



**GILGANDRA  
SHIRE COUNCIL**

*Live > Enjoy > Grow*

# ANNUAL REPORT

1 July 2018 to 30 June 2019

## **VISION**

*Gilgandra Shire is a strong and sustainable rural centre  
with a caring community that is building a future together.*

## MESSAGE FROM THE GENERAL MANAGER & MAYOR

What a year 2018/2019 has been! As the drought really started to sink its teeth into our community and with another failed cropping season, all business within our shire come under further financial stresses. To help lessen the pain, Council has been very active in trying to source external grant funding to act as a cash injection into our economy.

The Federal Government announcement that it would fund \$1M for community infrastructure projects and events as a boost the local economy was very welcome and lifted local spirits. With short notice and with support of local community and sporting groups, 23 infrastructure upgrade projects / events were created and delivered within eight months of the announcement. This activity saw many local contractors and businesses benefit and the program delivered much needed upgrades to many community facilities throughout the shire.

In November, Council upped its commitment to the shop local program and contributed \$50,000 in 'Cooee Cash' local shopping cards. There were 60 draws with 50 different winners – five people were lucky enough to win twice. 21,600 entries were received at an estimated \$2.8 million in the value – all of which was spent locally! It was a great way for Council to support the community and inject real money into the local economy.

The NSW Government provided \$300,000 towards the costs of maintenance and improvements on Council roads under the Drought Relief Heavy Vehicle Access Program. Council used the funds, along with Roads to Recovery Funds, to undertake shoulder repairs and road surface repairs on a 6.6km segment of the Berida Bullagreen Road.

Council also welcomed the announcement by Deputy Premier, John Barilaro that the NSW Government would fund \$3.9M towards a new industrial subdivision. This investment will help Council future-proof the supply of large scale industrial land and provide employment generating opportunities.

In January 2019, Council launched its new branding which was developed to achieve consistency across Council services, give the community a sense of pride and ownership of the region and to make evident the potential and opportunity for visitors and investors in our region. The new branding highlights Council's vision for the future - 'Live, Enjoy, Grow'.

Inland Rail progressed, albeit slowly, with ARTC commencing environmental studies to eventually justify the narrowing of the rail corridor and its ultimate location. Council continued to pursue better outcomes for the affected landholders with numerous representations to Government. Whilst this was occurring and, wearing an economic development hat, Council continued to explore opportunities with potential construction companies to promote Gilgandra as the "Construction Hub" for the N2N section of the inland Rail.

This past year saw Council complete \$7.16M of capital works, with notable projects being:

- An upgrade to the area behind the CBD adjacent to the river, with creation of a dedicated Caravan parking area and dump point to encourage tourists in to the CBD. Also included was an extension of the "Windmill Walk" and beautification works. Funding for this project was under the Stronger Country Communities Round 1.

- Completion of two new hard stand multi-purpose basketball/netball courts, two upgraded cricket nets and commencement of a significant upgrade to the lighting at McGrane Oval under the Stronger Country Communities Round 2 funding.
- Ongoing upgrades to our local road network continued with Council undertaking \$1.12 M of bitumen reseals and gravel resheeting funded through the Roads to Recovery program. A further \$196,000 was spent through the additional roads allocation on resheeting. A total of 22km of gravel resheeting was completed.
- Complete renovation of three rooms within Cooee Lodge Hostel, providing residents with greater space and accessible bathrooms.

In early March, Council received confirmation that the Target Country Gilgandra store would close in July 2019. The news was extremely disappointing and Council took all reasonable actions to convince Target Australia to reconsider its decision. Unfortunately, it was to no avail and was a hard hit to our local economy, already struggling on the back of the drought.

It was a welcome surprise and an acknowledgement to Council's planning and commitment to cultural services when the NSW Government announced funding under the Regional Growth Fund of \$500k for Library upgrades and \$1.5m for the Coo-ee Heritage Centre. It is an exciting time and Council is looking forward to successfully completing these upgrades plus many others in the coming years.

Council acknowledges the hardship being experienced by residents and business within our Shire as a result of this ongoing drought. We need to acknowledge and thank the committed volunteers who continue to go above and beyond to support our community, many of whom are themselves suffering from the drought.

We look forward to a continued good working relationship between Councillors and staff as we work towards achieving the objectives set out in Council's Community Strategic Plan and Delivery Program.



David Neeves  
General Manager



Doug Batten  
Mayor

## COUNCILLORS

This Council area is undivided, with no ridings, and has nine (9) elected representatives:



Cr Doug Batten  
Mayor



Cr Ash Walker  
Deputy Mayor



Cr Susan Baker



Cr Gina Johnson



Cr Brian Mockler



Cr Noel Mudford



Cr Deidrie Naden



Cr Greg Peart



Cr Noel Wrigley

# COUNCIL AND COMMITTEES

## Council Meetings

Council met on the third Tuesday of every month throughout 2018/19 at 4.00pm.

## Council Committees

Council activities were managed by the following Committees:

- Aged Care Committee
- Disability Services Committee
- Economic Development Committee
- Sports Council
- Tooraweenah Management Committee

Council was also advised by:

- Consultative Committee
- Interagency Committee
- Health & Safety Committee
- Traffic Committee
- Tooraweenah Community Technology Centre Management Committee
- Curban Community Hall & Tennis Management Committee
- Tooraweenah Memorial Hall Committee
- Shire Hall User Group

Council was represented on the following external bodies and representatives for 2018/19 were:

### Councillors/Staff

Cr Batten, Cr Peart  
Cr Wrigley  
Mayor (as Local Member's representative)  
Cr Peart, Cr Mockler  
Cr Naden  
Mayor  
Manager Works

### Committee

Castlereagh Macquarie County Council  
North West Library  
Traffic  
Joint Regional Planning Panel  
Orana Arts Board  
Orana Joint Organisation  
Orana Water Utilities Alliance

## **Council Documents**

Council has produced a number of documents that outline information about Council plans and activities. These include:

- Community Strategic Plan 2017/18 – 2026/27
- Delivery Program 2017/18 – 2020/21
- Operational Plan 2018/19
- Long Term Financial Plan 2018/19 – 2027/28
- Asset Management Plans – Buildings, Transport, Stormwater, Water & Sewer
- Community Engagement Strategy
- Statutory Annual Report
- EEO Management Plan
- Workforce Plan
- Disability Inclusion Action Plan (DIAP)
- McGrane Oval Masterplan

The public are able to access these documents by visiting Council's website or by contacting Council's administration building in Warren Road, Gilgandra.

## **Council's Website**

This site, [www.gilgandra.nsw.gov.au](http://www.gilgandra.nsw.gov.au) contains important contact information as well as media releases, positions vacant, tenders, application forms, news and events.

## **Public Officer**

Mr Neil Alchin is Council's Public Officer and is responsible for co-ordination of Government Information (Public Access) Act matters.

## **COUNCIL EMPLOYEES**

Gilgandra Shire Council currently employs 196 people (FTE).

### **General Manager**



David Neeves

### **Administrative Divisions**

#### **Director Corporate Services**



Neil Alchin

#### **Director Infrastructure**



Daryl Colwell

#### **Director Community Services**



Matthew Wilson

#### **Director Planning & Environment**



Lindsay Mathieson

# COUNCIL'S ORGANISATIONAL STRUCTURE





## STRATEGIC DIRECTION

Council's direction is set by a 10 year Community Strategic Plan and 4 Year Delivery Program (Council's business plan) which were reviewed at the beginning of 2017. These plans included a number of long term outcomes for our community developed under eight themes: Sense of Place, Community Engagement, Land Use Planning and Sustainable Environment, Strategic Leadership, Economic Development, Asset Management and Service Delivery, Legislation and By-Laws and Representation and Collaboration.

### 1. Sense of Place

- 1.1 An active community with a focus on physical and mental wellbeing
- 1.2 A community that has great pride and instils this pride from a young age
- 1.3 A community with access to quality health, welfare, education, early childhood, sporting, recreational, cultural and technological services and facilities
- 1.4 A collaborative community where services are integrated, match our community needs and are sustainable
- 1.5 A community that encourages Aboriginal leadership and pride.
- 1.6 A community where volunteerism thrives
- 1.7 A safe community with minimal crime and anti social behaviour

### 2. Community Engagement

- 2.1 A transparent Council that keeps its community informed, encourages and facilitates community input into its decision making process
- 2.2 A Council that delivers good customer service to our community

### 3. Land Use Planning and Sustainable Environment

- 3.1 A Council that works with the community to create an environment that guides the use of land to balance economic, environmental and community/social values
- 3.2 A community that proactively minimises the environmental impacts of waste and maximises waste resource recovery rates
- 3.3 A community aware of climate change that strives to reduce its ecological footprint

### 4. Strategic Leadership

- 4.1 A Council that provides quality leadership governance and management to its community
- 4.2 A Council that focuses on strategic planning and financial sustainability.

### 5. Economic Development

- 5.1 A community with a strong and diverse economic base that supports and improves the lifestyle of its residents
- 5.2 A community with a reputation as a great place to live, stop, stay or just spend time where visitors are welcomed and embraced



## **6. Asset Management & Service Delivery**

- 6.1 A community with well constructed, maintained and managed public infrastructure including water and sewer infrastructure, public buildings and facilities, plant and equipment
- 4.2 A community serviced by a safe, reliable and efficient transport network.
- 4.3 A community with quality green spaces that encourage people to be active and involved in their natural surrounds

## **7. Legislation and Bylaws**

- 7.1 A Council that applies legislation, develops and maintains policies that support the local community

## **8. Representation and Collaboration**

- 8.1 A Council that engages with other councils and spheres of government to represent and advocate the needs of its community

# HIGHLIGHTS FOR 2018/19

## 1. Sense of Place

- Average of 25 students attending Breakfast Club each school morning
- Acquisition of bus for transporting Cooee Lodge Hostel residents
- Grandparent Day at Cooee Lodge
- Advice of successful grant funding for upgrade of kitchen facilities within Cooee Lodge Hostel
- Participation by clients in the Annual Disability League Tag Event in Dubbo
- 30 clients at Orana Living
- Successful NIDS audit for Orana Living
- Acquisition of new bus for Community Transport
- Celebration of 50 years of Meals on Wheels in Gilgandra with two volunteers acknowledged for 50 years of service
- New computer program implemented for Meals on Wheels which provides valuable statistics
- A total of 7,842 meal units delivered in 2018/19
- Participated in Homelessness Awareness Week
- Annual indigenous Sticks 2 Stadium trip
- Free microchipping day for dogs and cats

## 2. Community Engagement

- New Council branding launched

## 3. Land Use Planning and Sustainable Environment

- Completion of new landfill cell at Gilgandra Waste Facility
- Funding of 7 projects under the Local Heritage Fund
- Corduroy Road ruins accepted onto State Register
- Dark Sky Park Membership

## 4. Strategic Leadership

- All compliance tasks completed within legislative timeframes
- 26 grant applications lodged

## 5. Economic Development

- Completion of Stage 2 of the CBD development including car parking facilities
- Upgrade of carpark adjacent Noonan Park in CB
- Continued progress to develop additional industrial land



## 6. Asset Management and Service Delivery

- Designs completed for new specialised disability accommodation at 59 Waugan Street
- Upgrade to exercise yards and water pressure at Dog Pound
- Renovations to additional three rooms within Cooee Lodge Hostel
- Renovations to two villa units within Cooee Lodge Retirement Village
- Upgrade to fire safety board at Jack Towney Hostel
- \$38,000 refurbishment to Jordana Park
- Upgrade to McGrane Oval facilities - new scoreboard, public address system, new lights installed to main oval and back ovals, two new asphalt dual purpose netball basketball courts, and two new full length cricket nets
- Decommission of of bore at Ernie Knight oval, installation of new tank and upgrade to irrigation system
- Construction and commissioning of No. 5 bore
- 30km gravel resheeting on unsealed roads; 24k resealing of sealed road network
- Upgrade to Hunter Park facilities - BBQ, seating and shade shelter plus footpaths
- Renovation of public halls at Curban and Armatree

## 7. Legislation and By-Laws

- Approval of Quarry access road

## 8. Representation and Collaboration

- Continued representation in relation to Inland Rail
- Membership of Orana Joint Organisation

## STATUTORY ANNUAL REPORTING REQUIREMENTS

### **Financial Statements S428 (4)(a)**

Council's audited financial reports are available on our website.

<http://www.gilgandra.nsw.gov.au/Your-Council/About-Council/Financial-information/Financial-Statements>

### **Delivery of Services S428 (3)**

Council's Community Strategic Plan 2017/18 – 2026/27, Delivery Program 2017/18-2020/21 and Operational Plan for 2018/19 is available on our website:

<http://www.gilgandra.nsw.gov.au/Your-Council/About-Council/Plans-Strategies>

The report on the review of Council's 2018/19 Operational Plan as at 30 June 2019 is also available on our website:

<http://www.gilgandra.nsw.gov.au/Your-Council/About-Council/Plans-Strategies>

### **State of the Environment S428A**

The Greater Central West Councils' Regional State of the Environment Report 2018/19 (Gilgandra snapshot) is available on our website:

<http://www.gilgandra.nsw.gov.au/Your-Council/About-Council/Plans-Strategies>

### **Rates and Charges Written off CI 132**

An amount of \$228.71 was written off during the year. In addition, Council has a policy of writing off water charges less than \$2.00 which are considered uneconomic to recover. Compulsory pensioner rebates for the period total \$136,884.61.

### **Overseas visits CI 217 (1)(a)**

During the period, Council did not fund any overseas trips for councillors, council staff or other persons.

### **Elected Representatives CI 217 (1)(a1)(i-viii)**

Election expenses	Nil
Mayoral allowance	\$25,880.04
Councillor fees	\$106,739.64
Councillor /delegate expenses	\$12,457.51
Telephone costs	Nil
Dedicated office equipment	Nil
Conference/seminar attendance	\$2,554.55
Training and skill development	Nil
Interstate visits	Nil
Overseas visits	Nil
Expenses of any spouse, partner or other person who accompanied a councillor	Nil
Expenses involved in the provision of care for a child or an immediate family member of a councillor	Nil

### **Major Contracts Awarded cl 217 (1)(a2)(i,ii)**

In 2018/19 Council entered into the following contracts:

- Supply and delivery of aggregates (through Hunter Regional Procurement)
- McGrane Oval Lighting – Laser Electrical, \$604,153
- Hire of Trucks and Plant for 2018 – Batterline, Coates Hire, Conplant, Central West Machining & Engineering, Cobra Plant and Crane Hire, David Baker Earthmoving, Direct Timber, Earth Plant Hire, Eziquip, ID & PJ Freeth, C & L Gilmour, Kennards Hire, Orange Hire, Rollers Australia, Semmlers Sand & Gravel, Silo Bag Grain, Winnett Services
- Cooee Lodge Room upgrades – Brookbuilt - \$197,169.20
- Gilgandra Preschool Extensions – Glenn Healey Constructions - \$899,022.00
- Design and Construct Stairwell for Reservoir 1 – Nextep Miyama - \$328,314.80
- Supply and delivery of traffic and safety signage (through Hunter Regional Procurement) – Best fit for purpose: Artcraft; Barrier Signs, Central Signs; Saferoads
- Supply and delivery of traffic and safety signage (through Hunter Regional Procurement) - Elster Metering
- Supply and delivery of stationery (through Hunter Regional Procurement) – Office Brands Limited
- Supply and delivery of fuel (through Hunter Regional Procurement) – Castlyn Pty Ltd trading as Inland Petroleum
- Provision of bitumen spray sealing (through Hunter Regional Procurement) – Best fit for purpose: Country Wide Asphalt; Colas P/L; NSW Spray Seal P/L; Fulton Hogan; Roadwork Industries; Boral Asphalt; All Pavement Solutions P/L

### **Legal Proceedings cl 217 (1)(a3)**

Council incurred legal costs relating to outstanding Rates and Charges totalling \$1,036.60 and \$16,648.88 in general legal costs.

When Council commences legal proceedings for recovery of outstanding debts, it utilises a debt collection agency. All the above costs are recoverable from the individual debtors.

Council is now on a deferred cost arrangement with the current collection agency. Ratepayers involved in legal proceedings pay legal costs directly to the Collection Agency, therefore no charges are levied on the rate card. If a ratepayer chooses to pay directly to Council, only then is the charge levied to the rate card.

Council has full control over the debt collector's actions as each stage of the recovery process must be authorised by Council before the Agency can proceed.

### **Private Works S67, 67(2)(b) cl 217 (1)(a4)**

All private works are carried out on the basis of an estimate - recovery of labour (plus on costs for holidays, etc) as well as standard charges for plant and materials (charged at cost) plus a margin on total costs.

Council adopted its Fees and Charges at its meeting on 19 June 2018. A detailed plant hire charge schedule, and a copy of these Fees and Charges, is available at Council's office upon request. No private works were subsidised in 2018/19.

### **Contributions/Donations S356, cl 217 (1)(a5)**

Contributions/donations under Section 356 of the Local Government Act 1993 for 2018/19 total \$57,038.08

### **External Bodies Exercising Council Functions cl 217 (1)(a6)**

- Castlereagh Macquarie County Council has been delegated Council's powers in relation to noxious weeds.

### **Controlling Interest in Corporations cl 217 (1)(a7)**

Council has no controlling interests in any company

### **Partnerships, Co-operatives and Joint Ventures cl 217 (1)(a8)**

Council is not involved in any partnerships or joint ventures, but is, however, a member of the North West Regional Library Co-operative and Orana Arts. Gilgandra Shire Council is the lead Council in a RMS Roads Maintenance agreement with Warren Shire Council.

### **Activities to Implement EEO Management Plan cl 217 (1)(a9)**

Council continues to review and monitor its EEO Management Plan to ensure that its principles are applied in all Council operations in dealing with both staff and the public.

A copy of this document is available on our website:

<http://www.gilgandra.nsw.gov.au/Your-Council/About-Council/Plans-Strategies>

Council has a formal policy for EEO implementation in the workplace and such information is communicated to new employees as part of induction.

A breakdown of Council's employees as at 30 June 2019 is as follows:

Number of employees:	238	Number of Aboriginal employees:	38
Number of female employees:	147	Number of female aboriginal employees:	24
Number male employees:	91	Number of male aboriginal employees:	14

### **Senior Staff cl 217(1)(b)(i-v)**

General Manager, Mr David Neeves, was the only member of Council's staff to qualify as "senior staff" under the Local Government Act 1993. For 2018/19, his remuneration package was \$252,150 including employer's contribution to superannuation, non-cash benefits and fringe benefits tax.

### **Stormwater cl 217(1)(e)**

A twin cell culvert was installed under the railway line in Hargraves Lane, which completed stormwater connectivity from the industrial area to Bimbimbi Wetlands.

### **Companion Animals cl 217(1)(f)**

Council's expenditure for 2018/19 was \$158,374.69 which includes employment of a ranger.

Income for the year was \$30,055.44 from companion animal fees and charges, made up of:

Fines	\$18,553.99
Registrations	\$6,412.20
Microchipping	\$668.22
Impounding fees	\$3,125.00
Sales	\$1,296.03

Pound data collection returns have been lodged with the Office of Local Government.

There were 3 dog attacks reported in the twelve month period.

Education programs were conducted on topics including responsible pet ownership, swimming pools and animal welfare.

Facebook was used extensively and successfully to advertise for animal owners and to promote education programs.

An effective rescue network has been established thus reducing the numbers of animals euthanased. The statistics for the past twelve months are:

	Number impounded	% released	% rescued/sold	% destroyed
Cats	23	4%	39%	57%
Dogs	131	51%	27%	22%

Designated off leash areas include the outside of Ernie Knight Oval and an area to the north of the Cooee Heritage Centre.

### **Swimming Pools Swimming Pools Act 1992 s22F (1), SP Reg cl 23**

Number of inspections of tourist and visitor accommodation = 2

Number of inspections of premises with more than 2 dwellings = 0

Number of inspections that resulted in issue of certificate of compliance under s 22D = 25

Number of inspections that resulted in issue of certificate of non-compliance under cl 21 = 0

### **GIPA Activity s125 (1), cl 7 schedule 2**

Number of formal GIPA applications processed for the period 2018/19:	Nil
Number of informal GIPA applications processed for the period 2018/19:	Nil



### ***Public Interest Disclosures s31, cl 4***

Council has a Public Interest Disclosure Reporting Policy in place. There was one public interest disclosures made in 2018/19.

**NOTE:** A hard copy of any document listed as being available on our website can be obtained from Council's administration office.

### ***Disability Inclusion Action Plan - Disability Inclusion Act 2014, s 13(1)***

Council has implemented the following actions:

#### *Positive Attitudes and Behaviour*

- Liaison with local businesses has resulted in work experience for Orana Living clients at 2WAR FM Community Radio; Australia Post, Rohr's Timber & Hardware
- Orana Living clients undertook, with support, Meals on Wheels deliveries, operation of Swimming Pool turnstiles and delivery of Council's internal mail
- Needs of people with a disability considered in all planning projects and developments undertaken by Council
- Orana Living celebrated International Day of People with Disabilities with another organisation

#### *Liveable Communities*

- Consideration given to accessibility when planning activities and events run by Council
- Creation of additional footpaths to link key facilities
- Council promotes the availability of community transport options
- Commenced planning for new specialist disability accommodation for up to 13 people

#### *Service systems and processes*

- Communications policy developed to complement Council's Communication Engagement Strategy
- Effort being made to ensure language is simple and appropriate