgandra (Shelleys Antiques)	Application for funding to restore the front façade of the building including repainting works. External repairs and repainting will improve the presentation of the building to the streetscape and ensure the long-term conservation of the building.	\$9,000	\$2,000	\$2,000	Proposed colour scheme to be approved by the heritage advisor. All proposed restoration works and methods to be discussed with the heritage advisor. Application for exemption from development application may be required for the works.

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PROPERTY	PROJECT	TOTAL COST	REQUESTED	RECOMMENDED	FUNDING CONDITIONS
18 Miller Street, Gilgandra (Kelly & Astill)	Application for funding to repaint the front façade of the building. The existing building is considered a neutral item in the streetscape however improving the appearance of the building will also improve the setting of the Conservation Area.	\$9,000	\$2,000	\$2,000	The proposed colours have already been discussed with the applicant and are appropriate.
22-24 and 24a Miller Street, Gilgandra (The Shed)	Application to replace the guttering on the existing building. Replacing the guttering will support the long-term conservation of the building.	\$11,325.47	\$2,000	\$2,000	No heritage related conditions.
33 Miller Street, Gilgandra (Kildari)	Application for funding to repaint the front façade of the building. Repainting will improve the presentation of the building to the streetscape and ensure the long-term conservation of the building.	\$3,300	\$1,650	\$1,650	The proposed colours have already been discussed with the applicant and are appropriate.
25 Murray Street, Tooraweenah	Application to lay vinyl flooring within the existing building. Installing new vinyl flooring will ensure the long-term conservation of the building.	\$5,762.82	\$2,000	\$2,000	No heritage related conditions.

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PROPERTY	PROJECT	TOTAL COST	REQUESTED	RECOMMENDED	FUNDING CONDITIONS
66 Warren Road, Gilgandra (Johnson's Gourmet Butchery)	Application to repaint the eastern wall of the existing building. Repainting will improve the presentation of the building to the streetscape and ensure the long-term conservation of the building.	\$4,070	\$2,000	\$2,000	Proposed colour scheme to be approved by heritage advisor.
Gilgandra Racecourse Grandstand, Racecourse Road, Gilgandra	Application to repaint the undercover areas of the existing grandstand building. Repainting will ensure the long-term conservation of the building.	\$3,850	\$1,925	\$1,925	Proposed colour scheme to be approved by the heritage advisor.
73 Miller Street, Gilgandra (Royal Hotel)	Application for repointing the brickwork mortar joints to part of the western wall of the existing building. Repointing the brickwork will ensure the long term conservation of the building.	\$8,800	\$2,000	\$2,000	Mortar composition to be discussed and approved by the heritage advisor prior to carrying out any repointing work.

**TOTAL PROJECT COST: \$74,467.03**

**TOTAL FUNDING ALLOCATED: \$19,575**



**DISCLOSURE OF INTEREST RETURNS**

**SUMMARY**

To table disclosure of interest returns from Councillors and designated staff for the period 1 July 2022 to 30 June 2023.

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*Local Government Act 1993* (NSW) Section 440 ('*Model Code*') states that Councillors and designated persons must complete and lodge a pecuniary interest return to the General Manager by 30 September each year. New Councillors and employees are required to lodge a return within three months of holding office.

In accordance with Section 4.24 of the *Model Code*, the General Manager must keep a register of returns required to be made and lodged with the General Manager. The register containing these returns will be tabled at the meeting for Council's information as prescribed by Section 4.26.

Information contained in the returns made and lodged will be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Implications</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**

That Council note the tabling of disclosure of interest returns for Councillors and designated persons for the period ending 30 June 2023.

David Neeves  
General Manager

**2023/24 CHRISTMAS CLOSE DOWN**

**SUMMARY**

To seek endorsement for a close down of operations at Christmas 2023/24.

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Since 2011, Council has endorsed a shutdown over the Christmas period with all employees required to take leave.

Management staff have considered this timing and propose that for the 2023/24 period, Council offices shut down from close of business on Thursday, 21 December 2023 until usual opening/starting hours on Tuesday, 2 January 2024.

This would require employees to take four days' leave, however some may take extended leave to coincide with the annual shutdown.

Essential services will continue to be serviced by a skeleton staff in the Infrastructure and Planning & Environment divisions.

Operational community service functions will continue as usual. This generally includes Orana Living, Cooee Lodge, the Waste Facility and Library, noting closures will occur on public holidays for the Library and Waste Facility. The Cooee Heritage Centre will remain open every day except Christmas Day.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.3.7.2</b> Support councillors in their role by providing information regularly and training as required

**RECOMMENDATION**

That Council endorse a shutdown of operations from close of business on Thursday, 21 December 2023 until usual opening/starting hours on Tuesday, 2 January 2024.

David Neeves  
General Manager

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**OUTDOOR STAFF ANNUAL PICNIC DAY**

**SUMMARY**

To advise of a request from the Outdoor Staff Picnic Committee to hold the annual picnic on Friday, 29 September 2023.

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The following letter has been received from the Outdoor Staff Picnic Committee:

“The Outdoor Staff Picnic Committee requests permission to hold their annual picnic day on Friday, 29 September 2023. The venue for the picnic will be the Gilgandra Sporting Club and, in line with previous years, we ask that Council donate \$200 towards to cost of the picnic.

An invitation is extended to the Mayor and Councillors to attend the picnic and we ask that those attending advise Council’s customer service staff to assist with catering.

Thank you for your support and generosity in previous years.”

Council should, in line with previous years, also confirm a general shutdown on Friday, 29 September 2023 for Council’s Picnic Day.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	It has been Council’s custom in the past to close on picnic day and to assist with a donation of \$200 towards the outdoor staff picnic
<u>Budget Implications</u>	Usually funded from Council’s Contributions and Donations budget
<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

**RECOMMENDATION**

1. That Friday, 29 September 2023 be approved as Council’s picnic day and Council declare a general shutdown.
2. That Council make a donation of \$200 towards the picnic to be funded from the Contributions and Donations allocation.

David Neeves  
General Manager

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**GROWORX - UPDATE**

**SUMMARY**

To provide an update on progress with recruitment of Care Workers.

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Council has been kept updated on the progress with seeking an overseas workforce to fill staff shortages at Gilgandra Lifestyles and Orana Living via reports to Council meetings in April, May and June and a workshop presentation in August. A media release was circulated on 10 July 2023.

Contact has since been made with the Economic Development Committee with a view to engaging them and community volunteers to participate in a welcome program for the Groworx employees.

With the introduction of new Aged Care Reforms, Cooee Lodge Hostel is required to provide 34 hours of care per day (which is equivalent to 16.66 shifts per day). Currently there are 15 care staff at Cooee Lodge, most of which are employed in a part-time capacity. It is concerning to note that if all the care staff were to work full time, only 10 shifts per day could be filled, leaving a shortfall of 7 shifts per day to meet the “care minutes” requirement for residents.

Agency nursing staff are currently being contracted to cover the current shortfall in care needs at Cooee Lodge and Orana Living which is a costly solution.

Orana Living is requiring 4.5 full time equivalent (FTE) staff coverage across accommodation outlets and a further two staff at its Life Skills centre.

In discussions with Groworx a few weeks’ ago, the availability of additional staff was floated and the offer of six extra staff was made. This was discussed with the General Manager, and accepted, given the current shortage of staff at both Cooee Lodge and Orana Living.

Of the sixteen new Care Workers, there are three men and thirteen women. Six are Registered Nurse qualified in the Philippines.

Although the incumbent staff will ease the staffing shortfall, it should be noted they will not meet all requirements.

The Visa process for the new Care Workers is progressing well, with training plans and letters of offer having been forwarded for approval.

The expected arrival date in Australia is Tuesday, 31 October 2023.

Housing is being arranged by way of four three-bedroom houses and staff are in the process of purchasing appropriate furniture and household items. The occupants will be responsible for the cost of the rent.

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The logistics of ensuring all goes smoothly in this process is ongoing with weekly meetings between Council, Groworx and the solicitors.

I feel it would be appropriate to take a small welcoming committee to Sydney to meet and welcome the new employees, show them some Sydney sights and let them experience the differing countryside on the trip home.

<u>Principal Activity</u>	Live
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Suitable allocation in budget
<u>Delivery Program Actions</u>	<b>1.3.1.7</b> Meet the governance requirements applicable to Gilgandra Lifestyles

RECOMMENDATION:

1. That the increase in Care Workers being recruited under the Groworx program from 10 to 16 be endorsed.
2. That Council support the option for a small group of locals to personally meet and welcome the new employees in Sydney.

Donna Dobson  
Director Aged Care & Disabilities

**Q31/23 - NDIS EXECUTIVE SERVICES REVIEW**

**SUMMARY**

To advise outcome of a recent quotation for an NDIS Executive Services Review of Orana Living.

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Quotations were called for suitably qualified and experienced management consultants in the NDIS Industry to undertake an executive review of the business systems, organisation structure and operational performance of its NDIS Operations. Three quotations were received.

The successful Consultant will be required to:

- Analyse and review current client profile
- Review long term investment strategies and financial sustainability
- Investigate opportunities which support current clients, future clients and future financial sustainability of the Organisation against the current NDIS registration groups.
- Review Organisational Structure and its effectiveness to meet current services, future directions and governance requirements
- Consider NDIS Review report which is due soon after the Royal Commission's Final Report and advise actions required and the relationship they may have with the recommendations given.
- Asset Review
- Marketing and Occupancy

The following information has also been requested

- ***Carlinda Enterprises***

Provide a report outlining recommendations with potential income producing social enterprise/training and employment opportunities. The recommendations will consider opportunities which are created by the relationship of Gilgandra Shire Council being the provider and additionally make recommendations of opportunities independent of Council taking into consideration the regional isolation of Gilgandra. It is anticipated that the recommendations will look at the potential of all registration groups available.

- ***Life Skills Centre***

Evaluate current service delivery and its effectiveness in meeting the needs of our clients.

Develop an innovative “individually focussed” community inclusion program based on person centred supports which will meet clients’ 1:1 needs and remain financially sustainable for the future.

Take into account any future asset recommendations.

- ***Residential Housing***

Review current SILS suitability to current and future needs of the NDIS including pricing of accommodations

Identify opportunities that will lead to recommendations to influence strategic plan for services

Evaluate current unmet needs in the NDIS in the Gilgandra region and develop a housing strategy to meet the needs with specific attention to growth.

Following assessment of quotations received, the successful consultant is Lake Social Enterprises Pty Ltd (trading as Lake Advisory), who will have staff in Gilgandra to commence work on the project at the end of September.

<u>Principal Activity</u>	Live
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Within budget allocation
<u>Delivery Program Actions</u>	<b>1.3.2.3</b> Review services provided by Orana Living and develop a Business Plan

### RECOMMENDATION

That the engagement of Lake Social Enterprises Pty Ltd (trading as Lake Advisory) to undertake an NDIS Executive review of Orana Living be noted.

Donna Dobson  
Director Aged Care & Disability Services

**ANNUAL ACCOUNTS – YEAR ENDING 30 JUNE 2023**

**SUMMARY**

To advise Council of the completion of the annual financial statements for the year ended 30 June 2023 and, in accordance with the provisions of the Local Government Act (1993), obtain the necessary resolution to refer same to the auditor.

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Under the provisions of the *Local Government Act 1993* (NSW), annual financial statements are required to be prepared within two months of the end of the year and submitted for audit. The auditor must complete the statements within two months of receipt of same.

Section 413(1) of the *Local Government Act 1993* provides as follows:

*A council must prepare financial reports for each year, and must refer them for audit as soon as practicable (having regard to the requirements of section 416 (1)) after the end of that year.*

**Note:**

*Under section 416 (1), a council's financial reports for a year must be prepared and audited within 4 months after the end of the year concerned, and under section 428 (2) (a) the audited financial reports must be included in the council's annual report.*

As Council is aware, the financial statements are prepared under the requirements of Section 413 of the Act and, as required by AAS27, the general purpose financial statement is prepared on a consolidated basis and includes all entities of the Council:

- General Fund
- Water Supply Fund
- Sewerage Services Fund
- Orana Living Fund
- Carlginda Enterprises Fund
- Cooee Lodge Villa Units Fund
- Cooee Lodge Hostel Fund
- Jack Towney Hostel Fund

The financial statements consist of an Income Statement which provides information on expenses and revenues from ordinary operations and the operating result (before capital expenditure), Statement of Comprehensive Income which details increases and decreases to Councils financial position other than through operations, Statement



of Financial Position which shows the assets and liabilities of the Council at the end of the year, Statement of Changes in Equity which shows the movement in equity for the year, Statement of Cash Flows which provides information on inflows and outflows of cash for the year, Notes to the Financial Statements which provide more detail on items appearing in the above Statements and Special Schedules which are required by the Code of Accounting Practice and provide further detail on other statistical information.

The Notes to the Financial Statements are designed to provide users with additional information on items appearing on the face of the financial statements and are self-explanatory. Special Schedules provide further information on the activities of Council.

### SUMMARY OF ACCOUNTS

Copies of the Income Statement, Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cashflows, Note G5-1 Statement of Performance Measures and Special Schedule Report on Infrastructure Assets as at 30 June 2023 are attached to this report.

These statements, notes and schedules are consolidated and the auditor will make a presentation to Council at the November meeting.

### SUMMARY OF RESULT

The unaudited operating result for Council is a surplus of \$12,316,000. This result is an operating result and doesn't include capital expenditure, transfers to reserves or depreciation. This compares to the budgeted result of a surplus of \$7,051,000 and an actual result of a surplus of \$4,855,000 in 2022/23.

The main points of difference compared to the budget are:

- User Charges & Fees were over by \$1,675,000 due to higher than expected contract income for Orana Living and also RMS contract works income.
- Other Revenues were over by \$131,000 due to higher than expected returns from retirement complex retained accommodation bonds and insurance claims/rebates.
- Operating Grants & Contributions were over by \$7,350,000 mainly due to funding received for roads in the form of Disaster Recovery and the Repair program.
- Interest Revenue was over by \$756,000 due to the increase in interest rates during the year.
- Materials & Services were over by \$3,410,000 due to the increase in operating grants which required additional spending.
- Borrowing Costs were down by \$114,000 due to the planned borrowings not taking place during the year.

- Depreciation was up by \$877,000 due to an increase in asset values from the revaluation process and the indexation of infrastructure assets.

As stated earlier, the result is unaudited at this stage and may be subject to change.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Refer to 2022/23 final budget review and statement of account.
<u>Delivery Plan Actions</u>	<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

#### RECOMMENDATION

That the financial statements be accepted by the Council and referred for audit.

Neil Alchin  
Director Growth & Liveability

**UNDER THE GUMS + GOIN' TO GIL FESTIVAL WEEKEND 2023**

**SUMMARY**

To advise of a project update for Under the Gums and the Goin' to Gil Festival Weekend, including projected budget overspend.

.....

Under the Gums 2023 (UTG23) will be held Saturday, 23 September 2023 along the banks of the Castelreagh within the grounds of the Gilgandra Cultural Precinct.

Utilising the sound shell as the stage to platform local, regional and acts that have played on an international stage, the event will also see a variety of street food, refreshments and dessert options, with the local SES, RFS on display and an array of market stalls in the afternoon.

The local community and businesses, with support of the Economic Development Committee and Under the Gums Planning Crew have broadened the event, encouraging locals and visitors who are 'Goin' to Gil' this September to enjoy a number of activities on offer. From Friday night music and raffles, Miller Street family fun, Sunday bbq breakfast, bowls, golf and more all on offer, the weekend is shaping up to be filled with adventure.

The event has run behind the Miller Street shops for the previous two years, and this year is the first time it will be held as part of the GCP activation. It is planned as part of a three-year growth plan to build the event from a free, local community event into a regionally significant event. See attached the Under the Gums Marketing Plan.

Under the Gums 2023 has secured funding through the NSW Government Stronger Country Communities Program and Community Events Program. This funding totals \$115,918 there was additional in-kind support through GSC, along with projected ticket sales.

The initial assessment through these programs where tickets could be provided at a subsidised cost for all attendees, however through negotiations and required variations with the department, a limited number of tickets, now known as the Level Up area, could be ticketed, the remainder of the event free to access.

The budget is projected to be \$29,471.65 over the budgeted expenses for 2023. This may reduce with the ticket sales of the Level Up area, currently at \$5,256.17 with 500 tickets available at \$30, total income opportunity is \$15,000. The overspend on the project is a result of the following:

- The over-booking of artists for the event, \$30,000, a decision made at the time when general admission ticket sales were planned.

- The introduction of the larger acts bring with them production and hospitality riders not previously budgeted which accounts for additional stage, lighting and staffing costs.
- The move to the GCP saw additional costs for carparking, amenities hire, additional fencing hire, traffic control and transport.
- The larger scale event has flagged additional licensing requirements.
- In order to compete regionally for ticket sales, introduction of the bus from Dubbo was introduced.
- The NSW Government's Regional Event Fund GSC applied for to the value of \$20,000 has not been announced and discussions with the Department of Regional we are led to believe with the new State Government this program may not be realised.

About the event:

**Tickets:**

General Admission tickets are FREE

Level up for \$30 - get up close with our performers, your very own bar, merch and amenities

Saturday, September 23 from 3pm. Get your tickets from [Gilgandraregion.com.au](http://Gilgandraregion.com.au)

Level Up tickets are capped and selling fast - don't miss out and your get your tickets today.

**The Line-Up:**

UTG23 has a stellar line-up of music acts:

- Casey Barnes Golden Guitar Awards winner, and debuting #1 on the ARIA Australian Country Album chart, get ready for those 'Summer Nights'
  - Kaylee Bell! the most streamed country artist for Australasia and singer on The Voice Australia of 'Keith' (played to Keith Urban) which now has over 40 million streams
  - The Buckleys chart-topping trio from Byron Bay Buckleys playing a wicked mix of country, pop and indie rock
  - Phat Brass fan favourites roaming band
  - Brad Butcher, two-time Golden Guitar Award winner and Queensland Music Award for Best Country Song winner
  - Mickey Pye Star Maker and Tameka Music Star Maker a 2022 Rock'n finalist
  - #LocalLegend Brad Haling
  - And regional acts Elle Flanagan and Shane Riley
-

**Brews and Chews:**

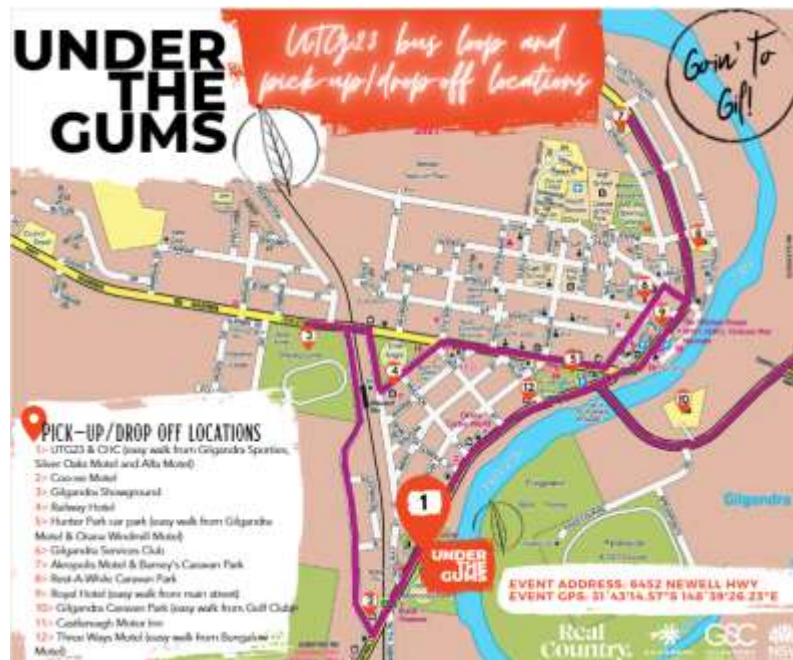
Enjoy a cold brew or two served up by the local legends from our country pubs and some street food from the red-hot foodies of the region, including:

• Collie Hotel (Level Up Bar)	• Burger Babe
• Royal Hotel	• Crazy Pizza
• Gilgandra Services Club	• Lazeez 491
• Gilgandra Sporties	• Trang Hue Vietnamese Catering
• Black Gate Distillery	• Blue Sky Cheese
• Bogan Brew	• The Gourmet Goat Lady
• Rolling Schnitzel Food Truck	• Koda Café
• Drovers Choice Saltbush Lamb	• Aunty Paulas
• Monster Grill	• Dippin Dots
• Sandfords Coffee Cart	• Central West Coffee Catering
• Kath's Soft Serve Ice Cream	

**Transport:**

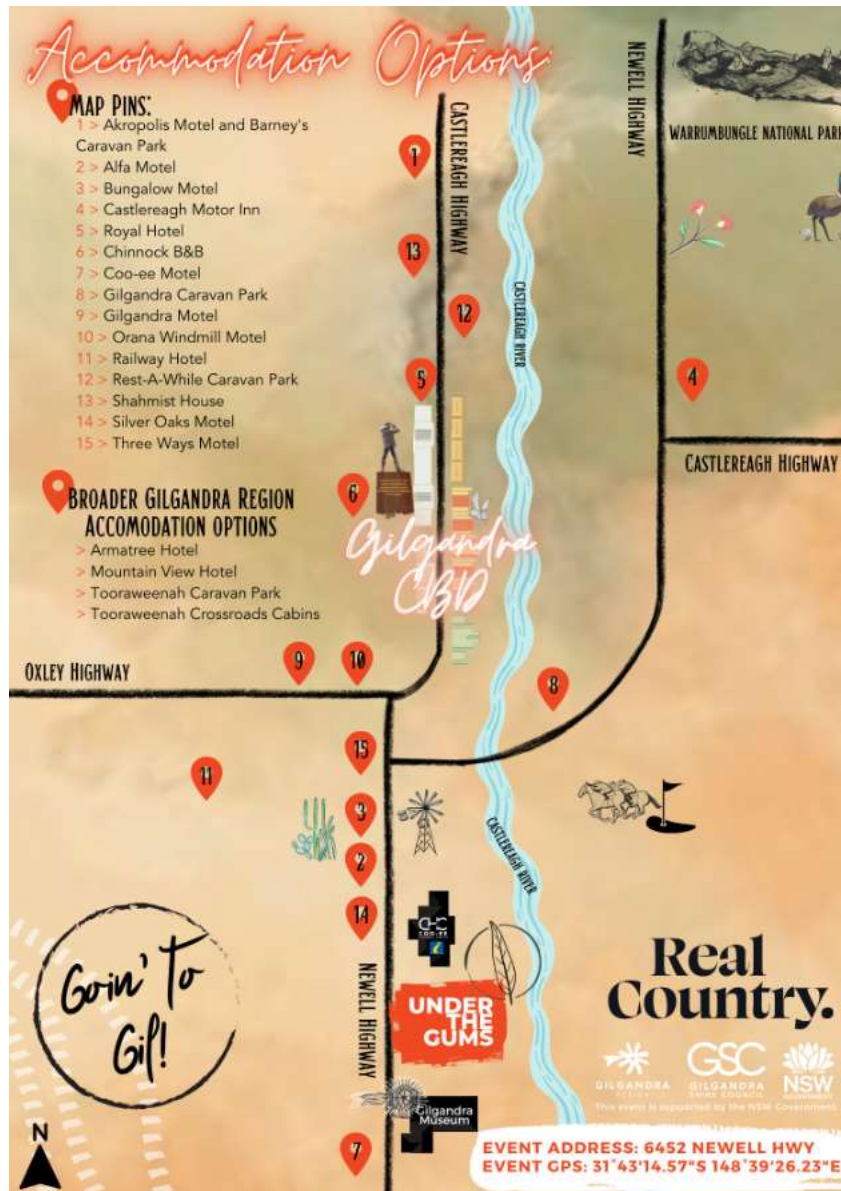
Buses will take attendees where they need to with pick up locations throughout town, including the Gilgandra Showground, motels, caravan parks, pubs and clubs.

Book your seat on the bus leaving Dubbo at 4.30pm from the Dubbo Visitor Information Centre and returning after the event. Bus add-ons can be purchased from 123Tix when securing your event ticket.



### Accommodation & Camping:

Gilgandra Region has information about all accommodation options including camping, caravan parks, motels, cabins, air bnbs and hotels. With plenty of nearby accommodation, bus, plane, train or simple camping options, reach out to Gilgandra Region to find out more.



**Goin' to Gil Weekend Festival:**

Make it a weekend adventure and check out the program of events happening in the Region.

**WEEKEND PROGRAM**

*Goin' to Gil!*

**FRIDAY, 22 SEPTEMBER**  
**Coo-ee Heritage Centre**  
 Official opening of the Coo-ee Heritage Centre Galleries  
 From 10am

**Gilgandra Services Club**  
 Live Music and raffles  
 From 7pm

**SATURDAY, 23 SEPTEMBER**  
**Bendigo Bank Miller Street Entertainment**  
 Family entertainment, cafes, shopping and face painting  
 10am - 1pm

**St Ambrose Church Plant Sale**  
 Plant Sale & Photographic Display of Australian Wildflowers  
 9am - 3pm

**CWA Markets @ UTC Grounds**  
 goods, gifts, wares, face painting, jumping castle and more!  
 3 - 6pm

**UNDER THE GUMS**  
 Gates open from 3pm!  
 Gilgandra Sporties  
*After Party!*

**SUNDAY, 24 SEPTEMBER**  
**Gilgandra Services Club**  
 Menu breakfast  
 8 - 11am

**Gilgandra Golf Club**  
 BBQ breakfast  
 7:30 - 11:30am

**Family Fun Bowls Day @ Sporties**  
 From 1pm  
 Small prizes to be won!  
 Everyone welcome

**COO-EE HERITAGE CENTRE**  
 Open from 9am - 4pm

**Caffeinity Coffee & Wine Co**

**Gilgandra Art Gallery**  
 Blowing in the Wind

**Museums - Galleries**  
 Coo-ee March  
 Joy Trudgett  
 Allen Wise  
 Australian Collection

*For accommodation, local shopping guide and what to see and do, visit*

[www.gilgandraregion.com.au](http://www.gilgandraregion.com.au)

GSC C-C Real Country

*under the gums*  
**UTG**

**SATURDAY, 23 SEPT 2023**  
 @ GILGANDRA CULTURAL PRECINCT  
*next to the Coo-ee Heritage Centre*

**CASEY BARNES**  
**KAYLEE BELL**  
**THE BUCKLEYS**  
 BRAD BUTCHER PHAT BRASS  
 MICKEY PYE TAMEKA KENNEDY  
 SHANE RILEY BRAD HALLING ELLE FLANAGAN

**GET TICKETS NOW!**

QR code

FREE OR LEVEL UP!

Logos: NSW, GSC, C-C, Real Country. This event is supported by the NSW Government.

Follow along for event news and updates! Check out our website [gilgandraregion.com.au](http://gilgandraregion.com.au) or Facebook event page >>> [facebook.com/events/1032139237763603](https://facebook.com/events/1032139237763603)

<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Upwards of \$40,000 in additional expenses
<u>Delivery Program Actions</u>	<p><b>2.2.1.2</b>                      Implement the Gilgandra Cultural Precinct Strategic Plan to recognise the GCP as a tourist destination*</p> <p><b>2.3.1.1</b>                      Implement the Gilgandra Activation Blueprint to build on local and community events with the it's GREAT! Transformation project*</p>



RECOMMENDATION

That Council:

1. Note the Grant application for \$20,000 under NSW Government Regional Event Fund may not be supported by the new Labour State Government.
2. Note the possible budget over runs and that this be a consideration of the September quarterly budget review.
3. Note the progress for the Under the Gums and Goin' to Gil festival weekend.

Neil Alchin  
Director Growth & Liveability

**AUDIT RISK IMPROVEMENT COMMITTEE**

**SUMMARY**

To provide Council an update on the progress of the Audit Risk Improvement Committee (ARIC).

.....

The *Local Government Act 1993* (NSW) (Section 428A) ('Local Government Act') requires each Council in NSW to have an Audit, Risk and Improvement Committee that continuously reviews and provides independent advice to the Council on how it is functioning and managing risk.

Under proposed legislation the Local Government Regulations will require each Council (and joint organisation) to implement:

- A robust risk management framework that accurately identifies and mitigates the risks facing the Council and its operations. Council's General Manager has overall responsibility for the implementation of the Council's risk management framework.
- The Council's Audit, Risk and Improvement Committee to review and provide independent advice to the Council on the implementation of its risk management framework under Section 428A(2)(b) of the Local Government Act.
- An effective internal audit function that provides independent advice as to whether the council is functioning effectively and the Council's internal controls to manage risk are working.

Under Section 428A, the Committee must keep under review the following aspects of the Council's operations:

- (a) compliance
- (b) risk management
- (c) fraud control
- (d) financial management
- (e) governance
- (f) implementation of the strategic plan, delivery program and strategies
- (g) service reviews
- (h) collection of performance measurement data by the council
- (i) any other matters prescribed by the regulations

The Office of Local Government requires the ARIC to be fully operational by 1 July 2024.

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At its meeting held on the 19 April 2022, Council resolved:

<b>RESOLVED 76/22</b>	Cr Mudford/Cr Mockler
<ol style="list-style-type: none"><li>1. That Council adopt the draft Audit, Risk and Improvement Committee Terms of Reference, included as an attachment.</li><li>2. That Council adopt the draft Internal Audit charter included as an attachment.</li><li>3. That Council appoint Cr Mann as the Non-voting Councillor Member of the Audit, Risk and Improvement Committee for the Council term, concluding at the next Local Government ordinary elections.</li><li>4. That Council invite Expressions of Interest for one (1) Independent Prequalified Voting Joint Chair for both the Coonamble and Gilgandra Committees. Costs of advertising to be shared by both Councils.</li><li>5. That, following conclusion of the Expression of Interest process, a report on the preferred Joint Chair be presented to Council for endorsement.</li></ol>	

In response to item 5 of resolution 76/22, Council resolved:

<b>RESOLVED 240/22</b>	Cr Peart/Cr Bunter
<ol style="list-style-type: none"><li>1. That Council appoint Mr Graeme Fleming to the role of Audit, Risk and Improvement Committee chair.</li><li>2. That Council formally write to and notify the unsuccessful parties.</li></ol>	

It has been some time since awarding the chairs role to Mr Fleming, primarily because the changes to the General Manager's role at Coonamble. However, on the 12 September 2023, Mr Fleming held an inception meeting for both the Coonamble and Gilgandra Shire Council's ARIC's.

At this meeting each Council provided an introduction and an overview of our operations. We discussed the Chair's approach and role to the ARIC. Councillors roles and Council's commitment, as the elected body as a whole, was also discussed.

The outcomes from this meeting was that:

- Each Council would undertake a review of the Office of Local Government (OLG) calendar of compliance
  - Provide the Chair a copy of the past 5 years financial statements
  - Review any cyber security gaps, if any, as outlined in the Auditor Office NSW 2022 management letter recommendations
  - Undertake a review of the guidelines for the roles and responsibilities of the vacant independent positions and prepare to advertise this role
  - Work with the Chair to set up dates for future meetings in 2023/2024
-

<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

RECOMMENDATION

That Council note the Audit Risk Improvement Committee update.

Melissa Welsh  
Executive Leader Transformation Change

**NEW POLICY – CHILD SAFE**

**SUMMARY**

To present a Child Safe Policy for consideration and adoption.

.....

There are several recommendations and new pieces of legislation arising from the findings from the National Royal Commission into Institutional Responses to Child Sexual Abuse which handed down its findings in 2017.

Councils, as leaders in the community and providers of spaces and services which children and young people access, have a responsibility to ensure councils are child safe institutions.

A key outcome of reforms has been the adoption in NSW of the 10 Child Safe Standards, and subsequent legislation. The *Children's Guardian Amendment (Child Safe Scheme) Bill 2021* passed parliament on the 10 November 2021, and triggers new responsibilities for all Council staff, volunteers and Councillors to protect and listen to their youngest residents and workers.

Essentially, it stipulates that certain organisations, including all councils, will be required to implement the 10 child safe standards and become 'child-safe' organisations. The standards focus on education and training across the organisation, policies and processes, and engagement with children, young people and their families.

The standards are based on recommendations from the *Royal Commission into Institutional Responses to Child Sexual Abuse* and this policy has been drafted in order for Council to meet its legislative requirements in relation to becoming a 'child-safe' organisation.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.1.1.2</b> Implement the actions of the Workforce Management Strategy "Collaborate" by improved communication and business systems, maintaining high WHS standards and participating in regional initiatives*

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 19 SEPTEMBER 2023

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RECOMMENDATION

That the new 'Child Safe' policy be adopted.

Melissa Welsh  
Executive Leader Transformational Change

**CYBER SECURITY POLICY**

**SUMMARY**

To present a Cyber Security Policy for consideration and adoption.

.....

Cyber security is the collective methods, technologies, and processes to help protect the confidentiality, integrity, and availability of computer systems, networks and data, against cyber-attacks or unauthorised access.

Council aims to take the most important measures to make sure our Information and Communications Technology (ICT) remain as secure as possible from cyber-attacks or unauthorised access.

Implementation of this policy is required to establish and communicate expectations for cyber security within Council, and to support the ongoing secure operation of its business in order to protect staff, customers, and external partners.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.1.2.4</b> Implement recommendations of the Business Service review in relation to ICT Policy Processes

**RECOMMENDATION**

That the new 'Cyber Security' policy be adopted.

Melissa Welsh  
Executive Leader Transformational Change





**INTERAGENCY COMMITTEE**

24 August 2023

**PRESENT**

Gilgandra Shire Library – Liz McCutcheon (Acting Chair)  
Gilgandra Shire Council - Housing & Homelessness Services - Tracey Stevenson  
Rural Adversity Mental Health Program – Camilla Herbig  
Barnardos – Family Support Worker – Tia Blair  
Barnardos – Caseworker – Lisa Arkell  
D.A.N.S - In Home Care – Emma Meyers  
NSW Health – John Alchin  
Transport for NSW – Jayne Hutty  
Gilgandra Preschool – Kristy Hyndes  
Gilgandra Preschool – Montana Simms  
Housing Plus – Tiffany Schilling-Cameron

**PRESENT ON ZOOM**

Gilgandra Public School – Michael Darcy  
Department Community & Justice (Bathurst) – Mandy Godwin  
Marathon Health – Ewen Jones  
Wellways – Trish Henry  
Wellways – Anne King

Proceedings of the meeting commenced at 12.00pm

**APOLOGIES**

Gilgandra Shire Council Youth / Fitness & Homelessness – Monica Mudford  
Gilgandra Shire Council – Gilgandra Youth Services – Nunka Pearce  
Royal Flying Doctor Service - Ursula Ryan  
Gilgandra Shire Council (Mayor) - Doug Batten  
Gilgandra Lifestyles – Helen Kildey  
The Healthy Communities Foundation Australia - Julie Walkom  
Mirganha – Julie Nolan  
Australian Nurse-Family Partnership Program-WACHS - Tracey Campbell  
Gilgandra Local Aboriginal Land Council - Joanna Bowen  
NSW Health - Candice Gregory  
St Joseph's School – Geoffrey Gibbons (Principal)  
Mission Australia - Chloe Anderson and Leanne Frost

<b>COMMITTEE'S RECOMMENDATION 3/23</b>	K. Hyndes / T. Stevenson
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MEETING OF: GILGANDRA SHIRE COUNCIL  
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That the apologies for the meeting on the 24 August 2023 be confirmed.
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### CONFIRMATION OF MINUTES

<b>COMMITTEE'S RECOMMENDATION 4/23</b>	T.Stevenson / J. Hutton
That the proceedings of the previous Interagency meeting held on 25 May 2023 be confirmed.	

### BUSINESS ARISING

No business arising.

### SERVICE UPDATES

#### Housing Plus

Tiffany Schilling-Cameron advised that Housing Plus have received notification that they have received funding for a Refuge. Residents of the Gilgandra Shire will be able to access the facility if required. Email:

[dvwestern@housingplus.com.au](mailto:dvwestern@housingplus.com.au)

#### Gilgandra Preschool

Kristy Hyndes advised that the Preschool had been very busy, and that there have been some staff changes. Montana Simms is now in the role of Community Liason. The Preschool is currently preparing for the Conference on the 12<sup>th</sup> and 13<sup>th</sup> October - 150 professionals working with children about how an understanding of neuroscience can better inform interactions with children and teenagers. Some tickets still available.

Enrolments for Gilgandra Preschool will close end August.

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

#### Transport for NSW

Jayne Hutton spoke about her role in the Central Precinct of Transport for NSW, based in Dubbo and Parkes. Jayne also supports the Local Government Road Safety Officers and the road safety programs in the region. Jayne noted the Towards Zero Road Safety presentations which can be delivered to groups. Also, the free On-Line Road Safety Course 6.00pm for 1.5hrs on the 20/9/23; ideal for learner drivers and their families. Jayne also noted the Plan B (Win A Swag) Competition, and the Transport Access Regional Partnership (TARP) Grants,

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which opened for applications on 01/07/23. TARP grants support services working where there is transport disadvantage, so that people are able to attend events and activities that improve services and outcomes. There is also NAIDOC week funding which is available to help teams attend the Koori Knockout (\$3,000). Please contact Jayne if you need further information. Email: [jayne.hutty@transport.nsw.gov.au](mailto:jayne.hutty@transport.nsw.gov.au). M: 0459 772 842.

### NSW Health- Gilgandra MPS

John Alchin noted that the MPS has been very busy due to winter. John advised that Gilgandra has the highest birth rate per capita in NSW. John also noted that the MPS is now being funded for an additional 20 hrs per fortnight for antenatal services for non-indigenous babies, on top of the existing Aboriginal Maternal Infant Health Services program providing ante-natal services to indigenous babies. Full service from registering pregnancy to post-natal support. John noted that Gilgandra MPS Social Activity Centre runs weekly activities and outings for adults with disability or frail aged people within our community, providing respite for their carers. The service provides transport to and from the Centre, a fun day out and lunch. It operates on Tuesday and Thursday. Contact MPS 6880 5939 and speak with Dinah and Pam for more information about the Social Activity Centre. Gilgandra MPS Aged Care and the Social Activity Centre are currently planning a Christmas Party. They also welcome school visits.

### D.A.N.S In Home Care

Emma Meyers has started in the role of Care Manager at D.A.N.S and has clients in Dubbo and Gilgandra. Will be looking at recruitment of local staff and expanding current client base. D.A.N.S are able to support clients funded under the NDIS, DVA or through a Home Care Package and provide services such as:- gardening, in-home care, personal or domestic care. They also have a team of 8 RN's who will deliver clinical care including wound dressing and complex medical needs.

Email: [admin@dans-1st.com.au](mailto:admin@dans-1st.com.au)

### Barnardos

Lisa Arkell and Tia Blair spoke about the various programs being run by Barnardos:

Reconnect Program- community based early intervention and prevention program for young people aged 12-18 years, who are homeless or at risk of homelessness, and their families.

Family Preservation Program- for families with children aged 0 to 17 years, who face problems including DV, problematic parental drug and alcohol use, mental health issues, parents with significant learning difficulties and/or intellectual disabilities. People might also be able to join the program if bringing up children without much support or if struggling to manage children's behaviour.

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Children and Parenting Support- early intervention and prevention support for children and families. There are supported playgroups running in Gilgandra, Gulargambone and Tooraweenah  
All programs have a referral form- please contact Barnardos to receive one. All programs are voluntary and need client consent.  
Email: [gjohnson@barnardos.org.au](mailto:gjohnson@barnardos.org.au)

#### Rural Adversity Mental Health Program

Camilla Herbig spoke about the role of RAMHP in helping people to link to mental health services. Camilla advised that RAMHP provides standardised and tailored mental health training for workplaces and community groups, including the two day accredited Mental Health First Aid course, and short one to four hour courses, depending on the need. Next two day course is on 19- 20 September in Coonamble.

To find out more, see the website [www.ramhp.com.au](http://www.ramhp.com.au). Email: [camilla.herbig@health.nsw.gov.au](mailto:camilla.herbig@health.nsw.gov.au)

#### Gilgandra Housing and Homelessness

Tracey Stevenson advised that there has been a decrease in temporary accommodation number for July and August and attributed this to the non-referral of peoples outside of Gilgandra LGA.

Tracey also advised the DCJ Housing Mobile Outreach Team will be visiting Gilgandra on the 11/10/23 from 11.00am – 2.00pm.

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

#### Gilgandra Shire Library

Liz McCutcheon gave an update on construction of the GIL Library Hub; work is continuing, furniture installation is scheduled. Liz noted that the new building would include bookable spaces: a large meeting room; seating up to 42 at tables, and one to two small meeting rooms/ workspaces, with wifi connectivity.  
Liz advised planned September/ October holiday activities – LEGO Club and Stop-motion filmmaking Workshop.

Regular activities at the Library – For adults; Book Club, Writers' Group, for school-aged children; LEGO Club and Tech Club, and for 0-5 years; Storytime and Baby Rhyme Time.

Dolly Parton's Imagination Library program going well- have 85 babies enrolled since the beginning of the program in January 2022.

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

#### Department Community & Justice (Bathurst)

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Mandy Godwin spoke of NGO Flood Recovery Program; grants available to NGOs in communities impacted by 2022 floods. Grants available from \$10,000 - \$200,000 to support NGOs and close on 08/09/23.

#### Commonwealth Psychosocial Support Program- Marathon Health

Ewen Jones advised that the Commonwealth Psychosocial Support Program now has the capacity for new referrals. Ewen advised that the Commonwealth Psychosocial Support Program (CPS) is delivered by Marathon Health and is a free community-based program for people with severe and persistent mental illness who are not currently supported by the NDIS or state-funded programs. CPS provides short-term one-to-one coaching support to eligible participants to build capacity to manage their mental illness, improve relationships and increase social and economic participation. CPS outreaches in Gilgandra every week, face-to-face every second week, and each participant works with a recovery coach.

Email: [psychosocialsupports@marathonhealth.com.au](mailto:psychosocialsupports@marathonhealth.com.au),  
[ewen.jones@marathonhealth.com.au](mailto:ewen.jones@marathonhealth.com.au)  
M: 0488 546 075

#### Wellways – HASI Program

Anne King and Trish Henry spoke about the HASI Program and assisting people with lived experience of mental health issues. Anne and Trish advised that they assist people aged 16+ in Gilgandra and Coonamble and are able to assist with:- medical appointments, housing both public/social, rentals, shopping activities, community engagement/activities.

They advised that the Gilgandra office is located at:- 27 Miller Street, Gilgandra.  
Email: [pHenry@wellways.org](mailto:pHenry@wellways.org)

#### Gilgandra Public School

Michael Darcy, Principal Gilgandra Public School, spoke of the strong community engagement with the school. Michael advised that the Community NAIDOC Day was a great success and thanked the many service providers that attended. Michael advised that there will be another 3 Way Conference Open Evening in Week 8 and is hoping to have another successful attendance. Last 3 Way Conference there was a 90% attendance.

Michael announced some exciting news for the Public School. Michael advised that they had submitted an expression of interest for a Variety state wide funding grant and were successful in gaining funding for a 25 Seater School Bus.

### GENERAL BUSINESS

Liz McCutcheon reminded the attendees about the Gilgandra Interagency Service Summary form, and asked if anyone who has not yet completed the form, to

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HELD ON: 19 SEPTEMBER 2023

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please do so. For a copy of the Service Summary form or for more information, please email: [lmccutcheon@gilgandra.nsw.gov.au](mailto:lmccutcheon@gilgandra.nsw.gov.au).

Liz McCutcheon also asked group whether they would like to return to having the role of Chair rotated around the members from meeting to meeting, as was done prior to Covid break. The minutes would continue to be recorded by Liz. General consensus was that this would be acceptable.

The 2024 Seniors Festival dates have been released- 14– 24 March 2024. This means that Gilgandra's Seniors Week will likely be held from 18-22 March, 2024, with the Seniors Luncheon on 18 March, 2024.

Emma Meyers enquired if there were plans for a Community Expo. Discussion held as to when would be most suitable and it was noted that Spring 2024 would be the most preferred. This should be discussed further at future meetings.

#### NEXT MEETING

Thursday, 23 November 2023 @ 12.00pm

Committee Members can attend meeting in person or by Zoom.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12.45PM.

Liz McCutcheon  
Acting Chair

**LOCAL EMERGENCY MANAGEMENT COMMITTEE**

22 August 2023

**PRESENT**

Mr D Neeves (Gilgandra Shire Council – Chair)  
Mr D Colwell (Gilgandra Shire Council - LEMO)  
Ms A Watson (REMO)  
Insp R McArthur (Orana Mid Western Police District – Dubbo Police – Acting  
LEOCON)  
Mr S Basham (NSW Rural Fire Service)  
Ms D White (NSW Rural Fire Service)  
Mrs M Basham (LLS)  
Mr L Mathieson (FRNSW)  
Mr G Kiehne (Gilgandra SES)  
Mr A Smithers (Gilgandra SES)  
Mr J Alchin (NSW Health)  
Mr D Dickey (Transport for NSW)

**IN ATTENDANCE**

Mrs Rebekah Berryman (Gilgandra Shire Council)

Proceedings of the meeting commenced at 5.00pm  
At Rural Fire Service, Cnr Deri and Warrie St

**APOLOGIES**

Mr T Cameron (LLS)  
Cr D Batten (Mayor, Gilgandra Shire Council)  
Mr A Hazelton (Essential Energy)  
Acting Sgt J Berryman (NSW Police - LEOCON)  
Ms L Burnheim (MPS)  
Mr S Beaton (NSW Ambulance)

<b>COMMITTEE'S RECOMMENDATION 8/23</b>	G Kiehne/D Dickey
That the apologies submitted be accepted.	

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION 9/23</b>	G Kiehne/D Dickey
That the minutes of the meeting held on 23 May 2023 be accepted as a true record of proceedings.	

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BUSINESS ARISING.

NIL

AGENDA ITEMS

**REMO'S REPORT**

<b>COMMITTEE'S RECOMMENDATION 10/23</b>	A Watson/M Basham
That the REMO's report be noted.	

REPORTS FROM OTHER AGENCIES

NSW Reconstruction Authority (NSWRA) Agency Report

The report was noted.

NSW SWES Agency Report

Geoff Kiehne advised that the Zone planning officer is in process 4<sup>th</sup> September 2023 next training night potentially mid-late September. Flood plans to be reviewed at the next LEMC meeting on 28<sup>th</sup> November 2023.

28<sup>th</sup> November 2023 next meeting to discuss reviewing of flood plans.

<b>COMMITTEE'S RECOMMENDATION 11/23</b>	G Kiehne/L Mathieson
That the report be noted.	

AASFA Report

97 incidents with 22 in Gilgandra. Staff remains the same except one replacement position. Fire season potentially 1 September 2023. Soft rebranding – changes being rolled out.

<b>COMMITTEE'S RECOMMENDATION 12/23</b>	D White/D Dickey
That the report be noted.	

CORRESPONDENCE RECEIVED REQUIRING DISCUSSION

NIL

EVENTS

Under the Gums – 23 September 2023

UPDATE OF EMERGENCY CONTACT DETAILS

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Contact details were provided and circulated for updating.

GENERAL BUSINESS

Multiagency MAFS Casualty Event

John Alchin advised that Health as part of their biyearly safety program are testing their code black policy internally. He requested whether there could be a joint testing exercise and then following this exercise have these occur every 12 months. Testing SES response, Police response, command centre etc. Discussed nursing home event, decontamination event, process involved in running the exercise, and potential scale. Annabelle Watson suggested running the exercise as part of the EMPlan review.

<b>COMMITTEE'S RECOMMENDATION 13/23</b>	L Mathieson/G Kiehne
That a Writing Party for a MAFS casualty event be arranged following which G Kiehne will advise Council of the details of the arrangement that has been organised.	

NEXT MEETING

28 November 2023 – Gilgandra Multi Purpose Service, 6 Chelmsford Avenue

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.22PM.

David Neeves  
Chairman

**TRAFFIC COMMITTEE**

23 August 2023

**PRESENT**

Mr Daryl Colwell (Chairman & Council Representative)  
Mr Richard Drooger (TfNSW Representative)  
Cr Doug Batten (Local Member's Representative)

**IN ATTENDANCE**

Katie Dobson (Executive Assistant)  
Carmel Hannelly (TfNSW Representative)

Proceedings of the meeting commenced at 11:10 am

**APOLOGIES**

A/Sgt Joshua Berryman (NSW Police) (Spoke with Joshua before meeting who granted permission for the meeting to go ahead in accordance with the Delegation to Councils for the Regulation of Traffic section 5.3.1)

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION – 07/23</b>	Cr Batten/ R Drooger
That the previous minutes be confirmed.	

**BUSINESS ARISING**

Nil

**PARKING ARRANGEMENTS ST JOSEPHS SCHOOL**

**SUMMARY**

To advise of a request from St Josephs Catholic School to review parking arrangements in Dudley Street, Gilgandra.

<b>COMMITTEE'S RECOMMENDATION – 08/23</b>	Cr Batten/ R Drooger
That the Local Traffic Committee endorse the removal of the restricted parking in Dudley St to the north of the main entrance and install a 'No Stopping 8-9:30am, 2:30-4pm' with right arrow on the northern side of the main pedestrian entrance.	

**MATTERS OUTSTANDING FROM PREVIOUS MEETINGS**

**SUMMARY**

To advise the status of outstanding matters

<b>COMMITTEE'S RECOMMENDATION – 09/23</b>	Cr Batten/ R Drooger
That progress with the matters outstanding from previous meetings be noted.	

**GENERAL BUSINESS**

**Under The Gums**

Mr Colwell raised the matter of Under The Gums (UTG) which is being held on the 23<sup>rd</sup> September 2023 at the Cooe Heritage Centre (CHC). The point was raised that it is anticipated approximately 2,000 people will attend the event, making it equivalent to the Gilgandra Show which requires no change in traffic conditions. UTG will have parking marshals on site directing the traffic to ease congestion. It is anticipated that there will be no changed traffic conditions on the Newell Hwy around the CHC.

**School Zone Speed Limits Inspection**

Mr Drooger mentioned that TfNSW will be inspecting the school zone speed limits around the three schools at the conclusion of the meeting. They will be looking at where the school zones currently are, what signage is currently there and what signage is currently missing. After the inspection they will make an assessment on where the school zones need to be and if any can be removed from the current zoning.

**NEXT MEETING**

Wednesday, 22 November 2023 at 11.00 am

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11:37AM

D Colwell  
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 19 SEPTEMBER 2023

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## **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 August 2023.
2. Certificate of Bank Reconciliation - Month of August 2023.
3. Details of investments as at 31 August 2023 (Local Government Financial Management Regulation No.19).

<b>CASH BOOK BALANCE AS AT</b>	<b>31-Jul-23</b>	<b>\$5,544,791.90</b>
Plus: Receipts		\$6,032,260.58
Less: Payments		\$3,807,374.04
<b>CASH BOOK BALANCE AS AT</b>	<b>31-Aug-23</b>	<b><u>\$7,769,678.44</u></b>

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<b>STATEMENT BALANCE AS AT</b>	<b>31-Jul-23</b>	<b>\$5,630,116.99</b>
Plus: Receipts		\$5,899,507.09
Less: Payments		\$3,793,369.74
<b>STATEMENT BALANCE AS AT</b>	<b>31-Aug-23</b>	<b><u>\$7,736,254.34</u></b>

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Plus: Unpresented Receipts		\$40,756.89
Less: Unpresented Payments		\$7,332.79
<b>RECONCILED BALANCE AS AT</b>	<b>31-Aug-23</b>	<b><u>\$7,769,678.44</u></b>

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Cashbook balance as at 31 August 2023:	\$7,769,678.44
Investments held as at 31 August 2023:	\$29,000,013.70
<b>Total Cash &amp; Investments Held as at 31 August 2023:</b>	<b><u>\$36,769,692.14</u></b>

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The bank balances in each of the funds as at 31 August 2023 are:

General Fund	\$16,627,891.86
Water Fund	\$3,229,930.72
Sewer Fund	\$3,437,662.90
Orana Living	\$5,420,198.00
Carlinda Enterprises	\$564,711.15
Cooee Villa Units	\$2,343,530.22
Cooee Lodge	\$3,924,520.15
Jack Towney Hostel	\$982,153.11
Trust Fund	\$239,094.03

**Balance as per Total Cash & Investments Held: \$36,769,692.14**

Details of Council's investments are as follows:

(1)	\$1,000,000.00	For 365 days	4.90%	Due 08-Mar-24	With Defence
(2)	\$1,000,013.70	For 274 days	3.14%	Due 04-Sep-23	With Bendigo
(3)	\$1,500,000.00	For 366 days	4.30%	Due 04-Mar-24	With Bendigo
(4)	\$1,000,000.00	For 271 days	5.01%	Due 8-Apr-24	With Macquarie
(5)	\$1,000,000.00	For 272 days	4.00%	Due 11-Sep-23	With Macquarie
(6)	\$1,000,000.00	For 270 days	5.05%	Due 23-Apr-24	With Macquarie
(7)	\$1,000,000.00	For 92 days	4.89%	Due 08-Nov-23	With Macquarie
(9)	\$1,000,000.00	For 180 days	4.65%	Due 11-Oct-23	With Bank of Qld
(10)	\$2,500,000.00	For 182 days	5.51%	Due 08-Jan-24	With Suncorp
(11)	\$2,000,000.00	For 181 days	4.90%	Due 27-Nov-23	With NAB
(12)	\$2,000,000.00	For 122 days	5.15%	Due 13-Nov-23	With NAB
(13)	\$2,000,000.00	For 180 days	4.80%	Due 14-Nov-23	With NAB
(14)	\$1,000,000.00	For 182 days	5.10%	Due 26-Feb-24	With NAB
(15)	\$3,000,000.00	For 210 days	5.20%	Due 05-Mar-24	With NAB
(16)	\$2,000,000.00	For 182 days	4.75%	Due 13-Nov-23	With NAB
(17)	\$2,000,000.00	For 270 days	4.75%	Due 04-Dec-23	With NAB
(18)	\$2,000,000.00	For 180 days	5.35%	Due 10-Jan-24	With NAB
(19)	\$2,000,000.00	For 452 days	5.15%	Due 26-Aug-24	With Bank of Qld
Total					<b>\$29,000,013.70</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	Report to future meeting
<u>November 2022</u>		
231/22	ARTC Housing Design	To be included in Tenders in 2023
<u>December 2022</u>		
227/22 240/22	Audit Risk Improvement Committee Chair	Commencement Pending
247/22	Subdivision of 6324 Newell Highway, Gilgandra	Stage 1 Subdivision completed – Registration Pending
248/22	Castlereagh River Restoration and Beautification Project – Sears and EOI/Tender	Report to future meeting
<u>July 2023</u>		
137/23	2023 Local Government NSW Annual Conference	Motions to be put forward
<u>August 2023</u>		
153/23	Electronic Signage Projects	Report to this meeting

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MEETING OF: GILGANDRA SHIRE COUNCIL  
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149/23	Biodiversity Offset Scheme Credit Offer	Report to future meeting following the NSW State Government report into the review of the 'Biodiversity Offset Scheme' being made publically available.
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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 19 SEPTEMBER 2023

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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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**December 2022**

Upgrade of National Park Road and  
Baronne Creek

Applications have been submitted,  
report to later meeting

MEETING OF:  
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### **DEVELOPMENT APPLICATIONS**

The following development applications were approved during August 2023:

<b>DA Number</b>	<b>Applicant's Name</b>	<b>Application</b>	<b>Property address</b>	<b>Development Value</b>
2023/490	Michael Hodge	New shed	28 Bobs Street, Gilgandra	\$18,000
2023/494	Assemblies of God Church Gilgandra	Awning	74 Warren Road, Gilgandra	\$12,580
2023/496	Fiona Webber	New shed	24 Bobs Street, Gilgandra	\$10,000
2023/499 (Local Activity Approval)	Gilgandra Shire Council	Event – Under the Gums	6 Castlereagh Street, Gilgandra	\$0
			August	<b>\$40,580</b>
			<b>Total 2023</b>	<b>\$14,981,582</b>

### **Applications under assessment**

- DA 2022/441 – Sand Quarry
  - DA 2023/480 – Solar Farm
  - DA 2023/485 – Unmanned fuel depot, Tooraweenah
  - DA 2023/495 – Change of use, CHC café
  - DA 2023/497 – Wind monitoring mast
  - DA 2023/498 – Dwelling
  - DA 2023/500 – Change of use, Meating Place
  - DA 2023/501 – Shed
  - DA 2023/502 – Swimming Pool
-

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**AUGUST 2023**

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2023/490	70	0	70	50	0	50
2023/494	43	0	43	31	0	31
2023/496	5	0	5	3	0	3
2023/499	7	0	7	5	0	5

Summary Statistics	
No of Applications	4
Total Actual Days	125.00
Mean Actual Days	31.25
Mean Stopped Days	0.00
Mean Total Days	31.25
Mean Work Days	22.25
Mean Work Stop Days	0.00
Mean Total Work Days	22.25
Median Actual Days	25.00

RECOMMENDATION

That the reports be noted.

David Neeves  
General Manager

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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 19 SEPTEMBER 2023

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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.

### **CENTRAL WEST COUNCILS ENVIRONMENT & WATERWAYS ALLIANCE MEMBERSHIP RENEWAL**

Council has received a letter from the Central West Councils Environment & Waterways Alliance confirming Council's membership for the period 1 July 2023 – 30 June 2024 as per the Alliance Terms of Reference and Membership Agreement.

### **COREM MEETING MINUTES**

Minutes of the meeting held 3 August 2023.

### **NEWELL HIGHWAY TASKFORCE**

Minutes of the meeting held 8 August 2023

### **RECOMMENDATION**

That receipt of the Category B correspondence be noted.

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.