



NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 19 February 2019 at 4.20pm.**

Please note a workshop will be held prior to the meeting, commencing at 3.00pm.

Mr Mark Harris, Health Services Manager at the Gilgandra MPS, has been invited to join Councillors for afternoon tea prior to the Council meeting.

Agenda

- (1) Submission of Questions for Next Meeting
- (2) National Anthem
- (3) Prayer
- (4) Acknowledgement of Traditional Owners:
"I acknowledge the traditional custodians of the land on which we live, work and play. I pay my respects to our Elders past and present and thank them for the contribution they have made, and continue to make, in the cultural identity of our nation."
- (5) 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 December 2018 (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.

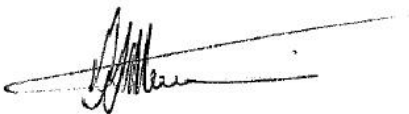
- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting

- Tender 39/18 - McGrane Oval Lighting (d)
- Pre-feasibility Study (d)
- Gilgandra Shire Library upgrades (c)
- Request to consider land exchange (c)
- Preferred trade supplier arrangements (c)
- Fire damaged dwelling (b)

- 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.

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MAYORAL MINUTE - 1/19
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities during the preceding months.

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23/1/19	Australia Day Selection Committee meeting
24/1/19	Funeral service, Bulli
25/1/19	Mayoral tour with Australia Day Ambassador, Robyn Moore and her husband Hal
25/1/19	Australia Day Prelude Concert
26/1/19	Australia Day activities
29/1/19	Official opening of Stage 1 of Macquarie Homestay
31/1/19	RDA Growth Summit, Dubbo
31/1/19	Drought Communities Funding workshop with funding recipients
4/2/19	Meeting with CWA/Lions representatives re organ donation awareness program
5/2/19	Disability Services Committee meeting
6/2/19	Weeds forum, Armatree, representing Castlereagh Macquarie County Council
11/2/19	Meeting with LLS representatives, Gilgandra
12/2/19	Newell Highway Taskforce, West Wyalong
13/2/19	Official opening of CWA hall renovations, Tooraweenah
13/2/19	NSW Farmers instructure and transport forum
15/2/19	Community Sentiment towards Charles Sturt University workshop, Dubbo
19/2/19	Council meeting

<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

RECOMMENDATION

That the report be noted.

D Batten
Mayor

PROJECTS UPDATE

SUMMARY

To provide an update on the numerous projects currently being progressed.

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Council's Projects Team is co-ordinating the planning and delivery of a number of capital works projects. An overview of the status of current and future projects is outlined below:

Under the Stronger Country Communities Fund (SCCF):

1. McGrane Oval Masterplan

An update is to be provided to the next meeting of the Sports Council. Works completed to date are:

- Boundary Fence
- Cricket Nets
- Tree removal for parking at Northern end of oval
- Water tank & fence
- Cricket wicket upgrade

Outstanding works:

- **Lighting Upgrade** - Tender assessment has been completed; report to this Council meeting.
- **Change rooms Refurbishment (Grandstand)** - Documentation being prepared to go out to open quotation.
- **Toilets Refurbishment & New Disabled Amenities (Junior League Building)** - Documentation being prepared to go out to open quotation.
- **Netball / Basketball Courts** - Planned for installation to commence in February and be completed in March by Council's Infrastructure Department.
- **Oval Fence (Powder Coated Picket Fence)** - Planned to be installation after lighting upgrades completed.
- **Seating & Bins** – Planned as the last item to be completed on the project.

2. Country Halls Program

- **Curban Community Hall** - Proposed sub floor rectification works.
Open quotations called (in conjunction with Armatree CWA Hall), which close Friday 22 February 2019.
- **Armatree CWA Hall** - Proposed sub floor rectification works and rear concrete area.
Open quotations called (in conjunction with Curban Community Hall), which close Friday 22 February 2019.
- **Tooraweenah War Memorial Hall** - Proposed sub floor rectification works.
Consultation with the Tooraweenah Hall committee and Council's Heritage Consultant on 18 February 2019.
Detailed scope of works and quotation documentation to be developed to go out to open quotation in March/April 2019.
- **Gilgandra Shire Hall** - Proposed air conditioning upgrade, accessible toilet, kitchen and appliances.
Works planned to be scheduled for late 2019, early 2020.
- **Gilgandra CWA Hall** - Proposed replacement kitchen, appliances, plumbing works and electrical works.
Works planned to be scheduled for late 2019, early 2020.

3. Shire Parks Program

- **Hunter Park**

Works completed to date:

- Accessible footpath
- Relocated shelter and installed new concrete slabs under seating
- Accessible Kerb Ramps adjacent main entry to park for 2 x disabled car parking spaces
- Installed new park seating and benches
- Installed new shelter to BBQ area

Outstanding works:

- Installation of BBQ - Power to be installed to BBQ area, and BBQ to be installed.
 - Line mark and signpost 2 new disabled carpark spaces adjacent the main entry to the park - To be installed by end of February
-

- Shade structure over play equipment - Finalising design, and will incorporate with new trees. Works planned to be scheduled for mid to late 2019.
- Plant Mature Trees - Finalising type, number and location of trees, and will incorporate with shade over play equipment. Work planned to be scheduled for mid to late 2019.
- Skate Park Extension & Upgrade - Community consultation complete. Confirming design and type. Work to be scheduled for mid 2019.
- **Tooraweenah Park** - Consultation with community groups undertaken. Scope to be developed, with works planned to be scheduled for mid to late 2019
- **Armatree History Board** - Corporate Services staff will lead this project, with the Armatree Progress Association

4. **Shire Signage Program**

Corporate Services staff leading this project and will liaise with projects team as or when required. No progress at this stage pending finalisation and implementation of the new branding.

5. **Recreation and Community Art Program**

Council received grant funding of \$97,874 in lieu of the \$339,536 requested.

Ernie Knight Oval tank and irrigation is the one project within the program that has commenced. This project was budgeted at \$140,060 however the Infrastructure team have been advised that there is only a budget of \$97,874 for the project.

The other projects within the Recreation and Art Program that remain unfunded include the following:

- Street Seating (\$31,500)
- Outdoor Exercise Equipment (\$60,090)
- McGrane Oval Playground (\$21,265)
- Silo Art (\$40,000)

Under the Regional Cultural Fund:

- **Cooee Heritage Centre extension and upgrade** - Significant upgrade of building proposed. Drawings and scope to be developed.
 - **Gilgandra Library upgrade** - Significant upgrade of building proposed. Options of upgrading the existing building vs new building to be discussed. Drawings and scope to be developed.
-

Other projects include:

- **CBD STAGE 2**

Works completed to date:

- Water Main
- Dump point installed
- Pavement surface and first seal
- Walking track
- Planter boxes and street furniture installed
- Planter box landscaping
- Solar lights installed
- Footpath in Bridge Street
- Disabled walkway access

Outstanding Works:

- Final Seal, line marking, install roundabouts and signs - Final seal scheduled for 22 February 2019. Line marking, roundabouts and signs to be completed after the final seal is applied.
- Landscaping to Riverbank - Landscaping works have commenced, with planting of vegetation scheduled for March/April (when the weather is suitable). Stabilisation of bank scheduled for late February.
- Central Stores Carpark - Contractor engaged. Works to commence late February 2019.
- Aboriginal Language for Planter Box - Discussions around wording required to be progressed in consultation with members of the indigenous community. CWME to plasma cut signage and install.

- **JORDANA PARK**

Project completed and ready for grant acquittal (Community Services)

- **SHIRE DEPOT**

Drawings and design currently being prepared, with the approximate schedule as follows:

- DA/CC plans to be finalised by March 2019
 - Tender documents March/April
 - Out to tender April/May
 - Determination & Contracts awarded in May/June
 - Construction commencement in September/October
-

- **COOEE LODGE**

- **Solar Panels** - installed and operational
- **Cooee Lodge Hostel Room Renovations** - three rooms (Rooms 14-16) completed in February 2019. Renovation of a further three rooms currently out to tender. Tenders close 15 March 2019 and works are expected to commence in April 2019.
- **Cooee Lodge Hostel Kitchen Upgrade** - Scope being developed to go out to tender. Works to be completed by November 2019.
- **Fire Protection** - The water tank which will provide the water supply for the fire hydrants to the building has been installed. Council has engaged an Hydraulic Engineer to design the pump and water line for connection to the fire hydrant booster assembly, and prepare a scope of works. Works on pump and water line installation is scheduled to commence mid 2019.
- **Significant Refurbishment** - Scope to be developed.

- **SES SHED**

Land transaction is pending. Projects team to finalise design and prepare tender documents to go out to Tender in April 2019 (approximately). Sewer main upgrades will also be required.

- **GILGANDRA PRE SCHOOL**

GSC acting in a superintendent style role. Concept plans developed and approved and will go out to tender in March 2019.

- **SPECIALIST DISABILITY (SDA) HOUSING – 59 WAUGAN STREET**

Looking at more independent style living than currently provided. As reported to the recent Disability Services Committee meeting, concept plans are currently being developed.

- **BOWLING APPROACH TO CRICKET NETS – McGRANE OVAL**

Concrete slab completed and curing. Synthetic grass to be installed early March 2019 to complete this project which has been funded by a Cricket Australia Infrastructure Grant.

- **COMBINED INDOOR SPORTS FACILITY**

Concept plans to be developed and reported to the Sports Council for discussion.

<u>Principal Activity</u>	Sense of Place; Economic Development; Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits 1.2.1.1 Assist village community committee to maintain their public facilities 5.2.2.2 Reinvigorate Gilgandra with a fresh promotional campaign 6.1.2.1 Ensure all Council buildings are maintained in a safe and operable condition 6.1.3.1 Support local emergency and rescue agencies in their delivery of services to the Gilgandra Shire area

RECOMMENDATION

That the report be noted.

Brian Irvin
Project Manager

CODE OF MEETING PRACTICE

SUMMARY

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

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Advice has been received from the Office of Local Government (OLG) as follows:

Amendments made to the Local Government Act 1993 (LGA) in August 2016 by the Local Government Amendment (Governance and Planning) Act 2016 (the Phase 1 amendments) provide for a model code of meeting practice (Model Meeting Code) to be prescribed by the Regulation.

Following an extensive consultation process, a Model Meeting Code has been prescribed under the Local Government (General) Regulation 2005 (the Regulation) and the existing meetings provisions of the Regulation have been repealed. The new Model Meeting Code is available on OLG's website.

The Model Meeting Code has two elements:

- It contains mandatory provisions (**indicated in black font**) that reflect the existing meetings provisions of the Act and update and enhance the meetings provisions previously prescribed under the Regulation to reflect contemporary meetings practice by councils.
- It contains non-mandatory provisions (**indicated in red font**) that cover areas of meetings practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as being best practice for the relevant area of practice.

The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are **indicated in blue font**. References to councils below also include references to joint organisations and county council unless otherwise specified.

What this will mean for our council?

- Councils are required to adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code prescribed by the Regulation. A council's adopted meeting code must not contain provisions that are inconsistent with the mandatory provisions.

- A council's adopted meeting code may also incorporate the non-mandatory provisions of the Model Meeting Code and any other supplementary provisions adopted by the council.
- Councils and committees of councils of which all the members are councillors must conduct their meetings in accordance with the code of meeting practice adopted by the council.

Key points

- Under the transitional provisions of the LGA, councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code no later than 12 months after the next ordinary elections.
 - Until a council adopts a new code of meeting practice, its existing code of meeting practice will remain in force up until six months from the date on which the new Model Meeting Code was prescribed, (**14 December 2018 – 14 June 2019**). If a council fails to adopt a new code of meeting practice within this period, under transitional provisions contained in the Regulation and the LG Act, any provision of the council's adopted meeting code that is inconsistent with a mandatory provision of the Model Meeting Code prescribed under the Regulation will automatically cease to have any effect to the extent that it is inconsistent with the mandatory provision of the Model Meeting Code.
 - Irrespective of whether councils have adopted a code of meeting practice based on the Model Meeting Code, all councils (but not joint organisations) will be required to webcast meetings of the council and committees of which all members are councillors from **14 December 2019**. The webcasting requirement may be met simply by posting an audio or video recording of the meeting on the council's website.
 - Before adopting a new code of meeting practice, under section 361 of the LG Act, councils are still required to exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code. This requirement does not apply to joint organisations.
 - In adopting the Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".
 - In adopting the Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".
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MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 FEBRUARY 2019

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil at this stage
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That the mandatory and non-mandatory provisions of the Draft Code of Meeting Practice be considered and a draft Gilgandra Shire Council Code of Meeting Practice be presented to a future meeting for consideration and adoption.

N J Alchin
Director Corporate Services

DISASTER RECOVERY FUNDING ARRANGEMENTS (DRFA)

SUMMARY

To advise of Disaster Recovery Funding Arrangements (DRFA) which have replaced the former Natural Disaster Relief and Recovery Arrangements (NDRRA) as of 1 November 2018.

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Since the 2016 Natural Disaster Events, the NSW Government has been working with Councils to review and modernise the Natural Disaster Guidelines. Gilgandra Council was part of the local government consultation group.

As part of the review the Australian Government has made arrangements to provide financial assistance to the States for disasters in certain circumstances. These arrangements are now called the Disaster Recovery Funding Arrangements (DRFA). The DRFA is replacing the Natural Disaster Relief and Recovery Arrangements (NDRRA) as of 1 November 2018.

Under the NSW Disaster Assistance Guidelines (DAG), the NSW Government provides financial assistance to councils to restore essential public assets that are damaged as a direct result of an eligible disaster. This assistance is partially supported by the Australian Government under the Disaster Recovery Funding Arrangements (DRFA).

Eligible disasters often result in large-scale expenditure by governments in the form of disaster relief and recovery payments and infrastructure restoration. To assist with this burden, the NSW Government and the Australian Government have made arrangements to provide financial assistance in specific circumstances. The assistance is usually in the form of partial reimbursement of actual or estimated expenditure.

The cost-sharing arrangement between the Commonwealth and NSW Government varies in each financial year and is dependent on total NSW Government expenditure in that year on eligible disasters.

Cost-sharing arrangements also exist between the NSW Government and local councils for the restoration of damaged essential public assets. Under the NSW DAG, councils must contribute funding for a proportion of the total cost to restore damaged essential public assets.

The purpose of the new guidelines is to describe the NSW Government's arrangements for providing assistance to local councils for the restoration of essential public assets that have been damaged as a direct result of eligible disasters.

Under the NSW DAG and the DRFA, in order for an event to be declared as an eligible disaster, it must satisfy the definition of both a natural disaster and an eligible disaster.

An eligible disaster under the NSW DAG is a natural disaster for which:

- a co-ordinated multi-agency response was required, and
- state expenditure exceeds the small disaster criterion (in 2018 set by the Australian Government at \$240,000).

A natural disaster is one, or a combination of, the rapid onset events, those most applicable to Gilgandra Shire include:

- bushfire
- earthquake
- flood
- storm
- landslide
- meteorite strike

Within the guidelines it details eligibility and ineligible damage and restoration works.

Funding will not be provided under these guidelines for improvements to essential public assets such as widening of the road (formation or seal), increased level of service (e.g. additional lanes), increased flood immunity (e.g. additional or increase diameter of culverts), realignment of roads, provision of additional signage etc.

However, opportunity exists for Councils to combine their own funds or resources to the funding provided under these guidelines to increase the capacity of an essential public asset, amend the layout, or use enhanced materials to reconstruct the asset. These changes will require prior approval from the administering agency, and they may only proceed if the asset is reconstructed to provide a level of service to the community that is equal to, or better than the pre-disaster level of service.

The additional funding provided by council to enhance the essential public asset is known as “complementary funding” and the additional works that occur through this funding is known as “complementary works”.

In certain financial years, funding for *Disaster Mitigation Activities and Projects* may become available under the DRFA for local councils to undertake disaster mitigation activities and projects. Where funding becomes available, the amount offered for distribution is based on efficiencies achieved by local councils during the delivery of Essential Public Asset Restoration Works in past years, and the level of Commonwealth assistance provided to the NSW Government.

The *Essential Public Asset Function Framework* is a critical change in the new guidelines. The pre-disaster function of an essential public asset forms the basis of funding under the DRFA, the NSW DAG and the guidelines.

For Council to optimise the opportunity for attracting the appropriate restoration funding they must be able to demonstrate pre-disaster condition and further highlights the importance of investing in asset management and data collection. It's important to note that reconstruction works funded under these guidelines must restore the damaged essential public asset to its pre-disaster function. Therefore demonstrating what that condition is will be critical.

The guideline requires Council to demonstrate the pre-disaster condition of the essential public asset, to demonstrate the damage on the essential public asset was a direct result of an eligible disaster and the completion of works undertaken. The evidence should provide a complete picture of the same essential public asset.

The guidelines allow for Emergency Works to be undertaken and must demonstrate that the damage on the essential public asset was a direct result of an eligible disaster, and the completion of works undertaken.

Providing adequate evidence assists in the compilation, review and approval processes of administering agencies and facilitates the timely restoration of essential public assets.

To demonstrate pre-disaster condition may include:

- a) visual data, including photographs or video footage
- b) geospatial data, including satellite images
- c) maintenance records
- d) asset registers that sufficiently document the condition of the asset
- e) an inspection report or certification, undertaken at the time of the damage assessment, conducted or verified by a suitably qualified professional.

Councils must provide the latest evidence available, no older than four years prior to the date of the eligible disaster.

Day Labour Arrangements Guideline

From 1 November 2018, local councils have the opportunity to opt-in to new co-funding arrangements and may claim funding for the following additional items:

1. The use of normal-hours staff ('day labour') for Emergency Works, Immediate Reconstruction Works, and Essential Public Asset Reconstruction Works.
2. The use of council's own plant and equipment for Emergency Works, Immediate Reconstruction Works, and Essential Public Asset Reconstruction Works.
3. An extended period for Emergency Works on essential public assets (including clean-up) - for up to three (3) months from the time that the asset becomes accessible.

These are matters that Council has lobbied for extensively and should be seen as a position change.

To enable Council to recover Day Labour costs, co-funding arrangements exist. Local councils may claim these additional funding items if they opt-in to the following eligible disaster co-funding arrangements:

- Each financial year, a threshold for activating essential public asset funding will be calculated for every local council. This threshold will be the lesser of 0.75% of the council's total rate revenue in the financial year two (2) years prior or \$1 million (excluding GST).

	Total Rate Revenue	Historical Threshold	Opt in threshold Under the New Guidelines	Opt Out
2015/6	\$4,323,949	N/A		
2016/17	\$4,731,598		\$35,487	
2017/18	\$4,824,147	N/A	\$36,181	
2018/19	\$4,943,705		\$37,078	\$29,000

- For a council to receive funding for Emergency Works, Immediate Reconstruction Works and Essential Public Asset Reconstruction Works arising from an eligible disaster, the total estimated cost of these works must exceed the council's threshold.
- Council must contribute funding or resources to a level that is equivalent to their threshold or 25% of the cost of these works, whichever is lower.
- A council's contribution for Emergency Works, Immediate Reconstruction Works and Essential Public Asset Reconstruction Works arising from all declared eligible disasters in a financial year will be capped at 2% of their total rate revenue in the financial year two (2) years prior to the financial year in which the eligible disasters occurred.

If local councils do not opt-in to these co-funding arrangements:

- The council will not be given funding for the use of normal-hours staff ('day labour') for any natural disaster essential public asset restoration works; and
- The council will not be given funding for the use of its own plant and equipment for any natural disaster essential public asset restoration works; and
- The council will be expected to reasonably exhaust their own plant, equipment and 'day labour' before claiming assistance for the additional resources needed for any natural disaster essential
- The council will not be able to claim for the cost of Emergency Works incurred more than 21 days after the essential public asset becomes accessible (unless it is granted an extension); and

The previous co-funding arrangements will apply where:

- The NSW Roads and Maritime Services will fund 100% of eligible Emergency Works costs (limited to 21 days, and excluding 'day labour' and council's own plant and equipment, as above); and
- For Immediate Reconstruction Works and Essential Public Asset Reconstruction Works on local roads and road infrastructure, councils will be required to contribute 25% of the assessed cost up to \$116,000 (i.e. \$29,000 maximum) for each eligible disaster, capped at \$58,000 per financial year; and
- For Immediate Reconstruction Works and Essential Public Asset Reconstruction Works on other essential public assets, councils will be required to contribute 25% of the assessed cost up to \$116,000 (i.e. \$29,000 maximum) for each eligible disaster, capped at \$68,000 per financial year.

In summing up, the new guidelines present an opportunity for Councils to optimise the restoration funding provided where the pre-disaster condition of assets can be demonstrated. The use of Day Labour is something this Council has advocated for since the 2016 event and the changes in the guidelines should be seen as a positive.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	6.2.1.2 Provide and maintain road access for all residents except during periods of extreme weather

RECOMMENDATION

1. That the introduction of the Federal Government's Disaster Recovery Funding Arrangements (DRFA) and the NSW Disaster Assistance Guidelines (DAG) effective from 1 November 2018 be noted.
2. That Council opt into the new co-funding arrangements for the use of normal-hours staff ('day labour'), the use of council's own plant and equipment and the extended period for Emergency Works and notify the Office of Emergency Management accordingly.

David Neeves
General Manager

ECOTOURISM/GEOTOURISM ACCOMMODATION CONCEPT

SUMMARY

To consider responses to a possible Ecotourism/Geotourism experience concept put forward at Council's September meeting.

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In September 2018, Council noted funding guidelines for the NSW Government's Regional Growth – Environment and Tourism Fund and considered a concept for an Ecotourism/Geotourism experience and accommodation facility in the Warrumbungle National Park.

Eligible projects would need to be for new or enhanced regional infrastructure that would drive growth in the visitor economy including growing regional visitor numbers, increasing overnight visitor expenditure and extending visitor overnight stays and it was proposed that Council discuss such a concept with key stakeholders prior to any future funding opportunities.

Council resolved:

RESOLVED 201/18	Cr Johnson/Cr Baker
That Council pursue discussions with Warrumbungle and Coonamble Shire Councils and National Parks & Wildlife Service regarding the possibility of an Ecotourism/Geotourism Accommodation facility in the Warrumbungle National Park.	

Letters were subsequently written to all potential stakeholders seeking their interest in pursuing such a concept with the following replies received:

Warrumbungle Shire Council

“As a shire with an interest in the Warrumbungle National Park, we would be interested to discuss the proposal for an accommodation facility in more detail with Gilgandra and Coonamble Councils with a view to gain a greater understanding of the proposal and formulate basic plans moving forward.

We would not be seeking to contribute funds to the project at this stage, though agree to meet with our neighbouring Councils to discuss the proposal.”

Coonamble Shire Council

“Council has no interest in pursuing this concept, however it is prepared to provide a letter supporting any future grant applications your Council may submit.

At the appropriate time, should Council's support be required, please advise me.”

National Parks & Wildlife Service

No formal response as yet however in a follow up phone call, Area Manager John Whittall, advised that the Service is basically supportive of any project which would increase tourism however had some reservations relating to the possible effect of additional infrastructure within the Park, as opposed to outside the Park boundary.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits

RECOMMENDATION

That Council reaffirm its support to progressing this project and co-ordinate discussions with National Parks & Wildlife Service and Warrumbungle Shire Council once the outcomes of the NSW State Election is known.

David Neeves
General Manager

DISTRIBUTION OF OROC SURPLUS FUNDS

SUMMARY

To seek endorsement for surplus funds from the former Orana Regional Organisation of Councils (OROC) to be transferred to the Orana Joint Organisation.

.....

At the last meeting of the Orana Joint Organisation in December 2018, the Board considered the surplus funds of the former OROC and determined:

“That the Orana Joint Organisation Board seek a resolution from each member council to transfer the balance of their surplus OROC funding to the Orana Joint Organisation, thus providing additional working capital for the Orana Joint Organisation's ongoing operations.”

Previously, at the OROC AGM held on 7 September 2018, the OROC Board resolved:

- i. The Board of the Orana Regional Organisation of Councils resolve to terminate the Association effective forthwith; and
- ii. The Balance of the assets of the Association be transferred to the member Councils of the Association on a pro rata basis in accordance with the percentage contribution of each member council to the current operating budget.

Narromine Shire Council has now distributed surplus funds owing to the non-Orana JO members which leaves a balance of \$80,473 owing to Orana JO Members only. The amount owing to Gilgandra was \$9598.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil at this stage
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.2.3 Develop, implement and continually monitor a good governance plan

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 FEBRUARY 2019

RECOMMENDATION

That the balance of surplus OROC funding be transferred to the Orana Joint Organisation, thus providing additional working capital for the Orana Joint Organisation's ongoing operations.

David Neeves
General Manager

2018/19 QUARTERLY OPERATIONAL PLAN REVIEW TO 31 DECEMBER 2018

SUMMARY

To consider progress for the December quarter with Council's 2018/19 Operational Plan.

.....

Separately enclosed with this business paper is the 2018/19 Operational Plan Review document for the quarter 1 September to 31 December 2018. An abridged version highlighting progress and challenges of particular significance has been included along with the complete planning document.

<u>Principal Activity</u>	Strategic Leadership Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2018/19 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

That the 2018/19 Operational Plan Review for the quarter ended 31 December 2018 be adopted.

N J Alchin
Director Corporate Services

QUARTERLY BUDGET REVIEW 31 DECEMBER 2018

SUMMARY

To detail the major variances to the original estimates for the 2018/19 financial year as presented in the Quarterly Budget Review as at 31 December 2018. In addition, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

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List of Budget Changes Previously Adopted by Council

The following is a list of the changes that have been adopted by Council at previous quarterly budget reviews:

Note	Description	When Done	Income Change	Expense Change	Resp.
1100	Corporate Support Income	Sept	\$8,000		DCorp
1103	Administration Expenses	Sept		\$5,462	DCorp
1121	Wages & Other Employee Costs	Sept		-\$110,000	DInf
1123	Project Management	Sept		\$80,000	GM
1124	Plant Running Costs	Sept		\$15,160	DInf
1125	Employee Overhead Costs - General Fund	Sept		-\$19,244	DCorp
1126	Employee Overhead Costs - Orana Lifestyles	Sept		-\$3,766	DCorp
1127	Employee Overhead Costs - Carlinda	Sept		-\$1,191	DCorp
1128	Employee Overhead Costs - Cooee Lodge	Sept		-\$4,363	DCorp
1129	Employee Overhead Costs - Jack Towney	Sept		-\$817	DCorp
1202	Contribution to NSW Rural Fire Service	Sept		-\$11,354	GM
1700	Gilgandra Library Income	Sept	-\$3,914		DComm
1701	Gilgandra Library Expenses	Sept		\$208,495	DComm
1740	Parks & Gardens Income	Sept	\$12,446		DInf
1741	Parks & Gardens Expenses	Sept		\$10,000	DInf
1801	Building Control Expenses	Sept		\$50,000	DP&E
1911	Rural Roads Expenses	Sept		-\$37,000	DInf
1940	Roads to Recovery Income	Sept	-\$349,611		DInf
1941	Roads to Recovery Expenses	Sept		\$66,523	DInf
1991	Other Transport & Communication Expenses	Sept		\$37,000	DCorp
2020	Promotion & Economic Development Income	Sept	\$17,000		DCorp
2021	Promotion & Economic Development Expenses	Sept		\$28,000	DCorp
2801	Financial Assistance Grant	Sept	-\$1,716,716		DCorp

2900	Transfer from Reserves	Sept	\$2,974,615		Various
2901	Transfer to Reserves	Sept		\$231,010	DInf
2903	Capital Income	Sept	\$1,957,327		Various
2904	Capital Expenditure	Sept		\$2,222,724	Various
	General Fund Total		\$2,899,147	\$2,766,639	
3000	Water Supply	Sept	\$156,761	\$180,321	DInf
4000	Sewerage Services	Sept	\$5,630	\$5,630	DInf
	Gilgandra Shire Council Total		\$3,061,538	\$2,952,590	

Result

The overall result for General Fund for this review as at 31 December 2018 is a \$38,133 decrease to the estimated deficit at year-end to an estimated result of a \$30,709 deficit (depreciation not included).

Water Fund has a \$100,000 decrease to the estimated deficit at year-end to an estimated result of a \$240,773 deficit (depreciation not included).

Sewer Fund has an \$116,750 decrease to the estimated deficit at year-end to an estimated result of a \$95,944 surplus (depreciation not included).

Orana Living had no change to the estimated result at year-end of a \$21,398 surplus (depreciation not included).

Carlinda Enterprises has a \$21,000 increase to the estimated deficit at year-end to an estimated result of a \$24,322 deficit (depreciation not included).

Cooee Villa Units had no change to the estimated result at year-end of an \$82,790 surplus (depreciation not included).

Home Care Packages had no change to the estimated result at year-end of a \$28,923 surplus (depreciation not included).

Cooee Lodge Hostel had no change to the estimated result at year-end of a \$165,457 surplus (depreciation not included).

Jack Towney Hostel had no change to the estimated result at year-end of a \$19,060 surplus (depreciation not included).

The overall result for this review as at 31 December 2018 is a \$233,883 decrease to the estimated deficit at year-end for Council as a whole to an estimated result of an \$117,768 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

\$105,108 additional income

Responsible Officer: Director Corporate Services

The additional income of \$105,108 is made up of:

- Additional sundry income of \$10,000 from Warren Shire Council for the Asset Manager's time on the asset management software project and also due to the sale of colas to a private contractor.
- Grant funding of \$80,108 for Crown Lands Management not known at the time of budget.
- Increase in parental leave payments of \$15,000 that were not budgeted for.

Note 1103 (page 2 QBR)

Administration Expenses

\$13,963 additional expense

Responsible Officer: Director Corporate Services

The additional expense of \$13,963 is made up of:

- An additional sundry expense of \$5,963 for the purchase of colas from stores which is offset by additional sundry income.
- An additional expense of \$8,000 occurred to re-align the fence along Racecourse Road as per a Council resolution.

Note 1210 (page 3 QBR)

Animal Control Income

\$5,000 additional income

Responsible Officer: Director Planning & Environment

There has been greater than expected income from fines for animal control.

Note 1300 (page 3 QBR)

Health Administration Income

\$1,000 additional income

Responsible Officer: Director Planning & Environment

There has been greater than expected income from pool and food shop inspections.

Note 1500 (page 5 QBR)

Wages & Other Employee Costs

\$40,000 less expense

Responsible Officer: Director Community Services

The reduced wages is the result of the Marketing Officer position ending in November and budgeted for a full year.

Notes 1510 & 1511 (page 5 QBR)

Gilgandra Youth Services Income & Expenses

\$5,107 additional income

\$8,782 additional expense

Responsible Officer: Director Community Services

Additional income not budgeted for which is offset by additional expense for the same amount. The additional expense is offset by additional income of \$5,107 and a transfer from reserves for \$3,675 on page 10.

Notes 1520 & 1521 (page 5 QBR)

Gilgandra Community Care Income & Expenses

\$17,667 additional income

\$17,667 additional expense

Responsible Officer: Director Community Services

The additional income is the result of an increase in clients using the service, which is offset by increased operating costs.

Note 1522 (page 5 QBR)

Gilgandra Community Transport Income

\$4,900 additional income

Responsible Officer: Director Community Services

The additional income is the result of an increase in clients using the service.

Note 1641 (page 6 QBR)

Town Planning Expenses

\$5,000 additional expense

Responsible Officer: Director Planning & Environment

An additional vote of \$5,000 is required for Town Planning Consultancy fees and sundry expenses not included in original budget.

Note 1701 (page 7 QBR)

Gilgandra Library Expenses

\$208,495 less expense

Responsible Officer: Director Community Services

Reduced operating costs of \$208,495 for the library extension project is offset by increased capital expenditure on page 11.

Note 1721 (page 7 QBR)

Gilgandra Swimming Pool Expenses

\$11,500 additional expense

Responsible Officer: Director Community Services

The expenses for the pool have been greater than estimated due to the requirement of a new pump and additional cleaning costs at the start of the season. In addition, essential electrical works were carried out which was not budgeted.

Note 1731 (page 7 QBR)
Sporting Ground Expenses
\$5,000 additional expense

Responsible Officer: Director Infrastructure

An additional vote is required for \$5,000 for the rye grass over sowing of McGrane oval.

Notes 1800 & 1801 (page 7 QBR)
Building Control Income & Expenses
\$1,000 additional income
\$3,310 additional expense

Responsible Officer: Director Planning & Environment

Activity in this area has been slightly greater than estimated with an increase in income of \$1,000 expected by the end of the year.

The additional expense is due to the actual cost for the demolition of 2 Wrigley Street not known when originally budgeted. At the time of writing the report it was unknown that there was to be an additional \$9783 over as above the estimated \$3310 as reported above and shall be noted in the resolution as an additional expense.

Note 1951 (page 8 QBR)

Bridges Expenses
\$160,000 less expense

Responsible Officer: Director Infrastructure

Reduced maintenance costs expected with fewer wooden bridges, which maybe offset by potential reduced profits from State Roads during the next QBR review.

Note 1961 (page 8 QBR)

Footpaths Expenses
\$13,942 less expense

Responsible Officer: Director Infrastructure

Reduced maintenance costs of \$13,942, which is offset by increased capital expenses for the same amount on page 11. The reduced maintenance vote is intended to cover the capital expenses to date. Noting the \$13,942 may not qualify for expenses under the under the drought communities program for footpath works.

Notes 2010 & 2011 (page 9 QBR)

Cooee Heritage Centre (Culture) Income & Expenses
\$7,000 additional income
\$4,900 additional expense

Responsible Officer: Director Corporate Services

The additional income of \$7,000 is a result of an increase in exhibition sales to that estimated in the original budget, which is partly offset by additional exhibition sales costs.

Note 2021 (page 9 QBR)

Promotion & Economic Development Expenses

\$53,000 additional expense

Responsible Officer: Director Corporate Services

An additional vote of \$53,000 is required for the Shop Local Promotion after grant funding was not forthcoming for this project. Council resolved to undertake this project regardless of the grant funding outcome. The application for funding under the Drought Communities Program was unsuccessful.

Note 2900 (page 10)

Transfers from Reserves

\$31,675 additional income

Following is a listing of the changes in transfers from reserves (the responsible officer is listed in brackets):

- Youth Club (DComm): \$3,675 additional income, which is offset by additional expenses on page 5.
- Council Website Upgrade (DCorp): \$28,000 additional income, which is offset by additional capital expenses on page 11.

Note 2903 (page 11 QBR)

Capital Income

\$1,633,971 additional income

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

- Contributions - Curban Hall (DComm): \$5,319 additional grant income, which is offset by additional capital expenses.
- Grants - Cricket Nets (DCorp): \$9,950 additional grant funding for the Run Up Pad at McGrane Oval, which is offset by additional capital expense.
- Grants - Cooee Heritage Centre (DCorp): \$1,151,799 additional grant funding to upgrade the Cooee Heritage Centre, which is offset by additional capital expenses.
- Grants - Regional Cultural Fund - Library Upgrade (DComm): \$466,903 additional funding for the library upgrade, which is offset by additional capital expenses.

Note 2904 (page 11 QBR)

Capital Expenditure

\$2,073,610 additional expense

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

- Regional Cultural Fund - Library Upgrade (DComm): \$731,093 additional capital expense which is partly offset by additional grant funding of \$466,903 and a reduction in library operating expenses of \$208,495 on page 7. The difference of \$55,695 is Council's additional contribution costs towards the project.
-

- Curban Hall (DComm): \$10,961 additional capital expenses offset by 50% grant funding on page 11.
- Footpaths (DInf): \$13,942 additional capital expense, which is offset by a reduction to maintenance expenses of the same amount on page 8.
- Cooee Heritage Centre (DCorp): \$1,264,614 additional capital expenses which is partly offset by additional capital income of \$1,151,799. The difference of \$112,815 is the additional Council contribution towards the project.
- Council Website Upgrade (DCorp): \$28,000 additional capital expenses offset by a transfer from reserves for the same amount on page 10.
- Preschool Administration Extension (DCorp): \$25,000 additional capital expense. The Preschool has received their own grant funding to extend the Preschool building. The additional vote is required for Council to oversee the project as previously resolved by Council.

Note 3000 (page 14 QBR)

WATER SUPPLY

\$120,000 additional income

\$20,000 additional expense

Responsible Officer: Director Infrastructure

The additional income is additional bore funding grant income of \$120,000, which is offset by additional capital expenditure of \$120,000.

The changes to the expenses are as follows:

- Bore No. 9 Establishment: \$120,000 additional capital expense offset by additional grant funding for the same amount.
- Additional management expenses of \$3,000, which are offset by operating savings of the same amount.
- Telemetry Upgrade: \$100,000 expense to be deferred to a future years budget pending the outcome of the Safe and Secure Program submissions.
- The capital expense of \$20,000 estimated for Reservoir 1 - Inspection and Cleaning is no longer required and the allocation is transferred to Reservoir 1 new stairway project.

Note 4000 (page 15 QBR)

SEWERAGE SERVICES

\$189,750 additional income

\$73,000 additional expense

Responsible Officer: Director Infrastructure

The additional income of \$189,750 is grant funding received from Restart NSW Funding for the Safe and Secure Business Case, which is offset by additional capital expenses.

The changes to the expenses are as follows:

- Additional capital expense of \$253,000 for the Safe & Secure Business Case, which is offset by a capital grant for \$189,750, with the balance of \$63,250 (25%) to be funded by Council.
-

- A reduction to capital expenses of \$180,000 with the following works to be deferred and considered as part of next year's budget:
 - Pump Station No 10 - Modify Lid \$20,000
 - Treatment Works Rehabilitation Investigation \$50,000
 - Pump Station No 12 - Upgrade/Renewal \$30,000
 - Treatment Works Aeration System \$80,000

Note 5000 (page 16 QBR)

ORANA LIVING

Responsible Officer: Director Community Services

No changes.

Note 6000 (page 17 QBR)

CARLGINDA ENTERPRISES

\$21,000 less income

Responsible Officer: Director Community Services

The reduction in forecast income as a result of the uncertainty in the recycling market.

Note 7000 (page 18 QBR)

COOEE VILLA UNITS

\$5,600 additional income

\$5,600 additional expense

Responsible Officer: Director Community Services

The additional income includes a 50% resident contribution for a unit renovation.

The additional expense is a result of an increase of \$65,000 for building maintenance costs with three units renovated. This was a greater number than anticipated & the costs were higher than expected. Reduced capital expenses of \$59,400 is made up of a reduction of \$39,400 for NBN works that are no longer required and a \$20,000 reduction for capital expense work for footpaths to be reconsider in future budgets. 50% contribution from a resident offset this additional expense.

Note 7500 (page 19 QBR)

HOME CARE PACKAGES

Responsible Officer: Director Community Services

No changes.

Note 8000 (page 20 QBR)

COOEE LODGE

\$499,350 additional income

\$499,350 additional expense

Responsible Officer: Director Community Services

The additional income is the result of Council receiving grant funding from the Rural & Remote Fund to upgrade the kitchen at Cooee Lodge. This is offset by capital expenses for the same amount.

Note 8500 (page 21 QBR)

JACK TOWNEY HOSTEL

Responsible Officer: Director Community Services

No changes.

Acting Finance Manager's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$201,350 deficit (depreciation not included). This review indicates an estimated result of a \$30,709 deficit (depreciation not included) which is an improvement of \$170,641. 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 \$317,213 deficit (depreciation not included). This review indicates an estimated result of a \$240,773 deficit (depreciation not included) which is an improvement of \$76,440. This result should be viewed as being satisfactory compared to the original budget.

Sewer Fund

The original budget estimate for the Sewer Fund was an end of year result of a \$20,806 deficit (depreciation not included). This review indicates an estimated result of a \$95,944 surplus (depreciation not included) which is an improvement of \$116,750. This result should be viewed as being satisfactory compared to the original budget.

Orana Living

The original budget estimate for Orana Living was an end of year result of a \$21,398 surplus (depreciation not included). This review indicates no change to the estimate. This result should be viewed as being satisfactory compared to the original budget.

Carlinda Enterprises

The original budget estimate for Carlinda Enterprises was an end of year result of a \$3,322 deficit (depreciation not included). This review indicates an estimated result of a \$24,322 deficit (depreciation not included) which is a worsening of \$21,000. This result should be viewed as being unsatisfactory compared to the original budget.

Should Council wish to address the worsening result, additional income streams need to be identified or savings need to be made to operating expenses.

Cooee Villa Units

The original budget estimate for Cooee Villa Units was an end of year result of an \$82,790 surplus (depreciation not included). This review indicates no change to the estimate. This result should be viewed as being satisfactory compared to the original budget.

Home Care Packages

The original budget estimate for Home Care Packages was an end of year result of a \$28,923 surplus (depreciation not included). This review indicates no change to the estimate. This result should be viewed as being satisfactory compared to the original budget.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$165,457 surplus (depreciation not included). This review indicates no change to the estimate. 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 \$19,060 surplus (depreciation not included). This review indicates no change to the estimate. 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 \$225,063 deficit (depreciation not included). This review indicates an estimated result of an \$117,768 surplus (depreciation not included) which is an improvement of \$342,831. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2016/17 and 2017/18 are actual ratios for Council's information while those for 2018/19 are an estimate only to the end of the year and may be subject to change.

	Benchmark	2018/19	2017/18	2016/17
Operating Performance Ratio	> 0.04%	1.25%	4.66%	19.35%
Own Source Revenue Ratio	> 60.00%	64.28%	62.39%	63.50%
Unrestricted Current Ratio	> 2.00:1	4.21:1	3.57:1	4.32:1
Debt Service Cover Ratio	> 3.00 x	8.52 x	8.49 x	18.36 x
Rates & Charges Outstanding	< 10.00%	6.50%	6.54%	6.51%
Cash Expense Cover Ratio	> 6.00 x	10.22 x	10.35 x	9.74 x
Building & Infrastructure Renewal Ratio	> 100.00%	105.25%	138.64%	192.90%
Renewal Backlog Ratio	< 2.00%	2.10%	2.14%	2.33%
Required Maintenance Ratio	> 1.00	1.00	1.20	1.02
Capital Expenditure Ratio	> 1.00	1.00	2.15	1.72

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Review of Annual Budget

Delivery Program Actions

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

4.2.1.1 Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements

RECOMMENDATION

That, subject to any decisions on the recommendations as reported, the Quarterly Budget Review document and report as at 31 December 2018 be adopted with inclusion of an additional \$9783 expense for the demolition works of a fire damaged dwelling.

N J Alchin
Director Corporate Services

ADMINISTRATION OF 2020 LOCAL GOVERNMENT ELECTIONS

SUMMARY

To advise of changes to the Local Government (General) Regulation 2005 in relation to elections and seek endorsement to enter into an election arrangement for the Electoral Commissioner to administer all elections, council polls and constitutional referenda as per s. 296(3) of the Local Government Act 1993).

.....

Amendments have been made to the Local Government (General) Regulation 2005 (the Regulation) to:

- give effect to the Government's response to the recommendations of the Joint Standing Committee on Electoral Matters (JSCEM) in relation to preference counting in local government elections by:
 - introducing the weighted inclusive Gregory method of preference allocation with respect to council elections using the proportional voting system (recommendations 1 and 2)
 - removing the cap of four digits for a decimal fraction when calculating transfer values (recommendation 10) and
 - removing the option for candidates to pay for a recount (recommendation 8)
- give effect to the 2014 amendments to the Local Government Act 1993 that gave councils the option of holding a countback election to fill casual vacancies in the first 18 months of their terms instead of holding a costly by-election and prescribe the administrative requirements for countback elections
- prescribe the administrative requirements for universal postal voting elections (currently, only the City of Sydney has the option of holding elections exclusively by postal voting because of its high number of non-residential electors who, unlike other council elections, are required to vote at council elections)
- update other provisions of the Regulation to align with contemporary electoral practice as prescribed with respect to State elections under the Electoral Act 2017 and to make a number of other amendments that are consequential to that Act and the Electoral Funding Act 2018
- make other minor changes to improve the efficiency of the administration of council elections.

The amendments make the counting of votes at council elections fairer and more accurate and transparent by removing the random sampling method of preference allocation and replacing it with a fractional transfer system known as the weighted inclusive Gregory method.

In a fractional transfer system, all ballot papers of the elected candidate are used to distribute the surplus. The ballot papers are distributed at a reduced rate by applying a transfer value.

The new counting rules take effect on 11 September 2020, immediately before the next ordinary council elections.

The prescription of the weighted inclusive Gregory method and the removal of the cap of four digits for a decimal fraction when calculating transfer values mean that it will no longer be possible to use manual counts for council elections.

The prescription of the weighted inclusive Gregory method also means that the count will now be reproducible on a recount making countback elections possible.

Following the September 2020 ordinary council elections, councils will be able to fill casual vacancies in civic office that arise in the first 18 months following the election by a countback election, saving councils the cost of a by-election. In the last 18 months of councils' terms, they retain the option of applying to the Minister for Local Government to dispense with a by-election.

Countback elections are not available for elections using the optional preferential voting system (including the election of a popularly elected mayor).

To exercise the option of filling casual vacancies in the first 18 months using a countback election, councils must resolve at their first meeting following the ordinary election to fill vacancies using countback elections. OLG will provide further guidance on this closer to the relevant time.

A number of other amendments have been made to align the electoral provisions of the Regulation with the Electoral Act 2017 thereby reflecting the more contemporary electoral practices that apply at State elections. Key amendments include:

- allowing the election manager to appoint centralised ballot counting centres to improve the efficiency of the administration of elections and reduce costs
 - allowing polling places for multiple wards or areas (thereby allowing, for example, voting in the Sydney CBD for other council areas). This is in addition to the existing requirement for polling places in each area and ward.
 - removing the requirement for the returning officer's office to be a polling place (reflecting the fact that these are also used to warehouse electoral materials and are often located in industrial areas)
 - allowing the early opening of postal ballot envelopes in the presence of scrutineers (but not early counting) so as to speed up the count on election night (this is consistent with the practice at State elections)
-

- allowing candidates' nominations and the payment of deposits to be made electronically
- allowing the election manager to provide candidates' statistical information sheets directly to OLG (rather than via councils' general managers) to improve the efficiency and speed of OLG's post-election research used to inform its strategies to promote greater diversity in candidates standing at the next council elections.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

1. That changes to the Local Government (General) Regulation 2005 in relation to local government elections be noted.
2. That:
 - a) pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
 - b) pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
 - c) pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

N J Alchin
Director Corporate Services

INLAND RAIL UPDATE

SUMMARY

To provide an update on various issues related to Inland Rail.

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Land Access Agreement with JacobsGHD

Councillors were advised via email on 18 January 2019 that access to Council's Road reserve had been granted to JacobsGHD for the purpose of geotechnical investigations and other non-invasive activities related to the Environmental Impact Study.

Councillors were also provided with a copy of the letter that was sent to JacobsGHD and ARTC detailing the conditions of consent. This letter was also placed on Council's website and a media release was distributed.

Enquiry From ARTC regarding the use of Paper Roads

ARTC have emailed Council asking for Council's view on utilizing paper roads or more technically correct, lands, which Council manage on behalf of the Crown in the alignment of the Inland Rail. This issue is potentially very complex with unknown implications of a response. It is recommended that Council seek appropriate legal advice before either responding to ARTC or discussing the request further.

A request will be made to ARTC to cover Council's legal cost associated with preparing a response to their request.

Just Terms Compensation Act Landowners Workshop

In discussions with potentially impacted landowners, many have raised their concerns around the methods of compensation and their rights if ARTC wish to purchase land. ARTC have advised that NSW legislation will be used and this is called the Just Terms Compensation Act.

Whilst this has been outlined at some of the public consultation meetings, there remains a high level of uncertainty and desire for more detailed information.

In discussions with some people in the rail industry, the Economic Development Manager was advised of a Solicitor in Newcastle who has extensive experience in dealing with land acquisitions for Infrastructure projects, including acting on behalf of landowners in Just Terms deals with ARTC on the Hunter Valley rail corridor-widening project.

Brendan Tobin from DWF Australia has offered to discuss his experience and provide landowners with general advice about the Act and issues they should be aware of. Information for this workshop has been distributed publicly. Both Kelly & Astill and Peacockes were consulted about this workshop and will be sending representatives on the night.

The workshop will be held on Tuesday, 26 February 2019 commencing at 5.30pm at the Gilgandra Sporties Club. Councillors are encouraged to attend and also advise potentially impacted landowners and other interested people who might like to attend.

<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 the report be noted.

N J Alchin
Director Corporate Services

COMMITTEE REPRESENTATIVE – ECONOMIC DEVELOPMENT COMMITTEE

SUMMARY

To advise of feedback after advertising for a Business House representative on the Economic Development Committee.

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Council advertised for a new Business House representative for the Economic Development Committee in December and January to replace Mr Keith Ambrose from the Gilgandra Caravan Park who has left the district.

An expression of interest has been received from Mr Chris Riley representing GK & LH Rohr. Two other verbal expressions of interest were received from community members, Grahame Yager and Madeline Foran.

<u>Principal Activity</u>	Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	2.1.1.4 Recognise the importance of an encourage community members onto Council Committees

RECOMMENDATION

1. That Mr Chris Riley be endorsed as a Business House representative on the Economic Development Committee.
2. That Council note and consider the interest from community members.

N J Alchin
Director Corporate Services

(CS.SV.1)

GILGANDRA YOUTH SERVICE – PROPOSED ABORIGINAL ELDERS MENTORING PROGRAM

SUMMARY

To request approval to undertake an Aboriginal Elders Mentoring Program by the Gilgandra Youth Service.

.....

The aim of the program is to mentor Aboriginal youth by engaging with them through positive role modelling. This will open up meaningful discussions relating to behaviour and issues relating to Aboriginal youth within the Gilgandra community.

The types of discussions that will take place are:

- Respecting elders
- Men's and women's business
- Sense of belonging
- Sharing the old ways of teaching
- Responsibilities of youth in the community
- Positive engagement

The program will also include participation in culturally significant celebrations and events that relate to the engagement of youth as well as sharing the primary values of the Aboriginal culture.

It is proposed to invite active Aboriginal Elders within the community to participate in the program to engage with youth on issues such as education, health and wellbeing. This will be a volunteer group formed to participate with the Gilgandra Youth Service under the oversight of the Targeted Early Intervention Caseworker. All participants will be required to comply with Council's policies and procedures for volunteers.

Principal Activity

Sense of Place

Policy Implications

Nil

Budget Implications

Nil – to be funded from existing GYS allocations.

Delivery Program Actions

1.2.2.1

Conduct activities as part of a Youth Engagement Plan.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 FEBRUARY 2019

RECOMMENDATION

That Council approve the creation of an Aboriginal Elders Mentoring Program as outlined in the report.

Guy McAnally-Elwin
Acting Director Community Services

GRAVEL ROYALTIES

SUMMARY

To advise of changes to gravel royalty arrangements as requested from the owners of the Old Mill Road quarry.

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An email was received from a landholder on 14 January 2019 who recently purchased 720R Old Mill Road, Balladoran. Council operates the “Old Mill” gravel quarry on this property.

The landholders have proposed a number changes to the operations of the quarry and associated gravel royalty payments. Each request is dealt with in turn for clarity.

- *“Cubic Metres to Tonnes*
I would like to change the form of measurement of all material amounts loaded into trucks to be measured and recorded in tonnes and not cubic metres as is currently the case. I believe this would be an easier method for accurate calculation of materials taken.

Current practice is the push up gravel and to have the stockpiled material surveyed to ascertain the quantity by volume. When the material is hauled to the road it is weighed using load scales on the loader and recorded in tonnes. This is then converted to cubic metres for ease of invoicing as our royalty is paid by the cubic metre. This procedure also provides reconciliation with the original stockpile so that the remaining volume can be easily calculated from the surveyed volume.

Changing to tonnes is simply a reversal of the conversion and can be achieved by changing the sequence in the methodology. However, this may introduce a source of errors as established procedures will be changed and some staff will need to be re-trained into different practices. As quantifying gravel by cubic metres has historically been used in Gilgandra Shire, changing to tonnes will also complicate comparisons with past computations in order to work out the proportion of royalty to gravel pit income. The latter accrues and is held in reserve for pit rehabilitation.

Since this request has come from a single landholder, it seems impractical to change an entire system when the same outcome will be achieved. Rather, it may be more pragmatic for Council officers to liaise with the landholder to assist in the conversion to tonnes from cubic metres for their purposes. Changing to tonnes for invoicing is therefore not supported.

- *Invoicing*

When royalty payments are made, I would like to be issued with a more detailed statement showing a breakdown of the total tonnes of materials extracted, number of trucks loaded and the dates this occurred.

Council currently extracts gravel from around 25 active pits, which is distributed to numerous sites. To provide this level of detail for each landholder currently supplying Council would increase the administrative burden beyond current staffing levels. Again this seems difficult to justify based on one request and it would be more appropriate for staff to deal with the individual that is interested in this information than making wholesale changes to current practice.

- *Price*

I would like to see the price paid for materials taken rise from the current price to \$1.00 tonne + gst. Taking into consideration the pushing and loading costs involved, and after having recently purchased from a local supplier a large amount of road base type material for \$18.00 per tonne for my own personal use, I believe this small pay rise still represents excellent value to the Gilgandra Shire”.

With regards to comparing the prices of natural gravel and road base, this is not an equitable comparison. The production of road base involves importation of raw materials from different sources and blending of those materials to within fine tolerances to produce a premium product with superior engineering properties. The costs incurred to produce road base are vastly different to that of naturally won gravel and this is reflected in the sale price.

The gravel is currently costed to provide for the reimbursement of actual costs and to provide a reserve for rehabilitation of all pits and the establishment of new pits in the future. The overall cost of winning material, including savings for rehabilitation, was \$5.00/m³ in 2012/13. This was raised to \$6.50/m³ in 2015 and has been investigated and found to be appropriate at present.

This \$6.50/m³ is comprised of \$1.00/m³ royalty paid to the landholder with the remaining \$5.50/m³ transferred to gravel pits income. Expenses for winning the material (e.g. dozer to rip and push up) is offset against the income with the balance taken to reserves at the end of each financial year.

The status of the Gravel Reserve at June 2018 was around \$230,000. Council has approximately 80 pits to rehabilitate overall. At an average rehabilitation rate of four pits per year, it will take 20yrs for rehabilitation to be completed if gravel extraction were to cease now. Each rehabilitation is estimated to cost \$12,360 so the reserve needs to accrue at \$49,440 per year to keep pace.

A review of the last four years' accrual indicates that the current allocation to income is commensurate with this need and should remain unchanged.

However, the last royalty adjustment occurred in 2012/13 financial year when it was raised to \$1.00/m³ and it would appear a review is timely. Surrounding Councils were contacted to compare this Council's rate with others and the table provided below summarises the findings.

	GSC	DRC (former Wellington)	DRC (former Dubbo City)	WbleSC	NSC
\$/m ³	1.00	2.40	0.60-1.00	1.00	1.76
\$/t	0.63	1.50	0.38-0.63	0.63	1.10

- Black text denotes actual method of quantifying royalties for payment.
- Red denotes a converted figure for ease of comparison.

It appears that this Council's gravel royalty rate is comparable with some of the other councils in the region, albeit at the lower end of the scale.

The implication of a royalty increase was assessed by adding 10-30c to the gravel cost in the present year of operations of the R2R program. In the current financial year Council has so far performed 29.25km of gravel resheeting at a cost of \$475,900. An increase of 10c would have resulted in 0.2km less while a 30c increase would have caused 0.5km reduction. This suggests that a modest increase of 10c would have a negligible impact on level of service and is recommended for adoption in the 2019/20 fees and charges. This means that the total material cost of gravel to roads will increase from 6.50/m³ to 6.60m³ in the next financial year.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	This will create an increase in the cost of carrying out all road services where the supply of gravel is warranted.
<u>Delivery Program Actions</u>	6.2.1.8 Explore options for ongoing access to gravel sources for road making in our Shire

RECOMMENDATION

That the rate of gravel royalties paid to landholders be increased to \$1.10/m³ in the 2019/20 financial year.

Daryl Colwell
Director Infrastructure

SAFE AND SECURE WATER PROGRAM

SUMMARY

To provide an update on Restart NSW - Safe and Secure Water Program.

.....

The Safe and Secure Water Program (SSWP) is a \$1 billion regional infrastructure co-funding program established in 2017 under the NSW Government's Restart NSW Fund. The SSWP will co-fund eligible water and sewer projects that deliver economic growth in regional NSW through improvements to public health, water security, environmental outcomes and or social benefits. Under the safe and secure water funding guidelines, Council is eligible for up to 75% funding.

As previously advised, the program consists of the three (3) stages, with each stage assessed on its individuals merits:

1. Scoping Study Phase
2. Business Case Phase
3. Design and Construction Funding Phase

Applications for both Water and Sewer rehabilitation were lodged in November 2017 (Stage 1).

In December 2017 Council was invited to submit a detailed proposal for both the Water and Sewer Projects. These were lodged 9 October 2018.

On 28 November 2018 Council was advised its funding for the Business Case for augmentation of its water supply was unsuccessful. The explanation provided was that 'information provided in the application requires further clarification'. However, the project was noted as worthwhile and Council was encouraged to resubmit. Council's Infrastructure staff will liaise with Department of Industry representatives in order to ascertain where the application was deficient prior to resubmitting.

Further correspondence was then received 14 January 2019 from Infrastructure NSW advising that Council had been successful in obtaining approval regarding the sewer application. An allocation of \$189,750 has been provided to develop a Business Case for the Gilgandra Sewage System Rehabilitation (total budget \$253,000). A draft Deed of Agreement was completed and returned to *Restart NSW* on Friday, 25 January 2019 for final approval.

Public Works Advisory are the preferred Project Manager for all preconstruction activities and will be engaged by Gilgandra Shire Council under a single invitation contract for this project. Public Works Advisory will then engage consultants on Council's behalf that have suitable expertise necessary to inform the Business Case. These consultancies are appointed in accordance with the provisions of the Local Government Act, associated Regulation and Council's Procurement Policies.

It is anticipated that the Business Case will be completed and submitted to *Restart NSW* by the end of October 2019.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Budgets were adjusted during the December Quarterly Budget Review to re-allocate funds to progress this project as it is a priority.
<u>Delivery Program Actions</u>	6.1.2.03 Provide an effective sewer connection to all land parcels in the Gilgandra village area.

RECOMMENDATION

That the report be noted.

Daryl Colwell
Director Infrastructure

WATER CONNECTIONS IN THE CBD

SUMMARY

To seek direction regarding funding opportunities for property owners on the eastern side of the CBD in Miller Street to move water connections from the front of their properties to the rear.

.....

Council has recently installed water services to the rear of properties in the CBD. Businesses on the eastern side of the CBD in Miller Street are currently serviced by a very old AC water main (of unknown age) with the connections located at the front of the premises. Over the years there have been numerous interconnections which has led to situations where the main could not be isolated for repairs. This poses a significant risk of those businesses being left without water for a substantial amount of time in the event that the main fails.

As part of the CBD Stage 2 upgrade, Council installed a new PVC water main through the rear car park with services extended to the rear of each building. These services are yet to be connected. Connections will likely involve the reconfiguration of internal plumbing of each building at considerable expense to the owner. While it would be preferable for the premises to connect to the new main, the expense will likely be an impediment for the owners' willingness to connect to the rear service.

At the moment there are no known community grants that will assist the property owners with the expense of the disconnecting the water service to the front of the building and reconnecting at the rear. It may therefore be necessary for Council to provide some incentive for the owners to undertake this work.

At this stage no cost estimates have been prepared. The purpose of this report is to obtain direction from the Council in relation to preparation of estimates for consideration in the 2019/20 budget.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	This may have budgetary implications if Council were to provide incentive for property owners to connect.
<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: 19 FEBRUARY 2019

RECOMMENDATION

That staff prepare an estimate of the total cost of reconfiguring plumbing of business houses located on the eastern side of Miller Street for consideration in the 2019/20 budget.

Daryl Colwell
Director Infrastructure

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

To present the following minutes of the Disability Services Committee meeting held on 5 February 2019 for consideration and adoption.

.....

PRESENT

Cr D Batten (Chair)
Cr D Naden
Cr G Johnson
Mr P Mann (Community Representative)
Mr D Irving (Client Representative)
Mr W Bartlett (Client Representative)
Ms L Townsend (Community Representative)
Ms T Stevenson (Community Representative) from 4.17pm

IN ATTENDANCE

Mr D Neeves (General Manager)
Mr G McAnally-Elwin (Acting Director Community Services)
Mr M Hodge (Carlinda Operations Manager)
Mrs J Lummis (Manager Orana Living)
Ms Kylie Gibson (Carlinda)
Ms J Campbell (Administration Assistant)

Proceedings of the meeting commenced at 4.03pm.

APOLOGIES

Mrs G Easman

COMMITTEE'S RECOMMENDATION 1/19	Cr Johnson/P Mann
That the apology be accepted.	

ABSENT

Cr S Baker

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 2/19	D Naden/L Townsend
That the minutes of the meeting held on 13 November 2018 be confirmed.	

BUSINESS ARISING

Carlinda Nursery Business Case

It was noted this matter will be advanced prior to this Committee's next meeting.

REPORTS

QUARTERLY BUDGET REVIEW DECEMBER 2018

SUMMARY

To present the quarterly budget review for December 2018 and associated commentary.

Proceedings in Brief

It was noted:

- That the 'Grant Funding' sub heading in the Orana Living budget will be changed to reflect NDIS funding.
- There is a query on actual receipting treatment of SDA funding in relation to whether it is receipted to Council or Orana Living
- Carlinda's operating income is higher due the sale of a stockpile of recycling
- There is no market for green glass at the moment
- Bogan Shire Council's truck has had an accident but will be up and running next week. With the truck out of action, it has given staff time to sort the yellow recycling bags
- The waste facility receive at least 150 yellow recycling bags per weekend

COMMITTEE'S RECOMMENDATION 3/19	Cr Naden/Cr Johnson
That the 2018/19 December budget review reports be noted.	

DISABILITY SERVICES INTEGRATED PLANNING AND REPORTING

SUMMARY

To present the Integrated Planning and Reporting for Disability Services.

COMMITTEE'S RECOMMENDATION 4/19	W Bartlett/D Irving
That the report be noted.	

CLIENT REPRESENTATIVE REPORT

SUMMARY

To present a report from client representative Doug Irving.

Proceedings in Brief

It was noted:

- That staff have been trying to explain the NDIS to clients, eg paying rent for accommodation etc.
- The BSI will be visiting again
- There will be no house representative for 59 Waugan as all clients who reside there are non verbal
- That congratulations go to Wayne and Leah who gave up smoking 12 months ago and have purchased a smart television with the money they have saved

COMMITTEE'S RECOMMENDATION 5/19	D Irving/L Townsend
That the report be noted.	

STAGE TWO WAUGAN STREET

SUMMARY

To present a report on the progress of Stage Two of the development of 59 Waugan Street.

Proceedings in Brief

Mr McAnally-Elwin gave a verbal update and advised that he and Mrs Lummis met with Brian Irvin and Scott Oehm, Project Managers, who agreed to compile a design brief.

Mrs Lummis mentioned that they used the original plan as a base to start with ideas making sure that everything will be in line with Disability Standards. Clients were also asking if the second stage would include individual bathrooms.

It is envisaged that there will be four to five units including one for a couple.

COMMITTEE'S RECOMMENDATION 6/19	Cr Johnson/L Townsend
That the report be noted and that the Committee give consideration to include construction costs in next year's budget.	

GENERAL BUSINESS

Carlinda

Mr Hodge advised:

- that they have two new staff
- that the recycling from Bogan Shire, at times, is of a poor quality and that Council staff would be undertaking an education program with their residents in an effort to improve the quality.
- Staff have purchased new fans, one with a mister attached, which has improved working conditions for the staff.
- There has been no advice on grant funding for the new storage shed at this stage

Orana Living

Mrs Lummis advised that they have a new 24 year old client with complex needs who arrived on 19 January 2019. This client also attends the day program.

Extraordinary Meeting

It was noted that the Committee will need to hold a workshop or extraordinary meeting in early April in relation to next year's budget.

Promotional Signage

Noting Council is erecting quite a lot of new promotional signage, it was suggested that Orana Living and Carlinda be included.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.43PM.

Cr D Batten
Chairman

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

RECOMMENDATION

That the above listed Committee minutes be adopted.

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 December 2018.
2. Certificate of Bank Reconciliation – Month of December 2018.
3. Details of investments as at 31 December 2018 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	30-Nov-18	\$1,589,306.34
Plus: Receipts		\$2,410,999.56
Less: Payments		\$2,859,195.23
CASH BOOK BALANCE AS AT	31-Dec-18	\$1,141,110.67

STATEMENT BALANCE AS AT	30-Nov-18	\$1,711,477.66
Plus: Receipts		\$2,216,753.95
Less: Payments		\$2,794,267.94
STATEMENT BALANCE AS AT	31-Dec-18	\$1,133,963.67

Plus: Unpresented Receipts		\$155,642.79
Less: Unpresented Payments		\$148,495.79
RECONCILED BALANCE AS AT	31-Dec-18	\$1,141,110.67

Cashbook balance as at 31 December 2018:	\$1,141,110.67
Investments held as at 31 December 2018:	\$22,038,830.13
Total Cash & Investments Held as at 31 December 2018:	\$23,179,940.80

The bank balances in each of the funds as at 31 December 2018 are:

General Fund	\$8,575,209.40
Water Fund	\$2,513,770.05
Sewer Fund	\$1,176,627.00
Orana Lifestyle Directions	\$2,975,269.68
Carlinda Enterprises	\$333,397.06
Cooee Villa Units	\$1,336,169.53
Cooee Lodge	\$5,169,546.87
Jack Towney Hostel	\$839,939.08
Trust Fund	\$260,012.13

Balance as per Total Cash & Investments Held: \$23,179,940.80

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 183 days @	2.80%	Due on 12-Mar-19	With AMP Bank
(b)	\$1,000,000.00	For 274 days @	2.70%	Due on 03-Sep-19	With AMP Bank
(c)	\$500,000.00	For 182 days @	2.75%	Due on 05-Apr-19	With AMP Bank
(d)	\$1,500,000.00	For 182 days @	2.65%	Due on 24-May-19	With AMP Bank
(e)	\$1,000,000.00	For 214 days @	2.85%	Due on 22-Jan-19	With AMP Bank
(f)	\$500,000.00	For 180 days @	2.70%	Due on 06-Mar-19	With Bankwest
(g)	\$1,000,000.00	For 120 days @	2.65%	Due on 28-Mar-19	With Bankwest
(h)	\$1,000,000.00	For 183 days @	2.70%	Due on 05-Mar-19	With Bankwest
(i)	\$500,000.00	For 274 days @	2.55%	Due on 03-Sep-19	With Bendigo
(j)	\$1,000,000.00	For 273 days @	2.70%	Due on 06-May-19	With Bendigo
(k)	\$1,000,000.00	For 274 days @	2.71%	Due on 04-Apr-19	With Bendigo
(l)	\$500,000.00	For 182 days @	2.55%	Due on 04-Apr-19	With Bendigo
(m)	\$500,000.00	For 274 days @	2.70%	Due on 11-Apr-19	With Bendigo
(n)	\$1,000,000.00	For 181 days @	2.70%	Due on 18-Mar-19	With BoQ
(o)	\$1,000,000.00	For 184 days @	2.75%	Due on 10-Jan-19	With BoQ
(p)	\$500,000.00	For 182 days @	2.60%	Due on 06-May-19	With IMB
(q)	\$1,000,000.00	For 365 days @	2.70%	Due on 28-May-19	With IMB
(r)	\$1,000,000.00	For 182 days @	2.70%	Due on 20-May-19	With ME Bank
(s)	\$1,500,000.00	For 184 days @	2.65%	Due on 27-Feb-19	With ME Bank
(t)	\$500,000.00	For 180 days @	2.67%	Due on 29-Jan-19	With NAB
(u)	\$1,000,000.00	For 272 days @	2.76%	Due on 02-Sep-19	With NAB
(v)	\$1,000,000.00	For 210 days @	2.75%	Due on 02-Jul-19	With NAB
(w)	\$1,000,000.00	For 272 days @	2.70%	Due on 06-May-19	With NAB
(x)	\$1,000,000.00	For 123 days @	2.73%	Due on 23-Apr-19	With NAB
(y)	\$538,830.13		1.67%	At Call	With TCorp
Total Investments:					
\$22,038,830.13					

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

.....

4. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of January 2019.
5. Certificate of Bank Reconciliation – Month of January 2019.
6. Details of investments as at 31 January 2019 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Dec-18	\$1,141,110.67
Plus: Receipts		\$1,308,546.95
Less: Payments		\$2,124,087.75
CASH BOOK BALANCE AS AT	31-Jan-19	\$325,569.87

STATEMENT BALANCE AS AT	31-Dec-18	\$1,133,963.67
Plus: Receipts		\$1,424,270.93
Less: Payments		\$2,234,431.43
STATEMENT BALANCE AS AT	31-Jan-19	\$323,803.17

Plus: Unpresented Receipts		\$2,445.49
Less: Unpresented Payments		\$678.79
RECONCILED BALANCE AS AT	31-Jan-19	\$325,569.87

Cashbook balance as at 31 January 2019:	\$325,569.87
Investments held as at 31 January 2019:	\$22,038,830.13
Total Cash & Investments Held as at 31 January 2019:	\$22,364,400.00

The bank balances in each of the funds as at 31 January 2019 are:

General Fund	\$7,696,873.31
Water Fund	\$2,520,620.68
Sewer Fund	\$1,185,716.56
Orana Lifestyle Directions	\$3,236,116.27
Carlinda Enterprises	\$343,547.65
Cooee Villa Units	\$1,363,488.04
Cooee Lodge	\$4,910,964.91
Jack Towney Hostel	\$846,425.08
Trust Fund	\$260,647.50

Balance as per Total Cash & Investments Held: \$22,364,400.00

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 183 days @	2.80%	Due on 12-Mar-19	With AMP Bank
(b)	\$1,000,000.00	For 274 days @	2.70%	Due on 03-Sep-19	With AMP Bank
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(q)	\$1,000,000.00	For 365 days @	2.70%	Due on 28-May-19	With IMB
(r)	\$1,000,000.00	For 182 days @	2.70%	Due on 20-May-19	With ME Bank
(s)	\$1,500,000.00	For 184 days @	2.65%	Due on 27-Feb-19	With ME Bank
(t)	\$500,000.00	For 181 days @	2.74%	Due on 29-Jul-19	With NAB
(u)	\$1,000,000.00	For 272 days @	2.76%	Due on 02-Sep-19	With NAB
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(x)	\$1,000,000.00	For 123 days @	2.73%	Due on 23-Apr-19	With NAB
(y)	\$538,830.13		1.67%	At Call	With TCorp
Total Investments:					
\$22,038,830.13					

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	Exploring legal options to finalise – report to March meeting
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	Awaiting signature from one owner
<u>September 2017</u>		
264/17	Mudfords Road	Still awaiting response from the Minister
<u>March 2018</u>		
55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance following creation of a plan of management for the site.
<u>June 2018</u>		
117/18	Rural Fire Service Zoning Agreement	Agreement to be reviewed
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>September 2018</u>		
203/18 152/18	Request for Boundary Change between Gilgandra and Coonamble	Application submitted

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 FEBRUARY 2019

205/18	Staff Uniform	To be in place by 1 July 2019 and associated policies to be reviewed
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December 2018

264/18	Purchase of Land for NSW Rural Fire Service	Subdivision created. Currently with Solicitor.
	Possible meeting to assist N2N impacted landowners	Meeting arranged for 26/2/19

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 FEBRUARY 2019

DEVELOPMENT APPLICATIONS

The following application was received from 1-31 December 2018.

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Certificate Number	Decision	Decision Date
2018/271	12/12/2018	DOUGLAS BENNETT	SWIMMING POOL	212 WARREN ROAD GILGANDRA	CC2018/271	APPROVED	14/12/2018
			TOTAL DECEMBER	\$1,000.00			
			TOTAL 2019	\$2,550,239.00			

The following applications were received from 1-31 January 2019.

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Certificate Number	Decision	Decision Date
2019/272	07/01/2019	PROCERT	HAY SHED	175 INGLEWOOD ROAD COLLIE			
2019/273	07/01/2019	MBC MODERN BUILDING CERTIFIERS	SOLAR PANEL INSTALLATION	85 RACECOURSE ROAD GILGANDRA			
2019/274	14/01/2019	GILGANDRA PONY CLUB	AWNINGS ON EXISTING CLUBHOUSE - EAST & WEST	63-67 WARREN ROAD GILGANDRA	CC2019/274		
2019/275	22/01/2019	DARREN CHANDLER	INGROUND POOL	29 WRIGLEY STREET GILGANDRA	CC2019/275		
			TOTAL FOR JANUARY 2019	\$118,130.00			

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

.....

Documents mentioned are available upon request for any interested Councillors.

1. **NSW PLANNING & ENVIRONMENT – RESOURCES & GEOSCIENCE**

Advising that there are no planned activities within Group 9 (Coal) Authorisation 286 (AUTH286) for the calendar year 2019. Further, that If future activities are planned within your LGA, the Council will be contacted and fully briefed on these activities.

A map of the licence area has been included as an attachment.

2. **INLAND RAIL/ARTC**

Enclosing:

- Narromine to Narrabri (N2N) community Consultative Committee – Gilgandra Sub-committee meeting 1 minutes
- NSW Planning & Environment Powerpoint presentation to the above meeting
- ARTC Powerpoint presentation to the above meeting

A copy of these documents is also available on the Inland Rail website.

3. **MAYOR – EUROBODALLA SHIRE COUNCIL**

Email from Clr Liz Innes, Mayor of Eurobodalla Shire Council:

“I am aware that you and the people in your community are struggling during this period of drought.

We see daily in the media the hardships that people in your community are suffering. I would like to assure you that the people of Eurobodalla are thinking of you and your community during this difficult time.

You are not alone throughout this. If there is anything at all that we can do to help you and your community during this time, please let us know.

4. **ROBYN MOORE**

Letter of thanks from Australia Day Ambassador, Robyn Moore, advising she and husband Hal had a wonderful time in Gilgandra as our 2019 Australia Day Ambassador. Robyn writes, in part:

“We will never forget your warm welcome, kindness, grand tour, or your passion for your wonderful community. I have been sharing already about the uniqueness of your culture and focus on supporting all – you have created an outstanding model for all regional Australian towns.”

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager