

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 20 February 2024 at 4.00pm.**

Agenda

1. Submission of Questions for Next Meeting
2. National Anthem
3. Prayer
4. Acknowledgement of Traditional Owners:

"I acknowledge the traditional custodians of the land on which we live, work and play. I pay my respects to our Elders past and present and thank them for the contribution they have made, and continue to make, in the cultural identity of our nation."

5. Commencement of recording
6. Apologies
7. 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.

8. Confirmation of Minutes
 - Ordinary meeting held on 19 December 2023
9. Listing of matters to be considered in Closed Council

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

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

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Mayoral Minute – General Manager Contract (a)
- Procedural Motion to re-open meeting to Press and Public

10. Reports

A handwritten signature in black ink, appearing to read 'David Neeves', written over a horizontal line.

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.

MAYORAL MINUTE - 2/24
COST SHIFTING

SUMMARY

Local Government NSW is seeking the support of all councils in calling on the NSW Government to address cost shifting onto our sector.

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Local Government NSW is seeking the support of all councils in calling on the NSW Government to address cost shifting onto our sector.

Cost shifting occurs when state and federal governments force councils to assume responsibility for infrastructure, services and regulatory functions without providing sufficient supporting funding.

Late last year, LGNSW published our latest cost shifting report, informed by surveys and data returned by councils from right across NSW. Alarming, this report shows that the increase in cost shifting has been accelerated by various NSW Government policies. For the 2021/2022 financial year, cost shifting represented a total of \$1.36 billion of unfunded costs passed onto councils and their communities.

On average, this represents an additional cost of \$460.67 for every ratepayer across the state.

The effect of this cost shift is fewer services, less infrastructure maintenance and investment, and lost opportunity and amenity for all our residents and businesses. To assist your council in advocacy on this matter that is so critical, I would welcome your council joining the local government sector in seeking urgent action to address cost shifting, by passing a mayoral minute and writing to the NSW Government.

Your council may also wish to share the cost shifting report and summary document with your communities via social media channels, and with your local State MPs. Sharing this information will assist in improving community understanding of the extent to which the already constrained rating income of local government is diverted to state-imposed costs.

*As the NSW Government's foreshadowed 2024 review of the financial model for local government approaches, it is so important that these longstanding impacts on our financial sustainability are highlighted and resolved. For further information, please email policy@lgnsw.org.au.
Yours sincerely*

*Cr Darriea Turley AM
President*

Principal Activity Lead

Policy Implications Nil

Budget Implications Nil

Delivery Program Actions **4.2.1.1**
Implement the Community Engagement Strategy to inform, involve, empower, consult, and collaborate with stakeholders

RECOMMENDATION

That the extent of the cost shifting from State Government to Local Government, be noted and where possible Council assist LGNSW to advocate for change.

D Batten
Mayor

MAYORAL MINUTE - 3/24
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities since the 19 December 2023 meeting.

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21.12.23	Final Shop Local Draw
11.1.24	Australia Day Organisation meeting
15.1.24	Performance Review General Manager CMCC
18.1.24	Australia Day Selection Committee
22.1.24	Prime TV Interview re Real Country Strategy
25.1.24	Australia Day Prelude
26.1.24	Australia Day Breakfast, Presentations, Luncheon and Dinner
6.2.24	G.L.A.B. meeting
15.2.24	Media in relation to E.V. charging station at CHC
15.2.24	Discussion with landholder re LEP
20.2.24	Council workshops followed by Council Meeting.
21.12.23	Final Shop Local Draw
11.1.24	Australia Day Organisation meeting
15.1.24	Performance Review General Manager CMCC

Principal Activity Lead

Policy Implications Nil

Budget Implications Nil

Delivery Program Actions **4.2.1.1**
Implement the Community Engagement Strategy to inform, involve, empower, consult, and collaborate with stakeholders

RECOMMENDATION

That the report be noted.

D Batten
Mayor

REVIEW OF POLICIES

SUMMARY

To advise of an annual review of Council’s policies.

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Council’s policy register has been reviewed by staff in line with Council’s Delivery Program.

There are proposed changes to the following policies:

Policy/Policies	Amendment(s)	Reason
<ul style="list-style-type: none"> • Access to information held by Council 	<ul style="list-style-type: none"> • Privacy and Personal Information Protection Regulation 2000 to current Privacy and Personal Information Protection Regulation 2019 • Health Records and Personal Protection Act 2000 to Health Records and Information Privacy Act 2002 • Government Information (Public Access) Regulation 2009 to Government Information (Public Access) Regulation 2018 • Protected Disclosures Act 1994 to Public Interest Disclosures Act 2022 	<ul style="list-style-type: none"> • To reflect current legislation and regulation
<ul style="list-style-type: none"> • Aged Care Quality Standards • Cooee Lodge Retirement Village • Disability Service Standards • Finance – Restricted Assets – General Fund Programs 	<ul style="list-style-type: none"> • Delete doubled up references to legislation • Amend multiple references to legislation/regulations to reflect correct documents 	<ul style="list-style-type: none"> • To reflect current legislation and regulation
<ul style="list-style-type: none"> • Alcohol and Other Drugs • Employee Training • Equal Employment Opportunity • Expenses – Staff Performing Duties & Representing Council at 	<ul style="list-style-type: none"> • Local Government (State) Award 2017 and 2020 to Local Government (State) Award 2023 • Human Resource Management to People and Culture 	<ul style="list-style-type: none"> • To reflect current Award

<p>Conferences and Meetings</p> <ul style="list-style-type: none"> • Expenses and Facilities – Mayor & Councillors • Flexible Work Arrangements • Health and Wellbeing Leave • Learner Drive Trainees – Assistance • Overtime/Time-in-Lieu-Flexi Time • Performance Management • Personal Mobile Phones/Communication Devices 		
<ul style="list-style-type: none"> • Asbestos 	<ul style="list-style-type: none"> • www.epa.nsw.gov.au/wasteregulation/transport-asbestos-tyres.htm to https://www.epa.nsw.gov.au/your-environment/waste/transporting-asbestos-waste-tyres • www.health.gov.au/internet/publications/publishing.nsf/Content/asbestos-toc~asbestos-about to https://www.eh.org.au/documents/item/1373 • www.environment.nsw.gov.au/waste/illdumpabcommshandbook.htm to https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/illegaldumping/080425-aboriginal-communities.pdf • www.SafeWork.nsw.gov.au/formspublications/publications/Pages/Choosinganasbestosconsultant.aspx to: Asbestos Contractors (Safe Work Website) https://www.safework.nsw.gov.au/hazards-a-z/asbestos • Remove <ul style="list-style-type: none"> ○ www.bpb.nsw.gov.au ○ www.lgsa.org.au/key- 	<ul style="list-style-type: none"> • To reflect correct website addresses • To reflect current legislation and regulation

	<ul style="list-style-type: none"> ○ initiates/asbestos ○ www.health.gov.au/inter-net/main/publishing.nsf/content/ohp-environment-health-committee.htm • Demolition work code of practice 2015 to Code of Practice Demolition Work 2019 • Local Government (General) Regulation 2005 to Local Government (General) Regulation 2021 • Protection of the Environment Operations (General) Regulation 2009 to Protection of the Environment Operations (General) Regulation 2022 	
• Burials on Private Land	<ul style="list-style-type: none"> • Public Health Act 1991 to Public Health Act 2010 • Public Health Regulation 2012 to Public Health Regulation 2022 	• To reflect current legislation and regulation
• Contaminated Land Management	<ul style="list-style-type: none"> • Remove: State Environmental Planning Policy No. 55 – Remediation of Land, (SEPP 55) 1998 - Repealed by Chapter 4, State Government Planning Policy (Resilience and Hazards) 2021 	• To reflect current legislation and regulation
• Corporate Image	<ul style="list-style-type: none"> • Intellectual Property Laws Amendment Act 2006 to Intellectual Property Laws Amendment (Regulator Performance) Act 2023 	• To reflect current legislation
• Donations	<ul style="list-style-type: none"> • Local Government Act Section 365 to Local Government Act 1993 Section 365 	• To reflect current legislation
• Events	<ul style="list-style-type: none"> • Civil Liability Act to Civil Liability Act 2002 	• To reflect current legislation
• Finance – Restricted Assets – General Fund Programs	<ul style="list-style-type: none"> • Amend Responsible Officer to Director Growth and Liveability 	• Finance matters fall under Director Growth and Liveability responsibilities
• Gravel Pits – Royalty Payments	<ul style="list-style-type: none"> • Mines Act to Work Health and Safety (Mines) Act 2013 	• To reflect current legislation
• Information Technology and Communications	<ul style="list-style-type: none"> • Government Information (Public Access) Regulation 2009 to 	• To reflect current legislation

	Government Information (Public Access) Regulation 2018	
<ul style="list-style-type: none"> Investments 	<ul style="list-style-type: none"> Remove: Local Government (Financial Management) Regulation – Repealed Director Corporate Services to Director Growth and Liveability Treasurer to Finance Manager Amendments as attached 	<ul style="list-style-type: none"> To reflect current legislation
<ul style="list-style-type: none"> Personal Protective Equipment 	<ul style="list-style-type: none"> Local Government (State) Award 2017 to Local Government (State) Award 2023 Remove references to ‘Yellow/Red’ 	<ul style="list-style-type: none"> To reflect current legislation
<ul style="list-style-type: none"> Risk Management – Gathering Information 	<ul style="list-style-type: none"> NSW Legal Profession Act 2004 – replaced with Legal Profession Uniform Law 	<ul style="list-style-type: none"> To reflect current legislation
<ul style="list-style-type: none"> Salary Packaging 	<ul style="list-style-type: none"> Local Government (State) Award 2017 to Local Government (State) Award 2023 	<ul style="list-style-type: none"> To reflect current legislation

A full listing of all Council’s current policies is available on our website:
www.gilgandra.nsw.gov.au/council/your-council/council-policies

Principal Activity

Lead

Policy Implications

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

Budget Implications

Nil

Delivery Program Actions

4.3.1.1
 Ensure all governance targets and statutory requirements are met in line with the relevant Acts and Regulations and Council policy

RECOMMENDATION

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

David Neeves
General Manager

**REAL COUNTRY TOURISM EXPERIENCE STRATEGY AND
INFRASTRUCTURE BUSINESS CASE**

SUMMARY

To consider endorsing the Real Country Tourism Experience Strategy and Infrastructure Business Case, developed in collaboration with Coonamble Gilgandra and Warrumbungle Shire Councils, following the public exhibition period.

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BACKGROUND INFORMATION

Coonamble, Gilgandra and Warrumbungle Shire Councils (the Councils) are actively working together, covering a collective area of 27,142km² in central west NSW, to enhance the visitor experience associated with the rich natural landscapes including the Warrumbungle National Park, Pilliga Forest, Castlereagh River, Macquarie Marshes and artesian bore baths.

The Real Country Tourism Experience Strategy and Infrastructure Business Case project leverages on the collaboration between Coonamble, Gilgandra and Warrumbungle Shire Council's along with Destination NSW in the Real Country tourism campaign.

The vision of the project seeks to grow Real Country region into a regional experience destination, provide economic support outside of the agricultural industry, engage with communities, enhance natural assets, drive community and visitor access, increase visitation and overnight stays, increase education, provide cultural experience and wellbeing opportunities, improve space for events, and leverage natural assets with initiatives of activities, art and scapes.

The business case will ensure invest-ready projects funding opportunities and financial planning and consider opportunities to create key connections and experiences through elements and private investment opportunities.

The infrastructure project for the Business Case centres on the natural beauty of the Castlereagh River flowing through Real Country region, with the stunning backdrop of the Warrumbungle ranges and celebration of cultural recognition and country.

<https://visitrealcountry.com.au/>

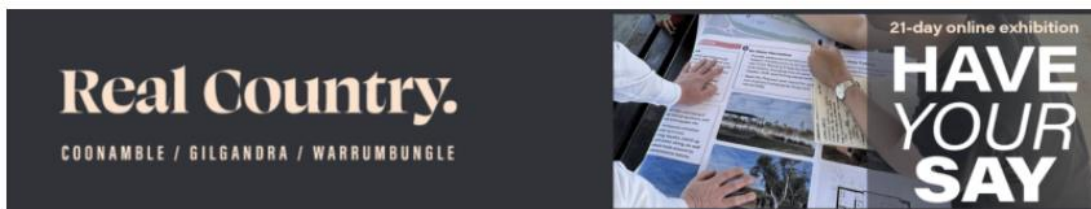
The project is funded under the Regional NSW Business Case and Strategy Development Fund for the Real Country Tourism Experience Strategy and Infrastructure Business Case project. With People, Place and Partnership successful in the consultant works following a comprehensive Tender process.



PUBLIC EXHIBITION

In line with Councils resolution of 19 December 2023, the Draft Strategy and associated Business Case were placed on public exhibition from 20 December 2023 to 9 February 2024, including;

- [Real Country Place Strategy Summary.pdf](#)
- [Real Country Engagement Report.pdf](#)
- [Real Country Draft Business Case and Strategy.pdf](#)
- [Real Country Tcubed Consulting - Cost Plan-01 Rev04.pdf](#)



The documents were placed on visitrealcountry.com.au website, as well as the individual Council's Have Your Say page.

Media coverage included print, radio and television with coverage across;

- Prime7 News
- 2DU radio
- Sunday Telegraph
- Western Plains Media
- Daily Liberal
- Gilgandra Weekly
- The Coonamble Times
- Coonabarabran Times.

Information was provided on the three Councils social media platforms, as well as via email distributions to businesses, community groups and economic development committees and Chambers of Commerce.

Gilgandra social media received 7,732 people reached in total, with 2,114 people engaged through Reactions, Clicking, or Commenting.

Community submissions received to date include questions and concerns regarding flood management, river health, water security and funding. With supportive comments speaking to tourism spend, beautification and local pride.

People, Place and Partnership have provided commentary in response to the submissions and can be found as an attachment to this report.

A Frequently Asked Questions document was also developed in response to the questions regarding the Gilgandra infrastructure, this has also been attached to the report.

Funding is due for acquittal with the NSW Government by 31 March 2024.





Coonamble Shire Council

January 30 at 11:21 AM · 🌐

Have Your Say – Warrena Weir Reserve development

Coonamble, Gilgandra and Warrumbungle Shire Councils have placed on public exhibition the draft Strategy documen... [See more](#)



Warrumbungle Shire Council

January 15 at 7:00 PM · 🌐

A MILESTONE IN REGIONAL COLLABORATION: Coonamble, Gilgandra and Warrumbungle Shire Councils are thrilled to announce the development of the Real Country Strategic Project and present the Draft Strategy and concepts of the Castlereagh River Infrastructure elements.

Warrumbungle Shire Council Mayor, Councillor Ambrose Doolan, says the collaboration represents a significant milestone in our region's development. It is an opportunity to showcase the potential of our region and f... [See more](#)





The Daily Telegraph



'The outback beach': Triple tourism treats proposed along bush river

Three sister councils in the state's west have teamed together to attract tourism with a "town beach". Here's what else is included in the plans.



The concept design for a potential beach in Gilgandra. (Supplied)

The rise of the inland beach



Laura Williams
23 January 2024, 5:40 PM

Wagga Wagga's beach on the edge of the Murrumbidgee River has long made top 10 lists for best beaches across Australia. Now, it looks like towns in the Western Plains are striving for a piece of the prize.

The business case for Real Country - a tourism collaboration between Gilgandra, Coonamble and Warrumbungle shires - has been released, with



<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	2.3.2.1 Develop the Real Country Tourism Experience Strategy and Business Case in conjunction with Connamble and Warrumbungle Councils for transformational projects in the Region 3.2.2.3 Implement Gilgandra Activation Blueprint to strengthen the structure plan for the Gilgandra Region - provide strategic direction for Council's larger ongoing projects* 4.2.1.1 Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*

RECOMMENDATION

1. That Council consider community submissions received, along with the commentary provided by People, Place and Partnership.
2. That recognition of submissions be provided to the community, along with responses.
3. That the Real Country Tourism Experience Strategy and Infrastructure Business Case be endorsed
4. That future funding opportunities be sought in-line with the Real Country Tourism Experience Strategy and Infrastructure Business Case

David Neeves
General Manager

QUARTERLY BUDGET REVIEW 31 DECEMBER 2023

SUMMARY

To detail the variances to the original estimates for the 2023/24 financial year as presented in the Quarterly Budget Review as at 31 December 2023. In addition, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

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List of Budget Changes Previously Adopted by Council

Note	Description	When Done	Income Change	Expense Change	Resp.
1000	Governance	Sept		\$713	DGL
1101	Wages & Other Employee Costs	Sept		-\$93,683	DGL
1103	Administration Expenses	Sept		\$30,642	DGL
1124	Plant Running Expenses	Sept		\$14,100	DI
1125	Employee Overhead Costs – General Fund	Sept		\$55,302	DGL
1126	Employee Overhead Costs – Orana Lifestyles	Sept		\$38,282	DGL
1127	Employee Overhead Costs – Carlginda	Sept		\$3,543	DGL
1128	Employee Overhead Costs – Cooee Lodge	Sept		\$24,504	DGL
1129	Employee Overhead Costs – Jack Towney Hostel	Sept		\$6,452	DGL
1140	Wages & Other Employee Costs	Sept		\$93,683	EMTC
1511	Gilgandra Youth Service Expenses	Sept		\$1,003	DGL
1701	Gilgandra Library Expenses	Sept		\$75,743	DGL
1721	Gilgandra Swimming Pool Expenses	Sept		\$3,531	DGL
1741	Parks & Gardens Expenses	Sept		\$120,000	DI
1743	Tree Removal	Sept		\$40,000	DI
1910	Rural Roads Income	Sept	\$1,831,737		DI
1911	Rural Roads Expenses	Sept		\$225,387	DI
1930	Contract Income	Sept	\$200,000		DI
1931	On Cost Charges Profit	Sept	\$60,000		DI
1932	Contract Expenses	Sept		\$200,000	DI
2011	Cooee Heritage Centre Kiosk Income	Sept	-\$89,600		DGL
2013	Cooee Heritage Centre Kiosk Expenses	Sept		-\$110,705	
2015	Economic Development Income	Sept	-\$9,723		DGL
2016	Economic Development Expenses	Sept		\$20,622	DGL
2019	Inland Rail Income	Sept	\$42,252		DGL
2020	Inland Rail Expenses	Sept		-\$237,607	DGL
2030	Land Sales Income	Sept	\$450,000		DGL
2031	Land Sales Expenses	Sept		\$1,120,000	DGL
2051	Lease Income - Staff	Sept	-\$20,000		DGL

2052	Reimbursement of GrainCorp Costs	Sept	\$206,000		DGL
2053	Other Expenses	Sept		-\$15,320	DGL
2801	Financial Assistance Grant	Sept	-\$4,575,156		DGL
2900	Transfers from Reserves	Sept	\$7,931,296		Various
2901	Transfers to Reserves	Sept		\$206,000	Various
2903	Capital Income	Sept	\$433,073		Various
2904	Capital Expenditure	Sept		-\$1,421,325	Various
2905	Loan Income	Sept	-\$5,000,000		DGL
2906	Loan Repayments	Sept		-\$450,000	DGL
	Total General Fund	Sept	\$1,459,879	-\$49,133	
3000	Water Supply	Sept	\$165,021	\$165,021	DI
4000	Sewerage Service	Sept	-\$580,000	\$678,800	DI
5000	Orana Living	Sept	-\$4,800,000	-\$5,048,488	DACD
6000	Carlinda Enterprises	Sept		\$465	DACD
7000	Cooee Villa Units	Sept		\$6,923	DACD
8000	Cooee Lodge Hostel	Sept	\$453,250	\$273,250	DACD
	Total Gilgandra Shire Council	Sept	-\$3,301,850	-\$5,330,762	

Result

The overall result for General Fund for this review as at 31 December 2023 is a \$195,580 increase to the estimated surplus at year end to an estimated result of a \$1,342,469 surplus (depreciation not included).

Water Fund has no change to the estimated result at year end of a \$147,096 surplus (depreciation not included).

Sewer Fund has no change to the estimated result at year end of a \$489,313 surplus (depreciation not included).

Orana Living has a \$246,780 decrease to the estimated surplus at year end to an estimated result a \$61,981 surplus (depreciation not included).

Carlinda Enterprises no change to the estimated result at year end of an \$11,195 surplus (depreciation not included).

Cooee Villa Units has no change to the estimated result at year end of a \$153,957 surplus (depreciation not included).

Home Care Packages has no change to the estimated surplus at year end of a \$60,504 surplus (depreciation not included).

Cooee Lodge Hostel has a \$9,829 increase to the estimated surplus at year end to an estimated result of a \$196,960 surplus (depreciation not included).

Jack Towney Hostel has a \$40,000 decrease to the estimated surplus at year end to an estimated result of an \$87,820 surplus (depreciation not included).

The overall result for this review as at 31 December 2023 is an \$81,371 decrease to the estimated surplus at year end for Council as a whole to an estimated result of a \$2,551,295 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 1102 (page 2)

Interest on Borrowings

\$39,070 less expense

Responsible Officer: Director Growth & Liveability

Further in this report, detail will be provided to highlight the requirement for borrowing funds for the Aero Park Subdivision is now reduced. The proposed loan of \$2,500,000 over 15 years at 4.75% can now be \$1,600,000 over 10 years at 4.98%. The difference in these two loans is a reduced repayment of \$29,797 being \$39,070 less interest but an increase of \$9,273 in principal payments.

Note 1108 (page 2)

Civic Activities

\$8,000 additional income

Responsible Officer: Director Growth & Liveability

Funding received from the Australia Day Council that was not allowed for in the original budget.

Notes 1510 & 1511 (page 5)

Gilgandra Youth Services Income & Expenses

\$25,000 additional income

\$25,000 additional expense

Responsible Officer: Director Growth & Liveability

The Office of Regional Youth have provided funding for summer and autumn holiday activities. This is offset by costs of the same amount to run the activities.

Notes 1530 & 1531 (page 5)

Government Access Centre Income & Expenses

\$8,000 additional income

\$5,000 additional expense

Responsible Officer: Director Growth & Liveability

When Council staff attend training for RMS operations, Service NSW reimburse the cost to attend including wages. As a result, an additional \$8,000 in income is required with an additional \$5,000 in expenses for travel, accommodation and meals.

Notes 1600 & 1601 (page 6)

Housing Income & Expenses

\$42,983 additional income

\$42,310 additional expense

Responsible Officer: Director Growth & Liveability

The additional income is the result of the inclusion of rental income for 41 Myrtle Street and 4 Dudley Street. This is based on \$400 per week and \$800 per week for 33 weeks. The additional expense is the result of the following:

- \$10,000 for 57 Chelmsford Ave. The premises was vacated after a long term tenant and required some renewal works including repainting and a hot water system.
- \$2,000 for 29 Iris St. Additional maintenance costs including electrical and plumbing works.
- \$2,500 for 232 Warren Rd. Additional maintenance costs including electrical and plumbing works.
- \$2,500 for 6 Banksia Cres. Increased cleaning and laundry costs.
- \$11,500 for 41 Myrtle St. Rental cost of \$300 per week for 33 weeks plus electricity.
- \$13,810 for 4 Dudley St. Rental cost of \$370 per week for 33 weeks plus electricity.

Note 1701 (page 7)

Gilgandra Library Income

\$2,303 additional income

Responsible Officer: Director Growth & Liveability

The funding received from the State Library was slightly higher than estimated.

Note 1721 (page 7)

Gilgandra Swimming Pool Expenses

\$8,000 additional expense

Responsible Officer: Director Growth & Liveability

The additional amount of \$8,000 is to install barrier fencing for bats and a toggle system gateway.

Notes 1910 & 1911 (page 8)

Rural Roads Income & Expenses

\$4,978,338 additional income

\$2,272,482 additional expense

Responsible Officer: Director Infrastructure

There is additional income of \$3,335,457 as the result of funding received for the Regional Emergency Road Repair Fund. It is unlikely that this funding will be spent in the current year and, as a result, is offset by a transfer to reserves of the same amount on page 10.

A further additional amount of \$1,642,881 has been received for the Fixing Local Roads program. This is offset by additional expense of \$2,272,482 with the difference of \$629,601 offset by transfers from reserves of the same amount on page 10.

Notes 1930, 1931 & 1932 (page 8)

State Roads Income, Oncost Charges Profit & Expenses

\$1,200,000 additional income

\$375,000 additional income

\$1,200,000 additional expense

Responsible Officer: Director Infrastructure

A higher than estimated level of work orders received from the TfNSW has been forthcoming. This has resulted and the additional income and expense.

Note 1970 (page 8)

Parking Areas Expenses

\$18,000 additional expense

Responsible Officer: Director Infrastructure

There has been an increase in the servicing of parking areas with regards to litter removal and street sweeping as a result of additional customer service request from the CWA and Riverside Car Parks.

Notes 2010 & 2012 (page 9)

Cooee Heritage Centre Income & Expenses

\$12,500 additional income

\$12,500 additional expense

Responsible Officer: Director Growth & Liveability

There has been a greater demand for inventory that has sold and required to be replaced.

Notes 2011 & 2013 (page 9)

Cooee Heritage Centre Kiosk Income & Expenses

\$731 additional income

\$481 additional expense

Responsible Officer: Director Growth & Liveability

There is still some income and expenses that has come through after ceasing operation under Council.

Note 2900 (page 10)

Transfers from Reserves

\$629,601 additional income

The following are the transfers from reserves for this budget review:

- Fixing Local Roads Grant: \$129,601 additional income which is offset by additional operating expenses for Local Roads on page 8.
- Improving Country Roads Grant: \$500,000 additional income which is offset by additional operating expense for Local Roads on page 8.

Note 2901 (page 10)

Transfers to Reserves

\$3,335,457 additional expense

The following are the transfers from reserves for this budget review:

- Regional Emergency Repair Fund: \$3,335,457 additional expense which is offset by additional operating income for Local Roads on page 8.

Note 2903 (page 11)

Capital Income

\$1,043,736 additional income

Rural Fire Service

\$100,000 additional income. This is the reimbursement of construction costs of the Deep Creek RFS shed. It is offset by an additional capital cost of the same amount.

LRCI Round 3

\$878,444 additional income. The total allocation for LRCI Round 3 is \$1,756,888 with 50% received in 22/23. The remaining allocation of \$878,444 is expected to be received in this current year.

Land Sales – Aero Park

\$65,292 additional income. The original estimate allowed for the sale of 6 blocks at \$70,000 each for a total of \$420,000. The valuation has now been received at an average of \$80,882 over the entire 34 lots. Therefore, 6 sales at \$80,882 each equals \$485,292.

Note 2904 (pages 11 & 12)

Capital Expenditure

\$637,749 additional expense

Childcare Strategy

An additional \$25,000 as per the Council resolution from the December meeting.

RFS Shed for Deep Creek

The additional cost of \$100,000 is an estimate of the spend for 23/24. It is offset by additional capital income of the same amount.

RFS Shed for Warrumbungle & Tonderbrine

The additional cost of \$22,773 is a carryover from the previous year and the project is now complete. The income for this was received in 22/23 FY.

Sporting & Recreational Precinct

An additional cost of \$18,450 to engage Remplan to develop a detailed business case to assist with future funding opportunities.

Local Roads & Community Infrastructure Program

\$878,444 less expense. At this budget review, the allocation of the funding for LRCI Round 3 has been allocated to the Aero Park Subdivision project. This has resulted in the following changes:

- \$878,444 increased grant funding and \$878,444 less capital expense here equates to the \$1,756,888 allocation for LRCI Round 3.
- \$978,400 additional capital expense for the Aero Park Subdivision.
- \$900,000 less loan income for the Aero Park Subdivision.

The \$978,400 increased capital expense and the \$900,000 less loan income equates to a \$1,878,400 change in the budget which differs from the LRCI Round 3 allocation of \$1,756,888 by \$121,512.

Community Health Strategy

An additional \$35,000 as per the Council resolution from the December meeting.

Aero Park Subdivision

The additional cost of \$978,400 is required as the original estimate of \$2,500,000 was insufficient. The additional amount is made up of the following:

- \$291,653 to allow for the contract price of \$2,791,653,
- \$139,583 for variations,
- \$279,165 for contingencies,
- \$75,000 for project management
- \$150,000 for works done by Council (Street Landscaping, Detention Basin)
- \$25,000 for marketing and
- \$18,000 in agent's commission

SCCF Round 5

The additional \$40,000 is for Under the Gums in 2024 and 2025 as per the Council resolution from the December meeting.

Note 2905 (page 12)

Loan Income

\$900,000 less income

Responsible Officer: Director Growth & Liveability

The proposed borrowing for the Aero Park Subdivision has been reduced due to the allocation of funding for LRCI Round 3 being used to fund the project. The increased budget allocation for the project of \$978,400 plus the reduced loan income of \$900,000 equates to a \$1,878,400 and differs from the LRCI Round 3 allocation of \$1,756,888 by \$121,512. The additional cost of \$121,512 can be attributed to the marketing costs of \$25,000 and agent's commission of \$18,000. The remaining \$78,512 is rounding in the revised loan amount of \$1,600,000.

Note 3000 (page 14)

WATER SUPPLY

Responsible Officer: Director Infrastructure

There are some operational expense changes but these have cancelled each other out so no change to the estimated result. Also, an amount of \$25,000 has been transferred from the Tooraweenah bore condition assessment in capital, to pump station number 3.

Note 4000 (page 15)

SEWERAGE SERVICES

Responsible Officer: Director Infrastructure

There are some operational expense changes but these have cancelled each other out so no change to the estimated result.

Note 5000 (page 16)

ORANA LIVING

\$394,780 less income

\$148,000 less expense

Responsible Officer: Director Aged Care & Disabilities

The reduction in income is expected due to the recent loss of 3 clients. Work has begun in attempting to have them replaced but, to be safe, the income for these clients has been removed from the budget. There has also been a reduction in operating expenses due to the reduced number of clients. It is noted however, that the reduction in income is greater than the reduction in expenses.

Note 6000 (page 17)

CARLGINDA ENTERPRISES

\$75,000 additional income

\$75,000 additional expense

Responsible Officer: Director Aged Care & Disabilities

An increase in funding due to an increased number of clients compared to the initial estimates. The increased income is offset by an increase in wages.

Note 7000 (page 18)

COOEE VILLA UNITS

Responsible Officer: Director Aged Care & Disabilities

No changes.

Note 7500 (page 19)

HOME CARE PACKAGES

Responsible Officer: Director Aged Care & Disabilities

No changes.

Note 8000 (page 20)

COOEE LODGE

\$768,284 additional income

\$758,455 additional expense

Responsible Officer: Director Aged Care & Disabilities

The additional income is due to a higher number of residents than originally estimated. There is also additional funding for Covid outbreaks and the Business Improvement Fund.

The additional expenses are also the result of the high number of residents and also due to an increase in the price of consumables.

Note 8500 (page 21)

JACK TOWNEY HOSTEL

\$80,000 additional income

\$120,000 additional expense

Responsible Officer: Director Aged Care & Disabilities

Additional income due to additional residents but there are also additional expenses which are more than the income due to the need to use agency staff.

Finance Manager's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$362,123 deficit (depreciation not included). This review indicates an estimated result of a \$1,342,469 surplus (depreciation not included) which is an improvement of \$1,704,592.

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 \$147,096 surplus (depreciation not included). This review indicates no change to the estimated result and should be viewed as being satisfactory compared to the original budget.

Sewer Fund

The original budget estimate for Sewer Fund was an end of year result of a \$390,513 surplus (depreciation not included). This review indicates an estimated result of a \$489,313 surplus (depreciation not included) which is an improvement of \$98,800 and 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 \$60,273 surplus (depreciation not included). This review indicates an estimated result of a \$61,981 surplus (depreciation not included) which is an improvement of \$1,708 and 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 an \$11,660 surplus (depreciation not included). This review indicates an estimated result of an \$11,195 surplus (depreciation not included) which is a

worsening of \$465. This result should be viewed as being unsatisfactory compared to the original budget.

Although the result for this review is unsatisfactory, the amount involved is not material and the estimated result is still a surplus. No remedial action is considered necessary.

Cooee Villa Units

The original budget estimate for Cooee Villa Units was an end of year result of a \$160,880 surplus (depreciation not included). This review indicates an estimated result of a \$153,957 surplus (depreciation not included) which is a worsening of \$6,923. This result should be viewed as being unsatisfactory compared to the original budget.

Although the result for this review is unsatisfactory, the amount involved is not material and the estimated result is still a surplus. No remedial action is considered necessary.

Home Care Packages

The original budget estimate for Home Care Packages was an end of year result of a \$60,504 surplus (depreciation not included). This review indicates no change to the estimated result and should be viewed as being satisfactory compared to the original budget.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$7,131 surplus (depreciation not included). This review indicates an estimated result of a \$196,960 surplus (depreciation not included) which is an improvement of \$189,829 and 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 \$127,820 surplus (depreciation not included). This review indicates an estimated result of an \$87,820 surplus which is a worsening of \$40,000. This result should be viewed as being unsatisfactory compared to the original budget.

Although the result for this review is unsatisfactory and the amount involved is significant, the estimated result is still a surplus. No remedial action is considered necessary.

Overall Position

The original budget estimate for Gilgandra Shire Council was an end of year result of a \$603,754 surplus (depreciation not included). This review indicates an estimated result of a \$2,551,295 surplus (depreciation not included) which is an improvement of \$1,947,541. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2021/22 and 2022/23 are actual ratios for Council's information while those for 2023/24 are an estimate only until the financial statements are completed and are subject to change.

	Benchmark	2023/24	2022/23	2021/22
Operating Performance Ratio	> 0.00%	8.64%	7.42%	6.18%
Own Source Revenue Ratio	> 60.00%	65%	53.84%	66.06%
Unrestricted Current Ratio	> 2.00:1	3.85:1	3.84:1	3.47:1
Debt Service Cover Ratio	> 3.00 x	7.00 x	7.33 x	9.10 x
Rates & Charges Outstanding	< 10.00%	10.00%	10.30%	8.68%
Cash Expense Cover Ratio	> 6.00 x	11.00 x	10.93 x	11.14 x
Building & Infrastructure Renewal Ratio	> 100.00%	100%	74.22%	138.69%
Renewal Backlog Ratio	< 2.00%	2.00%	1.47%	2.22%
Required Maintenance Ratio	> 1.00	1.00	0.93	1.05

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Review of Annual Budget

Delivery Program Actions

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

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 20 FEBRUARY 2024

RECOMMENDATION

That, subject to any decisions on the recommendations as reported, the Quarterly Budget Review document and report as at 31 December 2023 be adopted.

N J Alchin
Director Growth & Liveability

**2023/24 QUARTERLY OPERATIONAL PLAN REVIEW Q2 1 OCTOBER TO 31
DECEMBER 2023**

SUMMARY

To consider progress with Council's 2023/24 Operational Plan during Q2.

.....

Separately enclosed with this business paper is the 2023/24 Operational Plan Review document for Q2 1 September 2023 to 31 December 2023.

Highlights for the Quarter by theme include:

Live

- Village Management Planning consultation carried out at Tooraweenah and Armatree
- FLR2, FLR3, and Pothole funding round complete. Commence FLR4 (National Park Road sealing in Q3)
- Dicks RMCC Camp finished. Planning for heavy patching and reseals underway
- Review of Gilgandra Lifestyles services to determine long term sustainable solutions nearing completion
- Additional activities being offered at Cooee Lodge with good attendance for new local choir.
- Cooee Lodge 100% occupied at the end of the reporting period with a wait list in place
- Recent audit at Cooee Lodge resulted in only one non-compliance area for which a continuous improvement plan is in place and re-accreditation until 9 December 2026
- MOW meals provided to over 100 clients in the Gilgandra region
- Orana Living delivering support services to 27 clients across 5 outlets
- Strategic Directions overviewing Orana Living marketing and next steps forward for promotion and marketing.
- Carlinda providing supported employment to 19 Employees
- 33.43 tonnes domestic recycling collected
- Advocacy and Case Management for 66 Homelessness Service clients
- GYS successful in Regional Youth Holiday Grant
- An average of 42 participants in breakfast club daily
- 13 dogs, 9 cats impounded during Quarter
- Interagency meeting held attended by 17 people representing 16 services

- Childcare Strategy Project Team established. Request for Quotation advertised and preferred supplier identified by assessment panel
- Community Health Vision request for Quotation advertised. Preferred candidate selected by the assessment panel
- Negotiations with Telstra and NBN to increase Councils Core network capacity with new connections at the Depot and Admin building. Design to expand mobile phone coverage with repeaters at Cooee Lodge which has the potential to expand coverage in the area.
- Telstra mobile phone Repeater installation at Jack Towney Hostel complete

Enjoy

- Greening Strategy T3 Manager and Council workshop strategy session, identified timeframes for early 2024 to commence
 - Youth Strategy T3 managers and council strategy workshops held. Timeframe for youth strategy, early 2024. Application submitted with Regional NSW for funding.
 - Aboriginal Bike Safety Program delivered with positive response
 - Assistance to local community groups with funding, including St Ambrose Church and Gilgandra Community Garden Club
 - LIBRARY
 - 2442 loans hard copy items
 - 1207 new items catalogued inc. 451 donations
 - 461 older items deleted
 - 116 reference, technology & local history enquiries completed
 - Literacy programs-10 Story time and Baby Rhyme time sessions- 107 children & 44 adults
 - Children's programs- 22 sessions LEGO, Tech & Engineering @ the Library- 177 children & 50 adults
 - Adult programs- 6 sessions Writers' Group, Book Club and Savings Finder- 57 adults
 - Internet users: 1002 incl. wifi
 - 2553 visitors this quarter & 23 new members.
 - 320 people came to the Library specifically to spend time studying, working, relaxing
 - Overnight parking trial ongoing
 - Gilgandra Museum mural completed and Sound Shell Murals progressing
 - Gilgandra Community Garden activation progressing with thriving garden beds, community participation
 - Successful Onsite Accreditation Review for CHC
-

- Gilgandra Art Gallery booked out for 2024 with local and regional artists
- External 'Goin to Gil' meetings regarding local and community events in conjunction with UTG ongoing.
- DRAFT Real Country Strategic Project documents received and endorsed for public exhibition by all three Council's. Report and draft documents on all websites, as well as visitrealcountry.com.au for feedback.
- Visitation to the CHC in the 3 years to 2019 averaged 20,000 per year. Since reopening the visitation for the 12 months from October 2022 to October 2023 has increased to over 35,000 people
- Submission made to Get NSW Active for Windmill Walk extension and Boardwalk behind the Gil Library Hub & new plaza.

Grow

- 2023 Christmas Shop Local program received over 16,000 entries, which directly contributed over \$1.5M to the Gilgandra Region economy
 - A Christmas Wonderland community event - approx. 1,500 attendees
 - Purchase of Light Industrial Land in Naden Drive completed. Subdivision approved and concept plans for servicing developed. Purchase of Industrial land on Oxley Highway proceeding, contracts exchanged and deposit paid. Concept plans developed for servicing subdivision developed. Planning proposal process to rezone from Rural to Industrial underway.
 - BIG Ideas launched with 18 applications received from local businesses, with over \$93,000 in funding requested and an estimated business contribution of \$108,000 from businesses
 - Successful EOI application submitted under NSW Government CID Pilot Program with 9 participating CBD businesses
 - Regional Drought Recover Planning in partnership with Warrumbungle Council consultation with face to face and online workshops across the region, as well as seven community drop-in sessions conducted. 107 surveys completed. Media release, social media posts, radio interviews and posters across the region advertising Have Your Say.
 - Towards 5000 Project teams established for relevant strategies with T3 managers and sponsoring Director ELT leads, including Health Vision, Child Care, Youth, Greening and Village Management. Draft Towards 5000 Framework document established
 - Valuations sought to allow sales strategy to be developed for next 34 lots in the Aero Park Subdivision
 - Miller Street Plaza (IGA side) activated and open to the public
 - Planning proposal to rezone rural land to industrial land on the Oxley Highway is currently being pursued with the DPI
-

- Real Country Business Case concept designs provided including boardwalk behind the GIL Library Hub and new plaza area, forming part of the extension of the Windmill Walk from the Memorial Precinct behind the CBD shops, along the river to Court Street. Connecting additional CBD businesses on this end of the street, as well as to caravan parking and businesses that have opened towards this river-facing side.

Lead

- Draft Real Country Strategic Plan documents ready for public exhibition including Strategy, Business Case, Cost Estimates and Engagement Report
- 9 vacant positions advertised of which 7 were successfully filled
- EAP service being used regularly. Workshops held in November with approx. 25 participants
- Business process mapping continued corporately and across Aged Care and Disabilities
- LoRaWAN network installed, Critical Wireless links GWT to WWT and Orana Living updated. Fibre finalisation awaiting approval to bore under railway, 50% of conduit and pits installed around town
- Transformational Change training for ELT and Managers continued this quarter with Project Management training held and one on one coaching sessions for Managers
- Waiting times have significantly reduced at Service NSW and no complaints have been received this quarter
- Governance Compliance Audit completed, Audit Risk and Improvement Committee Progressing
- 11 Development applications lodged during the quarter
- \$1.5m in grant applications lodged this quarter
- Assistance provided to Tooraweenah Aerodrome and Gilgandra Sporties for applications towards Community Building Partnerships program
- Attendance at RDA Orana Growth Summit, NSW Country Mayors, Corem (Coalition of Renewal Energy Mayors) and Alliance of Western Councils
- Transformational Change training for ELT and Managers continued this quarter

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 20 FEBRUARY 2024

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2023/24 budget.
<u>Delivery Program Actions</u>	4.3.2.1 Review Council's Integrated Plans in line with NSW State Government guidelines

RECOMMENDATION

That the 2023/24 Operational Plan Review for Q2 1 October to 31 December 2023 be adopted.

Neil Alchin
Director Growth and Liveability

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

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Gilgandra Lifestyles Advisory Board

6 February 2024

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Nil

Operational Plan Actions

4.2.1.1

Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 20 FEBRUARY 2024

GILANDRA LIFESTYLES ADVISORY BOARD

6 February 2024

PRESENT

Cr P Mann (Chair)
Cr D Batten
Cr A Bunter
Cr N Mudford
Cr G Babbage
Cr G Peart – via videoconference
Ms K Ong (Pride Living) – via videoconference

IN ATTENDANCE

Mr D Neeves (General Manager)
Mrs D Dobson, (Director Aged Care & Disabilities)
Julie Prout (Executive Assistant)
Daryl Colwell (Director Infrastructure)

Proceedings of the meeting commenced at 4.30pm

APOLOGIES

Mr B Bailey (Pride Living)

COMMITTEE'S RECOMMENDATION 1/24	Cr Batten/Cr Bunter
That the apology be accepted.	

DECLARATIONS OF INTEREST

Cr P Mann – Cr Mann is a member of the Catholic Church Bathurst Diocese, and caretaker of the Presbytery mentioned in the Grant Applications report.

CONFIRMATION OF MINUTES

It was noted that Cr Babbage was in attendance at the meeting, however was noted as an apology.

COMMITTEE'S RECOMMENDATION 2/24	Cr Batten/Cr Bunter
That the Minutes of the meeting held on 13 November 2023 be confirmed, noting Cr Babbage was in attendance.	

BUSINESS ARISING

Fire System

The Director Infrastructure provided an update on the fire system, noting there is no definitive code for pumps and that NSW Fire & Rescue would only be interested in providing an induction after commissioning.

It was noted there are two issues:

Issue one is that the alarm on the pump unit keeps going off and, despite multiple requests, the supplier won't come and inspect. Fast Fire Protection have agreed to look at it and provide an opinion.

Issue two is a drop in pressure on the line, with different consultants giving different views. Council staff are currently installing valves in the line to enable testing of each section in order to identify the issue.

In response to a request, the Director agreed to follow up how the tanks fill and how to read the levels.

It was suggested that Council request a formal meeting with the supplier with a view to reporting the issue to Fair Trading should assistance not be forthcoming.

It was noted a report would be presented to the Board's next meeting.

The Director Infrastructure left the meeting 4.38pm.

Australian Department of Health and Ageing Aged Care Financial Reporting (ACFR)

It was requested that definitions for reporting would be presented to this meeting and it was noted that these were difficult to put into a report and that a multi-tab spreadsheet had been circulated to members to satisfy this request.

Jack Towney Hostel Capital Works

It was noted these works have been completed and funding acquitted. A report of the works was requested by the chair and will be tabled at the next meeting.

Confirmation of the need for a Quality Clinical advisory board and a consumer advisory board.

It was noted that under section 63 – 1 D of the Aged care Act Local Governments are exempt from these requirements and that the current Clinical Risk meeting was sufficient in monitoring quality care.

(CS.RP.1)

GILGANDRA LIFESTYLES ADVISORY BOARD - MEMBERSHIP

SUMMARY

To consider expressions of interest for the vacant position on the Gilgandra Lifestyles Advisory Board and appoint a new Board member.

Proceedings in Brief

In a late report, it was noted that two expressions of interest had been received. Additionally, via email prior to the meeting, Bruce Bailey had suggested that Pride Living representatives were Board Advisors and not Directors. In discussing this matter, it was noted that the Terms of Reference for the Gilgandra Lifestyles Advisory Board should be reviewed before a decision on the Board members can be made.

COMMITTEE'S RECOMMENDATION – 3/24	Cr Peart/Cr Babbage
That terminology for Board members be further investigated and a report presented to the February Council meeting for determination.	

(CM.PL.1)

OPERATIONAL PLAN REVIEW

SUMMARY

To present the Operational Plan review for Gilgandra Lifestyles.

COMMITTEE'S RECOMMENDATION – 4/24	Cr Bunter/Cr Babbage
That the Operational Plan review for the period ending 31 December 2023 be noted.	

(FM.FR.1)

QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget Review for Gilgandra Lifestyles for the quarter ending 31 December 2023.

Proceedings in Brief

- **Cooee Lodge Hostel Admin Expenses, Accommodation expense, Routine maintenance**

The Director Aged Care & Disabilities, Donna Dobson, answered questions relating to what items are included in abovementioned expenses and advised

that budget figures are on track with expenditure planned for March. Further that there was increased expenditure in line with increased residents.

Cooee Lodge Retirement Village

Donna Dobson advised that interest on Service Charges should sit with Management Fees and it was noted that this would be checked and confirmed at the next meeting.

- Jack Towney Hostel

It was noted that under the grant agreement, \$60,000 profit is able to be retained.

COMMITTEE'S RECOMMENDATION – 5/24	Cr Mudford/Cr Babbage
That the Quarterly Budget Review for Gilgandra Lifestyles for the quarter ending 31 December 2023 be noted.	

(CM.CP.1)

BENCHMARKING

SUMMARY

To present an IQ Organisation Report for Cooee Lodge Hostel.

Proceedings in Brief

Donna explained how best to read the Mirus reports and advised that the Case mix drives care minutes required and this needs to be monitored regularly. The Mirus program provides guidance in relation to this and also AN-ACC (Australian National Aged Care Classification funding model).

Clinical Advisor, Katrina Ong, commended the statistics contained in the report and noted the facility was doing well.

COMMITTEE'S RECOMMENDATION – 6/24	Cr Bunter/Cr Mudford
That the report and attachments be noted noting no areas of concern.	

(GS.PG.1)

GRANT APPLICATIONS

SUMMARY

To advise submission of three grant applications under the Commonwealth Government's Aged Care Capital Assistance Program, Thin Markets, Multiple Streams program.

COMMITTEE'S RECOMMENDATION – 7/24	Cr Bunter/Cr Babbage
That the three applications for funding under the Commonwealth Government's Aged Care Capital Assistance Program, Thin Markets, Multiple Streams program be noted and endorsed.	

(IT.AQ.1)

NURSE CALL SYSTEM – COOEE LODGE HOSTEL

SUMMARY

To advise that the Nurse Call System at Cooee Lodge Hostel requires upgrading and preliminary quotes have been obtained ranging from \$150000 - \$200000. Further work needs to be attend around the scope of the project before final quotes can be obtained.

COMMITTEE'S RECOMMENDATION – 8/24	Cr Bunter/Cr Babbage
1. That formal tenders/quotations be called to upgrade the Nurse Call System at Cooee Lodge Hostel.	
2. That any budget implications be considered at a future meeting.	

(GO.PO.1)

POLICIES AND PROCEDURES

SUMMARY

To advise of gaps identified in the policies and procedures relevant to Gilgandra Lifestyles.

COMMITTEE'S RECOMMENDATION – 9/24	Cr Batten/Cr Mudford
That the proposed purchase of policies and procedures specifically aligned to Aged Care and Disabilities, and aligned with Council's current policies and procedures, be noted and endorsed.	

(CS.PL.1)

GROWORX – UPDATE

SUMMARY

To provide an update on the Groworx recruits.

Proceedings in Brief

A powerpoint presentation on the Registered Nurse pathway for Filipino RN's to be qualified as Australian RN's was shown, with Donna Dobson providing additional commentary on the process and commitment required.

The Clinincal Advisor suggested that a selection criteria for future immigrant RN's be that they must already hold NCLEX accreditation. This would fast track the process to Australian RN qualification.

COMMITTEE'S RECOMMENDATION – 10/24	Cr Bunter/Cr Babbage
That the report be noted and staff be commended for following up.	

(GO.CO.1)

LEADERS SUMMIT

SUMMARY

To advise of attendance at the Leaders Summit 2024 to be held in Sydney on 19-20 March 2024.

Proceedings in Brief

Cr Batten advised he would be keen to attend, pending consideration of the impact of him being unavailable for the scheduled March Council meeting.

COMMITTEE'S RECOMMENDATION – 11/24	
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That the attendance of Cr Batten at the Leaders Summit 2024 be endorsed, pending discussion and a decision on the March Council meeting.	
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SERVICE UPDATE – COOEE LODGE HOSTEL

SUMMARY

To provide an update on activity within Cooee Lodge Hostel.

Proceedings in Brief

It was noted that falls risk numbers support an upgrade of the nurse call system.

COMMITTEE'S RECOMMENDATION – 12/24	Cr Bunter/Cr Mudford
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That, noting no concerns from the independent Clinical representative, the report be noted.	
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(CS.RP.1)

SERVICE UPDATE - COOEE LODGE RETIREMENT VILLAGE

SUMMARY

To provide an update on the Cooee Lodge Retirement Village.

COMMITTEE'S RECOMMENDATION – 13/24	Cr Mudford/Cr Babbage
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That the report be noted and a sale price for 1 Grevillea Place be set once the valuation report has been received.	
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(CS.SP.1)

SERVICE UPDATE – JACK TOWNEY HOSTEL, HOME CARE PACKAGES, COMMUNITY CARE AND SOCIAL SUPPORT

SUMMARY

To provide an update on activity within Jack Towney Hostel, Home Care Packages, Community Care and Social Group.

Proceedings in Brief

- It was noted that the Manager Jack Towney Hostel is currently on leave and has submitted her resignation effective 16 February 2024.
- Donna Dobson advised that consultants, funded from Jack Towney Hostel budget, will be starting next week to address issues identified in the recent audit by the Aged Care Quality and Safety Commission.
- It was noted there was no comment about Serious Risk from the Auditors.
- Donna Dobson outlined that once the response from the audit is received, a response will be prepared to address issues raised in the report.

COMMITTEE'S RECOMMENDATION – 14/24	Cr Mudford/Cr Batten
That the report be noted.	

Workshop

Cr Mann suggested holding a workshop prior to Council commencing strategic planning to consider matters such as:

- Sustainability targets
- What to add to strategic plan – room upgrades
- Review Pride report, etc.
- Future of villa units – demographics – also Hostel demographics
- Recommendations from Strategic Directions
- Review of services

COMMITTEE'S RECOMMENDATION – 15/24	Cr Batten/Cr Bunter
That a workshop for the Gilgandra Lifestyles Advisory Committee be convened on a Tuesday after Easter.	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.10 PM.

Cr P Mann
Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 20 FEBRUARY 2024

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

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- Statement of Bank Balances (Local Government (Financial Management) Regulation No. 93) and Investment Balances
- Matters Outstanding from Previous Council Meetings
- Questions for Next Meeting
- 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

Statement of Bank Balances and Investment Balances
 To present the following information relative to the above report headings:

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1. Statement of Bank Balances (Local Government Financial Management Regulation No.19) – Month of January 2024.
2. Certificate of Bank Reconciliation – Month January 2024.
3. Details of investments as at 31 January 2024 (Local Government Financial Management Regulation No.19).

CASH BOOK BALANCE AS AT	31-Dec-23	\$4,871,221.59
Plus: Receipts		\$7,115,221.42
Less: Payments		<u>\$9,415,116.98</u>
CASH BOOK BALANCE AS AT	31-Jan-24	<u>\$2,571,326.03</u>

STATEMENT BALANCE AS AT	31-Dec-23	\$4,896,993.96
Plus: Receipts		\$6,852,421.65
Less: Payments		<u>\$9,161,152.19</u>
STATEMENT BALANCE AS AT	31-Jan-24	<u>\$2,588,263.42</u>

Plus: Unpresented Receipts		\$11,515.22
Less: Unpresented Payments		<u>\$28,452.61</u>
RECONCILED BALANCE AS AT	31-Jan-24	<u>\$2,571,326.03</u>

Cashbook balance as at 31 January 2024:	\$2,571,326.03
Investments held as at 31 January 2024:	<u>\$31,000,000.00</u>
Total Cash & Investments Held as at 31 January 2024:	<u>\$33,571,326.03</u>

The bank balances in each of the funds as at 31 January 2024 are:

General Fund	\$11,331,031.61
Water Fund	\$3,369,962.10
Sewer Fund	\$3,527,138.15
Orana Living	\$5,601,498.69
Carlinda Enterprises	\$530,616.13
Cooee Villa Units	\$3,205,000.41
Cooee Lodge	\$4,587,757.61
Jack Towney Hostel	\$1,065,916.89
Trust Fund	\$352,404.44

Balance as per Total Cash & Investments Held: \$33,571,326.03

Details of Council's investments are as follows:

(1)	\$1,000,000.00	For 365 days	4.90%	Due	08-Mar-24	With Defence
(2)	\$1,000,000.00	For 366 days	5.00%	Due	04-Sep-24	With Bendigo
(3)	\$1,500,000.00	For 366 days	4.30%	Due	04-Mar-24	With Bendigo
(4)	\$1,000,000.00	For 271 days	5.01%	Due	8-Apr-24	With Macquarie
(5)	\$1,000,000.00	For 182 days	4.74%	Due	11-Mar-24	With Macquarie
(6)	\$1,000,000.00	For 270 days	5.05%	Due	23-Apr-24	With Macquarie
(7)	\$1,000,000.00	For 272 days	5.07%	Due	06-Aug-24	With Macquarie
(9)	\$1,000,000.00	For 180 days	5.10%	Due	08-Apr-24	With Bank of Qld
(10)	\$2,500,000.00	For 91 days	5.02%	Due	08-Apr-24	With Suncorp
(11)	\$2,000,000.00	For 182 days	5.15%	Due	27-May-24	With NAB
(12)	\$2,000,000.00	For 182 days	5.25%	Due	13-May-24	With NAB
(13)	\$3,000,000.00	For 181 days	5.25%	Due	13-May-24	With NAB
(14)	\$2,000,000.00	For 182 days	5.10%	Due	26-Feb-24	With NAB
(15)	\$3,000,000.00	For 210 days	5.20%	Due	05-Mar-24	With NAB
(16)	\$2,000,000.00	For 150 days	5.15%	Due	11-Apr-24	With NAB
(17)	\$1,000,000.00	For 240 days	5.20%	Due	31-Jul-24	With NAB
(18)	\$2,000,000.00	For 180 days	5.10%	Due	08-Jul-24	With NAB
(19)	\$2,000,000.00	For 452 days	5.15%	Due	26-Aug-24	With Bank of Qld
(20)	\$1,000,000.00	For 183 days	5.25%	Due	05-Jun-24	With IMB
Total						\$31,000,000.00
Investments:						

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

To provide an update in relation to matters previously resolved at Council Meetings requiring further action to be taken.

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
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July 2022

141/22	Compulsory Acquisition by Agreement Of Road Reserves and Licence Agreement	Report to future meeting
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November 2022

231/22	ARTC Housing Design	To be included in Tenders
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December 2022

247/22	Subdivision of 6324 Newell Highway, Gilgandra	Stage 1 Subdivision completed – Registration Pending
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November 2023

208/23	Gilgandra Caravan Park Requests – Impact of Overnight Parking Trial	Report to future meeting
226/23	Quarterly Budget Review	Report to this meeting

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 20 FEBRUARY 2024

PROGRESS ON “QUESTIONS FOR NEXT MEETING”

SUMMARY

To inform Council of appropriate action which has or will be taken in relation to Councilors “Questions for Next Meeting” outstanding from previous meetings.

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NIL

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
20 FEBRUARY 2024

DEVELOPMENT APPLICATIONS

The following development applications were approved during December 2023:

DA Number	Applicant's Name	Application	Property Address	Development Value
2023/508	A & W Lambell	Subdivision	4075 National Park Road, Tonderburine	\$10,000
2023/511	P & M Gwynn	Dwelling	20 Wamboin Street, Gilgandra	\$433,000
2023/515	Fernleigh Drafting	Shed	46 Myrtle Street, Gilgandra	\$25,000
2023/516	Brett Dominey	Shed	6 Warrie Street, Gilgandra	\$14,800
			December	\$482,800
			Total 2023	\$22,346,845

There were no development applications approved during January 2024.

Applications under assessment

- DA 2023/504 – Motel Alterations & Additions
 - DA 2023/484 – Townhouses
 - DA 2024/518 – Vehicle repairs
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MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
20 FEBRUARY 2024

December 2023 DA processing times

DA Number	Elapsed Processing Days (Planning Portal)
2023/508	29
2023/511	47
2023/515	23
2023/516	1

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager