

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 21 August 2018 at 5.00pm**, commencing with an address by Orana Arts.

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 17 July 2018 (circulated previously)
- (8) Listing of matters to be considered in Closed Council

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

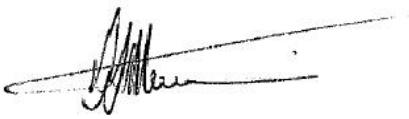
- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - I. prejudice the commercial position of the person who supplied it, or
 - II. confer a commercial advantage on a competitor of the council, or
 - III. reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of the law
- (f) matters affecting the security of the council, councillors, council staff or council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.

2.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Staff Leave (a)
 - Tender (c)
 - Lease (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 stroke 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.

(PE.1071.1)

MAYORAL MINUTE - 9/18
GENERAL MANAGER'S PERFORMANCE REVIEW

SUMMARY

To provide Councillors with the opportunity to have input to the General Manager's Annual Performance Review.

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It is proposed to conduct an Annual Performance Review for General Manager Mr Neeves on Wednesday, 29 August 2018.

The review will be undertaken by myself (as Mayor), Cr Walker (as Deputy Mayor) and a Councillor nominated by the General Manager.

Councillors are asked to provide written advice to the members of the Review Panel of any issues they wish raised during the review process.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.2.1 Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That Councillors provide written advice of any issues they wish raised at the General Manager's Annual Performance Review by 24 August 2018.

D Batten
Mayor

(CR.SD.1)

MAYORAL MINUTE - 10/18

TONY MCGRANE MEMORIAL SCHOLARSHIP FUNDRAISING DINNER

SUMMARY

To seek interest in attending the Tony McGrane dinner to be held in Dubbo on Monday, 17 September 2018.

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The annual Tony McGrane Memorial Scholarship Fundraising Dinner will be held on Monday, 17 September, 2018 at the Dubbo RSL Club.

The Tony McGrane Memorial Scholarship Fund was launched in 2010 by Charles Sturt University in recognition of his long and distinguished record of serving the communities of the Orana Region and the Dubbo electorate. Since 2011 the scholarship fund has successfully assisted twelve students to the value of over \$30,000. Lydia Scotti of Gilgandra was awarded the 2018 Scholarship at the presentation ceremony on 8 August 2018. Courtney Priest and Katie Kildey were also award recipients.

The evening will be hosted by Master of Ceremonies, Mr Geoff Mann and the program will include Mr Roger Fletcher as the guest speaker.

Apart from owning Fletchers International Abattoir, Rail, Wool and Grain Enterprises, Roger is a board member of Infrastructure NSW and has a close association with the Infrastructure investment of NSW Government. This includes the assessment of projects and allocation of the proceeds of the Snowy Mountains Hydro-electric Scheme sale that are to be reinvested into regional NSW.

Roger had a long association with Tony McGrane, as he has with Charles Sturt University itself. In 2007, Charles Sturt University recognised the contribution that Roger has made to the western region by bestowing an Honorary Doctorate in Business on him.

Tickets are \$150 each. The cost of the tickets for councillor attendance can be funded from the Councillor Expenses vote, with the cost of additional partner tickets to be funded personally.

Given Tony McGrane's contribution to the Gilgandra community, I believe it appropriate that Gilgandra Shire Council be represented at the function.

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HELD ON: 21 AUGUST 2018

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.1.1 Support Councillors in their role by providing information regularly and training as required

RECOMMENDATION

That interested Councillors indicate their availability and intention to attend the Tony McGrane Memorial Scholarship Fundraising Dinner.

D Batten
Mayor

(GO.CO.1)

MAYORAL MINUTE - 11/18
MAYORAL COMMITMENTS

SUMMARY

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

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18-19/7/18	Inland Rail Joint Industry Conference, Parkes
24/7/18	Funding announcement, Gilgandra Preschool
26/7/18	Interagency meeting
30/7/18	Premier's 20 year vision announcement, Bathurst
2/8/18	Aged Care meeting
7/8/18	Disability Services Committee meeting
8/8/18	Joint Organisation meeting, Narromine
8/8/18	CSU Scholarship ceremony, Dubbo
13/8/18	Careers Expo, Gilgandra High School
14/8/18	Newell Highway Taskforce, Coonabarabran
15/8/18	Joint Organisation Sydney
16/8/18	Premier's cocktail event, Sydney
16/8/18	Joint Organisation Chairs' meeting
16/8/18	Combined JO Local Government NSW meeting
21/8/18	Jordana Park Upgrade function
21/8/18	Council workshop
21/8/18	Council meeting

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

RECOMMENDATION

That the report be noted.

D Batten
Mayor

OUTDOOR STAFF PICNIC

SUMMARY

To advise of a request from the Outdoor Staff Picnic Committee to hold the annual picnic on Friday, 28 September 2018.

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

“The Outdoor Staff Picnic Committee requests permission to hold their annual picnic day on Friday, 28 September 2018. The venue for the picnic will be the Gilgandra Sporting Club and, in line with previous years, we ask that Council donate \$200 towards to cost of the picnic.

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

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

Council should, in line with previous years, also confirm a general shutdown on Friday, 28 September 2018 for Council’s Picnic Day.

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

RECOMMENDATION

1. That Friday, 28 September 2018 be approved as Council’s picnic day and Council declare a general shutdown.
2. That Council make a donation of \$200 towards the picnic and be funded from the Contributions and Donations allocation.

David Neeves
General Manager

LOCAL GOVERNMENT ABORIGINAL NETWORK CONFERENCE

SUMMARY

To endorse attendance of Cr Naden at the Annual Local Government Aboriginal Network Conference to be held in Narrabri from 12-14 September 2018.

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Cr Naden has expressed an interest in attending this year's Local Government Aboriginal Network Conference in Narrabri and, due to the timing of the event, the Mayor and I have approved her attendance.

The Conference has been operating since 1988. It provides an exciting, informative and interesting forum for practitioners, agencies and supporting providers to explore a diverse range of discussion points, issues and services relevant to Aboriginal people and the broader communities in which they live, work and play.

Key topics will include education, business, employment, health and sport whilst also celebrating the Aboriginal culture, heritage art and music.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$795 for conference registration plus travel and accommodation
<u>Delivery Program Actions</u>	4.1.1.1 Support Councillors in their role by providing information regularly and training as required

RECOMMENDATION

1. That the attendance of Cr Naden at the Local Government Aboriginal Network Conference be endorsed.
2. That, in line with the Councillors' Training and Development policy, Cr Naden provide a report on attendance to the September meeting.

David Neeves
General Manager

PROVISION OF TOWN WATER SUPPLY – ASSISTANCE IN DROUGHT

SUMMARY

To allow consideration of requirements and pricing of water for supplying town water for domestic and stock purposes during the current drought.

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In the past week Council has received a request to make town water available for domestic and stock purposes for residents within our local government area whose properties are not connected to reticulated town water.

Water could be made available at the water standpipe on Hargraves Lane by way of Council staff providing access during set hours and on set days to suit demand. The only other local water supplier has been contacted and has no objection with Council providing water to residents free of charge.

Council's current fees and charges provides for a fee of \$43, essentially an access charge to purchase an access key and button to a standpipe, then a further \$2.60 per kilolitre which doesn't include cartage.

Council is currently using our own water carts for road construction and maintenance purposes. These would be contaminated with untreated water and would not be available for the purpose of carting potable water at this stage. There are current providers in town and therefore I suggest that Council is not required at this stage to provide the service.

Under Section 67 of the Local Government Act 1993, where a Council has fixed a fee, **it cannot carry out the work at a reduced amount or rate unless the decision to carry out the work at a reduced amount/rate is made by resolution of the Council at an open meeting before the work is carried out** and, therefore, Council will need to consider its costs in accordance with this Section. This applies primarily for private works.

The principle in the past has been that the haulage is the responsibility of the person requesting the supply and I would recommend that this practice continue.

NSW Health are in the process of providing guidance material to Council and landholders when carting water for domestic purposes. When this becomes available Council will promote this material to the wider public.

In determining the matter, Council should clearly indicate if any reduction in the cost of water would apply to purely farming enterprises and/or domestic water supply for small acreages. My recommendation is that this applies to all residents not currently on reticulated potable town water.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Any reduction or waiving of the cost of water to drought affected residents will have a minimal effect on Council's budget
<u>Delivery Program Actions</u>	Not in current Delivery Program

RECOMMENDATION

1. That, in recognition of the current drought conditions, Council make town water available free of charge to all residents of the Gilgandra Shire Local Government Area whose properties are not connected to reticulated town water supplies.
2. That Council staff be made available to providing access to the Hargraves Lane standpipe during set hours and on set days to suit demand.

David Neeves
General Manager

ANNUAL ACCOUNTS – YEAR ENDING 30 JUNE 2018

SUMMARY

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

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

Section 413 (1) of the Local Government Act (1993) provides as follows:

A council must prepare financial reports for each year, and must refer them for audit as soon as practicable (having regard to the requirements of section 416 (1)) after the end of that year.

Note.

Under section 416 (1), a council's financial reports for a year must be prepared and audited within 4 months after the end of the year concerned, and under section 428 (2) (a) the audited financial reports must be included in the council's annual report.

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

- General Fund
 - Water Supply Fund
 - Sewerage Services Fund
 - Orana Lifestyle Directions Fund
 - Carlginda Enterprises Fund
 - Cooee Lodge Villa Units Fund
 - Cooee Lodge Hostel Fund
 - Jack Towney Hostel Fund
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The financial statements consist of an Income Statement which provides information on expenses and revenues from ordinary operations and the operating result (before capital expenditure), Statement of Comprehensive Income which details increases and decreases to Councils financial position other than through operations, Statement of Financial Position which shows the assets and liabilities of the Council at the end of the year, Statement of Changes in Equity which shows the movement in equity for the year, Statement of Cash Flows which provides information on inflows and outflows of cash for the year, Notes to the Financial Statements which provide more detail on items appearing in the above Statements and Special Schedules which are required by the Code of Accounting Practice and provide further detail on cost of services and other statistical information.

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

SUMMARY OF ACCOUNTS

Copies of the Income Statement, the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Changes in Equity, the Statement of Cash Flows, Note 28 – Statement of Performance Measures and Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2018 are attached to this report.

These statements are consolidated and the auditor will make a presentation to Council at the November meeting.

SUMMARY OF RESULT

The unaudited operating result for Council is a surplus of \$6,244,766. This compares to the budgeted result of a surplus of \$2,743,033 and an actual result of a surplus of \$8,063,301 in 2016/17.

The main points of difference are:

- Overall income increased by around \$3m while expenses decreased by \$500k compared to the budget.
- User Charges & Fees income increased by \$1.5m due to an increase in RMS works, aged and disability care funds.
- Grants & Contributions provided for Capital Purposes increased by \$1m due increased opportunities during the year.

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

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Refer to 2017/18 final budget review and statement of account.
<u>Delivery Plan Actions</u>	3.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

RECOMMENDATION

That the financial statements be accepted by the Council and referred for audit.

N J Alchin
Director Corporate Services

QUARTERLY BUDGET REVIEW 30 JUNE 2018

SUMMARY

To present a report to Council detailing the major variances to the original estimates for the 2017/18 financial year as presented in the Quarterly Budget Review as at 30 June 2018. Also, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

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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	\$77,407		DCorp
1100	Corporate Support Income	Dec	\$18,412		DCorp
1100	Corporate Support Income	Mar	\$26,483		DCorp
1101	Corporate Support Wages	Sept		-\$40,000	DCorp
1101	Corporate Support Wages	Dec		\$40,000	DCorp
1103	Administration Expenses	Dec		\$9,199	DCorp
1103	Administration Expenses	Mar		\$20,000	DCorp
1106	Administration - Property Expenses	Dec		\$30,000	DCorp
1108	Civic Activities	Dec		\$14,033	DCorp
1121	Engineering & Works Wages	Sept		-\$200,000	DInf
1123	Project Management	Dec		\$200,000	GM
1210	Animal Control Income	Mar	\$2,237		DPlan
1300	Health Administration Income	Mar	\$2,921		DPlan
1401	Domestic Waste Management Expenses	Mar		\$35,183	DPlan
1410	Other Waste Management Income	Sept	\$335		DComm
1420	Street Cleaning Expenses	Sept		-\$12,000	DInf
1510	Gilgandra Youth Service Income	Dec	\$909		DComm
1511	Gilgandra Youth Service Expenses	Sept		\$3,000	DComm
1511	Gilgandra Youth Service Expenses	Dec		\$909	DComm
1520	Gilgandra Community Care Income	Mar	-\$1,000		DComm
1521	Gilgandra Community Care Expenses	Mar		-\$20,700	DComm
1522	Gilgandra Community Transport Income	Sept	\$11,304		DComm

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1522	Gilgandra Community Transport Income	Mar	\$11,708		DComm
1523	Gilgandra Community Transport Expenses	Sept		\$11,304	DComm
1640	Town Planning Income	Dec	\$13,000		DPlan
1700	Gilgandra Library Income	Mar	\$5,605		DComm
1701	Gilgandra Library Expenses	Sept		\$79,234	DComm
1701	Gilgandra Library Expenses	Mar		\$5,605	DComm
1710	Public Halls Income	Mar	\$2,000		DComm
1720	Gilgandra Swimming Pool Income	Mar	-\$8,112		DComm
1721	Gilgandra Swimming Pool Expenses	Mar		\$10,000	DComm
1740	Parks & Gardens Income	Mar	\$3,917		DInf
1750	Gilgandra Fitness Centre Income	Dec	-\$27,000		DComm
1800	Building Control Income	Mar	\$2,769		DPlan
1911	Rural Roads Expenses	Sept		\$1,085,133	DInf
1911	Rural Roads Expenses	Mar		-\$33,243	DInf
1941	Roads to Recovery Expenses	Sept		\$492,823	DInf
1970	Parking Areas Expenses	Mar		\$4,700	DInf
1991	Other Transport Expenses	Mar		\$33,234	DInf
2010	CHC Culture Income	Mar	\$4,198		DCorp
2020	CHC Tourism Income	Mar	\$2,500		
2022	Promotion & Economic Development Income	Dec	-\$25,750		DCorp
2022	Promotion & Economic Development Income	Mar	\$1,092		DCorp
2023	Promotion & Economic Development Expenses	Dec		\$56,000	DCorp
2031	Land Sales Expenses	Mar		-\$180,000	DCorp
2801	Financial Assistance Grant	Sept	-\$1,787,643		DCorp
2801	Financial Assistance Grant	Dec	\$86,384		DCorp
2802	Pensioner Rebate Grant	Mar	-5,619		DCorp
2803	Interest Income	Dec	\$20,000		DCorp
2803	Interest Income	Mar	\$54,000		DCorp
2900	Transfers from Reserves	Sept	\$4,142,148		Various
2900	Transfers from Reserves	Dec	\$164,033		Various
2900	Transfers from Reserves	Mar	\$253,806		Various
2901	Transfers to Reserves	Sept		\$200,000	Various
2901	Transfers to Reserves	Dec		-\$200,000	Various
2901	Transfers to Reserves	Mar		\$54,181	Various
2903	Capital Income	Sept	\$892,359		Various
2903	Capital Income	Dec	\$500,000		Various
2903	Capital Income	Mar	\$46,770		Various
2904	Capital Expenditure	Sept		\$1,119,694	Various
2904	Capital Expenditure	Dec		\$375,000	Various
2904	Capital Expenditure	Mar		\$470,339	Various
2905	Loan Income	Sept	-\$363,373		DCorp
2905	Loan Income	Dec	-\$300,000		DCorp
	General Fund Total		\$3,835,353	\$3,663,637	

3000	Water Supply	Sept	\$742,496	\$723,131	DInf
3000	Water Supply	Mar	-\$92,250	-\$173,436	DInf
4000	Sewerage Services	Sept	\$336,971	\$326,057	DInf
4000	Sewerage Services	Dec		-\$140,000	DInf
4000	Sewerage Services	Mar	-\$35,000	-\$35,000	DInf
6000	Carlinda Enterprises	Mar		\$25,817	DComm
7000	Cooee Villa Units	Sept	\$26,600	\$29,874	DComm
7000	Cooee Villa Units	Mar	\$41,099	\$30,000	DComm
7500	Home Care Packages	Sept	\$24,822	\$24,822	DComm
7500	Home Care Packages	Mar	\$34,000	\$33,815	DComm
8000	Cooee Lodge	Sept		-\$67,980	DComm
8000	Cooee Lodge	Mar	\$77,000	\$19,149	DComm
8500	Jack Towney Hostel	Sept	\$237,130	\$237,130	DComm
8500	Jack Towney Hostel	Mar	\$18,109	\$9,476	DComm
	Gilgandra Shire Council Total		\$5,246,330	\$4,706,492	

Result

The overall result for General Fund for this review as at 30 June 2018 is a \$532,438 decrease to the estimated deficit at year end to an actual result of a \$411,062 surplus (depreciation not included).

Water Fund has a \$42,651 decrease to the estimated deficit at year end to an actual result of a \$22,718 surplus (depreciation not included).

Sewer Fund has a \$34,012 decrease to the estimated deficit at year end to an actual result of a \$244,955 deficit (depreciation not included).

Orana Living has a \$677,623 increase to the estimated surplus at year end to an actual result of a \$732,813 surplus (depreciation not included).

Carlinda Enterprises has an \$11,504 decrease to the estimated deficit at year end to an actual result of a \$13,034 deficit (depreciation not included).

Cooee Villa Units has a \$6,919 increase to the estimated surplus at year end to an actual result a \$105,560 surplus (depreciation not included).

Home Care Packages has a \$27,762 decrease to the estimated surplus at year end to an actual result of an \$8,367 surplus (depreciation not included).

Cooee Lodge Hostel has a \$6,540 increase to the estimated surplus at year end to an actual result of a \$242,066 surplus (depreciation not included).

Jack Towney Hostel has a \$34,262 decrease to the estimated surplus at year end to an actual result of an \$11,121 deficit (depreciation not included).

The overall result for this review as at 30 June 2018 is a \$1,249,663 increase to the estimated surplus at year end for Council as a whole to an actual result of a \$1,253,476 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 1101 (page 2 QBR)

Corporate Support Income

\$98,194 less expense

Responsible Officer: Director Corporate Services

The reduced expenses of \$98,194 are made up of the following:

- a reduction of \$144,437 in wages.
- a reduction of \$957 in travelling costs.
- an increase of \$47,583 in FBT costs.
- a reduction of \$383 in the performance review costs.

The reduced wages is the result of salary sacrifice arrangements which is partly offset by an increase in FBT payable and is also offset by an increase in some wages on other areas.

Note 1103 (page 2 QBR)

Administration Expenses

\$30,050 less expense

Responsible Officer: Director Corporate Services

The savings of \$30,050 is due to the allocation of \$32,782 for on internal audit function not being used during the year.

Note 1121 (page 2 QBR)

Wages & Other Employee Costs

\$125,688 less expense

Responsible Officer: Director Infrastructure

The reduced expenses of \$125,688 are made up of the following:

- a reduction of \$115,902 in wages.
- a reduction of \$15,048 in travelling costs.
- an increase of \$202 in training costs.
- an increase of \$5,060 in other employee costs.

The reduced wages is the result of the change of the staff structure in the Infrastructure area and also due to Director position being vacant for half of the year.

Note 1122 (page 2 QBR)

Engineering & Supervision

\$30,510 additional expense

Responsible Officer: Director Infrastructure

The reason for the additional expense is the allocation of vehicle costs to this area for the Manager of Classified Roads. This cost should be part of the State Roads Contract expenses on page 8 and is offset by an increase in the profit of this activity.

Note 1123 (page 2 QBR)

Project Management

\$37,072 less expense

Responsible Officer: General Manager

When the positions for project management were created, an amount of \$200,000 was allocated to allow for the wages and other costs associated. This estimate was slightly more than was required and has resulted in a savings of \$37,072.

Note 1124 (page 2 QBR)

Plant Running Expenses

\$318,594 additional expense

Responsible Officer: Director Infrastructure

The reason for the increased expense is the estimated internal plant hire income of \$2,350,000 did not eventuate with \$1,984,207 being accrued. This is a shortfall of \$365,793. The plant fleet was under used during the year due to the NDRRA contract works being undertaken and also due to the dry weather conditions. This accounts for some of the shortfall but the main reason is that the estimated income was too ambitious to achieve in the first place.

Notes 1125, 1126, 1127, 1128 & 1129 (page 2 QBR)

Employee Overhead Costs

\$7,244 less expense

Responsible Officer: Director Corporate Services

The allocation of employee leave costs and the offsetting internal oncost charge income is accounted for here. The net total costs offset by internal income for each fund is:

- General Fund: \$14,869 additional expense;
- Orana Living: \$6,713 less expense;
- Carlinda: \$3,570 less expense;
- Cooee Lodge: \$11,512 less expense; and
- Jack Towney Hostel: \$318 less expense.

Normally, if the other fund results were short or over, then an adjustment would be made via a transfer to or from reserves. As the above amounts in question are relatively minor, no such transfer to reserves has taken place.

The total employee leave costs that have occurred are as follows:

- Employee Leave Payments: \$2,163,060
- Employee Leave Accruals: -\$305,230
- Superannuation: \$1,158,986
- Workers Compensation Premium: \$585,450
- Internal Oncost Income: -\$3,609,510

Note 1202 (page 3 QBR)

Contribution to NSW Rural Fire Service

\$60,501 additional expense

Responsible Officer: General Manager

Council would be aware of the increase in the RFS contribution over the last two years and resolved at the start of the year to allow for a smaller contribution and to enter into negotiations with Warrumbungle Council over the percentage allocation of the cost. Those negotiations have been unsuccessful and, as a result, the higher contribution amount has been paid.

Note 1401 (page 4 QBR)

Domestic Waste Management Expenses

\$29,090 less expense

Responsible Officer: Director Planning & Environment

The reduced costs of \$29,090 represent 4.57% of the overall budget and is due to the waste collection contract costs being less than expected.

Note 1410 (page 4 QBR)

Other Waste Management Income

\$28,492 additional income

Responsible Officer: Director Planning & Environment

The increased in income is due to a greater volume of scrap steel sales than originally estimated. The increased income of \$28,492 combined with the unspent allocation of \$6,300 (note 1411) for the scrap steel community projects program, is offset by a transfer to reserves of \$32,815 on page 10.

Note 1440 (page 4 QBR)

Urban Stormwater Drainage Expenses

\$26,288 less expense

Responsible Officer: Director Infrastructure

All planned maintenance work of the stormwater network was carried out during the year with the cost of that work being less than the budget allocation.

Note 1500 (page 5 QBR)

Wages & Other Employee Costs

\$24,387 additional expense

Responsible Officer: Director Community Services

The increased wage expense is due to the appointment of the Marketing Officer position. From the 18/19 financial year, a portion the cost of this position will be allocated to the areas that benefit from the work carried out.

Note 1511 (page 5 QBR)

Gilgandra Youth Service Expenses

\$29,569 less expense

Responsible Officer: Director Community Services

The reduced expenses amount of \$29,569 equates to 8.60% of the overall budget and is due to the manager position remaining unfilled for a period of time and overall costs being less than expected.

Notes 1520 & 1521 (page 5 QBR)

Gilgandra Community Care Income & Expenses

\$7,570 less income

\$2,214 additional expense expense

Responsible Officer: Director Community Services

The actual income of \$256,890 less actual expenses of \$242,701 plus depreciation of \$6,500 equals a surplus result of \$7,689. This surplus is offset by a transfer to the Gilgandra Community Care reserve on page 10.

Notes 1522 & 1523 (page 5 QBR)

Gilgandra Community Transport Income & Expenses

\$7,244 additional income

\$27,526 less expense

Responsible Officer: Director Community Services

The actual income of \$180,993 less actual expenses of \$116,010 plus depreciation of \$18,500 equals a surplus result of \$46,483. This surplus is offset by a transfer to the Gilgandra Community Transport reserve on page 10.

Note 1641 (page 6 QBR)

Town Planning Expenses

\$38,133 less expense

Responsible Officer: Director Planning & Environment

The original budget estimate included an amount to undertake a review of the current LEP. This was not done during the year but the review is still being considered. As a result, the unspent funds of \$38,133 are offset by a transfer to reserves on page 10 to assist with funding the review in the future.

Notes 1700 & 1701 (page 7 QBR)

Gilgandra Library Income & Expenses

\$201,257 additional income

\$98,550 less expense

Responsible Officer: Director Community Services

The library has been successful in obtaining an infrastructure grant of \$199,495 which accounts for the increased income. The funding is to assist with an extension to the library. This grant is unspent at this stage and, as a result, it is offset by a transfer to reserves (plus \$9,000 in unspent maintenance funds at note 1701) of \$208,495 on page 10.

There is also a reduction in expenses of \$98,550 which is also unspent grant funds and is offset by a reduced transfer to reserves of \$80,165 on page 10.

Notes 1730 & 1731 (page 7 QBR)

Sporting Grounds Income & Expenses

\$5,685 additional income

\$11,623 additional expense

Responsible Officer: Director Infrastructure

The hire income from the use of sporting grounds in Gilgandra was \$11,945 which is \$5,685 more than the original budget of \$6,260. This is due to the original budget being calculated on Council's portion of the income. Council has a policy of transferring 50% of the hire income to a reserve for the Sports Council to use. As a result, there is a \$5,973 transfer to reserves on page 10.

The additional expense of \$11,623 is due to Council's contribution of \$14,880 towards the cost of assisting the Gilgandra Jockey Club to erect the kangaroo proof fence around the racetrack.

Notes 1740 & 1741 (page 7 QBR)

Parks & Gardens Income & Expenses

\$47,717 additional income

\$33,197 additional expense

Responsible Officer: Director Infrastructure

Council receives funding from the Rural Fire Service to conduct hazard reduction works within the Shire. These works have been completed and claimed with a further additional \$47,717 received for the year.

The additional expense of \$33,197 was predominately due to additional work carried out in Hunter Park as a result of the installation of the new playground equipment.

Notes 1810 & 1811 (page 7 QBR)

Gravel Pits Income & Expenses

\$49,541 less income

\$103,986 less expense

Responsible Officer: Director Infrastructure

The total income of \$187,359 less the total costs of \$81,414 result in a surplus of \$105,945 and this amount is offset by a transfer to reserves on page 10.

Notes 1910 & 1911 (page 8 QBR)

Rural Roads Income & Expenses

\$129,663 less income

\$1,120,915 less expense

Responsible Officer: Director Infrastructure

An estimate of \$3,000,000 was included in the original budget to allow for the completion of NDRRA works. The amount received was \$2,870,337 which resulted in the negative variance of \$129,663.

The underspend in the rural roads of \$1,120,915 was due to the dry weather conditions. The difference in the unspent funds and the reduced income of \$129,663 results in available funds of \$991,252. This is offset by reduced transfers from reserves on page 9.

Notes 1920 & 1921 (page 8 QBR)
Regional Roads Income & Expenses

\$4,280 less income

\$24,928 additional expense

Responsible Officer: Director Infrastructure

The reduced income of \$4,280 and increased expense of \$24,928 results in an overspend of \$29,208 and this amount is offset by a transfer from reserves on page 10.

Notes 1930, 1931, 1932, 1933 & 1934 (page 8 QBR)
Contract Income, Oncost Profit & Contract Expenses

\$268,360 additional income

\$989,380 additional income

\$21,420 less income

\$237,260 less expense

\$989,380 additional expense

Responsible Officer: Director Infrastructure

The budgeted result for the RMS contract works for 17/18 was as follows:

- Income: \$3,764,492
- Expenses: \$2,916,890
- Surplus: \$ 847,602

The actual result is as follows:

- Income: \$5,000,812
- Expenses: \$3,669,010
- Surplus \$1,331,802

The result is that the actual surplus is \$484,200 better than the original estimate. This was due to an increase in works successfully carried out during the year.

Notes 1940 & 1941 (page 8 QBR)
Roads to Recovery Income & Expenses

\$46,693 additional income

\$726,704 less expense

Responsible Officer: Director Infrastructure

For the 17/18 year, Council has been paid \$1,279,168 in Roads to Recovery funding. Once expenses of \$998,594 are taken into account, there is an unspent amount of \$280,574 that needs to be carried forward. This amount is offset by a transfer to reserves on page 10.

It should also be noted that there were funds that were carried over from the prior year (16/17) amounting to \$492,823. These funds were also unspent and are also required to be carried forward. This amount is offset by a reduced transfer from reserves on page 10.

The above two transfers total \$773,397 which equals the additional income of \$46,693 plus the reduced expenses of \$726,704.

Note 1951 (page 8 QBR)

Bridges Expenses

\$35,968 less expense

Responsible Officer: Director Infrastructure

All planned works for 17/18 were completed and have been done for less than was originally allowed for.

Note 1961 (page 8 QBR)

Footpaths Expenses

\$86,548 less expense

Responsible Officer: Director Infrastructure

Of the original estimate of \$106,412 for footpath maintenance, only \$19,864 was spent during the year which has resulted in a savings of \$86,548. The planned works were unable to be completed due to a lack of resources and greater priorities elsewhere.

Note 1981 (page 8 QBR)

Aerodromes Expenses

\$18,760 less expense

Responsible Officer: Director Infrastructure

All planned works for 17/18 were completed for less than the original budget with a savings of \$18,760 being the result. It is anticipated that the runway at Gilgandra will require resheeting in the coming years and it is requested that the savings be transferred to a reserve for this purpose.

As a result, the savings of \$18,760 is offset by a transfer to reserves on page 10.

Notes 2022 & 2023 (page 9 QBR)

Promotion & Economic Development Income & Expenses

\$34,545 additional income

\$15,564 additional expense

Responsible Officer: Director Corporate Services

The additional income of \$34,545 is due to Council receiving a grant to conduct a feasibility study for a sand quarry. This has not yet been spent and, as a result, is offset by a transfer from reserves of \$30,000 on page 10.

The majority of the additional expense is due to additional costs associated with the Inland Rail amounting to \$10,625.

Note 2030 (page 9 QBR)

Land Sales Income

\$44,545 less income

Responsible Officer: Director Corporate Services

Council originally budgeted for the sale of two blocks of land however, only one sale eventuated. As a result, the income is down one sale of \$44,545.

Notes 2040, 2041 & 2042 (page 9 QBR)

Private Works Income, Oncost Profit & Private Works Expenses

\$138,946 less income

\$76,176 less income

\$205,660 less expense

Responsible Officer: Director Infrastructure

There were less than anticipated private works carried out during the year due to greater priorities elsewhere. However, the end result has remained about the same as can be seen from the following:

- Total Budget Income: \$643,750
- Total Budget Expenses: \$515,000
- Budget Surplus: \$128,750

- Total Actual Income: \$428,628
- Total Actual Expenses: \$309,340
- Actual Surplus: \$119,288

Note 2051 (page 9 QBR)

Lease Income – Staff

\$7,553 additional income

Responsible Officer: Director Corporate Services

Based on current the current leases in place, an additional \$7,553 is expected to be received by the end of the year,

Note 2801 (page 9 QBR)

Financial Assistance Grant

\$1,871,223 less income

Responsible Officer: Director Corporate Services

The federal government have again released the first two quarterly payments of the grant for 18/19 early. As a result, Council has received an additional \$1,871,223 in income. As this income relates to 18/19, the amount has been transferred to reserves on page 10 to be brought forward to 18/19.

Note 2900 (page 10)

Transfers from Reserves

\$1,810,973 less income

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

- Waste Facility (DEnv): \$75,000 less income which is offset by less capital expenses on page 12.
 - Gilgandra Community Care (DComm): \$2,227 less income which is offset by increased operating income on page 5.
 - RMS Profit (Staff Training) – Website (DCorp): \$40,000 less income which is offset by less capital expenses on page 13.
 - Library (DComm): \$80,165 less income which is offset by less operating expenses on page 7.
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- Windmill Walk (DInf): \$40,603 less income which is offset by less capital expenses on page 13.
- Hunter Park Toilets (DEnv): \$41,214 less income which is offset by less capital expenses on page 12.
- Improving Country Roads Grant (DInf): \$500,000 less income which is offset by less operating expenses on page 8.
- Unsealed Rural Roads (DInf): \$491,252 less income which is offset by less operating expenses on page 8.
- Roads to Recovery Grant (DInf): \$492,823 less income which is offset by less operating expenses on page 8.
- IT Infrastructure Upgrades (DCorp): \$35,073 less income which is offset by less capital expenses on page 12.
- Stormwater (DInf): \$149,132 less income which is offset by less capital expenses on page 12.
- Plant (DInf): \$107,308 additional income which is offset by additional capital expenses on page 12.
- Regional Roads (DInf): \$29,208 additional income which is offset by additional operating expenses on page 8.

Note 2901 (page 10 QBR)

Transfers to Reserves

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

- Sports Council (DComm): \$2,843 additional expense which is offset by additional operating income on page 7.
 - ELE (DCorp): \$475,000 additional expense. Council will be required to make a number of large employee leave payouts in the near future as some long term employees near retirement. As the 17/18 year has produced a surplus result, it is recommended that as large as is possible transfer to reserves for the purpose of funding employee leave entitlements be approved.
 - Gravel Pits (DInf): \$54,445 additional expense which is offset by additional operating income on page 7.
 - Section 94 Fee Income (DEnv): \$3,897 less expense which is offset by less operating income on page 6.
 - Gilgandra Community Care (DComm): \$16,284 less expense which is offset by less operating income on page 5.
 - Gilgandra Community Transport (DComm): \$16,270 additional expense which is offset by additional operating income on page 6.
 - Scrap Steel (DEnv): \$28,815 additional expense which is offset by additional operating income on page 4.
 - Town Planning (DEnv): \$38,133 additional expense which is offset by less operating expenses on page 6.
 - Library Infrastructure Grant (DComm): \$208,495 additional expense which is offset by additional operating income on page 7.
 - Library Capital (DComm): \$5,000 additional expense which is offset by less capital expense on page 2.
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- Roads to Recovery Grant (DInf): \$280,574 additional expense which is offset by less operating expenses on page 8.
 - Sand Quarry Grant (DCorp): \$30,000 additional expense which is offset by additional operating income on page 9.
 - Aerodrome (DInf): \$18,760 additional expense which is offset by less operating expenses on page 8.
 - Financial Assistance Grant (DCorp): \$1,871,223 additional expense offset by additional operating income on page 9.
 - Residential Subdivision (DInf): \$57,022 additional expense. Council, at the June meeting, voted an additional \$136,000 to fund this project. The capital spend in 17/18 has been \$78,978 so, therefore, the balance of \$57,022 has been transferred to reserves.
 - Jordana Park (DInf): \$35,051 additional expense which is offset by less capital expenses on page 12.
 - Community Housing (DComm): \$20,000 additional expense which is offset by less capital expenses on page 12.
 - Shire Hall (DComm): \$15,000 additional expense which is offset by less capital expenses on page 12.
 - McGrane Oval Amenities (DInf): \$8,085 additional expense which is offset by less capital expenses on page 12.
 - CWA Building (DEnv): \$11,419 additional expense which is offset by less capital expenses on page 12.
 - CBD Stage 2 (DInf): \$45,621 additional expense which is offset by less capital expenses (\$380,621) minus less capital income (\$335,000) on page 12.
 - Swimming Pool (DComm): \$5,221 additional expense offset by less capital expenses on page 12.
 - Youth Club (DComm): \$20,000 additional expense which is offset by less capital expenses on page 12.
 - Stormwater (DInf): \$98,757 additional expense which is offset by less capital expenses on page 12.
 - Promotional Signage (DCorp): \$20,000 additional expense which is offset by less capital expenses on page 12.
 - Economic Development (DCorp): \$39,375 additional expense which is offset by less capital expenses on page 12 minus increased operating expenses on page 9.
 - Footpaths (DInf): \$14,088 additional expense which is offset by less capital expenses on page 12.
 - Kerb & Gutter Renewals (DInf): \$19,351 additional expense which is offset by less capital expenses on page 12.
 - Pound (DEnv): \$15,000 additional expense which is offset by less capital expenses on page 13.
 - Walkway Works Gilgandra (DInf): \$8,509 additional expense which is offset by less capital expenses on page 13.
 - Walkway Works Tooraweenah (DInf): \$10,000 additional expense which is offset by less capital expenses on page 13.
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- Gym (DCorp): \$10,000 additional expense which is offset by less capital expenses on page 13.

Below is a list of the current reserves held:

<i>Item</i>	<i>Bal 1-7-17</i>	<i>Trf to</i>	<i>Tfr from</i>	<i>Bal 30-6-18</i>
GENERAL FUND				
AERODROME	0	18,760	0	18,760
CBD STAGE 2	0	45,621	0	45,621
CEMETERY	73,122	0	0	73,122
CENTROC FUNDS - SWIMMING POOL	10,165	0	10,165	0
COMMUNITY HOMES	40,000	20,000	0	60,000
COMPUTER PURCHASES	110,971	51,500	114,927	47,544
COOEE HERITAGE CENTRE	7,036	0	0	7,036
COOEE LODGE	17,785	0	0	17,785
CWA BUILDINGS	0	11,419	0	11,419
DOG POUND	15,000	15,000	0	30,000
ECONOMIC DEVELOPMENT	0	39,375	0	39,375
ELE	927,387	500,000	0	1,427,387
EMERGENCY SERVICES	10,000	0	0	10,000
FINANCIAL ASSISTANCE GRANT	1,787,643	1,871,223	1,787,643	1,871,223
FOOTPATHS	77,188	14,088	0	91,276
GILGANDRA AERODROME	40,286	0	0	40,286
GILGANDRA COMMUNITY CARE	224,382	7,689	0	232,071
GILGANDRA COMMUNITY TRANSPORT	138,137	46,483	0	184,620
GILGANDRA YOUTH SERVICES	55,741	0	3,000	52,741
GRAVEL PITS	71,061	105,945	0	177,006
GYMNASIUM	5,636	10,000	0	15,636
HUNTER PARK TOILET BLOCK	182,242	0	141,028	41,214
IMPROVING COUNTRY ROADS GRANT	500,000	0	0	500,000
INFRASTRUCTURE CONTRIBUTIONS	92,825	6,712	0	99,537
INSTAL RCDs	153,413	0	153,413	0
JACK TOWNEY HOSTEL	78,092	0	0	78,092
JORDANA PARK	0	35,051	0	35,051
LIBRARY CAPITAL	0	5,000	0	5,000
LIBRARY GRANT	94,234	208,495	14,069	288,660
LUCAS BRIDGE	24,488	0	0	24,488
MCGRANE OVAL AMENITIES	0	8,085	0	8,085
OFFICE EQUIP / BUILDING	18,000	0	0	18,000
ORANA LIFESTYLE DIRECTIONS	1,059,478	0	40,000	1,019,478
PLANT	98,898	0	98,898	0
PLAYGROUND EQUIPMENT	113,579	0	113,579	0
PROMOTIONAL ACTIVITIES	54,730	20,000	0	74,730
REGIONAL ROADS BLOCK GRANT	75,112	0	29,208	45,904
RESIDENTIAL SUBDIVISION	10,207	57,022	10,207	57,022
ROADS TO RECOVERY FUNDING	492,823	280,574	0	773,397
RTA ONCOSTS (LOCAL ROADS)	195,575	0	0	195,575

RTA ONCOSTS (PLANT)	530,604	0	8,410	522,194
RTA ONCOSTS (STAFF TRAINING)	104,490	0	35,000	69,490
RURAL ROADS	699,611	0	208,359	491,252
RURAL WASTE	35,183	0	35,183	0
SAFETY IMPROVEMENT PROGRAM	200,000	0	0	200,000
SAND QUARRY GRANT	0	30,000	0	30,000
SCRAP STEEL SALES	42,621	32,815	0	75,436
SHIRE DEPOT	26,411	15,000	0	41,411
SHIRE HALL	25,000	0	0	25,000
SPORTS COUNCIL	26,544	5,973	0	32,517
STORMWATER, KERB & GUTTERING	149,132	118,108	0	267,240
SWIMMING POOL	38,678	5,221	0	43,899
TOORAWEEAH TOILETS	9,119	0	9,119	0
TOWN PLANNING	0	38,133	0	38,133
WASTE FACILITY	176,187	46,865	25,000	198,052
WALKWAY - GILGANDRA	0	8,509	0	8,509
WALKWAY - TOORAWEEAH	0	10,000	0	10,000
YOUTH CLUB	17,500	20,000	0	37,500
	8,950,349	3,708,666	2,851,241	9,807,774
COOEE LODGE				
HARGRAVES ESTATE	308,417	0	0	308,417
	308,417	0	0	308,417

The reserves that are highlighted are those that externally restricted and cannot be amended by Council. All other reserves are at the discretion of Council.

Council should be aware that the bank balance of the General Fund as at 30 June 2018 was \$10,924,712. The above restricted reserves total \$4,398,091 and the unrestricted reserves total \$5,409,683 for a total reserved balance of \$9,807,774 for General Fund.

Note 2903 (page 12 QBR)

Capital Income

\$1,095,485 less income

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

- Rural Fire Service Issues (GM): \$250,000 less income as an audit of RFS assets was conducted during the year and adjustments made via the balance sheet. There was no impact to Council's finances. It is offset by less capital expense.
- Contributions – Windmill Walk (DInf): \$1,047 less income due to funding being slightly less than anticipated.
- Contributions – Curban Hall (DComm): \$1,824 less income due to the contribution from the Curban Hall Committee being slightly less than estimated.

- Grants – Federation St (DInf): \$482,217 less income as the project was unfinished at the end of the year. The remaining funding will be forthcoming in 18/19. It is offset by less capital expense.
- Grants – Bridges (DInf): \$51,409 less income. See below comments.

The following table shows the funding received and the costs for the bridges that are now completed:

Bridge Name	Funding Rec'd	Total Costs	Results
Luckies Gully	\$173,800	\$535,068	-\$361,268
Wallumburrawang	\$250,800	\$805,261	-\$554,461
Webbs Crossing	\$801,500	\$549,218	\$252,282
	\$1,226,100	\$1,889,547	-\$663,447

The funding provided was for 50% of the cost of Luckies Gully bridge and 50% of the cost of Wallumburrawang Creek bridge. The Webbs Crossing bridges was 100% funded. Based on that, the following table shows Council's contribution towards the bridges, the loan funds used and any remaining grant funds to be paid:

Bridge Name	Council Costs	Loan Funds	Unpaid Grant Funds
Luckies Gully	\$267,534	\$435,000	\$93,734
Wallumburrawang	\$402,631	\$627,000	\$151,830
Webbs Crossing	\$0	\$0	-\$252,282
	\$670,165	\$1,062,000	-\$6,718

Based on the above figures, there is outstanding funding for Luckies Gully and Wallumburrawang Creek while funding is to be returned for Webbs Crossing. The net result of the outstanding funding and overpaid funding is a surplus of just \$6,718.

There is, however, unused loan funds of \$167,466 on Luckies Gully and \$224,369 for Wallumburrawang Creek making a total amount of \$391,835. These funds will be offset against any other future borrowings such as the Shire Depot redevelopment.

- Grants – CBD Stage 2 (DInf): \$335,000 less income as the project was unfinished at the end of the year. It is offset by less capital expense.
- Grants – IT Capital (DCorp): \$26,012 additional income for the implementation of Asset Management software from the previous year.

Note 2904 (page 12 QBR)

Capital Expenditure

\$470,339 additional expense

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

- Residential Subdivision (DInf): \$68,771 additional expense. Council voted to increase the allocation to \$136,000. The remaining unspent funds have been transferred to reserves.
 - Jordana Park (DComm): \$35,051 less expense. This project was unfinished at the end of the year and will be completed in 18/19. It is offset by a transfer to reserves.
 - Instal RCDs (DEnv): \$30,738 less expense. This project is now completed for less than expected with the result being a savings.
 - Waste Facility (DEnv): \$75,000 less expense. The original allocation was to investigate additional landfill capabilities. This project will be carried over to 18/19 and is offset by a transfer to reserves.
 - Community Housing (DComm): \$20,000 less expense. Allocation for works as and when required. Offset by a transfer to reserves.
 - Library Capital (DComm): \$6,488 less expense: An amount of \$5,000 is required to replace the carpet in the library and is offset by a transfer to reserves.
 - Shire Hall (DComm): \$15,000 less expense. Allocation for works as and when required. Offset by a transfer to reserves.
 - Plant Purchases & Sales (DInf): \$107,308 additional expense. The total net budget for all plant purchases was \$890,207 and the actual net cost for all plant purchases was \$997,515. The result is an additional \$107,308 has been spent and this is offset by a transfer from reserves.
 - Hunter Park Toilets (DEnv): \$41,214 less expense. The construction of the new toilets is complete however, the demolition of the old toilet block remains and the unspent fund are required for this purpose. It is offset by a transfer to reserves.
 - McGrane Oval Amenities (DComm): \$8,085 less expense. Requests from the Sports Council has indicated that the change rooms require some work. The unspent funds will be used for that purpose. It is offset by a transfer to reserves.
 - IT Infrastructure Upgrades (DCorp): \$35,073 less expense. This project is still in action and the unspent funds are required. It is offset by a transfer to reserves.
 - Rural Fire Service Issues (GM): \$250,000 less expense offset by less capital income of the same amount.
 - CWA Building Renewal (DComm): \$11,419 less expense. The project is not yet finished and the remaining funds are required in 18/19. It is offset by a transfer to reserves.
 - Chambers & Offices (DCorp): \$15,000 less expense. The original allocation was to allow for any works as they occur and if required. No works were required during the year so the unspent funds are a savings.
 - CBD Stage 2 (DInf): \$380,621 less expense. The project is still progressing and will be completed in 18/19. The unspent funds are offset by less capital income and a transfer to reserves.
 - Shire Depot (DInf): \$1,973,670 less expense. The project to redevelop the Shire Depot has only just started and will continue into 18/19. The unspent funds are offset by less borrowings income.
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- Swimming Pool (DComm): \$5,221 less expense. The allocation of \$10,000 was included to allow for works if required. It is requested that the unspent funds be transferred to reserves to allow for future works as required and as they occur. It is offset by a transfer to reserves.
 - Youth Club (DComm): \$20,000 less expense. Allocation for works as and when required. Offset by a transfer to reserves.
 - Stormwater (DInf): \$247,889 less expense. This allocation was to allow for the cost to place a culvert under the railway line. The work is completed but not yet paid for and, as a result, is required in 18/19. It is offset by a transfer to reserves and a reduced transfer from reserves.
 - Additional Promotional Signage (DCorp): \$20,000 less expense. This project did not occur in 17/18 and will be carried over to 18/19. It is offset by a transfer to reserves.
 - Footpaths & Kerb & Gutter Renewals (DInf): \$33,439 less expense. Due to greater priorities and a lack of resources, some planned works on the footpath and kerb and gutter networks did not take place. It is requested that the unspent funds be held over to 18/19 to allow for these works to be completed. It is offset by a transfer to reserves.
 - Economic Development Strategy (DCorp): \$50,000 less expense. This allocation was not used as there was a focus on the Inland Rail during the year. It is offset by a transfer to reserves.
 - Cemetery & Chelmsford Ave Land (DCorp): \$10,438 less expense. The purchase of the land is complete and the remaining funds are a savings.
 - Pound (DEnv): \$15,000 less expense. Allocation for works as and when required. Offset by a transfer to reserves.
 - Walkway Works at Gilgandra (DInf): \$49,112 less expense. The project is incomplete at the end of the year and funds are required to complete works at the Country Stores carpark area. It is offset by a transfer to reserves.
 - Walkway Works at Tooraweenah (DInf): \$10,000 less expense. The allocation was included to allow for some unidentified walkway works in Tooraweenah. There is some thought that an extension to the viewing platform may be desirable and it is requested that the unspent funds be held for this purpose. It is offset by a transfer to reserves.
 - Federation St Reconstruction (DInf): \$446,234 less expense. The project is ongoing and the unspent funds are offset by less capital income.
 - Council Website Upgrade (DCorp): \$40,000 less expense. The project is partly completed and will be carried over to 18/19. It is offset by a reduced transfer from reserves.
 - Gym (DComm): \$10,000 less expense. Allocation for works as and when required. Offset by a transfer to reserves.
 - Rural Roads Capital Renewals (DInf): \$40,538 additional expense. All planned reseal works were completed during the year with the overall cost being \$40,538 more than the original estimate.
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Note 2905 (page 13 QBR)

Loan Income & Repayments

\$1,636,627 less income

Responsible Officer: Director Corporate Services

The reduced loan income is due to the redevelopment of the Shire Depot not taking place during the year. It is offset by reduced capital expenses.

The loan position of General Fund as at 30 June 2018 is:

- Loan Balance Outstanding: \$2,970,707
- Loan Repayments Made: \$484,999
- Debt Cover Ratio: 4.05%

Note 3000 (page 14 QBR)

WATER SUPPLY

\$42,307 less income

\$84,958 less expense

Responsible Officer: Director Infrastructure

The change in the income is mainly due to a reduction of \$128,108 in capital income (which is offset by reduced capital expenses) and an increase of \$95,509 in sale of water income.

The change in expenses is due to a \$59,307 increase in operating expenses due to an increased workload on the water supply system. There was also a \$346,648 reduction in capital works offset by an increase in transfers to reserves of \$202,383 and the reduced capital income.

Note 4000 (page 15 QBR)

SEWERAGE SERVICES

\$15,112 less income

\$49,124 less expense

Responsible Officer: Director Infrastructure

The changes to income and expenses operations are relatively minor with some increases and decreases.

The capital works expenses are reduced by \$289,805 but this is offset by increased transfers to reserves of \$257,186.

Note 5000 (page 16 QBR)

ORANA LIVING

\$570,322 additional income

\$107,301 less expense

Responsible Officer: Director Community Services

The increased income of \$570,322 represents 15.73% of the original budget and is due to the fact that NDIS plans now more accurately reflect the level of care required and that service user fees are now more commercial in nature.

The reduced expenses of \$107,301 represents 2.96% of the original budget and is mainly due to the allowance for NDIS transition costs not being required.

Note 6000 (page 17 QBR)

CARLGINDA ENTERPRISES

\$43,435 less income

\$54,939 less expense

Responsible Officer: Director Community Services

Decreased operating income offset by decreased operating expenses.

Note 7000 (page 18 QBR)

COOEE VILLA UNITS

\$10,078 less income

\$16,997 less expense

Responsible Officer: Director Community Services

Minor decreases in income offset by similar minor decreases in expenses. An additional \$15,000 has been transferred to reserves to cover bore costs.

Note 7500 (page 19 QBR)

HOME CARE PACKAGES

\$30,289 less income

\$2,527 less expense

Responsible Officer: Director Community Services

The funds received for Home Care Packages is down \$30,289 compared to the amended budget for 17/18. This is offset by a reduction in operating costs of \$25,565. The main reason for the net \$27,762 variance is the increase in the provision for unspent funds of \$23,038.

Note 8000 (page 20 QBR)

COOEE LODGE

\$117,249 less income

\$123,789 less expense

Responsible Officer: Director Community Services

Various increases and decreases in operating income and expenses that virtually offset each other. The reduced capital expenses of \$262,508 are offset by a reduced transfer from reserves of \$261,573.

Note 8500 (page 21 QBR)

JACK TOWNEY HOSTEL

\$10,324 less income

\$23,938 additional expense

Responsible Officer: Director Community Services

The reduction in income of \$10,324 is minor and represents just 0.90% of the amended budget. The increase in expenses of \$23,938 is mainly due to the one off purchase of specialised equipment for an individual client and the transfer to reserves of unspent grant funds.

Finance Manager's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$293,092 deficit (depreciation not included). This review indicates an actual result of a \$411,062 surplus (depreciation not included) which is an improvement of \$704,154. 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 \$120,484 deficit (depreciation not included). This review indicates an actual result of a \$22,718 surplus (depreciation not included) which is an improvement of \$143,202. This result should be viewed as being satisfactory compared to the original budget.

Sewer Fund

The original estimate for Sewer Fund was an end of year result of a \$429,881 deficit (depreciation not included). This review indicates an actual result of a \$244,955 deficit (depreciation not included) which is an improvement of \$184,926. 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 \$55,190 surplus (depreciation not included). This review indicates an actual result of a \$732,813 surplus (depreciation not included) which is an improvement of \$677,623. 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 \$1,279 surplus (depreciation not included). This review indicates an actual result of a \$13,034 deficit (depreciation not included) which is a worsening of \$14,313. This result should be viewed as being unsatisfactory compared to the original budget.

No remedial action is necessary as the additional expense is offset by a surplus result achieved the previous year.

Cooee Villa Units

The original estimate for Cooee Villa Units was an end of year result of a \$90,816 surplus (depreciation not included). This review indicates an actual result of a \$105,560 surplus (depreciation not included) which is an improvement of \$14,744. This result should be viewed as being satisfactory compared to the original budget.

Home Care Packages

The original estimate for Home Care Packages was an end of year result of a \$35,944 surplus (depreciation not included). This review indicates an actual result of an \$8,367 surplus (depreciation not included) which is a worsening of \$27,577. This result should be viewed as being unsatisfactory compared to the original budget.

No remedial action is necessary as the actual result is still a surplus.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$109,695 surplus (depreciation not included). This review indicates an actual result of a \$242,066 surplus (depreciation not included) which is an improvement of \$132,371. 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 \$14,508 surplus (depreciation not included). This review indicates an actual result of an \$11,121 deficit (depreciation not included) which is a worsening of \$25,629. This result should be viewed as being unsatisfactory compared to the original budget.

Due to the relatively minor deficit result, no remedial action is necessary.

Overall Position

The original budget estimate for Gilgandra Shire Council was an end of year result of a \$536,025 deficit (depreciation not included). This review indicates an actual result of a \$1,253,476 surplus (depreciation not included) which is an improvement of \$1,789,501. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2015/16 and 2016/17 are actual ratios for Council's information while those for 2017/18 are an estimate only to the end of the year and may be subject to change.

	Benchmark	2017/18	2016/17	2015/16
Operating Performance Ratio	> 0.04%	11.00%	19.35%	9.64%
Own Source Revenue Ratio	> 60.00%	69.55%	63.50%	70.78%
Unrestricted Current Ratio	> 2.00:1	5.22:1	4.32:1	3.49:1
Debt Service Cover Ratio	> 3.00 x	20.15 x	18.36 x	11.91 x
Rates & Charges Outstanding	< 10.00%	5.91%	6.51%	5.76%
Cash Expense Cover Ratio	> 6.00 x	11.80 x	9.74 x	8.50 x
Building & Infrastructure Renewal Ratio	> 100.00%	105.00%	192.90%	131.13%
Renewal Backlog Ratio	< 2.00%	2.50%	2.33%	1.39%
Required Maintenance Ratio	> 1.00	1.00	1.02	0.88
Capital Expenditure Ratio	> 1.00	1.00	1.72	1.03

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Review of Annual Budget
<u>Delivery Program Actions</u>	4.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making 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 30 June 2018 be adopted.

N J Alchin
Director Corporate Services

(CM.RP.1)

2017/18 QUARTERLY OPERATIONAL PLAN REVIEW TO 30 JUNE 2018

SUMMARY

To consider progress for the June quarter with Council's 2017/18 Operational Plan.

.....

Separately enclosed with this business paper is the 2017/18 Operational Plan Review document for the quarter 1 January to 30 June 2018.

An abridged version highlighting progress and challenges of particular significance has been included along with the complete planning document.

Principal Activity

Strategic Leadership
Community Engagement

Policy Implications

Nil

Budget Implications

Actions delivered in line with 2017/18 budget.

Delivery Program Actions

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 2017/18 Operational Plan Review for the quarter ended 30 June 2018 be adopted.

N J Alchin
Director Corporate Services

**REGIONAL CULTURAL FUND GRANT – CULTURAL PRECINCT
PROJECT - COO-EE HERITAGE CENTRE & WINDMILL WALK UPGRADE**

SUMMARY

To provide details of the outcomes of community consultation and provide a detailed business case assessment for the proposed upgrades to the Cultural Precinct including the Coo-ee Heritage Centre (CHC) and Windmill Walk in conjunction with the Regional Cultural Fund grant opportunity.

.....

Overall Aim of Project

The purpose of the project for the Gilgandra Cultural Precinct, including the CHC and Windmill Walk is to offer a cultural facility and experience reflective of the history and heritage of Gilgandra Shire, including the Aboriginal, military, farming and landscape that can be utilised by both our community and visitors.

In providing the upgrades to the Precinct and Centre, we are better able to meet the Vision, Mission and Outcomes detailed for this Precinct as part of the draft Strategic Plan. Ultimately, offering a better visitor experience, one that will in turn contribute positively to the local Gilgandra Shire economy through increased visitation, increased length of stay, increased spend and increased community use and ownership.

Background

At its July 2018 meeting, Council considered elements to be included in a grant funding application under Round 2 of the Regional Cultural Fund program to upgrade our Cultural Precinct including the Coo-ee Heritage Centre and Windmill Walk.

Council resolved:

- 1. That Council reaffirm the Strategic direction for the CHC which reflects the following vision: "A multi-purpose community and cultural facility that offers a sense of place for our community and visitors, contributing also to the local identity and economy of the Gilgandra district in regional New South Wales".*
 - 2. That Council note the outcomes from the workshop and commence community consultation for these elements as outlined within the report, excluding funding for a commercial kitchen.*
 - 3. That a report is to be submitted to Council at the August meeting, providing details of the outcomes of community consultation and a detailed business case assessment for the proposed upgrades.*
-

4. *That a report is to be prepared for a future meeting in regards to the options for staffing which best support our volunteer base.*
5. *That community consultation provides consideration of the relevance and local value of the current artefacts displayed in the Joy Trudgett Gallery with the intention of providing exhibits of local relevance.*

Community Consultation

Elements included

Upgrades to landscaping, carpark and installation of outdoor lighting.

These upgrades will ensure that access to the facility is open, easy and safe for visitors and residents and that it is also aesthetically pleasing.

Indoor refurbishments including flooring, painting, internal glass doors, offices and storage space.

In installing new flooring throughout the centre and painting internally, a modern and flowing space is created. The installation of glass entry doors to the Gilgandra Art Gallery to open the space.

Heating and cooling for the Centre.

Currently only the front section of the CHC (the Visitor Information Centre area) is air-conditioned. The galleries are quite cool in winter and warm in summer. To host groups, programs and visitors to the Centre, offering a comfortable space is vital.

Access toilets inside, ensuring all-ability access.

The reason for this is two-fold; one to increase visitor traffic to the Centre, and secondly should the Centre be used for programs, meetings and education experiences, an internal facility would be essential.

Develop function room and food preparation area to host small groups up to 50.

In the safe-keeping, understanding and knowledge-sharing of our history pertaining to our local military, Aboriginal and farming/landscape heritage, it is important to have a dedicated space where groups, visitors and residents are able to comfortably share and learn. This space becomes multi-purpose for school groups, corporate, community groups and visitors to experience the centre and our history.

Windmill Walk refurbishments including upgrade of windmills, Coo-ee silhouettes and implement additional signage, with reference to the Castlereagh River.

This will enable an experience of the local heritage of Gilgandra across 3 themes, by offering a physical experience that not only links the Centre with the Rural Museum, the Castlereagh River, the windmills and Coo-ee March silhouettes, but also promotes the link with the CBD and accessing our shops and services in Gilgandra.

Indigenous sculpture to feature at entrance.

This proposed artwork is about linking the internal pieces within the Cultural Centre externally and creating a feature for the Centre that people would come to see.

Results of Community Consultation

Council has carried out a survey of the local community and visitors the CHC (see attached). This survey was conducted online, with promotion through social media, Council's website, local newspaper and radio station. The survey was also available in printed form. This survey opened Tuesday, 24 July 2018 through and closed Monday, 13 August.

Furthermore, Community workshops were hosted and feedback was also received over the phone, by email and by letter and recorded appropriately.

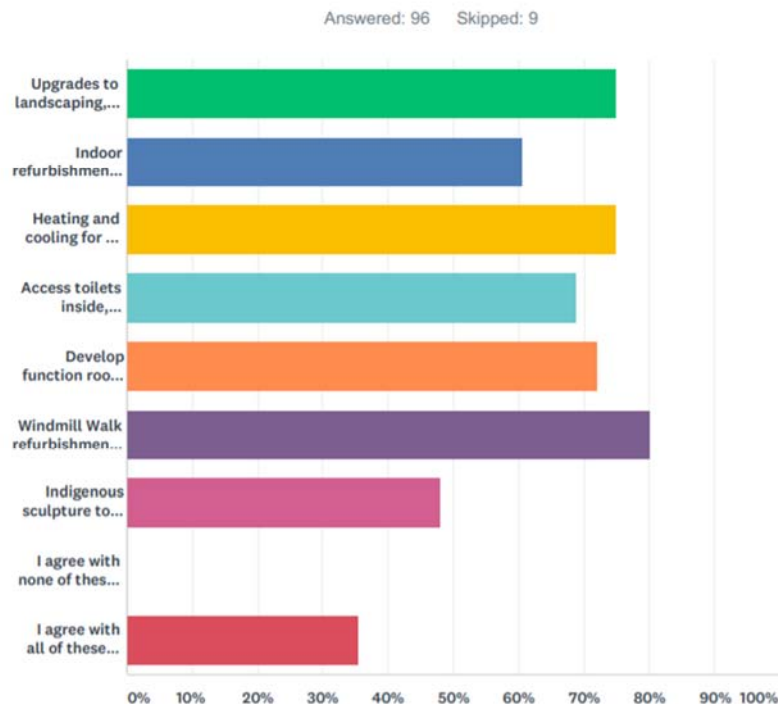
The results of the survey are summarised below, and all comments have been included as an attachment to this report.

- 105 respondents to the survey
- 90% Gilgandra Shire residents
- 96% respondents agree with the future direction on the Centre
- 98% of respondents agree with the grant application for upgrades to the CHC
- 99% of respondents believe that the project has recreational and educational benefits to our community
- 80% of respondents say their visitation to the Centre will increase as a result of these improvement

Summary of priority comments from consultation regarding elements for the grant:

- Café/coffee shop (13)
 - Separate area for function room (8)
 - Free camping + dump point (7)
 - Climate control (5)
 - Play area + BBQ + seating (4)
 - Sculpture – native + local (5)
 - Landscaping (3)
-

Q5 Which elements proposed for the Coe-ee Heritage Centre upgrades do you support? Please choose as many as are relevant.



Community Workshop

In addition to the survey, an opportunity was offered to community members to attend a workshop at the CHC on 9 August 2018. This workshop was facilitated by Council's Community Engagement Officer and was well attended with representation from a good cross section of the local community. (See attached copy of workshop presentation).

The outcomes of this workshop are summarised below:

- 18 attendees to workshop (additional 10 apologies)
 - Top 3 priorities identified out of elements include
 - Landscaping/entrance/carpark area (14)
 - Heating & cooling (13)
 - Windmill walk upgrade (13)
 - Followed by function room (6)
 - Top 3 priorities non-infrastructure include
 - Joy Trudgett gallery (10)
 - Staffing 7 days (9)
 - Free camping (8)
 - Followed by website/promotion (5)
-

- Discussions included
 - Heating & cooling vs climate control
 - Internal access for toilets
 - Upgrade of Joy Trudgett gallery with painted flooring – debate about contents, more consultation required with Aboriginal community
 - Educational focus and programs/services offered – inclusion of youth
 - First impression of the building needs improvement – local art, landscaping, attractive
 - Direct road from Rural Museum to CHC without going on highway
 - Café/restaurant vs function room debate

In addition, Council received a submission in regards to its consultation from Mrs Jenny Zell which has been separately enclosed with this report.

Furthermore, Council received an offer from the Gilgandra Lions Club to assist with the upgrade of the Windmill Walk for the maintenance and renewal of the 8 windmills.

Interchangeable & Interactive Display

Council asked respondents for their input on the \$250,000 investment into interchangeable and digital interactive displays for the galleries to improve the visitor experience at the CHC.

- 91 respondents answered this question
- 68% answered 'yes'
- 22 comments

Joy Trudgett Gallery

Both the community survey and workshop offered the opportunity for input/feedback on the relevance and local value of the Australian Collection (Aboriginal artefacts and shell collection) displayed in the Joy Trudgett Gallery and the possibility of Council reviewing with the intention of providing exhibits with increased local relevance. Feedback/suggestions received during consultation are summarised below.

- 105 respondents to the survey
 - Question 10 asked respondents: "Do you support the removal and return of the Indigenous artefacts to their Traditional owner groups to be replaced by local Aboriginal content/stories in the Joy Trudgett Gallery?"
 - 83 answered
 - 68% answered 'yes'
 - 39 comments
-

- Question 11 asked respondents: “Do you support the removal and sale of the shell & mineral collections from the Joy Trudgett Gallery to be replaced by local Aboriginal content/stories in the Joy Trudgett Gallery?”
 - 84 answered
 - 51% answered ‘yes’
 - 38 comments

Note:

The purchase of the Australian Collection in 1999 centered on offering safe-keeping to a collection that is a tourist attraction and has local connection through the “Snow & Gwen Collison story”.

The report to Council regarding the grant application for the Coo-ee Heritage Centre in 1999 discussed the purpose of the Centre to attract visitors on the Newell Highway, to serve the local community encouraging arts and heritage skills and finally, to provide a home for the Australia Collection, allowing greater public access to the material.

Business Case – Cultural Precinct Upgrades & Renovations

Cultural Precinct Strategic Plan - CHC & Windmill Walk

A draft Strategic Plan is being prepared based on Council, Stakeholder and Community Workshops and survey results with a view to establishing a clear direction for the Cultural Precinct including the CHC and Windmill Walk.

It is intended that a workshop be held with Council in September to finalise this draft Plan for adoption at the September meeting.

Economic Impacts on Cultural Precinct Upgrade

The following economic impact examples have been generated using Council’s economic modelling software, REMPLAN. This data gives insights into the Gilgandra economy, and uses local estimates of the Gross Regional Product (GRP) that are consistent with the Australian bureau of Statistics’ (ABS) data.

The summaries show the impact based on the particular scenario and assumptions are included below.

Construction phase impact based on \$1.5m project

- **Total output**, including direct, supply-chain and consumption effects is estimated to increase by up to **\$2.103 million** to the demand for immediate goods & services.
 - **Total impact on value-add**, including all direct, supply-chain and consumption effects is estimated to increase by up to **\$0.849 million** to the Gilgandra economy.
-

Operation phase impact by adding 1 FTE staff

- **Total output** is estimated to increase by up to **\$1.53 million** to the demand for immediate goods & services.
- **Total impact on value-add** is estimated to increase by up to **\$1.55 million** to

Operation phase impact based on 30,000 visitors and \$5 spend

- **Total output** is estimated to increase by up to **\$1.44 million** to the demand for immediate goods & services.
- **Total impact on value-add** is estimated to increase by up to **\$1.42 million** to the Gilgandra economy.

Assumptions:

- Expenditure currently is approximately \$2.50 per visitor based on 20,000 visitors and total combined income of \$50,000 for the CHC
 - Expenditure following successful project is expected to be \$5 per visitor
 - Visitation projected to increase by 10% per annum from 2019/20 (currently 20,000 visitors pa increased to 32,000 pa by 2023/24) based on the value add of the Centre, as well as the additional promotion, resources and venue, venturing into new markets.
 - Salaries increased from 2019/20 to allow for staffing 7 days \$70k pa (subject of future report to Council for consideration)
 - Maintenance/operations increased by 10%pa from 2019/20 to reflect increased activity at CHC
 - Programs 2018/19 includes Joy Trudgett Gallery Assessment \$5k
 - Community Cultural Fund not included in CHC budget \$50kpa (is for community & cultural events & subject of future report to Council for consideration)
 - Capital costs 2018/19 & 2019/20 includes all elements of Cultural Fund Grant & Councils co-contribution \$1.83m (does not include \$70k salaries \$5k Joy Trudgett \$50k Community Cultural Fund)
 - Depreciation increased from 2018/19 to reflect increased value of assets
 - Gallery donations increased from 2019/20 to reflect greater visitation & quality of experience (based on \$2 gold coin donation from each visitor)
 - Exhibition sales increased from 2019/20 to reflect 20% increase in visitations
 - Venue hire increased to reflect new function centre
 - Grant funding is successful Regional Cultural Fund grant
-

Budget
Projections CHC

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Expenditure	\$250,000	\$250,000	\$250,000	\$250,000	\$937,700	\$1,378,570	\$398,027	\$419,768	\$436,907	\$458,569	\$484,893
Salaries	117,000	117,000	118,000	125,000	129,000	200,000	206,000	212,180	218,545	225,102	231,855
Maintenance / Operations	99,000	93,000	98,000	94,000	98,700	108,570	119,427	131,370	144,507	158,957	174,853
Programs	18,000	19,000	17,000	15,000	25,000	20,000	20,600	21,218	21,855	22,510	23,185
Capital costs	2,000	7,000	3,000	2,000	660,000	1,000,000	2,000	5,000	2,000	2,000	5,000
Depreciation	14,000	14,000	14,000	14,000	25,000	50,000	50,000	50,000	50,000	50,000	50,000
Income	50,000	55,000	55,000	53,200	553,140	1,170,000	187,350	206,145	228,472	252,437	257,168
Gallery Donation	4,000	7,000	9,900	9,000	9,900	44,000	48,000	52,000	58,000	64,000	64,000
Souvenir/Local Product sales	34,000	39,000	34,000	38,400	42,240	110,000	121,000	133,000	146,000	160,000	160,000
Exhibition sales	7,000	8,000	10,000	5,000	10,000	11,000	13,200	15,840	19,008	22,810	27,372
Venue Hire	600	1,000	1,100	800	1,000	5,000	5,150	5,305	5,464	5,628	5,796
Grant funding	4,400	0	0	0	490,000	1,000,000	0	0	0	0	0
Net Subsidy by Council Council	200,000	195,000	195,000	196,800	384,560	208,570	210,677	213,623	208,435	206,132	227,725
	80%	78%	78%	79%	41%	15%	53%	51%	48%	45%	47%

Qualitative Benefits of the Project

In addition to the economic benefits, there is a number of other considerations for the benefit of the project including:

- Cultural - Increased access to cultural experience, including the heritage and history of Gilgandra Shire
- Social/Recreational – Intrinsic and unique venue on offer that allows a regional meeting place for corporate meetings, functions, conferences as well as private recreational activities with family and friends
- Environmental – friendly option with the solar farm to assist in offsetting electricity impact; adding to the knowledge and understanding of community and of visitors with landscaping information

Function Room Options

Option 1 (the Base Case):

Utilise one of the existing Gallery spaces for a 40 person function space.

This would not require the need for an extension of existing layout of the building, with the exception of the work to upgrade to the offices, storage, kitchen and bathroom amenities planned.

As the base case scenario, we can currently offer this service.

Considerations include:

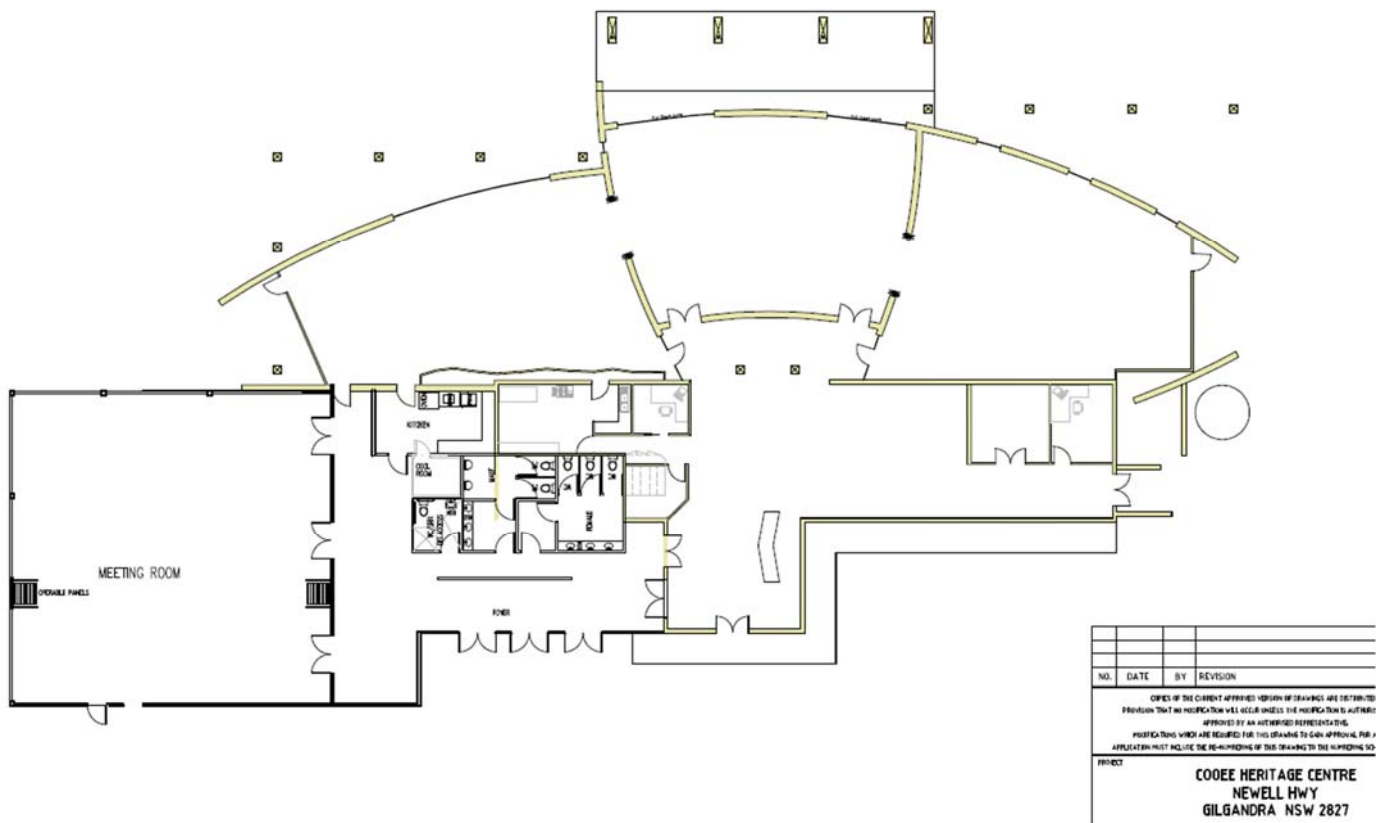
- Impact to visitor experience when the room is in use
- Content in the gallery could not be viewed at all times
- Museum will be closed to the general public when in use for meetings (Will minimise flow through galleries and museums as one area will need to be able to be closed off from visitors)
- External access not available – additional costs to hire weekend with staffing required
- Security impacts
- Can integrate Australian Collection in meeting room to create unique space – will need to be rearranged/placed in storage
- Resources required to manage additional bookings/programs
- Competition locally
- Current rooms have been designed for museum displays will be required to add in new technology, kitchen facilities, lighting
- Employment of local catering companies

Use:

- Attract clients regionally - corporates
 - Opportunity for schools – programs and off-site classroom
 - Can use as a multi-purpose space with wifi access, quiet space
 - Add value tours of Centre and Cultural Precinct
 - Artist launches and media events
-

Option 2:

External 60 person space function facility with separate access and amenities including bathrooms and kitchen.



Considerations

- Move Australian Collection to here – unique meeting room hire or portable to move
- Flexibility as an extra space to display as well as meetings and functions with dividing wall
- Resources required to manage additional bookings/programs
- Competition locally
- Employment of local catering companies
- Increase opportunity for local use of the Centre without impacting visitor experience
- Additional revenue source above existing

Use

- Dividing wall enables multi-purpose use
 - Meetings such as Council, corporate groups, regional access
 - Private functions such as birthdays, celebrations
 - Events such as fundraisers, wine tastings, launches, openings
 - Recreation events such as artist workshop, classes
 - Add value tours of Centre and Cultural Precinct
-

Visitor Experience

Out of the Strategic Plan workshops held, it was identified that interchangeable and interactive displays for the Centre would be beneficial to the overall visitor experience.

Should a grant application be successful, further consultation and expert advice would be sought to plan and deliver this experience.

Ideas raised:

- First impression of the building – upgrades to landscaping, incorporating native plants and sculpture
- Open retail space and flow throughout the Centre, that tells a story
- Headphones reading letters in the Coo-ee March Gallery
- Black & white images on blinds in Coo-ee March Gallery
- Interactive children's displays such as horse and dog interactions and tea experience
- Gilgandra main street miniature display
- Virtual tour/hologram of Hitchen Brothers
- Local Aboriginal content for retail sales

Cultural Precinct – External

Upgrades to the Cultural Precinct enhance the visitor experience, and contribute to increasing the community use and ownership of this area through improving the facilities available, increasing the information available, enhancing the aesthetics, linking the history within Rural Museum and embracing the access to the CBD, promoting the services and business on offer.

The following page shows the proposed upgrades within the Cultural Precinct, including:

- Windmill Walk pathway upgrade
 - Maintenance and renewal of 8 windmills
 - Additional signage along path to inform CBD, Castlereagh River, Rural Museum
 - Viewing deck on Castlereagh River
 - External art opportunity on walls on CHC
 - Reconstruction of carpark and installation of external lighting
 - Solar farm
-

Cultural Precinct



Maintenance &
renewal of 8
windmills

Operational
windmill &
irrigation system

Observation deck

Upgrade of path
Signage

Solar farm

Project Costs including Council Co-Contribution

Masterplan & design (to complete current planning)	\$100,000
Toilets inside + all-abilities	\$ 50,000
Indoor/outdoor function space	\$500,000*
Indoor refurbishments including flooring, painting, glass doors, offices + storage	\$ 90,000
Climate control	\$200,000
Windmill Walk refurb including interpretive signage to Rural Museum, Castlereagh River experiences - lookout, night talk space, river information and Cooee silhouette + windmills.	\$300,000
Goanna sculpture	\$100,000
Contingency	\$150,000
GRANT FUNDING TOTAL	\$1,490,000
COUNCIL CONTRIBUTION	
Landscaping, carpark, and external lighting	\$95,000
Solar farm	\$75,000
TOTAL PROJECT COST	\$1,660,000*

**please note if Option 1 of the Base Case is preferred, this amount becomes \$100,000 with a total project cost of \$1,260,000.*

Council's Co-Contribution

Landscaping, carpark and external lighting

- Reconstruction of existing carpark
- All-abilities access to the front of the CHC
- Addition of appropriate lighting
- Landscaping including gardens and pathway

Solar farm

Council has \$500k included in its LTFP over the next 5 years to provide solar power to Council buildings. This provides an opportunity to bring the solar conversion of the CHC forward by way of a solar farm solution. This also has the advantage of reducing the ongoing building overheads.

Capital Contributions in Existing Budget

- Council's 2018/19 Capital Budget includes a net \$130,000 for the CHC. Further \$75,000 is included in Council's Long Term Financial Plan for additional works, including renewal of the CHC car parking area.

Additional considerations relevant to Project

- As reported to the July Council meeting, there are additional elements identified as priorities, that do not form part of this potential grant application, these include:
-

- Interactive and digital displays
- 7 days a week staffing
- Website and social media
- Community cultural grant fund
- Joy Trudgett Gallery

Each of these elements will be considered separately as part of the Strategic Plan for the Cultural Precinct. While these elements do not form part of Council's eligible contribution, they do add weight to the viability of ongoing operation of the project, which is a criteria of the grant application.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$170k additional commitment from Council included in existing budget/LTFP Up to \$1.66m potential grant funding
<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. 4.2.3.2 Apply for grants that assist Council to achieve identified projects

RECOMMENDATION

1. That Council submit a grant application under Round 2 of the Regional Cultural Fund based on Option 2 as included in the report with a total project cost of \$1.66m with a Council co-contribution of \$170k as presented.
2. That Council note that a draft Strategic Plan for the Cultural Precinct is being prepared with a view to holding a workshop in September and adoption of the plan at Council's September meeting.
3. That Council further consider the future of the Australian Collection currently displayed in the Joy Trudgett Gallery, in line with the development of the Strategic Plan for the Cultural Precinct.
4. That Council further consider the Interactive and digital displays in line with the development of the Strategic Plan for the Cultural Precinct.

N J Alchin
Director Corporate Services

BRANDING WORKING PARTY

SUMMARY

To provide details of the proposed branding working party, including workshop and proposed timeline.

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In the May 2018 Council meeting it was resolved;

RESOLVED 91/18	Cr Peart/CrJohnson
That Council allocate an amount of \$30,000 in the 2018/19 budget for purposes of creating and implementing a consistent and unified approach to branding.	

An action plan for the delivery of this branding process was created and can be found attached to this report.

The initial stage of this process is to develop and define the brand. This will see a review of our current brand and use – including the look, feel and where and how this is used in our community and wider. The aim of the Branding process is to define Council's brand and ensure it is reflective of who we are and where we are striving to be.

It is proposed a working party is formed that consists of staff, community and Council representatives to ensure an ownership from the beginning, as well as a good cross-section from our community to capture a wide knowledge base and viewpoints. The working party will first meet with a workshop hosted by Wisdom to review the strategic implications of the branding, as well as discuss some conceptual ideas for consideration in developing this brand.

The workshop has been tentatively scheduled be held on Thursday, 30 August from 2pm and is expected to last 3-4 hours.

Following this workshop, a strategy as well as concept branding will be developed and implementation of the remainder of the action plan, including use through promotion videos (about living, enjoying and growing Gilgandra), investment and prospectus documents and across our digital and print footprint.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil

Delivery Program Actions

For the internal processes, a new delivery program action for 2018/19 document under theme strategic leadership 4.1.3 'nurture an organisational culture of community pride and ownership for Councillors, managers and staff of Council' is required.

Delivery program elements can be linked in the implementation of the steps to the wider community

1.2.1.3 Support community organised events, festivals and celebrations

1.3.12.1 Continually develop implement and review business and marketing plans for each element and the businesses as a whole

2.1.1.2 Report Council's issues, actions and achievements to the community (Council/Community Newsletter)

2.1.2.1 Explore social media communication opportunities with our community

5.1.1.1 Proactively pursue industry to relocate to Gilgandra

5.1.5.1 Put forward Gilgandra as an idea construction hub for Inland Rail in our region

5.1.5.2 Proactively pursue industries/businesses associated with the Inland Rail project

5.2.2.2 Reinvigorate Gilgandra with a fresh promotional campaign

RECOMMENDATION

That Council nominate three Councillor representatives to be part of the branding working party and attend the workshop on Thursday, 30 August 2018.

N J Alchin
Director Corporate Services

REGIONAL CULTURAL FUND GRANT APPLICATION - LIBRARY

SUMMARY

To seek Council's support for a Regional Cultural Fund Grant application for the Library.

.....

At this year's State Budget, funding to NSW public libraries via the State Library of NSW was reduced by \$5.275M from the 2017-18 funding level. This effectively meant the previous State Library annual grant program would not be repeated (\$4M in 2017/18). Subsequently, the State Government announced that the Regional Cultural Fund grants which are now open would include \$5M specifically for regional public library infrastructure projects. It is proposed that the Library should apply for funding to further improve public space at the Library.

The Library has long had a need for extra space. The State Library visited Gilgandra on 24th July 2017 for an Assessment and Compliance review, and noted in their report that "The most significant challenge facing the library is the lack of space for delivering programs, study areas and meeting space. Council has been successful in obtaining grants and refurbishing the existing space for library purposes, however the need to expand the library space should be considered urgently."

The State Library guidelines for library buildings state that the minimum building size for our population would be 290 square metres, while the recommended size for the number of services the library provides is 500 square metres. Our building measures 241.49 square metres including the verandah.

In November 2017, the Library applied for a Public Library Infrastructure Grant for Stage 1 of a two stage extension project (maximum \$200K). This application was successful; in April 2018 we received \$199,495, to fund Stage One- the addition of a single Multi-purpose Room extension on the eastern side of the existing library building, connected to the library by a walkway, with a space between as an open air courtyard. This would bring the size of the building to 296.34 square metres. The new Multi-purpose Room will give us a separate space for large group activities and regular programs such as Storytime, Lego Club, Code Club, Tech Savvy Seniors, writers' group and workshops. More people will be able to attend these events, and it will no longer be necessary for staff to pack away books and move bookshelves to accommodate these events. These events will then not disrupt other people's use of the rest of the Library.

Stage 2, not funded under this grant, comprised storage/office space and an accessible toilet. The plan was that we would seek further funding opportunities in the future for Stage 2.

Community Consultation

The respondents to annual customer surveys throughout the past 7 years have regularly identified the need for more space in the library. In our March 2018 annual survey, in response to the open-ended question "Any comments about the building and facilities?" 69% of respondents commented on the need for more space. When we sought support letters for our November 2017 State Library grant application, people commented on the need for a larger space for noisy group activities and programs, a place for small meetings and quiet space for study, research and work.

Library Extension Project

The plan for the extension has been recently revised, (please see overleaf) as it was found that the previous plan was not suitable. (It was on a slab on the ground, which would make accessing services difficult. These services include existing underground water, sewer and fibre optic cable.) The new plan is for an elevated building which also meets Council's flood level requirements. We would like to gratefully acknowledge the work of Conrad Gargett staff, Gail Babbage and David Gole (Architect and Adjunct Professor in the School of Architecture, The University of Queensland), who have prepared these new concept plans pro bono.

Stage One of the extension project comprises the Multipurpose Room (measuring 55 square metres), the link from the locally listed library, including roof and hardwood decking (8 square metres), the Outdoor Space B (excluding infill panels or screens, including roof and hardwood decking) (38 square metres) and the joinery sink cupboard in the Multipurpose Room.

This will be funded from the existing Public Library Infrastructure Grant, and Council contribution to that project of \$9,000 from the 2017/18 library project (Council Resolution 286/17).

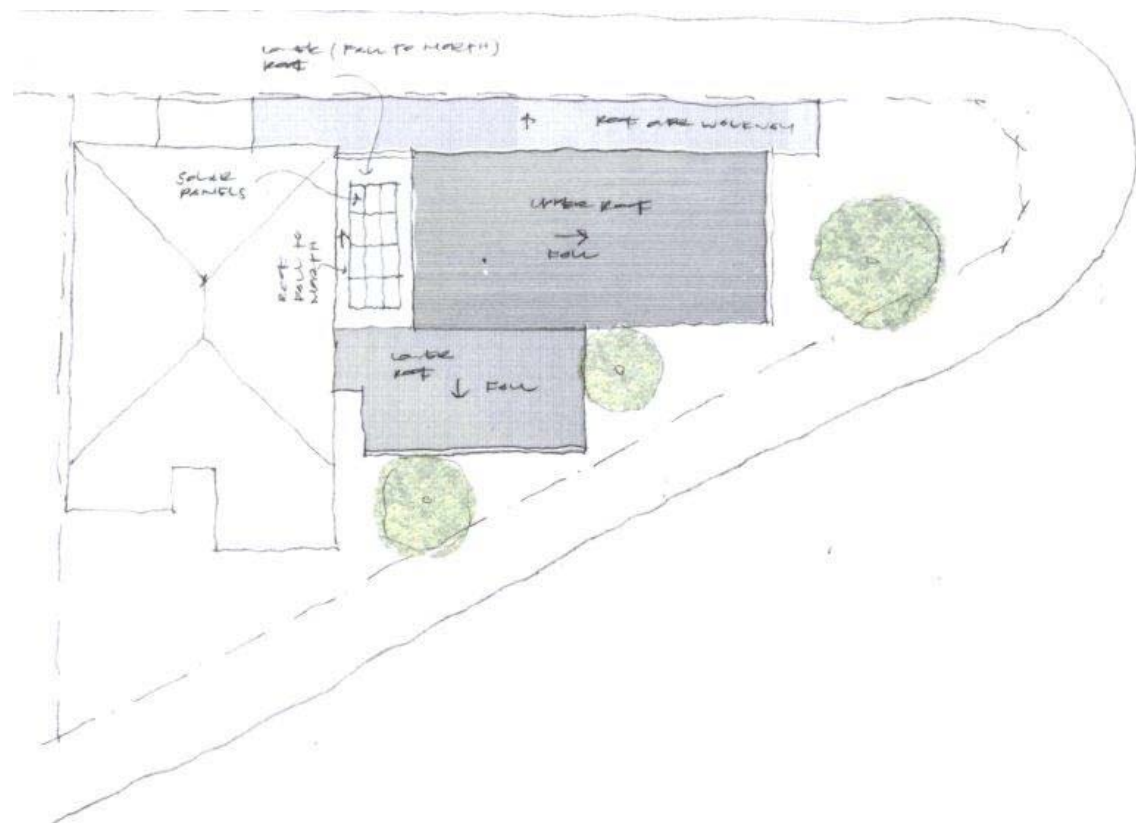
Stage Two - Proposed Regional Cultural Fund Grant Application

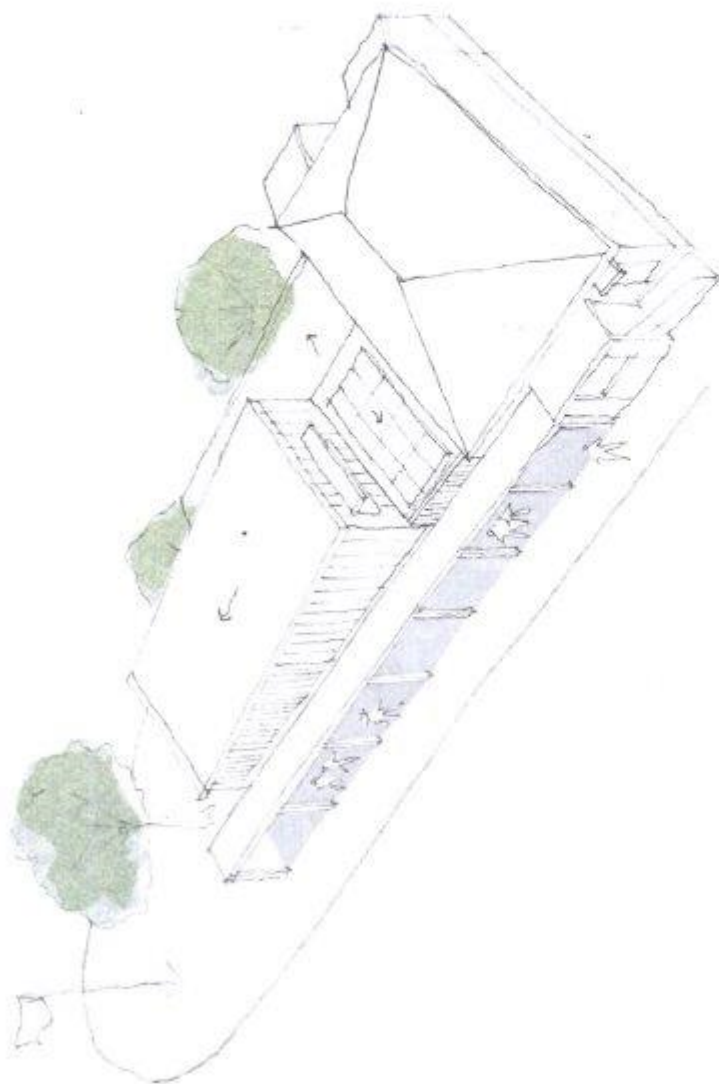
Stage Two would comprise a covered walkway at the front of the building (87 square metres), the ramp access and garden (36 square metres), Outdoor Space A - includes infill panels, sliding screens and hardwood decking (72 square metres) and Small Study/Meeting room to seat 6 people, DDA toilet and Storeroom (34 square metres).

The small meeting room would be used for tutors and agencies meeting with clients, and also for quiet study, work or exam supervision. The storage room would provide a space for equipment for LEGO Club, Code Club, Storytime and workshops, and relieve the extremely cramped conditions in the existing kitchen/ storeroom.

The accessible toilet would make it possible for the community to book the Multipurpose Room for use outside regular library hours, without the need for staff or access to the main library.

The sliding screen panels would be slatted, allowing a breeze to enter, but making the outdoor area secure, so that there is no risk of children running onto the road. It would also reduce the risk of after-hours vandalism. We propose to place security cameras around the outside of the new building, as there currently are at the existing library. The covered walkway would provide shade and protection from the weather along the front of the building and would also protect the Multipurpose Room and Outdoor Space A, reducing the heat in summer and allowing filtered sunlight in winter. It would also make the building more aesthetically pleasing.

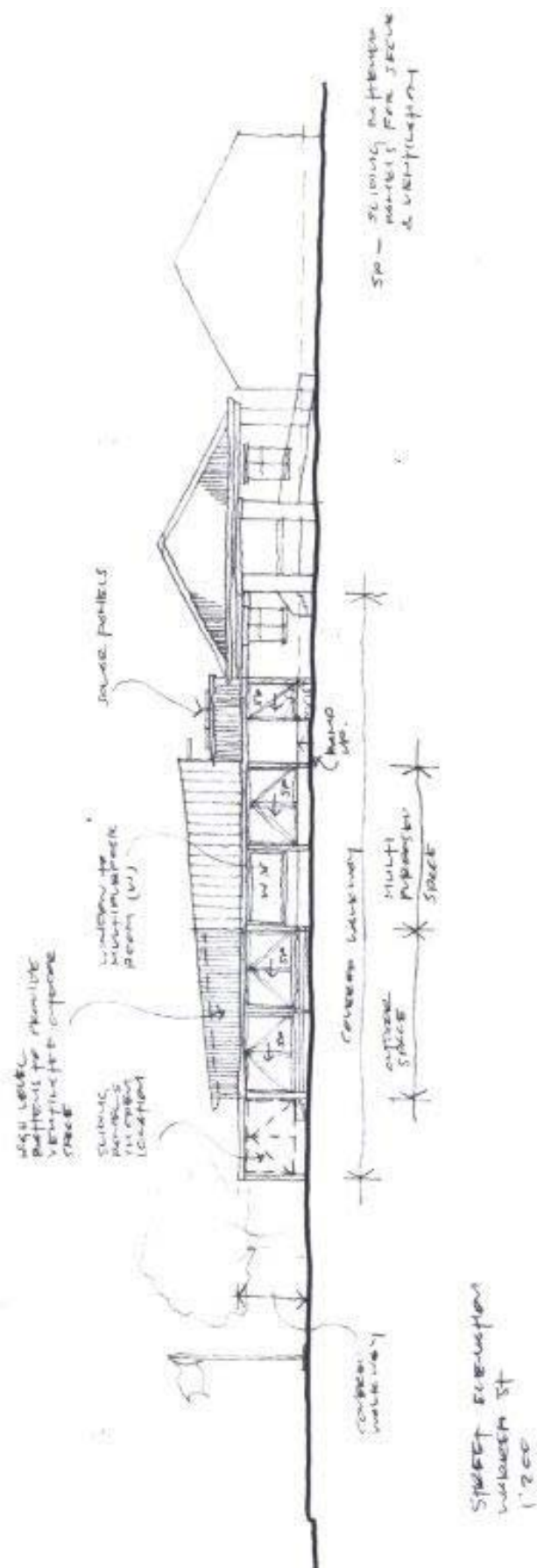




3D VIEW - PROPOSED
Elevated Platform for all spaces & links
1:200
Gilgandra Library Extension
Revised Concept Design
18177 | 13.08.2018

**Conrad
Gargett**

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

Conrad
Gargett

ELEVATION - WARREN STREET
Elevated Platform for all spaces & links
1,200

Stage Two would:

- Increase the utility of the Multipurpose Room; programs and events held in the space will be able to spill out into the surrounding outdoor space. For example, messy activities such as painting (Storytime, Art workshops) could be held in the outdoor space. At Workshops and Author talks, morning tea could be provided outdoors.
- Increase the overall space provided for community activities. For example, the number of children who could book in to a holiday activity would be increased because of the additional outdoor space.
- Increase community use of the space because the Multipurpose Room would be able to be booked for other community events outside library hours.
- Improve the look and feel of the new space- rather than just a somewhat boxy Multipurpose Room attached to the Library, there will be an attractive space which is comfortable and aesthetically appealing.
- Through the addition of the covered walkway and the additional outdoor space, improve the climatic conditions in the Multipurpose Room, reducing the need for air conditioning on some days
- Provide a new small meeting room, bookable for quiet study, meetings with welfare agencies, skype interviews. We would equip both the small meeting room and the Multipurpose Room with the videoconference equipment we are purchasing as a result of our successful Public Library Infrastructure Grant from 2016/17 (Technology).

(The State Library has extended this Technology grant project so that some of the equipment can be installed in the new Multipurpose Room, rather than in the main library. The equipment includes a ceiling mounted digital projector, ceiling mounted drop-down screen, ceiling mounted speakers, a microphone, camera, and laptop for the Multipurpose Room. Films can be shown there and guest speakers can skype in. It also included a monitor, camera, microphone and laptop for small videoconference meetings, which would originally have been installed in our existing Young Adult room, but would be better utilized in a new small meeting room.)

Full costings have not yet been completed for Stage 2, but the architect advises that the cost of Stage 2 would be approximately \$423,000 excluding GST. Lyons Advantage Dubbo will be providing a preliminary cost estimate for the revised scheme and staging.

COUNCIL CONTRIBUTION

Advice has been received that a minimum 10% co-contribution from Council is required for these Regional Cultural Fund grant applications (\$42,300).

It has been suggested that this might be partly done in the form of a Council Contribution to cover the cost of solar panel installation. The advantage of this would be that this would reduce electricity costs and make the use of the space more sustainable and viable in the longer term. 40 solar panels could be placed on the roof of the covered walkway and the covered ramp. (The remaining new roof space slopes toward the east or the south, and so is not appropriate for solar panel installation.) Council's Project Manager has advised that this will cost approximately \$20,000.

It is also proposed that the grant application show the cost of Council fees for the development application (currently estimated \$9,328) as being waived by Council, as a contribution to the project.

A minimum of an additional \$13,000 Council Contribution would be required. \$5,000 of this could be funded from the existing library reserve funding, which was to have gone towards replacing the library carpet, and a further \$8,000 could be taken from the 2018/19 library budget for capital expenses. The \$8,000 was to have gone to reserves towards replacing the library carpet and air conditioner in the longer term.

<u>Principal Activity</u>	Sense of place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$20,000 in funding for solar panels and installation on the roof of the new space; approximately \$9,328 in Council fees plus \$13,000 from the existing library reserves and 2018/19 library budget to support the project if the Regional Cultural Fund Grant application is successful. Potential grant funding- \$380,700.
<u>Delivery Program Actions</u>	1.3.8.1 Deliver a library service that provides relevant resources and programs

RECOMMENDATION

1. That Council support the Library application for a Regional Cultural Fund Grant.
2. That, should the application be successful, Council support the provision of \$20,000 to the project to fund solar panels and installation, approximately \$9,328 for Council fees associated with the project and an allocation of \$13,000 from the existing library reserves and 2018/19 library budget.

Matthew Wilson
Director Community Services

POOL HOURS 2018/2019

SUMMARY

To consider amending the opening and closing times of the pool in line with anticipated – and recent – levels of patronage on a trial or flexible basis.

.....

Option (A) – Change to opening hours

In recent years the pool has been open in line with the program set out in the table below.

Some changes to the opening and closing times are recommended based on low levels of pool attendance in the past couple of years in the mid-morning 'slot' and also after 6.00pm.

	Hours	Days	Months
1	6.00am to 8.00am	Monday to Friday	All season
2	3.00pm to 6.00pm	Monday to Friday	Oct, Nov, Feb, Mar
3	12.00 noon to 6.00pm	Weekends	Oct, Nov, Feb, Mar
4	12.00 noon to 7.00pm	Monday to Friday	December
5	10.00am to 7.00pm	Weekends	December
6	10.00am to 7.00pm	Seven days	January
School swimming, learn to swim, and regular exercise groups are accommodated in addition to the above times. Pool unavailable during Swimming Club "Point score" from 6.00pm to 7.00pm on Tuesday evenings			

The changes proposed are highlighted in the table below with no changes in the shaded areas:

	Hours	Days	Months
1	6.00am to 8.00am	Monday to Friday	All season
2	3.00pm to 6.00pm	Monday to Friday	Oct, Nov, Feb, Mar
3	12.00 noon to 6.00pm	Weekends	Oct, Nov, Feb, Mar
4	12.00noon to 6.00pm (was 12.00 noon to 7.00pm)	Monday to Friday	December
5	12.00 noon to 6.00pm (was 10.00am to 7.00pm)	Weekends	December
6	12.00 noon to 6.00pm (was 10.00am to 7.00pm)	Seven days	January

In essence the proposed changes produce standard opening and closing hours through the season. It is also important to note that the pool will be kept open past 6.00pm to 7.00pm if patronage and/or weather conditions warrant. The new proposed opening times however would be more rigidly observed.

If approved, savings are estimated to be \$6,864 over the season.

Option (B) Delayed start of Pool Season

It is also considered a delay in the commencement of pool operations is warranted. Currently the pool is scheduled to commence operations from the 1st October 2018. It is recommended that the commencement of pool operations not commence until Saturday, 13 October 2018. Recent experience indicates about ten per day use the pool in this two week period.

If approved, the saving in wages for the season would be approximate \$4,224.

Option (C) Unattended Early Morning Sessions

Council might also consider conducting early morning sessions on an unsupervised or unattended basis. A key or swipe-card could be issued to each user on the basis of an undertaking that it is not be used by anyone else. Users would be required to ensure doors and gates are closed when the pool is in use. Users would also be required to sign a waiver in relation to liability issues. There about ten early morning swimmers with regular usage by seven or eight people.

If approved, the saving in wages for the season would be approximate \$6,240 – less an estimated \$3,000 for the swipe card system.

Combined savings

The changes if all are approved represent a combined savings of \$14,328.

<u>Principal Activity</u>	Sense of place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Improved budget outcome if approved.
<u>Delivery Program Actions</u>	1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits.

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RECOMMENDATION

That Council endorse the amended opening and closing hours of the pool as outlined above.

Matthew Wilson
Director Community Services

**REQUEST FROM CURBAN COMMUNITY HALL & TENNIS
MANAGEMENT COMMITTEE – REQUEST FOR LOAN**

SUMMARY

To consider a request from the Curban Community Hall & Tennis Management Committee to seek loan funding to purchase chairs and storage trolleys.

.....

The following letter has been received from Claire Mudford as Treasurer of the Curban Community Hall & Tennis Management Committee:

The Curban Community Hall is proving to be a popular venue for rural weddings and now that the Committee has subscribed to The Brides Avenue, the need for stylish more serviceable chairs is becoming evident sooner rather than later.

The chairs currently at the hall aren't permitted for use outside the venue because of the nature of their legs and footings and functions are limited to the number of chairs we have available. The Committee has sourced information on Gladiator chairs manufactured by Nufurn which are AFRDI approved and certified for commercial use. They are resin event chairs with steel reinforced rear legs and seat frames, designed for indoor and outdoor use making them more suitable for all kinds of functions, opening up new opportunities for hirers.

As per the minutes of the Curban Hall Committee's 24th July meeting, a motion was moved to investigate the price of 125 x Gladiator Chairs and 5 x Trolleys. Such trolleys would be suitable for transporting and storing the new folding chairs and assisting with WH&S requirements.

For some time now the Committee has been addressing different measures to obtain new chairs – whether it be through the application of grants, fundraising or sourcing finance. The members are proud of their proven ability to repay loans in a timely manner and taking this into consideration, the second part of the motion regarding the possibility of acquiring new chairs was to approach Council with a request for an Interest Free Loan over a Three Year Term. Should the chairs be acquired, the Committee have contemplated charging an extra fee for hirers to use them, assisting the Committee with loan repayments.

With the added focus of social media by our younger members this year, there has been a huge increase in hall hire by the community and on this positive note, the Curban Hall Committee is keen to learn if financing of the new chairs and trolleys through Council is likely to be an option.

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The attached quotation for \$11,702.63 is for the purchase of 125 resin Gladiator Chairs and five trolleys and includes delivery to Curban.

The Curban Hall and Tennis Management Committee last borrowed \$5,731.82 on 15 Sept 2017 and the loan was repaid on 22 June 2018.

Council is asked to consider an interest free loan for this purchase.

<u>Principal Activity</u>	Inclusive Community
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Interest foregone
<u>Delivery Program Actions</u>	1.2.1.1 Assist village community committees to maintain their public facilities

RECOMMENDATION

That Council offer the Curban Community Hall & Tennis Management Committee an interest free loan of \$11,702.63 over a two year period to meet the cost of purchasing 125 new chairs and five trolleys.

M Wilson
Director Community Services

VACATION CARE SURVEY RESULTS

SUMMARY

To advise the vacation care survey results, measuring the community's response to the proposal of Council providing a vacation care service.

.....

In order to grasp the community's support of the proposal of a Council run vacation care program, the vacation care working party ran a month long survey. Over this time we received 50 responses. From the responses received, there was resounding support for a Council run vacation care program.

Key highlights from the survey:

- Council would be able to fill the required supply in order to operate on a not-for-loss basis
 - According to the survey, a full 15 students for all 5 days of the 11 weeks of school holidays per annum would be utilised.
 - Potential to expand beyond the 15 students costs have been calculated at
- There has been significant feedback from the community that they would like before and after school care (OOSH) as well
- The survey also provided feedback on the community's desired opening and closing times (7:30am until 6pm) and specific requests.

Specific survey results:

- 46/50 respondents (92%) interested in a Council run vacation care service
 - 32/50 currently use a vacation care service or have other child care arrangements in place for the school holidays
 - The majority of respondents have 1 or 2 children in the 5-12 years age bracket
 - There is an indication of support for 103 children to utilise the service
 - 32/50 (64%) are registered for the Government's Child Care Subsidy
 - 33/50 (66%) willing to participate at \$90 (before subsidy) per day
 - Majority of participants, 36/50 or 73%, are willing to spend \$5-\$20 on excursions on top of the daily fee
 - 15/47 respondents or 32% would utilise the service at least one day for each of the 11 weeks of school holidays per annum
 - 19/47 of respondents (40%) would utilise the service for 3 days per week and 11 respondents (23%) would utilise all 5 days.
-

Specific comments from respondents:

- “After school care would be great all year round for working parents of school age children as it's hard when you don't have family around”
- “It's great to see council supporting families again after the wonderful new playground. Thanks”
- “This will be well utilised if it goes ahead. Great idea from council.”
- “It would be great if Council could also include after school care with this service.”
- “It would be great if Council could also include after school care with this service.”
- “Would like to be considered for this job if it is available.”
- “Would council think about before and after school care too”
- “\$90 per child is too much when you consider multiple children. More people will use the service if price is more affordable. It would be a huge benefit to Gilgandra if this service was available. Why not after school care too?”
- “You need to consider Aussie Kindies and make arrangements with them work together as a community”
- “I think that working parents get preference over non-working parents”

A commencement date for vacation care program is yet to be determined and will be progressed as part of the final business with the support of the established working party.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Currently unfunded
<u>Delivery Program Actions</u>	1.3.5.4 Promote availability of both after school care and vocational care programs

RECOMMENDATION

1. That Council note the survey responses.
2. That the vacation care working party be requested to finalise the business case with the intent to provide a registered vacation care program commencing in 2019.
3. That, in anticipation of progressing the vacation care program, an allocation of \$15,000 be provided for associated costs.

Matthew Wilson
Director Community Services

(WS.PL.1)

TOORAWEEAH WATER SUPPLY

SUMMARY

To advise of a potential issue with Tooraweenah non-potable water supply once demand increases.

.....

The non-potable water supply for Tooraweenah is sourced from a bore in Brennan Street and a well located within the Gulargambone Creek. With the drought conditions, the water supply level in the well is too low to be able to access water and therefore Tooraweenah is being supplied solely from the bore at this stage.

As demand increases and, if the water level doesn't rise in the well, the supply of non-potable water to residents may be inadequate. There is no simple solution, however options are being considered and further details will be provided at the meeting.

<u>Principal Activity</u>	Asset Management and Service Delivery
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<u>Policy Implications</u>	Nil
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<u>Budget Implications</u>	Nil
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Delivery Program Actions

RECOMMENDATION

That the report be noted.

Mark Linton-Harland
A/Director Infrastructure

(RD.MT.1)

FOOTPATH – POST OFFICE

SUMMARY

To consider prioritising a section of the footpath on the Western side of the Post Office in Wamboin street.

.....

Council was approached last year by Mr Stuart Border enquiring about the possibility of grant funding to upgrade the footpath in Wamboin Street adjacent to the Post Office. At the time, as there was no suitable grant funding and the area had not been identified as a priority for footpath upgrade, it was determined to monitor the usage and reassess in the 2018/19 financial year.

The area does have a high volume of pedestrian traffic and the only vegetation which grows is capeweed, khaki weed and catheads.

At an estimated cost of \$140 per m², the 120m² area being considered (as depicted in blue on the map below) would cost approximately \$16,800. This work could be funded from savings in the 2017/18 Capital budget for footpaths of \$14,088, with the remainder to be funded from the 2018/19 budget.

It has been recommended in the Quarterly Budget Review report to this meeting that the \$14,088 Capital savings from 2017/18 be transferred to Reserves for 2018/19 for this purpose.



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Principal Activity Asset Management and Service Delivery

Policy Implications Nil

Budget Implications Nil

Delivery Program Actions

RECOMMENDATION

That the proposed work to improve the footpath in Wamboin Street adjacent to the Post Office be endorsed.

Mark Linton-Harland
A/Director Infrastructure

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

Aged Care Committee
Disability Services Committee

2 August 2018
7 August 2018

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.1.1.2 Recognise the importance of and encourage community members on to Council committees 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
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AGED CARE
2 August 2018

PRESENT

Cr D Batten (Mayor)
Cr G Peart (Chairman)
Cr N Mudford
Cr N Wrigley
Mrs A Bunter
Mrs R Frost

IN ATTENDANCE

Mr D Neeves (General Manager)
Mr M Wilson (Director of Community Services)
Mr A Parker (Project Manager)
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

APOLOGIES

Mr P Mann
Mr P Morris

COMMITTEE'S RECOMMENDATION 30/18	Cr Mudford/ Cr Batten
That the apologies submitted be accepted.	

ABSENT

Mr M Cain

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 31/18	Mrs R Frost/ Mrs A Bunter
That the minutes of the meeting held on 10 May 2018 be confirmed.	

SIGNIFICANT REFURBISHMENT

SUMMARY

To provide an update on the work towards significant refurbishment.

Proceedings in Brief

- Mr Aaron Parker, Project Manager, was welcomed to the meeting and introduced to discuss research he has completed in relation to elements of the significant refurbishment project.

Mr Parker explained two different options for fire protection, a passive system and an active system. The passive system and the active system would cost around the same amount to install being approx. \$125K.

The advantage of going with the active system would be that it would comply with the significant refurbishment project and we could recoup the cost with increased funding, whereas the passive system would not qualify.

- Cr Wrigley entered the meeting at 5.26pm and apologised for being late.

COMMITTEE'S RECOMMENDATION 32/18	Mrs R Frost/ Mrs A Bunter
That the Committee endorse action by management to proceed with: <ol style="list-style-type: none">1. An active fire system2. Common area refurbishment3. Renovate 12 rooms4. Kitchen renovations5. Consider other options relating to Consumer Directed Care	

- It was noted the solar project does not qualify for contributing towards the significant refurbishment project, however Council will go ahead with the tender process for 80kw solar system and a report would be provided to the Committee's next meeting.
- Mr Parker left the meeting at 5.42pm

QUARTERLY BUDGET REVIEW JUNE 2018

SUMMARY

To present the Quarterly Budget Review for Aged Care facilities for the June 2018 quarter.

COMMITTEE'S RECOMMENDATION 33/18	Mrs A Bunter/ Mrs R Frost
That the June 2018 quarterly budget review be noted.	

QUARTERLY OPERATIONAL PLAN REVIEW 1 MARCH TO 30 JUNE 2018

SUMMARY

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

COMMITTEE'S RECOMMENDATION 34/18	Cr Batten/ Mrs A Bunter
That the Operational Plan be noted.	

COOEE LODGE ASSOCIATION FUNDS

SUMMARY

To provide a report on funds available from the Cooee Lodge Association.

COMMITTEE'S RECOMMENDATION 35/18	Cr Batten/ Cr Wrigley
That the expenditure of the annual interest be available for co-funding grant applications in accordance with item 4.	

ACCREDITATION REVIEW (JTH – HCP & COMMUNITY CARE)

SUMMARY

To provide a report on recent accreditation reviews conducted for the Jack Towney Hostel, the HCP service and the Community Care (CHSP) service.

COMMITTEE'S RECOMMENDATION 36/18	Cr Batten/Cr Mudford
That the reports be noted and the remedial action proposed by management in response with further reports and updates to be provided as required and acknowledging successful outcomes of those reviews.	

PAYROLL TAX

SUMMARY

To provide an update on the status of our claim to be repaid payroll tax.

COMMITTEE'S RECOMMENDATION 37/18	Mrs A Bunter/ Mrs R Frost
That the Committee adopt a position consistent with the solicitors' advice and continue to await response from the OSR before pursuing any further course of action.	

VILLAGE HALL EXTENSION

SUMMARY

To inform the Committee of correspondence received from the Village residents Committee concerning a proposal to extend the village hall.

COMMITTEE'S RECOMMENDATION 38/18	Mrs A Bunter/ Mrs R Frost
1. That the proposal to seek grant funding in the next 9 – 12 months be endorsed. 2. That in the absence of grant funding, management be directed to pursue more detailed consideration of this expenditure in the 2019/2020 budget and LTTP. 3. That Council proceed with concept plans for 2018/2019	

AGED CARE MANAGER'S REPORT

SUMMARY

To provide an update to the Committee on hostel activity.

COMMITTEE'S RECOMMENDATION 39/18	Mrs R Frost/ Mrs A Bunter
That the report be noted and improvement in systems endorsed.	

INTERNET AND TELEPHONE SERVICES (NBN UPDATE)

SUMMARY

To provide an update on the preferred provision of service in the Cooee Precinct.

COMMITTEE'S RECOMMENDATION 40/18	Mrs A Bunter/Mrs R Frost
That further research be carried out as to what other facilities are doing, more financial modelling and investigate opportunities through the significant refurbishment project.	

IMPACT OF FINANCIAL REFORMS FOR COOEE LODGE HOSTEL

SUMMARY

To provide an update of the financial figures which allow for ongoing monitoring of the aged care Living Longer Living Better (LLLBB) reforms.

COMMITTEE'S RECOMMENDATION 41/18	Cr Batten/ Cr N Mudford
That the report be noted.	

GENERAL BUSINESS

Mrs Angelena Thompson, Manager of Aged Care Services, informed and shared information with the Committee of her attendance of an IT meeting in Orange and a Conference in Melbourne in the preceding weeks. Mrs Thompson has brought back some valuable ideas and practices for our facility.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.00 PM.

Cr G Peart
Chairperson

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

DISABILITY SERVICES COMMITTEE

7 August 2018

PRESENT

Cr D Batten (Mayor - Chair)
Cr D Naden
Cr S Baker
Mr D Bouchier (Client Representative)
Mr S Skelly (Client Representative)

IN ATTENDANCE

Ms K Gibson (Carlinda Policy and Training Officer)
Mrs A Wieland (Acting Carlinda Operations Manager)
Mr M Wilson (Director Community Services)
Mrs J Lummis (Manager Orana Living)
Mr D Neeves (General Manager)
Ms J Campbell (Administration Assistant)

The Mayor noted that a quorum was not reached and proceedings of the meeting commenced at 4.05pm with notes being taken.

APOLOGIES

Mr P Mann (Community Representative)
Ms T Stevenson (Community Representative)
Mrs G Easman (Community Representative)
Ms L Townsend (Community Representative)

COMMITTEE'S RECOMMENDATION 12/18	Cr Baker/Cr Naden
That the apologies submitted be accepted.	

ABSENT

Cr G Johnson

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 13/18	Cr Naden/Cr Baker
That the minutes of the meeting held on 9 May 2018 be confirmed.	

CLIENTS' MONTHLY MEETING REPORT 24 JULY 2018

SUMMARY

To present the minutes from Orana Living Clients' July meeting.

Proceedings in Brief

It was noted that:

- The report was from a meeting held on 24 July and not 24 August 2018
- BSWAT payment process for supported employees continuing
- Andrew Townsend and Nancy Johnson would accompany David, Jenny, Stuart and Brian on their cruise in October.
- Ben Chapman had resigned and recruitment for the Waste Operations Manager is underway.

COMMITTEE'S RECOMMENDATION 14/18	Cr Baker/Cr Naden
That the report be noted.	

REPORTS

DISABILITY SERVICES INTEGRATED PLANNING AND REPORTING

SUMMARY

To present the Integrated Planning and Reporting for Disability Services.

Proceedings in Brief

Both presses at the Waste Facility were playing up, one is an WH&S issue, deemed as dangerous as some staff had been climbing in the machine to get the strapping on. The other press has an electrical fault.

Cr Batten asked if there was enough money in the budget to buy another as this is an operational issue stating that management may have to consider the purchase of another press. Mr Wilson to investigate subject to cost. A press was inspected at Dunedoo during the previous year.

COMMITTEE'S RECOMMENDATION 15/18	Cr Baker/Cr Naden
That the report be noted.	

QUARTERLY BUDGET REVIEW JUNE 2018

SUMMARY

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

Orana Living

NDIS Plans – Mrs Lummis said that they had 10 plans back with 4-5 reviews to be completed. Orana Living have taken on the care and support of Brian Roberts.

Mrs Lummis was concerned with the funding aspect included in the plan allocated so far. The shortfall appeared to be a difference in the plan allocation compared to last year noting that this year's plan allocation more closely reflected actual expenditure. Orana Living continue monitoring this. It was also noted that funding from support co-ordination was dropping.

It was suggested that the surplus funds in the budget be split into two components:

1. Building Reserve; and
2. A marketing fund.

COMMITTEE'S RECOMMENDATION 16/18	Cr Baker/Cr Naden
That the 2017/18 June Quarterly Budget reports be noted.	

14 WAMBOIN STREET

SUMMARY

To update the Committee on a proposal from FACS to lease 14 Wamboin Street.

Proceedings in Brief

Mr Wilson spoke to his report stating that FACS were in agreement with the proposed one year lease. The proposal from FACS includes charges to the residents of 25% for rent and 50% for board and lodging. This will necessitate our current charges being restructured and/or increased.

Council will be responsible for maintenance.

COMMITTEE'S RECOMMENDATION 17/18	Cr Johnson/Cr Naden
That management be authorised to enter into a one year lease for 14 Wamboin Street and continue to pursue the possibility of funds from the proposed sale of 14 Wamboin Street.	

GENERAL BUSINESS

Surveys

Discussion ensued regarding supported employee surveys conducted so far with ten being completed and seven yet to be done. Out of the ten completed the supported employees chose the following;

More work and more work choices

Works Choices included: ironing, washing cars, catering, gardening, making garden beds out of recycled materials, office assistance, deliveries, pound cleaning, looking after baby lambs, painting, working at IGA, working at the Post Office and at The Gilgandra Weekly and working with timber just to name a few.

Mr Wilson informed the Committee that an approach had been made to McReadies who advised they were not concerned about the possibility of Carlginda starting a nursery growing mature trees.

There was interest by staff and clients alike to the challenge of starting another business. It was suggested that vegetables could be planted on a roster according to the season and Mrs Wieland said that they had already placed 4 old bathtubs at Carlginda and planted vegetables.

Cr Batten mentioned that he would like a report to the next meeting on the practicalities and feasibilities of establishing a mature tree nursery. For example, what skill levels would be required and could the horticultural apprentices be approached to help?

Further consideration and investigation will be conducted by Mr Wilson and Mrs Foran as to the nursery proposal.

Mrs Wieland said that they did a kerbside pickup which didn't turn out too well. But has delivered goods purchased from the Op Shop for customers.

NEXT MEETING

The next meeting to be held on Tuesday, 6 November 2018 at 4.00pm in the Council Chambers.

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

Cr D Batten
Chairperson

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.

.....

<u>Consultative Committee</u>	7 August 2018
<u>Health & Safety Committee</u>	2 August 2018
<u>Interagency</u>	26 July 2018

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<p>3.1.2.1 Conduct the business of Council in an open and transparent manner</p> <p>3.1.2.5 Meet all statutory requirements in a timely manner</p>

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

CONSULTATIVE COMMITTEE

7 August 2018

PRESENT

Mr N Alchin, Management Representative (Acting Chair)
Mrs M Welsh, HR Manager
Mr C Marchant, USU Outdoor Staff Representative
Ms K Fisher, Indoor Staff Representative
Mr L Mathieson, Management Representative
Mrs A Wieland, USU Carlinda Staff Representative
Mr M McLaughlin, USU Staff Representative
Mr M Wilson, Management Representative
Mr G McAnally-Elwin, Indoor Staff Representative

IN ATTENDANCE

Ms J Campbell, Administration Assistant

Proceedings of the meeting commenced at 10.05am
with Mr Alchin chairing the meeting.

APOLOGIES

Nil

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 9/18	M McLaughlin/K Fisher
That the Minutes of the meeting held 1 May 2018 be confirmed as a true and correct record.	

BUSINESS ARISING

Nil

HR MANAGER'S REPORT

WASTE OPERATIONS MANAGER

SUMMARY

To present the position description of Waste Operations Manager.

Proceedings in Brief

Mr McLaughlin asked if the position description was changed after appointment for the job had been made and was advised that this was not the case.

Mr Marchant commented that the competencies seemed harder in the Grade 14 version than the Grade 15 version namely the positioning of the Certificate IV in Disabilities. Mr Wilson informed the Committee that this position now has three formal qualifications required to be completed in the skill steps.

Mrs Welsh also brought to the Committee's attention the position description for a new position of an Apprentice Concreter.

Mr Neeves also commented that the Tooraweenah Maintenance position formerly filled by Dennis White will be updated with an expansion in the position description to include work in Tooraweenah and Gilgandra.

Proceedings in Brief

Mr McAnally-Elwin entered the meeting at 10.12am.

ITEMS FOR NOTATION

SUMMARY

To provide the Committee with information on the following issues.

Proceedings in Brief

Mr McLaughlin asked about the gopher users and if his previous question had been followed up.

Mr Alchin advised that he had spoken to Jayne Bleechmore, Road Safety Officer, and that she was going to do something with gopher drivers.

Proceedings in Brief

The HR Manager spoke to her report on recent recruitment and training that has taken place.

COMMITTEE'S RECOMMENDATION – 10/18	K Fisher/M McLaughlin
That report be noted.	

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

GENERAL BUSINESS

Outdoor Representative Vacancy

It was noted that Darren Walton had resigned and that another outdoor representative would need to be sourced. Mr McLaughlin has asked the outdoor staff but is finding it difficult. Currently following up with an interested party if his position change will fit in.

NEXT MEETING

The next meeting of the Consultative Committee will be held 6 November 2018.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.19AM

N J Alchin
Acting Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

HEALTH & SAFETY COMMITTEE

2 August 2018

PRESENT

M Hodge – Outdoor – Chairman	K Gibson – Carlinda
J Lummis - Management	C Horan – RMO
T Melville – Indoor	C Priest – Cooe
J Quayle – Orana Living	S Wilkins – Jack Towney
K Louie – Jack Towney	A Parker – Management
M Wilson – Management	

Proceedings of the meeting commenced 2.33pm

IN ATTENDANCE

J Campbell – Administration Assistant
D Bouchier – Supported Worker Rep

APOLOGIES

L Mathieson – Management
H Krysztoforski – Jack Towney

COMMITTEE'S RECOMMENDATION – 718	M Hodge/J Lummis
That the apologies submitted be accepted.	

ABSENT

R Ryan – Outdoor

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 8/18	J Quayle/T Melville
That the minutes of the meeting held on 3 May 2018 be confirmed.	

BUSINESS ARISING

Nil

RISK MANAGEMENT OFFICER'S REPORT

(CM.ME.1)

SAFETY CULTURE SURVEY

SUMMARY

To provide feedback on the Safety Culture Survey.

COMMITTEE'S RECOMMENDATION – 9/18	M Hodge/T Melville
That the report be noted.	

ITEMS FOR NOTATION

SUMMARY

To present information for the Committee's notation.

Proceedings in Brief

Strategy 2 – Perform Training

PERform Training was held on 3 July 2018, with 20 employees attending. An implementation and evaluation plan for Safework is in the process of being rolled out to staff.

Strategy 3 – Orana Safe Plant Safety Conference

It was noted that this will run over two half days and a dinner event be held 25 and 26 October.

Review of UV, PPE Policy

That the policy be amended to reinforce wearing of hats at all times with a beanie being an option of wearing under a hat.

It was suggested that the outdoor staff sign off that they acknowledge the amendment.

COMMITTEE'S RECOMMENDATION – 10/18	J Quayle/S Wilkins
That the information presented be noted	

GENERAL BUSINESS

It was noted that:

- The pink incident form was currently under review.
 - Ms Priest informed the Committee that residents' rooms had tiles missing either side of bathroom doors at Cooe Lodge. A maintenance request to be completed.
-

- Mrs Lummis mentioned that John Quayle would be retiring and it was requested that two representatives be selected, one from the Lifeskill Centre and one from Orana Living to replace him on the Committee. Election to be arranged as per constitution.
- Mr Bouchier and Ms Gibson told the Committee that the press was being repaired with a new floor. The compactor was not working properly due to wear and tear.
- Ms Gibson mentioned that the mechanics took the tag from the electrical box on the press and did not replace it. The electrician was not happy as it had not been repaired at this stage.
- Mr Bouchier said that when working with cardboard a lot of bending was required and that the cardboard could be placed on the trolley to minimise the constant bending.
- Mr Parker said that the thin high VIS vests were not compliant eg no reflective tape, flaps open with potential of catching and unbranded. Mrs Horan to investigate

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 3.13PM.

Inspections were then carried out at:

- Jack Towney Hostel – Chris Horan at a later date
- Store, Workshop, Depot yard – Chris Horan and Michael Hodge.

Michael Hodge
Chairman

INTERAGENCY

26 July 2018

PRESENT

Gilgandra Youth Services - Helen Naef (Acting Chair)
Aboriginal Affairs – Justin Toomey-White
Gilgandra Community Care – Narelle Rodway
Gilgandra High School – Neal Read
Gilgandra Shire Council – Cr Doug Batten
Gilgandra Youth Services – Kiaya Leonard
Royal Flying Doctors Service – Ben Fischer, Leyna Howard, Sarah Little
Western NSW Community Legal Centre – Julia Adamski

IN ATTENDANCE

Julie Prout (Executive Assistant)

Proceedings of the meeting commenced at 12.05pm

APOLOGIES

Barnardos – Gina Johnson, Rob Hayward
Gilgandra Housing & Homelessness Support – Greg Winter
Gilgandra Shire Council Aged Care – Angelena Thompson
Gilgandra Shire Library – Liz McCutcheon
NSW Police – Nick Campbell
St Vincent de Paul – Neil Rabbett

COMMITTEE'S RECOMMENDATION 7/18	K Leonard/N Rodway
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 8/18	B Fischer/K Leonard
That the proceedings of the previous Interagency meeting held on 31 May 2018 be confirmed.	

BUSINESS ARISING

Nil

SERVICE UPDATES

Drug and Alcohol Outreach

- Drug and alcohol counselling via weekly visits at Gilgandra MPS
- Came into Gil in July 2017 and work closely with Health and Aboriginal Health
- Funded by Primary Health Network, originally 12 month program but already looking towards further funding and including mental health services.
- Take referrals from anywhere.
- AOD and mental health now considered part of primary health care

Western NSW Community Legal Centre

- Looking at bringing services to Gilgandra twice per month.
- Support those affected by domestic violence - fill a gap from ALS, provide wrap around service in addition to criminal law, family law and victims compensation.
- Looking at bringing generalist solicitor once per month.
- Currently scoping need for services
- Working from CWA rooms or court house at the moment
- Tayla (ALO) will regularly attend Interagency in future
- Not means tested for service like Legal Aid
- Make appointments through Dubbo office preferred although walk ins welcome
- Will do community education talks

Youth Services

- Annual trip in October (3 days) to south coast Jamberoo. Will be fundraising.
- Successful NAIDOC awards ceremony held
- School holiday program completed
- Nominated as state finalist in youth week awards and will attend ceremony
- Kiaya attending schools indigenous games in Goolooga with school AEO Kimm Baker
- Work with families regularly

Program Officer Aboriginal Affairs

- Support for interagency and working parties
- Supporting Aboriginal mens groups and youth groups – working with Brian Carr
- Attended regional NAIDOC events
- Central West area based from Dubbo but also do Riverina – with two other staff

Community Care

- Facilitate Home Care, Aged Care, Meals on Wheels, Community transport
 - New computerised community transport program implemented recently
 - 50 years Meals on Wheels - birthday party planned for 29 August
-

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

High School

- Wellbeing assessment being undertaken – “You can do it” resilience program for young people
- School production – this year a trivia night with drama acts in between and \$ to drought relief initiative
- Looking to get men off farms – happy to receive ideas for suitable activity/guest speaker
- Education week in Week 3
- Single Cup sporting competition coming up
- School grant \$10k received through Schools plus for student play (coding/robotics)

NEXT MEETING

Thursday, 27 September 2018 – 12 noon

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12.46PM.

H Naef
Acting Chair

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

.....

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

CASH BOOK BALANCE AS AT	30-Jun-18	\$3,852,670.92
Plus: Receipts		\$2,335,548.57
Less: Payments		\$4,063,716.05
CASH BOOK BALANCE AS AT	31-Jul-18	\$2,124,503.44

STATEMENT BALANCE AS AT	30-Jun-18	\$3,830,987.42
Plus: Receipts		\$2,323,189.64
Less: Payments		\$4,032,647.21
STATEMENT BALANCE AS AT	31-Jul-18	\$2,121,529.85

Plus: Unpresented Receipts		\$17,009.86
Less: Unpresented Payments		\$14,036.27
RECONCILED BALANCE AS AT	31-Jul-18	\$2,124,503.44

Cashbook balance as at 31 July 2018:	\$2,124,503.44
Investments held as at 31 July 2018:	\$21,533,318.48
Total Cash & Investments Held as at 31 July 2018:	\$23,657,821.92

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

General Fund	\$9,216,500.36
Water Fund	\$2,416,840.90
Sewer Fund	\$1,009,755.85
Orana Lifestyle Directions	\$2,647,231.53
Carlinda Enterprises	\$331,766.61
Cooee Villa Units	\$1,274,580.44
Cooee Lodge	\$5,477,116.74
Jack Towney Hostel	\$825,574.78
Trust Fund	\$458,454.71

Balance as per Total Cash & Investments Held: \$23,657,821.92

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 182 days @	2.60%	Due on 10-Sep-18	With AMP Bank
(b)	\$1,000,000.00	For 275 days @	2.65%	Due on 01-Dec-18	With AMP Bank
(c)	\$500,000.00	For 183 days @	2.60%	Due on 05-Oct-18	With AMP Bank
(d)	\$1,500,000.00	For 270 days @	2.65%	Due on 23-Nov-18	With AMP Bank
(e)	\$1,000,000.00	For 214 days @	2.85%	Due on 22-Jan-19	With AMP Bank
(f)	\$500,000.00	For 150 days @	2.55%	Due on 07-Sep-18	With Bankwest
(g)	\$1,000,000.00	For 180 days @	2.70%	Due on 28-Nov-18	With Bankwest
(h)	\$500,000.00	For 182 days @	2.45%	Due on 03-Sep-18	With Bankwest
(i)	\$500,000.00	For 275 days @	2.45%	Due on 03-Dec-18	With Bendigo
(j)	\$1,000,000.00	For 365 days @	2.65%	Due on 06-Aug-18	With Bendigo
(k)	\$1,000,000.00	For 274 days @	2.71%	Due on 04-Apr-19	With Bendigo
(l)	\$500,000.00	For 365 days @	2.55%	Due on 04-Oct-18	With Bendigo
(m)	\$500,000.00	For 274 days @	2.70%	Due on 11-Apr-19	With Bendigo
(n)	\$1,000,000.00	For 180 days @	2.65%	Due on 18-Sep-18	With BoQ
(o)	\$1,000,000.00	For 184 days @	2.75%	Due on 10-Jan-19	With BoQ
(p)	\$500,000.00	For 182 days @	2.70%	Due on 05-Nov-18	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 186 days @	2.72%	Due on 19-Nov-18	With ME Bank
(s)	\$1,500,000.00	For 182 days @	2.50%	Due on 27-Aug-18	With ME Bank
(t)	\$500,000.00	For 365 days @	2.53%	Due on 02-Aug-18	With NAB
(u)	\$1,000,000.00	For 153 days @	2.60%	Due on 05-Sep-18	With NAB
(v)	\$1,000,000.00	For 180 days @	2.73%	Due on 04-Dec-18	With NAB
(w)	\$1,000,000.00	For 153 days @	2.58%	Due on 07-Aug-18	With NAB
(x)	\$1,000,000.00	For 182 days @	2.78%	Due on 21-Dec-18	With NAB
(y)	\$533,318.48		1.99%	At Call	With TCorp
Total Investments:					
					\$21,533,318.48

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	Being followed up
<u>July 2015</u>		
165/15	SES Accommodation	Experiencing issues with appropriate land tenure through State Government. Land dimensions will be relevant in order to finalise layout
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	In progress – with solicitor
<u>September 2017</u>		
264/17	Mudfords Road	Awaiting response from the Minister.
291/17	Ernie Knight Oval Bore	Report to future meeting on upgrade options and detailed costings
<u>December</u>		
328/17	Sale of industrial land	Proponent has notified that sale is not proceeding
<u>February 2018</u>		
15/18	Application - Growing Local Economies Fund for intersection upgrade	Application is progressing
27/18	Section 94 Contributions	Report to future meeting

March 2018

55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance
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May 2018

93/18	CCTV	Application submitted
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June 2018

117/18	Rural Fire Service Zoning Agreement	Letter sent to Warrumbungle Shire Council and the Rural Fire Service Commissioner. Awaiting response.
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121/18	LGNSW Annual Conference	Motions yet to be submitted.
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126/18	Rising Sun Structure	Will be reconsidered once restoration works have been completed
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128/18 80/18	Vacation Care Program	Report to this meeting
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138/18	Acquisition of Crown Road Reserve adjacent to Gilgandra Cemetery	Purchase process commenced
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July 2018

150/18	St Vincent de Paul – Waste Services	Service arranged and policy updated
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151/18	Superannuation	Letters of support forwarded
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152/18	Request for Boundary Change between Gilgandra and Coonamble	Progressing
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153/18	Regional Cultural Fund	Further reports to this meeting
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154/18	North Western Library Agreement	Referred to Orana Joint Organisation
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MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

DEVELOPMENT APPLICATIONS

There were no development applications were received during the month of July 2018.

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 21 AUGUST 2018

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. **EXECUTIVE MEDIA**

The Australian Local Government Yearbook 2018

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager
