



NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 15 August 2017 at 4.00pm.**

Agenda

- (1) Submission of Questions for Next Meeting
- (2) National Anthem
- (3) Prayer
- (4) Acknowledgement of Traditional Owners:
"I would like to respectfully acknowledge the traditional owners of the land, past and present, on which this meeting is taking place"

(5) Apologies

(6) Declarations of Interest:

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

(7) Confirmation of Minutes:

- Ordinary meeting held on 18 July 2017 (circulated previously)

(8) Listing of matters to be considered in Closed Council

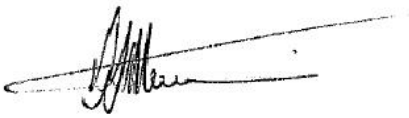
The following matters are listed to be considered in Closed Council in line with the confidentiality policy of Council and Clause 10A (2) of the Local Government Act, 1993, relating to:

- (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
 - Organisational review (a)
 - Tender – bore services (c)
 - Pines Industrial Estate (c)
 - Dangerous dog declarations (g)
 - Annual Leave (a)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence



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.

(GO.CO.1)

MAYORAL MINUTE - 23/17
MAYORAL COMMITMENTS

SUMMARY

To advise Council of the Mayor's activities during the preceding month.

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Since the last report, as Mayor I have represented Council as follows:

20/7/17	Aged Care Extraordinary meeting
21/7/17	RMS Major Projects briefing, Dubbo
24/7/17	Dinner with Rail Planning consultant
25/7/17	Meeting with Rail Planning consultant
27/7/17	Interagency meeting
27/7/17	AECG meeting
31/7/17	Inland Rail community meeting
1/8/17	Disability Services meeting
3/8/17	LLS Regional Weeds Committee, Dubbo
3-4/8/17	OROC, Mudgee
8/8/17	Council workshop
9/8/17	Global Geopark meeting, Coonabarabran
9/8/17	Aged Care meeting
10-11/8/17	Country Mayors Association meeting, Sydney
15/8/17	Council meeting

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That the report be noted.

D Batten
Mayor

2017 NATIONAL LOCAL ROADS & TRANSPORT CONGRESS

SUMMARY

To consider representation at the National Local Roads and Transport Congress to be held in Albany from 6-8 November 2017.

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Advice has been received that the National Local Roads and Transport Congress is this year to be held in Albany from 6-8 November 2017.

The Congress commences with a welcome reception on Monday 6 November at 5.00pm and concludes at 3.00pm on Wednesday, 8 November 2017.

Mayor David O'Loughlin, ALGA President will provide the opening address and other speakers will include the Minister for Infrastructure and Transport, the Hon Darren Chester MP, and Shadow Minister for Transport and Infrastructure, and the Shadow Minister for Tourism the Hon Anthony Albanese MP.

Sessions include:

- National freight and supply chain strategy inquiry
- Innovative transport financing in metropolitan areas
- Panel sessions: Heavy vehicle road reform and road user charging and National freight and supply strategy
- National road safety initiatives and road safety for your community
- Key national policy updates
- Workshop: Regional road solutions

Cost of attendance is \$890 per participant (if booked prior to 29 September 2017) plus travel and accommodation.

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$890 per participant plus travel and accommodation
<u>Delivery Program Actions</u>	8.1.2.1 Maintain regular communications with State and Federal Members

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

RECOMMENDATION

That Council representatives not attend the National Local Roads and Transport Congress on this occasion.

David Neeves
General Manager

OUTDOOR STAFF PICNIC

SUMMARY

To advise of a request from the Outdoor Staff Picnic Committee to hold the annual picnic on Friday, 29 September 2017.

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The following letter has been received from the Outdoor Staff Picnic Committee:

“The Outdoor Staff Picnic Committee requests permission to hold their annual picnic day on Friday, 29 September 2017. The venue for the picnic will be the Gilgandra Sporting Club and, in line with previous years, we ask that Council donate \$200 towards to cost of the picnic.

An invitation is extended to the Mayor and Councillors to attend the picnic and we ask that those attending advise Council’s customer service staff to assist with catering.

Thank you for your support and generosity in previous years.”

Council should, in line with previous years, also confirm a general shutdown on Friday, 29 September 2017 for Council’s Picnic Day.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	It has been Council’s custom in the past to close on picnic day and to assist with a donation of \$200 towards the outdoor staff picnic
<u>Budget Implications</u>	Usually funded from Council’s Contributions and Donations budget
<u>Delivery Program Actions</u>	4.2.4.2 Determine initiatives to assist in maintaining a productive and motivated workforce

RECOMMENDATION

1. That Friday, 29 September 2017 be approved as Council’s picnic day and Council declare a general shutdown.
2. That Council make a donation of \$200 towards the picnic and be funded from the Contributions and Donations allocation.

David Neeves
General Manager

(FM.IN.1)

**2016/17 QUARTERLY OPERATIONAL PLAN REVIEW 1 APRIL TO 30
JUNE 2017**
**ANNUAL REPORT OF PROGRESS WITH COUNCIL'S 2013/14 to 2016/17
DELIVERY PROGRAM**

SUMMARY

To consider progress for the June quarter with Council's 2016/17 Operational Plan actions along with an annual report of progress achieved relating to Council's 2012/13 to 2016/17 Delivery Program.

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Separately enclosed with this business paper is the 2016/17 Operational Plan Review document for the quarter 1 April to 30 June 2017 along with an annual report on progress with the 2012/13 to 2016/17 Delivery Program.

Council's Annual Report will highlight 2016/17 achievements against the outcomes and strategies listed in the Community Strategic Plan and Delivery Program.

<u>Principal Activity</u>	Strategic Leadership Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2016/17 budget.
<u>Delivery Program Actions</u>	4.2.1.1 Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements 2.1.1.2 Report Council's issues actions and achievements to the Community

RECOMMENDATION

1. That the 2016/17 Operational Plan Review for the quarter ended 30 June 2017 be adopted.
2. That the 2016/17 Delivery Program Annual Report as at 30 June 2017 be adopted.

N J Alchin
Director Corporate & Business Services

QUARTERLY BUDGET REVIEW 30 JUNE 2017

SUMMARY

To present a report to Council detailing the major variances to the original estimates for the 2016/17 financial year as presented in the Quarterly Budget Review as at 30 June 2017. Also, 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.

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Executive Summary

The actual result for General Fund is a surplus of \$453,285 which is an improvement of \$621,153 compared to the previous budget review. A breakdown of this result is as follows:

Function	Result	Reserves	Change
Governance	\$2,685	nil	\$2,685
Administration	\$634,928	\$955,000	-\$320,072
Public Order & Safety	\$12,650	nil	\$12,650
Health	\$53,085	nil	\$53,085
Environment	\$66,065	\$14,081	\$51,984
Community Services & Education	\$188,628	\$180,978	\$7,650
Housing & Community Amenities	\$27,384	-\$2,481	\$29,865
Recreation & Culture	\$54,871	\$73,719	-\$18,848
Mining, Manufacturing & Construction	-\$107,865	-\$96,195	-\$11,670
Transport & Communication	\$2,918,890	\$1,653,068	\$1,265,822
Economic Affairs	-\$133,742	nil	-\$133,742
General Purpose Revenues	\$1,804,580	\$1,787,643	\$16,937
Capital Income	-\$2,813,458	-	-\$1,488,608
		\$1,324,850	
Capital Expenses	\$2,397,176	\$1,243,761	\$1,153,415
Total	\$5,105,877	\$4,484,724	\$621,153

The above table indicates that the actual General Fund result for the last quarter before reserves is a \$5,105,877 surplus. After transfers to reserves are taken into account, the result for the last quarter is a \$621,153 surplus. The main area that contributed to this result are:

- Administration: savings were achieved but were swallowed up by the “operational savings” line item of \$320,072 which was unallocated.
- Transport & Communication: after unspent funds are transferred to reserves, the remaining \$1,265,822 is the RMS contract works profit.
- Capital Income: funding for the bridges was not paid during the year.
- Capital Expenses: the costs for the bridges was not fully spent, however, \$335,193 more than Council’s contribution was spent.

To summarise, the profit from RMS contract works (\$1.2m) funded the unallocated operational savings (\$300k) plus the bridges funding shortfall (\$300k) which led to the General Fund last quarter result (\$600k surplus).

List of Budget Changes Previously Adopted by Council

The following is a listing of the budget changes that have been previously adopted by Council. They can be identified in the Quarterly Budget Review document by the number in the Note column and the amounts that are listed in the Sub Vote column:

Note	Description	When Done	Income Change	Expenditure Change	Resp. Officer
1000	Councillors	Dec QBR		-\$573	DCBS
1100	Corporate Support Income	Sept QBR	\$89,406		DCBS
1100	Corporate Support Income	Dec QBR	\$41,990		DCBS
1100	Corporate Support Income	Mar QBR	\$20,515		DCBS
1101	Wages & Other Employee Costs	Mar QBR		-\$80,000	DCBS
1103	Administration Expenses	Dec QBR		\$150,619	DCBS
1103	Administration Expenses	Mar QBR		\$5,865	DCBS
1108	Civic Activities	Dec QBR		\$23,000	DCBS
1120	Engineering & Works Income	Sept QBR	\$1,537		DWTS
1121	Wages & Other Employee Costs	Sept QBR		\$15,000	DWTS
1121	Wages & Other Employee Costs	Dec QBR		\$14,488	DWTS
1121	Wages & Other Employee Costs	Mar QBR		-\$24,488	DWTS
1123	Plant Running Expenses	Dec QBR		\$29,579	DWTS
1124	Employee Overhead Costs - GF	Sept QBR		\$300,000	DCBS
1124	Employee Overhead Costs – GF	Mar QBR		-\$73,137	DCBS
1125	Employee Overhead Costs – OLD	Mar QBR		-\$14,306	DCBS
1126	Employee Overhead Costs – Carlg	Mar QBR		-\$4,534	DCBS
1127	Employee Overhead Costs – CL	Mar QBR		-\$16,582	DCBS
1128	Employee Overhead Costs - JTH	Mar QBR		-\$3,111	DCBS
1200	Fire Services Income	Dec QBR		-\$17,774	GM
1401	Domestic Waste Management Exp	Sept QBR		\$23,000	DES
1410	Other Waste Management Income	Mar QBR	\$5,702		DES
1411	Other Waste Management Exp	Sept QBR		-\$20,560	DES
1450	Noxious Weeds & Insects Expense	Sept QBR		-\$4,685	DWTS

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

1510	Gilgandra Youth Services Income	Dec QBR		\$4,613	DCDS
1523	Gilgandra Community T'sport Exp	Sept QBR		-\$2,758	DCDS
1531	Government Access Centre Exp	Mar QBR		-\$5,000	DCBS
1640	Town Planning Income	Mar QBR	\$5,000		DES
1650	Street Lighting Income	Mar QBR	\$10,497		DWTS
1700	Gilgandra Library Income	Dec QBR		\$5,337	DCDS
1700	Gilgandra Library Income	Mar QBR	\$500		DCDS
1701	Gilgandra Library Expenses	Sept QBR		-\$8,177	DCDS
1701	Gilgandra Library Expenses	Dec QBR	\$5,610		DCDS
1711	Public Halls Expenses	Sept QBR		\$10,000	DCDS
1711	Public Halls Expenses	Dec QBR		\$19,057	DCDS
1762	Orana Arts Income	Sept QBR	-\$22,000		DCDS
1763	Orana Arts Expenses	Sept QBR		-\$12,278	DCDS
1763	Orana Arts Expenses	Mar QBR		\$2,778	DCDS
1800	Building Control Income	Dec QBR	\$4,775		DES
1910	Rural Roads Income	Sept QBR	\$523,321		DWTS
1910	Rural Roads Income	Dec QBR	\$1,000,000		DWTS
1911	Rural Roads Expenses	Sept QBR		\$485,000	DWTS
1911	Rural Roads Expenses	Dec QBR		\$1,000,000	DWTS
1921	Regional Roads Expenses	Sept QBR		\$101,832	DWTS
1930	Contract Income	Dec QBR	\$500,000		DWTS
1933	Contract Expenses			\$500,000	DWTS
1940	Roads to Recovery Income	Sept QBR	-\$610,530		DWTS
1941	Roads to Recovery Expenses	Sept QBR		-\$243,601	DWTS
1941	Roads to Recovery Expenses	Dec QBR		-\$68,428	DWTS
2001	Caravan Park Expenses	Mar QBR		\$2,000	DCBS
2010	Coonee Heritage Centre Income	Dec QBR	\$3,500		DCDS
2011	Coonee Heritage Centre Expenses	Dec QBR		\$2,550	DCDS
2021	Promotion & Economic Development Expenses	Dec QBR		\$11,000	DCBS
2030	Land Sales Income	Mar QBR	-\$83,000		DCBS
2031	Land Sales Expenses	Sept QBR		\$55,000	DCBS
2031	Land Sales Expenses	Mar QBR		\$3,000	DCBS
2051	Lease Income - Staff	Sept QBR	\$6,380		DCBS
2051	Lease Income - Staff	Mar QBR		\$240	DCBS
2052	Other Expenses	Sept QBR		\$12,760	DCBS
2052	Other Expenses	Mar QBR		-\$2,486	DCBS
2800	General Rates Income	Dec QBR	\$5,127		DCBS
2801	Financial Assistance Grant	Sept QBR	\$115,382		DCBS
2802	Pensioner Rebate Grant	Dec QBR	-\$2,820		DCBS
2803	Interest Income	Sept QBR	\$25,453		DCBS
2900	Transfers from Reserves	Sept QBR	\$2,383,384		Various
2900	Transfers from Reserves	Dec QBR	-\$73,122		Various
2902	Transfers to Reserves	Dec QBR		\$1,324,850	Various
2902	Transfers to Reserves	Mar QBR		\$9,522	Various
2903	Capital Income	Sept QBR	\$2,011,850		Various

2903	Capital Income	Dec QBR	\$345,732		Various
2904	Capital Expenditure	Sept QBR		\$4,217,239	Various
2904	Capital Expenditure	Dec QBR		-\$1,782,544	Various
2904	Capital Expenditure	Mar QBR		\$184,000	Various
2905	Loan Income	Sept QBR	\$627,000		DCBS
2905	Loan Income	Dec QBR	-\$800,000		DCBS
	Total General Fund		\$6,127,992	\$6,140,503	
3000	Water Supply	Sept QBR	\$1,012,492	\$1,012,492	DWTS
3000	Water Supply	Dec QBR		\$200,000	DWTS
4000	Sewerage Services	Sept QBR	\$44,315	\$44,315	DWTS
5000	Orana Lifestyle Directions	Dec QBR	-\$480,000	-\$480,000	DCDS
6000	Carlinda Enterprises	Dec QBR	\$6,013	\$6,013	DCDS
7000	Cooee Villa Units	Sept QBR		\$101,775	DCDS
7000	Cooee Villa Units	Mar QBR	\$28,000	\$28,000	DCDS
7500	Home Care Packages	Sept QBR		\$61,900	DCDS
7500	Home Care Packages	Mar QBR	\$25,947	\$25,947	DCDS
8000	Cooee Lodge	Sept QBR	\$48,000	\$12,000	DCDS
8000	Cooee Lodge	Dec QBR	\$17,000	\$1,645	DCDS
8000	Cooee Lodge	Mar QBR	\$120,000		DCDS
8500	Jack Towney Hostel	Dec QBR		\$3,579	DCDS
8500	Jack Towney Hostel	Mar QBR	-\$5,500	-\$5,500	DCDS
	Total Gilgandra Shire Council		\$6,944,262	\$7,152,669	

Result

The overall result for General Fund for this review as at 30 June 2017, is a \$621,153 decrease in the estimated deficit at year end to an actual result of a \$453,285 surplus (depreciation not included).

Water Fund had a \$125,196 decrease to the estimated deficit at year end to an actual result of a \$235,826 deficit (depreciation not included).

Sewer Fund had a \$103,564 decrease to the estimated deficit at year end to an actual result of an \$89,592 deficit (depreciation not included).

Orana Living had a \$64,423 decrease to the estimated surplus at year end to an actual result of a \$103,248 surplus (depreciation not included).

Carlinda Enterprises had a \$90,488 decrease to the estimated deficit at year end to an actual result of a \$52,766 surplus (depreciation not included).

Cooee Villa Units had a \$33,798 decrease to the estimated deficit at year end to an actual result of a \$29,532 deficit (depreciation not included).

Home Care Packages had a \$48,049 increase to the estimated surplus at year end to an actual result of a \$48,142 surplus (depreciation not included).

Cooee Lodge Hostel had a \$578,464 increase to the estimated surplus at year end to an actual result of an \$853,472 surplus (depreciation not included).

Jack Towney Hostel had a \$19,628 increase to the estimated surplus at year end to an actual result of a \$66,760 surplus (depreciation not included).

The overall result for this review as at 31 June 2017 is a \$1,555,917 decrease to the estimated deficit at year end for Council as a whole to an actual result of a \$1,222,723 surplus (depreciation not included).

Details - Notes

The following notes are to be read in conjunction with the Quarterly Budget Review documents and contain a detailed description of the major variances to Council's budget. These changes are listed in the variance columns.

GENERAL FUND

Note 1100 (page 2 QBR)

Corporate Support Income

\$80,395 additional income

Responsible Officer: Director of Corporate & Business Services

The additional income of \$80,395 is mainly made up of the following:

- Insurance rebates increased by \$34,439;
- Reimbursements for parental leave payments increased by \$8,654; and
- Grant payments to implement the FESL increased by \$41,515.

Note 1101 (page 2 QBR)

Wages & Other Employee Costs

\$55,721 less expense

Responsible Officer: Director of Corporate & Business Services

Due to salary sacrifice options and some staff position not being filled for the full year.

Note 1103 (page 2 QBR)

Administration Expenses

\$126,864 additional expense

Responsible Officer: Director of Corporate & Business Services

This area included estimates for administration expenses of \$606,576 less a line item of \$340,759 for unallocated savings across all areas of general Council operations. This made a total estimated cost of \$265,817.

The actual total administration costs for the year was \$392,681 which is an actual savings of \$213,895 although this is offset by a transfer to reserves on page 11 of \$200,000 for the implementation of the enforced Safety Improvement Program.

The 2016/17 has seen a combination of operational savings incurred in several areas as well as increased revenues in other areas and this is reflected in the overall positive result for General Fund.

Note 1105 (page 2 QBR)

IT Expenses

\$37,953 additional expense

Responsible Officer: Director of Corporate & Business Services

The area of IT services to Council has incurred additional costs due to the addition of a trainee technician embedded by Anittel and the decision made to raise the floor level at the Disaster Recovery site to negate weather impact problems.

Note 1120 (page 2 QBR)

Engineering & Works Income

\$21,979 additional income

Director of Works & Technical Services

Greater than anticipated levels of income have been received for the following:

- Diesel fuel scheme: additional \$6,545;
- Contribution from Warren Shire for RMS works: additional \$8,743; and
- Sundry income items: additional \$6,691.

Note 1121 (page 2 QBR)

Wages & Other Employee Costs

\$158,694 less expense

Responsible Officer: Director of Works & Technical Services

A savings in wages and travelling (\$104,718) costs has occurred due to some positions with the Works and Technical Services area not being filled for the full year. Also, the actual training costs incurred for the year were at 76% compared to the estimates and this was due to some performance appraisals not being completed on time and high cost, regulatory licensing requirements not falling due during the year.

Note 1123 (page 2 QBR)

Plant Running Expenses

\$187,188 additional expense

Responsible Officer: Director of Works & Technical Services

Plant usage, and in turn the internal plant hire income, was down through the year due to the NDRRA claim process. While plant usage and hire income was down, plant costs were still incurred as the equipment was serviced while it was not being used. This led to the costs remaining the same while the income was reduced.

Notes 1124, 1125, 1126, 1127 & 1128 (page 2 QBR)

Employee Overhead Costs – All Funds

\$693,740 less expense

Responsible Officer: Director of Corporate & Business Services

This area includes the payment of all employee related oncosts such as leave entitlements, superannuation and workers compensation insurance for all areas of Council. The costs incurred are offset by the collection of an oncost percentage charged on wages for the different areas.

Jack Towney Hostel, Cooee Lodge and Carlginda all ended the year about on par between costs and oncosts charged.

General Fund ended the year \$223,578 better than estimated although the actual result was on par with the costs and oncosts collected. The reason for this was that there was an additional costs allowed for to cover the payout of leave entitlements for the previous General Manager. The payout actually reduced the accruals so the result was better than anticipated.

Orana Living ended the year \$474,974 better than estimated although this is offset by a transfer to reserves of \$480,000 on page 11. Funds were transferred to reserves to cover the future costs associated with the administration and implementation of the NDIS regime.

Notes 1202 & 1203 (page 3 QBR)
Contribution to NSW Rural Fire Service

Fire Services Expenses
\$51,446 additional expense

\$39,417 less expense

Responsible Officer: General Manager

As advised to Council during preparations for the 2017/18 budget, the NSW RFS have amended their charging structure to local government. This has resulted in an increase of \$51,446 for Council's 16/17 contribution under the current cost sharing arrangement with Warrumbungle Shire Council. This arrangement will be under review in the 17/18 year.

The direct expenses that Council meet for RFS purposes have resulted in a savings of \$39,417 and this goes most of the way to covering the additional expense previously mentioned.

Note 1301 (page 3 QBR)
Wages & Other Employee Costs

\$21,141 less expense

Responsible Officer: Director of Environmental Services

Wages and travelling costs were less than anticipated due to a vacant position for part of the year.

Note 1302 (page 3 QBR)
Health Administration Expenses

\$20,080 less expense

Responsible Officer: Director of Environmental Services

Costs for motor vehicles, programs and administration were all less than expected for the 16/17 year.

Note 1410 (page 4 QBR)
Other Waste Management Income

\$20,294 additional income

Responsible Officer: Director of Environmental Services

An increase in scrap steel income which is partly offset by a transfer to reserves of \$12,187 on page 10.

Note 1420 (page 4 QBR)

Street Cleaning Expenses

\$14,969 less expense

Responsible Officer: Director of Works & Technical Services

The costs associated with the collection of Council street bins was less than expected and resulted in a savings for the year.

Notes 1510 & 1511 (page 5 QBR)

Gilgandra Youth Service

\$16,541 additional income

\$15,114 less expense

Responsible Officer: Director of Community Development & Services

The additional income is the combination of an increase in the existing funding and the payment of an additional grant. This is partly offset by a transfer to reserves on page 11 of \$2,727 being the unspent portion of that grant.

There were savings achieved in most expenditure items of this budget with the final amount of \$15,114 being 4.65% of the total budget.

Notes 1520 & 1521 (page 5 QBR)

Gilgandra Community Care

\$6,953 additional income

\$32,892 less expense

Responsible Officer: Director of Community Development & Services

A slightly higher than expected level of funding received for the service resulted in additional income of \$6,953.

There were operational savings of \$32,892 or 12.13% across most expenditure line items. This is offset by an additional transfer to reserves of \$40,114 on page 11.

Notes 1522 & 1523 (page 5 QBR)

Gilgandra Community Transport

\$36,642 additional income

\$101,495 less expense

Responsible Officer: Director of Community Development & Services

A greater than anticipated level of funding was received for the service resulting in the additional income. There was also less than estimated expenditure incurred due to the planned purchase of a bus not taking place.

The above is offset by the combination of a reduced transfer from reserves on page 10 of \$48,728 and an increased transfer to reserves on page 11 of \$89,409.

Notes 1540 & 1541 (page 5 QBR)

Gilgandra Preschool

\$24,667 additional income

\$32,114 additional expense

Responsible Officer: Director of Community Development & Services

Council provides a payroll service to the Gilgandra Preschool and the budget items here reflect that the service is cost neutral to Council. While there was additional expenditure incurred of \$32,114 it is not matched by the additional income of \$24,667. The shortfall of \$7,447 will be recouped in the 17/18 year.

Note 1700 (page 7 QBR)

Gilgandra Library

\$79,465 additional income

\$18,163 less expense

Responsible Officer: Director of Community Development & Services

The Library was allocated additional grant funding of \$78,677 during June and this amount has been transferred to reserves on page 11 to be utilised in 17/18. There was also an amount of \$463 that was unspent and this is offset by a reduced transfer from reserves on page 10.

Operational savings of \$18,163 were achieved across all expenditure line items.

Notes 1720 & 1721 (page 7 QBR)

Gilgandra Swimming Pool

\$7,598 less income

\$8,591 additional expense

Responsible Officer: Director of Community Development & Services

The income for the swimming pool for 16/17 is down due to the period of the season where the entry fees were waived as per a Council resolution. The resolution also stated that the difference in the fees would be offset by funds held in reserve from the winding up of the CENTROC Weight of Loads group. As a result, there is a transfer from reserves on page 10 for \$8,000 for this purpose.

Costs associated with running the swimming pool for the season were slightly higher than estimated with a 4.59% overrun recorded.

Notes 1730 & 1731 (page 7 QBR)

Sporting Grounds

\$5,158 additional income

\$20,986 additional expense

Responsible Officer: Director of Works & Technical Services

The additional income is the result of an under estimation of the hire fees paid by the various senior sporting groups in Gilgandra. As per Council policy, 50% of the hire fees is transferred to a reserve on page 11 for the use of the Sports Council.

The costs to operate and maintain the sporting grounds during 16/17 were higher than anticipated due to increased usage and a wet start to the year.

Notes 1740 & 1741 (page 7 QBR)

Parks & Gardens

\$7,725 less income

\$23,020 additional expense

Responsible Officer: Director of Works & Technical Services

An income budget item was included here to allow for the receipt of RFS funds for hazard reduction works. A claim has been submitted and the funds are yet to be received.

Additional costs were incurred in the parks and gardens area due to the inclusion of workers compensation arrangements for injured employees.

Notes 1810 & 1811 (page 7 QBR)

Gravel Pits

\$123,793 less income

\$27,598 less expense

Responsible Officer: Director of Works & Technical Services

The expected use of gravel for Council works was impacted by the NDRRA claim process and, as a result, the internal gravel income was much less than expected.

Towards the end of the year, the gravel pits were in full use with the costs increasing because of that. However, the costs were still down compared to the estimate.

The above is offset by a combination of an increased transfer from reserves on page 10 of \$46,195 and a reduced transfer to reserves on page 11 of \$50,000.

Notes 1910 & 1911 (page 8 QBR)

Rural Roads

\$152,504 additional income

\$869,156 less expense

Responsible Officer: Director of Works & Technical Services

The income for rural roads is made up of the following:

- Road Safety Program Grant: \$23,321;
- NDRRA Funding: \$1,152,504; and
- Country Roads Grant: \$500,000

The additional \$152,504 came from the NDRRA funding with Council's estimate being \$1,000,000. The Country Roads grant of \$500,000 remained unspent and is offset by a transfer to reserves on page 11.

The \$869,156 under spend on rural roads is made up of the following:

- Sealed Roads: \$32,781 over spend;
 - Unsealed Roads: \$612,477 under spend;
 - NDRRA: \$210,640 over spend; and
 - Country Roads: \$500,000 under spend.
-

As stated above, the Country Roads grant of \$500,000 was unspent and has been transferred to reserves. The under spend on unsealed rural roads of \$612,477 has also been transferred to reserves on page 10. The over spend of \$210,640 on the NDRRA works has been partly offset by the additional funding of \$152,504 received with the remaining \$58,136 to be claimed in the 17/18 year.

Notes 1920 & 1921 (page 8 QBR)

Regional Roads

\$1,000 additional income

\$74,112 less expense

Responsible Officer: Director of Works & Technical Services

The additional income of \$1,000 combined with the under spend of \$74,112 (making a total of \$75,112) is offset by a reduced transfer from reserves on page 10.

Notes 1930, 1930, 1932, 1933 & 1934 (page 8 QBR)

State Roads

\$2,454,468 additional income

\$1,111,845 additional expense

Responsible Officer: Director of Works & Technical Services

The RMS contract works conducted by Council for the 16/17 year resulted in total income received of \$6,171,468 and total expenses incurred of \$4,445,103 for a profit on the contract works of \$1,726,362 which is \$1,342,623 above the original estimate for the year.

Notes 1940 & 1941 (page 8 QBR)

Roads to Recovery

\$218,891 additional income

\$246,588 additional expense

Responsible Officer: Director of Works & Technical Services

The combination of additional income of \$218,891 and an under spend of \$246,588 (making a total of \$465,479) is offset by the combination of a reduced transfer from reserves of \$366,929 and an additional transfer to reserves of \$98,550.

Note 1961 (page 8 QBR)

Footpaths Expenses

\$39,054 less expense

Responsible Officer: Director of Works & Technical Services

Maintenance costs for footpaths were down in 16/17 with resources allocated to other projects of greater significance.

Notes 2040, 2041 & 2042 (page 9 QBR)

Private Works

\$188,105 less income

\$57,424 less expense

Responsible Officer: Director of Works & Technical Services

Private works took a back seat in 16/17 with the increased works associated with the RMS contract. As a result, very few profit making jobs were carried out during the year.

Note 2801 (page 9 QBR)

Financial Assistance Grant

\$1,788,018 additional income

Responsible Officer: Director of Corporate & Business Services

The Federal Government has decided to release the first and second quarter payments for 17/18 early in the funds were received by Council in June. As a result, the amount paid of \$1,787,643 has been transferred to reserves on page 11 to be used in 17/18.

Should the Federal Government decide to continue the practice, the funds will remain in reserve to be used in the year that the practice ceases.

Notes 2900 & 2901 (pages 10 & 11 QBR)

Transfers from Reserves

\$930,912 less income

Transfers to Reserves

\$3,553,812 additional expense

Following is a listing of the transfer from and to reserves that are offset by operations as previously mentioned in this report (the responsible officer is listed in brackets):

- Rural Waste (DES): \$1,894 less income which is offset by reduced expenses on page 4.
 - Library Grant (DCDS): \$463 less income which is offset by reduced operating expenses on page 7.
 - Gilgandra Community Transport (DCDS): \$48,728 less income which is offset by reduced expenses on page 5.
 - Regional Roads (DWTS): \$75,112 less income which is offset by reduced expenses on page 8.
 - Roads to Recovery (DWTS) \$366,929 less income which is offset by reduced expenses and increased income on page 8.
 - Swimming Pool Entry Fees (DCDS): \$8,000 additional income which is offset by reduced income on page 7.
 - Gravel Pits (DWTS): \$46,195 additional income which is offset by reduced income on page 7.
 - Sports Council (DCDS): \$2,579 additional expense which is offset by additional income on page 7.
 - ELE (DCBS): \$275,000 additional expense which is offset by reduced expenses on page 2.
 - Gravel Pits (DWTS): \$50,000 less expense which is offset by reduced income on page 7.
 - Section 94 Fee Income (DES): \$2,481 less expense which is offset by reduced income on page 6.
-

- Gilgandra Community Care (DCDS): \$40,114 additional expense which is offset by increased income and reduced expenses on page 5.
- Scrap Steel (DES): \$12,187 additional expense which is offset by additional income on page 4.
- Financial Assistance Grant (DCBS): \$1,787,643 additional expense which is offset by additional income on page 9.
- Roads Grant (DWTS): \$500,000 additional expense which is offset by reduced expenses on page 8.
- Library Grant (DCDS): \$78,677 additional expense which is offset by additional income on page 7.
- Safety Improvement Program (DCBS): \$200,000 additional expense which is offset by reduced expenses on page 2.
- Gilgandra Community Transport (DCDS): \$89,409 additional expense which is offset by additional income and reduced expenses on page 5.
- Roads to Recovery (DWTS): \$98,550 additional expense which is offset by additional income on page 8.
- Unsealed Rural Roads (DWTS): \$612,477 additional expense which is offset by reduced expenses on page 8.
- Orana Living Oncosts (DCDS): \$480,000 additional expense which is offset by reduced expenses on page 2.
- GYS Grant (DCDS): \$2,727 additional expense which is offset by additional income on page 5.

Following is a listing of the transfer from and to reserves that are offset by unspent capital works that are requested to be carried forward to be used in either 2017/18 or when required (the responsible officer is listed in brackets):

- Waste Facility (DCDS): \$142,743
 - IT Upgrade (DCBS): \$1,679
 - Plant (DWTS): \$98,898
 - Website Upgrade (DCBS): \$75,000
 - Windmill Walk (DWTS): \$23,464
 - Playground Equipment (DCDS): \$113,579
 - Residential Subdivision (DWTS): \$10,207
 - Shire Depot (DWTS): \$26,411
 - Community Housing (DCDS): \$20,000
 - Shire Hall (DCDS): \$15,000
 - Swimming Pool (DCDS): \$17,000
 - Pound (DES): \$15,000
 - Tooraweenah Park Public Toilets (DWTS): \$9,119
 - Instal RCDs (DES): \$153,413
 - Stormwater (DWTS): \$149,132
 - Additional Rural Roads Renewals (DWTS): \$114,478
 - Hunter Park Toilets (DES): \$182,242
 - Footpaths (DWTS): \$13,121
 - Walkway (DWTS): \$40,603
 - Cooee Heritage Centre (DCDS): \$2,036
-

- Gymnasium (DCDS): \$5,636
- Library (DCDS): \$15,000
- Federation St Reconstruction (DWTS): 1,324,850 less expense as the income was not received in 16/17. This is offset by reduced capital income.

Note 2903 (page 12 QBR)

Capital Income

\$2,813,458 less income

Following is a listing of the capital income variances (the responsible officer is shown in brackets):

- Rural Fire Service Issues (GM): \$15,600 less income that is offset by less capital expenses.
- Contributions – Windmill Walk (DWTS): \$5,000 less income due to \$55,000 of the expected \$60,000 in funding received. This is offset by reduced capital expenses.
- Grants – Bridges (DWTS): \$1,462,000 less income due to the expected funding not forthcoming in 16/17. This is partly offset by reduced capital expenses.
- Grants – Fixing Country Roads (DWTS): \$1,374,850 less income due to the funding for the Federation Street project not forthcoming in 16/17. This is offset by a reduced transfer to reserves.
- Contributions – Curban Hall (DCDS): \$1,908 less income which is a minimal amount.
- Grants – IT Capital (DCBS): \$45,900 additional income which is offset by additional capital expenses.

Note 2904 (page 12 QBR)

Capital Expenditure

\$2,426,884 less expense

Following is a listing of the capital expenditure items that are unspent and are requested to be transferred to reserves (the responsible officer is shown in brackets):

- Residential Subdivision (DWTS): \$10,207
 - Tooraweenah Toilets (DWTS): \$9,119
 - Instal RCDs (DES): \$153,413
 - Waste Facility (DES): \$142,743
 - Community Housing (DCDS): \$20,000
 - Library Capital (DCDS): \$15,000
 - Shire Hall (DCDS): \$15,000
 - Hunter Park Toilets (DES): \$182,242
 - Parks & Gardens (DWTS): \$113,579
 - Shire Depot (DWTS): \$26,411
 - Swimming Pool (DCDS): \$17,000
 - Stormwater (DWTS): \$149,132
 - Footpaths (DWTS): \$13,121
-

- Walkway Works (DWTS): \$40,603
- Cooee Heritage Centre (DCDS): \$2,036
- Council Website Upgrade (DCBS): \$75,000
- Gym (DCDS): \$5,636
- Pound (DES): \$15,000
- Rural Roads Capital Renewals (DWTS): \$114,478

Following are the remaining major capital items:

Hunter Park Irrigation Tank

This item is over spent by \$17,527 at the end of 16/17 and it is expected that there will be further expenditure in 17/18. There is more detailed report on this item elsewhere in this business paper.

Plant

The plant purchases and sales for the year are as follows:

• Major Plant Purchases:	\$ 850,756 (\$994,975)
• Major Plant Sales:	-\$ 51,364 (-\$85,000)
• Cars Purchases:	\$ 131,349 (\$54,923)
• Cars Sales:	-\$ 70,289 (-\$39,545)
• Utes Purchases:	\$ 308,430 (\$345,000)
• Utes Sales:	-\$ 108,809 (-\$122,000)
• Minor Plant Purchases:	\$ 45,453 (\$75,000)
• Minor Plant Sales:	-\$ 4,425 (-\$11,500)
• Total Purchases:	\$1,335,988 (\$1,469,898)
• Total Sales:	-\$ 234,887 (-\$258,045)
• Total Net Result:	\$1,101,101 (\$1,211,853)

McGrane Oval Amenities

This vote was to allow for the resealing of the netball courts at McGrane Oval. The project was completed during the year for \$32,730 which was \$17,270 less than originally estimated.

IT Infrastructure

The spending on IT infrastructure during the year went over by \$44,221 due to the purchase of asset management software. This was offset by a grant of \$45,900 included in capital income.

Rural Fire Service Issues

This is a non cash item that is offset by non cash capital income of the same amount.

Gumin Bridge

The Gumin Bridge project was carried over from 15/16 and completed in 16/17. The cost of the project went over by \$56,974. It is expected that the other three bridges that are currently being constructed will come in under the estimates. As a result, there will be unused loan funding available and this can be redirected to cover the over spend on Gumin Bridge.

Chambers & Offices

An allocation of \$15,000 was provided for this item although there were no specific projects identified. Therefore the allocation was used only when necessary. This resulted in \$4,726 being spent for the year and a \$10,274 savings.

Note 2906 (page 12 QBR)

Loan Repayments

\$29,708 additional expense

There was a loan repayment that was paid twice in June which resulted in the additional expense listed here.

The loan position of General Fund as at 30 June 2017 is:

- Loan Balance Outstanding: \$3,455,795.97
- Loan Repayments: \$494,497.97
- Debt Cover Ratio: 2.62%

Note 3000 (page 15 QBR)

WATER SUPPLY

\$612,647 less income

\$737,843 less expense

Responsible Officer: Director of Works & Technical Services

The reason for the reduced income and the reduced expenses is due to the new number 9 bore which was not completed during the year. This resulted in unpaid grant funds of \$560,218 and reduced capital expenses of \$719,380. It is expected that this project will be completed in 17/18 with the remained of the grant funding to be paid then which will offset the expenditure on the project.

There are transfers to reserves of \$74,081 for the number 1 bore and \$92,250 for the number 1 reservoir stairs. These projects were unable to be completed in 16/17 and are requested to be carried over to 17/18.

Note 4000 (page 16 QBR)

SEWERAGE SERVICES

\$8,149 less income

\$111,713 less expense

Responsible Officer: Director of Works & Technical Services

The income was, by and large, as per the estimates with a small reduction of \$8,149 while expenses were down compared to the estimates by \$11,713.

The transfers to reserves are \$245,057 for the Warren Road pump station and \$60,000 to clean and photograph the sewer lines. These capital projects were not completed in 16/17 and are requested to be carried forward to 17/18.

Note 5000 (page 17 QBR)

ORANA LIVING

\$230,782 additional income

\$295,205 additional expense

Responsible Officer: Director of Community Development & Services

The end of year result for Orana Living is a surplus of \$103,248 and this includes \$148,500 transferred to reserves for an unspent grant and vehicle replacements and an additional \$300,000 transferred to General Fund to cover future costs of the NDIS.

Note 6000 (page 18 QBR)

CARLGINDA ENTERPRISES

\$55,502 additional income

\$34,986 less expense

Responsible Officer: Director of Community Development & Services

The end of year result for Carlginda Enterprises is a \$52,766 surplus compared to the estimated \$37,722 deficit. This does include, however, an unspent grant for \$25,817 which will need to be spent in 17/18.

Note 7000 (page 19 QBR)

COOEE VILLA UNITS

\$3,597 additional income

\$30,201 less expense

Responsible Officer: Director of Community Development & Services

The end of year result for Cooee Villa Units is a \$29,532 deficit compared to the estimated \$63,330 deficit.

Note 7500 (page 20 QBR)

HOME CARE PACKAGES

\$107,104 additional income

\$59,055 additional expense

Responsible Officer: Director of Community Development & Services

The end of year result for Home Care Packages is a \$48,142 surplus compared to the estimated \$93 surplus. This includes a transfer to reserves of \$132,517 being a provision for unspent client funds.

Note 8000 (page 21 QBR)

COOEE LODGE

\$180,748 additional income

\$397,716 less expense

Responsible Officer: Director of Community Development & Services

The end of year result for Cooee Lodge is an \$853,472 surplus compared to the estimated \$275,008 surplus. This includes excess grant funding of \$258,230 which is offset by a transfer to reserves as it may be required to be returned. There was also an additional income item of \$106,000 being a donation from the Cooee Lodge Society. The savings in wages of \$397,716 is mainly due to a refund of payroll tax of \$342,411.

Notes 8500 (page 22 QBR)

JACK TOWNEY HOSTEL

\$147,839 additional income

\$128,211 additional expense

Responsible Officer: Director of Community Development & Services

The end of year result for Jack Towney Hostel is a \$66,760 surplus compared to the estimated \$47,132 surplus. There was additional capital grant funding of \$337,130 which has been transferred to reserves. This is to complete the extension at the facility.

Treasurer's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$155,360 deficit (depreciation not included). This review indicates an actual result of a \$453,285 surplus (depreciation not included) which is an improvement of \$608,645. This result should be viewed as being satisfactory compared to the original budget.

Water Fund

The original budget estimate for Water Fund was an end of year result of a \$161,022 deficit (depreciation not included). This review indicates an actual result of a \$235,826 deficit (depreciation not included) which is a worsening of \$74,804. This result should be viewed as being unsatisfactory compared to the original budget.

The Water Fund has sufficient cash reserves (\$2.38m at the time of writing) and it is recommended that the deficit be funded from here.

Sewer Fund

The original estimate for Sewer Fund was an end of year result of a \$193,156 deficit (depreciation not included). This review indicates an actual result of an \$89,592 deficit (depreciation not included) which is an improvement \$103,564. This result should be viewed as being satisfactory compared to the original budget.

Orana Lifestyle Directions

The original budget estimate for Orana Lifestyle Directions was an end of year result of a \$167,671 surplus (depreciation not included). This review indicates an actual result of a \$103,248 surplus (depreciation not included) which is a worsening of \$64,423. This result should be viewed as being unsatisfactory compared to the original budget.

As the actual result is still a surplus, no remedial action is necessary.

Carlinda Enterprises

The original budget estimate for Carlinda Enterprises was an end of year result of a \$37,722 deficit (depreciation not included). This review indicates an actual result of a \$52,766 surplus (depreciation not included) which is an improvement of \$90,488. This result should be viewed as being satisfactory compared to the original budget.

Cooee Villa Units

The original estimate for Cooee Villa Units was an end of year result of a \$38,445 surplus (depreciation not included). This review indicates an estimated result of a \$29,532 deficit (depreciation not included) which is a worsening of \$67,977. This result should be viewed as being unsatisfactory compared to the original budget.

It is recommended that no remedial action is necessary as Cooee Villa Units holds around \$1.4 million in cash reserves and the projected deficit can be accommodated from this.

Home Care Packages

The original estimate for Home Care Packages was an end of year result of a \$61,993 surplus (depreciation not included). This review indicates an actual result of a \$48,142 surplus (depreciation not included) which is a worsening of \$13,851. This result should be viewed as being unsatisfactory compared to the original budget.

As the actual result is still a surplus, no remedial action is necessary.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$103,653 surplus (depreciation not included). This review indicates an actual result of an \$853,472 surplus (depreciation not included) which is an improvement of \$749,819. This result should be viewed as being satisfactory compared to the original budget.

Jack Towney Hostel

The original budget estimate for Jack Towney Hostel was an end of year result of a \$50,711 surplus (depreciation not included). This review indicates an actual result of a \$66,760 surplus (depreciation not included) which is an improvement of \$16,149. This result should be viewed as being satisfactory compared to the original budget.

Overall Position

The original budget estimate for Gilgandra Shire Council was an end of year result of a \$124,787 deficit (depreciation not included). This review indicates an actual result of a \$1,222,723 surplus (depreciation not included) which is an improvement of \$1,347,510. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2015/16 and 2014/15 are actual ratios for Council's information while those for 2016/17 are an estimate only to the end of the year and may be subject to change.

	Benchmark	2016/17	2015/16	2014/15
Operating Performance Ratio	> 0.00%	15.52%	9.64%	-0.97%
Own Source Revenue Ratio	> 60.00%	70.00%	70.78%	70.02%
Unrestricted Current Ratio	> 2.00:1	4.21:1	3.49:1	3.36:1
Debt Service Cover Ratio	> 3.00 x	13.22 x	11.91 x	8.22 x
Rates & Charges Outstanding	< 10.00%	5.50%	5.76%	5.96%
Cash Expense Cover Ratio	> 6.00 x	10.15 x	8.51 x	7.80 x
Building & Infrastructure Renewal Ratio	> 100.00%	105.00%	57.70%	57.70%
Renewal Backlog Ratio	< 2.00%	3.50%	3.97%	2.47%
Required Maintenance Ratio	> 1.00	1.00	0.88	0.93
Capital Expenditure Ratio	> 1.00	1.00	1.34	0.91

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Review of budget

Delivery Plan Actions

4.2.2.1

Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

RECOMMENDATION

That subject to any decisions on the recommendations as reported, the Quarterly Budget Review document and report as at 30 June 2017 be adopted.

N J Alchin

Director Corporate & Business Services

ANNUAL ACCOUNTS – YEAR ENDING 30 JUNE 2017

SUMMARY

To advise completion of the annual accounts for the year ended 30 June 2017 and, in accordance with the provisions of the Local Government Act 1993, obtain the necessary resolution to refer same to the auditor.

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

Section 413 (2) (c) of the Local Government Act, 1993, provides as follows:

- “413.2 A Council’s financial reports must include:
- (a)
 - (b)
 - (c) a statement in the approved from by the Council as to its opinion on the general purpose financial report and any such special schedules”.

In regard to the requirements of the above Section 413 (2) (c), it is advised that Clause 22 of the Local Government (Financial Management) Regulation 1993 provides as follows:

- 22 (1) The statement required by Section 413 (2) (c) of the Act must:
- (a) be made by resolution of the Council; and
 - (b) be signed by:
 - the Mayor; and
 - at least one other member of the Council; and
 - the responsible accounting officer; and
 - the General Manager (if not the responsible accounting officer).
- (2) The financial statement must indicate:
- (a) whether or not the Council’s annual Financial Reports have been drawn up in accordance with:
 - the Act and the regulations; and
 - the Statements of Accounting Concepts; and

- the Local Government Code of Accounting Practice and Financial Reporting; and
 - the Australian Accounting Standards; and
- (b) whether or not those reports present fairly the Council's financial position and operating result for the year; and
- (c) whether or not those reports accord with the Council's accounting and other records; and
- (d) whether or not the signatories know of anything that would make those reports false or misleading in any way, and include such information and explanations as will prevent those reports from being misleading because of any qualification that is included in the statement.
- (3) The Council must ensure that the Statement is attached to the relevant annual Financial Reports."

The statement required by Section 413 (2) (c) is attached to the Financial Reports and it will be necessary for Council to resolve to make the statement and designate one other member of the Council to sign the statement.

The Financial Reports have been prepared using all due care and diligence in order to comply with the requirements of, in particular, AAS27 (Financial Reporting by Local Governments) and the Local Government Code of Accounting Practice and Financial Reporting issued by the Department of Local Government.

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

- General Fund
 - Water Supply Fund
 - Sewerage Services Fund
 - Orana Lifestyle Directions Fund
 - Carlginda Enterprises Fund
 - Cooee Lodge Villa Units Fund
 - Cooee Lodge Hostel Fund
 - Jack Towney Hostel Fund
-

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

The notes to the Financial Statements are designed to provide users with additional information on items appearing on the face of the Financial Statements and are self explanatory. Special Schedules No. 1 and No. 2 provide details of expenses and revenues for functions and activities of the Council.

SUMMARY OF ACCOUNTS

Copies of the Income Statement, the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Changes in Equity, the Statement of Cash Flows, Note 13 – Statement of Performance Measures and Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 are attached to this report.

As stated in the report, these statements are consolidated and the auditor will make a presentation to Council at the November meeting.

SUMMARY OF RESULT

The unaudited operating result for Council is a surplus of \$6,233,014. This compares to the budgeted result of a surplus of \$3,222,085 and an actual result of a surplus of \$3,223,028 in 2015/16.

The main points of difference are:

- Overall income increased by around \$6m while expenses increased by \$3m.
- User Charges & Fees income increased by \$2.5m due to an increase in RMS works, aged and disability care funds.
- Grants & Contributions provided for Operating Purposes increased by \$3m due to the payment of half of the 17/18 Financial Assistance Grant received in 16/17 and the receipt of NDRRA funds during the year.

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

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Refer to 2016/17 final budget review and statement of account.
<u>Delivery Plan Actions</u>	4.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

RECOMMENDATION

1. That the Financial Reports be accepted and referred for audit.
2. That Council make the statement as required by Section 413 (2) (c) of the Local Government Act 1993, in the form as attached to the Financial Reports.
3. That the Deputy Mayor be designated as the other member of the Council to make the statement.

N J Alchin
Director Corporate & Business Services

TRAVEL OZ FILMING

SUMMARY

To consider participation in promotional filming for Channel 7's TRAVEL OZ program.

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Channel 7's TRAVEL OZ program is planning a Newell Highway special and has invited Gilgandra Shire Council to participate.

The program is brand funded with a buy-in fee of \$6000 (plus GST) per participating LGA and filming is scheduled for this area later in August/early September.

For this cost, a story of no shorter than 5 minutes duration is screened. A copy of all raw footage is provided for promotional purposes and a copy for the final story is provided for Council's website.

The program will be broadcast by the Seven Network on both Channel 7 and 7TWO, with the Seven Network repeating that episode for many, many years.

Council has been advised that, at this stage, there are three confirmed participating LGAs with several more in the pipeline.

In the program, previously filmed destinations such as Dubbo and West Wyalong will also be included.

It should be noted that this offer is not unique, with Council receiving similar offers on a regular basis.

On a positive note, the cost of this project is in line with market value considering the footage is provided to Council for Council related purposes. The negative aspects are that there are no allocated budget for such an activity and that it is difficult to measure the success of such a campaign.

Should the project go ahead, Council staff would be required to assist the producers to gather stories and provide any other assistance that may be needed.

<u>Principal Activity</u>	Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$6,000 (plus GST)

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

Delivery Program Actions

5.2.1.1

Deliver professional visitor information services promoting the attractions of the Shire

SUBMITTED FOR COUNCIL'S DETERMINATION

N J Alchin
Director Corporate & Business Services

2017/18 ROADS TO RECOVERY PROGRAM

SUMMARY

To illustrate areas of the 2017/18 Management and Operational Plan *Roads to Recovery (R2R)* listings that will be completed during the 2017/18 budget year.

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The following table, **Table 01**, details the monetary allocations approved in accordance with the Federal Governments 2014/19 Roads to Recovery Program:

Year	Allocation
2014/15	\$616,237
2015/16	\$1,760,485
2016/17	\$1,422,536
2017/18	\$1,232,474
2018/19	\$616,237
Total Allocation	\$5,647,969

The adopted 2017/18 Council Management Plan and Budget illustrates the Roads to Recovery Grant income (ledger No.190501) as \$1,232,475.

The works previously scheduled under the 2016/17 Roads to Recovery Program that were not been completed are scheduled to be completed as part of the 2017/18 R2R program.

The draft 2017/18 Council Management Plan and Budget illustrates the **Roads to Recovery program expenditure** as illustrated in **Table 02** below:

Item No.	Ledger Numbers	Task	Monetary Allocation
1.	190512	Bitumen Resealing Costs	\$200,402
2.	190511	Gravel Resheeting Costs	\$200,402
3.	190513	Specific Works Costs	\$800,000
4.	190520	Internal Management Fee	\$31,671
Total 2017/18 Roads to Recovery Allocation			\$1,232,475

It is considered appropriate that in accordance with first quarter financial review that these monetary allocations be amended to be as follows (Table 3):

Item No.	Ledger Numbers	Task	Monetary Allocation
1.	190512	Bitumen Resealing Costs	\$668,685
2.	190511	Gravel Resheeting Costs	\$539,064
3.	190513	Specific Works Costs	\$0
4.	190520	Internal Management Fee	\$31,671
Total 2017/18 Roads to Recovery Allocation			\$1,239,420
Deficit / Surplus			-\$6,946

As justification of the above changes the following items are issued for consideration.

The line 1 items in **Table 03** above, Ledger Number 190512, **Bitumen Reseals**, are to be as listed in **Table 04** below. They are listed and prioritised in Road Hierarchy order.

Road/Seg	Road Name	Task	Est. Cost
353.10	Collie Road	Bitumen Reseal	\$70,160
212.18	National Park Road	Bitumen Reseal	\$70,160
480.12	Yarrandale Road	Bitumen Reseal	\$70,160
315.08	Armatree Road	Bitumen Reseal	\$70,160
315.10	Armatree Road	Bitumen Reseal	\$9,823
230.10	Bearbong Road	Bitumen Reseal	\$70,160
332.02	Leeches Creek Road	Bitumen Reseal	\$70,160
342.02	Milpulling Road	Bitumen Reseal	\$70,160
364.00	Mialla Road	Bitumen Reseal	\$49,112
617.00	Farrar Street	Bitumen Reseal	\$36,776
633.00	Pearl Street	Bitumen Reseal	\$23,855
644.00	Waugan Street	Bitumen Reseal	\$10,641
646.00	Wrigley Street	Bitumen Reseal	\$38,588
650.00	Howard Place	Bitumen Reseal	\$8,770
Total Estimated Cost – Bitumen Reseal			\$668,685

The length of bitumen seals listed above totals 17.95km which is 6.34% of Council's total length of sealed roads. This equates to a planned reseal every 15.77years.

It is proposed that all of the bitumen works will be completed during February, 2018.

The **Gravel Works** to be completed are listed in **Table 05 below**. They are listed and prioritised in Road Hierarchy order.

Road/Seg	Road Name	Task	Estimated Cost	Road Class.
321.10	Collie Bourbah Road	Stabilise with 1% Lime	\$56,000	ST
321.12	Collie Bourbah Road	Stabilise with 1% Lime	\$56,000	ST
212.28	National Park Road	Stabilise with 1% Lime	\$33,600	RS
212.30	National Park Road	Gravel Resheet	\$56,000	RS
201.30	East Coonamble Road	Gravel Resheet	\$48,000	PT
366.02	Bellhaven Road	Gravel Resheet	\$42,000	PT
206.04	Curban Biddon Road	Gravel Resheet	\$42,000	ST
217.04	Youlbung Road	Stabilise With 1% Lime	\$66,000	ST
251.20	Gundea Road	Gravel Resheet	\$48,000	ST
251.22	Gundea Road	Gravel Resheet	\$9,600	ST
362.06	Hilliers Road	Gravel Resheet	\$48,000	ST
402.06	Bedford Park Road	Gravel Resheet	\$48,000	ST
Total Estimated Cost – Gravel Works			\$553,200	

The length of gravelling works listed above totals 21.60km which is 2.18% of Council's total length of unsealed roads. It is proposed that the unsealed road works will be completed prior to the forthcoming Christmas closedown.

The number 3 item listed in **Table 03**, Specific Works Costs, has normally, in the past, provided for rehabilitation of damage sections of existing sealed roads and/or the construction of creek crossing (floodway's & etc). There are a number of works sites considered to be worthy of the allocation of these funds. Examples of these sites are included in **Table 06 below**:

Road/Seg	Road Name	Task	Est. Cost
269.20	Culvert Improvement	Widen four (4) existing narrow culverts on Tooraweenah Road	\$64,416
Total Estimated Cost – Specific Works			\$64,416

Principal Activity

Asset Management and Service Delivery

Policy Implications

Nil

Budget Implications

Delivery Program Actions

6.2.1.6
Undertake annual Road to Recovery program

RECOMMENDATION

That the 2017/18 Roads to Recovery Program for bitumen seals and gravel resheets, as presented, be adopted.

Rolly Lawford
Director Works & Technical Services

WRIGLEY STREET REHABILITATION – STAGE 3
(WAMBOIN STREET TO MORRIS STREET)

SUMMARY

To make the Council and perhaps the community aware that the reconstruction of the roadworks part of Stage 3 of Wrigley Street between Wamboin and Morris Streets is yet to be provided for in the Long Term Financial Plan.

.....

As reported previously, the rehabilitation of Wrigley Street Stages 1 and 2 being the Station Street to Wamboin Street sections with the exception of the final seal, has been completed.

Stage 3 of the Wrigley Street Rehabilitation, the section from Wamboin Street to Morris Street with a length of approximately 480 metres (an almost identical length to Stages 1 and 2), is in need of rehabilitation similar to that completed in Stages 1 and 2.

The overall cost of Stages 1 and 2 which was inclusive of the water main replacement, was \$1,063,731. The water main replacement cost was \$283,977 and the road portion cost was \$779,754.

The Water Fund Long Term Financial Plan does include an allowance of \$256,000 for the replacement of the water main in Wrigley Street in 2018/19. It is considered that even though the design of this section of Wrigley Street is to be finalised and actual requirements of the water main determined, the allowance of \$256,000 will be very close the final estimated cost. The roadworks within Stage 3 however, have not been provided for within the General Fund Long Term Financial Plan.

It is envisaged that the cost of completing Stage 3 will be similar to that of Stages 1 & 2 plus a marginal increase to accommodate any inflationary effects.

It is anticipated that the replacement of the water main in Stage 3 would be undertaken in a preceding year to the Stage 3 roadworks as the establishment of the road works for the water main replacement will be very time consuming. The water main replacement will also involve extensive street interruptions as all services would be replaced as part of this process.

It is considered that Council give favourable consideration to the inclusion of roadworks required to rehabilitate Stage 3 of Wrigley Street (Wamboin Street to Morris Street) in the Long Term Financial Plan when reviewing it at the end of the current budget year.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	6.2.1.4 Maintain and construct streets and roads in accordance with Council's adopted road classifications.

RECOMMENDATION

That the report be noted and consideration be given to this project in future long term plans

Rolly Lawford
Director Works & Technical Services

FEDERATION STREET REHABILITATION – STAGES 1

SUMMARY

To provide an update with the progress of the Federation Street/Road rehabilitation project

.....

The Federation Street rehabilitation project is comprised of Federation Road (RLR301) and Federation Street (ULR618). Stage 1 is a 1.7km stretch from the Castlereagh Highway to a point 400m south of the railway line.

The tasks involved in this project and the progress of each task is as follows:

- a. **Property Costs**
This mainly involves the ingress /egress to each parcel and the imposition will be present for the full duration of the project. There are no proposed property acquisition proposals. The cost incurred to date for this component is \$3,578.
- b. **Survey & Design**
Except for “set out” purposes all survey and design requirements have been completed. The cost incurred to date for this component is \$89,501.
- c. **Geotechnical Investigation**
The geotechnical and pavement needs investigations have been completed. There will be ongoing discussions re the pavement needs, variations, compaction tests and compliances. This is considered to be a very important component as a “new” gravel source (a local quarry) may be utilised. The cost incurred to date for this component is included as part of the above (b) cost element.
- d. **Project Management**
The project is to be managed internally. The Manager Classified Roads will be managing this project. The cost incurred to date for this component is nil.
- e. **General Provision for Traffic.**
This is an ongoing component of the project primarily being monitored and maintained by the teams’ working onsite and the Roadside Maintenance Team. The cost incurred to date for this component is nil.
- f. **Erosion & Sediment Control**
This too is an ongoing component of the project primarily being monitored and maintained by the teams’ working onsite and the Roadside Maintenance Team. The cost incurred to date for this component is nil.

- g. Drainage
There is an extensive amount of drainage provisions to be undertaken as part of this project. Generally speaking the overall length of roadway is very flat and poorly drained. The drainage component involves the establishment of a considerable number of culverts passing under Federation Street and accessing properties and side streets/roads. It is proposed that some “sub-soil” drainage works will also be undertaken. A very large percentage of the drainage infrastructure materials (pipes and headwalls) have been delivered to site. It is proposed that the drainage works will commence within the next couple of weeks. The works will be undertaken by a contractor. The cost incurred to date for this component is \$46,927.
- h. Electrical Works – Relocation of Power and Stay Poles
It is necessary to relocate/remove/replace power poles and stays on the eastern side of Federation Street across the road from the Aero Park stormwater retention pond. The arranging of these works is in progress. There have been no costs incurred to date.
- i. Earthworks – Sub Grade and Shaping
This works in conjunction with the geotechnical investigative works have been planned. They are scheduled for commencement mid-January, 2018. There have been no costs incurred to date.
- j. Pavement Works – Sub-base Layer
This works in conjunction with the geotechnical investigative works have been planned. They are scheduled for commencement mid-January, 2018. There have been no costs incurred to date.
- k. Pavement Works – Base Layer
This works in conjunction with the geotechnical investigative works have been planned. They are scheduled for commencement mid-January, 2018. There have been no costs incurred to date.
- l. Wearing Surface
Nil works to date.
- m. Roadside Furnishings
Nil works to date.
- n. Contingency – Telecommunications, Water, Sewer etc.
Minimal telecommunication works (investigative location works) have been completed to date. The cost incurred to date for this component is \$663.

It is proposed that a monthly up-date report will be submitted to Council.

The total cost incurred to date is \$113,198.73.

<u>Principal Activity</u>	Strengthened Infrastructure
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	6.2.1.04 Maintain and construct streets and roads in accordance with Council's adopted road classifications

RECOMMENDATION

That the report be noted.

Rolly Lawford
Director Works & Technical Services

FIXING COUNTRY ROADS ROUND 2 PROGRAM

SUMMARY

To seek approval for the General Manager to sign the formal funding deed relevant to the State Government's RESTART NSW Fixing Country Roads Round 2 which provides for the rehabilitation of Federation Street.

.....

At its meeting held on 29 July 2016, Council acknowledged advice of its successful grant application for the rehabilitation of Federation Street under the terms and conditions of the State Government's RESTART NSW Fixing Country Roads Round 2.

As part of the terms and conditions and prior to the endorsement of the formal funding deed, the following documents had to be prepared and agreed to:

- Federation Street Procurement Plan
- Federation Street Risk Management Plan
- Federation Street Risk Assessment
- Federation Street Works Program
- Federation Street Proposed Cashflow Plan

Due to the delayed start of this Project, both the Works Program and Cashflow Plan have been amended numerous times. The above documents have been agreed to and the Director of Performance Management, Infrastructure NSW, has now forwarded the funding deed for Council's signature.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	6.2.1.4 Maintain and construct streets and roads in accordance with Council's adopted road classifications.

RECOMMENDATION

That authority be granted to sign and seal the funding deed relevant to RESTART NSW Fixing Country Roads Round 2 for Federation Street.

Rolly Lawford
Director Works & Technical Services

ROAD CLOSURE APPLICATION – MILLER STREET

SUMMARY

To advise of a request from the Coo-ee March 2015 Inc. Committee to support the closing of Miller Street for a re-enactment march on Saturday, 30 September 2017.

.....

Mr Brian Bywater has written to Council on behalf of Coo-ee March 2015 Inc. to advise that the Committee will be holding a reunion in Gilgandra on the 2017 October long weekend.

As part of the celebrations the Committee wishes to form up and hold a short ceremony at the Bridge Street memorial at 11am on Saturday, 30 September 2017. On conclusion of the ceremony, they then wish to march along Miller Street to the War Memorial and then via Windmill Walk to the Coo-ee Park for a formal ceremony and then along the reserve to Mahers Hill Road and then along the railway reserve to the Balladoran bus road. The marchers would then return to town via the same route.

The Committee has requested for Council could support the procession through Miller Street and arrange traffic control. The Committee has questioned the possibility of a “moving closure” but that is a matter that the Committee would need to pursue with NSW Police. However the Police will be busy with other long weekend duties during this period and thus may not be available.

Council was requested and provided traffic control for the 2016 reunion March at a cost of approximately \$3,000. It was extremely difficult to source available staff (due to the long weekend) and the majority of staff who participated expressed their reluctance to do further reunion marches due to a lack of compliance by the marchers.

The cost of providing for this request would normally be funded from the Contributions and Donations (Unallocated) budget for which there is no funding.

<u>Principal Activity</u>	Sense of Place/Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Approximately \$3,000, unfunded

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

Delivery Program Actions

1.2.1.3

Support community organised events, festivals and celebrations.

2.1.1.5

Encourage and promote Council involvement in community activities/functions.

SUBMITTED FOR COUNCIL'S DETERMINATION

Rolly Lawford
Director Works & Technical Services

CENTRAL BUSINESS DISTRICT (CBD) STAGE 2 UPGRADE

SUMMARY

To provide an update on progress with the Gilgandra Central Business District (CBD) Stage 2 Upgrade Project.

.....

The CBD Stage 2 area is defined as the area between Noonan Park and Bridge Street. The project includes the upgrade of the general parking area allowing for easy caravan access and movability together with the extension of the cycleway/walkway ("*Windmill Walk*") along the eastern verge of the area and is shown on the maps provided.

In response to consultation with local affected businesses, the upgrade of the pavement area will be undertaken during January and February 2018. The work will create extensive disturbance to those CBD businesses that use the area for business access, delivery of goods and "day long" parking.

The elements of this upgrade will include:

- a) Extensive provision for vehicular and pedestrian traffic which will include advertisement and signposting
 - b) Small length of water main extension which was initially provided for within the 2014/15 Water Fund budget
 - c) Minor sewer main works to provide for the establishment of the caravan dump point
 - d) Establishment of the caravan dump point which will include a sewer and water connection points
 - e) Electricity powerline/street light alterations
 - f) Removal of trees as documented in the Review of Environmental Factors (REF) document
 - g) Alterations to the existing stormwater provisions
 - h) Shaping (earth and pavement works) of the cycleway/walkway
 - i) Road pavement upgrade works
 - j) Application of the bitumen seals
 - k) Establishment of two roundabouts
 - l) Application of line markings on the bitumen surfaces
 - m) Establishment/replacement of vegetation, and
 - n) The overall tidying up of the area
-

The works required within the overall project are extensive and will occupy an extensive period. There will also be periods required to be deemed as “holding points” such as to allow for the curing of concrete works.

It is therefore proposed that the period of work within the CBD Stage 2 area be advertised with a timeframe of at least six months. Some of the ancillary works listed above are scheduled to commence in September 2017.

Current expenditure for the project to date is \$31,681.38 which includes survey and land acquisition.

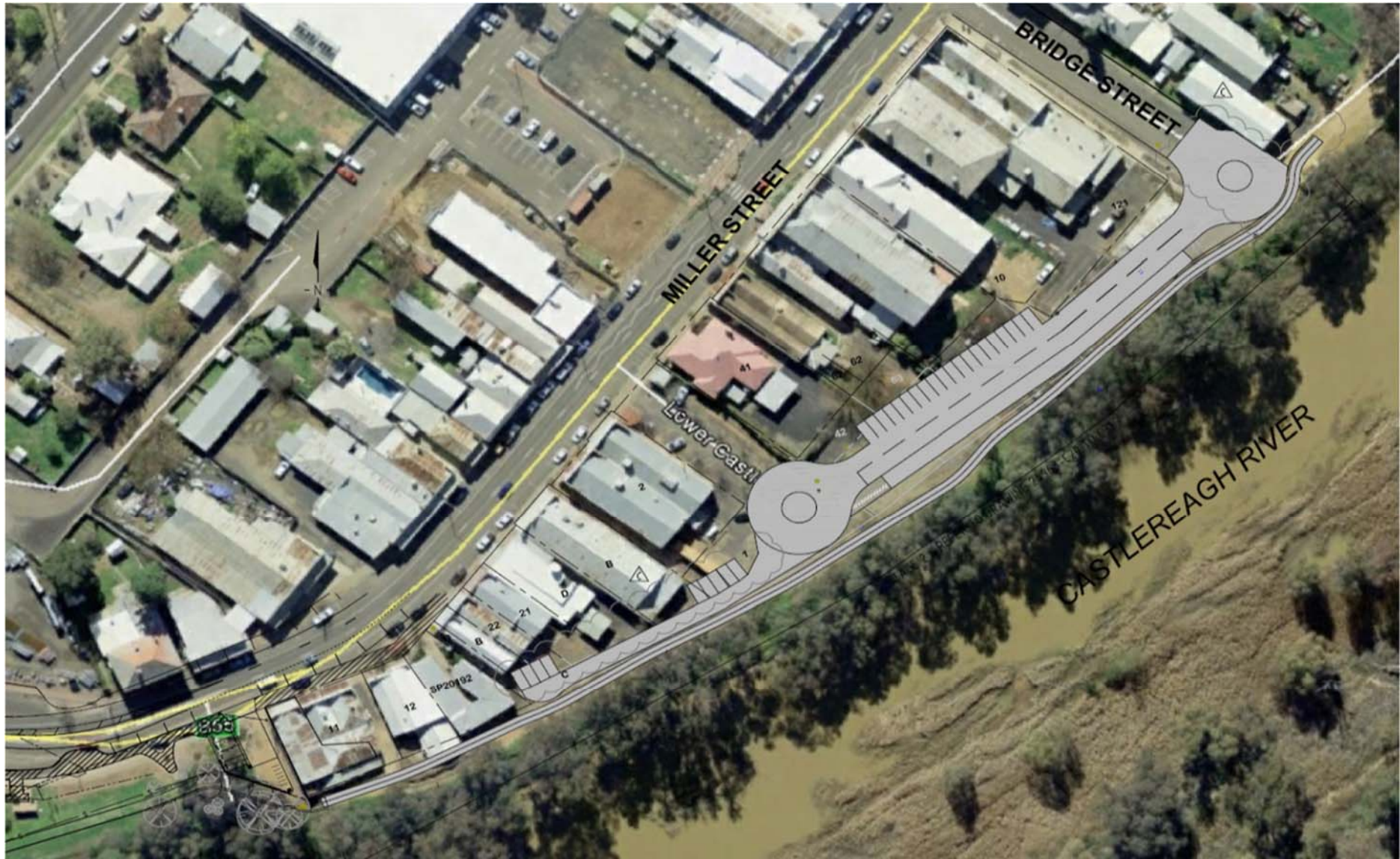
The progress to date has involved an extensive volume of planning and recognition of the volume of works to be undertaken.

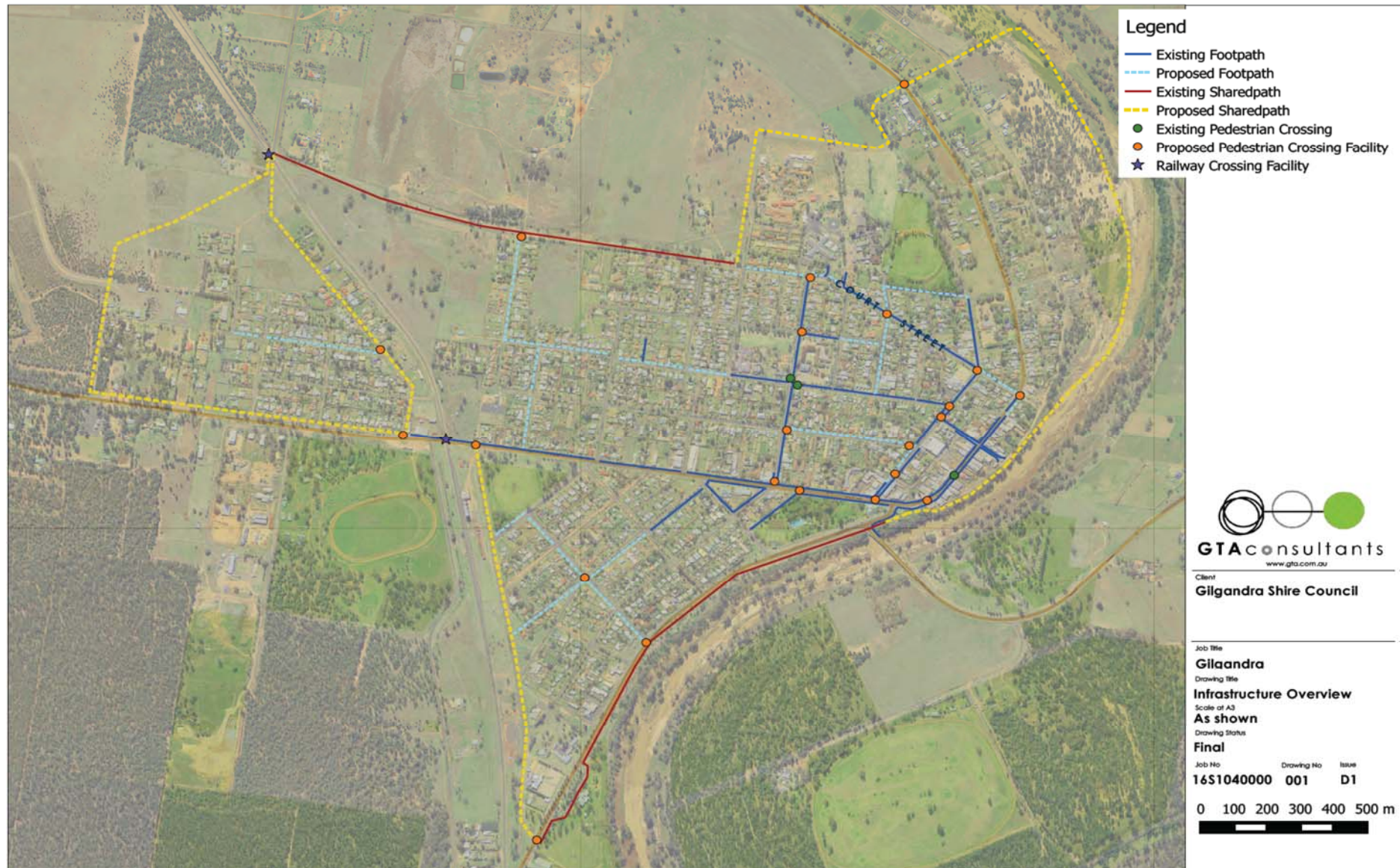
<u>Principal Activity</u>	Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	5.1.2.1 Provide support for existing business and facilitate opportunities for business development and growth

RECOMMENDATION

That Council endorse the final plan of works and commence the appropriate community and business house consultation.

Rolly Lawford
Director Works & Technical Services





GILGANDRA WALKWAY EXTENSION – 2017/18

SUMMARY

To advise of the receipt of the 2017/18 Cycleway/Walkway Grant from the NSW Roads & Maritime Services (RMS) to be utilised on the planning and extension of the Windmill Walk.

.....

In reply to Council's application for assistance to extend the portion of cycle way/walkway from the Jack Renshaw Bridge under-pass to Lower Castlereagh Street and the Central Business District (CBD), an offer from the RMS under the title *2017/18 Active Transport Program* has been received.

Council has included, as part of the draft 2017/18 Cycleway/Walkway capital works budget, \$80,000 as a RMS Contribution and an overall amount of \$160,000 to accommodate the extension of the cycleway/walkway.

As can be seen below, the RMS offer does vary the draft budget figures. The RMS offers are as follows:

Construction of the proposed pathway linking the bridge underpass to Lower Castlereagh Street and the CBD – Bridge to rear of Central Stores.

GSC Project No.	P0047
RMS Project No.	P.0022494
Total Estimated Cost	\$157,904
GSC Contribution	\$78,952 – 50%
RMS Contribution	\$78,952 – 50%

As stated, the RMS contribution is \$78,952. This is a minor reduction in the 2017/18 budget income provision for walkways (Ledger No.290293).

It is recommended that the 2017/18 draft budget be amended to illustrate the proposed income (\$78,952) and expenditure (\$157,904) items.

<u>Principal Activity</u>	Strengthened Infrastructure
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Council's contribution to the project is included in 17/18 budget.

Delivery Program Actions

6.2.2.1

Implement the elements of the Pedestrian Access Mobility Plan (PAMP) as resources and funding permit.

RECOMMENDATION

1. That Council reaffirm its commitment to the extension of the cycleway/ walkway along the river bank connecting the section at the rear of Central Stores to Bridge Street linking in with the proposed adjacent CBD Stage 2 Carpark upgrade.
2. That authority be granted to formally accept the NSW Roads & Maritime Services 2017/18 Active Transport Program offer totalling \$78,952 in accordance with the terms and conditions outlined in the Roads & Maritime Services.
3. That Council's 2017/18 budget be amended to illustrate the specific income (\$78,952) and expenditure (\$157,904) amounts.

Rolly Lawford
Director Works & Technical Services

WATER BORE NO.01 - COOEE PARK

SUMMARY

To provide an update on the progress of Water Bore No.1 Replacement Project at Cooee Heritage Centre, Cooee Park.

.....

The following was resolved at Council's Meeting 15 November 2016:

RESOLVED – 324/16	<i>Cr Walker/Cr Peart</i>
1. <i>That Council endorse the proposal to immediately replace Bore No.1 located adjacent to Cooee Park, Gilgandra, and that \$200,000 be funded from borrowings subject to the financial performance of the Water Fund throughout the year.</i>	
2. <i>That a future report be submitted to Council detailing the overall costs of the project of replacing Bore No. 01.</i>	

Subject to the above second quarter adjustment of an additional \$200,000 and with the original \$25,000 allocated for the bore investigative works, the budget provision for this project was \$225,000.

As at 30 June 2017, the costs incurred for this project was \$150,919. Subject to Tender T24/17 (report to today's closed meeting), to complete and have Water Bore No. 1 operational, it is anticipated that an additional \$90,000 will be required resulting in an overall cost of \$240,919 and a budget deficit of \$15,919.

Resolution 324/16 (above) indicated that the loan funds be used to the extent of \$200,000. Following consultation with Council's Finance Manager, it is suggested that the loan funds be avoided and the required \$215,919 be sourced from Council's Water Fund Reserves and accounted for in accordance with the first quarterly review.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Suggestion that funding now be sourced from Water Fund Reserves and a budget amendment be adopted as part of the first quarterly budget review
<u>Delivery Program Actions</u>	6.1.2.4 Provide a potable town water supply to Gilgandra that meets Australian Drinking Water standards.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

RECOMMENDATION

That the additional funding required to reinstate Bore No.01 now be sourced from the Water Fund Reserves and a budget amendment be adopted as part of the first quarterly budget review.

Rolly Lawford
Director Works & Technical Services

(A2430)

WORKS DEPOT UPGRADES

SUMMARY

To provide an update on progress with the upgrade of Council's Works Depot.

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The following table lists the completed and planned works at the current Works Depot site:

<i>Item No.</i>	<i>Item Description</i>	<i>Status</i>	<i>Cost to Date</i>
1.01	Survey and preparation of plans	Complete	\$11,180
1.02	Preparation of Plans, Scope of Works (all components & all stages), Development Application	On-going	\$36,658
1.03	New boundary fence and entrance with recessed gateway to provide for temporary parking off road	Complete	\$30,390
1.04	Establishment of attractive, purposeful (thick growth creating partial visibility and noise preventative actions) vegetation around the full perimeter of the yard	In Progress (Photinia Hedge)	\$10,420
1.05	Fitting of new roof cladding on the Workshop	Complete	\$26,200
1.06	Maintenance of the bitumen surface within the central primary trafficked area of the yard	Complete	\$12,643
1.07	Establishment of lighting improvements to the rear (western end) portion of the yard to improve night surveillance/security	Partially completed	\$11,570
1.08	Establishment of a minor plant storage facility and administration area – within Workshop.	Partially completed	Costs Not Recorded (Depot M&R)
2.01	Provision of an adequately sized lifting device (hoist) to enable servicing of all vehicles	Complete	\$51,215
2.02	Minor Improvements of employee motor vehicle parking provisions	Partially completed	Costs Not Recorded (Depot M&R)
2.03	Remove underground fuel (petrol) tanks located immediately adjacent to the storerooms	Complete	\$25,909

Item No.	Item Description	Status	Cost to Date
3.04	Establishment of a formal “keyed alike” security system	Yet to be finalised	
3.05	Elimination of flooding (that occurs during periods of natural precipitation – light and/or heavy) of the floor areas of the Store and Welding Shed	Part of 3.08	
3.06	Relocation of Bitumen Emulsion Storage Tank and Bunks	Plans completed Part of lodged DA 2016/155	
3.07	Relocation of the aggregate/gravel storage bays	Plans completed Part of lodged DA 2016/155	
3.08	Establishment of a large above ground water storage tank (approx. 200,000 litres) to provide for firefighting backup supply and stormwater control	Plans completed Part of lodged DA 2016/155	
3.09	Establishment of a dwelling providing improvement of the Store and new Workshop Areas	Plans completed Part of lodged DA 2016/155	
3.10	Full development of the partially constructed heavy vehicle maintenance pit	Plans completed Part of lodged DA 2016/155	
3.11	Establishment of a dwelling providing improved staff amenities, combined with a building providing meeting/training facilities and an overall cohesive computer working area	Plans completed Part of lodged DA 2016/155	
3.12	Complete the upgrade of the car parking provisions for staff and visitors on the verge of the Warren Road.	Plans completed Part of lodged DA 2016/155	
4.13	Overall tidy up of the yard	Ongoing	
4.14	Reorganisation of the yard	Ongoing	
	TOTAL		\$216,185

The 2017/18 Budget includes an allocation of \$2,000,000 for the capital works proposed at the Works Depot.

The Development Application (DA 2016/155) providing for items 3.04 to 3.12 listed in the table above has been lodged and is currently being assessed.

The Construction Certificate Applications (CC's) have been drafted and will be submitted for approval once the DA has been certified:

- 3.06 - Relocation of Bitumen Emulsion Storage Tank and the required bunting
- 3.07 - Relocation of the aggregate/gravel storage bays
- 3.08 - Establishment of a large above ground water storage tank (approx. 200,000 litres)

Quotations will be advertised and allocated for the above three (3) items immediately after certification of the CC's. This will allow for a prompt commencement of the works.

In regard to the preparation of the construction documentation for the establishment of items 3.09, 3.10 and 3.11, investigations relating to the details to be included in the tender specification, electricity load, structural requirements and the timeframe to be satisfied, are progressing.

Council will be updated each meeting with regard to the progress of this project. It is acknowledged and everyone involved is reminded that this project is scheduled for completion Friday, 28 June 2018.

General Manager's Comments

I acknowledge the Director's comments however prior to any further works being undertaken, a detailed review of the project design and costs estimates will be undertaken. This may impact on the completion timeframe.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	6.1.2.1 Ensure all Council buildings are maintained in a safe and operable condition.

RECOMMENDATION

That the report be noted.

Rolly Lawford
Director Works & Technical Services

SAND QUARRY

SUMMARY

To provide Council with an understanding of the legislative requirements to develop a sand quarry.

.....

A question was raised by Council as to the requirements for developing a sand quarry within the Shire.

Extractive industries are generally classed according to the type of material being extracted. A sand quarry would be classified as an extractive industry and would require the lodgement of a Development Application with Council.

Council's delivery program action **5.1.1.6** states

"Explore the opportunity for sand mining in the Castlereagh River"

This presents an opportunity for Council however as rivers are controlled by the Department of Lands (Crown) and governed by the Department of Primary Industries (Fisheries), this prospect would present a number of issues, particularly ownership and environmental factors, which would need to be addressed. Approval may or may not be granted.

Depending on the location and size of a proposed development, there are a number of legislative requirements that would be applicable to this type of development.

Zoning

The first step is to identify the appropriate land use zone that permits this type of development, normally RU1 Primary Production.

Assessment S79C(1)

As required by the Environmental Planning and Assessment Act, 1979, Section 79C(1), the following relevant matters are required to be assessed by Council as outlined below:

- Environmental planning instruments (State Environmental Planning Policies, Local Environmental Plans)
- Draft environmental planning instruments
- Development control plans
- Environmental (natural and Built), social and economic impacts
- Suitability of the site
- Submissions
- Public interest

Integrated Development

Integrated development refers to developments that require concurrence from other agencies such as: RMS, EPA, Fisheries, etc. Again, depending on the size and location of a proposed development, this would determine which agencies require referral.

Designated Development

In accordance with the Environmental Planning and Assessment Regulation, 2000, Part 1, Section 4, a proposed development that exceeds the thresholds outlined in schedule 3 is classed as Designated Development. For a quarry, the threshold is more than 2 hectares in size and a production rate of more than 30,000m³ per annum.

State Environmental Planning Policy (SEPP's)

The following State Environmental Planning Policies may also be applicable to this type of development:

- State Environmental Planning Policy No. 33 – Hazardous and offensive Development
- State Environmental Planning Policy No. 55 – Remediation of Land Development
- State Environmental Planning Policy (Infrastructure) 2007
- State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007

There are a number of additional factors that Council would also need to consider with this type of development such as:

- A financial model
- Identifying the resource
- A market for the resource
- Impacts on the road network
- Approvals required
- Resources required for management and operation of the quarry

Comment

Council would need to prepare a detailed Development Application including an assessment of all environmental factors, legislative requirements and liaise with multiple agencies. Council would therefore need to allocate funding to prepare this application prior to lodgement with no guarantee of success.

The development of a sand quarry is achievable. Council would firstly need to identify the necessity for the quarry and the potential benefits/impacts for the community and the Long Term Financial Plan.

The current market value is \$25 per cubic metre for coarse river sand. A business model would be required to ascertain the viability of a sand quarry and whether Council would be competing with existing markets.

<u>Principal Activity</u>	Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	5.1.1.6 Explore the opportunity for sand mining in the Castlereagh River

RECOMMENDATION

That the report be noted.

Lindsay Mathieson
Director Environmental Services

HUNTER PARK TOILET

SUMMARY

To advise progress with the Hunter park Toilet project.

.....

At the Special Council Meeting 28 March 2017, Council resolved to construct a new sewer line and manholes along Warren Road and through Hunter Park to connect the new toilet amenities. A new water connection was also proposed to be installed at the same time.

A contractor was engaged to carry out the works. Approximately 100 metres of 150mm sewer main and two (2) new sewer man holes have been installed to service the new amenities. A water line has also been installed.

Construction works have commenced on the new amenity building with a contract value of \$137,005.86. The concrete slab was poured on 18 July 2017 and following curing time of the slab, it is expected that the brick layer will begin on the 9 August 2017. Project completion time for the builder is mid-October 2017. Costs paid to the builder to date are \$22,000.

Additional sewage drainage works have also commenced at the Doctors' Surgery and Library. These works are costed to the *Maintenance and Repair* budgets for each building respectfully. A spur line has been installed for the CWA building and as Council would be aware, the CWA ladies are raising funds to carry out renovation works and upgrades to the internal plumbing and facilities of the CWA building. A meeting will be arranged with the relevant stakeholders to discuss proposed renovation before any works will commence on the CWA sewer issues.

The projected budget estimate for the project is:

CONSTRUCTED IN-SITU ESTIMATES

ITEM	COST
Costs to date (Preliminaries, survey and design)	\$10,397
Quotation price	\$137,005
Site Preparation (pad)	\$10,000
Sewer connection	\$50,000
Water supply	\$30,000
Electricity	\$10,000
Contingency (5%)	\$12,500
Total (GST inclusive)	\$259,902

NB: As reported the footpath will be funded in future years, once pedestrian traffic has been identified.

The following is a break up of costs to date:

PROJECT COSTS

Job No.	Description	Cost Account
OC401140	Hunter PTB Property Costs	\$1152.31
OC401141	Hunter PTB Administration	\$213.50
OC401142	Hunter PTB Survey Costs	\$900.25
OC401143	Hunter PTB Design Costs	\$9133.93
OC401144	Hunter PTB Site Preparation	\$0.00
OC401145	Hunter PTB Sewer Costs	\$51,103.48
OC401146	Hunter PTB Sewer Costs	\$5,484.43
OC401147	Hunter PTB Water Costs	\$0.00
OC401148	Hunter PTB Water Costs	\$149.05
OC401149	Hunter PTB Electricity Costs	\$0.00
OC401150	Hunter PTB Landscape Costs	\$0.00
OC401151	Hunter PTB Construction Costs	\$20,144.35
OC401159	Hunter PTB Demolition Costs	\$0.00
Total (GST excl)		\$88,281.30

Currently a figure of \$88,281.30 (GST excl) has been spent on the Hunter Park Toilet Project which is in line with the budgeted forecast.

It is expected that the project will be delivered within budget.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Project budget is \$250,000
<u>Delivery Program Actions</u>	6.1.1.3 Ensure all infrastructure assets are inspected and conditionally rated in accordance with the determined level of service. 6.1.2.3 Provide an effective sewer connection to all land parcels in the Gilgandra village area.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

RECOMMENDATION

That the report be noted.

Lindsay Mathieson
Director Environmental Services

WASTE AND RECYCLING STATISTICS

SUMMARY

To provide Council with an update on waste and recycling statistics

.....

As reported at the February Council meeting, it was proposed to conduct a kerbside domestic waste audit around March/April 2017.

The purpose of the audit was to determine the volume and composition of material disposed into the identified waste streams. The process involves a “single snap shot” audit method of collecting residual waste from a nominated number of premises within Gilgandra and separating and weighing the aggregated waste into each major fraction.

NetWaste contracted Justin Jones from *JustWaste Consulting* to undertake a kerbside waste audit of seven (7) of their Councils: Bathurst, Forbes, Parkes, Broken Hill, Cobar, Gilgandra and Mid-Western. Gilgandra’s bin audit was undertaken on 25 April (recycling) & 26 April (general waste).

The purpose of the bin audit is to better understand the composition of waste in the local community and identify opportunities for diversion through community engagement and education programs.

Results from Gilgandra’s bin audit were as follows:

Average	Waste bin	Recycling bin
Volume Collected (litres)	134.16	178.4
Weight (kilograms)	11.24	11.31
Capacity (%)	70.45%	66.26%

Composition (%)	Waste bin	Recycling bin
Waste	20.5	8.6
Recyclables	23.4	91.4
Compostables	56.1	0.0

From the table above, you will note that the recycling rate is very high. The majority of contamination (3.8%) in the recycling bins came from recycling being collected inside plastic bags. *JustWaste* suggests that this may be a mistake being made by residents who think they are doing the right thing by “containing” their recycling.

In the waste bins, we are currently capturing 79.5% of material that can be diverted out of landfill. The bulk of this material is compostables comprising of 20.4% food scraps, 17% grass, clippings and leaves, 9.3% packaged food (whole and partial), 8.1% woody branches and twigs and 1.3% other. An additional 23.4% is comprised of traditional recyclable materials (paper, glass, plastics, etc). *JustWaste* suggested that those households who are not currently using their recycling bin may choose not to because they perceive it to be time-consuming and/or difficult.

Key recommendations from the *JustWaste* analysis are:

- Create a modern education program for diversion of recyclables, highlighting identified material which often poses confusion (e.g. plastics #5 and #6)
- Investigate the introduction of a kerbside Food Organics Garden Organics service with a fit for purpose processing facility at the Gilgandra Depot. (Based on volumes collected, this would not be viable for Gilgandra at this stage)
- Educate residents on the green waste accepted at the Gilgandra Waste Facility
- Provide information about the materials collected at the Gilgandra Waste Facility (scrap steel, building materials, etc) and Community Recycling Centre (hazardous materials, light globes, paint, oil, etc)

Waste to Landfill

For the period July 2016 to July 2017, the current landfill cell received 2,645m³ of putrescible waste. Using a conversion compaction rate, this equates to approximately 783 tonnes of waste going into landfill. As demonstrated in the *JustWaste* analysis, there is an opportunity for Council to increase the recycling message to remove recycling materials from entering landfill.

The life expectancy of the current landfill cell is approximately 15 months, depending on volumes received. Staff are currently planning the next landfill cell in preparation of the expiry of the current cell.

Recycling

For the 2016/17 financial period, approximately 800 tonnes of commingled recycling was processed at the Gilgandra Waste Facility including the kerbside recycling collection from Bogan. This is a credit to Carlinda for an outstanding result.

The recycling trailer that services Armatree and Tooraweenah is being utilised and has provided a valuable service to the rural community following the closure of the rural landfill sites.

Recently the recycling drop off point for the trailer at Tooraweenah has been moved to the Council Depot in Brennan Street as the original location at Tooraweenah Trading Co was only a trial location.

Community Recycling Centre

Council’s Community Recycling Centre has been in operation for a number of years and the Centre has been well received by the community. The service (provided by Council), significantly reduces problem waste from entering the landfill and allows for waste disposal in a controlled environment supporting an environmentally friendly outcome.

Waste and Recycling Streams

MANAGEMENT OF WASTE & RESOURCE RECOVERY	TONNES 2017	TONNES 2016
Total waste entombed at primary landfill	783	1209
Total waste entombed at other landfills	0	254
Kerbside collection – recycling per residence per year	0.294	Not recorded
Kerbside collection – waste per residence per year	0.584	Not recorded
Garden organics collected	800	810
Aluminum cans	7	31
Batteries	14	0
Glass	143	165
Scrap metal	200	140
Plastic	67	120
Paper & Cardboard	365	414
Other (paint, florescent tubes, toxic materials, etc).	1.4	0
E-waste	0	0
Oils	3	0
Tyres	3	110

Waste and recycling figures are consistent with previous years. Targeted education initiatives for waste will endeavour to meet the outcomes of Council’s waste strategy by minimising the environmental impacts and improving resource recovery rates. Effective and efficient management of the site will provide a safer work environment for Council employees and the community.

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

Delivery Program Actions

3.2.1.1 Promote community awareness of waste avoidance programs that focus on reduce, reuse and recycling of wastes.

3.2.1.2 Assess the potential environmental risks and optimize positive environmental outcomes as part of developing a landfill master plan.

RECOMMENDATION

That the report be noted.

Lindsay Mathieson
Director Environmental Services

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

It should be noted that there was a lack of a quorum for the Disability Services Committee, however the meeting went ahead with notes of proceedings taken.

Disability Services Committee 1 August 2017

Interagency 27 July 2017

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

DISABILITY SERVICES COMMITTEE

1 August 2017

PRESENT

Cr D Batten (Mayor - Chair)
Cr G Johnson
Ms T Stevenson (Community Representative)
N Skinner (Client Representative)

IN ATTENDANCE

Mr B Chapman (Carlginda Operations Manager)
Ms K Gibson (Carlginda Policy and Training Officer)
Mr M Wilson (Director Community Development & Services)
Mrs J Lummis (Manager Orana Lifestyle Directions)
Mr D Neeves (General Manager)

The Mayor noted that a quorum was not reached and proceedings of the meeting commenced at 4.00pm with notes being taken.

APOLOGIES

Cr S Baker
Cr D Naden
Mr P Mann (Community Representative)
Ms L Townsend (Community Representative)

Items not on the Agenda

- a. No applications were received for the Pool Kiosk Operator. Mr Wilson advised that they were looking at the Lifeskill Centre to operate the kiosk with only basic snacks available, eg packets of chips and drinks. Mr Neeves suggested that vending machines could be installed. Mr Wilson also advised that further advertising for this position was in place offering the option of opening the kiosk on weekends only.
- b. Mr Wilson advised the Committee that no communication had been received in regard to the container deposit scheme which is planned to commence in December 2017.

Proceedings in Brief

It being 4.15pm Cr Johnson entered the meeting. It being 4.17pm Kylie Gibson left the meeting to attend to SES duties and did not return.

NOTED	
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

NOTED	
That the minutes of the meeting held on 14 May 2017 be noted.	

IP&R REPORT

SUMMARY

To present Integrated Planning and Reporting for Disability Services.

NOTED	
That the report be noted.	

QUARTERLY BUDGET REVIEW MARCH 2017

SUMMARY

To present the quarterly budget review for March 2017 and associated commentary.

NOTED	
That the July quarterly budget review reports be noted.	

It was noted that funding for additional development to the Waugan Street house is required and that funding for this project had been identified in the long term financial plan.

CLIENT REPRESENTATIVE REPORT

Mr Batten complimented Ms Skinner by saying that her report was the best he has seen. Nancy received a well done from the Committee.

Photos taken at the rebranding have been well received by the clients with some making collages for their houses, sent to their families and Nancy has a photo with her brother Walter on the day.

Mr Neeves said that another game of touch football should be arranged. Mrs Lummis enlightened the Committee announcing that the team had their name down for Connections held in October at Dubbo.

Mr Neeves suggest that the General Managers Representative side play against Orana Living side with Mr Batten cooking the barbecue.

NDIS

Mr Wilson gave a brief run down on the introduction of the NDIS saying that progress has moved quickly in the last three months and that funding from ADHC had been received for July 2017 only. Future payments will follow when clients have a plan and that 28 clients with their families have been contacted with only one lifeskill client – service only and 1 community care client had not been seen as yet.

Supported Living: Quotes have been submitted based on the roster and current support trends. Sue Doherty and Cheryl O’Leary have worked hard to get these quotes on track.

It was noted that changes to the plan will be made in accordance with the clients’ needs and more diligent processes will be derived from clients’ plans with regular updates. Mrs O’Leary uploads necessary data and Carlinda updates through a NDIA portal.

14 Wamboin Street:

1. The meeting noted correspondence from ADHC about the 14 Wamboin Street property currently used under a deed of licence. ADHC is seeking nominations as to preferred SDA provider.
2. It was decided to respond to ADHC with correspondence outlining proposal to sell 14 Wamboin Street and the proceeds to go to Stage 2 of 59 Waugan Street.

The Department of Premier and Cabinet will be visiting Gilgandra next Thursday and it was decided to mention the 14 Wamboin Street dilemma.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.20PM.

Cr D Batten
Chairperson

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

INTERAGENCY

27 July 2017

PRESENT

Barnardos – Gina Johnson - Chair
Department of Human Services – Dawn Towney
Department of Human Services (Centrelink) – Tracey Burns
Department of Prime Minister & Cabinet – Michelle Payne
Gilgandra Housing & Homelessness Support – Helen Naef
Gilgandra MPS – Sarah Cruickshank
Gilgandra Preschool – Kristy Hyndes
Gilgandra Public School – Janine Hazelton
Gilgandra Shire Council - Cr Doug Batten (Mayor)
Gilgandra Shire Library – Liz McCutcheon
Gilgandra Youth Services – Susan Brisbane
Joblink Plus – Tracey Stevenson
Royal Flying Doctor Service – Grace Carniato
St Vincent de Paul – Neil Rabbett
TAFE – Gail Simpson

IN ATTENDANCE

M Wilson (Director Community Development & Services)

Proceedings of the meeting commenced at 12.00pm

APOLOGIES

Gilgandra Community Care – Jill Blackman
Gilgandra Shire Council Aged Care – Kerry Butler
Gilgandra Shire Council Orana Living – Janelle Lummis
NSW Police – Ken Brisbane

COMMITTEE'S RECOMMENDATION 7/17	D Batten/S Brisbane
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 8/17	T Stevenson/H Naef
That the proceedings of the previous Interagency meeting held on 25 May 2017 be confirmed.	

BUSINESS ARISING

Nil

Royal Flying Doctor Service – Drug & Alcohol Support

Grace Carniato advised of funding given for their outreach service and the following points were noted:

- Hub in Dubbo, Cobar and Broken Hill
- Health promotion and education/Early intervention/counselling/Case management/Individual and family support/Group programs/Community Engagement/Referral.
- SMART Recovery – whatever community want
- Working out of hospital with 4 clients
- Free service – funding until June next year but seen as ongoing and sustainable

Template of Statistics

Matthew Wilson and Helen Naef to prepare draft template for reporting which will be issued with agenda for next meeting.

Breakfast Club

Susan Brisbane advised:

- Has been in operation for 10 years
- Funds for breakfast food depleting rapidly
- Letters sent to 92 businesses seeking support – 5 replies and donations of \$500
- Dental week promotion next week – between Barnardos & Breakfast Club
- Volunteers welcome – can volunteer once per month or more frequently

Beyond Blue Day at Football

Gilgandra Youth Club assisted with the Beyond Blue day at the football together with Fire, Police and Health agencies

Joblink Plus

Birrang Enterprises are currently in Gilgandra doing an Intensive 5 week Driver Training Course.

Birrang are assisting participants make arrangements with State Debt Recovery to pay outstanding fines, assisting with gaining Learner's Permit and also with Driver Training. They will be running a course in Gilgandra from 18/07/17 to the 18/08/17.

Joblink Plus have established a Driving School and have a vehicle based in Dubbo which will service the Orana area. Driving lessons will be available in Gilgandra once a month and Driving Lessons are open to the general public and can be accessed by contacting Joblink Plus on (02) 6868 8300.

Gilgandra Homelessness and Housing Support

Helen Naef noted the extensive number of entities with which she can have contact in her role. In the past twelve months there have been 766 service events for 161 clients.

St Vincent de Paul

Neil Rabbett advised of 421 clients on books, 121 assisted in last 3 months and 13 new clients. 126 food vouchers issued. Current focus on energy accounts with recent price rise.

Prime Minister & Cabinet

Michelle Payne introduced herself as the new Community Engagement Officer at Gilgandra, Coonabarabran and Peak Hill. Michelle advised there is not a lot of funding available, however it would be worthwhile to look at their website.

Gilgandra Preschool

Kirsty Hyndes advised they are currently completing grant applications for extension of services plus an extension to building (plans drawn up) Numbers at 86 per week with a wait list which varies from 6-14 through the week Re-enrolment for 2015 starting soon.

Health

Sarah Cruickshank advised a Women's Health Day will be held on 7 September 2017 which will involve education and information.

Gilgandra Public School

Janine Hazelton commented that their numbers have increased to just over 200 with new families moving to the area. They are also getting ready for next year's enrolments.

Doug Batten noted the latest census figures for youth 0-15 is up on the previous census.

DHS Centrelink

Tracy Burns advised she works in collaboration with Tracey Stevenson, Helen Naef and Susan Brisbane to assist those with complex needs for Gilgandra mainly by phone.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

Financial advice regarding Centrelink payments is available and Payment Finder is a wonderful resource on their website – it can estimate amount entitled.

DHS – Indigenous Service in Dubbo (now Chris Suey) will outreach to Gilgandra. Chris will attend events to promote services – what can be claimed.

TAFE

Gail Simpson mentioned that a survey had been circulated re courses desired. Some auto servicing training has recently been completed. They are working with ACLO Brian Carr and are looking at Cert III ATSI (Primary Health Care Course) to be delivered by video conferencing with the idea to then look at traineeships with health organisations.

TAFE can also assist agencies with First Aid updates.

Barnardos

Gina Johnson circulated a playgroup flyer for Curban, Gulargambone and Gilgandra.

Soup Kitchen

It was noted that Home Sweet Home Tea room would be running a soup kitchen on Saturday, 29 July 2017.

NEXT MEETING

Thursday, 28 September 2017 – 12 noon

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.00PM.

G Johnson
Chair

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

.....

1. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of July 2017.
2. Certificate of Bank Reconciliation – Month of July 2017.
3. Details of investments as at July 2017 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	30-Jun-17	\$5,575,095.02
Plus: Receipts		\$3,501,024.93
Less: Payments		\$3,622,858.01
CASH BOOK BALANCE AS AT	31-Jul-17	\$5,453,261.94

STATEMENT BALANCE AS AT	30-Jun-17	\$5,581,116.24
Plus: Receipts		\$3,458,919.75
Less: Payments		\$3,584,315.21
STATEMENT BALANCE AS AT	31-Jul-17	\$5,455,720.78

Plus: Unpresented Receipts		\$5,629.42
Less: Unpresented Payments		\$8,088.26
RECONCILED BALANCE AS AT	31-Jul-17	\$5,453,261.94

Cashbook balance as at 31 July 2017:	\$5,453,261.94
Investments held as at 31 July 2017:	\$17,016,415.80
Total Cash & Investments Held as at 31 July 2017:	\$22,469,677.74

The bank balances in each of the funds as at 31 July 2017 are:

General Fund	\$8,769,575.66
Water Fund	\$2,380,732.95
Sewer Fund	\$1,200,371.13
Orana Lifestyle Directions	\$1,979,883.82
Carlinda Enterprises	\$332,778.26
Cooee Villa Units	\$1,390,183.19
Cooee Lodge	\$4,994,448.96
Jack Towney Hostel	\$898,861.49
Trust Fund	\$522,842.28

Balance as per Total Cash & Investments Held: \$22,469,677.74

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 186 days @	2.75%	Due on 11-Sep-17	With AMP Bank
(b)	\$1,000,000.00	For 273 days @	2.60%	Due on 01-Mar-18	With AMP Bank
(c)	\$500,000.00	For 183 days @	2.75%	Due on 07-Oct-17	With AMP Bank
(d)	\$500,000.00	For 184 days @	2.50%	Due on 10-Jan-18	With Bankwest
(e)	\$1,000,000.00	For 179 days @	2.60%	Due on 04-Aug-17	With Bankwest
(f)	\$500,000.00	For 182 days @	2.60%	Due on 04-Sep-17	With Bankwest
(g)	\$500,000.00	For 273 days @	2.50%	Due on 03-Mar-18	With Bendigo
(h)	\$1,000,000.00	For 365 days @	2.95%	Due on 06-Aug-17	With Bendigo
(i)	\$1,000,000.00	For 184 days @	2.60%	Due on 04-Jan-18	With Bendigo
(j)	\$500,000.00	For 183 days @	2.45%	Due on 04-Oct-17	With Bendigo
(k)	\$500,000.00	For 184 days @	2.55%	Due on 11-Jan-18	With Bendigo
(l)	\$1,000,000.00	For 184 days @	2.65%	Due on 22-Sep-17	With BoQ
(m)	\$1,000,000.00	For 184 days @	2.60%	Due on 10-Jan-18	With BoQ
(n)	\$500,000.00	For 181 days @	2.55%	Due on 06-Nov-17	With IMB
(o)	\$1,000,000.00	For 91 days @	2.50%	Due on 28-Aug-17	With IMB
(p)	\$1,000,000.00	For 185 days @	2.65%	Due on 18-Dec-17	With ME Bank
(q)	\$500,000.00	For 90 days @	2.55%	Due on 02-Aug-17	With NAB
(r)	\$1,000,000.00	For 365 days @	2.60%	Due on 05-Apr-18	With NAB
(s)	\$1,000,000.00	For 365 days @	2.65%	Due on 07-Sep-17	With NAB
(t)	\$1,000,000.00	For 92 days @	2.46%	Due on 07-Sep-17	With NAB
(u)	\$1,016,415.80		2.31%	At Call	With TCorp
Total Investments:					
\$17,016,415.80					

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>August 2014</u>		
233/14	Aero Park Shed Lease	Draft lease sent to lessee
<u>July 2015</u>		
165/15	SES Accommodation	Awaiting feedback from SES Report to future meeting with plans, funding options and timing.
<u>August 2015</u>		
205/15	Southern phone – provision of telecommunication services	On hold awaiting introduction of NBN
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	In progress – with solicitor
<u>September 2016</u>		
300/16	NO CSG signage	Signage erected
<u>November 2016</u>		
322/16	Cost of equipping replacement bore including new submersible pump and electricity connection	Report this meeting
324/16	Overall cost of replacing No. 1 bore	Report to future meeting
<u>December 2016</u>		
347/16 289/16	Possible land purchase	Awaiting subdivision.

April 2017

88/17	Proposed development in Shire	Further report to Council as negotiations progress
109/17	Additional road funding	Discussed at workshop 8/8/17

May 2017

	Masterplans for Parks & Ovals	Work has commenced on these plans
70/17 144/17	Proposal to reduce size of shared zone in the IGA car park	Scheduled for painting in July subject to contractor availability

June 2017

154/17 121/17	Purchase of land Chelmsford Ave	Purchase progressing
155/17	Land purchase, Miller Street	Subdivision being progressed
156/17	Extension to Jack Towney Hostel	Contract documents being prepared
160/17	Tour de OROC	Council staff liaising with local service clubs to determine arrangements
164/17	Local Government NSW Annual Conference Motions	Discussion at workshop 8/8/17
168/17	Hunter Park Playground	Order placed, installation expected in September
170/17	NSW Local Roads Congress	Letters to be written to relevant Ministers and MPs
171/17	Pigeons	Investigations continuing
	Possible sand quarry	Report to this meeting

July 2017

179/17	Lease negotiations	Negotiations commenced. Verbal update on progress to Closed meeting
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MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

184/17	Protecting our Places Workshop	4 councillors to attend 10/8
187/17	Whole of Council Christmas function	Report to future meeting
189/17	Association of Mining Related Councils	Letter sent advising of Council's decision
190/17	Grant funding opportunities	Applications submitted
191/17	Australasian Railway Association - Freight conference	Mayor and Economic Development Manager to attend
192/17	Wrigley Street Rehabilitation	Staff congratulated
196/17	Request for departure from Council's Development Control Plan 2011	Applicants advised of Council's determination

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2017

DEVELOPMENT APPLICATIONS

The following applications were received from 1 July 2017 – 31 July 2017.

DA Number	Applicants Name	Application Description of Work	Property Address
2017/209	GILGANDRA SHIRE COUNCIL	EXTENSION TO COMMUNITY CENTRE BUILDING - JACK TOWNEY HOSTEL	5 STOCKINGS CRESCENT GILGANDRA NSW 2827
2017/210	JOHN PEISLEY	SUBDIVISION	46 BROWNWOOD DRIVE GILGANDRA NSW 2827
2017/211	JOHN EDWARD JOHNSON	NEW DWELLING WITH ATTACHED GARAGE & FREE STANDING SHED	42 FARRAR STREET GILGANDRA NSW 2827
2017/212	GILGANDRA SHIRE COUNCIL	SUBDIVIDE LOT TO BE INCORPORATED INTO THE ADJACENT CEMETERY	573 BEARBONG ROAD BEARBONG NSW 2827
2017/213	BRUCE STEVEN MOERIS	GARAGE	1 BOBS STREET GILGANDRA NSW 2827
2017/214	ROBERT LUMMIS MURRAY	INDUSTRIAL SHED	LOT 101 HARGRAVES LANE GILGANDRA 2827
2017/215	PETER STANLEY HAZELTON	ALTERATIONS/ADDITIONS TO DWELLING	498 CASTLEREAGH HIGHWAY GILGANDRA NSW
		JULY 2017	\$1,180,443.00
		TOTAL FOR 2017	\$3,473,628.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager
