

## NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 20 April 2021 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 16 March 2021
  - Extraordinary meeting held on 6 April 2021

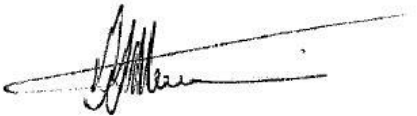
## 9. Listing of matters to be considered in Closed Council

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

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
  - I. prejudice the commercial position of the person who supplied it, or
  - II. confer a commercial advantage on a competitor of the council, or
  - III. reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of the law
- (f) matters affecting the security of the council, councillors, council staff or council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
  - Offer to Purchase land (c)
  - Master Inland Rail Development Agreement Contract (c)
  - Tender 24/21 - Construction of Windmill Walk (d)
- Procedural Motion to re-open meeting to Press and Public

## 10. Reports



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.

**OFFICE OF LOCAL GOVERNMENT - PROPOSED CHANGES ALLOWING  
REMOTE ATTENDANCE AT MEETINGS**

**SUMMARY**

To consider proposed changes to the Model Meeting Code to allow individual (but not all) councillors to attend meetings remotely.

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In Circular 21-01 issued on 9 March 2021, the Office of Local Government (OLG) noted the “prescribed period” for the purposes of section 747A of the Local Government Act 1993 (the Act) during which the requirement for councillors and members of the public to attend meetings is satisfied if the meeting is held in whole or in part remotely using audio visual links, expires on 25 March 2021.

In recognising that most councils have successfully implemented remote attendance by councillors, the circular advised that some councils have called for the option of remote attendance to be made available to them on an ongoing basis to encourage greater diversity of representation.

The Office of Local Government (OLG) has issued a consultation paper, Remote Attendance by Councillors at Council Meetings, to seek the views of councils and others on proposed amendments to the Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code) to allow councils to permit **individual** councillors to attend meetings remotely by audio-visual link **in certain circumstances**. The proposed new provisions will not be mandatory, and councils will be able to choose whether to include them in their adopted codes of meeting practice.

The consultation paper is available on OLG’s website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) and submissions are due by **COB 3 May 2021**.

While OLG is consulting on the proposed amendments to the Model Meeting Code, amendments will be made to the Local Government (General) Regulation 2005 (the Regulation) to allow councils to permit individual (but not all) councillors to attend meetings by audio-visual link. The amendments will be temporary and will expire on **31 December 2021**. Further guidance will be provided on the interim arrangements when the Regulation amendment is made.

**What this will mean for our council**

- The Regulation will be amended while OLG consults on the proposed amendments to the Model Meeting Code to allow councils to give approval for individual (but not all) councillors to attend meetings remotely. The amendments will be temporary and will expire on **31 December 2021**. The Regulation amendments will not allow whole councils to meet remotely by audio-visual link.

- Under the Regulation amendments, the decision to permit councillors to attend and participate in meetings remotely by audio-visual link will be one that is at each council's discretion. Councils should only give approval for councillors to attend meetings by audio-visual link in exceptional circumstances, for example, because the councillor is prevented from attending the meeting due to illness, disability, carer responsibilities, a natural disaster or because the councillor is away from the local area on council related business.
- From 26 March 2021, councils will once again be required under section 10 of the Act to permit members of the public to attend meetings in person, subject to the requirements of any Public Health Order in force at the time and social distancing requirements. Councils can limit the number of members of the public attending meetings to comply with the Public Health Order and to ensure appropriate social distancing.
- As of 12 February 2021, the number of persons permitted to attend council and committee meetings in addition to councillors and staff under the Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2021 (the Public Health Order) has been increased. Up to 25 persons may attend meetings. Councils can permit more than 25 persons to attend meetings provided the size of the meeting venue is sufficient to ensure there is at least 2 square metres of space for each person at the meeting venue. Councillors and council staff are not to be counted when calculating the space available for each person at the meeting venue and the number of persons who are attending a meeting.
- The number of persons permitted to attend meeting venues under the Public Health Order is the maximum permissible. Councils should continue to ensure appropriate social distancing is practiced at meetings and should undertake their own risk assessment of meeting venues and apply whatever COVID mitigation strategies may be necessary to ensure appropriate social distancing is practiced at meetings.
- Where councils are required to limit the number of members of the public attending meetings, they should consider livestreaming their meetings to ensure excluded members of the public can view them in real time.

### **Key points**

- OLG is seeking the views of councils and others on the proposed amendments to the Model Meeting Code.
  - If adopted by councils, under the proposed new provisions, councils will be able to give approval for individual councillors to attend a meeting remotely by audio-visual link where the councillor is prevented from attending the meeting because of ill health, disability, carer responsibilities, natural disaster or, on a limited number of occasions in each year, because they are absent from the local area due to a prior work commitment.
  - The proposed new provisions will not be mandatory, and councils can choose whether to include them in their adopted codes of meeting practice.
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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 APRIL 2021

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

#### RECOMMENDATION

1. That the temporary amendment to allow councils to permit individual (but not all) councillors to attend meetings by audio-visual link until 31 December 2021 be noted.
2. That Council supports the proposed changes to the Model Meeting Code of Practice allowing remote attendance at Council and committee meetings as per the terms define by the Office of Local Government.
3. That, given Council's support for the changes, no submission be made during the consultation period.
4. That Council's Code of Meeting Practice be amended to consider audio-visual link requests.

David Neeves  
General Manager

**RATE MODELS - 2021/22**

**SUMMARY**

To present rate models for Council's consideration for the 2021/22 rating period.

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Council needs to consider the proposed rating structure for its Ordinary Rates for the forthcoming rating period.

Council's current structure is composed of the following rating categories:

<b>Category/Subcategory</b>	<b>Summary of Criteria for Category</b>	<b>Section of LG Act</b>
<b>Farmland</b>	All assessments engaged in farming that has a significant or substantial commercial purpose	515
<b>Residential</b>	All assessments used for residential purposes including rural residential assessments	516
<b>Residential - <i>Gilgandra</i></b>	All assessments used for residential purposes within the township of Gilgandra	516
<b>Business</b>	All assessments used for commercial purposes (excluding farming)	518
<b>Business - <i>Gilgandra</i></b>	All assessments used for commercial purposes within the township of Gilgandra	518

The Categories are determined by the Local Government Act while individual Councils determine the subcategories.

It is proposed to maintain the existing Sub-Categories used in Council's rating structure, namely, *Residential - Gilgandra* and *Business - Gilgandra*.

Council will be using land values with base date 1 July 2019 to levy the 2021/22 rates.

For 2021/22, the rate peg has been set at 2.0%. It is proposed to increase Council's general income by the full 2.0% rate peg set by the Independent Pricing and Regulatory Tribunal (IPART). Two models reflecting this increase will be presented to Council.

The interest rate for 2021/22 is yet to be determined but will be charged at the maximum interest rate set by the Minister for Local Government. The interest rate is currently set at 7.0%.

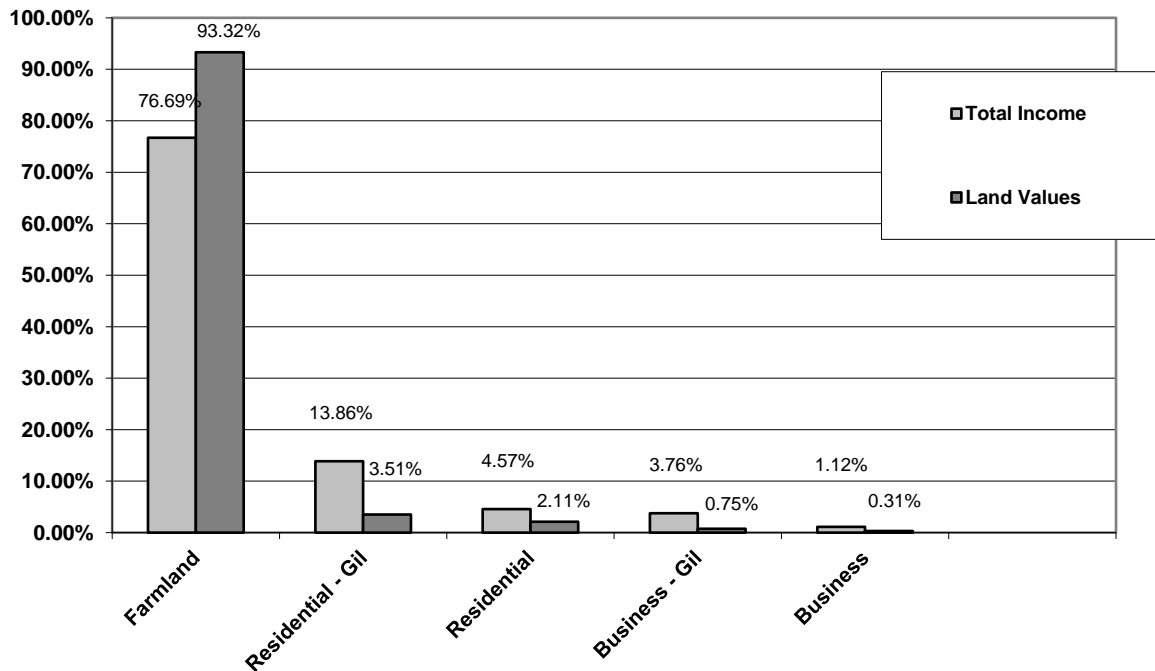
**MODEL 1**

The principles of this model are as follows:

- Increase the total income by a catch up from 2020/21 of \$5,386
- 2.0% rate peg maximum limit determined by the Independent Pricing and Regulatory Tribunal (IPART)
- Minimums have increased by 2.0% on the previous year
- Income relatives have been kept the same as previous years

CATEGORY	Assess on Cents in \$	Rate	Amount	Assess on Min	Minimum	Amount	Total
FARMLAND	780	0.557020	\$ 4,054,694	40	\$ 586.00	\$ 23,440	\$ 4,078,134
RES-GILGANDRA	154	1.862752	\$ 141,962	897	\$ 663.40	\$ 595,070	\$ 737,032
RESIDENTIAL	147	1.046936	\$ 150,911	154	\$ 598.10	\$ 92,107	\$ 243,018
BUS-GILGANDRA	95	3.094937	\$ 157,705	63	\$ 670.50	\$ 42,241	\$ 199,946
BUSINESS	11	1.739900	\$ 33,171	44	\$ 599.70	\$ 26,387	\$ 59,558
	<b>1187</b>		<b>\$ 4,538,443</b>	<b>1198</b>		<b>\$ 779,245</b>	<b>\$ 5,317,688</b>

**MODEL 1 - RATE INCOME v LAND VALUES**





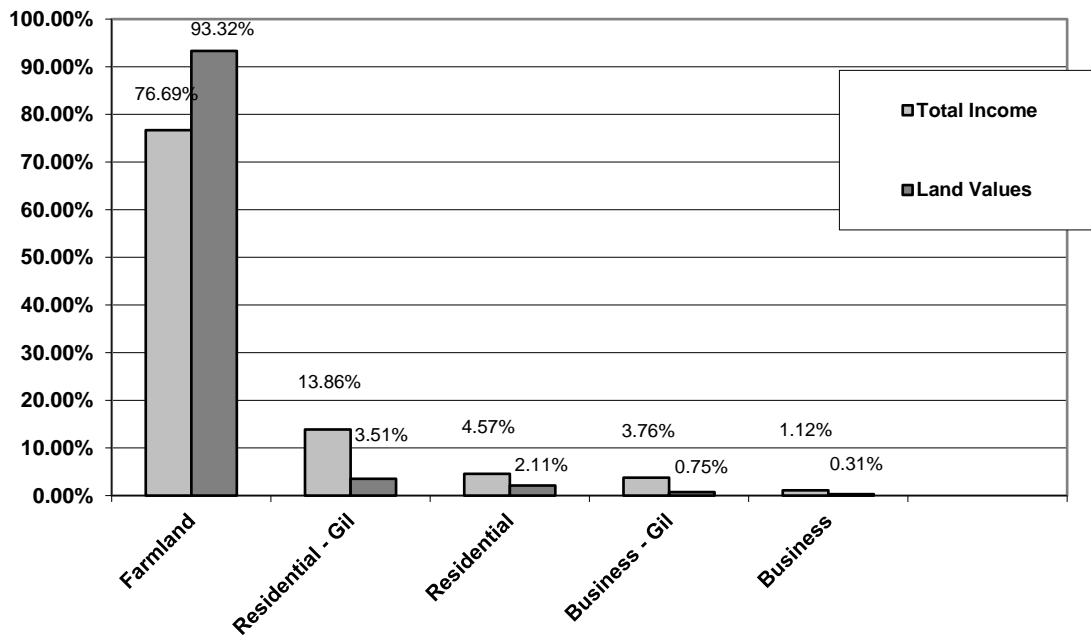
**MODEL 2**

The principles of this model are as follows:

- Increase the total income by a catch up from 2020/21 of \$5,386
- 2.0% rate peg maximum limit determined by the Independent Pricing and Regulatory Tribunal (IPART)
- Minimums have increased by 1.5% on the previous year
- Income relatives have been kept the same as previous years

CATEGORY	Assess on Cents in \$	Rate	Amount	Assess on Min	Minimum	Amount	Total
FARMLAND	781	0.557036	\$ 4,055,395	39	\$ 583.10	\$ 22,741	\$ 4,078,136
RES-GILGANDRA	219	1.896327	\$ 187,746	832	\$ 660.20	\$ 549,286	\$ 737,032
RESIDENTIAL	147	1.050034	\$ 151,357	154	\$ 595.20	\$ 91,661	\$ 243,018
BUS-GILGANDRA	95	3.098872	\$ 157,905	63	\$ 667.30	\$ 42,040	\$ 199,945
BUSINESS	11	1.746824	\$ 33,303	44	\$ 596.70	\$ 26,255	\$ 59,558
	<b>1253</b>		<b>\$ 4,585,706</b>	<b>1132</b>		<b>\$ 731,983</b>	<b>\$ 5,317,689</b>

**MODEL 2 - RATE INCOME v LAND VALUES**



MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 APRIL 2021

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<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	As per the above models
<u>Delivery Program Implications</u>	<b>4.2.2.3</b> Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

### RECOMMENDATION

That Council adopt either Rate Model 1 or 2 and the charges be included in Council's Statement of Revenue Policy to be included in the Draft Management Plan.

N J Alchin  
Director Corporate Services

**CHARGING FOR GILGANDRA WATER SUPPLY SERVICES 2021/22**

**SUMMARY**

To determine a charging structure for Council's Gilgandra Water Supply Services for the 2021/22 rating year.

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Council's charging structure is in line with Best Practice Pricing as directed by the State Government and it is proposed to continue with the two-part structure being an access charge and a usage charge per kilolitre.

Councillors would be aware of the difficulty in forecasting water usage and therefore making the usage revenue difficult to estimate. However, the water usage charge is based on production costs and any variation from the estimate will be compensated for by respective increased or decreased production costs.

It is proposed to increase both the usage charge and the access charges by 5% compared to the previous year. The effects of the proposed changes are illustrated in the following tables:

**2020/21 STRUCTURE**

<b>Service</b>	<b>Charge</b>	<b>Assess/Kilolitres</b>	<b>Revenue</b>
Access Charge - 20mm	\$298.00	1,263	\$376,374
Access Charge - 25mm	\$465.00	74	\$34,410
Access Charge - 32mm	\$763.00	7	\$5,341
Access Charge - 40mm	\$1,195.00	9	\$10,755
Access Charge - 50mm	\$1,868.00	5	\$9,340
Access Charge - 80mm	\$4,783.00	2	\$9,566
Access Charge - 100mm	\$7,472.00	4	\$29,888
Usage Charge *	\$1.32	515,951 kl	\$681,055
<b>TOTAL REVENUE ESTIMATE</b>			<b>\$1,156,729</b>

\* Based on average consumption for the last 10 years.

**PROPOSED 2021/22 STRUCTURE**

Service	Charge	Assess/Kilolitres	Revenue
Access Charge - 20mm	\$313.00	1,259	\$394,067
Access Charge - 25mm	\$488.00	74	\$36,112
Access Charge - 32mm	\$801.00	9	\$7,209
Access Charge - 40mm	\$1,255.00	8	\$10,040
Access Charge - 50mm	\$1,961.00	6	\$11,766
Access Charge - 80mm	\$5,022.00	2	\$10,044
Access Charge - 100mm	\$7,846.00	4	\$31,384
Usage Charge *	\$1.39	536,502 kl	\$745,738
<b>TOTAL REVENUE ESTIMATE</b>			<b>\$1,246,360</b>

\* Based on average consumption for the last 10 years.

In order to achieve the required income under Council's 30-year plan for water infrastructure and operating costs, it is proposed to increase the usage charge and the access charges by 5% from the previous year.

Utilising the proposed charging structure will realise estimated income of \$1,246,360 being an increase of \$89,631 from the 2020/21 charging structure. Water usage is a variable factor and water income will increase more if water usage increases.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As presented.

Delivery Program Actions

**4.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

RECOMMENDATION

That Council adopt the proposed charging structure for 2021/22 and include the charges in Council's statement of revenue policy to be included in the Draft Operational Plan for 2021/22.

N J Alchin  
Director Corporate Services

**CHARGING FOR TOORAWEEAH WATER SUPPLY SERVICES 2021/22**

**SUMMARY**

To determine a charging structure for Council's Tooraweenah Water Supply Service for the 2021/22 rating year.

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Council has used a two-part structure consisting of an access charge and usage charge per kilolitre.

Council's charging structure is in line with Best Practice Pricing as directed by the State Government and it is proposed to continue with the two-part structure currently in use.

Councillors would be aware of the difficulty in forecasting usage and, therefore, making the usage revenue difficult to estimate. However, the water usage charge is based on production costs and any variation from the usage estimate will be compensated for by respective increased or decreased production costs.

It is proposed that the usage charge and the access charge be increased by 5% compared to the previous year.

The proposed structure for Tooraweenah Water Supply charges for 2021/22 is:

**PROPOSED 2021/22 STRUCTURE**

<b>Service</b>	<b>Charge</b>	<b>Assess/Kilolitres</b>	<b>Revenue</b>
Access Charge	\$149.00	78	\$11,622
Usage Charge *	\$1.77	11,807 kl	\$20,898
<b>TOTAL REVENUE ESTIMATE</b>			<b>\$32,520</b>

\* Based on average consumption for the last 10 years.

The above charging structure represents a 5% increase for both the access and usage charges and will raise an additional \$1,590 compared to the previous year.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As presented.

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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 APRIL 2021

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Delivery Program Actions

**4.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

RECOMMENDATION

That Council adopt the proposed charging structure for 2021/22 and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2021/22.

N J Alchin  
Director Corporate Services

**SEWER CHARGING – 2021/22**

**SUMMARY**

To determine a charging structure for Council’s Sewerage Services for the 2021/22 rating year.

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Council’s charging structure is in line with Best Practice Pricing as directed by the State Government and, it is proposed to continue with a two part charging structure comprised of an access charge and a usage charge (based on water usage) with the usage charge including Trade Waste charges.

In order to achieve the required income under Council’s 30-year plan for sewer infrastructure and operating costs, it is proposed to increase the overall estimated income raised by 7% in 2021/22 for both the usage charges and the access charges compared to the previous year.

In order to calculate the sewer usage charges, estimated water usage has been determined. Councillors would be aware of the difficulty in forecasting water usage and, therefore, making the sewer usage revenue difficult to estimate. However, the sewer usage charges are based on operating costs and any variation from the estimate should be compensated for by respective increased or decreased operating costs.

The effects of the proposed changes are illustrated in the following tables:

**2020/21 STRUCTURE**

<b>Service</b>	<b>Current Charges (pa)</b>	<b>Revenue</b>
Trade Waste Usage Charge	\$3.33 x 36,774* kls	\$26,941
Residential Usage Charge	\$469 x 1,002 assessments	\$469,938
Commercial & Non Rateable Usage Charge	\$2.10 x 111,765* kls	\$145,518
Access Charge - 20mm	\$376 x 1,247 assessments	\$468,872
Access Charge - 25mm	\$584 x 64 assessments	\$37,376
Access Charge - 32mm	\$956 x 6 assessments	\$5,736
Access Charge - 40mm	\$1,495 x 7 assessments	\$10,465
Access Charge - 50mm	\$2,326 x 4 assessments	\$9,304
Access Charge - 80mm	\$5,898 x 1 assessment	\$5,898
Access Charge -100mm	\$9,213 x 3 assessments	\$27,639
<b>TOTAL REVENUE ESTIMATE</b>		<b>\$1,207,687</b>

**PROPOSED 2021/22 STRUCTURE**

<b>Service</b>	<b>Current Charges (pa)</b>	<b>Revenue</b>
Trade Waste Usage Charge	\$3.56 x 39,090* kls	\$30,615
Residential Usage Charge	\$502 x 1,005 assessments	\$504,510
Commercial & Non Rateable Usage Charge	\$2.25 x 115,700* kls	\$161,402
Access Charge - 20mm	\$402 x 1,244 assessments	\$500,088
Access Charge - 25mm	\$625 x 65 assessments	\$40,625
Access Charge - 32mm	\$1,023 x 8 assessments	\$8,184
Access Charge - 40mm	\$1,600 x 6 assessments	\$9,600
Access Charge - 50mm	\$2,489 x 5 assessments	\$12,445
Access Charge - 80mm	\$6,311 x 1 assessment	\$6,311
Access Charge -100mm	\$9,858 x 3 assessments	\$29,574
<b>TOTAL REVENUE ESTIMATE</b>		<b>\$1,303,354</b>

\* Based on the estimated water consumption.

Utilising the proposed charging structure will realise estimated income of \$1,303,354 being an increase of \$95,667 from the 2020/21 rating year structure.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As presented

Delivery Program Actions

**3.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

RECOMMENDATION

That Council adopt the proposed charging structure for 2021/22 and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2021/22.

N J Alchin  
Director Corporate Services



**STORMWATER CHARGES 2021/22**

**SUMMARY**

To present a proposed structure for 2021/22 for the Stormwater Management Service Charge.

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The commencement of the Local Government Amendment (Stormwater) Act 2005 on 13 April 2006 enabled Council to make or levy an annual charge for stormwater management services for urban land categorised as residential or business for which the service is available.

Council however cannot make or levy an annual charge for stormwater management services on vacant land, crown land or crown land held under lease for private purposes granted under the Housing Act 2001 or the Aboriginal Housing Act 1998.

Income raised from the implementation of this charge can be spent on capital projects and recurrent expenditure relating to new or additional stormwater management services to eligible land.

It is proposed that the charge remain at the \$25 per assessment limit set by the Local Government Amendment (Stormwater) Act 2005. The proposed structure for stormwater management service charge for 2021/22 is:

<b>Category</b>	<b>Assess</b>	<b>Charge</b>	<b>Revenue</b>
Residential - Gilgandra	918	\$25 / assessment	\$22,950
Business - Gilgandra	149	\$25 / assessment	\$3,725
<b>TOTAL REVENUE ESTIMATE</b>			<b>\$26,675</b>

Using the proposed structure will realise an estimated income of \$26,675 for 2021/22.

Policy Implications

Nil

Budget Implications

As presented

Delivery Program Actions

**3.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

MEETING OF: GILGANDRA SHIRE COUNCIL  
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RECOMMENDATION

That Council adopt the proposed charging structure for 2021/22 and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2021/22.

N J Alchin  
Director Corporate Services

**WASTE MANAGEMENT CHARGES FOR 2021/22**

**SUMMARY**

To determine a charging structure for Council's Waste Services for the 2021/22 rating year.

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Council is required to set the charges for domestic waste so as not to exceed the reasonable cost of providing such services. As the domestic waste service and other services are of identical nature, all waste charges can be determined on the same principles.

Council also levies a rural waste charge on all rating assessments that are outside the Gilgandra town boundary. The charge has been calculated to recover costs associated with the maintenance of the former rural waste facilities as the closure of the rural waste facilities does not eliminate all costs associated with them.

**Domestic Waste Services**

It is proposed to continue with a Domestic Waste Services charging structure for the Tooraweenah and Armatree village and the Gilgandra township as in previous years. It is proposed that the charges for Tooraweenah, Armatree and Gilgandra will increase in line with the rate peg of 2.0% compared to the 2020/21 year. All charges raised will not exceed the reasonable cost of providing such services. This will raise an estimated \$504,418 for the 2021/22 year.

**Other Waste Services**

It is proposed to continue with an Other Waste Services charging structure for the Tooraweenah and Armatree village and the Gilgandra township as in previous years. It is proposed that the charges for Tooraweenah, Armatree and Gilgandra will increase by 2.0% compared to the 2020/21 year. All charges raised will not exceed the reasonable cost of providing such services. This will raise an estimated \$123,927 for the 2021/22 year.

**Rural Waste Charges**

It is proposed the rural waste charge will remain at \$22 per assessment for 2021/22. All charges raised will not exceed the cost of maintaining the closed rural waste facilities. This will raise an estimated \$22,858 for the 2021/22 year.

**2020/21 STRUCTURE**

<b>Service</b>	<b>Assessments</b>	<b>Amount</b>	<b>Totals</b>
Domestic Waste - Residence Charge	982	\$441	\$433,062
Domestic Waste – Village Residence	77	\$407	\$31,339
Domestic Waste - No Residence Charge	60	\$61	\$3,660
Domestic Waste – Village No Residence	34	\$59	\$2,006
Domestic Waste - 2 Flats Charge	8	\$554	\$4,432
Domestic Waste - 3 Flats Charge	4	\$808	\$3,232
Domestic Waste - 4 Flats Charge	5	\$1,054	\$5,270
Domestic Waste - 5 Flats Charge	3	\$1,326	\$3,978
Domestic Waste - 8 Flats Charge	1	\$2,096	\$2,096
Domestic Waste - 10 Flats Charge	1	\$2,598	\$2,598
<b>Total Domestic Waste Income</b>			<b>\$491,673</b>
Commercial Waste Non Business	42	\$63	\$2,646
Commercial Waste CBD	45	\$710	\$31,950
Commercial Waste Other	77	\$590	\$45,430
Commercial Waste Villages	11	\$590	\$6,490
Non Rateable 1 Service	18	\$489	\$8,802
Non Rateable 2 to 5 Services	3	\$1,454	\$4,362
Non Rateable 6 to 10 Services	1	\$2,843	\$2,843
Non Rateable Over 10 Services	1	\$18,633	\$18,633
<b>Total Other Waste Income</b>			<b>\$121,156</b>
Rural Waste Charge	1,041	\$22	\$22,902
<b>Total Rural Waste Income</b>			<b>\$22,902</b>
<b>TOTAL REVENUE ESTIMATE</b>			<b>\$635,731</b>

**PROPOSED 2021/22 STRUCTURE**

<b>Service</b>	<b>Assessments</b>	<b>Amount</b>	<b>Totals</b>
Domestic Waste - Residence Charge	985	\$450	\$443,250
Domestic Waste - Village Residence	77	\$415	\$31,955
Domestic Waste - No Residence Charge	61	\$62	\$3,782
Domestic Waste - Village No Residence	34	\$60	\$2,040
Domestic Waste - 2 Flats Charge	8	\$565	\$4,520
Domestic Waste - 3 Flats Charge	4	\$824	\$3,296
Domestic Waste - 4 Flats Charge	5	\$1,075	\$5,375
Domestic Waste - 5 Flats Charge	4	\$1,353	\$5,412
Domestic Waste - 8 Flats Charge	1	\$2,138	\$2,138
Domestic Waste - 10 Flats Charge	1	\$2,650	\$2,650
<b>Total Domestic Waste Income</b>			<b>\$504,418</b>
Commercial Waste Non Business	38	\$64	\$2,432
Commercial Waste CBD	45	\$724	\$32,580
Commercial Waste Other	78	\$602	\$46,956
Commercial Waste Villages	11	\$602	\$6,622
Non Rateable 1 Service	18	\$499	\$8,982
Non Rateable 2 to 5 Services	3	\$1,483	\$4,449
Non Rateable 6 to 10 Services	1	\$2,900	\$2,900
Non Rateable Over 10 Services	1	\$19,006	\$19,006
<b>Total Other Waste Income</b>			<b>\$123,927</b>
Rural Waste Charge	1,039	\$22	\$22,858
<b>Total Rural Waste Income</b>			<b>\$22,858</b>
<b>TOTAL REVENUE ESTIMATE</b>			<b>\$651,203</b>

As stated earlier, Council must not charge for waste services beyond "reasonable cost". The following tables indicate the income and expenditure for the service. Table 1 is for the 2020/21 financial year as a comparison and Table 2 is for the 2021/22 financial year:

**TABLE 1 (2020/21):**

**EXPENDITURE:**

	<b>Total Waste Estimate</b>	<b>% Applicable To Services</b>	<b>\$ Applicable To Services</b>
% of Gilgandra Waste costs applicable to service			
Admin Expenses - Gilgandra	\$43,563.00	100.00%	\$43,563
Contractor Charges	\$133,900.00	100.00%	\$133,900
Gilgandra Waste Facility Costs	\$411,373.00	80.00%	\$329,098
Gilgandra Waste Reserve	\$40,000.00	80.00%	\$32,000
Kerbside Recycling Costs	\$76,246.00	100.00%	\$76,246
Rural Waste Operating Costs	\$21,220.00	100.00%	\$21,220
Rural Waste Reserve	\$1,682.00	100.00%	\$1,682
	<b>\$727,984.00</b>		<b>\$637,709.40</b>

	<b>Domestic Waste 80.00%</b>	<b>Other Waste 20.00%</b>	<b>Rural Waste 0.00%</b>
Admin Expenses - Gilgandra	\$34,850.40	\$8,712.60	\$0.00
Contractor Charges	\$107,120.00	\$26,780.00	\$0.00
Gilgandra Waste Facility Costs	\$263,278.72	\$65,819.68	\$0.00
Gilgandra Waste Reserve	\$25,600.00	\$6,400.00	\$0.00
Kerbside Recycling Costs	\$60,996.80	\$15,249.20	\$0.00
Rural Waste Operating Costs	\$0.00	\$0.00	\$21,220.00
Rural Waste Reserve	\$0.00	\$0.00	\$1,682.00
<b>TOTAL EXPENDITURE 2020/21</b>	<b>\$491,845.92</b>	<b>\$122,961.48</b>	<b>\$22,902.00</b>

**INCOME:**

<b>Domestic Waste Income</b>	<b>Qty</b>	<b>Charge</b>	<b>Totals</b>
Residence Charge	982	\$441.00	\$433,062.00
Village Residence Charge	77	\$407.00	\$31,339.00
No Residence Charge	60	\$61.00	\$3,660.00
Village No Residence Charge	34	\$59.00	\$2,006.00
2 Flats Charge	8	\$554.00	\$4,432.00
3 Flats Charge	4	\$808.00	\$3,232.00
4 Flats Charge	5	\$1,054.00	\$5,270.00
5 Flats Charge	3	\$1,326.00	\$3,978.00
8 Flats Charge	1	\$2,096.00	\$2,096.00
10 Flats Charge	1	\$2,598.00	\$2,598.00
<b>Total Domestic Waste Income</b>			<b>\$491,673.00</b>

**Other Waste Income**

Commercial Non Business	42	\$63.00	\$2,646.00
Commercial CBD	45	\$710.00	\$31,950.00
Commercial Other	77	\$590.00	\$45,430.00
Village Commercial	11	\$590.00	\$6,490.00
Non Rateable 1 Service	18	\$489.00	\$8,802.00
Non Rateable 2 to 5 Services	3	\$1,454.00	\$4,362.00
Non Rateable 6 to 10 Services	1	\$2,843.00	\$2,843.00
Non Rateable Over 10 Services	1	\$18,633.00	\$18,633.00
<b>Total Other Waste Income</b>			<b>\$121,156.00</b>

**Rural Waste Income**

Rural Waste Charge	1,041	\$22.00	\$22,902.00
<b>Total Rural Waste Income</b>			<b>\$22,902.00</b>

**TOTAL WASTE INCOME 2020/21**

**\$635,731.00**

**RESULT 2020/21:**

**Domestic Waste**

Income	\$491,673.00
Expenditure	\$491,845.92
Surplus / (Deficit)	<b>(\$172.92)</b>

*\* To comply with the Act, the forecast must be a deficit.*

**Other Waste**

Income	\$121,156.00
Expenditure	\$122,961.48
Surplus / (Deficit)	<b>(\$1,805.48)</b>

**Rural Waste**

Income	\$22,902.00
Expenditure	\$22,902.00
Surplus / (Deficit)	<b>\$0.00</b>

Should any figures that have been used in this calculation that have been extracted from the proposed estimates be altered by Council, then this calculation will have to be re-done.

**TABLE 2 (2021/22):**

**EXPENDITURE:**

% of Gilgandra Waste costs applicable to service	Total Waste Estimate	% Applicable To Services	\$ Applicable To Services
Admin Expenses - Gilgandra	\$48,636.00	100.00%	\$48,636
Contractor Charges	\$137,381.00	100.00%	\$137,381
Gilgandra Waste Facility Costs	\$418,089.00	80.00%	\$334,471
Gilgandra Waste Reserve	\$40,000.00	80.00%	\$32,000
Kerbside Recycling Costs	\$78,229.00	100.00%	\$78,229
Rural Waste Operating Costs	\$21,772.00	100.00%	\$21,772
Rural Waste Reserve	\$1,086.00	100.00%	\$1,086
	<b>\$745,193.00</b>		<b>\$653,575.20</b>
	<b>Domestic Waste 80.00%</b>	<b>Other Waste 20.00%</b>	<b>Rural Waste 0.00%</b>
Admin Expenses - Gilgandra	\$38,908.80	\$9,727.20	\$0.00
Contractor Charges	\$109,904.80	\$27,476.20	\$0.00
Gilgandra Waste Facility Costs	\$267,576.96	\$66,894.24	\$0.00
Gilgandra Waste Reserve	\$25,600.00	\$6,400.00	\$0.00
Kerbside Recycling Costs	\$62,583.20	\$15,645.80	\$0.00
Rural Waste Operating Costs	\$0.00	\$0.00	\$21,772.00
Rural Waste Reserve	\$0.00	\$0.00	\$1,086.00
<b>TOTAL EXPENDITURE 2020/21</b>	<b>\$504,573.76</b>	<b>\$126,143.44</b>	<b>\$22,858.00</b>

**INCOME:**

<b>Domestic Waste Income</b>	Qty	Charge	Totals
Residence Charge	985	\$450.00	\$443,250.00
Village Residence Charge	77	\$415.00	\$31,955.00
No Residence Charge	61	\$62.00	\$3,782.00
Village No Residence Charge	34	\$60.00	\$2,040.00
2 Flats Charge	8	\$565.00	\$4,520.00
3 Flats Charge	4	\$824.00	\$3,296.00
4 Flats Charge	5	\$1,075.00	\$5,375.00
5 Flats Charge	4	\$1,353.00	\$5,412.00
8 Flats Charge	1	\$2,138.00	\$2,138.00
10 Flats Charge	1	\$2,650.00	\$2,650.00
<b>Total Domestic Waste Income</b>			<b>\$504,418.00</b>
<b>Other Waste Income</b>			
Commercial Non Business	38	\$64.00	\$2,432.00
Commercial CBD	45	\$724.00	\$32,580.00
Commercial Other	78	\$602.00	\$46,956.00
Village Commercial	11	\$602.00	\$6,622.00
Non Rateable 1 Service	18	\$499.00	\$8,982.00
Non Rateable 2 to 5 Services	3	\$1,483.00	\$4,449.00
Non Rateable 6 to 10 Services	1	\$2,900.00	\$2,900.00
Non Rateable Over 10 Services	1	\$19,006.00	\$19,006.00
<b>Total Other Waste Income</b>			<b>\$123,927.00</b>
<b>Rural Waste Income</b>			
Rural Waste Charge	1,039	\$22.00	\$22,858.00
<b>Total Rural Waste Income</b>			<b>\$22,858.00</b>
<b>TOTAL WASTE INCOME 2020/21</b>			<b>\$651,203.00</b>

**RESULT 2020/21:**

**Domestic Waste**

Income	\$504,418.00
Expenditure	\$504,573.76
Surplus / (Deficit)	<b>(\$155.76)</b>

\* To comply with the Act, the forecast must be a deficit.

**Other Waste**

Income	\$123,927.00
Expenditure	\$126,143.44
Surplus / (Deficit)	<b>(\$2,216.44)</b>

**Rural Waste**

Income	\$22,858.00
Expenditure	\$22,858.00
Surplus / (Deficit)	<b>\$0.00</b>

Should any figures that have been used in this calculation that have been extracted from the proposed estimates be altered by Council, then this calculation will have to be re-done.

Where relevant, the above figures are directly related to the figures in the 2021/22 estimates. Therefore, if Council should reduce any of the related costs in the estimates, the savings should then be reflected in the charges to ratepayers.

Alternatively, should Council wish to increase any of the related charges (such as amounts transferring to reserves), the increased costs should then be reflected in increased charges to ratepayers.

Section 504 (3) of the act clearly states that "income obtained from domestic waste management must be calculated so as not to exceed the reasonable cost to the council of providing those services."

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	As presented
<u>Delivery Program Actions</u>	<b>4.2.2.3</b> Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

#### RECOMMENDATION

1. That Council adopt the proposed charging structure as set out in the above report and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2021/22.
2. That Council's Revenue Policy includes relevant information stating that the Recycling Service is funded by the Domestic Waste Management Service Charge.

N J Alchin  
Director Corporate Services

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**ORANA LIVING SPECIALIST DISABILITY ACCOMMODATION**

**SUMMARY**

To provide an update on progress with the Special Disability Accommodation (SDA) project at 63 Waugan Street, Gilgandra.

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The work required to operationalise the new SDA accommodation is nearing completion. The construction and approval phase is expected to be complete in early May 2021.

The SDA cannot commence operation until accreditation as an NDIS supported accommodation facility. Inspection of the premises by the NDIS assessor is scheduled to occur in the last week of April. Subject to the outcome of this inspection, the homes will meet the requirements for operation as SILS accommodation. The aim is to reach platinum standard.

The Orana Living management team commenced discussions with the potential residents early in 2021. This is a lengthy process that requires negotiation of formal agreements with new potential residents, their advocates and carers and includes:

- Consent of existing residents to relocate from their existing accommodation.
- Amendment of individual care plans and accommodation agreements
- Negotiation on new resident requirements within new houses
- Development of agreements with new residents
- Amendment of current staffing schedules and arrangements to meet the new housing agreements.

The work required to finalise agreements with new residents is expected to be finalised in late May and it is anticipated the new facility will be fully operational in June 2021.

An official opening of the facility is planned to occur prior to occupancy on 6 May 2021. This allows the opportunity for access through the facility prior to occupation by the new residents.

As resolved by the Disability Services Committee and subsequently Council, Dr Patrick Giltrap has been invited to formally open the facility in recognition of his high level of medical support to clients of Orana Living during his long tenure in Gilgandra and his support of the benefits this type of accommodation brings to the individual clients and their families.

In addition to the official opening, Orana Living staff will also conduct orientation inspections with carers and advocates of new residents and, by invitation, orientations with local businesses and service providers, including medical and allied health services that support Orana Living clients.

An invitation list is being collated by the Mayor (Chair of the Disability Services Committee), the Manager Orana Living and myself. Suitable advertising allowing for attendance by community members will be also be undertaken.

The project is tracking to budget. Current expenditure to date, which includes design costs, administration fees, project management costs, construction and essential services, is \$2,828,809 of the total project budget of \$3,050,729.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	In line with budget
<u>Delivery Program Actions</u>	1.3.2.2 Provide an excellent standard of accommodation and associated services at Orana Living which maintain the independence, dignity and wellbeing of the clients

#### RECOMMENDATION

1. That progress with the Specialist Disability Accommodation project be noted
2. That Council endorse an official opening on 6 May 2021.

Jo Manion  
Director Community Services

## **THE GIL LIBRARY AND COMMUNITY HUB**

### **SUMMARY**

To provide an update on progress of work on the GIL Library Community Hub project and seek Council's endorsement to move into detailed design and DA preparation for the project.

.....

### **Concept design development**

A series of concept designs have been prepared by the architects. Each concept design has changed in response to feedback from Council workshops, community and stakeholder workshops as well as workshops with Council over the past 4 months.

The final concept design was presented to a series of community workshops held in March 2021. Feedback from these consultation activities has consistently highlighted the following key expectations for the Library and Community Hub and the Plaza design:

- That the GIL Library and Community Hub building meets current minimum and future needs for Library services for Gilgandra
- That access to public toilets is maintained in Miller Street throughout the construction and that these must be accessible
- That new landscaped areas include consideration of ongoing cost of maintenance and that these are factored into Councils resource planning
- That the demand for car parking, including accessible parking is addressed
- That the capability for a street stall be retained within the plaza area

### **Quantity Surveyor's Report**

A Quantity Surveyor's (QS) Report was prepared based on the concept design discussed with Council and the community in March and April 2021.

Based on the QS report, the total estimated cost for the construction of the project was \$3,445,907 which was significantly over the project's construction budget of \$2,200,000 - \$2,400,000 as well as the project's overall budget of \$2,959,544 as stated in the RFQ. Dunn & Hillam were instructed to revise the concept design without loss of the key components of the project as listed in the project RFQ and in line with Council and community feedback to date.

Within the QS estimates they have factored a 10% Locality Factor and a 10% Contingency. Whether this is adequate will only be known once the tenders are received.

## Revised design

On 15 December 2020, Council considered a detailed report and resolved:

<b>RESOLVED 242/20</b>	Cr Peart/Cr Mockler
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	

This resolution allowed the architects to proceed with a revised design. Subsequently, and taking into account the grant funding to activate the plaza area and Dunn & Hillam's suggestion, Council considered and agreed that the main entry be from the plaza.

A revised design (an attachment to the report) was received from Dunn & Hillam on 14 April 2021. This design will deliver the key components of the project required at an estimated cost of \$2.4M which is within the current budget.

The key changes from what was presented during the community consultation are:

- Reduction in size of the multipurpose activities area from 92 square meters to 58 square metres
- Loss of the enclosed meeting room allocated for local history and relocation of the local history collection to the rear of the building overlooking the rear deck and plaza space
- Redesign of the river frontage deck area to provide outdoor open space for the building and maintain connectivity with the new plaza. (Note the design allows for later expansion of the building out onto the deck area, if the additional space is required in future)
- Reduction in the size of the kitchen to maintain this as a servery kitchen

These changes allow Council to maintain the high value design features without significant loss of functional space. This includes:

- Maintain the art deco features of the Miller street façade including removal of the veranda posts and window finishes
- Retain the interior raked ceilings which will be a feature of the look and feel of the interiors
- The footprint of the building will deliver the minimum floor space standard for a library for a population the size of Gilgandra
- A dedicated business incubator space, and
- Two (2) bookable commercial office spaces

A summary of progress from 15 December 2020 to 12 April 2021 indicates the project has met the following milestones:

1. Development of project concept designs
2. Conduct of three meetings with the 10 member Community Stakeholder nominated following the workshops in 2020
3. Completed a comprehensive Community Consultation process including 4 public sessions
4. Submission of the application for additional \$300,170 to the NSW State Library for fit out and furnishing of the new building. (Grant outcome expected late April/May)
5. Meeting with representatives of the State Library to ensure that the concept design met their expectations for a new library facility
6. Commissioning of the following specialist reports:
  - Access and BCA Compliance (Fire Safety)
  - Flood Risk Assessment Report
  - Traffic and Planning Study
  - Quantity surveyor estimates
7. Revision of the concept design to meet budget and design requirements in line with the project RFQ.

Whilst the design DT-02 dated 14 April 2021 is a variant to what was presented to during the community consultation, it still delivers the key elements and the objectives of the project.

The Designer has commenced preparing information required to lodge a DA/CC. This should take six weeks, thus it is expected the DA will be lodged in June.

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In preparation for going to tender, open expressions of interests will be sought from reputable building companies to be short listed to proceed with a selective tendering process. Timeframes are important and it is important to ensure building companies have capacity to undertake the work within the timeframes available.

At this stage it is expected to call tenders in July for a decision at the September Council meeting.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Current concept design
<u>Delivery Program Actions</u>	<b>1.3.8.1</b> Maintain existing community engagement with the Library by continuing to develop the Library as a vibrant community space where people can engage with collections, information services, technology and each other

#### RECOMMENDATION

1. That progress with the Gilgandra Library Hub project be noted.
2. That Council endorse plan DT-02 dated 14 April 2021 to proceed with detailed design and development approvals.

Jo Manion  
Director Community Services

**GRANT FUNDING OPPORTUNITY – PLANNING PORTAL**

**SUMMARY**

To inform Council of the grant funding opportunity through Planning NSW's Regional NSW Planning Portal Grant.

.....

From 1 July 2021 Council is required assess all development applications through the portal as well as assisting the public to access the portal to find information, lodge and monitor their development application's progress.

In November 2019, the Premier mandated that ePlanning Digital Services (Planning Portal) would become mandatory for councils in 2020. This was further supported by the Environmental Planning and Assessment Amendment (Planning Portal) Regulation 2020. Metropolitan and larger centres are already using the portal, this funding is to allow regional Councils to put infrastructure, software and human resources in place before 1 July 2021 to meet their obligations under the requirements mandated above.

The Regional NSW Planning Portal Grant provides applicants with one-off payment of funds up to \$50,000 to enable regional councils to complete their transition to the Planning Portal. Closing date for grants is 30 April 2021.

Grant funding must be spent on council identified activities by the end of financial year 2020/21 (30 June 2021).

The objectives of the grant are:

- ***Digital infrastructure and maturity:***  
Improve regional council digital maturity to enable the integration and uptake of the Planning Portal and ePlanning Application Program Interface (API) within council systems and infrastructure
- ***Community integration and access:***  
Provide community with access to the Planning Portal via enabling infrastructure and technology

The outcomes of the grant are:

- Support regional councils meet deadline of 1 July 2021 for ePlanning integration
- Support the development of the capability and capacity of councils and their communities to engage with the Planning Portal after 1 July 2021

The grant funding may be used to assist councils with this integration. Activities may include, but are not limited to:

- Acquisition of new software, IT system, or API.
- Upgrade of existing software, IT system, or API.
- Engagement of external service providers to provide advice on change management, business process mapping, and advice on changes to internal processes/practices to support the digital transition to the Planning Portal
- Reimbursement of previous investments (related to digital maturity as described above), that council has made between 1 July 2020 and 30 June 2021, to support transition to the Planning Portal

The grant may also be used to provide the community with access to the Planning Portal. Activities may include, but are not limited to:

- Purchase of new equipment or hardware to enable public access to the Planning Portal (e.g. computer kiosk/station, laptop, phone, desk, chair, mouse, keyboard, etc.).
- Staff training
- Stakeholder communications
- Human resources required to assist the community with lodgement of applications in the Planning Portal, particularly in situations where customers have low levels of digital literacy or limited Internet access - funding may be used for new customer service staff, or to compensate for the time of existing staff that is spent on providing Planning Portal assistance to customers
- Reimbursement of previous investments (related to digital access as described above) that council has made between 1 July 2020 and 30 June 2021, to support transition to the Planning Portal

Initial staff investigations indicate that the Library and/or Service NSW are options for community access.

<u>Principal Activity</u>	Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>2.2.1.1</b> Provide a one stop shop for access to a range of local, state and federal government services that meet identified needs of the local community. <b>2.2.1.2</b> Provide an excellent customer service to both external and internal customers.

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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 APRIL 2021

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RECOMMENDATION

1. That an application for funding be made under the Regional NSW Planning Portal Grant Scheme prior to the closing date of 30 April 2021.
2. That, taking into consideration the needs of the community and timeframes allowed under funding framework, Council staff determine the best option/s for the application.

Lindsay Mathieson  
Director Environment & Planning

**MINUTES – COMMITTEE MEETINGS FOR NOTATION**

**SUMMARY**

To present the following minutes of Committee meetings for notation.

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Liquor Accord

16 March 2021

**PRESENT**

A Walker - Chairman (Armatree Hotel)  
J Jones (Gilgandra Services Club)  
Sgt N Campbell (Gilgandra Police)  
Sgt M Wiegold (Licensing - Orana Mid West Police District)  
A Jenkin (Mountain View Hotel)  
G Riley (Gilgandra Bowling Club)  
J Manion (Gilgandra Shire Council)  
B Luff (Royal Hotel Gilgandra)

**IN ATTENDANCE**

C Boggs (Transport NSW)  
L Quayle (Gilgandra Shire Council)

Proceedings of the meeting commenced at 9.00 am  
at the Gilgandra Shire Council Chambers

**APOLOGIES**

Cr D Batten

MOTION	N Campbell/M Wiegold
That the apology submitted be accepted.	
Carried.	

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

MOTION	N Campbell/M Wiegold
That the minutes of the meeting held on 20 October 2020 be confirmed.	
Carried.	

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### TAXI SERVICE

Jo Manion advised that the taxi service operated by Mr Vikram Singh has been withdrawn from the Gilgandra area. Reasons for the service being withdrawn included not enough take up and call centre based in Dubbo with operators not having specific knowledge of Gilgandra area. The taxi service had also been supported by Community Care with clients being provided with taxi vouchers and encouraged to utilise the service. Jo Manion suggested that pubs/clubs would need to think about their courtesy buses again.

Ash Walker suggested the need for a direct contact/mobile number for a taxi service to operate more effectively in the area.

Jeffrey Jones stated that the service was promoted and patrons encouraged to utilise it but that little enthusiasm was shown for pick-ups and drop off after 9pm. Courtesy bus pick-ups operate from 5pm to 9pm, with drop-offs continuing as needed after 9pm.

Jo Manion stated that a taxi rank in the Miller Street, adjacent to the Gilgandra Community Plaza, was approved by Council. Signs were ready to go up but work halted after the taxi service was withdrawn. This work is still able to go ahead should the situation change.

Ash Walker stated that with the construction of the inland rail bringing extra people to town over the next few years local transport needs to be addressed. Ash suggested reaching out to Vikram Singh again; if Vikram is not receptive to the idea then expressions of interest could be opened for the service. Ash Walker to follow up with Vikram Singh.

### Proceedings in Brief

Christine Boggs joined the meeting at this point via phone.

### BUSINESS ARISING

#### Informal get together

Ash Walker asked Ash Jenkin to organise a get together prior to Christmas, Ash Jenkins in agreement.

#### Publicity

Ash Walker has met with Emily new Journalist at the Gilgandra Weekly.

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### Plan B (RMS)

Christine Boggs provided an update on the Plan B promotion; 302 pubs/clubs/bottle shops involved in the month long promotion, this covered 60% of the NSW footprint. Issue with availability of the Swag promotional prizes due to COVID hold up at the Port of Melbourne.

Christine asked for feedback from the promotion. Bryson Luff suggested the promotion needs a revamp. Ash Jenkins and Ash Walker in agreeance. Plan B is a state wide promotion but Christine stated that a locally tailored option for the next promotion could be looked at.

Nick Campbell will look into police data on drink driving arrests, age groups and comparison over the last five years to assess the impact of the Plan B promotion locally.

### Signs at IGA

Signs have gone up at the front of the IGA store and are easily visible.

## GENERAL BUSINESS

### Signage

Reminder from Mick Wiegold about the need to have signage updated by 19 July. Signs can be downloaded from the website. Self-auditing kits available.

### Drugs

Concerns raised around drug use and the selling and use of illegal 'Vapes' in Gilgandra area. Reminder that it is illegal to 'Vape' where it is illegal to smoke as 'Vapes' contain nicotine.

### Railway Hotel

Donna will be encouraged to attend the next meeting.

### Gilgandra Bowling Club

Gill Riley attending his first committee meeting. Bowling club having a meeting next week to educate member on the proposed amalgamations with the Sporties club.

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 APRIL 2021

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### NEXT MEETING

The next meeting will be held on Tuesday, 3rd September 2021 at 9.00am in the Council Chambers.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.00AM.

A Walker  
Chairman

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

### RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves  
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 APRIL 2021

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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
- 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.

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**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 March 2021.
2. Certificate of Bank Reconciliation - Month of March 2021.
3. Details of investments as at 31 March 2021 (Local Government Financial Management Regulation No. 19).

<b>CASH BOOK BALANCE AS AT</b>	<b>28-Feb-21</b>	<b>\$1,774,836.22</b>
Plus: Receipts		\$4,898,522.48
Less: Payments		\$3,831,087.83
<b>CASH BOOK BALANCE AS AT</b>	<b>31-Mar-21</b>	<b><u>\$2,842,270.87</u></b>

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<b>STATEMENT BALANCE AS AT</b>	<b>28-Feb-21</b>	<b>\$1,724,775.62</b>
Plus: Receipts		\$4,903,969.15
Less: Payments		\$3,230,426.34
<b>STATEMENT BALANCE AS AT</b>	<b>31-Mar-21</b>	<b><u>\$3,398,318.43</u></b>

Plus: Unpresented Receipts		\$4,476.39
Less: Unpresented Payments		\$560,523.95
<b>RECONCILED BALANCE AS AT</b>	<b>31-Mar-21</b>	<b><u>\$2,842,270.87</u></b>

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Cashbook balance as at 31 March 2021:	\$2,842,270.87
Investments held as at 31 March 2021:	\$25,050,335.28
<b>Total Cash &amp; Investments Held as at 31 March 2021:</b>	<b><u>\$27,892,606.15</u></b>

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The bank balances in each of the funds as at 31 March 2021 are:

General Fund	\$11,869,496.39
Water Fund	\$2,501,279.61
Sewer Fund	\$1,718,820.07
Orana Living	\$3,858,746.91
Carlinda Enterprises	\$508,868.30
Cootee Villa Units	\$1,617,930.22
Cootee Lodge	\$4,195,500.36
Jack Towney Hostel	\$940,647.96
Trust Fund	\$681,316.33

**Balance as per Total Cash & Investments Held: \$27,892,606.15**

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @ 0.75%	Due on 10-Mar-22	With AMP Bank
(b)	\$1,000,000.00	For 365 days @ 0.75%	Due on 27-Jan-22	With AMP Bank
(c)	\$500,000.00	For 365 days @ 0.80%	Due on 04-Nov-21	With Bendigo
(d)	\$1,000,000.00	For 181 days @ 0.50%	Due on 06-Jul-21	With Bendigo
(e)	\$1,500,000.00	For 365 days @ 0.95%	Due on 04-Aug-21	With Bendigo
(f)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With Bendigo
(g)	\$500,000.00	For 212 days @ 0.65%	Due on 11-Jun-21	With Bendigo
(h)	\$1,000,000.00	For 364 days @ 0.80%	Due on 16-Jul-21	With Macquarie
(i)	\$2,000,000.00	For 182 days @ 0.35%	Due on 15-Jun-21	With Macquarie
(j)	\$1,000,000.00	For 364 days @ 1.70%	Due on 16-Apr-21	With Macquarie
(k)	\$1,000,000.00	For 182 days @ 0.90%	Due on 04-Apr-21	With MCU
(l)	\$500,000.00	For 181 days @ 0.40%	Due on 04-May-21	With IMB
(m)	\$1,000,000.00	For 181 days @ 0.35%	Due on 06-Jul-21	With IMB
(n)	\$1,000,000.00	For 182 days @ 0.45%	Due on 21-May-21	With ME Bank
(o)	\$1,500,000.00	For 182 days @ 0.40%	Due on 15-Jun-21	With ME Bank
(p)	\$500,000.00	For 270 days @ 0.80%	Due on 23-Apr-21	With NAB
(q)	\$2,000,000.00	For 181 days @ 0.40%	Due on 28-Jun-21	With NAB
(r)	\$2,000,000.00	For 365 days @ 0.35%	Due on 22-Feb-22	With NAB
(s)	\$1,000,000.00	For 365 days @ 0.90%	Due on 20-Jul-21	With NAB
(t)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With NAB
(u)	\$3,000,000.00	For 367 days @ 0.73%	Due on 13-Sep-21	With NAB
(v)	\$1,050,335.28	0.10%	At Call	With TCorp
<b>Total Investments:</b>				<b>\$25,050,335.28</b>



**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	Update presented to March 2021 meeting. Still awaiting approval.
<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	Working with consultant on modified subdivision to reduce the impacts of the biodiversity offset scheme
181/20	Coo-ee Heritage Centre commercial lease	EOIs advertised
186/20	Trial of overnight rest area at Cooee Oval	Scheduled to fall in line with reopening of the CHC in Autumn 2021
<u>November 2020</u>		
215/20	Proposed land purchase	Awaiting advice from owners

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225/20	Flying Fox Camp	Community consultation completed. Draft Plan of Management submitted for endorsement – report to future Council meeting.
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December 2020

239/20	River Smart Macquarie	Installation being organised
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March 2020

25/21	Offer to purchase industrial land	Contracts exchanged
30/21	Resignation from JO	JO notified; letter/s to be written once all councils have considered this matter

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### **DEVELOPMENT APPLICATIONS**

The following development application were approved during March 2021:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2021/382	10/02/2021	Emily Wardlaw	Small Cell Communications Tower	21 Aimee Street Tooraweenah	Approved	\$96000
2021/383	26/02/2021	Tim and Racheal Lacey	Dwelling Extension and Renovations	1 Butler Drive Gilgandra	Approved	\$410000
2021/384	01/03/2021	Ross Barden	Horse Stables	63-67 Warren Road Gilgandra	Approved	\$87000
2021/385	05/03/2021	Brett Sherwood	Shed	668 Arthursleigh Road Gilgandra	Approved	\$35000
2021/386	05/03/2021	Garvin Jones	Residential Subdivision	131-133 Warren Road Gilgandra	Approved	\$0
2021/387	08/03/2021	Kathryn Larkin	Renovations and Extensions to Existing Cultural Heritage Centre	Lot 7004 Castlereagh Highway Gilgandra	Approved	\$521,327
2021/388	15/03/2021	Iain Thurlow	2021 Gilgandra Agricultural Show	63-67 Warren Road Gilgandra	Approved	\$0
2021/389	17/03/2021	Taylor Made Buildings	Transportable Dwelling	668 Arthursleigh Road Gilgandra	Approved	\$137,549
<b>March</b>						<b>\$1,286,876</b>

### **Applications under assessment**

- DA2021/379 – Berakee quarry extension
  - DA2021/390- Taylor Made Buildings Transportable Dwelling
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**MARCH 2021**

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2021/382	23	0	23	17	0	17
2021/384	9	0	9	7	0	7
2021/387	9	0	9	7	0	7
2021/383	25	0	25	17	0	17
2021/388	8	0	8	6	0	6
2021/386	20	0	20	14	0	14
2021/385	21	0	21	15	0	15
2021/389	10	0	10	8	0	8

Summary Statistics	
No of Applications	8
Total Actual Days	125.00
Mean Actual Days	15.63
Mean Stopped Days	0.00
Mean Total Days	15.63
Mean Work Days	11.38
Mean Work Stop Days	0.00
Mean Total Work Days	11.38
Median Actual Days	15.00

**RECOMMENDATION**

That the reports be noted.

David Neeves  
General Manager

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**JACK TOWNEY HOSTEL LEASE**

**SUMMARY**

To seek authority to sign a new lease for the Jack Towney Hostel with the Jack Towney Aboriginal Corporation.

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Solicitors have prepared a new lease for Jack Towney Hostel. This lease is for a five period with an option to renew for a further five years – as was the case with the current lease, which has expired.

Jack Towney Aboriginal Corporation representatives have indicated they are happy with the terms and conditions of this lease documentation and Council's permission is sought to finalise this agreement.

Policy Implications Nil

Budget Implications

Delivery Program Actions **4.1.2.3**  
Develop, implement and continually monitor a good governance plan

**RECOMMENDATION**

That authority be granted to sign and Seal a new lease with the Jack Towney Aboriginal Corporation for a five year period until 5 April 2026, noting an option to renew the lease for a further five years.

Jo Manion  
Director Community Services

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