

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 15 October 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 August 2024
 - Extraordinary meeting held on 8 October 2024
9. Listing of matters to be considered in Closed Council

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

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - I. prejudice the commercial position of the person who supplied it, or
 - II. confer a commercial advantage on a competitor of the council, or
 - III. reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of the law
- (f) matters affecting the security of the council, councillors, council staff or council property

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Collection and Recycling of Used Mattresses (d)
 - Council Property Lease (d)
- Procedural Motion to re-open meeting to Press and Public

10. Reports

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

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.

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MAYORAL MINUTE - 12/24
RECOGNITION OF THE LATE MR GEOFFREY KIEHNE

SUMMARY

To propose formal recognition of the late Mr Geoffrey Kiehne by Council.

.....

As the Mayor I have been approached numerous times to recognise the efforts of Mr Kiehne both as a paramedic trainer and a volunteer with the State Emergency Service (SES) with a particular passion for crash rescue.

Attached is correspondence from Mr David Cockbain, Safety and Wellbeing Lead World Rescue Organisation, which reflects the esteem in which Mr Kiehne was held.

I have discussed this proposal with Geoff's widow, Barbara. She was moved by the high regard that Geoff was held. Mr Alchin, as the Acting General Manager, and I raised this issue with some senior SES staff. Their view was that in the past the recognition of volunteer staff was achieved by the naming of the lunchroom and training facility. They did, however, acknowledge that the naming of this facility was the responsibility of Council.

Therefore, I offer the following recommendation.

<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$800
<u>Delivery Program Actions</u>	2.1.2.1 Recruit and support volunteer participation 2.1.2.2 Recognise the contribution volunteers make to Council and the community and provide regular communication.

RECOMMENDATION

That Council name the SES Facility on Warren Road as the 'Geoff Kiehne Gilgandra SES Recue Centre'.

D Batten
Mayor

(GO.CO.1)

AUDIT RISK IMPROVEMENT COMMITTEE (ARIC)

SUMMARY

To consider Councillor representation on Councils Audit Risk Improvement Committee (ARIC).

.....

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

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

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

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

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

The ARIC for a council must comprise of:

- a) a Chairperson, and
- b) at least two independent members.

One councillor, who must not be the mayor of the council may also be appointed for a council.

The appointment of a non-voting Council representation of member is optional but preferred. The attached link provides details of the ARIC Guidelines.

<https://www.olg.nsw.gov.au/wp-content/uploads/2023/12/Guidelines-for-Risk-Management-and-Internal-Audit-updated-November-2023.pdf>

The guidelines outline that to be appointed as a non-voting audit, risk and improvement committee member a councillor should demonstrate the following:

- an ability to read and understand financial statements and a capacity to understand the ethical requirements of government (including potential conflicts of interest)
- a good understanding of one or more of the following: risk management, performance management, human resources management, internal and external auditing, financial reporting, accounting, management control frameworks, internal financial controls, governance (including planning, reporting and oversight), or business operations
- a capacity to form independent judgements and willingness to constructively challenge/question management practices and information
- a professional, ethical approach to the exercise of their duties and the capacity to devote the necessary time and effort to the responsibilities of a councillor member of on audit, risk and improvement committee, and
- preparedness to undertake any training on the operation of audit, risk and improvement committees recommended by the chairperson based on their assessment of the skills, knowledge and experience of the councillor member.

The General Manager, Executive Leader Transformational Change, and any other relevant council staff members may be required to attend the ARIC meetings to speak to reports. The Executive Assistant to the General Manager and Mayor is required to provide administrative support.

Cr Mann was appointed the Non-Voting councillor member in the last term of Council. ARIC Guidelines prepared by the Office of Local Government specify that any one councillor can perform the duties of a non-voting councillor member for a maximum of two terms. Therefore, Cr Mann is eligible for election as the non-voting councillor member to during this term of Council.

Attached to this report is the current ARIC Terms of reference for consideration in determining the Councillors interest in participating in this committee.

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

RECOMMENDATION

That Council appoint {insert Councillor Name} as the non-voting Councillor member to the Audit Risk Improvement Committee

David Neeves
General Manager

COUNCILLOR REPRESENTATION ON COMMITTEES

SUMMARY

To consider Councillor representation on Council and external Committees.

.....

The *Local Government Act 1993* allows for a Council to exercise functions through the appointment of Committees – formation of Committees of Council.

355 How does a council exercise its functions?

A function of a council may, subject to this Chapter, be exercised:

- (a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or*
- (b) by a committee of the council, or*
- (c) partly or jointly by the council and another person or persons, or*
- (d) jointly by the council and another council or councils (including by means of a Voluntary Regional Organisation of Councils of which the councils concerned are members), or*
- (e) by a delegate of the council (which may, for example, be a Voluntary Regional Organisation of Councils of which the council is a member).*

Council has traditionally appointed a number of Committees to consider and recommend to Council on the management of various activities. Current committees include:

- Gilgandra Lifestyles Advisory Board
- Disability Services Advisory Board
- Audit, Risk and Improvement Committee
- Economic Development Committee (Councillors and Community)

Council has not delegated any management functions under Section 377 of the Act to these Committees.

Section 377 of the *Local Government Act 1993* allows a Council by resolution to delegate the care, control and management of respective services or facilities to management committees. Currently there are three:

- Curban Community Hall & Tennis Management Committee
- Tooraweenah Memorial Hall Committee
- Tooraweenah Community Technology Centre Management Committee

377 General power of the council to delegate

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:
- (a) the appointment of a general manager,
 - (b) the making of a rate,
 - (c) a determination under section 549 as to the levying of a rate,
 - (d) the making of a charge,
 - (e) the fixing of a fee,
 - (f) the borrowing of money,
 - (g) the voting of money for expenditure on its works, services or operations,
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
 - (i) the acceptance of tenders which are required under this Act to be invited by the council,
 - (j) the adoption of an operational plan under section 405,
 - (k) the adoption of a financial statement included in an annual financial report,
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
 - (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the Environmental Planning and Assessment Act 1979,
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,
 - (t) this power of delegation,
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
- (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.
-

Other Advisory Committees, or Committees for which Council provides secretarial support include:

- Shire Hall User Group
- Sports User Group
- Interagency Committee
- Local Emergency Management Committee
- Traffic Committee

In addition, Councillor representatives serve on the following external committees:

- Castlereagh Macquarie County Council
- Joint Regional Planning Panel
- North West Library

The Castlereagh Macquarie County Council (CMCC) is a local government authority on weed management control in the local government areas of Walgett, Coonamble, Warren, Warrumbungle and Gilgandra. The CMCC is made up of two (2) appointed Councillor from each local Government area. Council is required to nominate 2 Councillors to represent the interests of Gilgandra Shire Council.

The Joint Regional Planning Panel (JRPP) is planning panel constituted under clause 10 of Schedule 2 of the Environmental Planning & Assessment Act 1979. To consider larger developments with a capital investment value of greater than \$5M. Council is required to nominate two (2) Councillors to participate in the regional planning panel should Council receive development application that exceed a capital investment exceeding \$5M

Gilgandra Shire Library is a member of North Western Library (NWL), a regional library co-operative between four councils; Bogan, Coonamble, Warren and Gilgandra, running under the North Western Library Co-operative Agreement 2021-2025. Council's Library Delegate represents Council on the North Western Library Management Committee and as a member of the NSW Public Libraries Association. The North Western Library has been running successfully for over 33 years, and is based at Warren. Under the Agreement, the member councils delegate regional library management to Warren Shire Council. Each Council appoints two Delegates to be members of the North Western Library Management Committee. One must be a Councillor and one may be a staff member (usually the Library Manager). The Committee usually meets only once a year, for an Annual General Meeting. The venue for the AGM is rotated around the four Councils; this year, it will be held in Gilgandra on Friday 29 November. It is recommended that Mrs Liz McCutcheon, be appointed the Council representatives be the appointed staff representative and Council shall elect one (1) Councillor to represent Council on the North Western Library Management Committee.

The Committee is constituted pursuant to s.11 of the Library Act 1939, and has responsibility for the provision, management and control of North Western Library.

The Economic Development Committee's charter is to identify, explore and facilitate issues relating to the tourism, promotion and economic development of the Shire, specifically, opportunities that lead to new industry development, growth and retention of existing business, attracting new residents and an increase in tourism activity in the Shire. The committee comprises of 14 business and community representatives. Council is required to appoint three (3) Councillors to this committee, the Mayor will also attend.

The Gilgandra Lifestyles Advisory Board (GLAB) was established in 2022 and the Disability Services Advisory Board in 2024 in response to Aged Care and NDIS reforms. The effectiveness and objectives of these committees are under review and is a consideration of a separate report to the November meeting following Councillor training (for Aged Care and NDIS boards) on the responsibilities as Board Members as define by the Legislation. This training will be delivered by the Aged and Community Care Providers Association (ACCPA). ACCPA is the national Industry Association for aged care providers offering retirement living, seniors housing, residential care, home care, community care and related services.

The appointment of Committee membership meets legislative requirements as Committees must be formally appointed within three months of the Council being sworn in.

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

RECOMMENDATION

That {insert Councillor Names (2)} be appointed the Council representatives on the Castlereagh Macquarie County Council

That {insert Councillor Names (2)} be appointed the Council representatives on the Joint Regional Planning Panel

That {insert Councillor Name (1)} be appointed the Council representative along with Mrs Liz McCutcheon, Council's Gil Library Hub Manager on the North West Library committee

That {insert 3 x Councillors names} and the Mayor be appointed the Council representatives on the Economic Development Committee

David Neeves
General Manager

CODE OF CONDUCT

SUMMARY

To adopt the code of conduct for this term of Council

.....

The Model Code of Conduct for Local Councils in NSW and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW are prescribed under the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

understand and comply with the standards of conduct that are expected of them enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439) act in a way that enhances public confidence in local government.

The Office of Local Government has advised via Circular 20-32 on 14 August 2020 that the Procedures for *the Administration of the Model Code of Conduct for Local Council in NSW* (the Procedures) were amended in response to the decision by the Supreme Court in the matter of *Cornish v Secretary, Department of Planning, Industry and Environment* [2019] NSWSC 1134.

Amendments have also been made to the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct). The new Model Code of Conduct and Procedures have been prescribed under the *Local Government (General) Regulation 2005*. (See attached)

Gilgandra Shire Council adopted its Code of Conduct based on the Model Code of Conduct for Local Councils in NSW on 16 April 2019 and is to be reviewed and adopted in each term of Council.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil at this stage
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.3.1.1 Ensure all governance targets and statutory requirements are met in line with the relevant Acts and Regulations and Council Policy

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

RECOMMENDATION

That Council adopt the Code of Conduct based on the Model Code of Conduct for Councils in NSW 2020.

David Neeves
General Manager

LOCAL HERITAGE PROJECTS UPDATE

SUMMARY

To provide an update on heritage related projects including assessment and recommendations for the 2024/25 Local Heritage Fund applications.

Background

.....
Council has a dedicated budget to support actions related to the conservation and maintenance of heritage items in the Gilgandra region, including provision of Heritage Advisory services and offering small grant opportunities. Council budget includes grant income along with an internal allocation.

The Local Heritage Fund (LHF) supports small heritage grant projects in the region and aims to maintain, preserve or restore elements that contribute to the building's heritage value. This can be maintenance, repairs, or restoration to ensure the longevity of the building or site, with the opportunity made possible with funding support through the 2023-25 NSW Heritage Grants – Local Government Heritage Grants.

Funding Amount

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

The funding agreement does not require matched funding from Council, however in previous years Council's internal budget was used to bolster the amount available.

Council has allocated the following in the 24/25 budget:

	Grant income	Source	Council allocation	Total Available Budget
Heritage Advisor	\$2,500	Local Government Heritage Grants	\$10,486	\$12,986
Heritage Project costs	\$10,000	Local Government Heritage Grants	\$13,087	\$23,087

Council staff recommends that a total of \$10,000 from the Heritage Project Costs budget be made available through the LHF, being the grant income, with the balance being utilised to complete the Corduroy Road project (refer update below) and deliver on some priorities from Council's Local Heritage Strategy.

In 2024/2025 Council increased the LHF maximum funded amount available from \$2,000 to \$5,000 with a matched contribution from the owner. The intention of this change was to encourage more significant projects to be undertaken.

Eligible Projects

Eligible projects include:

- For heritage conservation, urgent repair and improvement of amenity and presentation to a heritage item listed in the Gilgandra Local Environment Plan (LEP) 2011 or contributory building in the Gilgandra Heritage Conservation Area
- The cost of consultancy fees to prepare or update a conservation management plan heritage management plan and structural engineering reports.

Applications Received

Three (3) applications were received:

- 78A Wamboin Street, Gilgandra (residence)
- 6 Castlereagh Street, Gilgandra (Rural Museum, items)
- 1 Miller Street, Gilgandra (Old Bank, business & residence)

Council staff consider the application for 78A Wamboin Street as being ineligible for the following reasons:

- The site (Lot 211, DP 1092264) is not a local heritage item in the LEP, and is not located in the heritage conservation area
- The physical building is part of the Gilgandra Post Office and was originally located on one Lot (Lot 21, DP 774886). The land was subdivided in 2005 by way of a fire wall to separate the buildings and to create two lots. The subdivision occurred prior to the Community Based Heritage Study 2008-2009 which informed the 2011 LEP. The Gilgandra Post Office is included in the Study and the LEP (Lot 210, DP 1092264) however the residence, being Lot 211 is not listed.

Council's Local Heritage Advisor, Mr Peter Duggan has considered the remaining applications which has informed Council's recommendations.

Project Recommendations

The following table outlines the application details along with project costs, recommended allocations and heritage related conditions. The projects are recommended to be supported to a total value of \$10,000, which can be covered within the available grant budget and generate \$23,984 in investment from the project.

PROPERTY	PROJECT	TOTAL COST	REQUESTED	RECOMMENDED	FUNDING CONDITIONS
1-3 Miller Street, Gilgandra (Old Bank building)	Application to replace the existing driveway which is in a dilapidated condition. Replacing the driveway will improve the usability of the building and contribute to outcomes being located in the Heritage Conservation area and reducing water egress into the buildings footings.	\$13,534	\$5,000	\$5,000	Appearance and finish of driveway to be discussed and agreed by the heritage advisor.
Gilgandra Rural Museum	Application to repaint three existing buildings (former Berida Bookkeepers Office, Bullagreen Shearers' Quarters and the Tooraweenah lock-up). Also, timber repair/replacement to the former Berida Bookkeepers Office and the Bullagreen Shearers' Quarters. Repainting and timber repair work will ensure the long term conservation of the buildings	\$10,450	\$5,000	\$5,000	None. Repair methods and proposed colour scheme (like for like) has been discussed with the heritage advisor.
TOTALS		\$23,984	\$10,000	\$10,000	

Update for Corduroy Road Fencing Project

Council received grant funding from Heritage NSW - Caring for State Heritage for the construction of fencing and interpretive signage of the Corduroy Road Ruins Historic Site (East Coonamble Road) being a state heritage item. The funded amount was up to a total of \$10,000 (ex GST), with 5,000 received in 21/22 financial year with the balance to be received in 23/24

following completion of the final report. Council's contribution was indicated to be \$3,000.

There have been significant delays with completion of this project due initially to COVID, then increase in material/labour costs, unfavourable seasonal conditions and being able to deliver the project outcomes within the available budget. Following discussions with the funding body and Council's Heritage Advisor, a reduced portion of the site was fenced in September 2024 which is considered to be representative of the state heritage item. Interpretive signage has also been installed.

Council staff are working through grant reporting requirements and installation of funding acknowledgement sign. Ongoing maintenance of this site will need to be considered (such as weed spraying) to ensure it does not become overgrown and visitors to the site can physically observe the item.



Figure 1: Fenced Corduroy Road site

Total expenditure for the Corduroy Road project is summarised below:

Item	Cost (Ex GST)
Interpretive sign	\$2727.27
Fencing costs	\$11,985
Heritage Advisor costs	\$550
Funding acknowledgement sign	\$135
Total costs	\$15,397.27
External Funding (Caring for State Heritage)	\$10,000
Council contribution	\$5,397.27

Council's contribution has been funded from the Heritage Projects budget allocation, leaving \$7,689.73 available to deliver on actions within Council's Heritage Strategy, along with approximately \$10,000 from the Heritage Advisor budget.

Local heritage priorities

Council proposes to dedicate the remaining funds to the completion of the below actions from Recommendation 6 of the Gilgandra Heritage Strategy.

- *Heritage advisor to assist Council in the preparation of a Heritage Main Street Study for Denman Street, Tooraweenah.* This action also has close links to the Tooraweenah Village Management Plan:
 - Vision – Preserve and share our rich history by celebrating and promoting our cultural heritage
 - Enjoy theme – A community that celebrates its culture and heritage
 - Incorporate Key Action – Propeller pathway from GK Rohr Warrumbungle viewing platform to the aerodrome
- *Heritage advisor to work with the Economic Development Committee to implement the recommendations in the Gilgandra Heritage Main Street Study and the Gilgandra Activation Blueprint.*

<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Expenditure within established budget
<u>Delivery Program Actions</u>	2.2.5.1 Review, update and implement Council's Heritage Strategy 2.2.5.2 Support local heritage projects to proactively conserve buildings and objects of local heritage value

RECOMMENDATION

1. That the applications for 1 Miller Street and 6 Castlereagh Street be supported for funding under the Local Heritage Fund small grants program.
2. That the application for 78A Wamboin Street be thanked for their application but informed it has been refused due not meeting the eligibility criteria
3. That Council staff progress the Local Heritage priorities as outlined.
4. That a follow up report is provided advising Council of the outcomes of the Heritage activities for 2024/2025.

David Neeves
General Manager

ANNUAL CODE OF CONDUCT COMPLAINT STATISTICS 2023/24 RETURN

SUMMARY

To present Council of the Annual Code of Conduct Complaint Statistics Return for the 1 September 2023 to 31 August 2024 period for endorsement.

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The 2022/23 Annual Code of Conduct Complaint Statistics Return has been prepared in accordance with Clauses 11.1 and 11.2 of the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW 2020*.

I have the great pleasure to report that no Code of Conduct complaints were received during the period between the 1 September 2023 to 31 August 2024. It is very pleasing and a great reflection on the harmony and effectiveness of this Council body.

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

RECOMMENDATION

That Council:

1. Endorse the Annual Code of Conduct Complaint Statistics Return 2023/24; and
2. Submits the Annual Code of Conduct Complaint Statistics Return to the Office of Local Government.

David Neeves
General Manager

2024/25 CHRISTMAS CLOSE DOWN

SUMMARY

To seek endorsement for a close down of general operations at Christmas 2024/25.

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

Management staff have considered this timing and propose that for the 2024/25 period, Council offices shut down from close of business on Friday, 20 December 2024 until usual opening/starting hours on Monday, 6 January 2024.

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

Essential services will continue to be serviced by a skeleton staff in the Infrastructure and Growth and Liveability divisions.

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

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

RECOMMENDATION

That Council endorse a shutdown of operations from close of business on Friday, 20 December 2024 until usual opening/starting hours on Monday, 6 January 2024.

David Neeves
General Manager

AGED CARE WORKER ACCOMMODATION PROJECT UPDATE

SUMMARY

To advise progress with the Aged Care Capital Assistance Program funding for Residential Aged Care Worker Accommodation.

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Council, at its June meeting, noted the success of the grant application for Aged Care Worker accommodation (23QJW4X) under the Aged Care Capital Assistance Program, Thin Markets, Multiple Streams GO6593 for an amount of \$2,458,760 and resolved:

RESOLVED 97/24	Cr Mann/Cr Peart
1. That Council endorse the signing of the deed and accept the offer of the grant for staff accommodation for Residential aged care staff and a further report be provided regarding the Deed	
2. That Council endorse the grant to enable the commencement of the project.	
3. That the General Manager be authorised to commence negotiations on prospective land purchases.	

The offer of the grant was formally received on 29 July 2024 with the acceptance of the completed. The project needs to be completed by 30 June 2026.

The offer of the Grant was to construct five units (one, two and/or three bedroom configuration) located at Lot 26 Barden Street, Gilgandra, NSW, to provide contemporary and safe staff housing to support the delivery of aged care services for both Cooee Lodge and Jack Towney Hostels.

The 'Designated Use' as a conditioned in the deed relates to the provision of purpose-built accommodation to support, attract and retain aged care staff who will deliver high quality aged care services at Cooee Lodge and Jack Towney services in Gilgandra, NSW.

The 'Designated Use Period' is the period commencing on the date that the Grantee achieves Practical Completion of the Works and expiring 5 years after that date. After this time it is at Council's discretion as to how the accommodation will be utilised. In other words it is not restricted to aged care workers only.

Variations to the contract can only be made in writing to the funding body. Whilst we put forward Lot 26 Barden Street as part of the grant application, this particular lot is on highly reactive soil, prone to water logging and generally deemed unsuitable for this type of development.

Modifying the grant deed will be required once the reworked development scope has been finalised. The grant conditions support construction of new housing not the renovation of existing housing.

The current GSC project team is working through the scope and evaluating the accommodation mix based on Council's strategic objectives and future staffing needs.

Various lots have been identified and valuations obtained however at this stage there is no recommendation to Council to proceed with a purchase until the scope of the project and the objectives finalised.

The project team has defined the vision for the project as *"To provide appropriate housing which will meet the needs of residential aged care staff, help to attract and retain skilled workers and provide a legacy benefit for the community"*

Draft Project Objectives

- Develop a mix of housing to meet the needs of future local, immigrant and itinerant skilled workforce accommodation needs
 - Provide housing that is safe and secure
 - Provide housing on a commercial rental arrangement with rents aligning to market value
 - Provide an economic stimulus for Gilgandra
 - Develop housing that meets the future needs with the scoping to include dwellings for families and 1,2 or 3 unit or stand-alone accommodation.
 - Ensure developments are suitably located within the town thus facilitating ease of access to services and workplaces
 - Meet the objectives outlined in the CSP, Housing Strategy and health vision meeting the goals of the Towards 5000 strategy
 - Add to the housing stock in Gilgandra and return private rentals back to the marketplace
 - Complement rather than compete with local housing and accommodation providers
 - Attract and retain skilled workforce to meet the needs of Gilgandra Lifestyles and the compliance needs of the Australian Aged Care and Safety Commission Standards
 - Design units with the view of complying with strata title registration if ever needed (similar to 63 Waugan Street)
 - Provide accommodation which supports inclusive community.
 - Generate activity and confidence in the housing market
 - Collaborate with other service providers where appropriate
-

Strategic Linkages

The project aligns with the **Community Strategic Plan** vision:

“A vibrant region to Live > Enjoy > Grow that is inclusive, resilient and progressive.”

Aligns with the Community Strategic Plan outcomes and strategies:

- 1.3 A community where services enhance liveability
- 3.2 A Region growing Towards 5000
 - 3.2.1 Attract and retain key skilled workers to Gilgandra Region
- 4.1 An innovative Council that is an employer of choice within the community
 - 4.1.1 Enable an engaged workforce with suitable skills, available in the right place at the right time

The project aligns with the **delivery program**:

- 1.3.6 Encourage a resilient housing market that promotes choice and opportunity
 - 1.3.6.1 Implement recommendations of the Gilgandra Housing Strategy to assess and develop a Residential Property Strategy and Management Plan for all Council owned properties
- 3.2.1.1 Coordinate the development of strategies and implementation projects associated with the Towards 5000 Vision
- 3.2.2.5 Implement recommendation of the Gilgandra Housing Strategy to progress Aero Park subdivision*

(May be an opportunity to build suitable accommodation on Council owned land including Aero Park or Waugan Street in addition to unit style accommodation on land closer to the CBD.)
- 4.1.1.1 Implement the actions of the Workforce Management Strategy “Connect” by strengthening our capability to attract the right candidates in a highly competitive market*

Community Health Vision - Strategic Vision 5: Resilient Communities

“Develop infrastructure projects that can scale with population growth including health and wellbeing infrastructure and housing related initiatives.”

Gilgandra Housing Strategy

The project aligns with the Housing strategy Vision:

“The Gilgandra Housing Strategy encourages a resilient housing market that promotes choice and opportunity, supporting a strong and sustainable rural centre to Live, Enjoy and Grow”

Gilgandra Housing Strategy objective:

Provide opportunities for a diverse mix of housing types, catering to a variety of household income and needs

Gilgandra Workforce Management Strategy

The project aligns with the Workforce Management Strategy to grow our diversity competence:

“Implement a program to deepen culture and diversity competence and improve the ability to deliver services appropriately particularly in the areas of such as customer service and care services”

Strategically the project aligns with Council’s overall strategies.

The grant requires Council to match the funding \$1 for \$1. The additional funding (\$2.46m) needed is not included to the budget estimates and will require an additional vote. Currently, we are working through some options that will be presented to the Council prior to the September Quarterly Budget Review (QBR) for consideration at the November meeting.

These options will include internal and external borrowings, drawing down on cash reserves and/or a combination of both.

<u>Principal Activity</u>	Grow/Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Up to \$2,458,760 of addition funding to be sourced from Council.

Delivery Program Actions

3.2.1.2

Implement recommendation of the Gilgandra Housing Strategy to investigate seasonal housing needs and options*

3.2.1.1

Coordinate the development of strategies and implementation projects associated with the Towards 5000 Vision

RECOMMENDATION

1. That Council endorse the project vision, that being:

“To provide appropriate housing which will meet the needs of residential aged care staff, help to attract and retain skilled workers and provide a legacy benefit for the community”.

2. The progress and the objectives of the project be noted.

Donna Dobson
Director Aged Care and Disability Services

PLANNING PROPOSAL UPDATE – INDUSTRIAL LAND

SUMMARY

The purpose of this report is to provide an update on the rezoning process to make the LEP Amendments to the Gilgandra Local Environmental Plan (LEP) 2011.

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Background

Council has been progressing through and seeks Council’s endorsement to make the LEP Amendments to the Gilgandra Local Environmental Plan (LEP) 2011. The amendment is to rezone certain land fronting the Oxley Highway from RU1 Primary Production to E4 General Industrial. The rezoning will enable the development of the Oxley Highway land for employment purposes.

A Council led rezoning process has been underway through a Planning Proposal (PP) since 2023, with Council formally endorsing the process at the November 2023 meeting:

RESOLVED 221/23	Cr Peart/Cr Bunter
That Council:	
<ol style="list-style-type: none">1. Staff prepare a planning proposal to Rezone RU1 Primary Production land for employment purposes to E4 General Industrial being Lot 1 DP 1070081 and part Lot 2 DP 1070081, Oxley Highway, Gilgandra.2. Submit the planning proposal to the NSW Department of Planning and Environment seeking a “Gateway Determination”.3. Exhibit the planning proposal and undertake government agency consultation based on the Gateway Determination issued by the NSW Department of Planning and Environment. The exhibition will include any required studies or supporting information.4. Note that a further report will be brought back to Council for consideration following public exhibition of the planning proposal. This will include any submissions and any recommended changes to the planning proposal.	

Division

For: Crs Walker, Babbage, Bunter, Freeth, Mann, Mockler, Mudford, Peart

Against: Nil

The PP was initiated following the withdrawal of support from the landowner of the zoned industrial land on the Newell Highway to enable development by Council with consideration needing to be given to alternative industrial growth

areas. The Oxley Highway site is a strategic alternative consistent with the 2009 Western Landuse Strategy.

The subject land is approximately 52 hectares in size and is proposed to be rezoned with a minimum lot size of 5,000 m² and no height limit or Floor Space Ratio development standards.

In the time since Council initiated the PP, amendments to the lot boundaries have resulted in changes to the property descriptions, now known as Lot 12, DP 1296805 and part lot 11, DP 1296805. Council now owns Lot 12, DP 1296805, being 21 hectares fronting Oxley Highway.

The balance of the land has been retained by the landowner and will be potential for longer term industrial growth, noting there is a solar farm development approval on this land (DA 2021/430, not yet constructed).

Gateway Determination

Following the November 2023 resolution, Council has worked through finalisation of the following site-specific studies and formally lodged the application to seek Gateway Determination from Department Planning, Housing and Infrastructure (DPHI):

- Planning Proposal
- Industrial Land Supply and Demand Analysis
- Biodiversity Assessment Report
- Strategic Bushfire Assessment
- Landuse Conflict Risk Assessment (LUCRA)
- Preliminary Land Contamination Assessment
- Aboriginal Archaeological Technical Report
- Water and Sewer Servicing Strategy
- Traffic Impact Assessment
- Draft mapping for public exhibition

Preliminary neighbour consultation was undertaken in March/April 2024 with those in immediate proximity to the subject land (as shown in Figure 1) which provided an opportunity to have early input into the process and raise any matters of concern for Council to consider prior to finalising the LUCRA report and seeking Gateway Determination.

Council received one submission from a nearby landowner, with the points acknowledged in the final LUCRA and outlined further below (Submission 3).

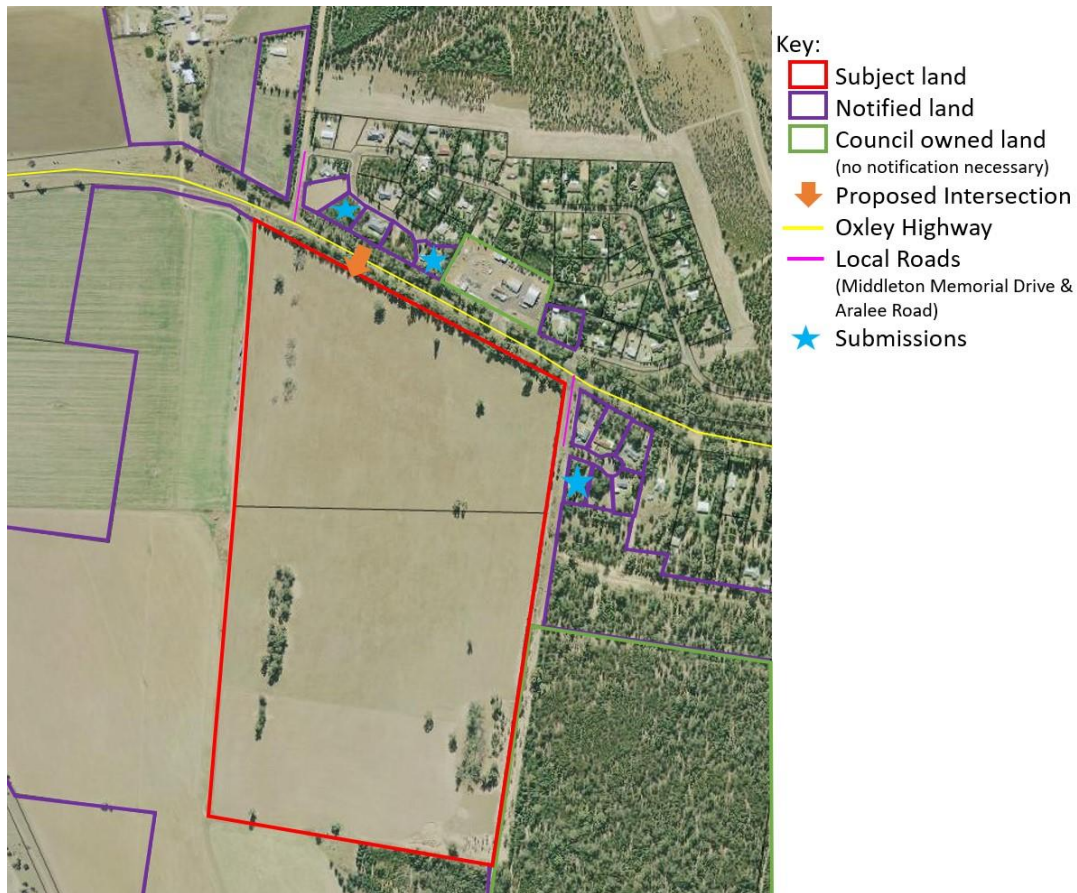


Figure 1: Subject land & neighbour notification map

The Gateway Determination was received from Department on 5 July 2024 (Attachment 1) which also included advice that the DPHI had determined that given the nature of the PP that Council may exercise local plan-making authority functions in relation to the planning proposal. This means that Council has the delegation to ‘make’ the LEP amendment following completion of the required process.

Council has undertaken the steps in accordance with the Gateway Determination (Attachment 1) as outlined below.

LUCRA buffer and accurate mapping

1. *Prior to public exhibition, and after agency consultation, the planning proposal is to be updated to:*

(a) include accurate mapping including labels on the land zoning and lot size map to identify the existing and proposed development standards.

(b) reflect the intent to introduce a buffer between the proposed industrial land and the existing residential land along the eastern boundary in consistent with the recommendation of the Land Use Conflict Risk Assessment.

Proposed mapping changes were updated and maps for public exhibition finalised following consultation with DPHI staff (Figure 2 and Figure 3).



Figure 2: Public exhibition maps - proposed zoning amendment

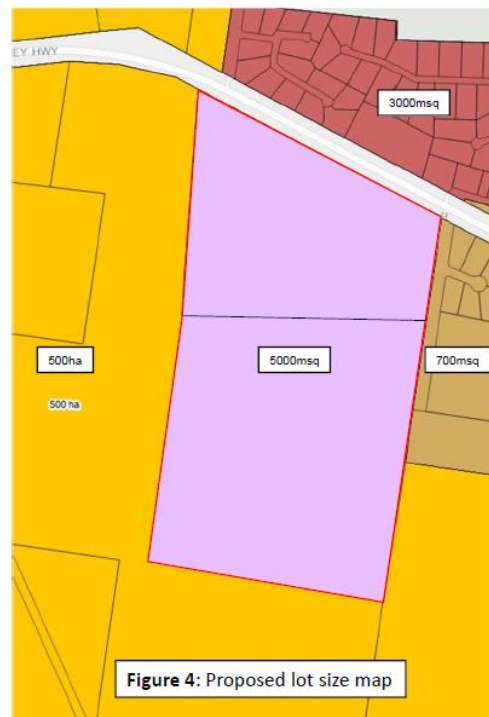
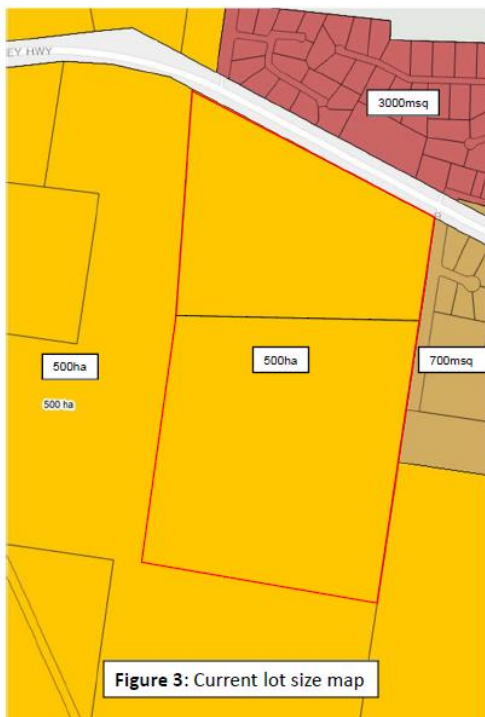


Figure 3: Public exhibition maps - proposed minimum lot size amendment

The proposed 20 metre wide LUCRA buffer within the eastern property boundary, aligned with Aralee Road (Figure 4) will remain RU1 zoning to ensure the area is preserved, managed in accordance with the LUCRA and cannot be developed. This, along with the 30-metre-wide Aralee Road reserve will provide a 50-metre buffer to ensure landuse impacts are minimised for Aralee Estate residents. It should be noted that while the 20-metre buffer cannot be developed upon, it will provide for the following within the designated area:

- landuse conflict measures (10 metre vegetation buffer)
- required bushfire Asset Protection Zone (also serving as the 10 metre open land required under the LUCRA)
- location of Council services if required (e.g. water and sewer servicing)



Figure 4: Proposed 20 metre LUCRA buffer, eastern boundary

Consultation with NSW Rural Fire Service

2. *Prior to exhibition, the Rural Fire Services is to be consulted in accordance with section 9.1 Direction 4.3 Planning for Bushfire Protection.*

Council undertook this consultation, referring the PP documentation to the RFS for comment with the following received 19 July 2024.

'The RFS advised The NSW RFS has considered the information submitted and subsequently raise no concerns or issues in relation to bush fire.'

Public Exhibition

3. *Public exhibition is required under section 3.34(2)(c) and clause 4 of Schedule 1 to the Act as follows:*

(c) the planning proposal is categorised as standard as described in the Local Environmental Plan Making Guideline (Department of Planning and Environment, August 2023) and must be made publicly available for a minimum of 20 working days; and

(d) the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in Local Environmental Plan Making Guideline (Department of Planning and Environment, August 2023).

Public exhibition of the PP was undertaken by Council in accordance with the Gateway Determination as follows:

- Exhibition period from Monday 2 September 2024 until Monday 30 September, being 20 working days
- Formal notification of PP included in Gilgandra Weekly and on Council's website, with Facebook posts also issued
- Direct neighbour notification through formal letter to the same addresses who were consulted during LUCRA finalisation phase (Figure 1).

Two (2) formal submissions were received during the public exhibition period along with one (1) during the LUCRA finalisation stage as outlined below. Council staff are meeting with the residents who made submissions and Council's response to matters raised.

Resident	Submission key points	Staff comments
Submission 1	In principle, support is given to the Planning Proposal (PP-2024-1044)	Noted
	Additional allowance for noise abatement for residential blocks north of the highway. E.g. noise reducing fencing or woodchip mound. Highway noise is already an issue and will be multiplied with trucks stopping and turning into the proposed road entrance. 60 Km zone would also need to be extended past Middleton Memorial Drive.	<p>As noted in the LUCRA, ‘the dwellings in the Pines estate currently look across the highway at farmland with a corridor of mature native trees in the road reserve. The Oxley Highway is located in a 60-metre-wide road reserve.’ With the addition of a proposed 10 metre vegetative buffer within the future industrial zoned land property boundary, this will provide both amenity and noise mitigation from the future uses.</p> <p>The submission however raises concern with regard to traffic associated noise accessing the site via a new intersection point on Oxley Highway, currently proposed approximately 143m east of Middleton Drive.</p> <p>A new intersection point is considered preferable to utilising Aralee Road given residential use, TfNSW have reviewed the concept designs as part of agency consultation with specific designs to be finalised as part of future DA stage. The subject area is currently 80km/h speed zone which can only be changed by TfNSW.</p> <p>It is proposed that Council undertake a Noise Impact Assessment as part of future subdivision DA process to determine background noise levels which may also include suggested mitigation measures to minimise impacts on surrounding residences if required. Management of noise impacts will also be in accordance with <i>NSW Policy for Industry 2017</i>. The purpose of the Policy is to ensure noise impacts associated with industrial developments are evaluated and managed in a consistent and transparent manner.</p>
	Proper development of Thompsons Lane and Arthursleigh Rd to allow heavy trucks to bypass middle of town.	A bypass around town is outside the scope of this proposal.
Submission 2	Purchased the property without knowledge of the planning proposal. Concern that the proposal will devalue the property. Also assured by the real	Council acknowledges the comments, and while unfortunate, there has been information publicly available since November 2023 Council meeting regarding the proposed rezoning. Council also wrote directly to owners of land directly surrounding the land to be rezoned as part of LUCRA consultation in March 2024.

	<p>estate representative that the owner of the neighbouring land had no intention of selling</p>	<p>The owners of the property at the time did not make a submission. Neighbour consultation was again undertaken as part of formal exhibition in September 2024. Council does not have control of property valuations, and it is the responsibility of individuals to satisfy themselves with regard to property purchases.</p>
	<p>The plans mention a 50m buffer (which includes the Aralee Roadway) which is not considered to be a big buffer. The proposed 1.5m elevated mound will have a negative visual impact. Additionally, concerned it would block sunlight in the early afternoons resulting in a loss in efficiency in solar power and sunlight during winter months.</p>	<p>The 50-metre total buffer area has been proposed in accordance with design criteria as part of the LUCRA. The current height of vegetation in the Aralee Road reserve is in excess of 1.5 metres and following a visual inspection by staff is consistent with the vegetation also located along the subject property's boundary. Additionally, the subject property's solar panels are located on the northern roof aspect of the property, and would not be impacted by the proposed mound, and/or additional vegetation screening. The elevated mound was proposed as a visual and noise mitigation measure, however the landowners' comments are noted. Inclusion of the mound can be further considered as part of the proposed Noise Impact Assessment at the future industrial subdivision stage and in consultation with surrounding residents.</p>
	<p>Prevailing westerly winds will pull dust and industrial fumes onto the residences in Timbara Court.</p>	<p>The closest official weather station is located in Dubbo (BOM), with prevailing winds being from easterly direction (18.71% over previous 5 years), and westerly only 5.68% of the time https://wind.willyweather.com.au/nsw/central-west/gilgandra.html Future development of the industrial land once rezoned will also require proponents to outline their activities, with conditions of consent to require mitigation measures to ensure amenity impacts are minimised. The proposed buffer along the eastern site boundary, and the 50-metre buffer in total will also assist in mitigating development impacts.</p>
	<p>How would the development be treated as a 'dark sky area'? If lighting is installed. There are concerns regarding safety and theft, thereby placing residents at risk of night noise disturbance and even perhaps an increase in crime.</p>	<p>Gilgandra Region is part of the Warrumbungle Dark Sky Park, with specific planning controls around permissible installation of light fittings and illumination levels. Future development applications on the subject land will be required to address 5.14 of Gilgandra LEP 2011 (Siding Spring Observatory – maintain dark sky) with conditions of consent to be included to ensure ongoing compliance. Council notes the comments in regard to safety, with the LUCRA proposing a site security fence to be constructed around the perimeter of the subdivision.</p>

		Individual developments within the subdivision will be responsible for ensuring site specific safety measures.
	Earthworks in the estate will result in dust generation, and it is considered impossible to keep dust to a low level.	Future earthworks will be the subject of a separate Development Application process following the site rezoning, with conditions of consent to ensure impacts from dust generation be minimised. It should also be noted that the land has historically and continues to be used for agricultural purposes, which has the potential to generate dust.
	The approved solar farm should use the industrial estate for access.	The Solar Farm was approved in 2022 including use of Aralee Road as the primary access point. This approval was prior to the proposed rezoning and potential construction of a new intersection access point off Oxley Highway. Any amendment to this approval would require a DA Modification from the proponents.
	Also have concerns regarding the proposed new water treatment plant. It was explained to me that this has nothing to do with a sewerage plant as Gilgandra already has a sewer treatment works. But we were also informed that Gilgandra had an existing water treatment plant so why build another? We need further clarification on exactly what is proposed - and why.	A replacement Water Treatment Plant (WTP) has been proposed in Council's future financial planning as the current system was commissioned in 1972. The WTP is nearing end of serviceable life, which also impacts on the plant's ability to respond to increasing NSW Health requirements and constantly evolving targets and standards. The current plant is not capable of supporting Council's vision of Towards 5,000 and associated growth. Timing for the WTP construction will be subject to Council successfully securing government support and funding. Some preliminary planning has been undertaken, which has indicated the current site (located in Warren Rd, next to Essential Energy) will not be suitable for a modern plant. Modern designs typically consist of an operational/administration building and lagoon style treatment plant, with Council identifying the Oxley Highway land as a possible site moving forward, which complements the existing infrastructure network. Construction of a WTP would be subject to a separate, involved planning process.
Submission 3 (submission received at LUCRA finalisation stage)	Supply of town water to this site. The Pines subdivision has no water pressure and I am afraid the inclusion of a new industrial subdivision would create even less water pressure to the Pines area. The lack of water pressure will also impact on fire control measures	Preliminary water and sewer strategy was prepared for the PP (Wallace Infrastructure Design) which concluded "Investigations indicate that there are existing GSC water and sewer systems in the area that can be extended to service the proposed industrial subdivision. The existing water systems can be extended in a manner to facilitate the future subdivision of the area. Modelling indicates that water pressures in the area will achieve GSC requirements. It is noted that it is proposed to construct a water treatment facility within the

	<p>for the new industrial area.</p>	<p>proposed subdivision and water pressures would be able to be adjusted from this facility.” Council notes the concern however it is difficult to predict the likely demand on water services or the likely fire safety measures given the variety of development types permitted in the E4 industrial zone.</p>
	<p>Proposed access road - could the road be included in the Middleton Drive access road therefore improving this intersection. Currently when travelling towards Warren and turning right into Middleton Drive there is no overtaking lane and people are starting to speed up by this time.</p>	<p>It is not preferable to mix industrial and residential traffic at an intersection point and is generally avoided where possible. The location of the proposed intersection has been designed in accordance with <i>Austroads Guide to Traffic Management Part 6: Intersections, Interchanges, and Crossings</i> which will likely require a Basic Left Turn (BAL) and Basic Right Turn (BAR) treatment. Transport for NSW is the roads authority for the Oxley Highway, being a classified road, who have been consulted as part of the PP and will be further consulted as part of a future subdivision DA. Any necessary changes in speed zones will be as determined by them.</p>

4. Consultation is required with the following public authorities and government agencies under section 3.34(2)(d) of the Act and/or to comply with the requirements of applicable directions of the Minister under section 9 of the Act:

- Department of Primary Industries
- Department of Climate Change, Energy, the Environment and Water
- Transport for NSW
- Transgrid

Each public authority is to be provided with a copy of the planning proposal and any relevant supporting material via the NSW Planning Portal and given at least 30 working days to comment on the proposal.

Council initiated agency consultation via the NSW Planning Portal with responses received from all agencies as summarised below:

Agency	Summary - feedback received
Department of Primary Industries	<ul style="list-style-type: none"> • Noted the mitigation measures within the LUCRA and recommended they be implemented on site. • Weed management along the site boundary and the buffer to the east should be considered for future development applications • No objections to proposal
Department of Climate Change, Energy, the Environment and Water	<ul style="list-style-type: none"> • No objection to the proposal • Along the eastern boundary some High Environmental Value vegetation exists, this will be a consideration for subsequent Development Applications. • Biodiversity Offsets Scheme entry is highly likely when apply for subdivision of this land (note Council has been progressing through detailed biodiversity assessment). • Provided technical notes on the report prepared. These comments have been passed onto Council's consultant.
Transport for NSW	<ul style="list-style-type: none"> • No objections to the proposal but consideration to the below prior to finalising the proposal: <ul style="list-style-type: none"> ○ Council should consider providing details to estimate cost of delivery future intersections and works via inclusion in a contributions plan or other funding mechanism. ○ Council should consider the

	<p>potential for suitable alternative local road routes (including Aralee road), particularly for commuter traffic to the industrial employment precinct.</p> <ul style="list-style-type: none"> ○ TfNSW notes the traffic volumes associated with future development may impact the existing local and regional road network. Council is required to consider the cumulative impacts of the proposal on existing intersections identified within the project scope and the surrounding area. <p>Council has considered these points internally and will be subject to further discussion and preparation of detailed Traffic Impact Assessment for future subdivision DA.</p>
Transgrid	<ul style="list-style-type: none"> ● No impact to Transgrid infrastructure, no concerns raised

5. *The Council as planning proposal authority is authorised to exercise the functions of the local plan-making authority under section 3.36(2) of the Act subject to the following:*
- (a) *the planning proposal authority has satisfied all the conditions of the Gateway determination;*
 - (b) *the planning proposal is consistent with applicable directions of the Minister under section 9.1 of the Act or the Secretary has agreed that any inconsistencies are justified; and*
 - (c) *there are no outstanding written objections from public authorities.*

Council has satisfied the conditions of the Gateway determination as outlined throughout the report.

The advice from DPHI when issuing the Gateway determination indicated that:

“I have also agreed, as delegate of the Secretary, the inconsistency of the planning proposal with applicable directions of the Minister under section 9.1 of the Act Directions 9.1 Rural Zones and 9.2 Rural Lands are justified in accordance with the terms of the Direction.”

As the PP remains unchanged from when the gateway determination was issued, Council considers this requirement as being addressed.

There were no objections received from public authorities.

6. *The LEP should be completed on or before 24 April 2025.*

Council is working to achieve completion of the LEP prior to 24 April 2025.

Next steps

DPHI have indicated they are able to provide support to have the necessary Gilgandra LEP 2011 map amendments made, with Council staff currently working through this process.

Once the final maps have been prepared, Council's General Manager will sign the required documentation, submit to DPHI requesting notification through Parliamentary Counsel.

It is unclear the timeframe involved in the LEP making stage however this stage (being Stage 6 of the LEP Making process) is indicated to take 55 working days.

<u>Principal Activity:</u>	Grow
<u>Policy Implications:</u>	Nil
<u>Budget Implications</u>	No budget implications. The majority of costs associated with the Planning Proposal were reported in 23/24.
<u>Delivery Program Actions</u>	3.2.2.3 Coordinate Planning Proposal process to rezone land for industrial purposes 3.2.2.4 Facilitate the development of Industrial Land

RECOMMENDATION

That Council:

1. Note that the obligations under the terms of the Gateway Determination for the Planning Proposal to rezone RU1 Primary Production land for employment purposes to E4 General Industrial being Lot 12, DP 1296805 and part lot 11, DP 1296805 (formerly known as Lot 1 DP 1070081 and part Lot 2 DP 1070081), Oxley Highway, Gilgandra have been completed.
2. Acknowledge public submissions received during the Planning Proposal process and outline Council's consideration of matters raised.
3. Note that there are no recommended changes to the Planning Proposal as a result of the public exhibition process.
4. Utilise its delegation as the local plan making authority and submits a request to the Department of Planning, Housing and Industry for the legal drafting of a map only amendment to Gilgandra Local Environmental Plan 2011.
5. Following the completion of the map only amendment that the General Manager be authorised to sign the Maps and request the Department Planning, Housing and Industry to gazette the Plan on NSW legislation website.
6. That a further information report will be brought back to Council following gazettal of the Plan.

Neil Alchin
Director Growth and Liveability

SMALL COMMUNITY PROJECTS FUND

SUMMARY

Council recently called for applications for the Small Community Projects Fund, with six applications received for consideration.

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Council has previously conducted a small grant program from funds collected from the sale of scrap metal at the Gilgandra Waste Facility, an initiative first introduced following closure of the village landfills in 2015 and was last offered in 2021.

Local community groups were invited to apply for amounts up to \$1,000 for use on community facilities, with applications to outline the proposed project, the benefits to the community and the amount applied for. The funds can be used for a variety of benefits including repairs and maintenance for buildings, community events, purchase of items and equipment. Proposals are required to have matching funding or in-kind support to an equivalent value.

The grant program was advertised from 27 August 2024 to 17 September 2024. Council received six applications from:

- Bidon-Tooraweenah Cricket Club
- Gilgandra Junior Rugby League & Netball Club
- St Joseph Debutant Ball
- Gilgandra Show Society Committee
- Tooraweenah PA & H Association
- Titan Martial Arts – Gilgandra Taekwondo Club

A summary of the applications and staff consideration of the requests outlined below:

Applicant	Request	Staff comment
Bidon-Tooraweenah Cricket Club	The club has a membership of 30 players & a longstanding term in the Gilgandra District Cricket Association (GDCA). The club is an important part of the local community, providing an opportunity for members to continue playing senior sport and promote social interaction. The costs associated with fielding a team including affiliation & turf fees (\$650), insurance, match balls	The club is not-for-profit, with the funds to assist in sustainability of the club and reducing reliance on team members to solely cover the involved costs during increased cost of living. Recommendation: Request supported

Applicant	Request	Staff comment
	(\$800) and shirts (\$1,200) and often rely on fundraising activities to assist covering costs. The club is applying for assistance of \$1,000 to assist covering costs and reduce reliance on player contributions and pledge to match the funding financially.	
Gilgandra Junior Rugby League & Netball Club	The application requests \$1,000 funding for an iPad or electronic tablet which would be used by Committee members to assist families with the required online registration. Many families require assistance with this process, with Committee members utilising their private devices to provide this support. The club is solely volunteer run, not for profit and has pledged in-kind matched contribution.	The club is not for profit, volunteer run. The requested item would remain the property of the club and allow the committee to support players and their families with online registration, a mandatory requirement from NSWRL. Recommendation: Request supported
St Joseph Catholic School P&F Association Debutante Ball Committee	The annual Debutante Ball is organised and run by volunteers of the school's Parents and Families Association, a not-for-profit organisation. Request funds would assist in covering running costs of the event. The club requests \$1,000 to contribute to the running cost of the ball including but not limited to the hall hire cost, purchase of equipment and items need to facilitate the event each year. In return for the \$1,000 the P & F volunteers would organise the Ball and dedicate the saved funds towards other initiatives which benefit the students of St Joseph Catholic School.	The P&F Committee is a not-for-profit organisation which provides a community service through the Deb Ball. The requested funding would assist in covering expenses to host the event, resulting in more money being raised to support students of St Joseph's school. Recommendation: Request supported
Gilgandra Show Society Committee	For many years the Gilgandra show has held a Young Woman (formerly Showgirl) Competition where young women in the	The Show Society is a not-for-profit entity who work to ensure the annual show remains a successful event for the community that

Applicant	Request	Staff comment
	<p>community are offered the opportunity to develop their personal and professional skills whilst giving back to the community. In 2025 the committee hopes to see the youth involvement in the show increase by expanding into a Rural Ambassador Program which would allow young men to participate.</p> <p>The committee request \$1,000 to facilitate a program for youth at the 2025 Gilgandra Show. The amount funded would be matched by the committee.</p>	<p>continues to evolve, with the request supporting a new initiative for the upcoming event.</p> <p>Recommendation: Request supported</p>
Tooraweenah PA&H Association	<p>The Tooraweenah PA&H works throughout the year to maintain and showcase the showground for the community of Tooraweenah. The Committee are requesting funding support to upgrade the canteen facilities. The upgrades will benefit the community groups who use the facilities and create more opportunities for community engagement and events to be held at the showground. The association requests \$1,000 to upgrade the canteen facilities. The project focuses on upgrading the usability of the food service area, by installing new server windows. A separate donation would be dedicated to this project and is supported by Tooraweenah Lions Club and Tooraweenah P&C Association Inc.</p>	<p>Tooraweenah PA&H is a not-for-profit association who raise funds to support the local community. The request will contribute towards the viability and functionality of the Tooraweenah showground and be available for a variety of users to utilise and benefit from.</p> <p>Recommendation: Request supported</p>
Titan Martial Arts – Gilgandra Taekwondo Club	<p>The practice of Taekwondo fosters self-discipline, confidence and self-esteem, essential qualities for personal and academic success.</p>	<p>While Council recognises the importance of physical and mental health Gilgandra Taekwondo is a commercially run business venture. Therefore, does not</p>

Applicant	Request	Staff comment
	The club requests \$1,000 to purchase essential training equipment such as sparring gear, protective pads and focus mitts. In return the club would provide the labor and expertise to run the classes.	satisfy the community group eligibility requirement. Recommendation: Request not supported due to ineligibility.

Principal Activity: Enjoy

Policy Implications: Nil

Budget Implications \$5,000 which is within the budget allocation

Delivery Program Actions **2.1.4.1**
Support community groups with promotion of activities and assistance with applications for external funding.

RECOMMENDATIONS

1. That the application Titan Martial Arts – Gilgandra Taekwondo Club be thanked for their application but informed it has been refused as considered to be ineligible.
2. That the remaining application be thanked for their application and informed they have been supported for funding under the Small Community Projects Funds.

Neil Alchin
Director Growth and Liveability

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

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Gilgandra Lifestyles Advisory Board

6 August 2024

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Nil

Operational Plan Actions

4.2.1.1

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

GILGANDRA LIFESTYLES ADVISORY BOARD

6 August 2024

PRESENT

Cr P Mann (Chair)
Cr D Batten
Cr A Bunter
Cr N Mudford
Cr G Peart
Cr G Babbage
Mr B Bailey & Ms K Ong (Pride Living) – via videoconference
Ms S Matthews (Independent Advisor) – via videoconference

IN ATTENDANCE

Mr N Alchin (Acting General Manager)
Mrs D Dobson, (Director Aged Care & Disabilities)
Julie Prout (Executive Assistant)

Proceedings of the meeting commenced at 3.32pm with the Chair welcoming Sandy Matthews to her first meeting as an additional independent advisor.

APOLOGIES

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 37/24	Cr Batten/Cr Babbage
That the Minutes of the meeting held on 7 May 2024 be confirmed.	

BUSINESS ARISING

Nil

(CM.PL.1)

OPERATIONAL PLAN REVIEW

SUMMARY

To present the Operational Plan review for Gilgandra Lifestyles.

Proceedings in Brief

Donna Dobson advised that a strategic planning session would be held for Gilgandra Lifestyles staff across all services on 12 and 13 August 2024.

COMMITTEE'S RECOMMENDATION – 38/24	Cr Babbage/Cr Mudford
That the Operational Plan review for the period ending 30 June 2024 be noted.	

(FM.AC.1)

LIQUIDITY MANAGEMENT STRATEGY

SUMMARY

To present the draft Liquidity Management Strategy for review.

Proceedings in Brief

Councillors requested a report to Council on cash funds available for Cooee Lodge Hostel and Cooee Lodge Retirement Village, including breakdown of funds, on a monthly basis as part of the standard bank balances report.

COMMITTEE'S RECOMMENDATION – 39/24	Cr Peart/Cr Bunter
That the minimum level of liquidity for the Liquidity Management Strategy be increased to \$2,000,000 for the forthcoming twelve month period.	

SERVICE UPDATE – COOEE LODGE HOSTEL

SUMMARY

To provide an update on activity within Cooee Lodge Hostel.

Proceedings in Brief

Discussion centred around:

- Advertisements being released for positions of Chef, Cooee Lodge Hostel Manager and Jack Towney Hostel Manager
- Overall improvement in clinical risks since last meeting.
- How to keep the Board involved/informed about clinical risks in a timely manner

COMMITTEE'S RECOMMENDATION – 40/24	Cr Babbage/Cr Mudford
That, noting no concerns from the independent Clinical representative, the report be noted.	

(CS.RP.1)

SERVICE UPDATE - COOEE LODGE RETIREMENT VILLAGE

SUMMARY

To provide an update on the Cooee Lodge Retirement Village.

Proceedings in Brief

The consideration of building additional units was raised and a report on what each unit “owes” Council was requested, along with statistical information to support a determination.

The current process of a waiting list was discussed, with suggestions to revisit current practice and consider emailing a group of potential tenants with a response requested by a due date. It was noted this would be further considered in conjunction with the CDAP report by Bruce Callaghan & Association.

Asset management processes were discussed with a suggestion to upgrade bathrooms and kitchens every 15 years vs changing over as and when required at exchange of tenants. It was noted that a regular schedule of inspecting premises had commenced.

It was also noted that the Government’s new “At Home Support Program” is aimed at keeping older people in their homes as long as possible.

COMMITTEE’S RECOMMENDATION – 41/24	Cr Mudford/Cr Peart
That the report be noted	

(CM.PO.1)

COOEE LODGE RETIREMENT VILLAGE – PRICE SETTING POLICY

SUMMARY

To present a draft Villa Price Setting policy for discussion and endorsement.

Proceedings in Brief

The Board discussed the recommended policy and the Chair requested this be held over for further discussion at the next meeting.

(CS.SP.1)

SERVICE UPDATE – JACK TOWNEY HOSTEL, HOME CARE PACKAGES, COMMUNITY CARE AND SOCIAL SUPPORT

SUMMARY

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

COMMITTEE'S RECOMMENDATION – 42/24	Cr Babbage/Cr Batten
That the report be noted.	

(CS.SV.1)

SERVICE UPDATE – DIRECTOR AGED CARE & DISABILITY SERVICES

SUMMARY

To provide an update on the activity relating to Gilgandra Lifestyles.

Proceedings in Brief

In relation to grant funding, it was noted that the Retirement Village Act would be checked in relation to determine whether permanent staff accommodation within the Village is permitted.

COMMITTEE'S RECOMMENDATION – 43/24	Cr Mudford/Cr Peart
That the report be noted.	

(FM.FR.1)

QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget Review for Gilgandra Lifestyles for the quarter ending 30 June 2024.

Proceedings in Brief

The Chair cited a comment in the original Pride Living report to identify sustainability reserves as reserves which could be used on a year by year basis if required and it was noted that a report will be prepared to the August Council meeting in relation to this issue.

COMMITTEE'S RECOMMENDATION – 44/24	Cr Peart/Cr Mudford
That the Quarterly Budget Review for Gilgandra Lifestyles for the quarter ending 30 June 2024 be noted.	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.15PM.

Cr P Mann
Chair

RECOMMENDATION

That the minutes of the Gilgandra Lifestyles Advisory Board held on 6 August 2024 be adopted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

INTERAGENCY COMMITTEE

22 August 2024

PRESENT

Gilgandra Shire Council – Library – Liz McCutcheon (Acting Chair)
Gilgandra Youth Services and Gilgandra Housing & Homelessness Support Services - Tracey Stevenson
Wellways HASI – Trish Henry
NSW Health – John Alchin
NSW Health - Lakisha Williams
NSW Health – WHIN – Molly Redden
D.A.N.S - In Home Care – Emma Meyers
Royal Flying Doctor Service – Emma O’Connell
Mission Australia EC/NDIS – Nikki Wall
Gilgandra Preschool – Kristy Hyndes and Montana Simms
Services Australia – Jordyn Hayward
Barnardos – Lisa Arkell and Lisa Fairey

PRESENT ON ZOOM

Transport for NSW – Ainsley Bruem
Marathon Health – CPS Community Engagement Officer – Ewen Jones
Western NSW Primary Health Network – Michelle Droulers
Western NSW Community Legal Centre – Kelly Green
Service NSW – Tamara Francis
Proceedings of the meeting commenced at 12.01 pm

APOLOGIES

Gilgandra Shire Council (Mayor) - Doug Batten
Barnardos – Gina Johnson
Services Australia – John Letfallah FIS and Sarah Bligh CEO
Verto Training Services – Kim Burke
Baptist Care – Leanne Monk
Countryside Compassion – Samantha White
NSW Health - Candice Gregory
Gilgandra Local Aboriginal Medical Service – Aboriginal Outreach Wellbeing Worker – Ashley Kelly

COMMITTEE'S RECOMMENDATION 3/24	T. Stevenson / K. Hyndes
That the apologies for the meeting on the 22 August 2024 be confirmed.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 4/24	E. McCutcheon / N. Wall
That the proceedings of the previous Interagency meeting held on 23 May, 2024 be confirmed.	

BUSINESS ARISING

No business arising.

SERVICE UPDATES - ZOOM

Transport for NSW

Ainsley Bruem noted that Transport for NSW can assist with transport for the disadvantaged within Communities. Also advised that Transport for NSW can assist Barnardos and Rest Cross help people with child restraints and transport as well as providing emergency car seats for children for families experiencing DV. Ainsley also discussed the Transport Access Regional Partnership (TARPS) Grants, which can be used to transport a disadvantaged group needing transport to an event or activity that improves services or outcomes.

Email: ainsley.bruem@transport.nsw.gov.au

Commonwealth Psychosocial Support Program – Marathon Health

Ewen Jones, Marathon Health Dubbo Community Engagement Officer, spoke about the Commonwealth Psychosocial Support Program (CPS). This program is free, confidential and for people aged 16 years and over. Self-referral is available. CPS is for people with severe and persistent mental illness who are not currently supported by the NDIS or state-funded programs; recovery coaches work with clients one-to-one.

Ewen advised that the office have temporarily moved to Riverview Business Park, Unit 14/36 Darling Street Dubbo. Will be back in own premises in 2025.

Email: psychosocialsupports@marathonhealth.com.au

ewen.jones@marathonhealth.com.au

M: 0488 546 075

Western NSW Primary Health Network (WNSW PHN)

Michelle Droulers from WNSW PHN Orange Office noted that the Western NSW Primary Health Network commissions services where there are gaps and completes annual needs assessments with the disadvantaged.

Michelle discussed childhood vaccinations and rates, areas of need, community at risk. Also mentioned that some records and notifications are not being received at Medicare and this will affect Family Tax Benefit and Child Care.

Michelle also spoke about adult vaccination, increasing gap and types of vaccinations.

Service able to provide vaccinations – flu, COVID and meningococcal screenings for cancer – cervical, breast, bowel.

Discussed Under Screening and Never been Screened and runs information sessions on these areas. Is interested in any opportunities to visit and run an information session in conjunction with community events or at community groups.

Liz advised about the upcoming Service NSW Aboriginal Community Hub Day.

Question from John Alchin NSW Health – Is there a contact to assist people get a GP?

Email: michelle.droulers@wnswphn.org.au

M: 0418 713 979

SERVICE UPDATES- GENERAL

NSW Health

Molly Redden spoke about her role as a Wellbeing Nurse employed by NSW Health, but working alongside Candice Gregory in Schools in our area (Gilgandra, Gulargambone and Coonamble). Molly advised that both she and Candice are the link between Education and Health and work closely with the School's wellbeing, learning and support teams to help students and families.

Referrals are made by contacting the School and by self-referral. Molly and Candice will then work with other Service Providers in Community.

Emails: molly.redden@health.nsw.gov.au and

candice.gregory@health.nsw.gov.au

Barnardos

Lisa Arkell and Lisa Fairey spoke about the various programs offered by Barnardos in Gilgandra which support children and their families.

- Reconnect Program - for young people aged 12 and over – Lisa Fairey
- Early Intervention – Children and Parenting Support – Luana Reiri
- Family Preservation Program – for families with children 0-17 years or who are expecting a baby, who are facing specific problems – Lisa Arkell

All programs have a specific referral form, please email any of the Barnardos contacts to receive one

Email:

larkell@barardos.org.au

lreiri@barnardos.org.au

lfairey@barnardos.org.au

gjohnson@barnardos.org.au

Phone: 02 5824 3070

Services Australia

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

Phone: 132 300

Gilgandra Preschool

Director Kristy Hyndes and Montana Simms gave an update about the Preschool, which is at full capacity. Enrolments for 2025 are now open.

The Preschool recently had a cultural burn at the Bush Block together with Firestick Alliance and the Gilgandra Local Aboriginal Lands Council.

Term 3 Referral are commencing with lots of referrals to other services. Massive waitlists for GP's to obtain referral to Paediatricians. Paediatricians in Dubbo are no longer taking referrals. Referrals are being made to Orange and Sydney.

Royal Far West have an 11-13month waitlist.

Conflicting information with GP's advising that children cannot be referred to Speech and Occupational Therapy without an assessment, but parents are finding they need a referral to get an assessment.

Molly Redden Added:- if any children have an older sibling enrolled at school or enrolling in coming year Molly and Candice can assist with chasing appointments.

Email: director@gilpreschool.com.au

Phone: (02) 6847 2330

Mission Australia

Nikki Wall spoke about the Early Childhood Early Intervention program they offer in Gilgandra. This program supports children aged 0-8/9 years who have a developmental delay or disability, and their families/ carers. They assist families to apply for the NDIS.

Nikki commented that the referral pathway is strong in Gilgandra and has seen an increase in referral numbers. Will be working in Gilgandra on Thursday:- Aussie Kindies in the morning and at the Pre-School from 10.30am for the rest of the day. Have been working directly with children at Aussie Kindies for the past 5 weeks. Mission Australia currently service 14 LGA's with a team of Speech Pathologist and 2 OT's and are currently navigating Legislation changes.

Email: nicole.wall@ndis.gov.au

Service NSW

Tamara Francis from Service NSW spoke about the upcoming Service NSW Community Hub Day on Tuesday 27/8/24 from 10.00am – 3.00pm at the Gilgandra Shire Hall.

The Hub Day is for communities to come together and learn about the various support services across Service NSW, other NSW Government agencies and local service providers. Joblink Plus will be providing a free BBQ.

A further Hub Day has been scheduled for 26th November

Royal Flying Doctor Service

Emma McConnell advised that she is the new Community Engagement Officer with RFDS.

Emma discussed Alcohol and Other Drugs Programs with Karen Mahoney.

Advised currently open for referrals and can be:- self-referrals or GP's and accessed through AOD outreach email.

Emma outlined Mental Health Programs with Mental Health Practitioners being conducted at the Palmer Street Dubbo Office.

Emma discussed with Grow Program at Schools with Aquaponics and Vegetables and will follow up with Luke Broad (Grow Officer) and visit GHS.

Email: emma.oconnell@rfdss.org.au

D.A.N.S In Home Care

Emma Meyers, Care Manager at D.A.N.S spoke about the services they offer in Orange, Wellington, Dubbo, Gilgandra (2 days p/w) and Coonamble (new).

D.A.N.S are able to support clients funded under the NDIS, DVA, TACP or through a Home Care Package and provide most services such as:- gardening, in-home care, personal or domestic care.

Emma advised that she is also happy to come out to help people with information, as needed.

New office in Gilgandra to be open towards the end of September.

Email: emma@dansinhomecare.com.au

NSW Health

John Alchin, Nursing Manager introduced Lakisha Williams who is the new Aboriginal Health Worker at the Gilgandra MPS and will be attending Interagency Meetings.

Lakisha will be completing the 24hr follow-ups on all patients and will be regularly following up on Indigenous patients.

John advised that the MPS has been at 190% capacity for the past 4 weeks (6 beds – 10 people).

John reiterated the struggle for people to access GPs in Gilgandra, and noted that it results in people attending the MPS to try to access things like scripts, and experiencing lengthy wait times. In the last financial year 3,700 people presented at Gilgandra compared to 2,500 in Narromine and 2,900 in Coonabarabran, which have a comparable population.

John advised that the MPS is currently fully staffed. In the last three months 6 overseas registered nurses arrived and are currently on a 3 year contract. They are integrating into Community with partners working and children attending local primary schools

Phone: (02) 6880 5900

Wellways – HASI Program

Trish Henry spoke about the HASI Program which provides intensive one-on-one support for people with mental health issues. Trish advised that she is currently servicing Coonamble, Gilgandra and Gulargambone.

Email: phenry@wellways.org

Gilgandra Youth Services and Gilgandra Housing and Homelessness

Tracey Stevenson advised that Monica Mudford had resigned her position of Manager Youth and Recreation and the position is currently advertised. At present Youth Worker Bill Welsh and Ty Sutherland from the Fitness Centre have been ensuring that current services remain.

Tracey advised that the Winter School Holiday program was well attended.

Attendance at Breakfast Club has had a slight decrease but there has been an increase in visitors to the Youth Centre in the afternoons.

The Gilgandra Housing and Homelessness Support Service has had an increase in the number of people accessing Link2Home who are predominately from outside the Gilgandra LGA. Of note: Gilgandra is the only town from Coonabarabran to Forbes/Parkes that has a pet friendly motel which Homes NSW are able to access accommodation.

The Gilgandra Fitness Centre has also had an increase in numbers, both gym users and class attendees. Ty is also able to offer personal training.

Phone: (02) 6817 8700

Email: gys@gilgandra.nsw.gov.au

Gilgandra Shire Library

Liz McCutcheon gave an update on the GIL Library hub and advised hoping to move in October, at which time the Library will be closed for 4 weeks.

Liz also advised that the Library School Holiday Program Activities were well attended.

Regular activities at the Library – For adults; Book Club, Writers' Group. For School-Aged Children; LEGO Club and Tech Club, and for 0-5 years; Story time and baby Rhyme Time.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

Email: library@gilgandra.nsw.gov.au
P: (02) 6817 8877

GENERAL BUSINESS

- No General Business

NEXT MEETING

Thursday, 28 November @ 12.00pm

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.10 pm.

Liz McCutcheon
Acting Chair

LOCAL EMERGENCY MANAGEMENT COMMITTEE

27 August 2024

PRESENT

Mr N Alchin (Gilgandra Shire Council – Acting Chair)
Mr D Colwell (Gilgandra Shire Council - LEMO)
Cr D Batten (Mayor, Gilgandra Shire Council)
Acting Sergeant J Berryman (Orana Mid-Western Police District – Dubbo Police
LEOCON)
Mr C Waters (NSW Police – REMO)
Mr A Hazelton (Essential Energy)
Mr S Basham (NSW Rural Fire Service)
Mr M Arkell (NSW Rural Fire Service)
Mr M Sandry (NSW Rural Fire Service)
Mr C Cusack (Fire and Rescue NSW)
Mr L Mathieson (Fire and Rescue NSW)
Mr C Riley (SES)
Mr A Smithers (SES)
Mr D Dickey (Transport for NSW)
Ms S Masonwells (Reconstruction Authority)
Mr J Alchin (NSW Health)
Mr T Cameron (Local Land Services)
Mr S Beaton (NSW Ambulance)
Mr C Briggs (NSW Ambulance)
Mr D Minehan (Department of Communities and Justice – Disaster Welfare)

IN ATTENDANCE

Mrs Rebekah Berryman (Gilgandra Shire Council)

Proceedings of the meeting commenced at 4.02pm
At SES Headquarters, Warren Road Gilgandra

APOLOGIES

Mr D Neeves (Gilgandra Shire Council – Chair)
Mrs M Basham (Local Land Services)
Ms D White (NSW Rural Fire Service)
Ms K Edwards (Australian Red Cross)
Ms M Manning (NSW Education)
Inspector J Connelly (NSW Police)
Ms D Faulks (NSW Rural Fire Service)
Ms A Watson (SES)
Mr D Jordan (Fire and Rescue)
Mr A Hojel (Fire and Rescue)
Ms D Best (NSW Ambulance Service)
Mr N Jennings (NSW Education)
Mr N Dwight (RSPCA)
Mr S Edwards (Transport for NSW)

COMMITTEE'S RECOMMENDATION 25/24	A Hazelton/J Berryman
That the apologies submitted be accepted.	

Proceedings in Brief

ONE MINUTE SILENCE FOR THE LATE GEOFRREY KIEHNE

The Committee formally acknowledged the attribution of the Late Mr Geoffrey Kiehne.

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 26/24	C Waters/D Batten
That the minutes of the meeting held on 28 May 2024 be accepted as a true record of proceedings	

BUSINESS ARISING.

NIL

AGENDA ITEMS

REMO'S REPORT

Chris Waters – Outlined opportunities with training courses both online and face-to-face.

COMMITTEE'S RECOMMENDATION 27/24	C Waters/J Berryman
That the REMO's report be noted.	

REPORTS FROM OTHER AGENCIES

NSW Reconstruction Authority (NSWRA) Agency Report

Sarah Masonwells – spontaneous volunteers grant extended for the next couple of days

COMMITTEE'S RECOMMENDATION 28/24	S Masonwells/D Colwell
That the report be noted.	

Transport for NSW

Shane Edwards (Apology)

COMMITTEE'S RECOMMENDATION 29/24	C Riley/C Cusack
That the report be noted.	

SES

Chris Riley - as tabled

COMMITTEE'S RECOMMENDATION 30/24	C Riley/C Cusack
That the report be noted.	

Disaster Welfare F A Agency Report

David Minehan – advised that it was quiet across the board

COMMITTEE'S RECOMMENDATION 31/24	D Minehan/L Mathieson
That the report be noted.	

Fire and Rescue NSW Agency Report

As tabled

COMMITTEE'S RECOMMENDATION 32/24	S Basham/C Cusack
That the report be noted	

RFS Operational Report

COMMITTEE'S RECOMMENDATION 33/24	C Cusack/S Beaton
That the report be noted.	

Department of Education Q3 Report

Melissa Manning (Apology today)

COMMITTEE'S RECOMMENDATION 34/24	C Waters/C Riley
That the report be noted	

Australian Red Cross Report

Kerrie Edwards (Apology today)

COMMITTEE'S RECOMMENDATION 35/24	C Waters/C Riley
That the report be noted	

CORRESPONDENCE RECEIVED REQUIRING DISCUSSION

NIL

EVENTS

Under the Gums, 28 September 2024

Christmas Wonderland, date to be confirmed (Late November/early December 2024)

UPDATE OF EMERGENCY CONTACT DETAILS

Contact details were provided and circulated for updating

REVIEW AND AMEND CMGS

NIL

GENERAL BUSINESS

Fire Ants and Avian Influenza Update – Tristan Cameron (LLS) Update

Tristan Cameron advised that fire ants funding and management has been obtained through MPI.

Avian influenza research is currently underway. A huge disposal of infected chickens has been completed recently. HN51 strain is becoming a concern as it may reach Australia. Campaigns are currently underway. T Cameron to send the information pack to R Berryman to distribute to LEMC Members.

Stalls to be set up down Miller Street over a weekend to be determined. N Alchin to follow up with Council staff and get back to Tristan in relation to proposed days.

Telstra 3G Network – Chris Riley (SES)

The 3G network is being cut off and the 5G network isn't currently available. The 4G network doesn't have the required coverage. There are concerns that the system may get overloaded once the 3G network is removed.

Ian George at Telstra is a possible contact for Council. Process is Council needs to contact Telstra. Signal boost discussed. Chris advised that both State and Federal Members have gotten involved with Telstra advising that Telstra were not sympathetic to the lack of network coverage in Gilgandra.

It was noted that a Telstra representative would be invited to attend the next meeting.

REZ – Chris Waters (REMO)

Chris Waters has received multiple information packs and (Premier's Department) government/NSW REZ team wants REZ/Windfarms addressed in the EMPlans.

Currently small paragraph addressing REZ/windfarms in the State EMPlan. REMOs are in discussions with the Premier's Department in relation to the necessity of including that information in the local EMPlans.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

Thank You - John Alchin (NSW Health)

John Alchin thanked the Fire Service, SES, and NSW Police for their swift action in relation to a missing resident from the MPS recently.

NEXT MEETING

26 November at 4:00pm – Gilgandra Shire Council, Council Chambers, 15 Warren Road, Gilgandra NSW 2827

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.29PM.

Neil Alchin
Acting Chairman

TRAFFIC COMMITTEE

29 August 2024

PRESENT

Mr Daryl Colwell (Chairman & Council Representative)
Mr Richard Drooger (TfNSW Representative)
A/Sgt Joshua Berryman (NSW Police) (Via Teams)

IN ATTENDANCE

Katie Dobson (Executive Assistant)

Proceedings of the meeting commenced at 11:02 am

APOLOGIES

Cr Doug Batten (Local Member's Representative)

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 13/24	R Drooger/ J Berryman
That the previous minutes be confirmed.	

BUSINESS ARISING

Nil

MATTERS OUTSTANDING FROM PREVIOUS MEETINGS

SUMMARY

To advise the status of outstanding matters

COMMITTEE'S RECOMMENDATION – 14/24	D Colwell / R Drooger
That progress with the matters outstanding from previous meetings be noted.	

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

GENERAL BUSINESS

DC raised that Gilgandra Shire Council is planning to hold Christmas Wonderland early December which will include the closure of Miller Street. More details will be brought to the committee as they are known.

DC raised the issue of VMSs being placed in inappropriate positions which obstruct the view of drivers. RD said he can be contacted if it happens again with the VMS boards message and location so he can track down who placed the board to arrange it being moved.

DC raised that at the next LTC meeting there may be a change in committee due to the upcoming election.

RD raised that he has a clash with the next proposed meeting date of 27th November 2024. He stated that he might be able to make it in the afternoon.

NEXT MEETING

Wednesday, 27 November 2024 at 11.00 am

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11:19AM

D Colwell
Chairman

RECOMMENDATION

That the minutes be noted.

David Neeves
General Manager

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

Statement of Bank Balances and Investment Balances
 To present the following information relative to the above report headings:

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1. Statement of Bank Balances (Local Government Financial Management Regulation No.19) – Month of September 2024.
2. Certificate of Bank Reconciliation – Month of September 2024.
3. Details of investments as at 30 September 2024 (Local Government Financial Management Regulation No.19).

CASH BOOK BALANCE AS AT	31-Aug-24	\$7,469,213.20
Plus: Receipts		\$2,750,449.04
Less: Payments		\$5,497,344.73
CASH BOOK BALANCE AS AT	30-Sep-24	<u>\$4,722,317.51</u>

STATEMENT BALANCE AS AT	31-Aug-24	\$7,993,010.74
Plus: Receipts		\$2,668,103.09
Less: Payments		\$6,043,417.57
STATEMENT BALANCE AS AT	30-Sep-24	<u>\$4,617,696.26</u>

Plus: Unpresented Receipts		\$104,621.25
Less: Unpresented Payments		\$0.00
RECONCILED BALANCE AS AT	30-Sep-24	<u>\$4,722,317.51</u>

Cashbook balance as at 30 September 2024:	\$4,722,317.51
Investments held as at 30 September 2024:	\$33,000,000.00
Total Cash & Investments Held as at 30 September 2024:	<u>\$37,722,317.51</u>

The bank balances in each of the funds as at 30 September 2024 are:

General Fund	\$15,982,510.12
Water Fund	\$3,569,605.16
Sewer Fund	\$3,191,717.12
Orana Living	\$5,112,138.27
Carlinda Enterprises	\$522,894.91
Cocee Villa Units	\$3,440,638.38
Cocee Lodge	\$4,617,494.43
Jack Towney Hostel	\$898,194.83
Trust Fund	\$387,124.29

Balance as per Total Cash & Investments Held: \$37,722,317.51

Details of Council's investments are as follows:

(1)	\$1,000,000.00	For 270 days	5.05%	Due	03-Dec-24	With Defence
(2)	\$1,000,000.00	For 365 days	4.65%	Due	04-Sep-25	With Bendigo
(3)	\$1,500,000.00	For 365 days	4.75%	Due	04-Mar-25	With Bendigo
(4)	\$2,000,000.00	For 183 days	5.10%	Due	11-Oct-24	With Bank of Qld
(5)	\$2,000,000.00	For 182 days	4.80%	Due	24-Feb-24	With Bank of Qld
(6)	\$2,000,000.00	For 183 days	5.05%	Due	08-Oct-24	With Bank of Qld
(7)	\$1,000,000.00	For 180 days	5.00%	Due	02-Dec-24	With IMB Bank
(8)	\$2,000,000.00	For 180 days	4.90%	Due	24-Mar-25	With IMB Bank
(9)	\$2,000,000.00	For 120 days	4.85%	Due	23-Jan-25	With IMB Bank
(10)	\$1,000,000.00	For 120 days	5.20%	Due	07-Nov-24	With NAB
(11)	\$2,000,000.00	For 150 days	5.10%	Due	10-Oct-24	With NAB
(12)	\$3,000,000.00	For 270 days	5.20%	Due	07-Feb-25	With NAB
(13)	\$3,000,000.00	For 333 days	5.20%	Due	22-Apr-25	With NAB
(14)	\$2,000,000.00	For 180 days	5.05%	Due	08-Oct-24	With NAB
(15)	\$1,000,000.00	For 120 days	5.15%	Due	28-Nov-24	With NAB
(16)	\$2,000,000.00	For 182 days	5.35%	Due	06-Jan-25	With NAB
(17)	\$2,000,000.00	For 182 days	5.10%	Due	27-Nov-24	With NAB
(18)	\$2,500,000.00	For 210 days	5.04%	Due	04-Nov-24	With Suncorp
Total						\$33,000,000.00
Investments:						

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

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

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>July 2022</u>		
141/22	Compulsory Acquisition by Agreement Of Road Reserves and Licence Agreement	No further progress, remains outstanding
<u>April 2024</u>		
46/24	NDIS Advisory Board (Terms of Reference)	For consideration at the November meeting.
<u>June 2024</u>		
97/24	The Aged Care Capital Assistance Program, Thin Markets, Multiple Stream	Report to this Council Meeting
104/24	Draft Bush Fire Prone Land Map 2024	Report to future meeting for endorsement for the purpose of certification

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 OCTOBER 2024

PROGRESS ON “QUESTIONS FOR NEXT MEETING”

SUMMARY

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

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August 2024

Gil Library Hub

Report to future Council Meeting.

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
15 OCTOBER 2024

DEVELOPMENT APPLICATIONS

Council League Table

As of 1 July 2024, the Department of Planning, Housing and Infrastructure is now publicly monitoring timeframes and expectations set for lodgment and assessment of development applications for all Local Government Areas in New South Wales. This will become a new addition to the monthly Notation Report.

Council is expected to:

1. Lodge DAs within 14 days of submission to the planning portal.
2. Determine DAs (including DAs determined by a local planning panel) as soon as practical and whichever is the lesser of Council's previous financial year average, or within an average of 115 days. Gilgandra previous financial year average was 55 days.

August 2024 – Lodgement Timeframes

Average lodgement days	Number of applications lodged	Number of applications meeting expectation (14-day lodgement)	% of applications meeting expectation (14-day lodgement)	Total development cost
13	3	2	67%	\$48,900

August 2024 – Assessment Timeframes

Expectation days*	Average Assessment days	Number of applications assessed	Number of applications meeting expectation	% of applications meeting expectation	Total development cost
55	2	2	2	100	\$38,900

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
15 OCTOBER 2024

Applications Under Assessment

The following development applications are currently under assessment

DA Number	Applicant's Name	Application	Property address	Development value
2024/539	Barnson	9 lot rural residential subdivision	172 Quealeys Road, GILGANDRA	\$407,386
2024/544	Merilyn King	Alterations and additions (awning)	33 Miller Street, GILGANDRA	\$21,352
2024/553	Coonamble Aboriginal Health Service Limited	Change of use (medical Centre)	72 Miller Street, GILGANDRA	\$1,863,224.96
2024/555	Gilgandra Shire Council	Alterations and additions (Pergola)	6 Castlereagh Street, GILGANDRA	\$64,350

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

(GO.CO.1)

**PRECIS OF CATEGORY A CORRESPONDENCE – RESPONSE FROM
MINISTER FOR LOCAL GOVERNMENT IN RELATION TO COST SHIFTING**

SUMMARY

To consider correspondence from the Minister for Local Government, the Hon. Ron Hoenig in relation to Cost Shifting.

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Further to the outcomes from the 14 February 2024 Council meeting, please see attached letter received from the Minister for Local Government, the Hon. Ron Hoenig.

**MAYORAL MINUTE - 2/24
COST SHIFTING**

SUMMARY

Local Government NSW is seeking the support of all councils in calling on the NSW Government to address cost shifting onto our sector.

<i>RESOLVED 4/24</i>	<i>Cr Walker</i>
<i>That the extent of the cost shifting from State Government to Local Government, be noted and where possible Council assist LGNSW to advocate for change.</i>	

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.3.5.1 Represent community concerns in relation to government and non-government service delivery issues

RECOMMENDATION

That the correspondence be noted.

David Neeves
General Manager

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

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Documents mentioned are available upon request for any interested Councillors.

1. **CUSTOMER SERVICE REQUEST – CS11157**

Positive feedback received as a result of actioning the above customer service request.

2. **LETTER FROM TOORAWEEENAH GOLF CLUB**

Letter received from the Tooraweenah Golf Club in relation to Council's donation toward the 49th Anniversary Celebration.

3. **ALLIANCE OF WESTERN COUNCIL MINUTES**

Minutes of the meeting held on 16 August 2024.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager