



MINUTES  
OF THE  
ORDINARY MEETING  
OF  
GILGANDRA SHIRE COUNCIL  
HELD ON  
21 NOVEMBER 2024

PRESENT

Councillors

D Batten (Mayor)  
A Bunter (Via Teams)  
M Foran  
I Freeth  
P Mann  
B Mockler (Via Teams)  
G Peart  
A Walker (Deputy Mayor)  
N White

Employees

D Neeves  
General Manager  
  
N Alchin  
Director Growth and Liveability  
  
D Colwell  
Director Infrastructure  
  
D Dobson  
Director Aged Care and Disabilities  
  
M Kouroulis  
Activation and Communications  
Manager (Minutes)  
  
K Cosier  
Planning and Development Manager  
  
G McAnally-Elwin  
Finance Manager

Proceedings of the meeting commenced at 4:06pm.

LEAVE OF ABSENCE

NIL

ATTENDANCE VIA AUDIO-VISUAL MEANS

Cr Bunter has requested to be able to attend the meeting via audio means.

<b>RESOLVED 194/24</b>	Cr Mann/Cr Walker
That Cr Bunter and Cr Mockler be allowed to attend via audiovisual means	

ADJOURNMENTS

NIL

DECLARATIONS OF INTEREST

Cr Walker – *7 Enterprise Drive*. Cr Walker intends to purchase industrial land in Gilgandra, and is potentially interested in the Lot.  
Cr Mann – *Request to Waive Fees – Carols on the Castlereagh*. Cr Mann is a member of the organising committee for the Carols on the Castlereagh event.

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Mrs D Dobson – *Aged Care Worker Accommodation Project Update*. Mrs Dobson’s niece is part owner of 68 Mrytle Street, Gilgandra NSW 2827.

CONFIRMATION OF MINUTES

<b>RESOLVED 195/24</b>	Cr Peart/Cr White
That the minutes of the Ordinary meeting held Extraordinary meeting held on 29 October 2024, which were circulated to members prior to this meeting, be hereby confirmed as a faithful record of the meeting referred to.	

PRESENTATION OF THE 2024 FINANCIAL RESULT

<b>RESOLVED 203/24</b>	Cr Peart/Cr Walker
To suspend standing orders so that the presentation from the external financial auditors on the 2024 financial result can occur	

Proceedings in Brief

Presentation on Council audited financial statements was delivered received by Gabriel Faponle from Crowe Howarth, external financial auditor on the 2024 financial result.

LISTING OF MATTERS  
TO BE CONSIDERED IN CLOSED COUNCIL

<b>RESOLVED 196/24</b>	Cr Freeth/Cr Foran
That Council note the following matters to be listed as specified under Section 10(2) of the <i>Local Government Act 1993</i> :	
<ul style="list-style-type: none"><li>• Quotation Q23/24 Internal Audit Function (d)</li><li>• Aged Care Worker Accommodation Project Update (c)</li><li>• Council Property Lease, 7 Enterprise Drive (d)</li><li>• Senior Staff Leave (a)</li><li>• Tender T22/24 Office Design and Construction (Including Furniture Fitout) (c)</li><li>• Tender T452425OROC: Provision of Roadside Slashing and Spraying (d)</li><li>• Tender T18/24 Construction of Industrial Subdivision (d)</li></ul>	

<b>RESOLVED 197/24</b>	Cr Freeth/Cr Foran
That the Press and Public be excluded from the meeting by reason of the confidential nature of the matters to be considered in line with the confidentiality policy of Council and Section 10(2) of the <i>Local Government Act 1993</i> , 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 at 4:24pm.	

(GO.CO.1)

**MAYORAL MINUTE - 13/24**  
**MAYORAL COMMITMENTS**

**SUMMARY**

To advise of the Mayor's activities since the 15 October 2024 meeting.

<b>RESOLVED 208/24</b>	Cr Batten
That the report be noted.	

(CS.PL.1)

**AGED CARE WORKER ACCOMMODATION FUNDING**

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**SUMMARY**

To obtain a decision from Council on how to fund Councils \$1 for \$1 contribution to the Residential Aged Care Worker Accommodation project, funded through the Aged Care Capital Assistance Program.

<b>RESOLVED 209/24</b>	Cr Walker/Cr Bunter
1. That the Council contribution of \$2,458,700 be funded via:	
a) a contribution from Jack Towney Hostel Reserves of \$458,700	
b) a contribution of \$2,000,000 be from Orana Living Reserves	
c) That should the units be sold in the future that Council considers the funding be reimbursed to Orana Living	

**RESPONSE TO QUESTION ON NOTICE - 41 MILLER STREET,  
GILGANDRA**

**SUMMARY**

To respond to a Question on Notice from the October meeting.

<b>RESOLVED 210/24</b>	Cr Mann/Cr Freeth
1. That the report be noted.	
2. That Council accept that community service functions located in the building pay rent to Orana Living	
3. That in preparing the 25-26 budget a rental be charged to Orana Living against operational costs of Orana Living	

## **AGED CARE & DISABILITY SERVICES – OVERVIEW OF SERVICES**

### **SUMMARY**

To provide an overview of Aged Care & Disability Service division functions.

<b>RESOLVED 211/24</b>	Cr Mockler/Cr Foran
That the report be noted.	

(GO.CO.1)

## **AGED CARE AND DISABILITY SERVICES ADVISORY BOARDS**

### **SUMMARY**

To seek concurrence to disband the Aged Care Advisory Board and Disability Services Advisory Board and meet governance requirements through an amended advisory structure direct to Council.

<b>RESOLVED 212/24</b>	Cr Bunter/Cr White
<ol style="list-style-type: none"><li>1. That the nature and extent of the governance and reporting requirements within Aged Care be noted.</li><li>2. That the Gilgandra Lifestyles Advisory Board and Disability Services Advisory Board be disbanded.</li><li>3. That a Clinical Care and Risk Committee be formed comprising key clinical staff of Cooee Lodge Hostel, Jack Towney Hostel and Orana Living, the Director Aged Care and Disability Services plus two paid independent clinical consultants.</li><li>4. That the Director Aged Care and Disabilities prepare monthly reports to Council outlining performance, identifying any issues of concern, trends and analysis related to corporate governance, clinical governance and operational risk including strategy and capital works updates.</li><li>5. That we reconsider the need for a Gilgandra Lifestyles and Disabilities Advisory Board at the July 2025 Council Meeting.</li></ol>	

**GRANT OPPORTUNITY – ACTIVE TRANSPORT FUND – INFRASTRUCTURE INVESTMENT FUND**

**SUMMARY**

To consider an application under the Commonwealth Government's Active Transport – Infrastructure Investment fund for the Real Country Windmill Walk Extension.

<b>RESOLVED 213/24</b>	Cr Walker/Cr White
<ol style="list-style-type: none"><li>1. That an application under Active Transport – Infrastructure Investment Fund for \$4,039,690 for the Real Country Windmill Walk Extension project be endorsed.</li><li>2. That an allocation of 50% of construction costs \$2,019,845 be considered in 2026/27 year of the Long Term Financial Plan, subject to a successful grant application.</li><li>3. That future NSW Government grant opportunities be pursued as opportunities arise.</li></ol>	

**GOIN' TO GIL WEEKEND + UNDER THE GUMS FESTIVAL 2024**

**SUMMARY**

To provide a summary of the Goin' to Gil Weekend and Under the Gums Festival 2024, including budget update and outlining plans for 2025.

<b>RESOLVED 214/24</b>	Cr Walker/Cr Freeth
<ol style="list-style-type: none"><li>1. That the report and subsequent Goin' to Gil Weekend and Under the Gums Festival 'It's a Wrap!' document be noted.</li><li>2. That the Mayor write to the Planning Crews thanking them for their time, input and commitment to the event.</li><li>3. That Save the Date for the Goin' to Gil Weekend, including the Under the Gums Festival for the October Long Weekend 3 - 6 October 2025 be promoted.</li><li>4. Subject to the financial position of the Council, that any remaining UTG's allocation at the completion of the 2024/25 financial year be considered as transfers to reserves as a further contribution towards the 2025 event.</li><li>5. Noting the net costs associated with delivering 2024/25 Goin' to Gil Weekend and Under the Gums Festival, that Council reconsider the current 2025/26 budget allocation of \$100,000 in line with the 2025/26 budget preparations with a view to align with the current costs of the delivery of the event.</li></ol>	

(ET.MA.1)

**COMMUNITY LOCAL INFRASTRUCTURE RECOVERY PROGRAM (CLIRP) PROJECT**

**SUMMARY**

To advise Council of the completion of the CLIRP project.

<b>RESOLVED 215/24</b>	Cr Peart/Cr Walker
That Council note the completion of the CLIRP Grant Project.	

Proceedings in Brief

Cr Mann declared an interest and left the room at 7:25pm

(RC.EM.1)

**REQUEST TO WAIVE FEES - CAROLS ON THE CASTLEREAGH**

**SUMMARY**

To advise Council of the Carols on the Castlereagh event and the Combined Christian Churches request to waive the \$200.00 venue hire fee for the Cooee Heritage Centre (CHC).

<b>RESOLVED 216/24</b>	Cr Foran/Cr Peart
That Council consider the Combined Christian Churches' request to waive the \$200.00 Venue Hire Fee for the Cooee Heritage Centre.	

Proceedings in Brief

Cr Mann returned to the meeting at 7:25pm having taken no part in the discussion or voting.

(RD.MT.1)

**RESPONSE TO THE QUESTION ON NOTICE - DISABLED CAR PARKING IN GILGANDRA CBD**

**SUMMARY**

To provide information on the amount of disabled car spaces and their suitability in the Gilgandra central business district.

<b>RESOLVED 217/24</b>	Cr Foran/Cr Freeth
That Council note the information provided regarding parking for people with disabilities in the Gilgandra CBD.	

Proceedings in Brief

In response to the disabled care parking in front of IGA, Cr Foran suggested changed to the parking– the issue was discussed and will be referred by staff to the IGA Management.

(SD.PL.1)

**SEWER TREATMENT PLANT REPLACEMENT**

**SUMMARY**

To confirm Council's commitment to the replacement of the Gilgandra Sewer Treatment Plant.

<b>RESOLVED 218/24</b>	Cr Peart/Cr White
That Council reaffirm its commitment to replacing the Gilgandra Sewer Treatment Plant and allocate \$2M from the sewer fund as its contribution.	

(CM.PL.1)

**2024/25 QUARTERLY OPERATIONAL PLAN REVIEW Q1 1 JULY TO 30 SEPTEMBER 2024**

**SUMMARY**

To consider progress with Council's 2024/25 Operational Plan during Q1 1 July 2024 to 30 September 2024.

<b>RESOLVED 219/24</b>	Cr Walker/Cr Mann
That the 2024/25 Operational Plan Review for Q1 1 July to 30 September 2024 be adopted.	

(FM.PL.1)

**QUARTERLY BUDGET REVIEW 30 SEPTEMBER 2024**

**SUMMARY**

To detail the variances to the original estimates for the 2024/25 financial year as presented in the Quarterly Budget Review as at 30 September 2024. In addition, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

<b>RESOLVED 220/24</b>	Cr Peart/Cr Mann
That the variances as reported in the Quarterly Budget Review document and report as at 30 September 2024, noting the inclusion of additional \$330,000 towards the Gil Library Hub, be adopted subject to the following amendment:	
<ul style="list-style-type: none"><li>• That \$2,000,000 for the Aged Care Housing Project as per resolution 207/24 be funded from Orana Living reserve as transfer from reserves</li></ul>	



(CM.CP.1)

**AUDIT RISK, IMPROVEMENT COMMITTEE**

**SUMMARY**

To provide Council with an update on the Auditor General's comments made during the NSW Auditor General Local Government ARIC Leadership Forum on 29 July 2024.

<b>RESOLVED 221/24</b>	Cr Mockler/Cr Mann
That the report be noted.	

(CM.CP.1)

**CALENDAR OF COMPLIANCE UPDATE**

**SUMMARY**

To advise Council of its current compliance with the Office of Local Government's Calendar of Compliance and Reporting Requirements 2024/25 in accordance with the *Local Government Act 1993* and related policies.

<b>RESOLVED 222/24</b>	Cr Walker/Cr Freeth
That the report be noted.	

(GO.PO.1)

**CODE OF MEETING PRACTICE**

**SUMMARY**

To advise of the current Model Code of Meeting Practice for Local Councils in NSW 2021.

<b>RESOLVED 223/24</b>	Cr Bunter/Cr White
That Gilgandra Shire Council adopt the Code of Meeting Practice be presented.	

(GO.PO.1)

**COUNCILLOR AND STAFF INTERACTION POLICY ADOPTION**

**SUMMARY**

To present the draft Councillor and Staff Interaction Policy for consideration and adoption.

<b>RESOLVED 224/24</b>	Cr Peart/Cr Mann
That the Councillor and Staff Interaction Policy be adopted.	

(GO.PO.1)

**FLAGS POLICY - AMENDMENT**

**SUMMARY**

To propose an amendment to Council's Flags policy.

<b>RESOLVED 225/24</b>	Cr Freeth/Cr Walker
That the amendments as proposed be adopted.	

(CM.LG.1)

**LOCAL GOVERNMENT REMUNERATION TRIBUNAL – 2025 ANNUAL DETERMINATION**

**SUMMARY**

To advise the Local Government Remuneration Tribunal's review of the 2025 annual determination.

<b>RESOLVED 226/24</b>	Cr White/Cr Walker
That Council make a submission proposing Council's remuneration classification be changed from Rural to Rural Large due to the additional responsibilities required of Councillors as a result of the diversity of services that Council delivers which are outside of normal local government business.	

(CM.PL.1)

**ANNUAL REPORT 2023/24 ENDORSEMENT**

**SUMMARY**

To present Council with the Annual Report 2023/24 for Endorsement.

<b>RESOLVED 227/24</b>	Cr Mockler/Cr Bunter
That Council:	
<ol style="list-style-type: none"><li>1. Endorse the Annual Report 2023/24;</li><li>2. Publishes the Annual Report on Council's Website; and</li><li>3. Submits the Annual Report to the Minister for Local Government.</li></ol>	

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**STATE OF OUR REGION REPORT 2021-2024**

**SUMMARY**

To present the State of Our Region Report for this term of Council that provides an update to the community on progress towards achieving the objectives of the four key themes identified in the Community Strategic Plan Live > Enjoy > Grow > Lead.

<b>RESOLVED 228/24</b>	Cr Freeth/Cr Walker
That the State of Our Region Report 2021-2024, as presented, be endorsed.	

**MINUTES – COMMITTEE MEETINGS FOR NOTATION**

**SUMMARY**

To present the following minutes of Committee meetings for notation.

Consultative Committee

5 November 2024

<b>RESOLVED 229/24</b>	Cr Peart/Cr Bunter
That the minutes be noted.	

**REPORTS FOR INFORMATION AND NOTATION**

**SUMMARY**

To present reports for information and notation.

<b>RESOLVED 230/24</b>	Cr Bunter/Cr Freeth
That the reports be noted.	

Proceedings in Brief

Cr Mockler requested an update on outstanding business item 141/22, the question was taken on notice and a response will be collated back to Councillors after consulting the relevant staff.

**PRECIS OF CATEGORY B CORRESPONDENCE**

**SUMMARY**

To pass on relevant information from correspondence received.

<b>RESOLVED 231/24</b>	Cr Walker/Cr Mann
That receipt of the Category B correspondence be noted.	

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QUESTIONS FOR NEXT MEETING

NIL

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7:51PM.

Cr D Batten  
Mayor