

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 15 December 2020 at 4.00pm** commencing with a presentation from Council's auditors.

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."

****RECORDING****

At this stage I would like to remind everyone present that this meeting is being recorded

- (5) Apologies
- (6) Declarations of Interest:

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

- (7) Confirmation of Minutes:
 - Ordinary meeting held on 17 November 2020 (circulated previously)
- (8) Reports from Servants
- (9) Correspondence



David Neeves
General Manager

DECEMBER 2020 INDEX

General Manager

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INLAND RAIL EIS PUBLIC EXHIBITION PERIOD AND COUNCIL SUBMISSION

SUMMARY

To advise that the Inland Rail, Narromine to Narrabri Project Environmental Impact Statement will be placed on public exhibition and that a consultant has been engaged to assist with Council's review and submission.

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ARTC Inland Rail has formally advised Council that the Environmental Impact Statement (EIS) for the Narromine to Narrabri project will be placed on public exhibition from 8 December 2020 until 7 February 2021. This process is overseen by the NSW Department of Planning, Industry and Environment, however given the scale, ARTC Inland Rail as the project proponent, is involved in resourcing the public exhibition period.

Local Display of EIS

Inland Rail has been liaising with Council staff regarding a suitable place to exhibit elements of the EIS and make resources available to the community. It was determined 'The Gil' is the most appropriate location at this time.

Opportunity for Briefing

Both Inland Rail and DPIE have offered to provide Council a briefing on the EIS. This would be in addition to community sessions that are planned and along a similar format to previous briefings. Dates for these will be advised for Councillors once available.

Engagement of Contract Services to assist review and Submission

It has been determined that Council does not have all the necessary resources on staff to review the EIS, some 20,000 pages and respond with a formal submissions in the required timeframe.

Council partnered with Narromine Shire Council in the preparation of a Request for Proposal which was sent to six companies. The selected organisation was Projence.

The cost is estimated between \$40,000 and \$50,000 to undertake the EIS review. At this point these costs are not recoverable from ARTC or any other source. Given the high level of technical information, the short response timeframe and the critical nature of providing a comprehensive submission to this project, it was determine to engaged external experts.

Council staff will still be heavily involved in the review and development of Council's submission. The engagement of Projence is to provide expertise in areas including, but not limited to, Ecology, Hydrogeologist, Town Planning, Social Impact Assessment, Transport Infrastructure Planning and Cultural Heritage. Additional specialist advice may be sought, if necessary, as the review of the EIS progresses.

There is no budget allocation for such work as Council was of the understanding the cost for the EIS was able to be recovered - unfortunately this is not the case.

<u>Principal Activity</u>	Landuse Planning and Sustainable Environment Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$40,000 TO \$50,000 not budgeted for from the Inland Rail Projects budget
<u>Delivery Program Actions</u>	3.1.2.1 Continue to regulate the orderly arrangement and use of land in town and rural areas in order to promote the improvement of the community and environment of residents 5.1.5.2 Proactively pursue industries/businesses associated with the Inland Rail project

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

NSW STATE GOVERNMENT INLAND RAIL INQUIRY

SUMMARY

To advise that the Legislative Assembly Committee on Investment, Industry and Regional Development is conducting an inquiry into the Inland Rail project and regional NSW.

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On 24 November 2020, Council received an invitation to provide a submission to the Legislative Assembly Committee on Investment, Industry and Regional Development inquiry into the Inland Rail project and regional NSW

This inquiry was self-referred on 18 November 2020 and submissions close on 5 February 2021. The terms of reference are:

- a) economic development opportunities arising from the project
- b) infrastructure required to ensure regional communities benefit from the project
- c) engagement with regional communities to identify opportunities
- d) alignment of the project with the NSW Freight and Ports Plan 2018-2023 and State Infrastructure Strategy 2018-2038
- e) any other related matters

The focus of this inquiry appears to be focused on investigating if NSW is engaging with the Inland Rail project and Federal Government to maximise the outcomes for NSW.

It is recommended that Council prepares a written submission including information about the following:

- 100km of greenfield construction in the Gilgandra Shire, therefore our community is one of the most impacted and should receive significant support and assistance from all levels of government and industry
- That Council plans to be a hub for construction and detail the preparations that have been made to date
- Outline the issues associated with the NSW Biodiversity Act and the Biodiversity Offset Scheme and how they are jeopardising the ability for projects to meet the opportunities
- The Interface Improvement Program and the work being done to develop a strategic business case for the upgrade of Gilgandra to Coonamble 25TAL and inter-operability at Curban between Inland Rail and CRN
- Investment by the State in Grade separation of State Highways

- Legacy opportunities for the construction and how the NSW Government could assist with greater investment into impacted towns and/or communities, and
- Recommendations for improvements with community consultation and engagement for proponents undertaking State Significant infrastructure development in NSW

<u>Principal Activity</u>	Economic Development, Representation and Collaboration
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	5.1.5.2 Proactively pursue industries/businesses associated with the Inland Rail project 8.1.3.1 Monitor issues such as law and order, education and health that impact on our community

RECOMMENDATION

That a written submission be made to The Legislative Assembly Committee on Investment, Industry and Regional Development inquiry into the Inland Rail project and regional NSW.

David Neeves
General Manager

INLAND RAIL WATER PROJECT AGREEMENT

SUMMARY

To advise the progression of the Inland Rail Water Project to a funding agreement between Council and ARTC Inland Rail.

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Inland Rail has presented a funding agreement for the Inland Rail Water Project. This agreement has been reviewed by Council staff and legal advice sought and subsequently received.

The agreement has now been finalised and public announcement made at Curban Hall on Thursday, 25 November 2020. The execution of the agreement is pending.

The next step is for Council to procure project management services to scope and design the project. This will be undertaken in the first quarter of 2021. Once completed, a timeline and project management plan will be developed and reported to Council with procurement of services to follow thereafter.

<u>Principal Activity</u>	Economic Development, Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	5.1.5.2 Proactively pursue industries/businesses associated with the Inland Rail project
	6.2.1.2 Provide and maintain road access for all residents except during periods of extreme weather

RECOMMENDATION

That the report be noted

David Neeves
General Manager

BIODIVERSITY STEWARDSHIP SITES

SUMMARY

To progress an option for Council to develop Biodiversity Stewardship sites to offset Biodiversity Offset Credit obligations for future Council developments.

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The NSW Government introduced a new Biodiversity Offsets Scheme in August 2017 to consistently assess and offset the environmental impacts of developments that involve clearing.

The Biodiversity Offsets Scheme is a framework to avoid, minimise and offset impacts on biodiversity from development and clearing, and to ensure land that is used to offset impacts is secured in-perpetuity.

There are two key elements to the Biodiversity Offsets Scheme:

- Part A - Developers and landholders who undertake development or clearing, generating a credit obligation which must be retired to offset their activity
- Part B - Landholders who establish a biodiversity stewardship site on their land, generating credits to sell to developers or landholders who require those credits, to securely offset activities at other sites.

In the process of preparing the development application for the Graincorp Subdivision, a preliminary assessment using the Biodiversity Assessment Method (BAM) was undertaken which indicates the development will generate a credit obligation under the Biodiversity Conservation Act 2016 and the association regulation. The extent of this obligation is still being determined however Council will be required to offset this credit obligation.

Essentially, a landholder can offset the credit obligation created by a development with either paying the credit liability as generated by the Biodiversity Assessment Method (BAM) to the Biodiversity Conservation Trust or purchase credits on the open market or develop a stewardship site to generate credits to offset the credit obligation from the development or a combination of all of the above.

Staff have identified a number of sites that are owned by Council that could be used for a stewardship site. To develop a stewardship site Council needs to first retain an accredited assessor to apply the Biodiversity Assessment Method (BAM) to their site.

The assessor will produce a Biodiversity Stewardship Site Assessment Report (BSSAR) that will set out:

- The type and number of credits generated by placing a Biodiversity Stewardship Agreement (BSA) on the site; and
- A proposed management plan for the site, which will be included in the biodiversity stewardship agreement

The Biodiversity Conservation Trust is responsible for entering into BSAs with landholders. When the BSSAR has been prepared, the landholder submits their application (including the BSSAR) to the Biodiversity Conservation Trust for approval.

The Biodiversity Conservation Trust assesses the landholder's application against relevant legal and technical requirements and agrees on the terms of the Biodiversity Stewardship Agreement (BSA). The BSA will include a management plan that sets out proposed annual management actions and the cost of those actions over a 20 year period, and the ongoing maintenance costs.

An assessment of Council owned land which could be developed as stewardship sites include:

- 354 Arthursleigh Road, Gilgandra (28.83 ha EPA Licenced Tyre Site)
- Lot 8 Timbara Court, Gilgandra (54ha Southern side of Aralee Estate)
- 7-13 Hargraves Lane, Gilgandra (2.47ha behind the Caltex)

Whilst it is early in the process, the recommendation is that Council provides "in principle" support to explore the creation of a Biodiversity Stewardship site/s with the view to offset the credit obligation generated by Council's own developments, like the GrainCorp Subdivision and any future application which would trigger the Biodiversity Offset Scheme. The cost for the development of the stewardship site/s is unknown however it will offset the direct financial impacts caused by the offset obligations. At this stage the costs are expected to be funded from the current budget.

Time is of the essence in determining any stewardship site/s to ensure there is no delay with construction of the GrainCorp subdivision.

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil

Delivery Program Actions

3.3.1.1.

**Actively pursue environmental programs
with other government agencies**

5.1.5.2

Proactively pursue industries/businesses
associated with the Inland Rail project

RECOMMENDATION

1. That Council progress development of suitable stewardship site/s.
2. That a report be submitted in February 2021 detailing the financial implications, operational opportunities and constraints.

David Neeves
General Manager

2021 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

SUMMARY

To consider motions for the 2021 National General Assembly of Local Government.

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Adrian Beresford-Wylie, Chief Executive Officer of the Australian Local Government Association, has written to Council seeking motions for the 2021 National General Assembly of Local Government.

The letter states:

“The theme for the 2021 Assembly is “Working Together for our Communities”. This theme acknowledges the need to come together and with other partners, including the Federal Government, to deliver for our communities.

To be eligible for inclusion in the NGA business papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. be consistent with the themes of the NGA
3. complement or build on the policy objectives of your state and territory local government association
4. be submitted by a council which is a financial member of their state or territory local government association
5. propose a clear action and outcome
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and Council endorsement.

The deadline for submissions of motions is Friday, 26 March 2021.

The 2021 National General Assembly for Local Government will be held in Canberra on 20-23 June 2021.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 DECEMBER 2020

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

RECOMMENDATION

That Councillors put forward any suitable motions for the 2021 National General Assembly of Local Government.

David Neeves
General Manager

RIVER SMART MACQUARIE

SUMMARY

To consider a request from River Smart Macquarie Ltd to install an information shelter promoting the Macquarie Marshes at the Coo-ee Heritage Centre.

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Ms Shona Whitfield, Acting CEO of RiverSmart Australia and Manager of Window on the Wetlands Centre at Warren, has written to Council as follows:

In September 2018 RiverSmart Australia was successful in obtaining a grant under the Regional Environment and Tourism Fund. Implementation of the project is being coordinated by our organisation in partnership with Warren Shire Council. To give you some background details of the grant application I have attached a copy of the Business Case we submitted at the time, with the full support of all members of Destination Macquarie Marshes Task Force. The Task Force consists of 6 Local Government organisations together with Parks and Wildlife and other relevant departments as well as various Local Aboriginal Land Councils.

The project has been underway for 18 months and I have been consulting with the members of the Task Force on a regular basis to keep them informed of our progress and to seek input on various sub-projects; of which there are 15. I am pleased to advise that 12 of these sub-projects are now complete, including the 1.8km boardwalk at Burrima and good progress is being made on all others.

The purpose of this letter is to formally request your involvement in those sub-projects that include signage installations within the Central West region. While not originally included in the site locations, it is recognised that the Gilgandra COOEE Heritage Centre draws a large number of visitors. We feel it would value add to the visitor experience at Gilgandra and enable them to make a choice to include the Macquarie Marshes in their itinerary. We are now at the point when actions can commence to see this comprehensive signage programme implemented. We are asking for your consent to install one information shelter at your COOEE Heritage Centre,

The grant will pay for the making of the signage shelters, research and writing the content of the information and manufacture of the panels to be mounted in the shelters.

These shelters each hold 8 interpretive panels and overall they measure approximately 3.5 metres square (see photo).



There are to be 17 of these installed across the region, positioned at strategic locations. The development of the interpretive panels has been underway for some time and is almost complete. The shelters themselves have already been made and are awaiting delivery as a flat-pack. They will be delivered to the site you specify and can be assembled there by the company who made them. We are asking each shire to provide the concrete footings and bolts to which the shelter can be dyna-bolted. Once in place we will organise to bring and install the actual interpretive signs. A sample of the interpretive signs is attached for your information.

We have been asked by the NSW Government to expedite this grant programme, and so we are very keen to finalise the locations and installation of the information shelters. If you approve of the installation at the COOEE Heritage Centre, then this would be able to be undertaken within a very short time, as the Contractor is presently installing the shelters at other locations.

I hope you can see that this is a very exciting project for the region and those Shire's that surround the Macquarie Marshes. The boardwalk (see below) will be an absolute game-changer in terms of visitors coming to our region. These numbers are projected to grow from 10,000 to 40,000 in 3-5 years. The economic spin-off is predicted to be in the order of \$10-12 million per annum; a huge boost for small businesses.

A copy of the submission is separately attached with this business paper.

The concept of regional collaboration, and promotion of a significant natural attraction in our region is fully supported. However it is suggested that further consideration of the best location to achieve maximum benefit while not impacting on other elements of the Gilgandra Cultural Precinct is the next step.

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Cost of installation of concrete footings estimated at \$1K
<u>Delivery Program Actions</u>	3.3.2.1 Support the management of the Castlereagh River catchment within our Shire boundaries

RECOMMENDATION

That the General Manager be authorised to liaise with RiverSmart Macquarie to arrange the installation on an information shelter at an appropriate location within the Gilgandra Cultural Precinct.

N J Alchin
Director Corporate Services

LIBRARY AND COMMUNITY HUB

SUMMARY

To provide an update on progress of work on the Library Community Hub project and seek Council's endorsement of three design options for the building.

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Stakeholder workshops

Stakeholder workshops were conducted on 30 November and 2 December to reintroduce the Library and Community Hub to the community. Invitations were forwarded to 132 people and organisations who were identified as having an interest in the project including local businesses, schools, and community groups. As part of that workshop the overall consultation plan was presented for discussion. This included an invitation to join the project community steering group. This group will act as a sounding board for the project throughout to provide feedback on design process, engagement approaches and other issues as these arise. Establishment of this group is also an expectation of the NSW State Library which is considering our application for funds to fit out the Library and Community Hub when construction is completed. The workshops were attended by 33 people. In total 10 people nominated to be part of the community steering group. A summary of the workshop presentation including participants and steering group members is detailed in the attachments.

Feasibility & Brief Report

Dunn & Hillam Architects completed their Feasibility & Brief Report in early December. The report and its recommendations were presented to a Council workshop on 3 December. A copy of the report is attached. This report sought Council's endorsement of three preferred design options.

Following the Council workshop held on 3 December a meeting of the Community Steering group was held to request feedback on the three preferred design options proposed including:

- Main entry for the Library and Community Hub from Miller Street
- Replacement of the plaza amenity block with new amenities located within the Library and Community Hub envelope
- Retention and remodelling of the existing roof

The recommendations below are based on the feedback from the Council workshop and the Community Steering Group.

Main entry for the Library and Community Hub from Miller Street

The architects considered several main entry options including:

- Maintaining the existing entry
- Construct new entry from the plaza
- Construct new entry from the laneway

Schematics for each option are shown on page 22 of the attached Feasibility and Brief report.

The preferred option is to maintain the existing entry in the new building. The strengths of this option are identified as:

- Maintaining a familiar entrance for locals
- Maximising access
- Reinforcing heritage and traditional streetscape character
- Maximising activity in the main street

This entry is in line with Council's overall strategic plan for Miller Street and this building as a key street activator.

The Community Steering Group endorsed this recommendation on the proviso that the main entry appropriately balanced the need for compliance with disability access requirements and heritage assessments.

Replacement of the plaza amenity block with new amenities located within the Library and Community Hub envelope

The architects considered the relationships between the building and the plaza. Retaining the current amenity structure limits the potential for opening up the building to the plaza. There is currently limited space for gatherings and the existing amenity block is the focal point for the plaza, limiting the plaza's potential to become a welcoming multi-use public space. The architects explored several options to improve the relationship between the plaza and the new building, including:

- Retaining all structures
- Removing all structures
- Keeping some structures

Schematics for these are shown on page 23 of the attached Feasibility and Brief report. The preferred option is to remove the existing amenity block and incorporate new amenities within the envelope of the new building while maintain public access.

The strengths of this option are identified as:

- The opportunity to improve connectivity between the plaza and the new building, allowing activities to spill outside into the plaza
- Providing amenities that service both the new Library and Community Hub, after hours activities that may occur in the new building and public access
- Improving safety within the plaza area by increasing activity in line with safer by design principles
- Reinforcing the link between Miller Street and the river frontage

The weaknesses of this option notes the amenities are about 10 years old and the community may see their demolition as wasteful. However, while this option requires demolition of the existing amenity block, it also allows improvement to the overall useability of the plaza. The cost of replacement is wholly met within the project grant budget.

The Community Steering Group endorsed this recommendation on the proviso that the new design delivered publicly accessible toilet facilities. The importance of these to the Miller Street commercial areas was emphasised. The group noted that the existing amenity block dominates the current plaza space and the opportunity to construct new facilities which improve the usability of the area while maintaining publicly accessible facilities should be embraced. The group also strongly recommended that temporary accessible public toilet facilities be provided in the main street during the construction period.

Retention and remodelling of the existing roof

The architects have completed a review of the existing structure. The engineering report notes that rather than demolition, the roof could be retained and modified to improve lighting and acoustic quality. Retaining the existing roof represents a significant cost saving to the project. The project budget is tight and savings without loss of design value means we can invest in other aspects of the design. The preferred option is to retain the existing roof structure. Schematics for the options considered are shown on page 24 of the attached Feasibility and Brief report.

The strengths of this option are identified as:

- Significant cost savings
 - Potential time savings during construction
 - Maintaining streetscape character
 - Opportunity to modify the roof to improve light access, building acoustics
 - Reduction of ongoing energy costs through installation of solar panels
-

The Community Steering Group endorsed this recommendation on the proviso that the final roof design improved natural lighting within the new building. Examples of the roof options are shown as benchmark projects on page 18 of the Feasibility and Brief report were highlighted as meeting their expectation for enhancing natural light within the new building.

Project progress summary

The project has met the following milestones, including:

1. Appointment of Dunn & Hillam architects
2. Workshop held with Council to present and discuss the Feasibility and Brief report prepared by Dunn & Hillam
3. Two stakeholder workshops conducted to reintroduce the project to the community - 30 November and 2 December
4. Preparation of a project communication and consultation plan for the project which summaries how the project will actively engage the community throughout the project - this includes establishment of a small steering community
5. Meeting of the steering committee on 8 December to discuss the recommended options proposed by Dunn & Hillman for the project design
6. Completion of reports on hazardous materials including asbestos and petrochemical contaminates
7. Preliminary report from the heritage consultant
8. Preparation, submission and approval of development application to demolish external toilets and gas tanks at the rear of the existing building
9. Appointment of Origin Energy and Newbold Construction to demolish amenities and remove the gas tank

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil, the design principles endorsed by Council not require an additional allocation of funding and will be incorporated into the current budget.
<u>Delivery Program Actions</u>	1.3.8.1 Maintain existing community engagement with the Library by continuing to develop the Library as a vibrant community space where people can engage with collections, information services, technology and each other

RECOMMENDATION

That Council endorse the following design principles:

1. Retain the main entry to the building off Miller Street, thus maximising activation of the streetscape.
2. Demolish the existing amenity block in the plaza and replace with publicly accessible amenities within the envelope of the new building (with external access), noting temporary public toilet facilities to be provided during the construction period of the project.
3. Retain and refurbish the existing building roof.

Jo Manion
Director Community Services

**TRAFFIC COMMITTEE CONSIDERATION –
REQUEST FOR RELOCATION OF TAXI RANK**

SUMMARY

To advise consideration of a request by the Traffic Committee for the Taxi Rank to be relocated to the area adjacent to the Gilgandra Community Plaza

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Mr Vikram Singh, the operator of 13 Cabs, has recently commenced business in Gilgandra and submitted a requested to Council for the Taxi Rank to be relocated from its current position south of the Royal Hotel to an area adjacent to the Gilgandra Community Plaza.



Contact has been made with the neighbouring businesses, Gilgandra Pharmacy and Café 41 and no objections were received, although the chemist commented that they would like it to only be one car space as a lot of their elderly customers utilise these spaces. The existing taxi area is only one space and it is similarly proposed that only one space be allocated at the new location. The taxi zone near the Royal will then be converted to general parking with the present 2hr timed parking zone extended.

This matter was listed for consideration by the Traffic Committee at the scheduled meeting on 25 November. Noting quorum issues and this being the only item on the agenda, an email was sent to the three representatives other than Council, being Police, RMS and the Acting Local Member's representative for their feedback.

All members were supportive of the request for the taxi rank be relocated.

<u>Principal Activity</u>	Representation and Collaboration
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	8.1.3.1 Monitor issues such as law and order, education and health that impact on the Gilgandra community

RECOMMENDATION

That Council endorse proposed relocation of the taxi rank to the car space immediately before the kerb blister in front of the Gilgandra Community Plaza in Miller St and the conversion of the previous taxi rank to 2hr timed parking.

Daryl Colwell
Director Infrastructure

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

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Tooraweenah Management Committee

25 November 2020

Councillors' attention is drawn to recommendation 14/20 of the Tooraweenah Management Committee minutes.

There have been two resignations from the Committee and therefore the two alternate delegates are regularly engaged. It is recommended that Mr Lester Thurston be appointed as an alternate delegate for the remainder of this Council term.

Principal Activity

Community Engagement

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

2.1.1.1

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

2.1.1.4

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

TOORAWEEAH MANAGEMENT COMMITTEE

25 November 2020

PRESENT

Mr B Gale
Mrs P Webb
Mr J Finn (alternate delegate)
Mrs B Pike (alternate delegate)

IN ATTENDANCE

Mr D Colwell (Director Infrastructure – Acting Chairman)
Cr B Mockler
Mrs J Prout (Executive Assistant)

Proceedings of the meeting commenced at 6.00pm
with Mr Daryl Colwell as Acting Chairman.

POSITION OF CHAIRMAN

It was noted that the Chair, Mr Geoff Pike has submitted his resignation from the Committee due to ill health. Mr Colwell sought nominations for the position of Chair and it was suggested that Mr Colwell assume the role of Chairman until the end of the term.

COMMITTEE'S RECOMMENDATION – 7/20	B Gale/B Pike
That Mr Daryl Colwell be endorsed as Chairman of the Tooraweenah Management Committee until the end of this Council term in September 2021.	

APOLOGIES

Ms A Jenkin

COMMITTEE'S RECOMMENDATION – 8/20	J Finn/B Pike
That the apologies submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

It was noted that Mrs B Pike was in attendance at the meeting however was listed twice in the minutes – once as being in attendance and once as an apology.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 DECEMBER 2020

COMMITTEE'S RECOMMENDATION – 9/20	
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That the Minutes of the meeting held on 5 March 2020 be confirmed, noting the above correction.	
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BUSINESS ARISING

Nil

REPORTS

REVIEW OF BUDGET

SUMMARY

To review the budget at 30 June 2020.

COMMITTEE'S RECOMMENDATION – 10/20	
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That the budget review as at 30 June 2020 be noted.	
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REVIEW OF BUDGET

SUMMARY

To review the budget at 30 September 2020.

COMMITTEE'S RECOMMENDATION – 11/20	
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That the budget review as at 30 September 2020 be noted.	
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ITEMS LISTED FOR DISCUSSION BY THE COMMITTEE OR COUNCIL

SUMMARY

To consider items put forward by discussion by the Committee.

Community BBQ's/Fundraising

There was discussion around current facilities in the park and options for community fundraising events.

COMMITTEE'S RECOMMENDATION – 12/20	
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	B Gale/P Webb
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That the matter be reconsidered at the next meeting following discussions with other community groups.	
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OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters from previous meetings.

Proceedings in Brief

It was noted:

- a drainage consultant has been working on the drainage issues
- the installation of a bench seat near the Presbyterian Church would be finalised tomorrow
- positive feedback had been received on the new brochure
- that “Walking Track Only” signage be posted adjacent to the new walking track

COMMITTEE’S RECOMMENDATION – 13/20	B Gale/J Pike
1. That no further action be taken regarding the Corliss Street levy.	
2. That progress with outstanding matters be noted.	

GENERAL BUSINESS

New Committee Member

Noting the resignation of Mr Geoff Pike and earlier resignation of Mrs Robin Dowsett, and therefore regular participation of the two alternate delegates, the committee requested a further member on the Committee.

It was reported that Mr Lester Thurston had indicated his willingness to serve as an alternate delegate.

COMMITTEE’S RECOMMENDATION – 14/20	B Gale/P Webb
That Council be requested to appoint Mr Lester Thurston as an alternate delegate on the Tooraweenah Management Committee until the end of the Council term in September 2021.	

NEXT MEETINGS

24 February 2021
26 May 2021
25 August 2021

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.32PM.

Daryl Colwell
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 DECEMBER 2020

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

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Consultative Committee

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.2.1 Conduct the business of Council in an open and transparent manner 4.1.2.3 Develop, implement and continually monitor a good governance plan

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 DECEMBER 2020

CONSULTATIVE COMMITTEE

1 December 2020

PRESENT

Mr G McAnally-Elwin, Indoor Staff Representative (Chair)
Mr C Marchant, USU Outdoor Staff Representative
Mrs A Wieland, USU Carlinda Staff Representative
Mr N Alchin, Management Representative
Mr M McLaughlin, USU Staff Representative
Mr D Colwell, Management Representative
Ms K Fisher, Indoor Staff representative

Proceedings of the meeting commenced at 9.34am

IN ATTENDANCE

Mrs M Welsh, HR Manager
Mr A Woolley, Risk and Safety Coordinator

APOLOGIES

Mr J Ritchie, USU Outdoor Staff Representative

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 11/20	M McLaughlin/A Wieland
That the Minutes of the meeting held 1 September 2020 be confirmed as a true and correct record.	

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on the following issues – recruitment and training

COMMITTEE'S RECOMMENDATION – 12/20	M McLaughlin/C Marchant
That the information presented be noted.	

GENERAL BUSINESS

Mr McLaughlin queried the process for registering vehicles and requested each vehicle have a document stating the registration is current and when it expires.

Mr Colwell advised that Council has adequate checks and balances to ensure that the registration of vehicles are current.

Ms Welsh introduced Mr Woolley Council's new Risk and Safety Coordinator to the committee.

Mr McLaughlin asked that whether the Trainee Concretor moves to a Labourer as a result of him completing his traineeship.

Ms Welsh confirmed that the letter of offer advised on completion of the traineeship the employee would be a Labourer and that the Labourer position description is with Infrastructure to assess against the competencies to determine the pay rate.

NEXT MEETING

The next Committee meeting will take place on 2 March 2021.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.41AM.

G McAnally-Elwin
Chairman

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 DECEMBER 2020

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

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1. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of November 2020.
2. Certificate of Bank Reconciliation - Month of November 2020.
3. Details of investments as at 30 November 2020 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Oct-20	\$1,393,582.04
Plus: Receipts		\$4,895,197.72
Less: Payments		<u>\$3,512,936.25</u>
CASH BOOK BALANCE AS AT	30-Nov-20	<u>\$2,775,843.51</u>

STATEMENT BALANCE AS AT	31-Oct-20	\$1,403,886.68
Plus: Receipts		\$4,836,497.17
Less: Payments		<u>\$3,488,738.26</u>
STATEMENT BALANCE AS AT	30-Nov-20	<u>\$2,751,645.59</u>

Plus: Unpresented Receipts		\$32,811.33
Less: Unpresented Payments		<u>\$8,613.41</u>
RECONCILED BALANCE AS AT	30-Nov-20	<u>\$2,775,843.51</u>

Cashbook balance as at 30 November 2020:	\$2,775,843.51
Investments held as at 30 November 2020:	<u>\$25,050,335.28</u>
Total Cash & Investments Held as at 30 November 2020:	<u>\$27,826,178.79</u>

The bank balances in each of the funds as at 30 November 2020 are:

General Fund	\$11,978,011.99
Water Fund	\$2,753,519.40
Sewer Fund	\$1,713,369.31
Orana Living	\$3,824,864.23
Carlinda Enterprises	\$490,393.15
Cohee Villa Units	\$1,546,136.58
Cohee Lodge	\$3,891,880.38
Jack Towney Hostel	\$898,158.30
Trust Fund	\$729,845.45

Balance as per Total Cash & Investments Held: \$27,826,178.79

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 368 days @ 1.70%	Due on 14-Dec-20	With AMP Bank
(b)	\$1,000,000.00	For 365 days @ 1.45%	Due on 10-Mar-21	With AMP Bank
(c)	\$1,000,000.00	For 365 days @ 1.70%	Due on 27-Jan-21	With AMP Bank
(e)	\$500,000.00	For 365 days @ 0.80%	Due on 04-Nov-21	With Bendigo
(f)	\$1,000,000.00	For 214 days @ 1.00%	Due on 06-Jan-21	With Bendigo
(g)	\$1,500,000.00	For 212 days @ 0.80%	Due on 04-Mar-21	With Bendigo
(h)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With Bendigo
(i)	\$500,000.00	For 212 days @ 0.65%	Due on 11-Jun-21	With Bendigo
(j)	\$1,000,000.00	For 364 days @ 0.80%	Due on 16-Jul-21	With Macquarie
(k)	\$2,000,000.00	For 244 days @ 1.70%	Due on 15-Dec-20	With Macquarie
(l)	\$1,000,000.00	For 275 days @ 1.70%	Due on 17-Jan-21	With Macquarie
(m)	\$1,000,000.00	For 182 days @ 0.90%	Due on 04-Apr-21	With MCU
(n)	\$500,000.00	For 181 days @ 0.40%	Due on 04-May-21	With IMB
(o)	\$1,000,000.00	For 105 days @ 0.55%	Due on 06-Jan-21	With IMB
(p)	\$1,000,000.00	For 182 days @ 0.45%	Due on 21-May-21	With ME Bank
(q)	\$1,500,000.00	For 365 days @ 1.50%	Due on 15-Dec-20	With ME Bank
(r)	\$500,000.00	For 270 days @ 0.80%	Due on 23-Apr-21	With NAB
(s)	\$2,000,000.00	For 182 days @ 0.85%	Due on 29-Dec-20	With NAB
(t)	\$1,000,000.00	For 271 days @ 1.00%	Due on 22-Feb-21	With NAB
(u)	\$1,000,000.00	For 365 days @ 0.90%	Due on 20-Jul-21	With NAB
(v)	\$500,000.00	For 183 days @ 1.20%	Due on 06-Oct-20	With NAB
(w)	\$3,000,000.00	For 367 days @ 0.73%	Due on 13-Sep-21	With NAB
(w)	\$1,050,335.28	0.25%	At Call	With TCorp
Total Investments: \$25,050,335.28				

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

To provide an update in relation to matters previously resolved at Council Meetings requiring further action to be taken.

<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>September 2017</u>		
264/17	Mudfords Road	Followed up again 30/11. Awaiting advice. Also being pursued through RFS.
<u>March 2018</u>		
55/18	Flora Reserve	Discussions with local service clubs, groups, etc on hold pending creation of a plan of management for the site.
<u>December 2019</u>		
263/19	Electric Vehicle Fast Charging Station	Awaiting further information
<u>September 2020</u>		
165/20	Gravel Pit Agreements	To be progressed as time permits
175/20	Graincorp Industrial Precinct	Community consultation and feedback process commenced; Biodiversity stewardship site to be investigated
181/20	Coo-ee Heritage Centre commercial lease	EOIs to be called shortly
186/20	Trial of overnight rest area at Cooee Oval	Scheduled to fall in line with reopening of the CHC in Autumn 2021
215/20	Proposed land purchase	Valuation arranged
225/20	Flying Fox Camp	Consultation commenced

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 DECEMBER 2020

**Planning Developments - Mean & Median Report Processing Times
for the Month of NOVEMBER**

NOVEMBER 2020

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2020/367	2	0	2	2	0	2
2020/369	8	0	8	6	0	6
2020/368	22	0	22	16	0	16

Summary Statistics	
No of Applications	3
Total Actual Days	32.00
Mean Actual Days	10.67
Mean Stopped Days	0.00
Mean Total Days	10.67
Mean Work Days	8.00
Mean Work Stop Days	0.00
Mean Total Work Days	8.00
Median Actual Days	8.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager