

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 21 May 2019 at 4.00pm.**

Agenda

- (1) Submission of Questions for Next Meeting
- (2) National Anthem
- (3) Prayer
- (4) Acknowledgement of Traditional Owners:
"I acknowledge the traditional custodians of the land on which we live, work and play. I pay my respects to our Elders past and present and thank them for the contribution they have made, and continue to make, in the cultural identity of our nation."
- (5) 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 16 April 2019 (circulated previously)
- (8) Listing of matters to be considered in Closed Council

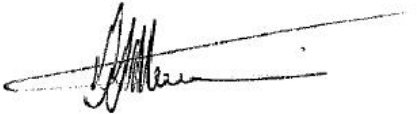
The following matters are listed to be considered in Closed Council in line with the confidentiality policy of Council and Clause 10A (2) of the Local Government Act, 1993, relating to:

- (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 – Gilgandra Preschool (d)
 - Tender – Reservoir Stairwell (d)
 - Library upgrade – options (c)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence

A handwritten signature in black ink, appearing to read 'David Neeves', with a long horizontal flourish extending to the right.

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 - 4/19
MAYORAL COMMITMENTS

SUMMARY

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

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23/4/19	Disability Services Committee meeting
24/4/19	Dinner with ANZAC Day guest speaker, Natasha Burney and others
25/4/19	ANZAC Day services – dawn, 11am and Cooee Lodge
29/4/19	Sports Council AGM
30/4/19	Council Workshop
1/5/19	CSIRO Inland Rail Supply Chain Mapping Pilot project presentation, Narromine (Cr Walker)
2/5/19	Aged Care meeting
3/5/19	Inspection Cooee Lodge Hostel
21/5/19	Council workshop (Cr Walker)
21/5/19	Council meeting (Cr Walker)

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That the report be noted.

D Batten
Mayor

REVIEW OF POLICIES

SUMMARY

To advise of proposed changes to Council policies.

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Staff reviewed policies in line with the annual review of policies reported to the March meeting. Since then, the following changes have been identified and are put forward for endorsement:

Policy/Policies	Amendment	Reason
<ul style="list-style-type: none">Meetings – Public Participation	<ul style="list-style-type: none">Delete from Council's policy register	<ul style="list-style-type: none">Now covered by Code of Meeting Practice endorsed in April 2019 and currently on public exhibition
<ul style="list-style-type: none">Expenses and Facilities – Mayor and Councillors	<ul style="list-style-type: none">Changed reference numbers to align with new Code of Conduct	<ul style="list-style-type: none">New Code of Conduct has been adopted
<ul style="list-style-type: none">Youth	<ul style="list-style-type: none">Delete from Council's policy register	<ul style="list-style-type: none">Refers to Shires Association Youth policy – not considered necessary at this stage
<ul style="list-style-type: none">Vehicles – Use of Vehicles/Plant	<ul style="list-style-type: none">Delete specific reference to Orana Living vehicles	<ul style="list-style-type: none">With NDIS, this is no longer relevant
<ul style="list-style-type: none">Indoor Staff Non-Compulsory Work Uniform	<ul style="list-style-type: none">Delete	<ul style="list-style-type: none">Uniform is becoming compulsory in line with new branding and previous Council decision

Principal Activity

Strategic Leadership

Policy Implications

Amendments, as outlined above, to Council's policy register

Budget Implications

Nil

Delivery Program Actions

4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That the various changes to the Council's policy register, as outlined, be adopted.

David Neeves
General Manager

NEW POLICIES

SUMMARY

To present two new policies for adoption.

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The following two draft policies are put forward for adoption:

- Unsolicited Proposals
- Learner Driver Trainees – Assistance

A copy of these policies has been provided as an attachment.

Principal Activity

Strategic Leadership

Policy Implications

Amendments, as outlined above, to Council's policy register

Budget Implications

Nil

Delivery Program Actions

4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That the draft Unsolicited Proposals policy and draft Learner Driver Trainee – Assistance policy be adopted.

David Neeves
General Manager

RURAL FIRE ZONING AGREEMENT

SUMMARY

To provide an update on Council's request for a review of the Rural Fire Zoning Agreement between Gilgandra Shire Council and Warrumbungle Shire Council.

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In September 2017, Council wrote to Warrumbungle Shire requesting to review the Rural Fire Zoning Agreement with the intent to modernise the agreement and to correct what Gilgandra Shire Council believe is an inequity in how the zoning agreement is proportioned. Council received as response from Warrumbungle Shire in December 2017 outlining they wish to continue the agreement in its current form.

At its meeting held on 19 June 2018, Council resolved:

RESOLVED 117/18	Cr Baker/Cr Wrigley
1. That Council acknowledge Warrumbungle Shire Council's response to Council's request to review the zoning agreement.	
2. That Council reaffirm its commitment to modernising the Zoning Agreement and formally request Warrumbungle Shire commit to undertaking a review and create a new agreement.	
3. That Council contact the Rural Fire Service Commissioner to consider a separate Castlereagh District and to clarify the financial and service level implications of such a change.	

In formal discussions with General Manager of Warrumbungle Shire Council, Mr Roger Bailey, Warrumbungle Shire Council was amenable to modernising the agreement however objected to (and in the end were not open to) changing the way in which the RFS costs are proportion between the two Councils.

Therefore, without a formal dispute resolution process within the agreement and with no support from the NSW RFS, it is recommended that Gilgandra Shire Council pursue modernising the agreement without changing the way the costs are proportioned. The split of costs will remain at two thirds WSC and one third GSC.

<u>Principal Activity</u>	Asset Management & Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 MAY 2019

Delivery Program Actions

6.1.3.1

Support local emergency and rescue service agencies in their delivery of services to Gilgandra Shire area.

RECOMMENDATION

That Council progress to modernising the RFS Zoning Agreement with Warrumbungle Shire Council noting no change to the percentage of how costs are proportioned.

David Neeves
General Manager

ORANA ARTS INC - MEMBERSHIP

SUMMARY

To consider Council's continued membership of and financial contribution to Orana Arts Inc.

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Concerns have been expressed by Council over recent years regarding the value of Orana Arts locally given its increasing focus on regional projects and the relocation of its office from Gilgandra.

It is considered that Council may achieve better outcomes for the community by working with local arts and cultural groups and individuals through our own Cultural Officer.

Council currently contributes \$8,000 annually to Orana Arts and this could be re-allocated to local projects and program delivery.

Council has recently adopted a cultural precinct strategic action plan and has received a significant grant through the Regional Cultural Fund which will assist in actioning this plan.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$8,000.00 current annual contribution to Orana Arts.
<u>Delivery Program Actions</u>	1.3.9.1 Provide a museum, keeping place and cultural centre for Gilgandra and district which supports and develops a range of travelling and local exhibitions to attract diverse audiences. 1.3.9.2 Encourage aboriginal involvement in the Cooee Heritage Centre.

RECOMMENDATION

That Council discontinue its membership of Orana Arts beyond 30 June 2019 and redirect the \$8,000 to fund arts and cultural programs locally as identified in Council annual operational plans

N J Alchin
Director Corporate Services

LOCAL GOVERNMENT ROAD SAFETY PROGRAM (LGRSP)

SUMMARY

To consider Council's ongoing commitment to this program.

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Council currently has a shared Road Safety Program with Dubbo Regional Council.

The current arrangement involves the employment of a Road Safety Officer by Dubbo City Council with a contribution by Gilgandra Shire Council towards the associated costs. The agreement with Dubbo for 2018/19 is for the equivalent of 20% of the officer's time and effort to be devoted to Gilgandra at a cost to Council of \$33,174.00 pa.

It is considered that Council should continue to be involved in Road Safety initiatives as relevant opportunities arise, however it is suggested that the cost-effectiveness of a dedicated position to deliver this service to Council is questionable.

The General Manager will include this area in Council's upcoming operational review.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Savings of \$33,174.00 in 2019/2020 and ongoing
<u>Delivery Program Actions</u>	1.7.2.1 Develop and implement a three year action plan for Gilgandra Shire Council that address all road safety issues using the safe system approach.

RECOMMENDATION

1. That Council cease its agreement with the RMS and Dubbo Regional Council in relation to employment of a Road Safety Officer effective from 30 June 2019.
2. That Council continues its involvement in delivering relevant Road Safety initiatives in partnership with RMS and Transport NSW.

N J Alchin
Director Corporate Services

2018/19 QUARTERLY OPERATIONAL PLAN REVIEW TO 31 MARCH 2019

SUMMARY

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

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Separately enclosed with this business paper is the 2018/19 Operational Plan Review document for the quarter 1 January to 31 March 2019. 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 March 2019 be adopted.

N J Alchin
Director Corporate Services

QUARTERLY BUDGET REVIEW 31 MARCH 2019

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 March 2019 and 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
1100	Corporate Support Income	Dec	\$105,108		DCorp
1103	Administration Expenses	Sept		\$5,462	DCorp
1103	Administration Expenses	Dec		\$13,963	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 - Carlginda	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
1210	Animal Control Income	Dec	\$5,000		DP&E
1300	Health Administration Income	Dec	\$1,000		DP&E
1500	Wages & Other Employee Costs	Dec		-\$40,000	DComm
1510	Gilgandra Youth Services Income	Dec	\$5,107		DComm
1511	Gilgandra Youth Services Expenses	Dec		\$8,782	DComm
1520	Gilgandra Community Care Income	Dec	\$17,667		DComm
1521	Gilgandra Community Care Expenses	Dec		\$17,667	DComm
1522	Gilgandra Community Transport Income	Dec	\$4,900		DComm

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 MAY 2019

1641	Town Planning Expenses	Dec		\$5,000	DP&E
1700	Gilgandra Library Income	Sept	-\$3,914		DComm
1701	Gilgandra Library Expenses	Sept		\$208,495	DComm
1701	Gilgandra Library Expenses	Dec		-\$208,495	DComm
1721	Gilgandra Swimming Pool Expenses	Dec		\$11,500	DComm
1731	Sporting Ground Expenses	Dec		\$5,000	DInf
1740	Parks & Gardens Income	Sept	\$12,446		DInf
1741	Parks & Gardens Expenses	Sept		\$10,000	DInf
1800	Building Control Income	Dec	\$1,000		DInf
1801	Building Control Expenses	Sept		\$50,000	DP&E
1801	Building Control Expenses	Dec		\$13,093	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
1951	Bridges Expenses	Dec		-\$160,000	DInf
1961	Footpaths Expenses	Dec		-\$13,942	DInf
1991	Other Transport & Communication Expenses	Sept		\$37,000	DCorp
2010	Coeee Heritage Centre (Culture) Income	Dec	\$7,000		DCorp
2011	Coeee Heritage Centre (Culture) Expenses	Dec		\$4,900	DCorp
2020	Promotion & Economic Development Income	Sept	\$17,000		DCorp
2021	Promotion & Economic Development Expenses	Sept		\$28,000	DCorp
2021	Promotion & Economic Development Expenses	Dec		\$53,000	DCorp
2801	Financial Assistance Grant	Sept	-\$1,716,716		DCorp
2900	Transfer from Reserves	Sept	\$2,974,615		Various
2900	Transfer from Reserves	Dec	\$31,675		Various
2901	Transfer to Reserves	Sept		\$231,010	DInf
2903	Capital Income	Sept	\$1,957,327		Various
2903	Capital Income	Dec	\$1,633,971		Various
2904	Capital Expenditure	Sept		\$2,222,724	Various
2904	Capital Expenditure	Dec		\$2,073,610	Various
	General Fund Total		\$4,711,575	\$4,550,717	
3000	Water Supply	Sept	\$156,761	\$180,321	DInf
3000	Water Supply	Dec	\$120,000		DInf
3000	Water Supply	Dec		\$20,000	DInf
4000	Sewerage Services	Sept	\$5,630	\$5,630	DInf
4000	Sewerage Services	Dec	\$189,750		DInf
4000	Sewerage Services	Dec		\$73,000	DInf
6000	Carlinda Enterprises	Dec	-\$21,000		DComm
7000	Coeee Villa Units	Dec	\$5,600		DComm
7000	Coeee Villa Units	Dec		\$5,600	DComm
8000	Coeee Lodge	Dec	\$499,350		DComm
8000	Coeee Lodge	Dec		\$499,350	DComm
	Gilgandra Shire Council Total		\$5,667,666	\$5,334,618	

Result

The overall result for General Fund for this review as at 31 March 2019 is an \$83,134 increase to the estimated deficit at year end to an estimated result of a \$123,626 deficit (depreciation not included).

Water Fund has a \$248,252 decrease to the estimated deficit at year end to an estimated result of a \$7,479 surplus (depreciation not included).

Sewer Fund has a \$138,475 increase to the estimated surplus at year end to an estimated result of a \$234,419 surplus (depreciation not included).

Orana Living has a \$105,000 increase to the estimated surplus at year end to an estimated result of a \$126,398 surplus (depreciation not included).

Carlinda Enterprises has a \$44,000 decrease to the estimated deficit at year end to an estimated result of a \$19,678 surplus (depreciation not included).

Cooee Villa Units has a \$35,000 decrease to the estimated surplus at year end to an estimated result of a \$47,790 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 has a \$70,917 increase to the estimated surplus at year end to an estimated result of a \$236,374 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 March 2019 is a \$488,510 increase to the estimated surplus at year end for Council as a whole to an estimated result of an \$596,495 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 1000 (page 1 QBR)

Councillors

\$10,000 less expense

Responsible Officer: Director Corporate Services

The allocation for Councillor expenses was set at \$30,169 and includes travel costs, food, conferences, etc (but excludes Councillor fees). As at 31 March, just \$10,953 of this allocation had been spent. As a result, a reduction of \$10,000 (to \$20,169) has been included in this budget review.

Note 1100 (page 2 QBR)

Corporate Support Income

\$52,420 additional income

Responsible Officer: Director Corporate Services

The additional income of \$52,420 is made up of:

- Insurance Rebates Income: additional \$21,420 has been received which was more than expected.
- Sundry Income: additional \$25,000 has been received with the majority of that being a contribution from Bogan Shire for the work carried out by the Asset Manager on a joint project. This amount is \$19,155 and is offset by additional capital expenses on page 11.
- Grants – Trainees: additional \$1,000 in funding received.
- Grants – Parental Leave: additional \$5,000 has been received due to a higher than expected level of leave taken for this purpose.

Note 1101 (page 2 QBR)

Wages & Other Employee Costs

\$80,000 less expense

Responsible Officer: Director Corporate Services

It is expected that there will be \$80,000 savings in wages due staff shortages at various times during the year.

Note 1102 (page 2 QBR)

Interest on Borrowings

\$107,500 less expense

Responsible Officer: Director Corporate Services

There will be savings of \$107,500 as this was the amount included for the interest associated with borrowing \$2,000,000 for the depot upgrade and \$150,000 for the new SES premises. As these projects did not occur this year, the borrowings were not required.

Note 1103 (page 2 QBR)

Administration Expenses

\$25,000 less expense

Responsible Officer: Director Corporate Services

The expected savings of \$25,000 is made up of \$10,000 in legal costs, \$10,000 in advertising costs and \$5,000 in stationery costs. All of these have been less than was originally estimated.

Note 1106 (page 2 QBR)

Administration – Property Expenses

\$18,100 additional expense

Responsible Officer: Director Corporate Services

Additional expense which is offset by reduced capital expenses of the same amount on page 11.

Note 1123 (page 2 QBR)

Project Management

\$33,600 additional expense

Responsible Officer: General Manager

The additional expense of \$33,600 is required for wages that have not been cost to capital projects. This occurred in the first half of the financial year but all wages have been cost to the applicable project from December onwards.

Notes 1200 & 1203 (page 3 QBR)

Fire Services Income & Expenses

\$59,021 less income & 59,021 less expense

Responsible Officer: General Manager

The reimbursement from the RFS has been paid and it is \$59,021 less than estimated. By the same token, the expenses that have and will be incurred by Council on behalf of the RFS will also be less than the estimate by the same amount.

Note 1441 (page 4 QBR)

Urban Stormwater Drainage Expenses

\$35,000 less expense

Responsible Officer: Director Infrastructure

The maintenance required on the stormwater network has been less than expected and this has resulted in a savings of \$35,000.

Notes 1520 & 1521 (page 5 QBR)

Gilgandra Community Care Income & Expenses

\$16,000 additional income & \$15,000 less expense

Responsible Officer: Director Community Services

An increase in client fees due to greater use of the service and a reduction in operating costs due to efficiencies that have been identified. The improved result is offset by a transfer to reserves on page 10.

Note 1522 (page 5 QBR)

Gilgandra Community Transport Income

\$16,231 additional income

Responsible Officer: Director Community Services

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

Notes 1530 & 1531 (page 5 QBR)

Government Access Centre Income & Expenses

\$2,073 less income & \$2,073 less expense

Responsible Officer: Director Corporate Services

A slight reduction in income which is offset by reduced expenses of the same amount.

Note 1600 (page 6 QBR)

Housing Income

\$60 additional income

Responsible Officer: Director Community Services

A minor adjustment to the income to reflect that actual rents to be received.

Note 1640 (page 6 QBR)

Town Planning Income

\$7,000 less income

Responsible Officer: Director Planning & Environment

The original budget included an amount of \$10,609 that was estimated to be received for Development Contribution fees. To date, there has been no income generated from this activity and, as a result, the budget has been revised down accordingly.

Note 1650 (page 6 QBR)

Street Lighting Income

\$10,000 additional income

Responsible Officer: Director Infrastructure

The RMS have indicated that the street lighting contribution will be \$41,300 which is \$10,000 more than the estimate of \$31,300.

Notes 1700 & 1701 (page 7 QBR)

Gilgandra Library Income & Expenses

\$2,080 additional income & \$1,512 additional expense

Responsible Officer: Director Community Services

A small increase in income and a small increase in expenses.

Note 1720 (page 7 QBR)

Gilgandra Swimming Pool Income

\$13,500 less income

Responsible Officer: Director Community Services

The original estimate for pool admission fees did not take into account the free days and reduced admission prices during the school holidays. As a result, the pool income estimate has been reduced by \$13,500 to accommodate this.

Note 1761 (page 7 QBR)

Heritage Expenses

\$7,700 less expense

Responsible Officer: Director Planning & Environment

It is anticipated that the cost of engaging a Heritage Advisor will be significantly less than in previous years due to a reduction in suitable projects. As a result, a savings of \$7,700 will be forthcoming.

Note 1801 (page 7 QBR)

Building Control Expenses

\$5,000 less expense

Responsible Officer: Director Planning & Environment

Council previously voted and additional \$63,093 in expenses to cover the cost of demolishing 2 Wrigley Street. This work has now been completed and a savings of \$5,000 has been achieved.

Note 1911 (page 8 QBR)

Rural Roads Expenses

\$69,263 less expense

Responsible Officer: Director Infrastructure

The budget for the rural roads has been reduced to offset the additional capital expenses on page 11. Spending on the Drought Relief Heavy Vehicle Access Program is expected to be \$368,000 by the end of the year. The grant funding received for this program has been \$298,737 leaving \$69,263 to be funded from the rural roads allocation

Note 1930 (page 8 QBR)

Contract Income

\$530,000 less income

Responsible Officer: Director Infrastructure

The contract work orders have not been forthcoming from the RMS as in previous years. This year, the amount of work has been significantly reduced. The RMS have advised that the level of funding for this year has been impacted by the amount of funding used for emergency works over the last two years. As a result, the budget for the contract income has been reduced.

Note 1991 (page 8 QBR)

Other Expenses

\$30,000 less expense

Responsible Officer: Director Infrastructure

The estimated maintenance works required for kerb and gutter has not eventuated and it is expected that there will be a \$30,000 savings in this area by the end of the year.

Notes 2040, 2041 & 2042 (page 9 QBR)

Private Works Income, Oncost Profit & Private Works Expenses

\$114,000 additional income & \$100,000 additional expense

Responsible Officer: Director Corporate Services

There has been greater than anticipated private works done during the year. This is mainly due to the reduction in RMS contract works. As a result, it is expected that an additional \$100,000 in income will be forthcoming by the end of the year. This will produce an additional \$14,000 in oncost profit. Also, there will be an additional \$100,000 in expenses.

Note 2051 (page 9 QBR)

Lease Income - Staff

\$5,000 additional income

Responsible Officer: Director Corporate Services

An additional vote of \$5,000 is required for the leasing of motor vehicles to staff.

Note 2900 (page 10 QBR)

Transfers from Reserves

\$38,000 additional income

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

- IT Infrastructure (DCorp): \$28,000 additional income, which is offset by additional capital expenses on page 11.

Note 2901 (page 10 QBR)

Transfers to Reserves

\$157,844 additional expense

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

- Gilgandra Community Care (DComm): \$37,788 additional expense which is offset by additional operating income on page 5.
- Gilgandra Community Transport (DComm): \$39,948 additional expense which is offset by additional operating income on page 5.
- Crown Land Management (DCorp): \$80,108 additional expense. This grant funding has been received and an additional income vote was included in the December quarterly review. The funding will not be spent this year and, as a result, is required to be transferred to reserves.

Note 2903 (page 11 QBR)

Capital Income

\$223,737 additional income

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

- Grants – Drought Relief Heavy Vehicle Access Program (DInf): \$298,737 additional grant income which is offset by additional capital expenses.
- Grants – BBR Electronic Noticeboards (DCorp): \$75,000 less grant funding for the electronic noticeboards project which was not forthcoming. This is offset by reduced capital expenses.

Note 2904 (page 11 QBR)

Capital Expenditure

\$266,055 additional expense

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

- Aero park Subdivision (DInf): \$6,500 less expense. The work that was required at the subdivision is now complete and a savings is the result.
- Hunter Park Toilets (DP&E): \$37,600 less expense. The amended budget of \$41,214 was the carry over amount from the previous year. The work that remained has now been completed and a savings is the result.
- IT – Capital Expenses (DCorp): \$57,155 additional expense. Necessary IT infrastructure spending that is offset by a transfer from reserves (\$38,000) on page 10 and additional operating income (\$19,155) on page 2.
- Office Furniture & Equipment (DCorp): \$2,600 less expense. This budget has been transferred and is offset by additional operating expenses on page 2.
- CWA Building Renewal (DComm): \$6,900 less expense. The amended budget of \$11,419 was the carry over amount from the previous year. The work that remained has now been completed and a savings is the result.
- Chambers & Offices (DCorp): \$15,500 less expense. This budget has been transferred and is offset by additional operating expenses on page 2.
- Cricket Nets (DInf): \$5,000 less expense. The work that was required for the cricket nets is now complete and a savings is the result.
- Centenary WW1 Armistice (DCorp): \$10,000 additional expense. The cost for this project has exceeded the original budget of \$40,000 and an additional \$10,000 is required.
- SCCF – Town Signage (DCorp): \$75,000 additional expense. As the electronic noticeboards project will not be proceeding, Council's contribution of \$75,000 is proposed to be used to increase the town signage allocation.
- BBR Electronic Noticeboards (DCorp): \$150,000 less expense. Funding for this project was not successful and, as a result, the budget allocation is removed. This is offset by reduced capital income of \$75,000 with the remaining \$75,000 to be used for town signage.
- Drought Relief Heavy Vehicle Access Program (DInf): \$368,000 additional expense. Additional cost offset by additional capital income of \$298,737 as well as reduced operating expenses of \$69,263 on page 8.
- Admin Building Landscaping (DInf): \$20,000 less expense. It has been determined that this project is not necessary at this time.

Note 2906 (page 12 QBR)

Loan Repayments

\$127,486 less expense

Responsible Officer: Director Corporate Services

As per the comments for Interest on Borrowings, the budgeted \$2,150,000 in loan borrowings will not be taken up this financial year: As a result, the estimated principal repayment of \$127,486 is not required and will be a savings.

Note 3000 (page 14 QBR)

WATER SUPPLY

\$54,000 additional income

\$194,252 less expense

Responsible Officer: Director Infrastructure

The additional income is for bulk water that will be purchased by BMD for the roadworks on the Newell Highway and also for the construction of the solar farm. Based on conversations with these groups, it is expected that the amount of water to be sold will amount to \$54,000.

There are various changes to the operating expenses as follows:

- Administration Expenses: \$2,790 additional expense due to an increase in wages for on call staff over the summer months.
- Plant Transfer: \$13,883 additional expense as the majority of plant now “owned” by the Water Fund are not subject to plant hire rates. Therefore, the running expenses are costs here but there is no plant income to offset it.
- Mains: \$27,621 less expense as a result of less than expected reactive maintenance required on the mains network.
- Reservoirs: \$3,134 less expense due to less than expected maintenance required.
- Treatment: \$36,537 additional expense due to the increased demand over the summer months.
- Tooraweenah Operating Expenses: \$10,462 additional expense also due to an increase in demand.
- Other Expenses: \$1,884 additional expense for bulk filling station costs.

There are changes to the capital expenses which are listed as follows:

- Plant / Vehicle Purchases: \$12,500 less expense as there will be no plant purchases in the Water Fund this year.
- Replace Clear Water Pump & Motor: \$25,614 less expense as this job is now complete for less than the original estimate.
- Water Meter Replacement Program: \$2,834 less expense as all planned replacements have been done.
- WTW Replace Aeration Tower: \$188,105 less expense as this project will be no longer proceeding.

Note 4000 (page 15 QBR)

SEWERAGE SERVICES

\$134,320 less income

\$272,795 less expense

Responsible Officer: Director Infrastructure

The reduced income of \$134,320 is made up of an \$8,320 reduction for the sale of effluent and a \$126,000 reduction in grant funding for the Safe and Secure Business Case project. This is offset by less capital expenses.

The changes to the expenses are as follows:

- Mains: \$37,101 less expense as a result of less than expected reactive maintenance required on the mains network.
 - Treatment: \$26,209 less expense due to the operating costs being less than expected.
-

- Effluent Reuse Scheme: \$41,485 less expense due to the production of effluent for reuse being less than expected. This is partly offset by the reduced sale income of the effluent.
- Safe & Secure Business Case (Capital): \$168,000 less expense as the full project will not be completed this year. This is partly offset by reduced grant income.

Note 5000 (page 16 QBR)

ORANA LIVING

\$355,000 additional income

\$250,000 additional expense

Responsible Officer: Director Community Services

NDIS funding has been more than the original budget with an additional \$320,000 expected. The remaining increased income is an additional \$15,000 in service user fees and an additional \$20,000 in interest income.

An amount of \$250,000 has been transferred to reserves to fund a proposed disability inclusion plan project within General Fund in 2019/20.

Note 6000 (page 17 QBR)

CARLGINDA ENTERPRISES

\$44,000 less expense

Responsible Officer: Director Community Services

The funding received will be \$20,000 more than the budget by the end of the year while the income from the Container Deposit Scheme will be reduced by \$20,000.

The reduction in expense is due to wages tracking at less than the budget by \$30,000 and savings totalling \$14,000 in operations for recycling costs, vehicle costs and freight costs.

Note 7000 (page 18 QBR)

COOEE VILLA UNITS

\$35,000 less income

Responsible Officer: Director Community Services

Residents fees have increased by \$15,000 due to all Legacy units being occupied. Based on current accommodation bond levels and previous year retentions, it is expected that the income from retained bonds will be \$50,000 less than the original budget.

Note 7500 (page 19 QBR)

HOME CARE PACKAGES

Responsible Officer: Director Community Services

No changes.

Note 8000 (page 20 QBR)

COOEE LODGE

\$209,417 additional income

\$138,500 additional expense

Responsible Officer: Director Community Services

The budget review for Cooee Lodge Hostel has indicated that the level of funding has increased due to a higher level of ACFI. This will result in an additional \$241,466 of income which will be partly offset by an increase in wages to cater for the higher level of care required. Residents fees income will be reduced by \$22,049 from \$944,175 to \$922,126. This is due to a slightly lower number of residents than was originally budgeted for. The remaining change to the income is a reduction of \$10,000 in other income due to a reduced amount of donations from \$12,500 to \$2,500. Overall, the income has increased by \$209,417.

Wages and employee costs have been increased by \$188,500 from \$2,330,211 to \$2,518,711. This is a result of the increase in the ACFI leading to an increase in funding which, in turn, has led to an increase in the care that is required to be provided.

In the capital area, a \$50,000 reduction has been included for the fire protection project

Note 8500 (page 21 QBR)

JACK TOWNEY HOSTEL

Responsible Officer: Director Community Services

No changes.

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 \$123,626 deficit (depreciation not included) which is an improvement of \$77,724. 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 \$7,479 deficit (depreciation not included) which is an improvement of \$324,692. 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 \$234,419 surplus (depreciation not included) which is an improvement of \$255,225. 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 an estimated result of a \$126,398 surplus (depreciation not included) which is an improvement of \$105,000. This result should be viewed as being satisfactory compared to the original budget.

Carlginda Enterprises

The original budget estimate for Carlginda Enterprises was an end of year result of a \$3,322 deficit (depreciation not included). This review indicates an estimated result of a \$19,678 surplus (depreciation not included) which is an improvement of \$23,000. This result should be viewed as being satisfactory compared to the original budget.

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 an estimated result of a \$47,790 surplus (depreciation not included) which is a worsening of \$35,000. This result should be viewed as being unsatisfactory compared to the original budget.

As the estimated result is still a surplus, no remedial action is deemed to be necessary.

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 an estimated result of a \$236,374 surplus (depreciation not included) which is an improvement of \$70,917. 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 a \$596,495 surplus (depreciation not included) which is an improvement of \$821,558. 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%	2.07%	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

Respected 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 March 2019 be adopted.

N J Alchin
Director Corporate Services

2019/20 OPERATIONAL PLAN

SUMMARY

To consider the draft Operational Plan for 2019/20 for public exhibition.

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Council is required to adopt its Annual Operational Plan including the Revenue Policy, Fees and Charges and the Budget by 30 June each year.

Prior to adoption, the Operational Plan will be placed on public exhibition for a period of 28 days.

The draft documents will be made available at the Administration Office, Shire Library, Service NSW and Council's website.

The draft Operational Plan includes:

- Operational Plan Actions for 2019/20
- 2019/20 Budget Document
- 2019/20 Revenue Policy
- 2019/20 Fees and Charges

Council adopted the 2019/20 rating structure and fees and charges for inclusion in the revenue policy at its April 2019 meeting. The 2019/20 budget is the subject of a separate report to this meeting. Council's management team are currently finalising the operational plan actions for their area to allow the draft to go on public exhibition for 28 days from Tuesday 28 May to Tuesday 24 June 2019.

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.2.1.1 Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements 3.4.1.1 Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 MAY 2019

RECOMMENDATION

That the draft 2019/20 Operational Plan including the Revenue Policy, Fees and Charges and Budget be placed on public exhibition for a period of 28 days.

N J Alchin
Director Corporate Services

2019/20 to 2022/23 BUDGET REPORT

SUMMARY

To report on the draft 2019/20 to 2022/23 budget for all Council funds and detail matters considered in preparation of same.

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The draft 2019/20 budget has been prepared following extensive discussion with Council in a series of workshops and reflects a continuation of the existing range of services with minimal increases in costs. In the workshop sessions, Councillors have revisited the Community Strategic Plan and Long Term Financial Plan (LTFP) and this budget builds on those extensive discussions.

The budget has been prepared on the basis of Council taking the full rate peg increase of 2.7%. This equates to an additional \$128,633 in income for 2019/20 compared to the 2018/19 year.

Councils are required to adopt and advertise a draft Operational Plan which includes its Revenue Statement (including fees and charges) and Budget for 28 days prior to its adoption by 30 June each year. Council's budget is developed across General Fund, Water & Sewer Funds and the various community services – Orana Living, Carlinda Enterprises and Aged Care (Cooee Lodge Hostel and Villa Units, Jack Towney Hostel and Home Care Packages).

In reports to the April 2019 meeting, Council adopted proposed rating and charging structures for general rating categories along with water, sewer, waste and stormwater and these have been included in the draft document.

Major works planned in 2019/20 include

- Upgrade of the Shire Works Depot
- Lucas an Yarragrinn Bridges Renewal Planning
- Commencement of Renewal & Upgrade of the Gilgandra Cultural Precinct
- Extensions to the Gilgandra Shire Library
- A New SES Headquarters
- Continuation of projects Associated with the Stronger Country Communities Grant Fund
- Promotional Signage Renewal
- Projects associated with Inland Rail and intersection upgrades for the industrial subdivision.
- Administration Building and Shire Hall Renewal Planning
- Dental Surgery Upgrade
- Caravan Park Water Supply
- Disability Housing New Accommodation
- Water Treatment Works business case preparation
- Sewer Pump Station No 1 construction of emergency by-pass
- Sewer Safe and Secure Program business case

A number of other smaller projects have been identified and are also included for Council's consideration.

The General and Water Fund budgets indicate deficit results. The planned operations of Sewer, Orana Lifestyle Directions, Carlginda, Villa Units, the HCPs, Jack Towney Hostel, Cooee Lodge project surplus results.

GENERAL FUND (pages 1 to 20)

Governance - Councillors (page 1)

The \$216,328 estimate for 2019/20 (\$227,071 in 18/19) includes the mayoral fee, councillor fees and councillor expenses. The 2020/21 estimate includes local government election expenses.

Corporate Support Income (page 2)

This estimate for 2019/20 is made up of the following:

- \$62,000 for workers compensation claims;
- \$70,000 for insurance rebates;
- \$7,320 for rating certificate income;
- \$15,000 for sundry income items;
- \$8,302 for training income; and
- \$21,319 for the LIRS interest subsidy on the applicable loans.

For the following three years, these amounts increase in line with the projected CPI except for the LIRS interest subsidy which reduces to reflect the reducing interest payments.

Wages & Other Employee Costs - Corporate Support (page 2)

The estimate for Wages - Corporate Support (administration area) have been calculated by taking each employee's current weekly wage, multiplying it by 48 weeks and increasing it by an additional 2.5% being the award increase for 2019/20.

All wages attract an additional oncost percentage to cover the cost of employees such as superannuation, workers compensation and leave entitlements and allocate that cost across the areas where the employees work. In this instance, the employees are costed to administration. The oncost percentage for 2019/20 remains at 38.27% to cover these costs.

The Distribution of Administration line is the net transfers of administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

It is important to note that the wages estimate for 2018/19 did not include an amount for the Asset Inspector position as the incumbent had taken on another position within Council. The Asset Position continues to remain unfilled however, it has been included in the estimate for 2019/20 as it will be a part of the organisational review. Depending on the outcome of that review, this estimate may be subject to change.

An additional \$150,000 has been included to meet costs associated with an organisational review.

Interest on Borrowings (page 2)

The following table outlines all General Fund loans and repayments over the next four years:

Loan No.	Amount	P or I	2019/20	2020/21	2021/22	2022/23
304	1,200,000	Pri.	120,685.01	128,142.58	135,746.33	143,886.01
		Int.	34,132.71	26,675.14	19,071.39	10,931.70
307	300,000	Pri.	64,348.59			
		Int.	1,732.85			
309	1,040,000	Pri.	61,233.35	63,040.63	64,901.25	66,816.79
		Int.	24,947.07	23,139.79	21,279.17	19,363.63
310	1,312,000	Pri.	121,179.36	124,903.52	128,742.13	132,698.71
		Int.	32,034.38	28,310.22	24,471.61	20,515.03
311	2,000,000	Pri.	92,684.58	97,318.80	102,184.74	107,293.98
		Int.	100,000.00	95,365.77	90,499.83	85,390.59
312	770,000	Pri.		64,015.00	66,601.00	69,292.00
		Int.		30,166.00	27,580.00	24,889.00
313	150,000	Pri.	34,801.77	36,541.86	38,368.86	38,273.03
		Int.	7,500.00	5,759.91	3,932.82	2,014.37
314	300,000	Pri.			54,292.44	57,007.06
		Int.			15,000.00	12,285.38
315	205,000	Pri.			37,181.00	39,346.00
		Int.			8,463.00	6,298.00
319	600,000	Pri.				
		Int.				
General Fund Repayments:			494,932.66	513,962.39	628,017.75	654,613.58
			200,347.01	209,416.83	210,297.82	181,687.70
			695,279.67	723,379.22	838,315.57	836,301.28
General Fund Ratio:			5.20%	5.26%	5.92%	5.73%

The above Debt Service Ratio is calculated using the actual income generated from the 2017/18 year. This level of income will vary in the 2019/20 and 2020/21 years and, as a result, the Debt Service Ratio should be used as a guide only.

Administration Expenses (page 2)

An allowance has been made for an increase above CPI in insurance and electricity costs along with sundry expenses based on actual increases over recent years

IT Income & Expenses (page 2)

IT expenses for 2019/20 are in line with previous years and both the income and expenses increase in line with CPI in future years.

Civic Activities (page 2)

The estimate for 2019/20 includes an amount of \$36,000 for community functions and activities as well as \$36,050 contribution to the LGSA and JOC and \$25,750 to recognise volunteers within our community. These allocations are in line with previous years and the following years allocations increase in line with CPI.

There is also an additional amount of \$5,000 included to hold an annual all of staff function.

Wages & Other Employee Costs - Engineering & Works (page 2)

This area provides for the major costs of operating the Management section of W&TS. The costs include a 2.5% wage increase and it provides for 48 working week year for each employee engaged in the managerial section of W&TS.

All wages attract an additional oncost percentage to cover the cost of employees such as superannuation, workers compensation and leave entitlements and allocate that cost across the areas where the employees work. In this instance, the employees are costed to administration. The oncost percentage for 2019/20 has remained at 38.27% to cover these costs.

The Distribution of Administration line is the net transfers of engineering administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

Engineering & Supervision (page 2)

This provides for relevant costs such as IT costs, telephone costs, mobile phone costs, general office expenses, engineering instrument maintenance, software provisions, depot maintenance, small tools/sundry expenses, vehicle costs, asset management, depot costs, travelling costs, depot building maintenance costs and internal vehicle costs.

The software component of this includes provision for annual IT licence renewals and other IT licence requirements.

Project Management (page 2)

Costs associated with the project management team will be costed directly to the projects that they are being worked on.

Plant Running Expenses (page 2)

The estimate for this area for 2019/20 includes the following amounts:

* Insurances:	\$ 46,586
* Plant Running Costs:	\$1,311,272
* Heavy Vehicle Inspections:	\$ 14,328
* Workshop Tools:	\$ 5,971
* Workshop Expenses:	\$ 20,867
* Trainee Costs:	\$ 34,814
* Workshop Vehicle Running Expenses:	\$ 29,852
* Internal Distribution of Plant:	(\$ 43,709)
* Miscellaneous Plant Costs:	\$ 11,941
* Plant Hire Income	<u>(\$2,493,115)</u>
	(\$1,061,193)

As can be identified from the budget, this provision provides for all costs relevant to plant operations.

When depreciation of the plant assets of \$790,597 is taken into account, the result for this area for 19/20 is a surplus of \$270,596.

Employee Overhead Costs - General Fund (page 2)

Council charges an internal oncost rate of 38.27% on all wages within General Fund. The 38.27% charge has been calculated as follows:

General Fund					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	552,448
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%	276,557
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%	414,504
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	682,439
Workers Compensation	cost as a percentage of wages	545,819	6,632,066	8.23%	545,819
Other	say 1%			1.00%	66,321
				38.27%	2,538,088

The income from the charge is included here and is offset against the above costs. Ideally, the overall estimate should be nil however, this will always vary due to the taking of leave and changes to the workers compensation premium as a result of claims.

Employee Overhead Costs - Orana Living (page 2)

Council charges an internal oncost rate of 29.64% on all wages within Orana Living. The oncost rate is made up of the following:

Orana Living					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	236,713
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	59,131
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	118,498
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	292,388
Workers Compensation	cost as a percentage of wages	106,805	2,840,559	3.76%	106,805
Other	say 1%			1.00%	28,406
				29.64%	841,941

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, variances can occur with sick leave and workers compensation insurance.

All employee oncosts (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Employee Overhead Costs - Carlginda (page 2)

Council charges an internal oncost rate of 39.83% on all wages within Carlginda. The charge has been calculated as follows:

Carlginda Enterprises					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	28,758
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%	14,375
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%	21,569
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	35,516
Workers Compensation	cost as a percentage of wages	33,785	345,097	9.79%	33,785
Other	say 1%			1.00%	3,451
				39.83%	137,454

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, variances can occur with sick leave and workers compensation insurance.

All employee oncosts (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Employee Overhead Costs - Cooee Lodge (page 2)

Council charges an internal oncost rate of 31.88% on all wages within Cooee Lodge. The charge has been calculated as follows:

Coonee Lodge plus CACP					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	171,907
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	42,968
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	86,004
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	212,260
Workers Compensation	cost as a percentage of wages	123,747	2,062,450	6.00%	123,747
Other	say 1%			1.00%	20,625
				31.88%	657,511

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, further variances can occur with sick leave and workers compensation insurance.

All employee on costs (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Employee Overhead Costs – Jack Towney Hostel (page 2)

Council charges an internal oncost rate of 32.19% on all wages within Jack Towney Hostel. The charge has been calculated as follows:

Jack Towney Hostel plus CACP					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	30,559
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	7,631
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	15,295
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	37,749
Workers Compensation	cost as a percentage of wages	23,185	366,851	6.32%	23,185
Other	say 1%			1.00%	3,669
				32.19%	118,088

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, further variances can occur with sick leave and workers compensation insurance.

All employee on costs (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Contribution to NSW Fire Brigades (page 4)

Council is required to make a contribution to the NSW Fire Brigades, which is responsible for urban areas, under legislation. Council has no input into the calculation of the contribution. The estimate has been based on previous years with a increase for CPI for 2019/20 and the next three years and generally reflects an 11.7% of budget operations in Gilgandra.

Contribution to NSW Rural Fire Service (page 4)

Council is required to make a contribution to the NSW Rural Fire Service, which is responsible for rural areas, under legislation. Council has no input into the calculation of the contribution. The contribution for 19/20 has been estimated at \$200,000 being one third of the total allocation for the Castlereagh Zone. CPI increases have been allowed in future years.

Other Fire Protection Expenses (page 4)

The total vote of \$148,924 (\$154,138 in 18/19) includes an internal distribution of administration charge of \$14,542 (\$14,018 in 18/19) and \$144,132 (\$140,120 in 18/19) of running costs. This is offset by a reimbursement of the same amount.

These amounts are estimates only at this stage with the Emergency Management Service yet to advise Council of the allocations for 2019/20. Allocations are usually advised in September / October.

Animal Control Income & Expenses (page 4)

The estimate of \$175,378 (\$169,637 in 18/19) for 2019/20 for animal control has been calculated by forecasting for the continuation of the ranger position plus the operating costs of the pound. The operations remain the same and this is reflected in the estimate which is slightly more than the previous year. The estimated income is in line with previous years budgets which have been exceeded. The next three years increases are in line with CPI.

Emergency Services Expenses (page 4)

The \$28,093 allocation (\$19,715 in 18/19) to this area for 2019/20 is to allow for Council's 11.7% contribution to Emergency Services increasing by CPI from the previous year and for the following three years. The above CPI increase from 18/19 is due to the internal administration charge increasing from \$296 to \$8,091 as a recognition of the time taken by staff to administer this area.

This amount is an estimate only at this stage with Emergency Management NSW yet to advise Council of the allocations for 2018/19. Allocations are usually advised in September / October.

Wages & Other Employee Costs - Health (page 5)

The wages allocation allows for the following positions:

- Director of Environmental Services
 - Building Surveyor
 - Environmental Health Officer
 - Maintenance Co-ordinator
-

The Distribution of Administration line is the net transfers of environmental services administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

Medical Centres Income & Expenses (page 5)

The income and expenses are in line with previous years with increases in 2020/21, 2021/22 and 2022/23 are in line with CPI from then on.

Domestic & Other Waste Management (page 6)

The Domestic Waste Management area for 2019/20 includes income of \$474,943 that is collected from domestic ratepayers in Gilgandra, Tooraweenah and Armatree that use or are able to use the service. The Other Waste Management income for 2019/20 of \$168,270 includes an amount of \$139,432 that is collected from commercial, non-rateable and rural ratepayers that use or are able to use the service. The remaining \$28,838 is made up of tipping charges and scrap steel sales.

The combined income of \$614,375 derived from waste collection charges is used to pay for the costs applicable to the service provided.

The expenses of \$641,976 for Domestic Waste Management include the following items:

- \$196,950 for waste and recycling collection;
- \$4,919 for recycling promotion;
- \$174,836 payment to Carlginda for the management of the waste facility;
- \$5,701 for insurances;
- \$10,000 for electricity;
- \$3,477 for cleaning;
- \$44,361 for the distribution of administration charge; and
- \$201,731 for the waste facility operating and maintenance costs.

The operating and maintenance costs of \$201,731 above is made up of \$30,000 for processing green waste, \$65,000 for track loader, \$50,000 to empty skip bins by the contractor, \$5,000 license renewal for the tyre site, \$10,000 to supply recycling bags, \$10,000 for the contract to dispose of tyres, \$10,000 for plant hire, \$16,267 for labour and \$5,305 for building maintenance.

An amount of \$40,000 has been allocated to be transferred to reserves and, should savings occur by the end of the year, the amount saved will also be transferred.

The expenses of \$55,596 (\$53,312 in 18/19) for Other Waste Management covers a cost of \$5,150 for each of the rural tips located at Tooraweenah, Armatree, Curban and Biddon for to maintain the sites. There are also allocations of \$6,180 for scrap steel community projects and \$28,816 for a distribution of administration charge.

Urban Stormwater Drainage (page 6)

The income raised for stormwater drainage is via a \$25 annual charge levied on all ratepayers within the Gilgandra town boundary. This charge is determined by the DLG and Council cannot increase it above the \$25 limit.

The 2019/20 Urban Stormwater Drainage maintenance and repair allocation is in accordance with the ongoing LTFP allocation. The amount allocated is \$90,244 (\$87,569 in 18/19).

Wages & Employee Costs - Community Services Administration (page 7)

The wages estimate for this function for 2019/20 has included a Marketing Officer position. The proceeding years increase in line with CPI.

The Distribution of Administration line is the net transfers of administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

Youth Services (page 7)

The 2019/20 budget includes a provision for GHSH (Going Home Staying Home) services through our contract with Mission Australia. The funding received through this arrangement is the major income source received by GYS. The services now provided under this contract are available to a much wider demographic, essentially people at risk of homeless over age 16. Previously services were available to young women aged 16-24. There is now also a key focus on case management services.

The GYS budget is predicated on EIPP (Early Intervention Program) funding continuing.

Expense allocations are essentially unchanged with wages being the biggest component.

Gilgandra Community Care & Transport (page 7)

Gilgandra Community Care and Transport income and expenditure for 2019/20 is line with previous year with operations generally remaining the same. The service requires no financial input from Council with grant funding and the income generated by the service covering all expenditure.

Services now include Meals On Wheels, Community Transport and a range of brokered services.

Any estimated surplus or deficit results are offset by transfers to or from reserves on pages 16 and 17.

Government Access Centre (page 7)

The Government Access Centre income and expenses for 2019/20 is along the same lines as the previous year. The following three years have increased in line with CPI. There are no plans for changes to the existing services performed.

Gilgandra Preschool (page 7)

Council has an arrangement with the Gilgandra Preschool Committee whereby Council performs all payroll operations (wages and superannuation) and the Preschool Committee then reimburses Council.

Public Cemeteries (page 8)

The allocation of \$108,693 for 2019/20 (\$105,158 in 18/19) is consistent with the expected levels of service. The following three years have been increased in line with CPI.

The costs at the Gilgandra Cemetery includes maintaining the grass and weeds as required, emptying of rubbish bins on a regular basis, install and maintain graves and to run and maintain the extended irrigation system, all of which is in keeping with Council's Cemetery Management Plan.

Public Conveniences (page 8)

There is a nil operating cost in this area because all public conveniences are maintained from within the "host" asset provisions such as Hunter Park, McGrane Oval, Target Carpark, Tooraweenah Park, etc. The estimate of \$9,016 is for a distribution of administration charge only.

Town Planning (page 8)

The town planning allocation for 2019/20 includes an amount of \$10,000 for sundry expenses and a distribution of administration charge of \$74,986.

The income allocation includes an amount of \$10,927 for developer contribution fees. These funds are to be used for future infrastructure projects and, as a result, if offset by a transfer to reserves.

Street Lighting (page 8)

The expected cost of street lighting for the 2019/20 is expected to see a significant increase due to the cost of electricity. The actual impact is not yet fully known with the estimated cost of \$181,000 (\$127,308 in 18/19) included.

Library (page 9)

The Library operations will be the same as in previous years and the draft budget reflects that. Estimated income of \$30,115 (\$29,238 in 18/19) and expenses of \$343,384 (\$418,294 in 18/19) compare favourably with the budget approved last year with a reduction in costs due to expenses relating to a grant funded project included last year.

Public Halls (page 9)

The 2019/20 estimates have been prepared on the same basis as previous years. The 2020/21, 2021/22 and 2022/23 estimates have been increased in line with CPI.

Swimming Pool (page 9)

The budget income for the pool is expected to be at the same level as the previous year with the free entry period estimated to remain in place. The free entry period will be offset by an increase in the season tickets pricing of 5%.

Wages remains the single biggest expense ahead of facility maintenance and electricity. The wages cost of a pool supervisor and a 2IC is a reasonably fixed cost so the focus of management will be on the casual wages to ensure budget targets are achieved. It should be recognised though that safety guidelines around staff/customer ratios can require a certain amount of cost is incurred once the pool is open.

Sporting Grounds (page 9)

The sporting grounds income has been uplifted to be inclusive of the 3% Sports Council approved increase. The total amount of income expected is \$6,641 which is low in relation to the “level of services” provided at the five (5) sporting facilities within Gilgandra and the outlying villages. All users have extensive and variable demands frequently requesting “levels of service” above the scope of the budget.

The sporting ground expenses cater for the upkeep and maintenance of:

- McGrane Oval – including cleaning and maintenance of the toilet block when schedule usages and/or events occur
 - Cooee Oval
 - Ernie Knight Oval– including cleaning and maintenance of the toilet block
 - Showground Oval
 - Tooraweenah Recreation Ground
-

The sporting grounds costs are not expected to be any greater than an increase for CPI from the previous year and the budget estimate reflects this.

Parks and Gardens (page 9)

The Parks & Garden staff provides for the routine maintenance and repair at the following locations:

- Gilgandra Cemetery
- Tooraweenah Cemetery
- Council Chambers & Hall Surrounds
- Hunter Park – including cleaning and maintenance of the toilet block
- Apex Park
- Noonan Park
- Jordana Park
- Bencubbin Park
- Target Park– including cleaning and maintenance of the toilet block
- Clarice Schultz Park
- Cooee Park
- Miller Street Plaza
- Windmill Walk
- Chelmsford Avenue Walk
- Town Footpaths & Open Spaces
- Gilgandra Arboretum
- Tooraweenah Park– including cleaning and maintenance of the toilet block
- Armatree Park
- Tooraweenah Viewing Platform M&R
- Tooraweenah Open Spaces – General
- Gilgandra, Tooraweenah and Armatree Protection Zones

The working of the cemeteries includes maintenance of the lawn and regular section as well as plotting, excavation and backfilling of all graves. The maintenance cost relevant to the cemeteries, Council Chambers surrounds and the Community Hall surrounds are all provided for within their own budget areas.

The parks and gardens income budget includes a contribution of \$58,350 from the RFS to provide for fire hazard reduction works.

The parks and gardens costs are not expected to be any greater than an increase for CPI from the previous year and the budget estimate reflects this.

Gilgandra Fitness Centre (page 9)

The income for the Gilgandra Fitness Centre (GFC) is in line with the previous year. The projected cost to operate the GFC includes wages and equipment for the current opening hours, structure and programs. The estimates for the 2019/20 year are only a small increase on the previous year.

Heritage Income & Expenses (page 9)

The funding proposed for the 2019/20 budget is allocated for the continuation of a local heritage fund and heritage advisor fees although funding from the NSW Heritage office has been reduced.

The continuation of the Local Heritage fund project is seen as a positive. Previous years projects have resulted in considerable investment by landowners in improving the structural integrity and appearance of their properties. The net cost of this service is \$22,004.

Orana Arts Expenses (page 9)

No allocation has been included for the Orana Arts program as it is proposed that Council no longer participate (see separate report to this meeting).

Building Control (page 10)

The income estimate for 2019/20 for this area is in line with previous years and the expenditure estimate has increased in line with CPI.

Gravel Pits (page 10)

The income and expense from gravel pit operations has been increased by CPI for 2019/20 compared to the previous year.

The expected surplus of \$54,636 will be transferred to the gravel reserve to cater for the cost incurred in investigating new pits and rehabilitating pits in future years.

The balance of this reserve is currently \$177,006 and is expected to be around \$230,000 by the end of 2018/19. Over the next few years, the total transferred to and held in reserves will be monitored.

Urban Roads (page 11)

The allocation for urban roads for 2019/20 has been increased in line with CPI compared to the previous year. This allows for the maintenance of roads and streets within the Gilgandra town area and the village areas of Tooraweenah and Armatree.

Rural Roads (page 11)

The allocations for rural roads – sealed and rural roads – unsealed have been increased by 3% on the previous year which included the full planned increase from the special rate variation.

Regional Roads (page 11)

The income and expenses elements of the Regional Roads budget will be identical. The Regional Road portion of the budget (Block Grant) has not been announced by the State Government therefore an increase of 3% has been applied to the four elements of the workings undertaken as part of this RMS contribution. The four elements are:

- Routine maintenance – Road surface and roadside furnishings upkeep,
- Supplementary Allocation – Bitumen reseal, normally one segment,
- Traffic Facilities, line marking and road safety provisions, and
- Bridge maintenance.

State Roads (page 11)

The State Roads area includes the allocation of works by the RMS on state highways to be carried out by Council. It also includes an amount of income and expense for other Council's (Warren Shire Council) that Gilgandra Shire Council administers on their behalf. Warren Shire pays Gilgandra Shire for this service.

The difference between the total estimated income of \$2,713,377 and the total estimated expense of \$1,837,070 is \$876,307 being the estimated profit from the RMS contract works. It is important to note that this is an estimate only at this stage with the RMS yet to finalise works for the 2019/20 year

Roads to Recovery (page 11)

The 2019/20 Roads to Recovery monetary allocation totals \$878,444. The compilation of the Roads to Recovery budget is normally made up of a three way split between gravel resheets, bitumen reseals and specific rehabilitation works. The 2019/20 allocation will be determined following a separate detailed report to the May or June Council meeting.

The total expenses of \$878,444 matches the funding.

Bridges (page 11)

The allocation of \$62,886 for 2019/20 has been reduced from the previous year due to actual costs being less than previous allocations.

Council is currently in the process of replacing timber bridges however, there is still a need to maintain the existing network, especially the remaining timber bridges.

Footpaths (page 12)

There is no expected income for footpath work at this point in time however Council will continue to pursue unemployment and other opportunities for income to improve the footpaths within the township. Routine maintenance footpath allocation complies with the Long Term Financial Plan (LTFP).

Aerodromes (page 12)

The income estimate is \$65,000 for 2019/20 as per prior negotiations with the RAAF. This amount is then ongoing for the next three years.

The draft budget provides for the routine maintenance of both the Gilgandra and Tooraweenah airstrips. Based on the routine costs that are incurred, the 2019/20 budget includes an increase for CPI as does future years.

Other Expenses - Other Transport & Communication (page 12)

This allocation allows for a marginal increase in kerb and gutter maintenance as agreed by Council. The estimate of \$49,427 is for kerb and gutter costs (\$32,782) and a distribution of administration charge (\$16,645) only.

Coonee Heritage Centre – Culture & Tourism (page 13)

This area includes the operations of the CHC that relate to both culture (ie. the galleries) and tourism (ie. visitor operations). The 2019/20 estimates of income and expenditure are in line with previous years and the following years include increases for CPI.

Promotion & Economic Development (page 13)

The income allocation has increased to \$113,905 (\$13,500 in 18/19) due to an estimated \$100,000 included as a contribution for project initiatives in preparedness for Inland Rail. This is offset by increased expenses.

The expense allocation has increased to \$420,934 (\$285,922 in 18/19). Compared to the previous year, the following expenses have increased over and above CPI:

- Promotion Materials: by \$17,000 from \$57,500 to \$74,500. This allocation comprises the Remplan subscription \$7,500, local business development program / shop local \$40,000, regional employment and relocation program \$5,000, Regional Platters \$5,000, \$15,000 for CBD Revitalisation program and \$7,000 to work on ad hoc programs like Target, drought small business strategies.
 - Professional Services: by \$100,000 from \$0 to \$100,000. This allocation is expected to be required for project initiatives associated with Inland Rail.
 - Distribution of Administration: by \$12,010 from \$25,553 to \$37,563.
-

Real Estate Development (page 13)

This area reflects the income to be received from land sales and costs associated with the same.

The land sales over the next 4 years are estimated to be as follows:

19/20: 12,000sqm industrial at \$132,000.

20/21: 8,000sqm industrial at \$88,000.

21/22: nil.

22/23: nil.

Private Works (page 13)

The private works draft budget includes a similar amount of works compared to the previous year. The estimated income of \$272,950 is offset by expenses of \$272,950. There is an estimated profit of \$62,830 derived from the work.

General Rate Income (page 14)

The total general rate income of \$4,982,326 represents an increase of 2.7% on the previous year being the full amount allowed under rate capping. The following 4 years include rate increases of the rate peg limit only which is estimated at 3%.

Financial Assistance Grant (page 14)

The Federal Government has yet to advise of the Financial Assistance Grant amount for 2019/20, as a result, the amount has been estimated with a 2.5% increase on the 2018/19 allocation. In the following years, the amount increases by CPI.

The Financial Assistance Grant is untied (not for any specific purpose) funding provided by the Federal Government. It is calculated using a complex formula including demographics, roads, population, etc which increases by varying amounts each year.

Interest Income (page 14)

Interest income for 2019/20 is expected to be at a higher level than the previous year's estimate due to levels of cash held being at a higher level and interest rates are estimated to be steady.

Reserves (pages 15 and 16)

Transfers from reserves are an income item in the budget, however, it is merely a transfer of funds from the bank account. Transfers to reserves are an expense item in the budget, however, it is merely a transfer of funds to the bank account. Council should be aware of this when decisions regarding reserves are made.

Following is a listing of the movement in Reserves for 2019/20:

Transfers from Reserves

- Safety Improvement Strategy \$126,900: reserve funded from unspent funds from previous years and used to fund increased operating costs on page 2.
- Gilgandra Community Transport \$27,096: unspent funds from previous years and used to fund increased operating costs on page 7.
- Promotional Signage \$108,198: unspent funds from previous years and used to part fund capital expenditure on page 19.
- CHC Upgrade \$217,815: unspent capital funds from last year and used to fund capital expenditure on page 19.
- Library Upgrade \$200,000: unspent capital funds from previous years and used to fund capital expenditure 18.
- Disability Accommodation \$1,000,000: funds held in reserve from the over collection of oncost charges over numerous years on wages from Orana Living. To be used to fund capital expenditure on page 19.
- Admin Building Planning \$25,000: unspent capital funds from last year and used to fund capital expenditure on page 19.
- Crown Lands \$80,108: unspent grant funding from last year and used to fund increased operating costs on page 2.
- Bridges Funding \$150,000: unspent grant funding from previous years and used to fund Capital expenditure on page 18.
- Lucas Bridge \$24,488: unspent capital funds from a previous year and used to fund capital expenditure on page 18.
- Infrastructure Contributions \$40,000: funds held in reserve from the collection of development application contribution fees. To be used fund capital expenditure on page 19.

Transfers to Reserves

- Waste Facility \$40,000: funded from the domestic and other waste charges to be used for future capital works at the Waste Facility.
 - IT Upgrades \$51,500: funded by an annual contribution from all Council operations to be used to update the infrastructure every three years at a total cost of around \$150,000.
 - Sports Council \$3,321: funded from 50% of the estimated revenue from sporting grounds as per Council Policy to be used for capital improvements as determined by the Sports Council.
 - ELE Reserves \$25,000: it has been standard practice to place this amount into reserves each year to fund anticipated future employee leave entitlement payouts. The Department of Local Government views the setting aside of funds for this purpose as a responsible practice. After this transfer, the balance of the reserve will be \$1,477,387.
 - Gravel Pits \$54,636: the difference between gravel income of \$251,327 and gravel expenses of \$196,691 on page 11, is transferred to reserves to fund the future rehabilitation of disused pits. After this transfer, the balance of the reserve will be \$284,687.
-

- Scrap Steel \$4,747: the difference between scrap steel sales of \$10,927 and scrap steel community project costs of \$6,180 on page 6, is transferred to reserves to fund future projects in Tooraweenah and Armatree as determined by Council. After this transfer, the balance of this reserve will be \$84,792.
- Section 94 Fee Income \$10,927: the income collected by this charge included in Town Planning income on page 8, is transferred to reserves to fund future infrastructure works.
- Disability Inclusion Plan Initiatives \$180,000: funded from a contribution from Orana Living of \$200,000 of which \$180,000 will be transferred to reserves and \$20,000 used for a capital project.

Capital Income (page 17)

Grants – Fire Services

This is a non cash item that is offset by capital expenditure for the same amount.

Contribution for Windmill Walk

The \$15,000 amount included here is the 50% contribution from the RMS for the capital cost of \$30,000 for walkway works.

Grants – Regional Cultural Fund - Cooee Heritage Centre

Total funding of \$1,551,799 has been granted for works at the Cooee Heritage Centre. It is estimated that \$82,185 will be spent in 2019/20 with the remaining funds to be spent over the following two years. This income is offset by capital expenditure.

Grants – Stronger Country Communities

The amount of \$816,802 is included as per the notification from the State Government. It will be used to fund the following capital projects that have been included in this budget:

- McGrane Oval Upgrades: \$750,000
- Promotional Signage: \$175,000

The above amounts total \$925,000 with the outstanding \$108,198 offset by a transfer from reserves.

Estimated Grant Monies Offset by Capital Works

The following income amounts have been included and are offset by corresponding capital projects of the same amounts:

- Graincorp Subdivision: \$ 400,000
- Sand Quarry: \$ 300,000
- Industrial Estate Intersection: \$ 330,000
- Berakee Quarry Intersection: \$ 400,000
- Solar Panels: \$ 100,000
- Rising Sun: \$ 30,000

Should the above funds be not forthcoming, Council will need to determine if the capital projects are to proceed and, if so, how they are to be funded.

SES Building Upgrade

The estimated \$312,000 in funding is made up of a contribution of \$156,000 from the SES and a grant of \$156,000 from Clubs and Pubs that has been applied for. The total capital cost of the project is \$468,000.

Contribution from Curban Hall Committee

The Curban Hall Committee carry out work each year that Council pay for and are then reimbursed. This contribution amount of \$5,000 is the reimbursement and is offset by capital expenditure of the same amount.

Contribution from Orana Living for Waugan St

Orana Living are providing \$500,000 towards the construction of disability accommodation at Waugan Street. The estimated cost of the project is \$1,500,000 with the remaining \$1,000,000 funded by a transfer from reserves.

Dental Surgery Upgrade

It is proposed that the dental surgery, located at the MPS, undergo an upgrade in 2019/20. The estimated cost is \$200,000 to be funded by a grant of \$125,000 with Council's contribution being \$75,000.

Contribution from OL – Disability Inclusion Plan Initiatives

Orana Living are providing \$200,000 for projects identified in the Disability Inclusion Plan. From the \$200,000, \$20,000 will go towards a capital project and \$180,000 will be transferred to reserves for future use. This contribution will be ongoing.

CAPITAL WORKS (pages 17, 18, 19 & 20)

Following is a listing of the capital works appearing in the draft budget and their comparison with the Long Term Financial Plan (LTFP):

Community Housing

The \$20,000 requested is for capital renewals on Council's community houses. There has been no specific works identified and this estimate is for unplanned renewals that may occur throughout the year. If unspent, the funds will be transferred to reserves.

The LTFP allocation was \$20,000.

Library – Capital

The \$10,000 requested is to allow for unidentified works that may be required and for the future replacement of IT equipment.

The LTFP allocation was \$8,395.

Library

Total library purchases cost of \$11,746 for library purchases including books, toys and other materials. This is funded by the State Library Service.

The LTFP allocation was \$11,567.

Plant

The allocations for major plant, light trucks and utilities, cars and station wagons and minor plant were noted by Council at the May meeting. The requested amounts are the same as the amounts included in the LTFP. The allocations are as follows:

Major Plant (2018/19) \$1,120,000 - \$437,000 = \$683,000
Major Plant (2019/20) \$935,000 - \$215,000 = \$720,000

Trucks & Utes (2018/19) \$99,000 - \$53,000 = \$46,000
Trucks & Utes (2019/20) \$107,000 - \$56,000 = \$51,000

Cars & Wagons (2018/19) \$84,000 - \$38,000 = \$46,000
Cars & Wagons (2019/20) \$56,000 - \$24,000 = \$32,000

Minor Plant (2018/19) \$58,000 - \$8,200 = \$49,800
Minor Plant (2019/20) \$50,000 - \$32,000 = \$18,000

Total (2018/19) \$1,361,000 - \$536,200 = \$824,800
Total (2019/20) \$1,148,000 - \$327,000 = \$821,000
Total (LTFP) \$1,148,000 - \$327,000 = \$821,000

Rural Fire Service Issues

The allocation of \$250,000 is an estimate only of the value of the plant and equipment to be purchased by the Rural Fire Service. This is a non cash item with Council paying 11.7% of the allocation in the contribution cost listed on page 4. It is offset by a non cash grant included in capital income of the same amount.

The LTFP allocation was \$245,061 with an offsetting capital income item of the same amount.

Curban Hall

An amount of \$5,000 is included as an estimate only and is offset by a capital contribution of the same amount.

The LTFP allocation was nil.

Library Upgrade – Regional Cultural Fund

Council has received a grant allocation of \$1,551,799 with \$82,185 allocated in 2019/20 and \$734,807 allocated in each of the following two years. The capital expenditure allocation for 2019/20 is \$200,000 and includes a contribution from Council of \$117,815 towards the project in the first year.

The LTFP allocation was nil.

Lucas Bridge

An amount of \$104,488 is included to conduct the planning of the replacement of Lucas Bridge. It is part funded by a transfer from reserves of \$24,488 with Council's contribution being \$80,000.

The LTFP allocation was nil.

Chambers & Offices

The Council chambers and offices is an ageing building and regular maintenance and renewals are and will be required into the future. An amount of \$15,000 per year for capital renewal work has been included in the draft budget. This amount is for unspecified work and, if unspent, will be transferred to a reserve.

The LTFP allocation was \$15,000.

Shire Depot

After extensive discussions, an amount of \$1,650,000 has been included in 2019/20 and \$150,000 in 2020/21 to allow for a major upgrade of the Shire Depot. The total cost is estimated to be \$2,000,000 with \$200,000 to be spent in 2018/19. The project will be funded by borrowings.

The LTFP allocation was \$2,000,000.

Planning for Bridge Reconstructions

An amount of \$150,000 has been included to conduct the planning for bridge replacements at Yarragrין Creek and the Lucas Bridge.

The LTFP allocation was nil.

Swimming Pool

An allocation of \$10,000 per year is required to allow for the ongoing renewal of this ageing asset. If the funds are unspent at the end of the year, they will be transferred to a reserve to upgrade the toilets, pump shed, kiosk and the clubhouse in the future.

The LTFP allocation was \$10,000.

Stormwater

The storm water capital allocation of \$50,000 proposed for 2019/20 is ongoing.

The LTFP allocation was \$50,000.

Caravan Park Water Supply

An amount of \$50,000 for 2019/20 and \$50,000 in 2020/21 has been included to install a reliable water source for the Caravan Park grounds.

The LTFP allocation was nil.

Footpaths

The amount of \$50,000 included in the long term financial plan for allocation in 2019/20, will be utilised to renew unsatisfactory sections of concrete footpath identified during annual inspections.

The LTFP allocation was \$50,000.

Kerb & Gutter Renewals

As for the footpaths, the amount of \$50,000 included in the long term financial plan for allocation in 2019/20, will be utilised to renew unsatisfactory sections of kerb and gutter identified during annual inspections.

The LTFP allocation was \$50,000.

Walkway Works

The allocation of \$30,000 is to continue the upgrade works of the walkways in the Gilgandra township. The \$30,000 partly funded by \$15,000 from the RMS.

The LTFP allocation was \$30,000.

Cooee Heritage Centre – Regional Cultural Fund

The Regional Cultural Fund grant approved for this project is for \$1,551,799 with \$82,185 to be received in 2019/20 with the remainder received over the following two years.

The estimated cost of the project in 2019/20 is \$300,000 which is \$217,815 than the funding and that amount constitutes Council's contribution.

The LTFP allocation was \$5,000.

Gym

It is proposed that funds be set aside each year to provide for equipment upgrades and renewal works at the gym as needed. Should the funds be unspent, they will be transferred to a reserve to be held when required.

The LTFP allocation was \$10,000.

Pound

The pound facility requires considerable work to meet incoming OHS requirements. The exact extent of the requirements is not yet known however, it would be prudent to include an allocation for these future works. An amount of \$15,000 each year ongoing has been included for the works.

The LTFP allocation was \$15,000.

Upgrade SES Premises

An amount of \$468,000 has been allocated to allow for an upgrade to the existing premises of the SES as previously discussed by Council. This is partly offset by capital funding of \$312,000 making the net cost to Council being \$156,000. Council's contribution will be funded from borrowings.

The LTFP allocation was nil (\$450,000 in 18/19).

Rural Roads Capital Renewals

The additional rural road allocation vote, in accordance with the Long Term Financial Plan, complies with the resolution of Council when imposing the increase in rates of 10% for three (3) consecutive years.

This allocation was an element of reward for the upgrade of rural roads. In accordance with public consultation, it was agreed that rural roads required an amount of “catch up” works and increased maintenance treatment. It is therefore considered appropriate that this allocation be utilised to increase the gravel resheeting and bitumen reseals of rural roads.

The effects of the increase in gravel resheeting and bitumen reseals will see a large degree of “catch up” works and it is considered that in future years, Council may be able to see the opportunity of actually establishing a bitumen seal on some of the higher classified roads processed with the increased gravel resheets.

The total amount originally available for the additional renewal work was \$4,550,000 over 10 years. The allocation for the first year in 2016/17 was \$396,899 increasing by an estimated 3% for CPI from then on. The result is still that \$4,550,000 was spent over the first 10 years.

This allocation was then reduced by the loan repayments for the three bridges. The repayments are \$210,199 each year. The table below demonstrates this:

Year	Additional Roads Allocation	Less Loan Repayment	Amended Roads Allocation
18/19	\$421,070	\$210,199	\$210,871
19/20	\$433,702	\$210,199	\$223,503
20/21	\$446,713	\$210,199	\$236,514
21/22	\$460,115	\$210,199	\$249,916
22/23	\$473,918	\$210,199	\$263,719
23/24	\$488,136	\$210,199	\$277,937
24/25	\$502,780	\$210,199	\$292,581
25/26	\$517,863	\$210,199	\$307,664
26/27	\$533,399	\$210,199	\$323,200
27/28	\$549,401	\$86,180	\$463,221
	\$4,686,503	\$1,977,971	\$2,578,188

The LTFP allocation was \$223,503.

Stronger Country Communities Fund

A total amount of \$925,000 has been allocated to the following projects from this fund:

- McGrane Oval Upgrade: \$750,000
- Promotional Signage: \$175,000

The following projects have been allocated to the 2020/21 year:

- McGrane Oval Upgrade: \$750,000
 - Recreation & Community Art: \$270,191
-

The estimated grant funding for 2019/20 is \$816,802 with the shortfall of \$108,198 to be funded from reserves. The estimated funding for 2020/21 is \$750,000 with the shortfall of \$270,191 being unfunded at this stage.

The LTFP allocation was \$270,191.

Graincorp Subdivision Design

It is anticipated that the Graincorp Subdivision project will go ahead and that planning for it will take place in 2019/20. An amount of \$400,000 has been estimated for the planning stage and this is offset by capital income of the same amount.

The LTFP allocation was \$4,000,000.

Sand Quarry

A project to establish a sand quarry in Gilgandra is planned for the 2019/20 year. It is anticipated the cost will be \$300,000 and this is offset by capital income of the same amount.

The LTFP allocation was nil (\$200,000 in 18/19).

Industrial Estate Intersection

The creation of a 2nd intersection on Hargraves Lane is required to be constructed as a condition of the purchase of land within the industrial estate. It is estimated the intersection will cost \$330,000 to construct and is offset by capital income of the same amount.

It should be pointed out that if the capital income is not forthcoming, the project will still need to be completed and alternative funding will need to be sourced.

The LTFP allocation was nil (\$330,000 in 18/19).

Berakee Quarry Intersection

The creation of an intersection for the Berakee Quarry development is required as previously reported to Council. It is estimated the intersection will cost \$400,000 to construct and is offset by capital income of the same amount however is pending approval from the funding body. Without it being fully supported by the funding body the works will not proceed.

The LTFP allocation was nil (\$400,000 in 18/19).

Admin Building & Shire Hall Planning

It is proposed that an amount of \$75,000 be allocated for the purpose of investigating the plausibility of either constructing new Administration building and Shire Hall or significantly renovating the existing buildings.

The LTFP allocation was \$100,000.

Combined Sports Centre Planning

Council is considering the construction of a new combined sports centre in the near future. In order to determine the viability of such a project, an amount of \$100,000 has been included for the planning stage.

The LTFP allocation was nil (\$50,000 in 18/19).

Solar Panels for Council Buildings

An allocation of \$100,000 has been including for 2019/20 to carry out the installation of solar panels on identified buildings. This allocation is ongoing for the next four years. It is offset by grant funding.

The LTFP allocation was \$100,000.

Communities Grants Program – Rising Sun

An amount of \$30,000 included to put in place the rising sign sculpture. This is offset by grant funding of the same amount.

The LTFP allocation was nil.

Disability House – Waugan St Stage 2

This project is to design and construct stage 2 of the disability accommodation at Waugan Street. The estimated cost is \$1,500,000 and it is funded by a transfer from reserves of \$1,000,000 and a contribution from Orana Living of \$500,000.

The LTFP allocation was nil (\$500,000 in the LTFP for Orana Living).

Dental Surgery Upgrades

It is proposed that Council undertake an upgrade of facilities at the dental surgery located at the MPS. The estimated cost is \$200,000 which is partly offset by grant funding of \$125,000 with Council's contribution of \$75,000 being unfunded.

The LTFP allocation was nil.

CCTV CBD

An amount of \$40,000 has been included to progress CCTV coverage in the CBD area. This allocation is ongoing for the next four years. The 2019/20 estimate is offset by a transfer from reserves of the same amount.

The LTFP allocation was nil.

McGrane Oval Broadcast Box

It has been identified that the existing stairs to the broadcast box at McGrane Oval presents as a safety hazard. It is requested that \$30,000 be included in the 2019/20 budget to rectify the issue.

The LTFP allocation was nil.

Disability Inclusion Plan Initiatives

An amount of \$20,000 has been included to carry a project that has been identified in the plan. This is funded by a contribution from Orana Living of \$200,000 with the remaining \$180,000 to be transferred to reserves.

The LTFP allocation was nil.

Upgrade of Council Chamber Technology

Council would be aware of the requirement to record and make available the deliberations of the Council meetings. In order to achieve this, an upgrade of the technical requirement within the Chambers is required. An amount of \$15,000 has been included for this purpose.

The LTFP allocation was nil.

Loan Income & Repayments (page 20)

It is proposed to borrow \$1,806,000 to fund the upgrade of the Shire Depot (\$1,650,000) and Council's contribution to the SES building upgrade (\$156,000).

An amount of \$920,000 is proposed to be borrowed in 2020/21 to fund 50% of the Lucas Bridge project (\$770,000) and the remainder of the Shire Depot project (\$150,000).

An amount of \$505,000 is proposed to be borrowed in 2021/22 to fund 50% of the street lighting conversion (\$300,000) and 25% of the Yarragrin Creek Bridge project (\$205,000).

It should be pointed out that the entire amount of \$2,000,000 for the Shire Depot will be borrowed in 2019/20 but the loan income has been spread across the years (including 18/19) to match when the costs will be incurred.

The interest and principle payments included in the draft budget and listed earlier in this report reflect the above proposed borrowings and existing loans.

General Fund Comment (page 20)

The result for General Fund is an estimated deficit of \$120,446 for 2019/20 after depreciation is deducted. The ongoing years also reflect deficit results of \$356,594 in 2020/21, \$177,958 in 2021/22 and \$231,749 in 2022/23. The combined total result for the 4 years is a deficit of \$886,747.

Directors and the Finance Manager are available to answer any questions or provide information to interested Councillors prior to the meeting.

WATER SUPPLY (pages 21, 22 and 23)

The budgeted income for the Water Supply function includes a 5% increase (5% for Tooraweenah) in both the access and user charges as presented to Council previously. The income is proposed to be raised using Best Practice Pricing procedures as resolved by Council in December 2005 and is based on Council's 30 year plan currently being finalised for adoption by Council.

Water usage has been the average of the last 10 years consumption. The grants and subsidies amount includes the pensioner rebate claim.

The routine operational costs relevant to the Water Fund are consistent with previous years and any increase is accommodated for with the anticipated income to Water Fund.

The Water Fund Budget provides for the maintenance and up-keep, renewal and establishment of new items of infrastructure servicing Gilgandra and Tooraweenah's water supplies.

The assets maintained include the following;

- The water supply is made up of five (5) primary bores and submersible pump stations within the Gilgandra catchment area and one (1) primary well/bore providing for the Tooraweenah water supply;
- Gilgandra Water Treatment Plant;
- 9.9 kilometres of raw water rising mains; and
- 46.7 kilometres of various sized reticulation mains.

Capital Expense

The capital projects are as listed and amount to a total capital spend of \$519,920.

The overall estimated result for Water Supply for 2019/20 is a \$204,068 deficit. The results for the ongoing years are deficits of \$228,631 in 2020/21, \$172,298 in 2021/22 and \$313,365 in 2022/23. The combined 4 year result is a deficit of \$918,362.

SEWERAGE SERVICES (pages 24 & 25)

The budgeted income for the Sewerage Services function includes a 7% rise in the access charges and usage charges as presented to Council previously. The income is proposed to be raised using Best Practice Pricing procedures as resolved by Council in December 2005 and is based on Council's 30 year plan currently being finalised for adoption by Council.

The Sewer Fund Budget provides for the maintenance and upkeep, renewal and establishment of new items of infrastructure servicing the Gilgandra township. The assets maintained include the following:

- 33 km of reticulation (collection) mains;
- 17 Sewer Pump Stations, all varying in condition;
- 6 kms of rising main;
- Sewerage Treatment plant located off Chelmsford Avenue; and
- Sewerage effluent treatment and disposal system.

The routine operational costs relevant to the Sewer Fund are consistent with previous years and any increase is accommodated for with the anticipated income to Sewer Fund.

The transfer to reserves amount of \$10,000 is a cost collected annually as a contribution to maintain the effluent pond.

Capital Expenses

The capital projects are as listed and amount to a total capital spend of \$410,000.

The overall estimated result for Sewerage Services for 2019/20 is a \$122,583 surplus. The results for the ongoing years are deficits of \$428,700 in 2020/21, \$27,197 in 2021/22 and \$226,563 in 2022/23. The combined 4 year result is a deficit of \$559,877.

ORANA LIFESTYLE DIRECTIONS (pages 26 to 27)

The draft budget for Orana Lifestyle Directions has been presented to the committee and the overall result is a \$111,799 deficit in 2019/20. The results for the ongoing years are surpluses of \$306,897 surplus in 2020/21, \$326,154 in 2021/22 and \$345,988 surplus in 2022/23. The combined 4 year result is a surplus of \$867,240.

CARLGINDA ENTERPRISES (page 28)

The draft budget for Carlginda Enterprises has been presented to the committee and the overall result is a \$27,290 surplus. The results for the ongoing years are deficits of \$1,892 in 2020/21, \$1,648 in 2021/22 and \$1,398 in 2022/23. The combined 4 year result is a surplus of \$22,352.

COOEE VILLA UNITS (page 29)

The draft budget for Cooee Villa Units has been presented to the committee and the overall result is a \$1,404 surplus. The results for the ongoing years are surpluses of \$11,492 in 2020/21, \$12,634 in 2021/22 and \$13,755 in 2022/23. The combined 4 year result is a surplus of \$39,285.

HOME CARE PACKAGES (page 30)

The draft budget for Home Care Packages has been presented to the committee and the overall result is a \$31,817 surplus. The results for the ongoing years are a \$32,772 surplus in 2020/21, a \$16,245 deficit in 2021/22 and a \$34,767 surplus in 2022/23. The combined 4 year result is a surplus of \$83,111.

COOEE LODGE (pages 31 to 32)

The draft budget for Cooee Lodge has been presented to the committee and the overall result is a \$52,732 surplus. The results for the ongoing years are surpluses of \$51,914 in 2020/21, \$55,722 in 2021/22 and \$59,644 in 2022/23. The combined 4 year result is a surplus of \$220,012.

JACK TOWNEY HOSTEL (page 33)

The draft budget for Jack Towney Hostel has been presented to the committee and the overall result is a \$15,803 surplus. The results for the ongoing years are surpluses of \$47,477 in 2020/21, \$49,201 in 2021/22 and \$50,977 in 2022/23. The combined 4 year result is a surplus of \$163,458.

Overall Council Comment (page 34)

The result for Council for 2019/20 is an estimated deficit of \$184,684 after depreciation is deducted. The estimated results for the ongoing years are a \$565,264 deficit in 2020/21, a \$48,366 surplus in 2021/22 and a \$267,943 deficit in 2022/23. The total combined result for the 4 years is a deficit of \$969,525.

The following table shows the Fit for the Future indicators based on the draft budget results:

Indicator	Benchmark	2019/20	2020/21	2021/22	2022/23
Operating Performance Ratio	Over 0%	2.49%	1.47%	2.25%	2.61%
Own Source Revenue Ratio	Over 60%	66.35%	60.20%	69.61%	62.84%
Asset Renewal Ratio	Over 100%	170.26%	183.93%	117.89%	323.28%
Infrastructure Backlog Ratio	Less 2%	2.36%	1.63%	2.30%	2.05%
Asset Maintenance Ratio	Over 100%	73.03%	73.79%	74.10%	74.83%
Debt Service Ratio	0% to 20%	3.14%	3.23%	3.55%	4.28%
Costs Per Capita Ratio	Reducing	6.43	6.36	6.33	6.30

Should Council decide to remove or include any items in General Fund, the result would be adjusted accordingly. Directors and the Finance Manager are available to answer any questions or provide information to interested Councillors prior to the meeting.

Policy Implications Budget presented in line with policy

Budget Implications As presented

Management Plan Implications In line with Management Plan

ESD Principles Nil

RECOMMENDATION

That Council consider and determine any changes to the relevant estimates to allow inclusion of the Draft Budget and Revenue Policy in the 2019/20 Operational Plan to go on public exhibition.

N J Alchin
Director Corporate Services

PLANT REPLACEMENT PROGRAM 2019/20

SUMMARY

To present the proposed 2019/20 Plant Replacement Program for consideration and adoption.

.....

The proposed 2019/20 Plant Replacement Program is detailed below. All figures are GST exclusive and based on today's estimates.

It is expected that individual figures will vary plus or minus throughout the replacement process, however the overall objective is to replace all items listed within the allocated funds. The available net changeover budget for 2019/20 is \$821,000.

Plant No.s	Plant Item Description	Estimated Purchase Price	Estimated Trade Value	Estimated Changeover Cost	Comments
MAJOR PLANT					
39	Multi-tyred Roller	160,000	30,000	130,000	Replace smooth drum for multi
184	8 wheeler water cart	400,000	74,000	326,000	Replace prime mover with water cart
				456,000	
UTILITIES					
1042	2 wheel drive dual cab ute	32000	12000	20000	
1043	2 wheel drive dual cab ute	32000	12000	20000	
1046	4 wheel drive dual cab trayback	50000	12000	38000	
1051	4 wheel drive dual cab trayback	50000	25000	25000	
1058	4 wheel drive dual cab ute	50,000	30,000	20000	
1020	2 wheel drive dual cab ute	35000	8000	27000	
1053	4 wheel drive dual cab ute	50000	30000	20000	
1060	4 wheel drive dual cab trayback	50000	30000	20000	
				190000	
MINOR PLANT					
600	Mower Toro 9 foot deck	50000	4000	46000	
606	Mower Toro	10000	2000	8000	
805	Turf cutter	10000	500	9500	
	Whirly bird	3000		3000	
	ATV trailing spray unit	4000		4000	
	Miscellaneous	10000	1000	9000	
				51500	
SEDANS, SUVS					
1312	Camry sedan	25000	8000	17000	
1315	Kluger GX	42000	20000	22000	
1316	Kluger GX	42000	20000	22000	
				61000	

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Budget allocation of \$821,000.
<u>Delivery Program Actions</u>	6.1.2.08 Plant fleet maintained and updated to reflect needs.

RECOMMENDATION

That the 2019/20 Plant Replacement Program, as presented, be adopted.

Daryl Colwell
Director Infrastructure

CAPITAL ROAD WORKS PROGRAM 2019/20

SUMMARY

To present the proposed 2019/20 Works Program for consideration and adoption.

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The combined budget for capital works on roads is \$1,101,947 for the 2019/20 financial year. The following table provides a recommended scope of works, however these may change should environmental constraints limit Council's ability to perform works in the area.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Budget allocation of \$1,101,947.
<u>Delivery Program Actions</u>	6.2.1.04 Maintain and construct streets and roads in accordance with Council's adopted road classifications. 6.2.1.06 Undertake annual Roads to Recovery program.

RECOMMENDATION

That the 2019/20 Works Program, as presented, be adopted.

Daryl Colwell
Director Infrastructure

Road Works Program 2019-20					
	Work Location and Type	Segment	Estimated Cost	Work Type	Work Funded by:
	Rehabilitation/Widening Works				
RS	John Renshaw Parkway	2	\$113,000	Pavement Rehabilitation	RRAA
PT	Berida Bullagreen Road	12	\$160,000	Pavement Rehabilitation	R2R
PT	Berida Bullagreen Road	14	\$48,000	Pavement Rehabilitation	R2R
			\$407,320		
	Bitumen Resealing Works				
RS	National Park Road	12	\$78,000	Reseals	R2R
PT	Bearbong Road	28	\$78,000	Reseals	R2R
PT	Berida Bullagreen Road	14	\$41,340	Reseals	R2R
PT	East Coonamble Road	2	\$78,000	Reseals	R2R
ST	Bencubbin Street Gilgandra - Federation to Barden Street	0	\$10,125	Reseals	R2R
ST	Bensley Close Gilgandra - Christie Drive to End	0	\$3,413	Reseals	R2R
ST	Carlinda Street Gilgandra - Highway to Eiraben Street	0	\$3,738	Reseals	R2R
PT	Court Street Gilgandra - Highway to Wamboin Street	0	\$59,280	Reseals	R2R
PT	Court Street (Service Road) Gilgandra - Court to Court Street (High School)	0	\$6,630	Reseals	R2R
ST	Dudley Street Gilgandra - Noreen Street to Chelmsford Avenue	0	\$13,082	Reseals	R2R
PNT	Eureka Street Gilgandra - Bencubbin Street to End	0	\$2,610	Reseals	R2R
PNT	Hunter Avenue Gilgandra - Wriglet Street to End	0	\$5,623	Reseals	R2R
ST	Myrtle Street Gilgandra - Station to Pearl Street	0	\$20,280	Reseals	R2R
ST	Strickland Street Gilgandra - Noreen Street to Chelmsford Avenue	0	\$13,082	Reseals	R2R
ST	Warren Road (Service Road) Gilgandra - Barden to Comeback Street	0	\$8,645	Reseals	R2R
ST	Warren Road (Service Road) Gilgandra - Comeback to Federation Street	0	\$10,693	Reseals	R2R
			\$432,541		

MEETING OF: GILGANDRA SHIRE COUNCIL
 HELD ON: 21 MAY 2019

Gravel Resheeting Program Works					
RS	Collie Bourbah Road	10	\$55,251	Gravel Resheet	R2R
RS	Collie Bourbah Road	12	\$55,251	Gravel Resheet	R2R
ST	Avondale Road	6	\$37,200	Gravel Resheet	RRAA
ST	Berida Innisfail Road	0	\$37,200	Gravel Resheet	R2R
ST	Links Road	2	\$37,200	Gravel Resheet	RRAA
ST	Old Mill Road	6	\$37,200	Gravel Resheet	RRAA
			\$259,302		
	2019/20 - Roads to Recovery Budget	\$878,444	\$874,563	\$3,881	
	2019/20 - Rural Roads Additional Allocation Budget	\$223,503	\$224,600	-\$1,097	
	2019/20 - Road Works Program Total Budget	\$1,101,947		\$2,784	

GILGANDRA PRESCHOOL – PROPOSED RENOVATION - DA2019/283

SUMMARY

To present Development Application 2019/283 for determination and request a departure from Council's Development Control Plan 2011 for building set back and car parking requirements

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A detailed development assessment report has been carried out in relation to this development. Separately attached is a copy of the Statement of Environmental Effects. The development assessment report is reproduced below:

Development Assessment Report

Application Details:

Development Application No: 2019/283

Applicant: Gilgandra Preschool Inc
PO Box 14
GILGANDRA NSW 2827

Description of Development: The proposed development involves alterations and additions to an existing Preschool facility. The proposal comprises demolition works, relocation of existing covered sand pit, internal alterations to the existing building, addition of a new playroom and administration area.

BCA Class: 9b

Landowner(s): Gilgandra Shire Council

Landowners consent provided: Yes No

(All Landowners must give consent to the proposed development)

Property Description:

Street/Road No: 6
Street/Road: Court St
Suburb: GILGANDRA NSW 2827
Lot(s): 1 & 15
Section: 4
DP/SP: 3576-1138115

Correct dimensions on plan: Yes No N/A

Existing Use: Yes No N/A

Current land-use: Preschool

Site Description: The Preschool site is flat and is located at the intersection of Court St and Eiraben St, Gilgandra.

Site History: The Gilgandra Preschool complex has been in operation at this location for approximately 30 years. Prior to the establishment of the Preschool, the site was vacant land.

Additional Information:

Additional information requested: Yes No

Date: 01/03/19

Received on: 15/03/19

Additional information requested related to:

DCP VARIATIONS –

- Requesting boundary set back from 7.5m to 1m
 - On-Site Parking requirements
-

Public Notification:

Advertised in newspaper: Yes No
Start Date: 25 March 2019
End Date: 5 April 2019

Notified to neighbours: Yes No
Start Date: 21 March 2019
End Date: 5 April 2019

Submissions received: Yes No

(refer to S 4.15 (1)(d) 'Any Submissions' for consideration of submissions received by Council)

Assessment:

The application has been assessed in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979. The main issues are addressed below:

Section 4.15(l) Evaluation Matters

S 4.15(1)(a)(i) provisions of any environmental planning instrument(s)

(i) Gilgandra Local Environmental Plan (LEP) 2011

The land is zoned R1 General Residential. The development is consistent with the following zone objectives:

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day-to-day needs of residents.

Development may be consented by virtue of:

- permissible use within the zone**
 existing use (refer to comments below)

The proposed land use is defined as a Centre-based childcare facility under the Gilgandra LEP 2011. A centre based childcare facility is defined as:

(a) "a building or place used for the education and care of children that provides any one or more of the following:

- long day care
- occasional day care
- out of school hours care
- preschool care"

Special clauses of the Gilgandra LEP 2011 relevant to the application:

- none apply
 Special Clause(s) of the Gilgandra LEP 2011 apply (refer to comments below)

The following other clauses of the LEP apply to the development:

Clause 2.7 Demolition

Minor demolition works are proposed to the existing building and demolition of an existing storage shed. The demolition of a building or work may be carried out only with development consent. All demolition will be in compliance with statutory requirements.

Clause 5.10 Heritage Conservation

The location of the proposed building is not within a heritage conservation area. Consequently no further investigations will be undertaken.

Clause 7.4 Groundwater Vulnerability

The subject land is identified as having vulnerable groundwater according to the Groundwater Vulnerability Map. It is considered that the works proposed will not have an adverse impact on the groundwater below the site by way of altering the water table or contaminating the groundwater below the site. Therefore no further investigations shall be undertaken.

Clause 7.4 Flood Planning

Flood Planning applies as the subject land is located in a flood planning area under the provisions of Clause 7.5(3) which states:

(3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:

- a) is compatible with the flood hazard of the land, and

- b) is not likely to significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties, and
- c) incorporates appropriate measures to manage risk to life from flood, and
- d) is not likely to significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses, and
- e) is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.

The applicant has conducted a review of the Gilgandra Floodplain Management Study 1996. The review indicates the site is located within the 1% Annual Exceedance Probability (AEP). Frequency of flooding can also be expressed as the Average Recurrence Interval (ari) in years. The adopted ARI for the 1% AEP is 100 years in accordance with the Gilgandra Floodplain Management Study.

Council has adopted the 1 in 100 year event plus 0.5m freeboard as its flood planning level.

Accordingly, the report of the review carried out by the applicant indicates a finished floor level of the extensions to match the floor level of the existing structure would need to be to be 282.5M AHD. For the finished floor level to match the existing structure the finished level would be 281.26, which is **below** the adopted FPL.

Pre lodgement discussions between the applicant and Council Officers confirmed that the proposed development is not required to strictly comply with the minimum flood planning floor level as the proposal is for additions to an existing building subject to the following flood mitigation procedures be implemented into the design of the proposed development:

- All structural components of the development below the 1% AEP shall be constructed with flood compatible materials. The structural component of the development shall be designed in order to withstand the forces of flood water and debris and suitable documentation shall be provided prior to the commencement of a construction certificate.
- Other building components below the 1% AEP such as doors, windows, electrical and mechanical equipment/installations shall be adopted to be flood compatible.

- The design of the boundary fencing (powder coated panel fencing) has been considered to ensure that the affect of the flow of floods does not dramatically increase flood affectation on surrounding land.
- An evacuation procedure shall be established and suitable training shall be available to staff members.

The following other clauses of the LEP apply to the development:

(ii) State Environmental Planning Policies (SEPP'S):

The SEPP's relevant to this proposal include:

Comments: Nil.

S 79C(1)(a)(ii) provisions of any draft Environmental Planning Instrument(s)

Yes No

Comments: Nil.

S 79C(1)(a)(iii) provisions of any Development Control Plan(s)

The provisions of the Gilgandra Shire DCP 2011 are applicable to this development.

i) Section 7 – Residential Development

Clause 7.2.4 – Setbacks

Comments: The proposed setback does not comply with the DCP Requirements. The applicant applied in writing to Council for a variation to the DCP to allow the proposed building addition to the front of the building line at a distance of 1 metre from the boundary.

The adjoining residential property is also forward of the building line and is within one metre of the boundary. In addition, the street scape is scattered with buildings forward of the building line as nominated in the DCP. Given the existing nature of the street scape and limited space on the subject site, I would support the variation request.

Section 14 – Car Parking

There is no existing off street parking for the existing Preschool facility. It is stated that due to the relatively small allotment and the requirement for outdoor recreation areas for the children, it is considered that enforcing on-site car parking would not be practical.

Accordingly, the applicant has requested that Council consider a departure from the car parking provisions of the DCP.

14.4 Disabled access

The proposed development will require one disable carpark in accordance with AS2890.1. As there is no proposed parking on-site due to the nature of the subject land, it is recommended that one assessable car space is provided at the existing entrance on the north-western end. There currently exists a defacto drop off area that utilises part of the road reserve.

14.6 Standards

The minimum parking space required according to land use for a pre-school is one space per staff member plus 1 per 10 students. Given the intended capacity is 60 students the car parking requirements are 6 spaces for students and currently there are 13 staff which is likely to increase to 16, therefore as a minimum there would need to be 22 car spaces required to comply with the DCP 2011.

Discussions with the Director of Infrastructure and development control unit has recommended that the current bus drop off zone in Eiraben Street be moved to Court Street and all staff members be required to parallel park in Eiraben Street as a condition of consent.

In considering this departure it should be borne in mind that the Statement of Environmental Effects states that the capacity of the preschool centre will eventually increase from 30 children to 60. This would also indicate an increase in staff and additional burden on street parking

Section 15 – Advertising

The application was placed on public exhibition.

S79C(1)(a)(iv) any matter prescribed by the regulations

Yes No

Comments: Nil.

S 79C(1)(b) the likely impact on the natural and built environment(s) and the likely social and/or economic impact on the locality

Site Requirements:

Boundary Clearance(s): Complies Does not comply
N/A
Front Building setback: Complies Does not comply
N/A

Site Coverage: **Satisfactory** Unsatisfactory
N/A

The proposal will be able to be contained wholly within the property boundaries although there are matters relative to council's DCP.
(NOTE: Site coverage is generally determined having regard to the level of compliance with Council's standards in relevant DCP's (eg: carparking, internal vehicle manoeuvring, setbacks, landscaping, etc)

Easement(s):

Existing Easement (s) **Clear of easement(s)** Encroaches
easement(s) N/A
Proposed Easement(s) **Easement(s) required** Easement(s)
not required N/A

Comments: Council's sewer main runs parallel to the existing building on the northern boundary and within 1m of the edge of the building. The proposed new section of the extension is also parallel to the existing sewer main. The footing design has taken this into consideration by including concrete piers under the external edge beam to avoid the zone of influence. As a condition of consent, an easement will need to be created over the sewer main for future access.

Consolidation of Lot(s): Required Not required N/A

The development will traverse two allotments and consideration should be given to the consolidation of the site into one allotment prior to the commencement of construction works. Condition of consent to consolidate existing lots.

Drainage:

Sewer Main: **Work(s) clear of main** Work(s) within
1m of main N/A
Likely Gradient: **Satisfactory** Unsatisfactory
 N/A

Roof Water: to street gutter to stormwater basin
 to absorption trench
 3000mm from the building
 N/A Other
 No change to existing

The following relevant matters have also been assessed in accordance with S 79C1(b):

Context and Setting

The subject site is located in what is a predominantly residential precinct. The proposed development has been in place for many years and given its location, is compatible with the streetscape and land uses in the vicinity.

Access, transport and traffic

There are no existing off street parking/access arrangements for the Preschool. There is existing street parking in the immediate area of the Preschool in Court, Eiraben and Morris Streets. It is recognised by the applicant that there is insufficient space on-site for parking. Discussion with the Director of Infrastructure indicated that parallel car parking could be provided in Eiraben Street to offset DCP requirements. A drop-off area and a designated accessible car space are to be installed in the road reserve adjoining the laneway. This will be a condition of consent.

Public Domain

The proposed development will have a minor impact on the locality by increasing traffic movements and pedestrian movements. The proposal includes an increase from 30 to 60 child care places. Based on the locality and nature of the development it is considered that any adverse impacts would be acceptable.

Utilities

All services including reticulated water, sewerage, electricity, stormwater management and telecommunications are existing. It is not envisaged that the proposed development will not create any adverse impact on services loading or the amenity of the area.

As discussed previously in this report, the development will not impact on existing utility infrastructure.

Heritage

No such matters of a heritage nature are affected by this proposal.

Water

The proposed building will not impact on existing water infrastructure.

Soils

The development will not have an adverse impact on the soil quality of the locality.

Air & Microclimate

The development will not have an adverse impact on the local air quality.

Flora and Fauna

The development will not require the removal of any native vegetation. No endangered fauna or flora inhabit the locality.

Waste

Existing waste management procedures will not be affected by this application.

Energy

The proposed building will not impact on the existing electricity supply arrangements to the property.

Noise & Vibration

The proposed building will not contribute to any additional noise being generated from the property.

Technological Hazards / Potentially Contaminated land

Not applicable.

Safety, Security & Crime Prevention

No changes to existing security arrangements.

Social impact on the locality

The development will not generate any adverse social impacts.

Economic impact on the locality

The development will not generate any adverse economic impacts.

Cumulative impacts

The development will not generate any adverse cumulative impacts.

S 4.15(1)(c) the suitability of the site for the development

(NOTE: Assessment requires referral to the specific considerations for each primary matter listed below, as specified in 'the Act')

Does the proposal fit in with the locality? Yes No

Are the attributes of the site conducive to the proposed development?

Yes No

S 4.15(1)(d) any submissions made in accordance with the Regulation(s)

Public Submissions:

Development Advertised:

Yes No

Development Notified:

Yes No

Public submissions received:

Yes No

Submissions from Public Authorities:

Is the proposed development 'State Significant Development'?:

Yes

No

Is the proposed development 'Designated Development'?:

Yes

No

Is the proposed development 'Integrated Development'?:

Yes

No

Was the proposed development referred to any Public Authorities?:

Yes

No

Were any submissions made by Public Authorities?:

Yes

No

Referrals were forwarded to the following Public Authorities:

- National Parks and Wildlife Service (NPWS) (see comments below)
 - Environment Protection Authority (EPA) (see comments below)
 - Land & Water Conservation (DLWC) (see comments below)
 - Roads and Traffic Authority (RTA) (see comments below)
 - Heritage Council of NSW (see comments below)
 - NSW Police Service (see comments below)
 - NSW Agriculture (see comments below)
 - NSW Fisheries (see comments below)
 - Country Energy (see comments below)
 - AGL/Agility (see comments below)
 - Telstra (see comments below)
 - Other: _____ (see comments below)
-

S 4.15(1)(e) the public interest

Are there any Federal, State or Local Government and/or Community Interests?:

Yes No

Council officers' assessments:

Building Assessment

Comments: A BCA Assessment was carried out for the proposed development. A number of non-conformances identified in relation to fire safety with the existing building and proximity to the boundary. The main non-conformance relates to the building being less than 3m from the boundary. Buildings closer than 3m are required to achieve a fire resistant level in accordance with the BCA.

Given that the existing building is 2.850m off the Northern boundary, it is recommended that a concession under Clause 94 of the Environmental Planning & Assessment Regulation 2000 be granted, which allows Council to enforce a full or partial fire safety upgrade. The requirement of the sewer easement on the northern side will assist with restricting any future development in the 2.850m area, preventing any buildings or structure being built in this area.

The other non-conformance is the sliding door exits from the playroom lead directly to a space not defined as open space. Occupants would need to pass under a verandah, which negates compliance with D2.19 (b) (iii) (A). The applicant will be required to install swinging doors to achieve compliance.

Environmental and Health Assessment

Comments: Nil.

Engineering Assessment

Comments: Storm water and parking issues have been discussed with the Director Infrastructure and a compromise solution developed.

Summary

Issues of non-compliance/inconsistency with Council's Policies, the Act or Regulation(s):

- Yes
 No
-

Conclusion

The subject proposal is considered to be generally acceptable with respect to the relevant provisions of the applicable Environmental Planning Instruments, Development Control Plans and Council policies. The proposal is not considered likely to have any significant negative impact upon the environment or upon the amenity of the locality.

Recommendation

- Consent be granted unconditionally; or
 Consent be granted subject to condition(s) (detailed in Annexure 'A' attached); or
 Consent be refused (reasons specified in Annexure 'A' attached).
-

Declaration

Development Application to be determined by Gilgandra Shire Council under the delegated authority vested in:

- Council; or
 Council's Development Control Unit; or
 Council's Building Surveyor.

Lindsay Mathieson
Director Planning & Environment

01/05/2019

CONDITIONS

ANNEXURE "A"

1. Development of the site shall be carried out generally in accordance with the approved plans, specifications and documentation submitted with the application, subject to any notations in red or modification required as a consequence of any condition.

Reason: To ensure compliance with this consent.

2. Compliance with any attached Prescribed Conditions that may be relevant to the proposed development.

Reason: To ensure compliance with Section 80A(11) of the Environmental Planning and Assessment Act, 1979.

3. All construction work must be carried out in accordance with the requirements of the Building Code of Australia.

Reason: Compliance with statutory requirements.

4. A Construction Certificate must be obtained from Council or an accredited certifier for the following work at least two (2) days prior to any construction work commencing. Where the Construction Certificate is obtained from an accredited certifier the determination and all appropriate documents must be notified to Council within seven (7) days of the date of determination.

Reason: Required by Section 81A of the Environmental Planning and Assessment Act, 1979 and Part 8, Division 2 of the Environmental Planning and Assessment Regulation, 2000.

5. Road numbers must be affixed to the building of fence, and such numbers must be clearly visible from the street or road.

Reason: To properly identify the property.

6. Notice of appointment of a Principal Certifying Authority and Notice of Commencement must be submitted at least two (2) days prior to any building or ancillary work being carried out must be submitted to Council on the relevant form.

Reason: Required by Section 81A(2) of the Environmental Planning and Assessment Act, 1979 and Clause 135 & 136 of the Environmental Planning and Assessment Regulation, 2000.

7. A sign must be erected on the development site showing:
- a) Name, address and telephone number of the Principal certifying Authority for the work.
 - b) Name of the Principal Contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours.
 - c) Stating that unauthorised entry to the work site is prohibited.

Reason: To ensure compliance with the Environmental Planning and Assessment Act, 1979.

8. The development is required to enter into a trade waste agreement with Council prior to construction commencing. Should the Preschool provide cooked foods, a grease arrestor must be provided to the sanitary drainage line from the sink, to trap and retain any oil/grease. In this regard the developer must first apply for and obtain a Trade Waste Approval from Council prior to the selection and installation of any grease arrestor. Regardless whether cooked foods are prepared or not, a trade waste agreement is required to discharged waste to Council's sewer.

Reason: Implementation of statutory provisions of the Local Government Act 1993.

9. Prior to any work commencing, toilet facilities must be provided at or in the vicinity of the work site.

Reason: To provide sanitary facilities for workers.

10. Construction works are to be limited as follows:
- a) Monday to Friday - 7.00 am to 6.00 pm.
 - b) Saturday - 7.00 am to 1.00 pm.
 - c) No construction work which will adversely impact on the amenity of the area is to take place on Sundays or Public Holidays.

Reason: To preserve the amenity of the area.

11. The site shall be protected from erosion and sediment loss during the construction works. This work must be carried out and maintained in accordance with erosion and sediment control guidelines for building sites.

Reason: To protect the environment.

12. Drainage is to be provided to divert surface water clear of the building and dispose of such water in a way that avoids the likelihood of damage or nuisance to any other property.

Reason: To ensure adequate drainage

13. A hoarding or fence must be erected between the work site and a public place.

Reason: To protect the health and safety of the public

14. A maximum number of seven (7) exterior light fittings is permitted, with no more than five (5) such fittings being non-automatic light fittings. The exterior light fittings shall be shielded light fittings and shall not result in the total emission of light of 1,000,000 lumens or more. Should additional external lighting be required that will exceed this requirement, concurrence must be sought and approval granted from The Director of The Siding Spring Observatory.

Reason: To ensure compliance with Gilgandra Local Environmental Plan 2011.

15. The creation of an easement over Council's sewer main is required under Section 88B of the Conveyancing Act, as a restriction to user.

Reason: To provide adequate access and protection for Council's services.

16. The subject land is to be consolidated into one allotment (Lot 1 & 15 DP3576-1138115). Evidence of consolidation is to be provided to Council prior to the issue of a Final Occupation Certificate.

Reason: Construction of the proposed building will be built over the existing boundary.

17. Pursuant to Section 6.3 of the Environmental Planning and Assessment Act 1979, a subdivision certificate relating to the approved subdivision shall be obtained and subsequently lodged for registration with the Lands Titles Office. The final survey plan is to confirm the provisions of services (electricity and telecommunications) to the new allotments. If the required subdivision certificate is sought from Council, the final survey plan and two paper copies shall be submitted to Council with the application for subdivision certificate.

Reason: To comply with legislative requirements.

18. All roofed and paved areas are to be drained and the water from those areas conveyed to the street drainage system by means of a fully sealed downpipe and stormwater system. Where applicable, a metal kerb-box to suit lay-back kerb shall be fitted in accordance with AS/NZS 3500.

Reason: To ensure a safe and sustainable storm water drainage system.

19. All plumbing, drainage and stormwater work shall be carried out by a licensed person in accordance with the requirements of AS/NZS 3500 and New South Wales Code of Practice.

Reason: Required by the Local Government (Water, Sewerage and Drainage) Regulation.

20. Existing services that require reconstruction or adjusting to suit a development (water, sewerage, stormwater, roadwork's, kerb and gutter, etc.) are to be done at the developer's expense. Construction is to be in accordance with AUS SPEC and Council's standards.

Reason: To protect existing services.

21. All existing and future Pre-School staff are to park in Eiraben Street in designated parallel street car parking spaces. No staff car parking is permitted in Court Street.

Reason: To provide safe access.

22. Access for disabled persons shall be provided for disabled persons in accordance with AS 1428.1-2009 Design for Access and Mobility).

Reason: To ensure compliance with the Building Code of Australia.

23. Dedicated garbage/recycling storage area shall be provided to service the development.

Reason: To ensure provision is made for garbage and recycling.

24. Prior to the issue of the Occupation certificate for the building the following certification must be submitted to Council:

- a) 'Works as executed' diagram of external and internal drainage, including certification from a suitably qualified person that work complies with AS 3500 must accompany the diagram.
 - b) A licenced electrician's certification that a smoke detection system has been installed in accordance with AS 3786.
-

- c) Window manufacture's certification that glazing components comply with the relevant Australian Standards.
- d) Shower screen manufacturer's certification that shower screens comply with the relevant Australian Standards.
- e) Truss manufacturer's design criteria for timber trusses.
- f) Licensed pest controller's certification of method of termite protection complies with AS 3600.1
- g) Installation certificates in relation to essential fire safety measures.
- h) A suitably qualified person's certification that the waterproofing of the wet areas is in accordance with Part 1.7 of the Building Code of Australia.

Reason: To monitor compliance with the Development Consent and Construction Certificate.

25. Pursuant to the provisions of the Environmental Planning and Assessment Regulation 2000, the attached listed Essential Fire Measures (attachment A) are required to be installed within and/or in association with the subject building; and that such measures are to achieve the minimum standard of performance specified hereunder, so to ensure the safety of persons in the building in the event of an outbreak of fire.

Reason: Compliance with statutory requirements.

26. On completion of the erection of the subject building, the owner of the building shall submit to the Principal Certifying Authority a Fire Safety Certificate(s) with respect to each essential fire safety measure installed in association with the building - as listed on the attached Fire Safety Schedule. Such certificate must be received by the PCA before an Occupation Certificate can be issued for the subject building.

Copies of the subject Fire Safety Certificate(s) must also be forwarded by the owner to the Commissioner of Fire and Rescue NSW, and displayed in a prominent position within the subject building at the location nominated (if indicated) on the Fire Safety Schedule.

Reason: Statutory requirement of clause 153 of the Environmental Planning and Regulation 2000.

27. At least one (1) disabled car parking space is to be provided in the road reserve adjacent to the therapy room. Final location is to be approved by Council's Director Infrastructure. This space shall be clearly identified by sign posting complying with AS1428.1-2009.

Reason: To ensure compliance with Gilgandra Development Control Plan 2011 and The National Construction Code.

28. The external play area must be enclosed on all sides with a barrier complying with AS1926.1. The application of AS 1926.1 is applied as if a pool is located on the outside of the play area space so that the barrier restricts children from exiting the premises without the knowledge of the staff in the centre

Reason: Compliance with statutory requirements and State Government Planning and Environment: Childcare Planning Guideline (August 2017)

29. The proposed building works must be designed and constructed in conformity with the applicable criteria under the NCC and the Disability (Access to Premises — Buildings) Standards 2010 of the DDA and in accordance with AS 1428.1-2009 (Design for Access and Mobility). In particular the Developer must address the ‘affected parts’ of the existing building and submit with the Construction Certificate application details of any upgrading to the existing building’s ‘affected parts’ as required under the Disability (Access to Premises — Buildings) Standards 2010.

Reason: Council requirement in consideration of the Premises Standards under the DDA and the NCC.

30. The portions of the building to be used for preparing, storing and handling food shall be constructed, fitted out and operated in accordance with the minimum requirements of the Food Safety Standards.

Reason: Statutory requirement to comply with Food Safety Standards and associated childcare regulatory standards

<u>Principal Activity</u>	Legislation and By-Laws
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Management Plan Actions</u>	7.1.1.1 Provide assessments of development and subdivision approvals in a timely manner

RECOMMENDATION

1. That Council approve the request for variation from the Gilgandra Development Control Plan 2011 to vary the building line set back from 7.5m to 1m to allow the proposed extension to the Gilgandra Pre-School.
 2. That Council support the request for variation from the Gilgandra Development Control Plan 2011 to vary the car parking requirements for no car parking provisions on-site, with all car parking provisions to be off-site as outlined in the attached conditions.
 3. That Council approve Development Application 2019/283 (Renovation to Pre-School) subject to the conditions outlined in Annexure “A”.
-

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 MAY 2019

4. That, in accordance with section 375A of the Local Government and Planning Legislation Amendment (Political Donations Act) 2008, the names of Councillors who support and oppose the decision be recorded.

Lindsay Mathieson
Director Environmental Services

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

<u>Aged Care Committee</u>	11 April 2019 (Extraordinary) 2 May 2019
<u>Disability Services Committee</u>	23 April 2019
<u>Sports Council</u>	29 April 2019 (AGM) 29 April 2019 (Ordinary)

<u>Principal Activity</u>	Community Engagement
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<u>Policy Implications</u>	Nil
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<u>Budget Implications</u>	Nil
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<u>Delivery Program Actions</u>	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
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AGED CARE

11 April 2019

PRESENT

Cr G Peart (Chairman)
Cr D Batten (Mayor)
Cr N Mudford
Cr S Baker
Mrs A Bunter
Mr P Mann
Mrs R Frost

IN ATTENDANCE

Mr D Neeves (General Manager)
Mr G McAnally Elwin (Director of Community Services)
Mrs A Thompson (Manager Aged Care Services)
Ms N Rodway (Manager Community Services)
Mrs S Temple (Administration)
Mrs J Weir (Administration)

Proceedings of the meeting commenced at 5.00pm

APOLOGY

Cr N Wrigley

COMMITTEE'S RECOMMENDATION 12/19	Mrs A Bunter/ Mr P Mann
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That the apology submitted be noted.

DECLARATIONS OF INTEREST

Nil

2019/2020 BUDGET REPORT

SUMMARY

To present a report of the proposed 2019/2020 budget estimates for the Cooee Lodge Hostel, Cooee Villa Units, Jack Towney Hostel, Home Care Packages and Gilgandra Community Care and Transport.

Proceedings in brief

- Prior to the budget meeting a workshop was held regarding the future management of the Legacy Units. In attendance was Mr Barry Malone who discussed the concerns of the local committee. A report will be included in the May business paper.
- The Registered Nurse position was advertised with quite a few applicants. Most of the applicants were not suitable leaving only a small number to interview. The suitable applicants have now withdrawn their applications and we are now having to readvertise.
- Cooee Lodge Association funds that the Council have been given to administer, could be used for window furnishings in the refurbished rooms.
- We have only seen minimal returns from the solar panels that were installed on the hostel roof.

COMMITTEE'S RECOMMENDATION 11/19	Mrs A Bunter/ Mrs R Frost
That the 2019/20 budget be approved for inclusion in the overall Council budget for consideration.	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.00 PM.

Cr G Peart
Chairperson

AGED CARE

2 May 2019

PRESENT

Cr G Peart (Chairman)
Cr N Wrigley
Cr N Mudford
Mrs A Bunter
Mr P Mann
Mrs R Frost
Mr M Cain
Mr B Malone

IN ATTENDANCE

Mr D Neeves (General Manager)
Mr G McAnally Elwin (Director of Community Services)
Mrs A Thompson (Manager Aged Care Services)
Ms N Rodway (Manager Community Services)
Mrs S Temple (Administration)
Mrs J Weir (Administration)

Proceedings of the meeting commenced at 5.00pm
with the Chair welcoming Mr Barry Malone as the new Community Representative

APOLOGIES

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 14/19	Mrs R Frost/ Mr P Mann
That the minutes of the meeting held on 21 February 2019 be confirmed.	

Proceedings in Brief

It was noted there has been no response from the solicitor in relation to the payroll tax refund. A different approach will now be taken by contacting the Department of Premier and Cabinet.

COMMITTEE'S RECOMMENDATION 15/19	Mrs A Bunter/ Mr P Mann
That the minutes of the Extraordinary Budget Meeting held on 11 April 2019 be confirmed.	

MARCH 2019 QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget Review report for the Aged Care facilities for the March 2019 quarter.

COMMITTEE'S RECOMMENDATION 16/19	Mr N Mudford/ Mrs R Frost
1. That the budget for the Fire Protection project be reduced by \$50,000 in the Cooee Lodge Capital works.	
2. That the March Quarterly Review report be noted.	

QUARTERLY OPERATIONAL PLAN REVIEW 1 JANUARY TO 31 MARCH 2019

SUMMARY

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

COMMITTEE'S RECOMMENDATION 17/19	Mr N Wrigley/ Mrs A Bunter
That progress with the Operational Plan be noted.	

LEGACY UNITS

SUMMARY

To provide the Aged Care Committee with an update on the management of the Legacy Units.

Proceedings in Brief

It was noted that Memorandum of Understanding will be drafted and brought back to the Aged Care Committee for approval.

COMMITTEE'S RECOMMENDATION 18/19	Mr B Malone/ Mr P Mann
That the recommendations discussed at the last meeting form the basis of a Memorandum of Understanding with the local Legacy Committee; subject to Legacy agreeing to these points at their next meeting.	

AGED CARE MANAGER'S REPORT

SUMMARY

To provide an update to the Aged Care Committee on hostel activity.

Proceedings in Brief

A matter was raised in relation to the resourcing levels required for residents who need more specialised care needs and the role of the MPS and doctors in assisting with management of these higher care needs. It was noted that the Committee supported the Aged Care Manager in her endeavours to source a resolution.

COMMITTEE'S RECOMMENDATION 19/19	Mrs A Bunter/ Mrs R Frost
That the report be noted.	

COMMUNITY CARE CENTRE

SUMMARY

To provide an update to the activities in Community Care.

COMMITTEE'S RECOMMENDATION 20/19	Mr N Mudford/ Mr P Mann
That the report be noted.	

GENERAL BUSINESS

Pain Check App

Pain Check App is going very well. The Federal Government is now investing \$5 million in introducing it to dementia facilities. As we are already using this tool they have contacted us to say there will be some additional benefits for us.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.05 PM.

Cr G Peart
Chairperson

DISABILITY SERVICES COMMITTEE

23 April 2019

PRESENT

Cr D Batten (Chair)
Mr P Mann (Community Representative)
Mr W Bartlett (Client Representative)
Ms L Townsend (Community Representative)
Mr G McAnally-Elwin (Acting Director Community Services)
Ms T Stevenson (Community Representative) by phone

IN ATTENDANCE

Mr D Neeves (General Manager)
Ms A Wieland (Carlginda)

Proceedings of the meeting commenced at 4.10pm.

APOLOGIES

Cr S Baker
Cr D Naden
Mrs G Easman
Mr M Hodge (Carlginda Operations Manager)
Mrs J Lummis (Manager Orana Living)
Ms Kylie Gibson (Carlginda)

COMMITTEE'S RECOMMENDATION 7/19	Cr Johnson/P Mann
That the apology be accepted.	

ABSENT

Cr G Johnson

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 8/19	P Mann/L Townsend
That the minutes of the meeting held on 5 February 2019 be confirmed.	

BUSINESS ARISING

Nil

REPORTS

STAGE 2 WAUGAN STREET

SUMMARY

To present a report on the viability of constructing Supported Disability Accommodation (SDA) at stage 2 Waugan Street.

Proceedings in Brief

It was noted that the units are to be constructed in a way to allow individual strata titles in the future if required.

COMMITTEE'S RECOMMENDATION 9/19	W Bartlett/T Stevenson
That an allocation of \$1,550,000 be included in the 19/20 budget to construct Stage 2 Waugan Street.	

2019/20 BUDGET

SUMMARY

To present a report on the proposed 2019/20 budgets for Orana Living and Carlinda Enterprises.

Proceedings in Brief

It was noted that the wages for Orana Living include an 8.62% increase on 2018/19 levels. It was pointed out that as at 31 March, the wages to date are at 66.4% and are likely to be under budget by the end of the year. It was requested that consideration be given to the addition of a position with HR experience to assist in recruiting staff.

The General Manager advised that a report on staff structure and the inclusion of new positions will be considered by Council in June 2019.

COMMITTEE'S RECOMMENDATION 10/19	T Stevenson/P Mann
That the 2019/20 budgets and Long Term Financial Plan for Orana Living and Carlinda Enterprises be approved for inclusion in the overall Council budget for consideration.	

QUARTERLY BUDGET REVIEW MARCH 2019

SUMMARY

To present the quarterly budget review for March 2019 and associated commentary.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 MAY 2019

COMMITTEE'S RECOMMENDATION 11/19	L Townsend/T Stevenson
That the 2018/19 budget review as at 31 March 2019 be noted, including the \$250,000 transfer to reserves in Orana Living to be used as a contribution to General Fund for appropriate disability services projects in 2019/20.	

DISABILITY SERVICES INTEGRATED PLANNING & REPORTING 2018/19

SUMMARY

To present the Integrated Planning & Reporting for Disability Services

Proceedings in Brief

It was requested that a report be provided to the next meeting regarding the promotion of recycling.

COMMITTEE'S RECOMMENDATION 12/19	P Mann/L Townsend
That the report be noted.	

CLIENT REPRESENTATIVE'S REPORT

COMMITTEE'S RECOMMENDATION 13/19	W Bartlett/T Stevenson
That the report be noted	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.45PM.

Cr D Batten
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 MAY 2019

SPORTS COUNCIL AGM

29 April 2019

PRESENT

B Luff – (President)
K Reynolds – (Vice President) Park Tennis Club
Marg Stewart – Gilgandra Senior Basketball Association
Cr D Batten – Mayor
J Kilby – Gulargambone Rugby Club
P Rothwell – Gilgandra Cricket Association
M Linton-Harland – Gilgandra Shire Council
L Kermond-Carr – Gilgandra Swimming Club
A Hall – Gilgandra Jockey Club
S Byrne – Gilgandra Senior League
N Alchin – (Secretary) Gilgandra Shire Council

Proceedings of the Meeting commenced at 5.31 pm

IN ATTENDANCE

B Irvin – Project Manager Gilgandra Shire Council
D Neeves – General Manager Gilgandra Shire Council

APOLOGIES

M Ferguson – Gilgandra Swimming Club
C Riley – Gilgandra Little Athletics
B Tink – Gilgandra Netball
J Zell – Gilgandra Cricket Association

COMMITTEE'S RECOMMENDATION – 3/19	K Reynolds/Marg Stewart
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 4/19	K Reynolds/Marg Stewart
That the Minutes of the Sports Council Annual General Meeting held on 23 April 2018 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Nil

PRESIDENT'S REPORT

The President provided a verbal report in which he thanked Council staff for the way in which Council's sporting facilities continued to be presented over the past year.

He also expressed his appreciation to those member groups represented at the Sports Council meetings on a regular basis. The President concluded by highlighting the significant capital works currently being carried out at McGrane Oval.

COMMITTEE'S RECOMMENDATION – 5/19	B Luff
That the President's report be adopted.	

TREASURER'S REPORT

COMMITTEE'S RECOMMENDATION – 6/19	K Reynolds/M Stewart
That the Treasurer's report as presented be adopted.	

ELECTION OF OFFICE BEARERS

An election of Office Bearers for the 2019/20 year was held and the following persons were elected to the executive:

Executive

B Luff - President
K Reynolds - Vice President
M Stewart - Vice President
N Alchin – Secretary nominated by Council

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.38PM.

B Luff
President

SPORTS COUNCIL

29 April 2019

PRESENT

B Luff – (President)
K Reynolds – (Vice President) Park Tennis Club
Marg Stewart – (Vice President) Gilgandra Senior Basketball Association
Cr D Batten – Mayor
J Kilby – Gulargambone Rugby Club
P Rothwell – Gilgandra Cricket Association
M Linton-Harland – Gilgandra Shire Council
L Kermond-Carr – Gilgandra Swimming Club
A Hall – Gilgandra Jockey Club
S Byrne – Gilgandra Senior League
N Alchin – (Secretary) Gilgandra Shire Council

Proceedings of the Meeting commenced at 5.39 pm

IN ATTENDANCE

B Irvin – Project Manager Gilgandra Shire Council
D Neeves – General Manager Gilgandra Shire Council

APOLOGIES

M Ferguson – Gilgandra Swimming Club
C Riley – Gilgandra Little Athletics
B Tink – Gilgandra Netball
J Zell – Gilgandra Cricket Association

COMMITTEE'S RECOMMENDATION – 7/19	Cr Batten/M Stewart
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 8/19	K Reynolds/M Stewart
That the Minutes of the Sports Council Meeting held on 25 February 2019 be confirmed as a true and correct record of the meeting.	

BUSINESS ARISING

Ernie Knight Oval Perimeter Fence

It was noted that Council has excluded this item from its budget deliberations for 2019/20.

GENERAL BUSINESS

McGrane Oval Football Field Orientation

Council's General Manager David Neeves advised of a request from Senior League for consideration of altering the orientation of the McGrane Oval Football Field to improve the spectator experience.

It was noted that a survey would be conducted during the next home game of the Senior League to gauge spectator opinion.

McGrane Oval Scoreboard

Council's Project Manager, Brian Irvin, tabled a photo of the type of scoreboard which is planned for McGrane Oval.

It was noted that sponsorship messaging for the scoreboard protective cover would be considered and that gold coloured lettering was preferred. It was further noted that the old electronic scoreboard may be saleable to a surrounding Council.

McGrane Oval Masterplan

Council's Project Manager, Brian Irvin, provided a progress report on Capital Works at McGrane Oval and it was noted that:

- The new lighting is scheduled to be operational by the end of July 2019
- The new netball/basketball courts should be completed this week
- The amenities/change room upgrades and oval boundary fence are to be completed in Spring 2019.

It was noted that vehicle access to the new cricket net area needs to be restricted and that consideration would be given to the best solution.

Cricket Sight Screens – McGrane Oval

Jon Kilby asked if Council could look at re-installing cricket sight screens at McGrane Oval. It was suggested that the old sight screens may be usable.

Ernie Knight Oval Masterplan

Mayor Batten put forward a suggestion that a Master Management Plan be developed for Ernie Knight Oval to ensure its utilisation is maximised.

It was noted that a working party would be formed to consider this plan once the Indoor Sporting Facility Working Party had completed its deliberations.

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Indoor Sports Facility Working Party

It was noted that the following representatives had nominated to serve on the working party.

- Steve Schier - Touch Football
- Marg Stewart - Senior Basketball
- Adrian Betts - Tooraweenah Tennis Club
- Melanie Ferguson - Gilgandra Swimming Club
- Bruce Bunter - Park Tennis Club (Kathy Reynolds substitute)
- Guy McAnally-Elwin - GSC Community Services
- Neil Alchin - GSC Corporate Services
- B Luff - President
- G Johnson - GSC Councillor
- Rebecca Rogers - Gilgandra Junior Basketball

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.25PM.

B Luff
President

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

Interagency
Orana Joint Organisation

28 March 2019
29 April 2019

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

4.1.2.3

Develop, implement and continually monitor a good governance plan

INTERAGENCY

28 March 2019

PRESENT

Barnardos – Gina Johnson (Chair)
Aboriginal Affairs – Jacqueline Peckham, Justin Toomey-White
Anglican Church – Grahame Yager
Barnardos – Lisa Arkell
Centacare – Krystel Sutherland
Community Health – Erin Blanch
FACS – Raymond Quigley
Gilgandra High School – Neal Reed
Gilgandra Public School – Janine Hazelton
Gilgandra Shire Council – Guy McAnally-Elwin
Gilgandra Shire Library – Liz McCutcheon
RFDS – Ben Fischer, Ursula Ryan, Leyna Howard
St Joseph’s School – Dominica Banks
St Vincent de Paul – Neil Rabbett, Paul Dolan
Western NSW Community Legal Centre – Tayla Gillespie
Western NSW LHD (Coonabarabran) - Vickie Bowman

IN ATTENDANCE

Julie Prout (Executive Assistant)

Proceedings of the meeting commenced at 12.03pm

APOLOGIES

Barnardos – Leanne McEwen
Ellen Mahne
Family & Community Services – Elicia Irvin
Gilgandra Public School – Patricia Howard
Gilgandra Shire Council – Cr Doug Batten
Jack Towney Hostel – Del Gordon
Marathon Health – Karen Weatherall
NSW Health – Sarah Cruickshank, Sarah Webb
TAFE – Robbie Olsen
WACHS – Jinnaya Tyson and Bec Lee
Western NSW Community Legal Centre - Julia Adamski

COMMITTEE’S RECOMMENDATION 3/19	Erin Blanch/Neil Rabbett
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 4/19	Liz McCutcheon/N Rabbett
That the proceedings of the previous Interagency meeting held on 28 March 2019 be confirmed.	

BUSINESS ARISING

Nil

Gilgandra Shire Council – Request for Interagency Group Details

It was noted that there are some groups yet to return these forms.

Meeting of Sub-Committee for National Families week

IT was determined that a meeting of this sub-Committee would be held on Thursday, 11 April @ 12 noon in the Council Chambers.

AGENDA ITEMS

Gilgandra High School Wellness Hub

Neal Reed spoke to a powerpoint presentation on the new Wellness Hub being instigated at Gilgandra High School which is proposed for operation in Term 3. Neal sought input from the group on requirements from a health professional perspective.

SERVICE UPDATES

Western NSW Local Health District

Being her first meeting, Vickie Bowman introduced herself to the group as a Mental Health Nurse servicing Gilgandra. Vickie advised her service is not an “emergency service” and hence do not see clients who present at ED. Rather these clients are seen by Mental Health Emergency Care – Rural Access Program (MHEC-RAP) by video conference. Vickie tabled referral information.

Royal Flying Doctor Service

It was noted the RFDS service is now provided from the Bawrunga Medical Centre every Thursday. Ben Fischer advised they are currently working on a Positive Lifestyle Program (Salvation Army) for youth and adults.

Barnardos

Gina Johnson introduced her new co-worker, Lisa Arkell

Library

Liz McCutcheon advised of GREAT Day to be held on Monday with author Nathan Luff and the Paint Australia Red book relay to be held on 3 May at either the Library or the Park depending on weather conditions. All welcome.

St Vincent de Paul

Neil Rabbett introduced Paul Dolan, the new delegate for St Vincent de Paul. They spoke on the new We Care model which is scheduled to be in place by the end of April. This model will involve clients making scheduled appointments via a mobile phone number and volunteer staff assisting the clients with budgeting. Clients are to phone 0436 366 382, leave their name, phone number and location and return calls are made on Fridays and Mondays to advise an appointment date and time. Erin Blanch requested consideration of visits to Gulargambone in the future as some of her clients have difficulty accessing suitable transport.

Family & Community Services

Raymond Quigley advised of their involvement with the youth and adolescent program for Council.

Anglican Church

Grahame Yager advised the group to be aware that many community members are struggling to pay their rates and that many rural workers are now transitioning to Centrelink payments. It was suggested Grahame might like to liaise with Tracey Burns of Centrelink.

Aboriginal Affairs

Jacqueline Peckham and Justin Toomey-White circulated information on the available grants for NAIDOC week.

TAFE

Julie Prout advised that Robbie Olsen had provided information on a Construction Course planned for Gilgandra TAFE campus for Term 2.

Pamper Day

Paul Dolan advised that Sr Robyn had received funding from the Josephites towards a pamper day for women on the land which will be held at the CWA rooms in Gilgandra on Monday, 6 May between 10am and 3pm. Sr Robyn has secured the services of hairdresser, a beauty therapist and is working on having other suitable services available.

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NEXT MEETING

Thursday, 30 May 2019 – 12 noon

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12.55 PM.

G Johnson
Chair

ORANA JOINT ORGANISATION

29 April 2019

ATTENDEES:

Cr D Batten (Chair)	Mayor, Gilgandra Shire Council
Cr D Todd	Mayor, Warrumbungle Shire Council
Cr C Davies	Mayor, Narromine Shire Council
Cr M Quigley	Mayor, Warren Shire Council
Cr D Kennedy	Mayor, Mid-Western Regional Council
Cr R Donald OAM	Mayor, Bogan Shire Council
David Neeves	General Manager, Gilgandra Shire Council
Roger Bailey	General Manager, Warrumbungle Shire Council
Glenn Wilcox	General Manager, Warren Shire Council
Derek Francis	General Manager, Bogan Shire Council
Simon Jones	Acting General Manager, Mid-Western Regional Council
Jane Redden	General Manager, Narromine Shire Council
Belinda Barlow	Interim Executive Officer Orana Joint Organisation
Julie Prout	(Minute Taker)

The Chair declared the meeting open at 10.05am and welcomed those present.

BOARD MEETING ITEMS

1. **APOLOGIES:** Brad Cam, General Manager, Mid-Western Regional Council.

2019/017 RESOLVED Crs Kennedy/Davies that the apology of Brad Cam be accepted.

CARRIED

2. DECLARATION OF INTEREST

Nil

3. REPORT - FUTURE OF THE ORANA JOINT ORGANISATION

Ashley Albury advised that the proposed meeting for NSW Joint Organisation Chairs scheduled for April had been held over due to the appointment of the new Minister for Local Government and the meeting is now scheduled for May at a date yet to be advised.

2019/018 RESOLVED

Crs Kennedy/Donald

1. That the Orana Joint Organisation require confirmation from the government at the proposed Joint Organisation Chairs meeting in May, that a minimum level of funding of \$400,000 per annum (plus CPI) for four years in order for the Joint Organisation to continue functioning, guarantee staffing and undertake activities identified in the Strategic Plan.
2. That failing confirmation of funding, the Orana Joint Organisation Board consider its continuation at its proposed next meeting.

CARRIED

4. NEXT MEETING

Cr Davies/Cr Todd

Propose Friday, 31 May 2019 (pm) in Sydney at Parliament House, which may change at the discretion of the Chair.

CARRIED

Media release to be issued.

MEETING CLOSED 11.15AM

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

.....

1. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of April 2019.
2. Certificate of Bank Reconciliation – Month of April 2019.
3. Details of investments as at 30 April 2019 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Mar-19	\$1,182,949.91
Plus: Receipts		\$2,863,515.43
Less: Payments		<u>\$2,313,316.60</u>
CASH BOOK BALANCE AS AT	30-Apr-19	<u>\$1,733,148.74</u>

STATEMENT BALANCE AS AT	31-Mar-19	\$1,193,953.35
Plus: Receipts		\$2,825,016.88
Less: Payments		<u>\$2,292,706.20</u>
STATEMENT BALANCE AS AT	30-Apr-19	<u>\$1,726,264.03</u>

Plus: Unpresented Receipts		\$6,024.75
Less: Unpresented Payments		<u>-\$859.96</u>
RECONCILED BALANCE AS AT	30-Apr-19	<u>\$1,733,148.74</u>

Cashbook balance as at 30 April 2019:	\$1,733,148.74
Investments held as at 30 April 2019:	<u>\$21,538,830.13</u>
Total Cash & Investments Held as at 30 April 2019:	<u>\$23,271,978.87</u>

The bank balances in each of the funds as at 30 April 2019 are:

General Fund	\$9,021,033.34
Water Fund	\$2,327,798.87
Sewer Fund	\$1,276,797.21
Orana Living	\$3,418,902.29
Carlinda Enterprises	\$352,738.63
Cootee Villa Units	\$1,210,897.22
Cootee Lodge	\$4,520,056.23
Jack Towney Hostel	\$859,921.37
Trust Fund	\$283,833.71

Balance as per Total Cash & Investments Held: \$23,271,978.87

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 275 days @	2.80%	Due on 12-Dec-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 217 days @	2.75%	Due on 08-Nov-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 183 days @	2.75%	Due on 24-Jul-19	With AMP Bank
(f)	\$500,000.00	For 125 days @	2.55%	Due on 09-Jul-19	With Bankwest
(g)	\$1,000,000.00	For 90 days @	2.35%	Due on 26-Jun-19	With Bankwest
(h)	\$1,000,000.00	For 120 days @	2.55%	Due on 03-Jul-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 275 days @	2.50%	Due on 04-Jan-20	With Bendigo
(l)	\$500,000.00	For 183 days @	2.45%	Due on 04-Oct-19	With Bendigo
(m)	\$500,000.00	For 183 days @	2.40%	Due on 11-Oct-19	With Bendigo
(n)	\$1,000,000.00	For 182 days @	2.65%	Due on 16-Sep-19	With BoQ
(o)	\$1,000,000.00	For 182 days @	2.80%	Due on 11-Jul-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 120 days @	2.65%	Due on 27-Jun-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
(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 272 days @	2.45%	Due on 20-Jan-20	With NAB
(y)	\$38,830.13		1.67%	At Call	With TCorp
Total Investments:					
\$21,538,830.13					

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.

.....

<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>August 2014</u>		
233/14	Aero Park Shed Lease	Land will be cleared by end August
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	Still 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	Report to this meeting
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>September 2018</u>		
205/18	Staff Uniform	Progressing - quotations being sought

December 2018

264/18	Purchase of Land for NSW Rural Fire Service	Subdivision created. Currently with Solicitor.
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February 2019

6/19	Library upgrades	Report to this meeting
7/19	Possible land exchange	Offer made – awaiting response from interested party
8/19	Preferred trade supplier arrangements	Preliminary works commenced
9/19	Fire damaged dwelling	Awaiting legal advice
16/19	Ecotourism/Geotourism Accommodation project	To be considered post election

April 2019

46/19	Organisational structure review	Report to June meeting
48/19	Code of Meeting Practice	On public exhibition – report to June meeting

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 MAY 2019

DEVELOPMENT APPLICATIONS

The following applications were received from 1-30 April 2019.

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Decision Date
2019/287	11/04/2019	GILGANDRA DISTRICT SPEEDWAY CLUB INC	AMENITIES BLOCK	6090 NEWELL HIGHWAY GILGANDRA NSW		
2019/288	18/04/2019	Gilgandra Show Society C/- C Mudford	ANNUAL AGRICULTURE SHOW	63-67 WARREN ROAD GILGANDRA NSW		
TOTAL FOR APRIL 2019			\$64,636.00			
TOTAL FOR 2019			\$1,398,352.00			

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

CATEGORY A – REQUEST FOR ASSISTANCE FROM CURBAN HALL COMMITTEE

SUMMARY

To advise of a request from the Curban Hall Committee.

.....

In March this year, the Curban Community Hall & Tennis Committee submitted an application to Council for \$1,000 funding to host an event on the Fanny Lumsden Country Halls Tour.

The application was put on hold awaiting confirmation of a date for the event which has now been confirmed as Friday, 17 January 2020.

The application states:

“The whole idea behind the tour is to bring live music to small communities, keep the halls in action and support the future of small and farming communities. The residents of the community will have a fun family social event to attend in the community of Curban, where they can take leave of their usual day.”

The Committee advised they plan to provide light meals to assist with fundraising with profits raised by this event to go towards the ongoing upkeep or purchases necessary for the Hall.

Council currently provides \$2,000 per annum for the ongoing maintenance of the Hall.

The Curban Hall Committee has been very pro-active in seeking grant funding to undertake improvements to the Hall with the following successful applications:

- Stronger Communities Programme (Round 4) \$5,319.00
(50% funding for new chairs)
- Country Halls Program \$5,146.90
Rectification and upgrade works targeted at eliminating stormwater build-up and ponding beneath the building in an attempt to minimise further movement of the building. In addition, the building was relevelled and packed to provide an even and level floor to improve the amenity of the building and continue its lifespan.

As part of her Country Halls Tour, Fanny Lumsden performed at Collie on 8 March 2019 and will also be performing at Tooraweenah on 28 September 2019. Both of these events were funded by the organisers.

The request for \$1000 sponsorship is unfunded.

MEETING OF: GILGANDRA SHIRE COUNCIL
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<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	The Curban Hall Committee is requesting a contribution of \$1,000 which is unfunded.
<u>Delivery Program Actions</u>	4.1.1.1 Support Councillors in their role by providing information regularly and training as required.

SUBMITTED FOR COUNCIL'S DETERMINATION

David Neeves
General Manager

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

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Documents mentioned are available upon request for any interested Councillors.

1. **ST JOSEPH'S SCHOOL**

Thanking the Library for the donation of books to students as part of GREAT day and Paint Australia REaD Book Relay.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager

TARGET CLOSURE

SUMMARY

To advise of the outcomes from Council's open community meeting held on Wednesday, 15 May 2019.

.....

Over 30 community members, consisting of a mix of business people, community groups and concerned residents were in attendance. The objective of the meeting was to provide further details from the meeting with Target, outline that their decision was now considered final and to facilitate a general discussion as to where to from here.

Randall Medd, Council's Economic Development Manager gave an overview of the opportunities that are becoming available for businesses, which included:

Business Connect

A state funded program provided by Central NSW BIZ HQ, in which individuals get business advice on all areas of running their business from business planning, marketing, bookkeeping, operations and budgeting. The first four hours of advice is free and is an initiative of the NSW State Government.

Central BizHQ have offered to tailor a program that assists existing local business to look at how they might offer the goods and services should no suitable outcome be found to keep Target style retail operational under the one roof.

A workshop is also being scheduled for mid July on Single Touch Payroll. The Australian Taxation Office now requires all businesses to undertake this process and many of the small businesses in our community may not be using programs such as MYOB or Xero that will effectively produce this information for them. Is a significant change on top of the other issues we are facing as a business community and the assistance will be valuable for many people that are unaware of the changes or what is required.

Office of the NSW Small Business Commissioner

In the coming weeks, a hands-on workshop will be held on visual merchandising. This is a follow up to previous workshop run by Council that was more theory and presentation based. The idea is this workshop will start some small transformational projects in local businesses. The workshop is free and has been funded by the Office of the Small Business Commissioner.

In addition to the workshop, the Economic Development Manager attended the Small Business Commissioner's Conference in Sydney on Thursday/Friday, 16-17 May 2019. The conference was very relevant with activation of CBD spaces and the issues confronting retail was a strong topic of conversation. The Commissioner and her team will be formally invited to Gilgandra to look at how they can offer assistance in the coming months to deal with both the drought and also the adjustment that is needed to deal with Target closure.

During discussions the following issues were raised:

- Explore the opportunities of other department type stores for example Dimmeys
- Investigate the cooperative model in Condobolin
- A need to make Gilgandra CBD a place to visit with a point of difference
- Get a better understanding of the products that sold well in Target
- Explore ways how these line can be integrated into existing business
- A need to consider those staff that are losing their jobs and look for ways to retain these people in the community, I invited those staff to meet with me
- Investigate the opportunity for making one big store into smaller shops.
- Rather than have the building become vacant and remain as a pigeon roost, explore options for the space should the building be demolished
- Council look to purchasing the building and utilise the space for Council services
- Investigate ways of promoting Gilgandra and its opportunities to people in Sydney
- Establish a smaller focus group to work through this opportunities and issues
- Have the Economic Development Committee become more engaged
- Invitation to Government to assist in ideas to reinvigorate the CBD when Target closes
- Promotion of freedom camping and the opportunities which exit
- The Gil Weekly to run a story on the human impacts and jobs loss

An Economic Development Committee (EDC) meeting will be held as soon as possible to discuss these topics whilst in the meantime, the Economic Development Manager will continue to investigate contacting existing department store type business to gage their interests in establishing a business in Gilgandra. He will also look into the corporative type models that have been successful across the State and report to the EDC.

MEETING OF: GILGANDRA SHIRE COUNCIL (LATE)
HELD ON: 21 MAY 2019

<u>Principal Activity</u>	Strategic Leadership; Community Engagement; Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.3.12.1 Continually develop implement and review business and marketing plans for each element and the businesses as a whole

RECOMMENDATION

That the report be noted

David Neeves
General Manager