

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 15 February 2022 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 4 January 2022
 - Extraordinary meeting held on 15 February 2022
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:

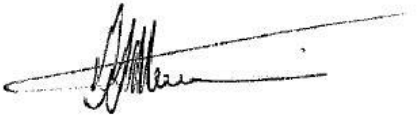
- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) 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
 - Cooee Heritage Centre EOI process (c)
 - Gilgandra Caravan Park Water Infrastructure (c)

- Procedural Motion to re-open meeting to Press and Public

10. Reports



David Neeves
General Manager

Procedural Motion – to exclude Press and Public

“That by reason of the confidential nature of the matters to be considered in line with the confidentiality policy of Council and Clause 10(2) of the Local Government Act, 1993, relating to financial matters, staff matters, industrial matters, acceptance of tenders, personal affairs of private individuals, possible or pending litigation and such other matters considered appropriate – the Press and Public be excluded from the Meeting.

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MAYORAL MINUTE - 1/22
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities this year.

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4/1/22	First Council meeting for this term
12/1/22	Webinar NSW WLHD, COVID update
18/1/22	With Deputy Mayor, meeting with Minister for Agriculture and Western NSW, Hon Dugald Saunders
18/1/22	Chaired Australia Day Awards selection committee
25/1/22	Council workshop
25/1/22	Meet with Australia Day Ambassador, Mel Thomas, and local Domestic Violence committee
25/1/22	With Deputy Mayor, meeting with ARTC and civil construction contractors, AccionaCPBJV regarding timelines for construction of Narromine to Narrabri section of inland rail
26/1/22	Australia Day, citizenship ceremony and awards presentation, lunch with Ambassador
26/1/22	Armatree, gathering with ARTC contingent
1/2/22	Extraordinary Council meeting
2/2/22	RDA Orana, webinar Inland Growth summit
3/2/22	Meeting with ARTC and Rail Corridor Program Contractor, Martinus, regarding the physical track laying program on Narromine to Narrabri section
4/2/22	Gilgandra, meeting with Ahrens re their proposal for further development of their Pines Drive site
4/2/22	Tooraweenah, meeting with Mark Pitts and a group interested in developing recognition of Arthur Butler's contribution to our local history and aviation in Australia
5/2/22	Office of Local Government webinar, Hit the Ground Running
8/2/22	Newell Highway Taskforce quarterly meeting via Teams
11/2/22	Public meeting, Back to Gilgandra, October 2022
15/2/22	Council workshop followed by monthly meeting

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

RECOMMENDATION

That the report be noted.

D Batten
Mayor

MAYORAL MINUTE - 2/22
ALLIANCE OF WESTERN COUNCILS

SUMMARY

To provide information on the proposed Alliance of Western Councils and a history of regional council collaboration.

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Prior to the implementation of the Orana Joint Organisation of Councils (OJO) in June 2018 Council was part of a very successful 12 member Orana Regional Organisation of Councils (OROC). History shows that at the December 2017 meeting of OROC, a resolution was passed unanimously that any Joint Organisation for the Orana region should be established to encompass the same footprint. Each member council was in agreeance that membership fees should not exceed that currently paid to OROC.

Government intervention and targeted project funding for the far west of the state saw the carving off of the four western OROC member councils leaving a maximum of eight councils to form the Orana JO. Two of these councils (Dubbo Regional and Coonamble) declined to join. At commencement, there were only four councils: Gilgandra, Narromine, Mid Western Regional and Warrumbungle. Bogan and Warren councils joined in subsequent months which raised the membership to six councils.

The structure of OROC was such that as a 355 committee under the auspices of Narromine Shire Council it was able to serve the 12 member councils for an average cost per council of \$15k per annum.

The legislation under which the Joint Organisation was proclaimed necessitated a structure with the governance requirements the same as those which apply to a large regional council, to the extent that the average annual cost for each of the current six member councils is \$50k. The establishment of the JO was underwritten by a one-off grant of \$300k by the state government.

As the inaugural and then chair of the JO, I had made numerous representations both in writing and in person to the NSW Minister and Office of Local Government in regard to the unsustainable funding model under which the JO was operating. Similar representations were also made by the majority of the Joint Organisations within the state.

The situation arose whereby advice suggested that as a public organisation and without the injection of funds, the Orana JO would be trading insolvent prior to December 2020.

At the Orana JO Board meeting of 27 March and, on a recommendation of the General Managers of the six member Councils, it was resolved (in part):

“That subject to any further commitment by the State Government towards recurrent funding of the day to day operations of the Orana JO, the Board wind down functions effective 30 June 2020”

A rescission motion to the “Wind up” resolution was considered at an extraordinary meeting held on 7 April. At this meeting it was reported that the NSW Government would offer a further once off payment of \$150,000 to the JO to enable continued operations for a further 12 months. This pledge for funds was not supported by committed project initiatives or a reduction in governance responsibilities as such the rescission motion was not supported.

At a meeting of the Orana Joint Organisation on Wednesday, 12 May 2021 it was confirmed that all six member Councils have resigned their membership of the Joint Organisation (JO) and the Minister of Local Government has been collectively advised of this decision.

The member councils found the model for the JO was completely untenable leaving Councils with no alternative other than to withdraw their support.

All former Orana JO Councils acknowledged the need for continued collaboration within the region and, as such, at the abovementioned meeting, recommended that the Chair write to the former OROC Councils inviting them to provide feedback on their desire to form a voluntary group, similar to the old ROC model, that enables continued collaboration and input on a regional basis.

Council considered a report to its meeting on 18 May 2021 and resolved:

RESOLVED 89/21	Cr Batten/Cr Mockler
That Council participate in any future regional collaborative organisation of councils.	

The majority of other councils have resolved to collaborate to the extent of forming an alliance. As a result, the Alliance of Western Councils will hold its formation meeting in Gilgandra on 11 March 2022.

<u>Principal Activity</u>	Representation and Collaboration
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Unknown at this stage - possibly in line with previous OROC contributions
<u>Delivery Program Actions</u>	8.1.1.1 Maintain active relationship with Orana Regional Organisation of Councils

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 FEBRUARY 2022

RECOMMENDATION

That, subject to the outcome of the formation meeting, Gilgandra Shire Council become a member of the Alliance of Western Councils.

D Batten
Mayor

CAPITAL WORKS QUARTERLY UPDATE

SUMMARY

To provide an update on progress with the 2021-22 Capital Works Program as at 31 December 2021.

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The aim of this review is to provide a brief illustration of the current capital expenditure vs budget - how the project is tracking with some brief comments. A copy of this document is attached.

The Capital Works Program approximately 100 individual line items.

The estimated value of the 2021-22 Capital Works is **\$22,367,829** (as amended) across the whole of Council with **\$4,089,162.53** being spent as at the end of quarter which equates to 18% of the budget allocation.

As with previous years, even with the involvement of external contractors, Council struggled to complete all items adopted in the budget. It is expected that a significant number of capital projects that will carry over into the 2022-23 financial year and shall be a consideration when 2022-23 budget preparations commence.

<u>Principal Activity</u>	Strengthened Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<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 the report be noted.

David Neeves
General Manager

GILGANDRA HOUSING STRATEGY

SUMMARY

To seek Council's endorsement of the draft Gilgandra Housing Strategy for public exhibition.

.....

Gilgandra is experiencing an unprecedented boost in the local housing market, with high demand in 2021 for houses and investment properties along with vacant residential land (R1 zone). This demand has continued in the first 6 weeks of 2022.

Council staff have been monitoring the market trends, engaged with local real estate agents in recent months and assessed the availability of vacant zoned residential (R1) land within Gilgandra. The draft Gilgandra Housing Strategy (GHS) has been developed as a response mechanism to the housing availability pressures that are being experienced, which are not expected to weaken in the near future.

Housing availability is also a priority for the State Government, with Council staff providing input into state inquiries, Regional Housing Taskforce consultation and regionally based research on the topic and will continue to monitor progress of these.

The draft GHS has been developed generally following the NSW Government Local Housing Strategy Guidelines and considers the housing priorities at the state, regional and local levels. The Vision of the draft GHS compliments and supports the broader Council strategic focus and Community Strategic Plan vision:

“The Gilgandra Housing Strategy encourages a resilient housing market that promotes choice and opportunity, supporting a sustainable rural centre to Live, Enjoy and Grow.”

The draft GHS assesses the local issues, market trends, vacant land availability along with population demographics and employment trends, including the upcoming Inland Rail construction period which is expected to bring 400-500 workers to Gilgandra.

One of the key findings of the research undertaken is that the majority of vacant R1 zoned land has been developed in Gilgandra. There are a number of mostly scattered vacant lots within the existing Gilgandra urban area which provides infill development opportunity, however ownership of this land is mixed including NSW Land and Housing Corporation, a local organisation and some private ownership.

The remaining larger pockets of zoned R1 vacant land are located to the western extent of the urban area in Aralee Estate and Aero Park subdivision, the latter of which is a 55 lot subdivision owned by Gilgandra Shire Council.

Council has previously resolved to consider the further development of Aero Park during former budget deliberations at which point over the previous budgets it has been determined not to proceed with future stages. It should be noted that infrastructure has been installed on an opportunistic basis, particularly power, which at the time was installed to avoid a significant price increase as advised by Essential Energy.

There are three issues that provide strong evidence of the need to develop Aero Park Subdivision and should be considered as a priority project in 2022/23 budget deliberations:

- Critical need for residential building blocks

The GHS highlights there are limited options for residential development. Council holds the most suitable land and has invested a considerable amount into the area already. Market conditions have potentially never been more attractive to develop. In addition in holding the land, Council has at its disposal the asset to address one major part of the housing shortage issue.

- Opportunity and Requirement of Professional Housing

There is a shortage of professional or executive style accommodation to attract skilled workers to the community to fill essential roles. Council has seen this issue first hand but the GHS work highlighted this issue is wider than just Council and is now an issue across the spectrum of roles and levels in many organisations.

On the positive side, preliminary discussions with ARTC Inland Rail have commenced regarding their potential interest in staff housing during the period of construction. Further work is required but at a high level the requirements are approximately 10 properties for 4 to 5 years.

- Progression on the Temporary Workforce Accommodation Facility

Work and planning has been carried out to facilitate the development of a temporary workers camp on a portion of the Aero Park Subdivision. A further report and workshop is planned for this issue, however it is simply worth noting that it presents a further opportunity for development of infrastructure in the subdivision.

Through development of the GHS it has also become clear there is a general lack of social housing in the Gilgandra community, which typically supports those in lower socio-economic groups. There are a number of vacant residential blocks owned by NSW Land and Housing Corporation in the existing Gilgandra township, some of which previously had houses on them. It is also understood the wait time for families to access social housing in Gilgandra is generally between 2-5 years, emphasising there is a significant gap in availability.

Council staff have made contact with departmental staff and are working to progress the conversation, emphasising the need for investment and development of these properties to increase social housing stock. At this time it remains unclear of their position or commitment to do so, however strong and continued advocacy from Council will only reinforce the need for our local community.

The draft GHS contains a number of further priority tasks for Council to progress in consultation with key stakeholders involved in housing provision and availability, along with tasks around Council's own portfolio of residential properties it owns and/or manages including Cooee Lodge Retirement Village.

Public exhibition of the draft GHS is an opportunity to update the community in relation to the housing challenges that are being experienced locally and the proposed actions by Council in response, whilst also providing an avenue for the community to provide their feedback. It is an important conversation to be had with the community, in particular how Council facilitates the growth of the residential house market to meet short, medium and long term challenges.

<u>Principal Activity</u>	Landuse Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil, allowed for in current budget allocations
<u>Delivery Program Actions</u>	Not identified in current Delivery Program

RECOMMENDATION

1. That Council endorse the draft Gilgandra Housing Strategy for public exhibition for a period of 28 days with a final report to be presented at the April Ordinary Council meeting.
2. That Council progress planning and preliminary design on the Aero Park Residential Subdivision to inform 2022/23 budget discussions.

David Neeves
General Manager

DELEGATIONS TO MAYOR

SUMMARY

To confirm certain delegations to the Mayor.

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Council has previously adopted the following delegations for the Mayor and on review the delegations are considered appropriate and reflect the provisions of the Local Government Act 1993.

“That subject to the requirements of the Local Government Act, 1993, regulations thereunder, any expressed policies of Council or requirements of any Public Authority and pursuant to Section 377 of the Local Government Act, 1993, the Mayor be authorised to exercise or perform on behalf of Gilgandra Shire Council the functions, powers, authorities and duties set out in the schedule hereunder:

- To carry out any function conferred on and duly imposed on the Mayor under any act or regulation.
- To carry out the general supervision, control and direction of the General Manager.
- To affix the Common Seal of Council in conjunction with the General Manager or Deputy Mayor to any necessary document pursuant to or consequent upon any decision of Council.
- To respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council.
- If approval is required at short notice, jointly approve (with the General Manager) attendance by Elected Members at Conferences and Seminars etc, within New South Wales and the ACT to a maximum of three (3) days and within budget provisions. Prior approval by resolution of Council is required for all other Councillor attendance at conferences, training and educational courses and seminars, meetings, functions, etc.
- Authorise urgent works where budget funds are available and report that approval to the next Council meeting.
- Issue references under Council letterhead.
- Promote the area of Council through representations, functions and personal approaches.
- Provide Civic Receptions as deemed appropriate by the Mayor, within budget allocation.”

The delegation will remain until the next Mayoral election unless otherwise resolved by the Council to review the delegations sooner.

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

RECOMMENDATION

That the delegations to the Mayor, as presented, be confirmed for the term up until the next Mayoral election.

David Neeves
General Manager

DELEGATIONS TO GENERAL MANAGER

SUMMARY

To advise a review of current Delegations to the General Manager is required in accordance with provisions of the Local Government Act.

.....

The Delegations currently in place were adopted by Council in February 2018 and a copy included as at attachment.

The General Manager, under the Local Government Act, has the power to sub delegate certain responsibilities to relevant staff and, following completion of the Organisational Review, I will review the Delegations to other Directors and Managers to ensure consistency and allow their Delegation to relevant staff to match position descriptions.

For Council's information relevant sections of the Local Government Act referring to delegation of functions, and the functions of the General Manager are set out below:

A) DELEGATION OF FUNCTIONS

S377 General power of council to delegate

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following—
 - (a) the appointment of a general manager,
 - (b) the making of a rate,
 - (c) a determination under section 549 as to the levying of a rate,
 - (d) the making of a charge,
 - (e) the fixing of a fee,
 - (f) the borrowing of money,
 - (g) the voting of money for expenditure on its works, services or operations,
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
 - (i) the acceptance of tenders to provide services currently provided by members of staff of the council,
 - (j) the adoption of an operational plan under section 405,
 - (k) the adoption of a financial statement included in an annual financial report,
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,

- (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*,
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,
 - (t) this power of delegation,
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
- (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

S378 *Delegations by the general manager*

- (1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.
- (2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).
- (3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377(2).

S381 *Exercise of functions conferred or imposed on council employees under other Acts.*

- (1) If, under any other Act, a function is conferred or imposed on an employee of a council or on the mayor or a councillor of a council, otherwise than by delegation in accordance with this section, the function is taken to be conferred or imposed on the council.
 - (2) Such a function may be delegated by the council in accordance with this Part.
 - (3) A person must not, under any other Act, delegate a function to—
 - the general manager, except with the approval of the council
 - an employee of the council, except with the approval of the council and the general manager.
-

B) FUNCTIONS OF GENERAL MANAGER

Section 335 provides:

The general manager of a council has the following functions—

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,
- (b) to implement, without undue delay, lawful decisions of the council,
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,
- (d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,
- (e) to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,
- (f) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,
- (g) to exercise any of the functions of the council that are delegated by the council to the general manager,
- (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,
- (i) to direct and dismiss staff,
- (j) to implement the council's workforce management strategy,
- (k) any other functions that are conferred or imposed on the general manager by or under this or any other Act.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.3

Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That Council authorise the Schedule of Delegations to the General Manager.

David Neeves
General Manager

ROAD MAINTENANCE COUNCIL CONTRACT (RMCC)

SUMMARY

To consider a request from Warren Shire Council
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Mr Gary Woodman, General Manager of Warren Shire Council, has written to Council as follows:

Thank you for yourself and your Officer, Mr Daryl Colwell's time on Wednesday, 2nd February 2022 to discuss the ongoing arrangements being undertaken by Gilgandra Shire Council under the RMCC on State Highway 11 (Oxley Highway) within the Warren Shire LGA.

It is noted that Transport for NSW is yet to approve the extension of your Council's contract term for maintenance and improvement work under the RMCC beyond 30th June 2022.

Warren Shire Council over the last twelve (12) months has been reconsidering its decision to not take on the RMCC on the State Highway 11 (Oxley Highway) within the Warren Shire LGA. Following reporting by the Divisional Manager Engineering Services to Council's 30th November 2020 Roads Committee, Warren Shire Council at its Meeting on the 3rd December, 2020 subsequently resolved in part as follows:

"That:

- 1. The interim General Manager and Divisional Manager Engineering Services be approved to make an initial approach to the Transport for New South Wales (TfNSW) representatives to determine whether TfNSW would consider Warren Shire Council's request to being engaged by TfNSW works in accordance with the conditions of the TFNSW's Roads Maintenance Council Contract."*

Since this time, discussions with relevant Transport for NSW Officers concerning Warren Shire Council taking back over the RMCC for State Highway 11 (Oxley Highway) within the Warren Shire LGA have been positive. Accordingly, Council has commenced what is necessary in relation to Warren Shire Council becoming prequalified to achieve condition R2 and F5 Status in accordance with the National Prequalification System Guidelines.

Council has engaged a consultant to undertake the necessary preparation work, application and co-ordination with a Council Officer Project Team to ensure that Council would be in a position to commence work under the RMCC on State Highway 11 (Oxley Highway) on 1st July 2022.

Since my time of commencement with Warren Shire Council the community of Warren Shire has been providing advice and feedback to Council that it would prefer that Warren Shire Council should be undertaking maintenance and improvement work on the State Highway 11 (Oxley Highway) within the Warren Shire LGA. The situation came to ahead during the flooding of the Macquarie River and affects on the Oxley Highway during November/December 2021 and the need to convey the intricacies of the Warren Shire communities access requirements during the time.

It is pleasing that your Council's general attitude is that the State Highway work under the RMCC should be undertaken by the respective Council covering their own area and not another Council area.

If Warren Shire Council does take over the RMCC work within its LGA, it prefers not to be under a cluster arrangement, but directly with Transport for NSW. It is noted that this is also your preference.

Warren Shire Council accordingly will be applying for the ability to take over the RMCC on State Highway 11 (Oxley Highway) within the Warren Shire LGA in a direct arrangement commencing 1st July 2022 for an extended period of time as allowed under the contract.

Could you please advise if your Council would provide support for this change of arrangement so each Council would be responsible for RMCC work on State Highway 11 (Oxley Highway) in their respective areas.

Your earliest advice would be appreciated.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Undetermined
<u>Delivery Program Actions</u>	6.2.1.7 Maintain and improve the regional road network within the Shire in association with Roads and Maritime Services

RECOMMENDATION

1. That Council acknowledge Warren Shire Council's interest in resuming the RMCC Contract within the shire Boundaries of their Council
2. That Council have no objections to relinquishing the RMCC Contract which covers the Warren Local Government Area
3. That Council write to Transport For NSW noting our support for Warren Shire Council on the grounds that any future contract relates to individual LGA's and does not become a cluster type contract between Warren and Gilgandra Shire Council's.

David Neeves
General Manager





COOEE LODGE RETIREMENT VILLAGE UPDATE

SUMMARY

To provide an update on activity within Cooee Lodge Hostel and Villas.

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Snapshot for October to December 2021

Villas occupied	Hostel (mainstream) beds occupied	Special care beds occupied	Respite care clients for this quarter
 = 56	 = 32	 = 10	 = 14
	8 beds vacant in the general hostel.	All beds are full.	Number of respite days provided= 194 4 respite clients became permanent.

Cooee Lodge Villa Units

There are five Villa units vacant, however contracts are being exchanged for two of them. One vacant unit is fully renovated and available for sale and the other two are being assessed as to what upgrades are needed before they are made available for sale.

Legacy Units

Unfortunately, there was two interested parties who changed their mind about taking up residence, which has left three vacant Legacy Units. The Legacy units are available to legatees to rent with the weekly rent set at 35 % of the single aged pension. Whilst legatees receive first preference, non legatees are also eligible to rent the units with the rent set at 40% single aged pension. Noting the current vacancies, there is an opportunity to market the availability of these units.

Covid-19 Vaccination

All aged care facilities are required to report weekly their staff and resident COVID 19 vaccination levels. The vaccination level for the hostel staff is currently 100%. Resident vaccination levels sit at 90% fully vaccinated due to residents choice not to be vaccinated. Covid-19 Booster shots for residents and staff were undertaken by Health Care Australia early January 2022. At this time of writing there has been no positive Covid cases detected within the residents of Cooee Lodge Hostel or Jack Towney Hostel.

Covid-19 Expenses

The hostel continues to incur significant additional expenses related to implementation and compliance with NSW Health guidelines in Aged Care. These additional expenses include additional staffing, including the engagement of Agency Staff, wages as well as equipment and importantly Rapid Antigen Test kits. A grant application is now being finalised and will be submitted for reimbursement for these expenses in February 2022.

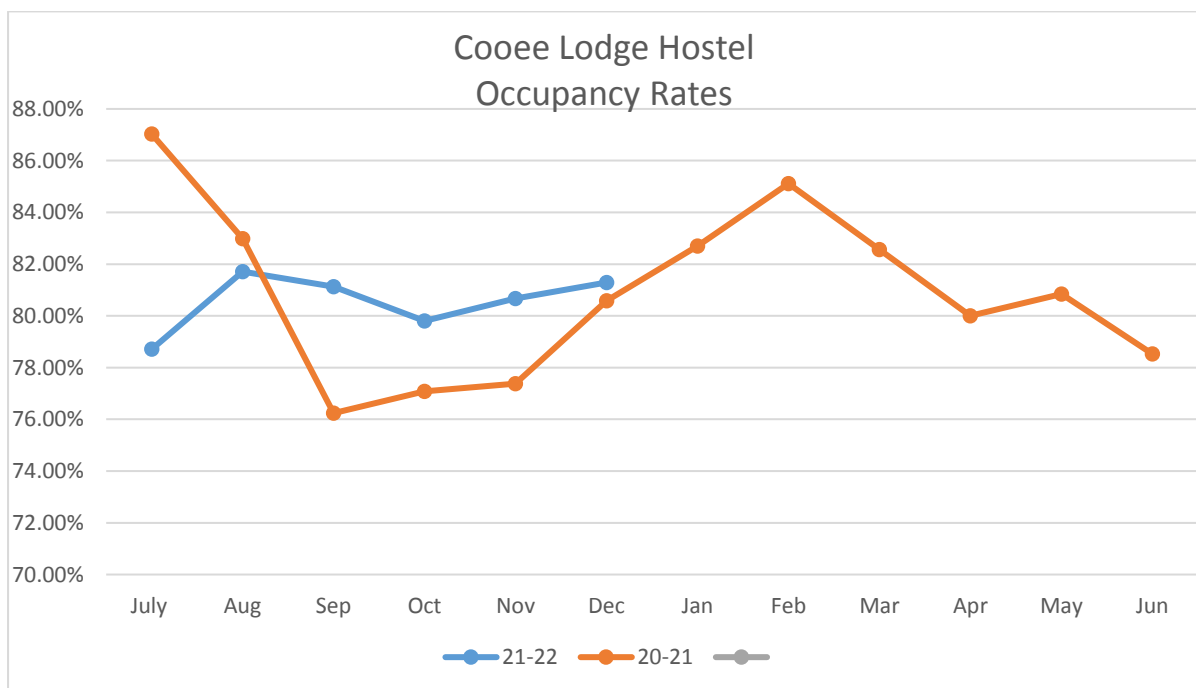
Cooee Lodge Hostel Occupancy Levels

Currently we have 42 residents residing within the hostel. This figure fluctuates with residents coming in and then leaving for several reasons, which include hospitalisation, change in needs or natural attrition.

Cooee lodge has received several enquiries from individuals interested in accessing our service. From these enquiries there is likely to be new admissions in 2022. Unfortunately some potential residents could not be accommodated at Cooee Lodge due to their high level of needs.

There is a trend in Aged Care in the current Covid environment where relatives of potential residents are reluctant to place their loved ones in care due to the high number of Covid outbreaks in a large number of Aged Care Facilities and the number of deaths of aged care residents. Marketing and promotion of the facility will hopefully improve occupancy levels.

The graph below demonstrates the trend in the average monthly occupancy over the past two years:



Marketing Strategy

Council has commenced the implementation of the marketing campaign to advertise the availability of vacant villas units and hostel rooms. The campaign will include;

- Professional photography of the facility
- Full colour double sided A4 flyer mailbox drop delivered to all addresses within the Gilgandra LGA
- Newspaper advertorial in the Gilgandra Weekly over the next month
- Targeted Facebook advertising focusing on reiterating the content and messaging from the mailbox drop, newspaper and radio advertisements

The cost of the campaign is \$4,300 and the costs will be met from within existing budgets. The campaign commences on 14 February 2022 and will continue for four weeks. Enquiries will be monitored to assess the success of the campaign.

ACFI Levels

The Aged Care Funding Instrument (ACFI) is a tool used to measure how much subsidy a residential aged care facility receives to cover the cost of care for each resident. Every resident is assessed on the level of care they require, their daily living activities, behaviour and complex health care needs.

Residents are assessed regularly. The ACFI level is tracked per resident and reported on a daily average. For the quarter October-December 2021, the average daily ACFI was \$162.32 per resident. This figure is up slightly from \$156.63 as at 30 June 2021, a 3.6% increase.

Service Delivery Improvements

Hostel Menu Review

The new menu commenced on 20 September 2021. The team have included a number of dishes that residents have suggested are “family favourites” in the new menu, which have been well received. The team have been monitoring the feedback from residents and families. Through these conversations with residents and families, identified gaps are in the process of being resolved and suggestions implemented.

Nutritional Daily Subsidy

In response to the Royal Commission into Aged Care Quality and Safety, Cooee Lodge is receiving an extra nutritional subsidy of \$10.00 per resident per day to improve the care and services offered to residents, particularly in relation to food and nutrition.

To receive the funds, providers must agree to submitting quarterly reports on food and nutrition spending and the quality of those daily living services. Providers will have to complete a report containing nine questions, including how much is spent on pre-prepared food, how many hours cooks or chefs are employed on site, and how much is spent on allied health support, such as dieticians and speech pathologists, who can help improve residents' nutritional intake.

Review of Medication Management Procedures

The review of our medication management procedures is almost complete. Care staff will be training in the medication management procedures resulting in less dependency on registered nurses whilst still maintaining the high level of care. Cooee Lodge has implemented these new procedures from January 2022, which will decrease our Registered Nurses' costs and have a potential saving of \$30,000.00 a quarter.

Staff Resourcing

Staff continue to provide exceptional service caring for our vulnerable. Whilst many are working considerable hours, the publicity received recently over the national media regarding the need for defence force personal is not applicable to the Cooee Lodge or Jack Towney operations. The facility is managing with the resources available.

Capital Works Program

Hostel Room Renovation

The financials of the room upgrades are reported in the quarterly budget capital works report. Renovations to the five rooms were completed late December 2021. Two of the five rooms are now occupied by existing residents.

Fire Protection Upgrades

The works remain approximately 50% complete with the fire pumps and tanks having been installed. The remaining works include location of underground services, installation of connecting pipework, electrical wiring to switchboards, installation of retaining wall around the tanks, surveying and landscaping. Delays in completing this project have been experienced due to the unavailability of qualified tradespersons to install the pipework. Subject to the pipework availability and tradespersons, the aim is to have the pipework installed by the end of March (weather permitting). The site is intended to be commissioned and tidied up during April (landscaping, reinstate road crossings, reinstate turf and any irrigation, fill tanks, complete electrical connection, commission pumps) and the project is aimed to be certified by the end of May 2022. As outlined in the QBR report, an additional allocation of \$100,000 is required to complete the project. Council originally allocated \$190,000 to the project however it is expected to cost \$290,000.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.3.3.1: OPERATION – Provide an excellent standard of assisted living accommodation at Cooee Lodge which maintains the independence, dignity and well-being of the residents.

RECOMMENDATION

That the report be noted and Council acknowledge the excellent efforts of all Council staff involved in the operations of all Gilgandra Lifestyles' Services.

David Neeves
General Manager

ORANA LIVING SERVICE UPDATE

SUMMARY

To provide an update on Orana Living operations

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In light of the current pandemic, I advise that since 8 January to date 9 clients and 10 staff across 4 outlets have tested positive to COVID 19. Management of these cases have been in accordance with Orana Living's Pandemic Management plan with support from the relevant government departments. In these cases no medical intervention has been sought and the clients managed their time in isolation well.

Whilst the risks are evident and present, the procedures implemented by staff and with the support of the clients ensures the current situation is under control and well managed. It is pleasing to report all clients and staff working within Orana Living are double vaccinated with many already having received their booster.

Orana living has 30 clients within our care across six homes. The service has capacity for four additional spaces and is current operating on 88% occupancy. Work is continuing to attract new clients to Orana Living however this is proving to be a challenge in light of the Pandemic.

In December, Orana Living engaged a consultant to undertake gap analysis in preparation for the mid-term audit. The report has been received and planning for continuous improvement commenced.

Following this review, Orana Living completed a mid-term registration audit in January conducted by BSI (Private Auditing Consultants) on behalf of the NDIS Commissioner, with minor non conformances being verbally identified in the exit interview. The formal report is yet to be received. It was pleasing to note that no major non-conformances were identified and the audit acknowledged the excellent service Orana Living provide to its clients.

As reported in the December quarterly budget review, Orana Living is on target to report another sound financial result and is generally tracking to budget.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.3.2.2 Provide an excellent standard of accommodation and associated services at Orana Living which maintain the independence, dignity and wellbeing of the clients

MEETING OF
HELD ON:

GILGANDRA SHIRE COUNCIL
15 FEBRUARY 2022

RECOMMENDATION

That report be noted and Council acknowledge the excellent efforts of all Council front line staff undertaking personal care roles.

David Neeves
General Manager

2021/22 QUARTERLY OPERATIONAL PLAN REVIEW TO 31 DECEMBER 2021

SUMMARY

To consider progress with Council's 2021/22 Operational Plan as at 31 December 2021.

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Separately enclosed with this business paper is the 2021/22 Operational Plan Review document for the quarter 1 September 2021 to 31 December 2021.

<u>Principal Activity</u>	Strategic Leadership Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2021/22 budget.
<u>Delivery Program Actions</u>	4.2.1.1 Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements 2.1.1.2 Report Council's issues actions and achievements to the Community

RECOMMENDATION

That the 2021/22 Operational Plan Review for the quarter ended 31 December 2021 be adopted.

N J Alchin
Director Corporate Services

QUARTERLY BUDGET REVIEW 31 DECEMBER 2021

SUMMARY

To detail the variances to the original estimates for the 2021/22 financial year as presented in the Quarterly Budget Review as at 31 December 2021. 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

There have been no changes to the budget that have been previously adopted by Council to date.

Note	Description	When Done	Income Change	Expense Change	Resp.
1100	Corporate Support Income	Sept	\$40,273		DCorp
1200	Fire Services Income	Sept	\$50,000		GM
1410	Other Waste Management Income	Sept	\$45,000		DEnv
1540	Gilgandra PreSchool Income	Sept	-\$530,000		DComm
1541	Gilgandra PreScholl Expenses	Sept		-\$530,000	DComm
1641	Town Planning Expenses	Sept		\$50,000	DEnv
1650	Street Lighting Income	Sept	\$78,928		DInf
1700	Gilgandra Library Income	Sept	\$1,733		DComm
1701	Gilgandra Library Expenses	Sept		\$1,840	DComm
1911	Rural Roads Expenses	Sept		\$2,695,593	DEnv
2014	Economic Development Expenses	Sept		\$50,000	DCorp
2801	Financial Assistance Grant	Sept	-\$1,988,275		DCorp
2900	Transfers from Reserves	Sept	\$8,976,592		Various
2903	Capital Income	Sept	\$381,546		Various
2904	Capital Expenditure	Sept		\$4,426,812	Various
	General Fund	Sept	\$7,055,797	\$6,694,245	
5000	Orana Living	Sept	\$943,363	\$928,572	DComm
6000	Carlinda Enterprises	Sept	-\$30,500	-\$18,813	DComm
7000	Coeee Villa Units	Sept		\$9,992	DComm
8000	Coeee Lodge	Sept	\$340,000	\$346,712	DComm
8500	Jack Towney Hostel	Sept	\$386,764	\$391,813	DComm
	All Council	Sept	\$8,695,424	\$8,352,521	

Result

The overall result for General Fund for this review as at 31 December 2021 is a \$145,848 decrease to the estimated deficit at year end to an estimated result of a \$100,814 deficit (depreciation not included).

Water Fund has no change to the estimated result of a \$112,378 deficit (depreciation not included).

Sewer Fund has no change to the estimated result of a \$54,892 deficit (depreciation not included).

Orana Living has a \$360,000 increase to the estimated surplus at year end to an estimated result of a \$650,297 surplus (depreciation not included).

Carlinda Enterprises has a \$112,500 decrease to the estimated surplus at year end to an estimated result of an \$81,344 deficit (depreciation not included).

Cootee Villa Units has a \$4,000 increase in the estimated deficit at year end to an estimated result of a \$7,377 deficit (depreciation not included).

Home Care Packages has a \$3,000 decrease to the estimated surplus at year end to an estimated result of an \$11,470 surplus (depreciation not included).

Cootee Lodge Hostel has an \$11,600 increase to the estimated deficit at year end to an estimated result of a \$206,136 deficit (depreciation not included).

Jack Towney Hostel has a \$5,000 increase to the estimated surplus at year end to an estimated result of a \$14,765 surplus (depreciation not included).

The overall result for this review as at 31 December 2021 is a \$379,748 decrease to the estimated deficit at year end for Council as a whole to an estimated result of a \$113,591 surplus (depreciation not included).

Details - Notes

The following notes are to be read in conjunction with the Quarterly Budget Review documents and contain a detailed description of the major variances to Council's budget. These changes are listed in the variance columns.

GENERAL FUND

Note 1100 (page 2 QBR)

Corporate Support Income

\$216,920 additional income

Responsible Officer: Director Corporate Services

Additional income has been received or is expected to be forthcoming in the following activities:

- Traineeship income: additional \$140,000 (from \$14,030 to \$154,030). Actual income received to date is \$129,390 and, based on existing traineeships, is expected to total around \$150,000 by the end of the year.
 - Workers Compensation income: additional \$60,000 (from \$45,000 to \$105,000). A higher level of claims than estimated has resulted in the
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increase of insurance payments to Council. This may have a negative effect on Council's premiums in the coming years.

- Insurance Claims income: additional \$13,163 (from \$25,273 to \$38,436). Council has received this additional income due to an insurance claim for water damage sustained to the indoor basketball court flooring at the Youth Club. This is offset by additional capital expenses of the same amount on page 11.
- Section 603 Certificates income: additional \$3,757 (from \$3,000 to \$6,757). These certificates are provided to prospective property buyers and outlines the rates position. Increased property sale activity has resulted in an increase of certificates issued.

Note 1108 (page 2 QBR)

Civic Activities

\$16,640 additional income

Responsible Officer: Director Corporate Services

Council has been offered \$16,640 from the Australia Day Council to assist with costs associated with Australia Day events. Council had already allocated a budget towards these costs and, as a result, the funding is included as additional income without additional expenses.

Note 1121 (page 2 QBR)

Wages & Other Employee Costs

\$99,000 less expense

Responsible Officer: Director Corporate Services

There will be a reduction in the costs incurred for training purposes mainly in course registrations, accommodation, travel and allowances. This is due to the Covid situation with formal training courses and travel restricted.

Note 1401 (page 4 QBR)

Domestic Waste Management Expenses

\$1,500 additional expense

Responsible Officer: Director Planning & Environment

A small budget adjustment to allow for an increase in insurance premium (from \$6,205 to \$7,705) for the Waste Facility.

Note 1410 (page 4 QBR)

Other Waste Management Income

\$10,000 additional income

Responsible Officer: Director Planning & Environment

An increase in the tipping charges income collected from the Waste Facility (from \$19,495 to \$29,495) with an amount of \$20,915 collected to date.

Note 1500 (page 5 QBR)

Wages & Other Employee Costs

\$35,000 less expense

Responsible Officer: Director Community Services

There are expected savings in wages from the resignation of the Director Community Services and the role remaining unfilled for a portion of the year.

Note 1510 (page 5 QBR)

Gilgandra Youth Service Income

\$15,000 additional income

Responsible Officer: Director Community Services

Additional funding has been received for summer holiday activities (\$10,000) and Youth Week (\$5,000). These activities are traditionally undertaken by GYS without external funding. As a result, no additional cost is anticipated.

Note 1521 (page 5 QBR)

Gilgandra Community Care Expenses

\$2,500 additional expense

Responsible Officer: Director Community Services

This is to account for a portion of the cost of the executive review into Aged Care being conducted by Pride Living with the total cost being \$67,600 shared across the organisation.

Note 1523 (page 5 QBR)

Gilgandra Community Transport Expenses

\$2,500 additional expense

Responsible Officer: Director Community Services

This is to account for a portion of the cost of the executive review into Aged Care being conducted by Pride Living with the total cost being \$67,600 shared across the organisation.

Note 1800 (page 7 QBR)

Building Control Income

\$1,000 additional income

Responsible Officer: Director Planning & Environment

A small increase in income generated in this area.

Notes 2013 & 2014 (page 9 QBR)

Economic Development Income & Expenses

\$16,500 additional income

\$16,500 additional expense

Responsible Officer: Director Corporate Services

An additional funding opportunity has presented itself being a Small Business grant and for the Summer Nights activity. This additional income is offset by additional expense of the same amount.

Note 2051 (page 9 QBR)

Lease Income - Staff

\$25,000 additional income

Responsible Officer: Director Corporate Services

The income from this activity is derived from the leaseback of Council vehicles to staff. The estimate of \$25,000 was conservative with the amount of vehicles leased being twice that originally estimated. As a result, an additional \$25,000 is anticipated to be received by the end of the year.

Note 2900 (page 10 QBR)

Transfers from Reserves

\$764,455 additional income

A full list of the transfers from reserves is as follows (the responsible officer is shown in brackets):

- Library Upgrade (DCorp): \$72,113 additional income being the balance of this reserve. Offset by additional capital expense on page 12.
- Drought Communities Program (DCorp): \$73,521 additional income offset by additional capital expense on page 11.
- Drought Communities Program Extension (DCorp): \$468,784 additional income offset by additional capital expense on page 11.
- Sporting Precinct (DCorp): \$31,489 additional income offset by additional capital expense on page 12.
- Sports Council (DCorp): \$48,548 additional income offset by additional capital expense on page 12.
- Waste Facility (DEnv): \$70,000 additional income offset by additional operating expense on page 11.

Note 2903 (page 11 QBR)

Capital Income

\$3,593,911 additional income

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

- Grants – SCCF Round 3 (Library Upgrade) (DCorp): \$100,000 additional offset by additional capital expense for the Library on page 12.
 - Grants – Public Libraries Infrastructure Fund (DCorp): \$300,170 less income as this grant monies was received in the previous year. It is offset by the capital expense for the Library on page 12.
 - Grants – The Mill on Miller Plaza (DCorp): \$1,802 less income to match the funding amount to be received. It is offset by the capital expense for the Library on page 12.
 - Grants – BBRF Library Upgrade (DCorp): \$1,809,029 additional income offset by the capital expense for the Library on page 12.
 - Grants – SES Building (DEnv): \$19,854 additional income which has been forthcoming but was unexpected.
 - Grants – Waste Facility Upgrade (DEnv): \$143,500 additional income which offsets additional capital expense on page 11.
 - Grants – Drought Communities Program Extension (DCorp): \$100,000 additional income which is offset by additional capital expenses on page 11.
 - Contribution – from Carlginda for Waste Facility (DEnv): \$73,500 additional income which is offset by additional capital expenses on page 11.
 - Contribution – Water Bore Project – Inland Rail (GM): \$900,000 additional income which is offset by additional capital expenses on page 12.
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- Grants – Bridges (DInf): \$750,000 additional income which is offset by additional capital expenses on page 11.

Note 2904 (pages 11 & 12 QBR)

Capital Expenditure

\$5,624,578 additional expense

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

Waste Facility Upgrades (DEnv)

\$287,000 additional expense to undertake upgrades at the Waste Facility. This expense is offset by additional capital grant income (\$143,500), additional capital contribution income (\$73,500) and an additional transfer from reserves (\$70,000).

Drought Communities Program (DCorp)

\$73,521 additional expense which is the remainder of the funds from this program to be spent. It is offset by a transfer from reserves of the same amount.

DCP Extension (DCorp)

The projects under this program being footpaths, pool upgrades, signage replacement, CBD activation and GIL events, Armatree Black Dog Ride, Curban Bidon Road culvert, BP stormwater outlet, gravel resheeting, Kerb and guttering and Gilgandra Speedway. Funding of \$900,000 was received last year with the unspent portion of \$468,784 transferred to reserves. This amount plus additional grant funding of \$100,000 offsets the total additional capital expenses of \$568,784.

Lucas Bridge (DInf)

\$750,000 additional expense to complete the project and it is offset by additional capital income of the same amount.

Youth Club (DComm)

\$13,163 additional expense to complete repairs to the basketball court flooring and it is offset by additional insurance claim income.

Library Upgrade (DCorp)

\$3,402,073 additional expense. The additional expense brings the total budget amount to \$5,666,494. This amount when added to \$38,660 spent in 19/20 and \$228,057 spent in 20/21, the total estimated cost is \$5,933,211 as previously reported to Council.

The additional expense of \$3,402,073 in this budget review is offset by the following:

- Grants – SCCF Round 3 (Library Upgrade): \$100,000 additional income.
 - Grants – Public Libraries Infrastructure Fund: \$300,170 less income.
 - Grants – The Mill on Miller Plaza: \$1,802 less income.
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- Grants – BBRF Library Upgrade: \$1,809,029 additional income.
- Transfers from Reserves – Library Upgrade: \$72,113 additional income.
- Capital Expenses – The Mill on Miller Plaza: \$600,000 less expense.
- Loan Income: \$1,000,000 additional income.

The above changes equate to an additional \$3,279,170 of available budget funds. The shortfall of \$122,903 remains Council's cash contribution towards the project.

Sporting & Recreational Precinct (DCorp)

\$80,037 additional expense for the planning stage of the project. It is offset by the two transfers from reserves for the Sporting Precinct (\$31,489) and the Sports Council (\$48,548).

Caravan Park Water Supply (DCorp)

\$150,000 additional expense to conduct planned water infrastructure upgrades within the caravan park. This is subject to a separate report elsewhere in the Business Paper.

Water Bore Project – Inland Rail (GM)

\$900,000 for this project which is offset by additional capital income of the same amount.

The Mill on Miller Plaza (DCorp)

As mentioned in the commentary above for the Library Upgrade, this \$600,000 allocation is incorporated into the Library Upgrade with the cost for the Mill on Miller Plaza included in the overall budget for the Library.

Note 2905 (page 12 QBR)

Loan Income

\$1,000,000 additional income

Responsible Officer: Director Corporate Support

An additional \$1,000,000 in borrowings to assist in funding the Library Upgrade project. There is no change to the loan repayments cost at this stage as the first instalment will not be made until the 22/23 year.

Note 3000 (page 14 QBR)

WATER SUPPLY

\$50,000 additional income

\$50,000 additional expense

Responsible Officer: Director Infrastructure

The additional income is the result of a transfer from reserves and it is offset by additional capital expense of the same amount for the condition assessment of the number 3 bore.

There is also some movements within the capital expenses area with the budgets for the Tooraweenah Bore (\$30,000) and the Bore 8 Condition Assessment (\$25,000) transferred to the Required Metering Upgrade project.

Note 4000 (page 15 QBR)

SEWERAGE SERVICES

Responsible Officer: Director Infrastructure

No changes.

Note 5000 (page 16 QBR)

ORANA LIVING

\$360,000 less expense

Responsible Officer: Director Community Services

There is an additional \$70,000 in operating expenses being \$20,000 for professional services in relation to marketing and a further \$50,000 to cover costs associated with Covid-19.

The total estimated capital spend has been reduced by \$430,000 to reflect the fact that the costs will not be incurred in this financial year.

Note 6000 (page 17 QBR)

CARLGINDA ENTERPRISES

\$39,000 less income

\$73,500 additional expense

Responsible Officer: Director Community Services

The reduction income is due to the Covid situation with the supported employees unable to work. This then results in reduced funding.

The additional capital expense of \$73,500 is a contribution to General Fund for the Waste Facility Upgrades project. The combined result is a \$112,500 worsening for Carlginda that will be funded from prior year surpluses.

Note 7000 (page 18 QBR)

COOEE VILLA UNITS

\$4,000 additional expense

Responsible Officer: Director Community Services

This is to account for a portion of the cost of the executive review into Aged Care being conducted by Pride Living with the total cost being \$67,600 shared across the organisation.

Note 7500 (page 19 QBR)

HOME CARE PACKAGES

\$3,000 additional expense

Responsible Officer: Director Community Services

This is to account for a portion of the cost of the executive review into Aged Care being conducted by Pride Living with the total cost being \$67,600 shared across the organisation.

Note 8000 (page 20 QBR)

COOEE LODGE

\$100,000 additional income

\$111,600 additional expense

Responsible Officer: Director Community Services

The additional income of \$100,000 is a transfer from Cooee Lodge's cash reserves and is offset by an additional \$100,000 capital cost for fire protection.

The remaining changes are with the salaries and wages area with a \$50,000 savings in administration due to a current shortage in staff, a \$25,000 additional cost for agency nurses and an additional \$36,600 for the Pride Living review.

Note 8500 (page 21 QBR)

JACK TOWNEY HOSTEL

\$5000 less expense

Responsible Officer: Director Community Services

An additional \$20,000 for the Pride Review and a \$25,000 savings in capital as the aged care commission project will not be progressing this financial year.

Finance Manager's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$608,214 deficit (depreciation not included). This review indicates an estimated result of a \$100,814 deficit (depreciation not included) which is an improvement of \$507,400. 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 \$112,378 deficit (depreciation not included). This review indicates no change to the estimated result. This result 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 \$54,892 deficit (depreciation not included). This review indicates no change to the estimated result. 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 \$275,506 surplus (depreciation not included). This review indicates an estimated result of a \$650,297 surplus (depreciation not included) which is an improvement of \$374,791. This result should be viewed as being satisfactory compared to the original budget.

Carlinda Enterprises

The original budget estimate for Carlinda Enterprises was an end of year result of a \$42,843 surplus (depreciation not included). This review indicates an estimated result of an \$81,344 deficit (depreciation not included) which is a worsening of \$124,187. This result should be viewed as being unsatisfactory compared to the original budget.

The estimated result of a deficit of \$81,344 can be alleviated significantly through the removal of the \$73,500 contribution to General Fund. While this will be of benefit to Carlinda Enterprises, it will have a negative impact on the General Fund.

Cooee Villa Units

The original budget estimate for Cooee Villa Units was an end of year result of a \$6,615 surplus (depreciation not included). This review indicates an estimated result of a \$7,377 deficit (depreciation not included) which is a worsening of \$13,992. This result should be viewed as being unsatisfactory compared to the original budget.

Due to the relatively small amount in question, 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 \$14,470 surplus (depreciation not included). This review an estimated result of an \$11,470 surplus (depreciation not included) which is a worsening of \$3,000. This result should be viewed as being unsatisfactory compared to the original budget.

Due to the relatively small amount in question, no remedial action is considered necessary.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$187,824 deficit (depreciation not included). This review indicates an estimated result of a \$206,136 deficit (depreciation not included) which is a worsening of \$18,312. This result should be viewed as being unsatisfactory compared to the original budget.

Due to the relatively small amount in question, no remedial action is considered necessary.

Jack Towney Hostel

The original budget estimate for Jack Towney Hostel was an end of year result of a \$14,814 surplus (depreciation not included). This review indicates an estimated result of a \$14,765 surplus (depreciation not included) which is a worsening of \$49. This result should be viewed as being unsatisfactory compared to the original budget.

While the budget position is a worsening, 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 \$609,060 deficit (depreciation not included). This review indicates an estimated result of an \$113,591 surplus (depreciation not included) which is an improvement of \$722,651. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2019/20 and 2020/21 are actual ratios for Council's information while those for 2021/22 are an estimate only until the financial statements are completed and are subject to change.

	Benchmark	2021/22	2020/21	2019/20
Operating Performance Ratio	> 0.00%	1.16%	0.96%	7.22%
Own Source Revenue Ratio	> 60.00%	64.00%	63.97%	70.23%
Unrestricted Current Ratio	> 2.00:1	4.22:1	3.86:1	4.04:1
Debt Service Cover Ratio	> 3.00 x	7.51 x	7.00 x	9.90 x
Rates & Charges Outstanding	< 10.00%	6.80%	8.55%	11.73%
Cash Expense Cover Ratio	> 6.00 x	12.75 x	11.42 x	14.54 x
Building & Infrastructure Renewal Ratio	> 100.00%	101.00%	147.73%	151.93%
Renewal Backlog Ratio	< 2.00%	1.70%	1.89%	1.10%
Required Maintenance Ratio	> 1.00	1.00	1.06	0.91

<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 31 December 2021 be adopted.

N J Alchin
Director Corporate Services

**“IT’S GREAT” GILGANDRA REGION EVENTS ATTRACTION GRANT
FUND PROGRAM**

SUMMARY

To consider establishing a Gilgandra Region Events Attraction fund, ‘It’s GREAT!’ Grant Program for events, festivals and cultural activities, as a further opportunity of the Grow Gilgandra program and a key driver of Live > Enjoy > Grow Gilgandra vision.

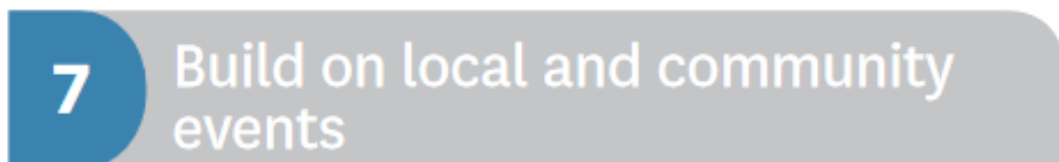
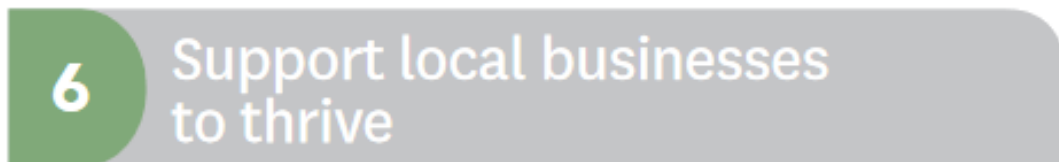
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Council’s Grow Gilgandra Program includes a number of initiatives including:

- Shop Local Christmas promotion
- Business Training workshops
- Private Business Signage project
- BIG Ideas – Business Improvement Grant Program
- Gilgandra Region website and digital content support

The Grow Gilgandra Program recognises that local businesses and business activity contribute to the vibrancy and energy of our town and region and creates the ability for these businesses to generate new ideas and turn those ideas into profitable ventures that is critical to drive our local economy.

The Grow Gilgandra program has been a driving action from the Gilgandra Activation Blueprint, with the ‘It’s GREAT!’ Grant Program directly linked to two specific actions from the 8 point action plan:



The expansion of this program to include a Local Events Grant has the following objectives:

- To encourage events that complement our Community Strategic plan and our Regions activation and revitalisation projects including the Gilgandra Activation Blueprint
- Develop a culture and infrastructure that supports and grows a vibrant events calendar in the Gilgandra Region
- Maximise the contribution events make to tourism and economic development in the Gilgandra Region
- Recognise the contribution events make to the social and cultural development of residents and visitors to the Gilgandra Region
- To promote the Gilgandra Region as an attractive place to live > enjoy > grow

Over the past number of years Council has had approaches from local individuals and groups, keen to develop local sporting, tourism and community event opportunities, and looking for Councils support and guidance. Ideas have included:

- A Music Festival
- Major golf event
- Major bowls Event
- Come Home to Gilgandra Weekend of activities

In addition there is the opportunity encourage further development and expansion of established events, for example:

- Gilgandra Speedway
- Gilgandra and Tooraweenah Market Days
- Gilgandra and Tooraweenah Show Days

“It’s GREAT” Grant Guidelines and Assessment

Guidelines

The event must be staged within the Gilgandra LGA, and:

- Provide owner approval where the applicant is not the owner of the location of the event
- Be a legally constituted group/organisation and be the holder of an ABN
- Have appropriate insurances, permits and licenses
- Have discussed with Council’s Marketing & Communications Team prior to submitting an application.

The total pool of grant funding for 2021/22 is \$50,000 available in existing budgets.

There are two funding categories:

Stream 1 Community Events:	Stream 2: Larger Events
<ul style="list-style-type: none"> • Grants Up to \$2,000 (ex GST) • Non-matched funding • Applications Quarterly 	<ul style="list-style-type: none"> • Grants Open and based on impacts/benefits assessment (ex GST) • Applicant contribution required. • One Annual competitive funding round • Expressions of Interest as first step
Examples:	Examples:
<ul style="list-style-type: none"> • Market days • Art exhibitions 	<ul style="list-style-type: none"> • Music Festival or major event over a weekend • Annual major sporting event • Major installations/art and event

Application Process

- Detailed event budget
- Submission of an Event Management Plan
- Compliance with relevant approvals
- ABN
- Relevant Insurance Cover
- Priority to Local Suppliers

Assessment Criteria

- Meets Program Objectives
- Realistic Balanced Budget
- Level of Contribution (Stream 2)
- Event Sustainability/Potential for Growth and Longevity
- Use of Local Suppliers
- Impact (Economic and Community)
- Event suitability (compliments/competes)
- Organisers Track Record/Credentials
- Increased Visitation/Spend
- Community Benefit
- Employment creation
- Positively Promotes our Region
- Likelihood of Completion in timeframe
- Compliance with relevant approvals

Assessment Process

- Applications will be assessed by a panel comprising relevant Council staff.
- The Assessment Panel's recommendations presented to Council who will consider the recommended funding allocations at a formal Ordinary Council Meeting
- All applicants will be notified in writing as to the outcome of their application.
- A high weighting will be given to Events with potential for ongoing economic and community benefits

Acquittal

- A summary of the event including feedback on the things that went well and also lesson's learnt
- Details of Event expenditure together with receipts attached
- Copies of promotional materials, photographs or video for the purpose of promoting the grants scheme through Council publications and website
- All events must be completed and acquitted within 12 months of advice of funding approval

The intention would be to proceed with the initial calling of applications in this financial year and a further allocation of \$50,000 put forward for budget consideration in 2022/23. The success of events funded initially would be the subject of a report to Council following the acquittal process, to allow consideration of whether this events grant program is to continue on an ongoing basis.

<u>Principal Activity</u>	Sense of Place; Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Up to \$50,000 from existing budget in 2021/22
<u>Delivery Program Actions</u>	1.2.1.3 Support community organised events, festivals and celebrations 5.1.2.1 Provide support for existing businesses and facilitate opportunities for business development and growth

RECOMMENDATION

1. That Council endorse the "Its GREAT" Gilgandra Region Events Attraction Grant Fund Program model as an additional element of the Grow Gilgandra Program in 2021/22 noting that up to \$50,000 is available in existing budget allocations in 2021/22.
2. That Council endorse the guidelines, application, assessment and acquittal processes as outlined in this report.

N J Alchin
Director Corporate Services

HUNTER PARK PRECINCT MULTIPURPOSE SPORTS CENTRE

SUMMARY

To consider budget commitments and opportunities to apply for Grant Funding to progress the Hunter Park Precinct Multipurpose Sports Centre Project.

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Background Information

For many years the Gilgandra Youth Service, Gilgandra Basketball Association, and more recently Gilgandra Fitness Centre have operated from the Gilgandra Youth Club, a 1950's build premises located at 4 Hall Street, Gilgandra. This location has met the basic needs of the Gilgandra Basketball Association with one indoor basketball court, albeit smaller than the standard dimension, and an outdoor court, however the facility is dated and no longer meets the standards for modern basketball facilities.

The Fitness Centre operates in an area which was originally squash courts and in need of being modernised. The Gilgandra Youth Services drop in centre and offices are also not fit for purpose due to the age of the building and very limited spaces.

The existing Gilgandra Swimming Pool, tennis courts and recently updated skate park and children's play areas are all located within Hunter Park.

The Gilgandra pool is a first generation pool constructed in 1939, 33m in length with an attached toddler wading pool. Associated buildings at the facility include toilets and antiquated change rooms, a kiosk/entry turnstiles, swimming club storage facility, plus a plant room and chemical storage area.

Despite multiple renovations and repairs, there is a concerning leakage issue and limited capacity to expand swimming activities and services from this facility. Council reports indicate the pool was originally designed for 50m however the Council at the time needed to cut costs and decided to construct a shorter pool to save money for roadworks.

Gilgandra Shire Council hosts a Local Sports Council which includes of members from the Gilgandra Basketball Association (Senior and Junior), Gilgandra Swimming Club, Gilgandra Rugby League (Senior and Junior), Gilgandra Cricket Association (Senior and Junior), Rugby Union, Gilgandra Little Athletics and the Gilgandra Tennis Club. This group meets regularly to discuss sports related matters.

Throughout 2020, a subcommittee of this group was involved in developing the vision and scope for this project. This group had a key role in the design, development and construction phase of the project.

The concept plans were made available to the community with overwhelming positive feedback received.

Project Vision

“To create a Multipurpose Indoor Sports Centre which provides for a modern youth centre, gymnasium and outdoor public swimming pool which supports the growth and development of sports and recreation in Gilgandra.”

Objectives

- Renew/Replace existing community assets in poor state of repair
- Modernise the communities sport and recreational facilities
- Centralise/Co Locate community sporting and recreational facilities
- Modernise and Co Locate Councils Youth Services facilities
- Achieve ongoing maintenance and operational cost savings

Site Plan



Project Elements

- 50m swimming pool, all abilities access, separate learn to swim and water splash pool
- Shaded viewing areas, generous grassed seating areas
- Amenities
- Multipurpose Club House
- Two full size multipurpose basketball courts and spectator area
- A modern indoor gymnasium and fitness spaces
- A youth centre including a “chill out” youth space

- Office and administration areas
- Provide a central access and egress point and shared kiosk and canteen area facilities
- Four new tennis courts
- Extensive On-site parking
- External lighting and CCTV

Budget Estimates

Separately attached with this business paper is a detailed assessment of probable costs prepared by The Facility Construction Group at the time of finalising the concept design. The total estimated cost is \$13.5m (gst exclusive) and it is suggested that given recent tender results a \$15m estimate be used as a guide.

Grant Opportunities

NSW Government

- Multi-Sports Facility Fund
- Grants of up to \$5m (Council contribution 50% of grant sort ie \$2.5m for \$5m grant) Correct
- Closes 25 February 2022
- Projects to be completed by 30 June 2025. Construction must commence in 2022

Federal Government

- Building Better Regions Fund
- Grants of up to \$10m
- Next Round BBRF 7, expected for 22/23 year.

It was flagged at Councils workshop on 1 February that staff intended to apply for this round of funding under the NSW Governments Multi-Sports Facility Fund closing on 25 February 2022.

This included engaging Remplan to assist with preparing the economic assessment and business case for use with this and future grant opportunities. Remplan has since been engaged, however in discussions with their representatives it has become clear that the quantity and quality of information required from Council, and Remplan to prepare a quality application will require a minimum of 6 to 8 weeks to gather assess and collate.

An application will therefore not be lodged under this round. It has been confirmed that Round 2 will become available in 2022/23 for this Fund program.

Staged Approach

Given the estimated budget of say \$15m and level of funding available from any one grant program it is likely that a staged approach will be required. The project has therefore been dissected into two stages.

Stage 1 involves the pool complex and amenities along with the canteen and Tennis Courts.

Stage 2 includes the construction of the Sports Centre including the car park.

Council Contribution

Council's Long Term Financial Plan (LTFP) currently includes both income expenditure of \$10m towards the project with no contribution from Council at this point.

- 2023/24 \$5m Sports Centre
- 2024/25 \$5m Pool Complex

An increase in allocation to the estimated \$15m for the project will be put forward for consideration when reviewing our LTFP over coming months.

Discussions with State Government representatives indicate a 15% to 20% contribution to the project by Council would be considered significant (say \$2.25m to \$3m) and Council's commitment to the project will also form part of the discussions.

<u>Principal Activity</u>	Sense of Place, Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Engagement of Remplan \$26,500 from existing allocations. Consideration of a Council contribution of up to \$3m in conjunction with the upcoming review of Council's LTFP.
<u>Delivery Program Actions</u>	<p>1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits.</p> <p>1.3.5.1 Manage a youth drop in centre and provide activities including after school, school holiday and youth week activities.</p> <p>6.1.2.1 Ensure all Council buildings are maintained in a safe and operable condition.</p> <p>6.1.2.2 Provide a swimming pool facility.</p>

RECOMMENDATION

1. That Council consider a contribution to the construction stage of the project, as outlined in this report, when reviewing its Long Term Financial Plan over coming months.
2. That Council note the engagement of Remplan to assist with preparation of an economic assessment and business case to be used in conjunction with grant opportunities as they occur.

N J Alchin
Director Corporate Services

(PM.LO.1)

**GILGANDRA DISTRICT CRICKET ASSOCIATION REQUEST TO REDUCE
OVAL HIRE FEES**

SUMMARY

To consider a request from the Gilgandra District Cricket Association to reduce Oval Hire fees for the 2019/20 and 2020/21 Cricket Seasons

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Jon Kilby, representing the Gilgandra District Cricket Association, has written to Council as follows:

“Gilgandra District Cricket Association is writing to the Gilgandra Shire and Sports Council to request to have our fees changed for the 2019/20 and 2020/21 season. For each season the current fee is \$4610.00, this includes the use of two turf wickets in Gilgandra, the Ernie Knight and the McGrane Oval. For the 2019/20 and 2020/21 season the GDCA did not use the Ernie Knight Oval. We are requesting the fees be changed to \$2305.00 for each of these seasons.

I personally brought this matter up at a Sports Council meeting, which was approved pending a letter to be submitted to Council. Since I was elected treasurer of the GDCA I have found that a letter was not sent by the committee requesting the fees to be adjusted and I apologise for this.

It is also my understanding that for the 2019/20 season an amount of \$2305.00 has been paid with the 2020/21 season still to be paid. I wish to have all outstanding fees paid for as soon as possible and I will do so once council formally approves the reduction in fees for the GDCA and the statement has been amended.

I apologise for any inconvenience this has caused.”

The Cricket Association pays an annual fee to Council as a contribution towards the preparation of wickets and maintenance of ovals for the Cricket Season. Traditionally there has been two turf wickets and grounds prepared, McGrane Oval and Ernie Knight Oval. However due to the make up and number of teams in the competition, along with the impact of Covid, the last two seasons, Ernie Knight Oval was not required.

In the season 20/21, Gilgandra Junior Cricket entered three teams in to the Dubbo and District Junior Cricket Competition for the first time. As a result, Council staff were required to prepare and maintain Ernie Knight Oval for junior cricket use only. This season (21/22) Gilgandra Junior Cricket has entered four teams into the Dubbo Junior Competition and Ernie Knight Oval has been in use for juniors.

Although the quality of the field and wicket is questionable there will need to be a discussion with the Cricket Associations moving forward as the Ovals current standard and is in need some upgrades. It should be noted that Council doesn't charge junior sporting clubs ground fees. Throughout the 21/22 season, Junior Cricket, Senior Cricket and Council staff have worked together to optimise the use at McGrane Oval and to save on ground preparation costs at Ernie Knight Oval.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Reduced income of \$4,610
<u>Delivery Program Actions</u>	1.1.1.1 Provide a range of recreational sporting facilities which enable the residents of the Shire to pursue active recreational pursuits.

RECOMMENDATION

That Council consider the Gilgandra District Cricket Association Request for a reduction in Oval Fees of 50%, being \$4,610 for the 2019/20 and 20/21 seasons due to the non-usage of Ernie Knight Oval.

N J Alchin
Director Corporate Services

RETURN & EARN COLLECTION POINT

SUMMARY

To provide a summary of requirements and considerations should Council operate a Return & Earn collection point at the Gilgandra Waste Facility.

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A question without notice was raised by Cr Walker for Council's consideration to operate a Return and Earn collection point under the NSW Government Container Deposit Scheme (CDS).

Since commencement of the CDS in December 2017 there have been three different Over the Counter Return and Earn collection points in Gilgandra:

- The Top Shop operated until the café closed
- The Tattersalls Hotel until they closed
- Depot on the Newell Highway next to the Gilgandra Museum – recently closed, also set up collection points in Gulargambone and Walgett.

The operators above report that staffing costs associated with counting containers manually along with reporting requirements were the main issues with operating a collection point and in the instance of the collection point operated next the Newell Highway were key factors leading to its closure.

Council had a phone meeting with Tianna Milovanovic from Tomra Cleanaway to discuss options for a collection point in Gilgandra. Tomra Cleanaway is the network operator for the Return and Earn scheme and is responsible for ensuring containers are recycled. They are also responsible for refunding consumers at return points and receive a network fee per container collected based on the material type.

Tianna advised that the last operator was collecting 2-3 x 20ft shipping containers per week from his Gilgandra site. Collection points receive 3.64c per eligible container as a handling fee. It should be noted that the product in the containers was also sourced from other villages and from Council's Material Recovery facility.

Cleanaway has the contract to collect shipping containers from the collection points. A Reverse Vending Machine is not an option for Gilgandra as there is not the sufficient volume of containers available (the volume required is 78,000 units per week minimum) and Gilgandra is too far away from the service centre (transport logistics coming out of Orange/Bathurst).

Closest collection points to Gilgandra are:

- Coonabarabran Waste Facility
- Dunedoo Waste Transfer Station
- Dubbo – two Reverse Vending Machines (Delroy shopping carpark and City Square carpark) and Vinnies & Regional Enterprise Development Institute Ltd (REDI.E) Bulk Container Deposit Centre (partnership with Murdi Paaki – employment and training of Indigenous people).

Warrumbungle Shire Council has one full time Supervisor and seven full time operators at their Material Recovery Facility (MRF Coonabarabran) and one full time staff member at the Transfer Station (Dunedoo) who operate their collection points. They count all containers that come in by hand and assist the customer in filling out the necessary paperwork for payment. Warrumbungle Shire give customers the option of receiving a direct payment into a nominated bank account or, if eligible, they can make a payment onto their rates. All of these transactions are processed through their Finance Department.

It should be noted that Carlinda staff currently have limited resources and wouldn't be in a position to provide a staff member to operate a collection point. In addition the waste operator position is committed to back of house operations and would have no capacity to assist.

Cleanaway provides the shipping containers and bags and conducts training with staff for the operation of a collection point.

Currently Carlinda sorts the containers and takes them to Dubbo for mechanical counting. Council receives the 10 cents per container. This method is working well.

Requirements should Gilgandra Shire Council consider operating an Over the Counter collection point:

- Staffing – Individuals can bring in up to 100 containers each. The collection point would require an able-bodied person capable of counting hundreds of containers per day. They would also be required to keep accurate records and assist customers with paperwork to complete payment. In our current operations this would require the employment of additional staff. Operating a CDS Over the Counter collection point requires a minimum of 24 hours per week (including 8 hours on the weekend).
 - Environmental Protection Licencing – currently the waste facility is unlicensed. The operation of a collection point may require licencing and reporting to the Environmental Protection Agency (EPA).
 - Site – designated space to collect and store containers until they are collected by Cleanaway. Also need an all-weather site where people can drop off containers and wait while they are counted and complete accompanying paperwork.
-

- Payments – additional staff time in processing payments to customers – this would be by Council’s finance team.
- Reporting – additional staff time in reporting to CDS collection point requirements.

Council will need to consider the cost of employing a casual staff member to operate the Return & Earn collection point, as the Waste Facility has only one person on the gate on a weekend which requires the employee to man the gate and empty the skip truck as required - there is no capacity for additional duties. The table below provides Council with an estimate to provide the required additional resource per week.

Casual Grade 8 (\$33hr)

	Hours	Value	Shift loading	On-cost 38.2%	Total per week
Week day	16	\$528	-	\$201	\$729
Weekend	8	\$264	\$8.25per/hr \$66	\$126	\$456
					\$1185

Council would be looking at an estimated \$60,000 per annum to provide the additional resource at the Waste Facility to operate an Over the Counter collection point. Carlinda currently receives an average of \$1700 per month for the containers they process from the kerbside collection. This is based on 10 cents per container and approximately 17000 containers

The over the counter collection point is capturing containers that aren’t going through the yellow bin service. In order for Council to break even on the \$60,000 salary, it would be required to process 1,648,351 containers per annum which will be required to be counted manually. This equates to 4,516 containers per day, 7 days a week.

The concern I have is the manual counting of containers would exceed the required 24hrs which, based on the above scenario would require a full time employee working seven days a week. In addition, Council will need to factor in finance processing time on top of the opening hours of the collection point.

Traditionally Over the Counter Return and Earn collections points are operated by Businesses and community groups to supplement their income and fund raising.

Should Council decide to create a position to provide the service, it would need to consider:

- additional duties for the role
 - a job share arrangement to cover seven days/week/relief for leave
 - budget implications including loading for the weekends/meal allowances and adverse conditions component
-

An avenue for Council to fund the position would be to raise the waste fees and charges, which could be considered with the next Council budget.

A collection point in Gilgandra would be a great service to the community, however Council will need to consider the financial implications and resourcing requirement with providing an Over the Counter collection point for Return and Earn.

<u>Principal Activity</u>	Land Use Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	3.2.2.2 Provide a high standard of service for the collection and disposal of commercial, domestic and industrial wastes to ratepayers 3.2.2.4 Reduce amount of waste delivered to landfill by providing better recycling and waste avoidance options at all waste facilities 3.2.2.7 Be a community leader in waste minimisation and use of recycled products

RECOMMENDATION

1. That Council note the report and the logistics of providing a CDS collection point to the Gilgandra community.
2. That Council not proceed with operating a manual return and earn collection point.

Lindsay Mathieson
Director Planning & Environment

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 FEBRUARY 2022

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
- 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

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 2022.
2. Certificate of Bank Reconciliation - Month of January 2022.
3. Details of investments as at 31 January 2022 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Dec-21	\$2,056,246.85
Plus: Receipts		\$2,714,344.92
Less: Payments		<u>\$3,307,211.17</u>
CASH BOOK BALANCE AS AT	31-Jan-22	<u><u>\$1,463,380.60</u></u>

STATEMENT BALANCE AS AT	31-Dec-21	\$1,447,141.33
Plus: Receipts		\$2,880,579.07
Less: Payments		<u>\$2,900,505.25</u>
STATEMENT BALANCE AS AT	31-Jan-22	<u><u>\$1,427,215.15</u></u>

Plus: Unpresented Receipts		\$61,422.05
Less: Unpresented Payments		<u>\$25,256.60</u>
RECONCILED BALANCE AS AT	31-Jan-22	<u><u>\$1,463,380.60</u></u>

Cashbook balance as at 31 January 2022:	\$1,463,380.60
Investments held as at 31 January 2022:	<u>\$24,053,795.02</u>
Total Cash & Investments Held as at 31 January 2022:	<u><u>\$25,517,175.62</u></u>

MEETING OF: GILGANDRA SHIRE COUNCIL
 HELD ON: 15 FEBRUARY 2022

The bank balances in each of the funds as at 31 January 2022 are:

General Fund	\$10,544,596.98
Water Fund	\$2,922,825.91
Sewer Fund	\$2,216,776.56
Orana Living	\$4,205,022.04
Carlinda Enterprises	\$541,312.45
Cooee Villa Units	\$1,634,639.94
Cooee Lodge	\$2,489,710.50
Jack Towney Hostel	\$739,189.45
Trust Fund	\$423,101.79

Balance as per Total Cash & Investments Held: \$25,717,175.62

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @ 0.75%	Due on 10-Mar-22	With AMP Bank
(b)	\$500,000.00	For 212 days @ 0.30%	Due on 04-Jun-22	With Bendigo
(c)	\$1,500,000.00	For 212 days @ 0.35%	Due on 04-Mar-22	With Bendigo
(d)	\$500,000.00	For 365 days @ 0.35%	Due on 03-Oct-22	With Bendigo
(e)	\$1,000,000.00	For 182 days @ 0.35%	Due on 13-Jul-22	With Macquarie
(f)	\$1,000,000.00	For 365 days @ 0.50%	Due on 13-Dec-22	With Macquarie
(g)	\$1,000,000.00	For 364 days @ 0.40%	Due on 26-Aug-22	With Macquarie
(h)	\$1,000,000.00	For 365 days @ 0.50%	Due on 28-Oct-22	With Macquarie
(i)	\$1,000,000.00	For 330 days @ 0.50%	Due on 08-Nov-22	With Macquarie
(j)	\$1,000,000.00	For 363 days @ 0.45%	Due on 14-Apr-22	With ME Bank
(k)	\$2,500,000.00	For 183 days @ 0.48%	Due on 14-Jun-22	With Suncorp
(l)	\$500,000.00	For 300 days @ 0.35%	Due on 17-Feb-22	With NAB
(m)	\$2,000,000.00	For 365 days @ 0.35%	Due on 28-Jun-22	With NAB
(n)	\$2,000,000.00	For 365 days @ 0.35%	Due on 22-Feb-22	With NAB
(o)	\$1,000,000.00	For 273 days @ 0.33%	Due on 19-Apr-22	With NAB
(p)	\$500,000.00	For 330 days @ 0.34%	Due on 01-Sep-22	With NAB
(q)	\$3,000,000.00	For 182 days @ 0.26%	Due on 14-Mar-22	With NAB
(r)	\$2,000,000.00	For 180 days @ 0.30%	Due on 15-Sep-22	With NAB
(s)	\$1,053,795.02	0.05%	At Call	With TCorp
Total Investments:				\$24,053,795.02

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

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

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>September 2017</u>		
264/17	Mudfords Road	Hon Sam Faraway has referred matter to Minister for Energy and Environment - response still pending
<u>September 2020</u>		
165/20	Gravel Pit Agreements	Liaison commenced
175/20	Graincorp Industrial Precinct	Working through pre-development issues
<u>November 2020</u>		
225/20	Flying Fox Management Plan	Put on hold noting no flying foxes this summer
<u>April 2021</u>		
52/21	Offer to purchase land	For consideration in conjunction with budget preparations.
<u>July 2021</u>		
123/21	Gilgandra Cultural Precinct EOI	Report to this meeting
124/21	Industrial Land – Purchase Offer	Agreement in principal obtained
125/21	Opportunity to Purchase Land	Advice received that an EOI process will be conducted
<u>August 2021</u>		
131/21	Community Strategic plan	Survey finalised, dates set for Community consultation sessions

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 FEBRUARY 2022

January 2022

5/22 Committee structure and membership Report to March meeting

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 FEBRUARY 2022

PROGRESS ON “QUESTIONS FOR NEXT MEETING”

SUMMARY

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

.....

November 2021

Recycling Station

Report to this meeting

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
15 FEBRUARY 2022

DEVELOPMENT APPLICATIONS

The following development application were approved during December 2021/Jan2022:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2019/309/1	09/12/2021	Robert Merriman	Manufactured Home	28 Brennan Street Tooraweenah	Approved	\$130,000
2021/431	30/11/2021	Jason Billsborough	Alterations & Additions	1-3 Miller Street	Approved	\$155,000
2021/433	06/01/2022	Lanie Barnes	Swimming Pool	65 Myrtle Street	Approved	\$4,000
					December/Jan	\$289,000
					Total 2021/22	\$4,060,570

Applications under assessment

- DA2021/430 – Solar Farm
 - DA2022/434 – Service Station
 - DA2022/435 - Dwelling
 - DA2022/436 – Demolition/dwelling
 - CDC2022437- Swimming Pool
-

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
15 FEBRUARY 2022

DECEMBER 2021

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2019/309/1	8	0	8	6	0	6

Summary Statistics	
No of Applications	1
Total Actual Days	8.00
Mean Actual Days	8.00
Mean Stopped Days	0.00
Mean Total Days	8.00
Mean Work Days	6.00
Mean Work Stop Days	0.00
Mean Total Work Days	6.00
Median Actual Days	8.00

JANUARY 2022

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2021/431	51	0	51	37	0	37
2022/433	15	0	15	11	0	11

Summary Statistics	
No of Applications	2
Total Actual Days	66.00
Mean Actual Days	33.00
Mean Stopped Days	0.00
Mean Total Days	33.00
Mean Work Days	24.00
Mean Work Stop Days	0.00
Mean Total Work Days	24.00
Median Actual Days	33.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

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Documents mentioned are available upon request for any interested Councillors.

1. **GILGANDRA PUBLIC SCHOOL**

Thanking Council for donation towards end of year presentation.

2. **ST JOSEPH'S SCHOOL**

Thanking Council for donation towards end of year presentation.

3. **DESTINATION COUNTRY AND OUTBACK NSW**

Advising that in July 2022 the NSW State Government will establish a new 7th Destination Network – Destination Central West. A copy of this letter has been provided as an attachment.

4. **NEWELL HIGHWAY TASK FORCE**

Minutes of the meetings held on 9 November 2021 and 8 February 2022 have been provided at an attachment.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager

SEWER TREATMENT PLANT REPLACEMENT

SUMMARY

To confirm Council's commitment to the replacement of the Gilgandra Sewer Treatment Plant.

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The Gilgandra Sewer Treatment Plant is a trickling filter type facility that was constructed in the 1960's. Both sewer pump stations (SPS1 and SPS2) immediately upstream of the treatment plant were constructed at the same time. The plant and pump stations are old technology and have reached the end of their useful life.

Council has been working with the NSW Department of Planning, Industry and Environment (DPIE) through the Safe and Secure Water Program to address this risk. Public Works Advisory (PWA) were engaged to prepare a business case for the replacement of this infrastructure. An estimate of \$16,736,684 was provided for both the detailed design and subsequent construction. Council has been advised that it will be funded on a 90% State:10% Council basis. This means Council's contribution would be \$1,673,668 with sufficient funds currently held in the sewer reserve.

Late last week DPIE advised that they wish to confirm Council's commitment to the project via a Resolution. The purpose of this report is to gain such a commitment.

<u>Principal Activity</u>	Asset management and service delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Council has sufficient funds in the sewer reserve to meet the 10% contribution.
<u>Delivery Program Actions</u>	6.1.2.03 Provide an effective sewer connection to all parcels in the Gilgandra village area

RECOMMENDATION

That Council confirm its commitment to replacing the Gilgandra Sewer Treatment Plant and allocate \$1,673,668 from the sewer fund as its contribution.

Daryl Colwell
Director Infrastructure
