

### NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held via **Video Conference** on **Tuesday, 24 August 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 20 July 2021

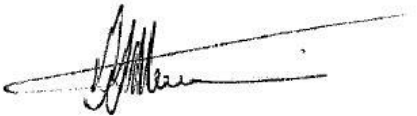
## 9. Listing of matters to be considered in Closed Council

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
  - Nil
- Procedural Motion to re-open meeting to Press and Public

## 10. Reports



David Neeves  
General Manager

**COMMUNITY STRATEGIC PLAN**

**SUMMARY**

To consider timeframes for the development of the new Community Strategic Plan

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The Community Strategy Plan describes the community's vision and aspirations for a period of ten or more years. Council last reviewed its Community Strategic Plan (CSP) in 2017 at the commencement of this current term of Council.

Creation of the CSP is led by the Mayor and Councillors and through engagement with the community. This is the community's plan for its future. Council will have a custodial role in engaging, refining and preparing the plan on behalf of its community. As it is possible the community will identify aspirations that are not Council's full responsibility role to implement, Council may need to partner with State government agencies and community groups to deliver the plan.

Key requirements – The plan must:

- be for a minimum of 10 years
- identify community priorities and aspirations
- include a vision, strategic objectives and strategies to achieve those objectives
- address the quadruple bottom line: social, environmental, economic and civic leadership issues
- be based on social justice principles: equity, access, participation and rights
- give due consideration to the State Plan and other relevant state and regional plans
- involve community engagement in line with the Community Engagement Strategy created for the purpose.
- be endorsed by Council after being on public exhibition for at least 28 days.

Below is a flow chart outlining the relationship between the Community Strategic Plan, Delivery Program and the Operational Plan. The development of CSP informs the long term financial plan and subsequent budgets.

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The postponement of the Local Government Elections until December 2021 will result in the onboarding and induction timeframes of the new Council being deferred until Feb 2022 which will clash with the planning schedule for the development of a new CSP. Therefore it is recommended that Council commence the consultation process to develop the new Community Strategic Plan prior to the elections.

Post the election, the new Council will consider the outcomes from the consultation process when finalising the CSP or chose to undertake further consultation if deemed necessary.

The Office of Local Government has advised that there will be no extension of time provided to councils to complete their integrated planning and reporting processes. The completion of the CSP, Delivery Program, Operational Plan and Budgets will still need to be completed by 30 June 2022

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.1.2.2</b> Develop, implement and continually monitor a good governance plan

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RECOMMENDATION

That Council commence community consultation for the development of the 2022 Community Strategic plan prior to the Local Government Elections scheduled for 4 December 2021

David Neeves  
General Manager

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**LOCAL GOVERNMENT NSW ANNUAL CONFERENCE**

**SUMMARY**

To advise of the forthcoming Local Government NSW Annual Conference and determine attendance and motions.

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Advice has been received that the postponement of local government elections in NSW has had a significant flow-on effect for LGNSW's Annual Conference, previously scheduled to take place at the Hyatt Regency Sydney from 28-30 November 2021.

As a result the event has been split into two components:

- A one hour Annual Conference to present our annual report and financial reports, which will be conducted online from 9.30am on Monday, 29 November 2021; and
- A Special Conference – including the debate and resolution of motions setting the advocacy agenda for 2022 – to be held in person at the Hyatt Regency Sydney from Monday, 28 February to Wednesday, 2 March 2022.

Council is asked to consider any motions for the Conference. The Board has resolved that motions will be included in the Business Paper for the conference only where they:

1. are consistent with the objects of the Association (see Rule 4 of the Association's rules<sup>1</sup> )
2. relate to Local Government in NSW and/or across Australia
3. concern or are likely to concern Local Government as a sector
4. seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association
5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. are clearly worded and unambiguous in nature, and
7. do not express preference for one or several members over one or several other members.

Members are encouraged to review Action Reports from the previous conference(s) before submitting motions this year's special conference to ensure newly proposed motion wording reflects recent developments and does not duplicate existing positions.

It is suggested that Council submit a motion on Biodiversity Offset scheme and the associated impacts to regional development

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The Mayor will be registered to attend the online session on 29 November 2021 and it is suggested the Mayor elect and General Manager represent Council at the Special Conference from Monday, 28 February to Wednesday, 2 March 2022.

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Approximately \$1,000 registration cost per participant plus travel and accommodation
<u>Delivery Program Actions</u>	3.1.2.4 Establish links and relationships with relevant legislative and regulatory authorities.

#### RECOMMENDATION

1. That Council determine any motions to be put forward.
2. That the Mayor elect and General Manager (or their substitutes) be authorised to attend the Special Conference.

David Neeves  
General Manager

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**RESERVES**

**SUMMARY**

To provide information on Council reserves currently held and to seek approval to vary some of those reserves.

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Reserves are cash funds held by Council that have been determined to be internally or externally restricted for a future specific purpose. An internal restriction is a hold placed on cash funds by Council itself while an external restriction is a hold placed on cash funds for legal reasons.

The following is a current list of Council reserves for the General Fund (in alphabetical order):

<b>Reserve</b>	<b>Balance</b>	<b>Year</b>	<b>Reason</b>
Additional Rural Roads Capital	\$90,205	20/21	Unspent allocation of additional rural roads renewals funded from the rates increase.
Admin Building Planning	\$125,000	18/19 on	To fund the planning of admin building upgrade or relocation.
Aerodrome	\$90,237	17/18 on	Unspent maintenance allocation to be used for future runway upgrade.
Bridges Funding	\$130,269	18/19	Remaining unspent bridge construction funding.
Business Systems Review	\$120,000	19/20	Unspent allocation to fund a business systems review.
CCTV CBD	\$40,000	20/21	Unspent capital allocation to install CCTV.
Cemetery Mapping Software	\$20,000	20/21	Unspent capital allocation to purchase cemetery specific software.
Community Homes	\$120,000	14/15 on	Started in 14/15, now \$20,000 per year for housing upgrades.
Computer Purchases	\$145,890	Yearly	\$50,000 per yr and used regularly for IT purposes.
Cooee Heritage Centre	\$623,514	19/20 on	Made up of \$250,000 grants funding and \$373,514 Council contribution towards the CHC upgrade.
Cooee Lodge	\$17,785	11/12	From oncosts, started at \$132,916.
Council Chambers Technology	\$15,000	18/19	To upgrade the technology requirements in the Chambers.



Crown Reserve Management Grant	\$80,108	19/20	Unspent grant funding to implement a management system for crown land – contribution to offset internal wages
Curban Hall	\$7,524	20/21	Unspent grant funds to be carried over to 21/22.
Dental Surgery	\$100,000	19/20	Allocated to assist with relocating the dental surgery from the MPS.
Dental Transition of Services	\$47,415	19/20	Allocated to assist with the upgrade of dental equipment.
Digital Two Ways	\$50,000	20/21	Unspent capital allocation for the upgrade of communication system.
Disability Inclusion Plan Initiatives	\$214,486	20/21	Funded from a contribution from Orana Living to provide DIAP type projects.
Dog Pound	\$71,871	16/17 on	\$15,000 per year to fund future upgrades.
Drought Communities Program Grant	\$542,305	18/19 on	Grant funding that is unspent and required to be carried over for committed projects
Economic Development	\$89,375	17/18	Unused allocation to provides economic development projects.
ELE	\$1,502,387	Yearly	\$25,000 per year plus extra when available to fund leave payments when required.
Electronic Signage	\$30,000	20/21	Unused capital grant funding to install electronic signage for the community – committed project
Financial Assistance Grant	\$2,185,733	20/21	Prepaid funding for 21/22 that is required to be carried over.
Fixing Country Roads Grant	\$208,445	20/21	Unspent grant funding for the upgrade of roads to be carried over to 21/22.
Footpaths	\$55,276	15/16	Unused capital allocations for footpaths upgrades that started at \$23,000.
Gilgandra Community Care	\$249,162	Yearly	Restricted surplus funds from prior year results to be used for future vehicle replacements.
Gilgandra Community Transport	\$303,376	Yearly	Restricted surplus funds from prior year results to be used for future vehicle replacement.

Gilgandra Youth Services	\$52,741	Yearly	Reserve funds from prior year results to be used for future vehicle replacement.
Graincorp Industrial & Intersections	\$372,162	19/20	Unspent grant funding for the Graincorp subdivision, intersection works portion has been completed
Gravel Pits	\$229,447	Yearly	Funds from gravel sales (internal and external) to be used for future pit reinstatement costs.
Gymnasium	\$25,636	16/17 on	Balance of unused capital allocation of \$10,000 per year to be used for future upgrades and replacement of equipment.
Improving Country Roads Grant	\$500,000	17/18	Unrestricted roads grant funding to be carried forward.
Infrastructure Contributions	\$133,513	Yearly	Funds collected from development contributions for future infrastructure requirements. Allocated as per the adopted contribution plan
Jack Towney Hostel	\$78,092	11/12	From oncosts, started at \$40,000.
Library Capital	\$10,000	20/21	Unused capital allocation.
Library Technology Grants	\$74,664	19/20	Unspent grant funds that are library specific and required to be carried forward and will be used in the Library Hub Project
Library Building Grants	\$305,469	19/20 on	Unspent capital grant funds that are library specific and required to be carried forward.
Local Roads	\$1,000,000	20/21	Council allocation from 20/21 surplus for the upgrade of local roads.
Local Roads & Community Infrastructure Grant	\$662,800	20/21	Unspent capital grant funding required to be carried forward – committed projects
Lucas Bridge	\$765,428	20/21	Balance of the unused capital allocation for 20/21 to be spent in 21/22. – committed project
McGrane Oval Amenities	\$45,976	17/18 on	Unused capital allocations for the upgrades at McGrane Oval.
Office Equipment / Building	\$18,000	12/13 on	Unused capital allocations that started at \$10,000.
Orana Living	\$19,478	11/12 on	From both oncosts and surplus funds.

Private Signage Program	\$20,000	20/21	Unused capital allocation to assist with upgrading private signage along the highways.
Regional Roads Block Grant	\$45,904	Yearly	Restricted funds being unspent grant allocation from the previous year,
RMS Profit (Plant)	\$75,653	13/14	Left over allocation from RMS contract works profit policy that ended in 13/14.
Rural Roads	\$987,148	17/18 on	Unused maintenance allocation for rural roads.
Rural Waste	\$4,237	18/19	Unused maintenance allocation for rural tips.
Safety Improvement Program	\$52,133	16/17	Balance of unspent allocation to be used for a further staff safety initiative. Project is still ongoing
Sand Quarry	\$113,102	20/21	Unspent capital allocation for the Castlereagh River restoration project. Project ongoing
Scrap Steel Sales	\$109,624	Yearly	Funds collected from scrap steel sales to be used for the restoration of the used tyre site – Committed project
SES Building	\$30,374	20/21	Funds allocated to finish off the SES building project - Committed project
Shire Depot	\$50,000	20/21	Funds allocated to finish off the Council depot buildings project – committed project
Shire Hall	\$25,000	16/17	Unspent capital allocation from 16/17 for future works at the hall.
Southern Phone Share Proceeds	\$785,714	19/20	Funds allocated from the proceeds received from the sale of Southern Phone shares - uncommitted
Sports Council	\$44,798	Yearly	Council policy of 50% of the sporting grounds rental to this reserve for future use.
Sporting Precinct	\$31,489	19/20	Unspent capital allocation for the planning of the proposed sporting precinct- Committed project
Stormwater, Kerb & Guttering	\$127,313	16/17 on	Unspent capital allocation from prior years for future upgrade works.

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Stronger Country Communities Fund	\$5,989	19/20	Unspent grant funds – committed projects
Swimming Pool	\$116,519	Yearly	Unspent capital allocations from prior years and 20/21 for future upgrade works.
The GIL Events & Activities	\$50,000	20/21	Unspent capital allocation for community events and activities at the GIL.
The Mill on Miller St Grant	\$478,558	20/21	Grant funding received for The Mill project and required to be carried over – Committed to the Library Hub Project
Tooraweenah CWA Telstra	\$30,000	19/20	Unspent capital allocation to assist the Tooraweenah CWA to get a Telstra tower.
Tooraweenah Hall	\$10,000	18/19	Unspent capital allocation from 18/19 for works at the hall.
Towards 5000 Population	\$10,000	20/21	Unspent capital allocation for a specific project in this area.
Town Planning Grant	\$50,000	20/21	Unspent grant funding received to implement a digital development application platform. Required to be carried over.
Training Costs	\$37,118	20/21	Unspent training allocation from 20/21 due to Covid and planned to be used to catch up on training programs.
Vacation Care	\$11,862	17/18	Unspent allocation from 17/18 to assist with implementing vacation care - unallocated
Waste Facility	\$369,831	Yearly	Unspent funds from the collection of the domestic and commercial waste charges to be used for waste purposes.
Youth Club	\$30,830	14/15 on	Unspent capital allocations from 14/15 to 17/18 to be used for upgrade works.
	<b>\$15,126,241</b>		

From the above table, the following reserves are externally restricted and cannot be varied:

- Cooee Heritage Centre: \$250,000 (of \$623,514)
- Drought Communities Program Grant: \$542,305
- Electronic Signage: \$30,000
- Fixing Country Roads Grant: \$208,445
- Graincorp & Industrial Intersections: \$372,162
- Improving Country Roads Grant: \$500,000
- Infrastructure Contributions: \$133,513
- Library Technology Grants: \$74,664
- Library Building Grants: \$305,469
- Local Roads & Community Infrastructure Grant: \$662,800
- Stronger Country Communities Fund: \$5,989
- The Mill on Miller Street Grant: \$478,558
- Town Planning Grant: \$50,000
- Waste Facility: \$369,831

The externally restricted reserves total \$4,063,844.

The remaining reserves that total \$11,062,397 may be varied as they have been created by a decision of Council. These are described as internally restricted reserves.

As at 30 June 2021, the total value of the General Fund reserves held was \$15,126,241 and the total amount of cash and investments held was \$13,143,326. There was also \$5,052,953 in receivables and \$1,600,303 in payables leaving a net current account position of \$16,595,976.

This left an amount of cash, investments and current assets that was unrestricted of \$1,469,735.

Policy Implications Nil

Budget Implications Nil.

Delivery Program Actions Nil

### RECOMMENDATION

That decisions be made on the requirement of holding the internally restricted reserves on an individual basis.

N J Alchin  
Director Corporate Services

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**ANNUAL ACCOUNTS – YEAR ENDING 30 JUNE 2021**

**SUMMARY**

To advise completion of the annual financial statements for the year ended 30 June 2021 and, in accordance with the provisions of the Local Government Act (1993), obtain the necessary resolution to refer same to the auditor.

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

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

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

**Note.**

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

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

- General Fund
  - Water Supply Fund
  - Sewerage Services Fund
  - Orana Lifestyle Directions Fund
  - Carlginda Enterprises Fund
  - Cooee Lodge Villa Units Fund
  - Cooee Lodge Hostel Fund
  - Jack Towney Hostel Fund
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The financial statements consist of:

- Income Statement which provides information on expenses and revenues from ordinary operations and the operating result (before capital expenditure)
- Statement of Comprehensive Income which details increases and decreases to Council's financial position other than through operations,
- Statement of Financial Position which shows the assets and liabilities of the Council at the end of the year
- Statement of Changes in Equity which shows the movement in equity for the year
- Statement of Cash Flows which provides information on inflows and outflows of cash for the year
- Notes to the Financial Statements which provide more detail on items appearing in the above Statements and
- Special Schedules which are required by the Code of Accounting Practice and provide further detail on cost of services and other statistical information.

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

### SUMMARY OF ACCOUNTS

Copies of the Income Statement, Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cashflows and Note 27(a) Statement of Performance Measures as at 30 June 2021 are attached to this report.

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

### SUMMARY OF RESULT

The unaudited operating result for Council is a surplus of \$6,630,000. This compares to the budgeted result of a surplus of \$7,374,000 and an actual result of a surplus of \$4,461,000 in 2019/20.

The main points of difference compared to the budget are:

- User Charges & Fees increased by \$335,000 due to higher than expected NDIS income.
  - Grants & Contributions increased by \$856,000 due to the flood damage claim for road repairs.
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- Employee Costs increased by \$1,286,000 due to wage increases and the budget was under estimated compared to the previous year.
- Depreciation increased by \$871,000 due to the revaluation of the road network the previous year.
- Materials & Contracts increased by \$1,558,000 as expenses previously classed as other expenses were moved to materials and contracts.
- Other Expenses decreased by \$1,642,000 as expenses previously classed as other expenses were moved to materials and contracts.

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

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Refer to 2020/21 final budget review and statement of account.
<u>Delivery Plan Actions</u>	<b>4.2.2.1</b> Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

### RECOMMENDATION

That the financial statements be accepted and referred for audit.

N J Alchin  
Director Corporate Services

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(CM.PL.1)

**2020/21 QUARTERLY OPERATIONAL PLAN REVIEW TO 30 JUNE 2021**

**SUMMARY**

To consider progress with Council's 2020/21 Operational Plan as at 30 June 2021.

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Separately enclosed with this business paper is the 2020/21 Operational Plan Review document for the quarter 1 April 2021 to 30 June 2021.

<u>Principal Activity</u>	Strategic Leadership Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2020/21 budget.
<u>Delivery Program Actions</u>	<b>4.2.1.1</b> Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements  <b>2.1.1.2</b> Report Council's issues actions and achievements to the Community

**RECOMMENDATION**

That the 2020/21 Operational Plan Review for the quarter ended 30 June 2021 be adopted.

N J Alchin  
Director Corporate Services

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## **MINUTES – COMMITTEE MEETINGS FOR ADOPTION**

### **SUMMARY**

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

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<u>Aged Care</u>	5 August 2021
<u>Disability Services</u>	3 August 2021
<u>Economic Development</u>	3 August 2021

<u>Principal Activity</u>	Community Engagement
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<u>Policy Implications</u>	Nil
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<u>Budget Implications</u>	Nil
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<u>Delivery Program Actions</u>	<b>2.1.1.1</b> Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered <b>2.1.1.4</b> Recognise the importance of and encourage community members on to Council committees
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**AGED CARE**

5 August 2021

**PRESENT**

Cr D Batten (Mayor)  
Cr G Peart (Chairman)  
Cr N Mudford  
Cr N Wrigley  
Mr B Malone  
Mrs R Frost  
Mr P Mann

**IN ATTENDANCE**

Mr D Neeves (General Manager)  
Ms J Manion (Director Community Services)  
Ms N Rodway (Manager Aged Care)  
Mrs E Myers (Acting Manager Community Care)  
Mr G McAnally-Elwin (Treasurer)  
Mrs L Quayle (Administration)

Proceedings of the meeting commenced at 5.00pm

**APOLOGIES**

Mrs A Bunter  
Mr M Cain  
Ms D Gordon (Jack Towney Hostel Supervisor/HCP/CHSP Manager)

<b>COMMITTEE'S RECOMMENDATION 20/21</b>	Cr N Mudford/Cr D Batten
That the apologies be accepted.	

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION 21/21</b>	P Mann/Cr N Wrigley
That the minutes of the meeting held on 28 January 2021 be confirmed.	

**BUSINESS ARISING**

**Lease – Legacy Units**

The General Manager provided an update on the Legacy Unit lease development. Essentially legal advice recommends against a two year lease with two year option and suggests that the term of the lease shall be a maximum of two years. Matter to be discussed in a late verbal report.

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REPORTS

**QUARTERLY OPERATIONAL PLAN REVIEW AS AT 30 JUNE 2021**

SUMMARY

To consider progress for the quarter with Aged Care Operational Plan actions.

<b>COMMITTEE'S RECOMMENDATION 23/21</b>	P Mann/ R Frost
That the Operational Plan review for the period ending 30 June 2021 be noted.	

**QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021**

SUMMARY

To present the Final Budget Review for Aged Care for the period ending 30 June 2021.

<b>COMMITTEE'S RECOMMENDATION 24/21</b>	Cr D Batten/R Frost
That the June 2021 Quarterly Budget Review be noted.	

**SERVICE UPDATE – COOEE LODGE**

SUMMARY

To provide an update on activity within Cooee Lodge Hostel and Villas.

<b>COMMITTEE'S RECOMMENDATION 25/21</b>	Cr D Batten/Cr N Mudford
1. That the Committee endorse hosting of the Pfizer Vaccination Hub at the Shire Hall from noon Monday, 9 August to 4:45pm on Friday, 13 August 2021.	
2. That the Committee endorse Cooee Lodge to be serviced on Friday, 6 August 2021.	
3. That the report be noted.	

**SERVICE UPDATE - JACK TOWNEY**

SUMMARY

To provide an update on activity within Jack Towney Hostel, Home Care Packages and Social Group.

<b>COMMITTEE'S RECOMMENDATION 26/21</b>	R Frost/B Malone
1. That the committee endorse the proposed Jack Towney Hostel Grounds Improvement Strategy.	
2. That the Committee endorse the proposed official opening of the new Activity Craft Room.	

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**SERVICE UPDATE - COMMUNITY CARE**

**SUMMARY**

To provide an update on the activity within Community Care.

<b>COMMITTEE'S RECOMMENDATION 27/21</b>	Cr D Batten/Cr N Wrigley
That the report be noted.	

**Proceedings in Brief**

It being 6.33pm Mr Paul Mann and Mrs Robyn Frost left the meeting.

**LEGACY UNIT TENANCY AGREEMENT UPDATE**

**SUMMARY**

To provide the Committee an update on the progress of the Legacy Tenancy Agreements.

<b>COMMITTEE'S RECOMMENDATION 28/21</b>	Cr D Batten/B Malone
<ol style="list-style-type: none"><li>1. That the committee note that the rental agreement will be as per the standard NSW Government Residential Tenancy Agreement.</li><li>2. That, subject to concurrency of Gilgandra Legacy:<ol style="list-style-type: none"><li>a) In acknowledgement of resolution 19/21, 1(c) the committee amend the previous resolution to read: "The term of the lease be set at a maximum of two years";</li><li>b) That no rental bond be required;</li><li>c) That no pets be permitted (other than a fish or a small bird), which is consistent with Villa Unit agreements;</li><li>d) That "Break Fee" fixed term clauses be excluded from the Tenancy agreement;</li><li>e) That a policy be developed for filling vacancies in the legacy units based on a first in first served basis with a waiting list to be maintained - policy to prioritise Legacy Wards, otherwise units be offered to prospective residents in waiting list order;</li><li>f) That all Legacy Units tenants comply with policies applicable to the Cooee Lodge Retirement Village.</li></ol></li><li>3. That the General Manager attend the Legacy meeting on 11 August to discuss the Committee's recommendations.</li></ol>	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.53 PM.

Cr G Peart  
Chairperson

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**DISABILITY SERVICES**

3 August 2021

**PRESENT**

Cr Doug Batten (Mayor)  
Cr Susan Baker  
Ms J Manion (Director Community Services)  
Mr S Skelly (Client Representative)

**IN ATTENDANCE**

Mr D Neeves (General Manager)  
Mrs J Lummis (Manager Orana Living)  
Mr M Hodge (Waste Operations Manager)  
Ms K Gibson (Carlinda Training Officer)

Proceedings of the meeting commenced at 4.02pm, noting there was no quorum.

**APOLOGIES**

Mr P Mann (Community Representative)

<b>COMMITTEE'S RECOMMENDATION 16/21</b>	Cr Baker/Stuart Skelly
That the apology be accepted.	

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION 17/21</b>	Cr Baker/Stuart Skelly
That the minutes of the meeting held on 4 May 2021 be confirmed.	

**BUSINESS ARISING**

Nil

**REPORTS**

**OPERATIONAL PLAN REVIEW**

**SUMMARY**

To present the Operational Plan review for Disability Services.

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Proceedings in Brief

The Operational Plan review for the period ending 30 June 2021 was not presented.

**QUARTERLY BUDGET REVIEW**

SUMMARY

To present the Quarterly Budget Review for Disability Services for the period ending 30 June 2021.

<b>COMMITTEE'S RECOMMENDATION 19/21</b>	Cr Baker/Stuart Skelly
1. That the precedent set by Council at its July meeting in allocating \$750,000 of Orana Living annual surplus to help support the redevelopment of the Cooee Heritage Centre be noted.	
2. That the committee accepts Council's right to allocate unrestricted community funds in a manner it sees fit.	
3. That Council consider a policy whereby in future no more than 50% of Orana Living surpluses be allocated to services not directly associated with Orana Living core functions.	
4. That the Quarterly Budget Review for Disability Services for the period ending 30 June 2021 be endorsed.	

**SERVICE REPORT – ORANA LIVING**

SUMMARY

To present a service report for Orana Living.

<b>COMMITTEE'S RECOMMENDATION 21/21</b>	Cr Baker/Stuart Skelly
That the report be noted.	

**SERVICE REPORT – CARLGINDA ENTERPRISES**

SUMMARY

To present a service report for Carlinda Enterprises.

Proceedings in Brief

The Mayor suggested inviting Doctor Patrick Giltrap to Carlinda for a barbeque as a thank you for his efforts in vaccinating staff when appropriate to do so.

<b>COMMITTEE'S RECOMMENDATION 22/21</b>	Cr Baker/Stuart Skelly
That the report be noted.	

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**CLIENTS' REPORT**

**SUMMARY**

<b>COMMITTEE'S RECOMMENDATION 23/21</b>	
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A verbal report was provided by Mr S Skelly.
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THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.35pm.

Cr D. Batten  
Chairman

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**ECONOMIC DEVELOPMENT**

3 August 2021

**PRESENT**

Cr D Batten (Mayor) Chairman  
Mr D Clouten  
Mrs K Reynolds  
Mrs G Babbage  
Ms M King  
Mr H Whiteman  
Mrs E Mc Allister

**IN ATTENDANCE**

Mr N Alchin (Director of Corporate Services)  
Mrs K Larkin (Marketing & Communications Manager)

Proceedings of the meeting commenced at 5pm.

**APOLOGIES**

Cr N Wrigley  
Mr J Jones

<b>COMMITTEE'S RECOMMENDATION 11/21</b>	K Reynolds/G Babbage
That the apologies submitted be accepted.	

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION 12/21</b>	D Clouten/ M King
That the minutes of the meeting held on 17 June 2021 be confirmed as a true and correct record of the meeting	

**BUSINESS ARISING**

**Sarah Leete Roadshow**

It was noted that due to Covid the roadshow has been postponed to a date to be determined

**Cooee March Silhouettes**

It was noted that the amount of original marchers that left from Gilgandra would be confirmed.

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**MARKETING & COMMUNICATIONS MANAGER'S REPORT**

**SHOP LOCAL**

**SUMMARY**

To generate discussion and determine the 2021 Shop Local Program for Gilgandra Region

<b>COMMITTEE'S RECOMMENDATION 13/21</b>	G Babbage/ E McAlister
1. That Council endorse a Shop Local 2021/22 program with elements to be confirmed.	
2. That staff be requested to explore the opportunity to move towards a digital entry process for the Shop Local Promotion and a report be prepared for consideration at the Committee's next meeting.	

**MARKETING & COMMUNICATIONS MANAGER UPDATE**

**SUMMARY**

To present an update on various Marketing & Communication projects to the Committee for comment and feedback

<b>COMMITTEE'S RECOMMENDATION 14/21</b>	D Clouten/ E McAlister
That the Marketing & Communications Manager's Report be noted.	

**GENERAL BUSINESS**

**Windmill Walk**

It was noted reconstruction of the pathway has commenced using local contractors.

**Seating in the CBD**

It was noted that existing seating near the riverside plaza had been inspected and deemed fit for purpose. It was further noted that there will be additional seating constructed as part of the Library Hub Project and that amenities such as seating would be considered as part of the overall CBD Masterplan being developed by Council.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.15 PM.

Cr D Batten  
Chairman

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

<b>CASH BOOK BALANCE AS AT</b>	<b>30-Jun-21</b>	<b>\$5,830,271.92</b>
Plus: Receipts		\$4,767,028.33
Less: Payments		<u>\$4,737,996.62</u>
<b>CASH BOOK BALANCE AS AT</b>	<b>31-Jul-21</b>	<b><u><u>\$5,859,303.63</u></u></b>

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<b>STATEMENT BALANCE AS AT</b>	<b>30-Jun-21</b>	<b>\$5,850,712.08</b>
Plus: Receipts		\$4,711,240.76
Less: Payments		<u>\$4,712,205.58</u>
<b>STATEMENT BALANCE AS AT</b>	<b>31-Jul-21</b>	<b><u><u>\$5,849,747.26</u></u></b>

Plus: Unpresented Receipts		\$9,556.37
Less: Unpresented Payments		<u>\$0.00</u>
<b>RECONCILED BALANCE AS AT</b>	<b>31-Jul-21</b>	<b><u><u>\$5,859,303.63</u></u></b>

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Cashbook balance as at 31 July 2021:	\$5,859,303.63
Investments held as at 31 July 2021:	<u>\$22,053,795.02</u>
<b>Total Cash &amp; Investments Held as at 31 July 2021:</b>	<b><u><u>\$27,913,098.65</u></u></b>

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The bank balances in each of the funds as at 30 July 2021 are:

General Fund	\$11,635,892.99
Water Fund	\$2,904,986.21
Sewer Fund	\$2,063,112.36
Orana Living	\$4,374,804.27
Carlinda Enterprises	\$603,508.00
Cooe Villa Units	\$1,764,731.82
Coee Lodge	\$3,335,137.21
Jack Towney Hostel	\$761,507.55
Trust Fund	\$469,418.24

**Balance as per Total Cash & Investments Held: \$27,913,098.65**

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
(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)	\$1,000,000.00	For 180 days @ 0.40%	Due on 12-Jan-22	With Macquarie
(h)	\$2,000,000.00	For 181 days @ 0.20%	Due on 13-Dec-21	With Macquarie
(i)	\$1,000,000.00	For 363 days @ 0.45%	Due on 14-Apr-22	With ME Bank
(j)	\$1,000,000.00	For 183 days @ 0.55%	Due on 01-Oct-21	With MCU
(l)	\$2,500,000.00	For 180 days @ 0.30%	Due on 13-Dec-21	With Suncorp
(m)	\$500,000.00	For 300 days @ 0.35%	Due on 17-Feb-22	With NAB
(n)	\$2,000,000.00	For 365 days @ 0.35%	Due on 28-Jun-22	With NAB
(o)	\$2,000,000.00	For 365 days @ 0.35%	Due on 22-Feb-22	With NAB
(p)	\$1,000,000.00	For 273 days @ 0.33%	Due on 19-Apr-22	With NAB
(q)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With NAB
(r)	\$3,000,000.00	For 367 days @ 0.73%	Due on 13-Sep-21	With NAB
(s)	\$1,053,795.02	0.05% At Call		With TCorp
<b>Total Investments:</b>				<b>\$22,053,795.02</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.

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>September 2017</u>		
264/17	Mudfords Road	Checked with Department again 2/6/21 – no progress. Letters sent to Member for Barwon and the Hon Sam Farraway seeking assistance
<u>September 2020</u>		
165/20	Gravel Pit Agreements	To be progressed as time permits
175/20	Graincorp Industrial Precinct	Looking to engage new consultant and working through the acquisition process
<u>November 2020</u>		
215/20	Proposed land purchase	Awaiting advice from owners
225/20	Flying Fox Camp	Address from consultant at the July meeting deferred.
<u>April 2021</u>		
52/21	Offer to purchase land	Formal response issued. Investigations to be undertaken.
<u>July 2021</u>		
117/21	Long Term Plan of Management	Report to future meeting following public exhibition until 1 September 2021
123/21	Gilgandra Cultural Precinct EOI	Lease to be finalised

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124/21	Industrial Land – Purchase Offer	Progressing – report to future Meeting
125/21	Opportunity to Purchase Land	No action at this stage
128/21	Budget - Reserves	Report to this meeting

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### **DEVELOPMENT APPLICATIONS**

The following development application were approved during June 2021:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2021/402	16/06/2021	GSC	Adaptive reuse of existing building	Miller st	Approved	\$3,482,241
2021/407	01/07/2021	GSC	Picnic shelter	Armatree	Approved	\$50,000
2021/409	09/07/2021	Jason Ritchie	Shed	54 Wamboin st	Approved	\$20,000
2021/410	20/07/2021	Rodney Gale	Section 68 approval	34 Federation st	Approved	\$0
					<b>July</b>	<b>\$3,552,241</b>
					<b>Total 2020/21</b>	<b>\$10,773,166</b>

### **Applications under assessment**

- DA2021/379 – Berakee quarry extension
  - DA2021/411 – Shed- Bobs St
-



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**JULY 2021**

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2021/407	9	0	9	7	0	7
2021/402	35	0	35	25	0	25
2021/409	13	0	13	9	0	9
2021/410	3	0	3	3	0	3

Summary Statistics	
No of Applications	4
Total Actual Days	60.00
Mean Actual Days	15.00
Mean Stopped Days	0.00
Mean Total Days	15.00
Mean Work Days	11.00
Mean Work Stop Days	0.00
Mean Total Work Days	11.00
Median Actual Days	11.00

**RECOMMENDATION**

That the reports be noted.

David Neeves  
General Manager