

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 19 April 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 15 March 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
 - Mayoral Minute – Tour de Oroc (a)
 - Executive Services Review (a)
 - Offer to purchase land (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.

APRIL 2022 INDEX

Mayor

1. Tour de Oroc (Closed)	<u>1</u>
2. Aged & Community Services Australia National Summit	11
3. Mayoral Commitments	15

General Manager

1. Aged Care Executive Services Review (Closed)	<u>3</u>
2. Offer to Purchase Land (Closed)	<u>8</u>
3. Aged Care Committee	4
4. Council Committees	17
5. Audit & Risk Improvement Committee	22
6. Councillor Superannuation Payments	28
7. Gilgandra Housing Strategy	32

Director Corporate Services

1. Rates – Additional Special Variation Application	33
2. Rate Models	36
3. Charging for Gilgandra Water Supply Services	42
4. Charging for Tooraweenah Water Supply Services	44
5. Sewer Charging	46
6. Stormwater Charges	48
7. Waste Management Charges	50

Director Infrastructure

1. Local Roads Hierarchy Plan Review	56
2. Capital Road and Urban Works Program	59

Standard Reports

• Notation Reports	67
• Category A correspondence – Community Garden	75
• Category B correspondence	81

(GO.CO.1)

AGED CARE COMMITTEE

SUMMARY

To consider the roles, responsibilities and future of the Aged Care Committee.

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The Aged Care Committee has been under review since the conclusion of the last term of Council. The committee structure of the previous term was not meeting the desired operational outcomes or enabling Council to fulfil its governance obligations. Reforms within the aged care industry over recent years have seen many changes which has resulted in the committee structure and terms of reference becoming out of date. The review provided Council the opportunity to gauge whether the committee in its current form remains fit for purpose.

As part of the Aged Care Executive Review undertaken by Pride Living, the matters of governance and board member responsibilities as aged care providers under the Aged Care Act and the Aged Care Quality and Safety Standards has been a consideration.

Organisational governance is more than compliance with the Aged Care and Quality Standards. Whilst Councils are not regulated under Corporate Law or the Australian Charities and Not for Profit Commission (ACNC), the standards imposed on ACNC bodies are relevant and generally accepted standards for a governing body of a residential aged care facility (RACF). It should be noted that the Councils as managing authorities of RACF is somewhat conflicted. There are commonalities between the governance under the Local Government Act and the Aged Care Act however they are some elements that Council, by nature of the election process, cannot fulfil. Regardless of this, the methodology for a governing body for a RACF should be applied.

The recommendation is that Council should measure its governance practices against the ACNC governance standards which include accountability to constituents, compliance with Australian laws, suitability of responsible persons and duties of responsible persons. All of which are similar values to how Councillors are expected to act as per the Local Government legislation.

Applying these principles of an ACNC to help meet the Councils governance obligations in operating RACF appears to logical and sensible way forward particularly with the appointment of paid experts on the committee.

The Executive Review report has also identified that in addition to the ACNC Governance Standards, the Aged Care Quality Standards impose specific governance obligations on governing bodies of Aged Care Providers.

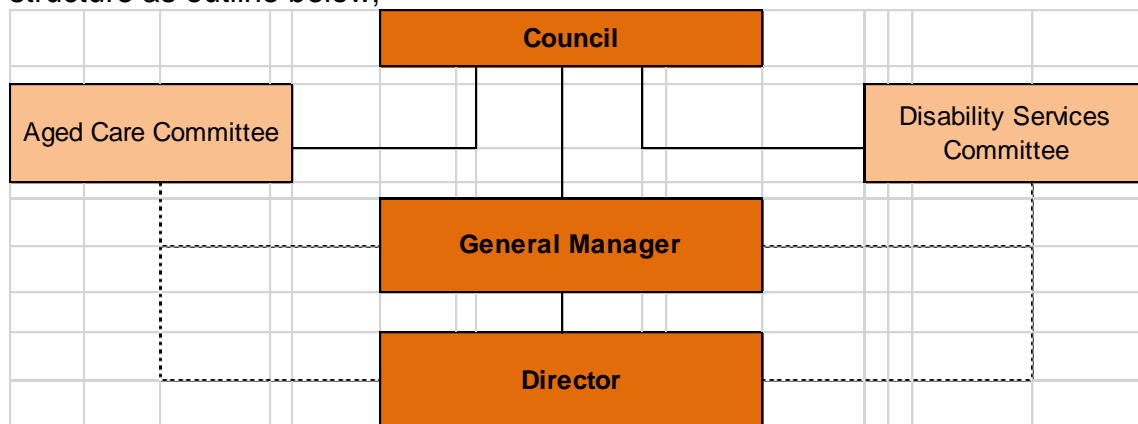
These have been summarised by Pride Living in the table below:

Focus area	Key elements of Governance framework	Rationale	Standard 8 Para ref
Committee Governance Framework	Committee Charter/Terms of Ref	Articulates such matters as behaviours, tenure, appointment, performance and benefits expectations.	1 & 2
	Conflicts of Interests	Avoidance/management of conflicts of interest ensures that the actions of all servants of the organisation put the interests of the organisation ahead of individual interests.	
	Skills Matrix & Certification	Ensures that collectively the Committee has the skills appropriate to the undertakings of the organisation.	
	Committee Structure with Terms of Reference	Defines the scope of responsibility and interaction between the Committee and Council .	
	Committee Calendar	Ensures the Committee does not narrow its focus and avoid key areas of responsibility/ accountability.	
	Integrated Governance Framework	Articulates how the governance system will work within the organisation	
	Committee Member Handbook	Sets out background information on the organisation and other information relevant to committee member's new and continuing.	
Clinical Governance	Clinical Governance Framework Model of Care	A clear articulation of the overriding priorities and goals from the delivery of care and services to residents and how the organisational structure is aligned to this. Specific issues to be addressed include restraint, open disclosure, complaints.	3(b) & 3(e)
Organisation-wide Governance	Vision, Mission/Purpose and Values Statements	These statements provide clarity as to what is acceptable/expected and what is unacceptable to the organisation. They are the primary means of communicating the way things are done in the organisation.	3(d)(iii)
	Strategic Plan		
	Business Plan	Inform the organisation as to its preparedness to accept/avoid risk and how to assess these.	3(c)(iii)
	Risk Appetite Statement		3(b)
	Delegations	Includes mandatory reporting, sanctions, situations requiring guaranteeing or evacuation and certain employee disciplinary action.	3(b)
	Organisational Culture Statement	Culture drives behaviour, a clear statement of cultural expectations provides all stakeholders with a reference point as to what is acceptable.	
	Escalation Policy		3(b)
	Key Risks - Management/Response Plans	Appropriate policies and procedures provide clarity and boundaries for operational staff.	3(b) & 3(d)
	Operating Policies and Procedures		3(d)

Focus area	Key elements of Governance framework	Rationale	Standard 8 Para ref
Reporting	Management to Committee	A focus on outlying or exception situations covering; financial, clinical and cultural indicators. Incorporating qualitative and, quantitative measures covering lead and lag indicators. Appropriate frequency to be applied	3(c)
	Third-Party to Committee	Addressing high risk/impact areas; <ul style="list-style-type: none"> • Financial report • Regulatory quality compliance • Employee engagement • Customer satisfaction • Complaints and compliments • Reportable deaths 	1
	Committee to Council	Effective channels and frequency of communication so Council is informed and engaged with the services.	3(a) 2
Accountability	Stakeholder Engagement Program	The Committee's interaction with the community, residents and residents' representatives. This ensures accountability and transparency.	3(a) 2
Aged Care Quality Standards Aged Care Act and Aged Care Principles	Systems specifically addressing: <ul style="list-style-type: none"> • Information Management • Continuous Improvement • Financial Governance • Workforce Governance • Regulatory Compliance 	To ensure and demonstrate how the organisation addresses the Aged Care specific regulatory framework under which it operates.	3(c)

The structure of the Committee, the terms of reference, the nature and quality of the reports, the matters considered and standard order of business will be critical in meeting the key focus areas of the standards as listed in the table above.

Throughout this review process we have questioned whether a s355 Committee remained appropriate to meeting Council's governance responsibilities. The report has concluded that a s355 Committee is deemed an appropriate interface between the committee and the Council. It is expected that a similar process be applied whereby the minutes of the committee with recommendations is provided to the Council for deliberation at its ordinary meetings. It is expected that the committee meetings will remain meeting quarterly with a reporting structure as outline below;



The hard lines denote a direct line of authority and the dotted line denotes a key relationship to support the operations of the committee without the committee having a direct management responsibility of the General Manager.

It is proposed that the membership of the committee change. The previous committee operated as an auxiliary type meeting. The membership included Councillor representatives and nominees from interested community members and community groups. However, this membership was failing meet the RACF governance responsibilities and lacked the technical expertise to inform decisions on Aged Care Sector industry reforms, quality standard compliance and general aged care operating challenges.

Membership of the new committee is recommended to include up to five Councillors and up to three industry experts with no community representatives. Noting the Councillors are the elected representative of the community. The General Manager, Director and Facility Managers would provide an advisory role. The size of the committee is important and shall be restricted to ensure its functionality remains productive. A committee consisting of eight members would enable this to occur. The secretariat services will continue to be provided by Council administration. Community representation, including Gilgandra Legacy, Cooee Lodge Retirement Village and Jack Towney Corporation will continue to be consulted however through a different format, possibly through regular consultation with Senior Management.

Should Council resolve to retain the s355 Committee then it is important that the terms of reference be amended. To put this comment into context, see below the terms under which the previous committee operated:

The Aged Care Committee manages all aged care activities – Cooee Lodge Retirement Village and Jack Towney Hostel - with the following charter:

- *to consider and make recommendations on policy and strategic direction for all Council's Aged Care Services – currently – Cooee Lodge and Jack Towney Hostels, Gilgandra Flexi Care and Jack Towney Community Aged Care Packages and the Retirement Village*
- *to direct and assist the General Manager in negotiations with the relevant level of Government – maintain links within the aged care industry*
- *to be abreast of all issues affecting the funding and management of the Aged Care industry and make appropriate recommendations to Council*
- *to provide strategic direction to the various services to ensure their viability and independence from Council funding*
- *to develop and review management plans and budgets for adoption by Council*
- *if thought appropriate, establish advisory committees for respective functions*

Reviewing and redrafting the terms of reference for any new committee is required. New terms are likely to broaden the areas of responsibility to include Cooee Lodge Hostel (RACF) and Cooee Lodge Retirement Village as separate functions, Home Care Packages and Commonwealth Home Care Support Packages - essentially all services operated under the branding of Gilgandra Lifestyles.

The charter will include specific statements addressing:

- Compliance with the Aged Care Act, Retirement Villages Act and Work Health and Safety Act.
- Adoption of the ACNC Governance Standards;
- Oversight of risk
- Aged Care Quality and Safety Standards Obligations
- Core Financial Sustainability Measures

The meeting agenda shall include a standard order of business with reports being standardised to address all key reporting criteria to meet the terms of reference and the governance obligations. The agenda is likely to include standard matters such as consumer voice, facility updates, quality and compliance, risk, financial and general business

The Local Government Act 1993 allows for a Council to exercise functions through the appointment of Committees – formation of Committees of Council.

355 How does a council exercise its functions?

A function of a council may, subject to this Chapter, be exercised:

- (a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or*
- (b) by a committee of the council, or*
- (c) partly or jointly by the council and another person or persons, or*
- (d) jointly by the council and another council or councils (including by means of a Voluntary Regional Organisation of Councils of which the councils concerned are members), or*
- (e) by a delegate of the council (which may, for example, be a Voluntary Regional Organisation of Councils of which the council is a member).*

It is recommended that the Council re-establish the Aged Care Committee under the banner of Gilgandra Lifestyle Committee and that membership of the committee include 5 Councillors and 3 paid aged care industry experts covering areas of clinical and quality standard compliance, governance and industry reform, RACF operations experience.

Councillor representation should include the Mayor and four additional interested Councillors.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	To be determined and included in the 2022/23 estimates
<u>Delivery Plan Actions</u>	4.1.1.1 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

1. That Council establish a s355 Committee specific to all Aged Care Services offered by Council and that such committee be named “Gilgandra Lifestyles’ Committee”.
 2. That the membership of the committee be set at five Councillors and three industry experts covering clinical and quality standard compliance, governance and industry reform, residential aged care facility operations experience.
 3. That Council nominate five councillors to serve on the Gilgandra Lifestyles’ Committee.
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4. That Council delegate the Gilgandra Lifestyles' Committee to establish the terms of reference for adoption by Council and the first meeting be held at the end of May.
5. That subsequent meetings of the Gilgandra Lifestyles' Committee meetings be scheduled quarterly and align with Council's quarterly budget and operational review format, being the first week in May, August, November and February.

David Neeves
General Manager

(GO.CO.1)

MAYORAL MINUTE - 6/22

AGED & COMMUNITY SERVICES AUSTRALIA NATIONAL SUMMIT

SUMMARY

To consider attendance as the 2022 Aged & Community Services Australia (ACSA) National Summit to be held in Canberra + online from 3-5 May 2022.

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Aged & Community Services Australia (ACSA) is the leading national peak body supporting not for profit, church and charitable providers of retirement living, community, home and residential care for more than 450,000 older Australians.

They are committed to being a strong and effective advocate with a persuasive national voice that leads the national aged care agenda.

The 2022 Aged & Community Services Australia (ACSA) National Summit to be held at the National Convention Centre, Canberra + online from 3-5 May 2022. The Summit will bring together consumer and provider thought leaders to discuss important topics, reforms, lessons learnt and how we move forward. The aged care sector has been through enormous challenges over recent years and there is significant change to come.

The cost for the conference is \$1640 per person for one or two attendees and reduces to \$1540 per person for three or more attendees. Accommodation would be required for three nights. There is also an online attendance option at a cost of \$850 per person.

Accommodation at the adjacent Crowne Plaza will be \$368 per person per night plus parking.

Estimated costs per Councillor to attend is \$2644

The program commences at 3.30pm on Monday, 2 May with a Members Forum followed by a Members networking event from 5 – 6.30pm.

Full details of the program for Tuesday, Wednesday and Thursday can be viewed at <https://acsasummit.com.au/home/program>

The release of the Pride Living report into Gilgandra Lifestyles provides an ideal segway to the attendance by councillors to this conference.

Under the Local Government Act, the Council is obligated to fund and provide personal development opportunities for Councillors

Speakers at the event are:

SUMMIT MC



Peter Mares

LEAD MODERATOR AT THE CRANLANA CENTRE FOR ETHICAL
LEADERSHIP

KEYNOTE SPEAKERS



Virginia Bourke

CHAIR - BOARD OF DIRECTORS, MERCY HEALTH



Annabel Crabb

JOURNALIST, ABC WRITER AND PRESENTER



Future Crunch

CO-FOUNDERS, FUTURE CRUNCH



Commissioner Robert Fitzgerald AM

NSW AGEING AND DISABILITY COMMISSIONER



Nigel Phair

CYBER SECURITY EXPERT AND DIRECTOR (ENTERPRISE) |
UNSW INSTITUTE FOR CYBER SECURITY



Holly Ransom

GLOBALLY RENOWNED CONTENT CURATOR, POWERFUL
SPEAKER AND MASTER QUESTIONER

PANELLISTS



Graham Aitken

CHIEF EXECUTIVE OFFICER | ABORIGINAL ELDERS AND
COMMUNITY CARE SERVICES INC, TRADING AS ABORIGINAL
COMMUNITY SERVICES



Mike Baird

CHIEF EXECUTIVE OFFICER, HAMMONDCARE



Dr Linda Barclay

DEPARTMENT OF PHILOSOPHY SCHOOL OF PHILOSOPHICAL,
HISTORICAL AND INTERNATIONAL STUDIES MONASH
UNIVERSITY



Matt Beard

PROGRAM DIRECTOR, VINCENT FAIRFAX FELLOWSHIP



Phil Butler

NOT FOR PROFIT SECTOR LEADER , AUSTRALIAN INSTITUTE
OF COMPANY DIRECTORS (AICD)



Professor Joseph Ibrahim

HEAD, HEALTH LAW & AGEING RESEARCH UNIT,
DEPARTMENT OF FORENSIC MEDICINE, MONASH
UNIVERSITY



Libby Lyons

CHAIR, AGED CARE WORKFORCE INDUSTRY COUNCIL



Maureen Lyster

FORMER CEO, AGED CARE AUSTRALIA



Anne Skipper AM

COMPANY DIRECTOR AND GOVERNANCE CONSULTANT



Lloyd Williams

NATIONAL SECRETARY, HEALTH SERVICES UNION



Mike Woods

PROFESSOR OF HEALTH ECONOMICS, CENTRE FOR HEALTH
ECONOMICS RESEARCH AND EVALUATION (CHERE) |
UNIVERSITY OF TECHNOLOGY SYDNEY



Kirsten Chanllinor

NEUROSCIENTIST ACADEMIC



Claire Johnson

NATIONAL DIRECTOR OF THE PALLIATIVE AGED CARE
OUTCOMES PROGRAM (PACOP) | AUSTRALIAN HEALTH
SERVICES RESEARCH INSTITUTE



Bruce Williams

FACILITATOR | ACSA LEADERSHIP DEVELOPMENT PROGRAM



Kevin McCreton

MANAGING DIRECTOR | CATALYST RESEARCH

Principal Activity

Policy Implications

Budget Implications

Delivery Program Actions

Strategic Leadership

Nil

There is no budget allocation to Councillor training in the 21/22 budget and attendance would result in an additional budget allocation

1.3.2.1 Provide an excellent standard of assisted living accommodation at Cooe Lodge and Jack Towney Hostels which maintain the independence, dignity and wellbeing of the residents

RECOMMENDATION

That Council support the attendance of the General Manager and interested councillors either in person or online.

D Batten
Mayor

MAYORAL MINUTE - 7/22
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities for the past month.

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16/3/22	ARTC presentation to Council group
16/3/22	Community Consultation Tooraweenah CSP
17/3/22	Community Consultation Armatree CSP
21/3/22	Senior Citizen of the Year, Selection committee
21/3/22	Tour de OROC cheque presentation, Gilgandra
21/3/22	Tour de OROC Armatree stopover, attended by Cr Walker
21/3/22	Community Consultation Cobboco CSP
23/3/22	Community Consultation Gilgandra CSP
28/3/22	Senior Citizens Luncheon, attended by Cr Walker
29/3/22	on site visit, Water Bore Project, Curban
29/3/22	Dinner, Alliance of Western Councils group
30/3/22	Formation meeting Alliance of Western Councils in Gilgandra
31/3/22	Meeting with Rural Financial Counsellor, Allison Davis
3/4/22	Rural Fire Service Tanker Handover and service award presentations
3/4/22	State Emergency Services Facility opening and vehicle presentation
5/4/22	Councillor tour of Council facilities
5/4/22	Castlereagh Zone Bush Fire Management Committee meeting, Gilgandra
5/4/22	Councillor Workshop
7/4/22	Zoom meeting, Essential Energy Strategic Council partnership team
12/4/22	Webinar – Updating the Regional Economic Development (REDS) Strategies
19/4/22	Council meeting

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That the report be noted.

D Batten
Mayor

COUNCIL COMMITTEES

SUMMARY

To consider Council Committees.

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At the conclusion of each Council term, all committees are disbanded. On this occasion I have taken the opportunity to review the necessity of each committee.

Council has traditionally appointed a number of Committees to consider and recommend to Council on the management of various activities. Current s355 committees include:

- Aged Care Committee (Councillors and Community)
- Disability Services Committee (Councillors and Community)
- Economic Development Committee (Councillors and Community)
- Tooraweenah Management Committee (Community with Council support)

The Local Government Act 1993 allows for a Council to exercise functions through the appointment of Committees – formation of Committees of Council.

355 How does a council exercise its functions?

A function of a council may, subject to this Chapter, be exercised:

- (a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or*
- (b) by a committee of the council, or*
- (c) partly or jointly by the council and another person or persons, or*
- (d) jointly by the council and another council or councils (including by means of a Voluntary Regional Organisation of Councils of which the councils concerned are members), or*
- (e) by a delegate of the council (which may, for example, be a Voluntary Regional Organisation of Councils of which the council is a member).*

As reported separately the **Aged Care Committee** (to be known as the Gilgandra Lifestyles' Committee) has been considered outside the context of this report.

In the previous term of Council, the **Disability Services Committee** struggled to maintain a quorum and I see no purpose in continuing the Committee in its previous form. The recommendation is that the business previously dealt with by the Committee be reported direct to the Council until such time that an Executive Service Review similar to the Gilgandra Lifestyles' review can be undertaken of Orana Living.

Staff have checked with an external advisor and the committee is not essential to meet the governance requirements like with aged care. It is a requirement of the disability standards that there is a formal process to consult with the clients and it is intended that this occur via management meetings.

The **Economic Development Committee** is has been functioning well and I see no reason to change from the current membership structure which comprised:

- 3 Councillors
- 5 business house representatives; and
- 3 community representatives

Its current Charter, which could be reviewed, is:

- To identify, explore and facilitate issues relating to the tourism, promotion and economic development of the Shire; specifically, opportunities that lead to new industry development, growth and retention of existing business, attracting new residents and an increase in tourism activity in the Shire

The **Tooraweenah Management Committee** membership comprised:

- one Tooraweenah rural based resident
- one Tooraweenah town/village resident
- two Tooraweenah business representatives
- one community representative; and
- two substitute delegates

Its charter was:

- To ensure the maintenance and beautification of Tooraweenah is planned and carried out together with a focus on tourism, economic development and social issues.

Meeting minutes suggest that there are relatively minor matters considered concerning Tooraweenah which could be better addressed annually or through customer requests. The suggestion is not to reappoint this committee; rather replace it with a consultative process with staff working with the community to develop a Tooraweenah Plan of Management, reviewed annually, with projects and operational matters put forward for consideration during budget deliberations. There was a similar suggestion put forward as part of the community strategic planning consultation sessions.

Section 377 of the Local Government Act 1993 allows a Council by resolution to delegate the care, control and management of respective services or facilities to management committees.

377 General power of the 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, 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 which are required under this Act to be invited by 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.
-

Currently there are two:

- Curban Hall Committee
- Tooraweenah Memorial Hall Committee

Council's Code of Practice for Management Committees sets out procedures for appointment of these Committees as follows:

- 2.1 *Council may appoint or elect such committees as it considers necessary.*
- 2.2 *Committees are to consist of the Mayor and such number of councillors, and outside representatives, as Council decides.*
- 2.3 *The quorum for a meeting of a committee is to be:*
 - (a) *such number of members as Council decides; or*
 - (b) *if Council has not decided a number - a majority of the members of the committee.*

Council has approved limited delegations to these two committees. Meetings are held as required and no change is indicated.

Other Advisory Committees, or Committees for which Council provides secretarial support include:

Shire Hall Committee	This is a Shire Hall user group which meets as required as a process of consultation; no indication to change
Tooraweenah CTC Management Committee	This committee manages the Tooraweenah Community Technology Centre and meets as required; no indication to change
Sports Council	There needs to be a process whereby Council meets collectively with the sports groups to consult or discuss planned upgrades, management issues and bookings. This committee was meeting quarterly but the suggestion is that six monthly would be adequate. The attendance of Councillors at this meeting is not necessary as the matters considered are operational.
Interagency	This committee of government and non-government agencies meets quarterly and has been part of the Director Community Services' responsibility. It is currently being co-ordinated by the Librarian and there is no indication to change.
Liquor Accord	Council facilitates meetings of the Liquor Accord. Usually six monthly meetings however has been ad-hoc recently. The committee will need to appoint a new Chair to drive process.

Local Emergency Management Committee	This is a statutory committee, meetings are held quarterly and chaired by the General Manager as per legislation. The Mayor and Director Infrastructure (as Local Emergency Management Officer) attend. No changes indicated.
Traffic Committee	This TfNSW committee comprises only four representatives, one each from TfNSW, NSW Police, Council (Director Infrastructure) and Local Member representative (Cr Batten). The committee meets quarterly.

Councillor representatives were determined at the January 2022 meeting to serve on the following external committees:

• Castlereagh Macquarie County Council	The Mayor and Cr Peart
• Joint Regional Planning Panel	Cr Peart and Cr Mockler
• North West Library	Cr Babbage

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Plan Actions

4.1.2.3

Develop, implement and continually monitor a good governance plan

RECOMMENDATION

1. That, pending an Executive Services Review of Orana Living, business previously dealt with by the Committee be reported direct to Council.
2. That the membership structure of the Economic Development be confirmed and members invited to nominate for continuing representation.
3. That, in lieu of continuing the Tooraweenah Management Committee, Council staff commence a consultative process with the community to develop a Tooraweenah Plan of Management.
4. That the meeting schedule for the Sports Council be changed to six monthly, with Council staff meeting collectively with the sports groups to consult or discuss planned upgrades, management issues and bookings.
5. That a letter of thanks be sent to all previous committee members for their contribution to the respective committees and outlining any changes.

David Neeves
General Manager

AUDIT, RISK & IMPROVEMENT COMMITTEE

SUMMARY

To consider a proposal for a shared Audit, Risk and Improvement Committee arrangement between Coonamble, Warrumbungle and Gilgandra Shire Councils.

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Council must meet the requirements under Section 428A of the Local Government Act by resolving to establish an Audit, Risk and Improvement Committee as well as adopting an Internal Audit Charter and Terms of Reference for the Audit, Risk and Improvement Committee.

The Local Government Act 1993 (Section 428A) ('Local Government Act') requires each Council in NSW to have:

- an Audit, Risk and Improvement Committee that continuously reviews and provides independent advice to the Council on how it is functioning and managing risk.

Under proposed legislation the Local Government Regulations will require each Council (and joint organisation) to implement:

- a robust risk management framework that accurately identifies and mitigates the risks facing the Council and its operations. Council's General Manager has overall responsibility for the implementation of the Council's risk management framework.
- The Council's Audit, Risk and Improvement Committee to review and provide independent advice to the Council on the implementation of its risk management framework under section 428A(2)(b) of the Local Government Act.
- an effective internal audit function that provides independent advice as to whether the council is functioning effectively and the council's internal controls to manage risk are working.

These mandatory governance mechanisms are a vital part of the NSW Government's plan to ensure that Councils are doing things the best way they can for their communities and are on track to delivering their community's goals and objectives.

If implemented effectively, audit, risk and improvement committees, risk management and internal audit will lead to Councils:

- achieving their strategic objectives in the most efficient, effective and economical manner
- having better and more efficient levels of service delivery
- having increased accountability and transparency
- achieving better decision-making and having the confidence to make difficult decisions
- having increased financial stability
- achieving and maintaining compliance with all laws, regulations, internal policies and procedures, and
- better safeguarding their public assets.

Guidelines have been developed to assist Councils, County Councils and joint organisations to comply with statutory requirements under the Local Government Act and Local Government Regulation. They also seek to strengthen risk management and internal audit practices in NSW Councils by setting a minimum standard that reflects a 'best practice' approach.

The Guidelines have been issued under the Local Government Regulations which confers on the Secretary of the Department of Planning, Industry and Environment, the power to issue guidelines on the appointment and operation of Audit, Risk and Improvement Committees and the implementation by Council of risk management and internal audit activities.

Councils are required under the Local Government Regulation to comply with these Guidelines when establishing and operating their audit, risk and improvement committees, risk management framework and internal audit functions. They replace the NSW Government's Internal Audit Guidelines for Local Government in NSW issued in 2010.

The three core requirements outlined in the Guidelines reflect international standards and the recommendations and opinions of internal audit practitioners, councils, councillors, audit, risk and improvement committee members, risk management practitioners, government agencies, experts and community members.

Under the Local Government Act (section 428B) and Local Government Regulations Councils can share an Audit, Risk and Improvement Committee (Committee) with another Council (or Joint Organisation).

This option allows Councils to establish and operate their Committee in a more cost-effective way.

Requirements for shared arrangements are:

- the Committee must operate as an individual committee for each council in any shared arrangement and exercise their functions for each council individually
- a shared committee should only be established and utilised by councils where the committee can maintain a strong understanding of each participating council's assurance needs and is able to meet these needs
- a shared committee should only be established and utilised by Councils where the committee can maintain an effective working and reporting relationship with the General Manager and governing body of each participating Council.

All Councils that do not have a Committee are required to have one in place by 4 June 2022. Under the Guidelines Coonamble is defined as a Tier 1 Council.

Members

Pre-qualified Chair \$800 per meeting
Independent members (2) \$500 per meeting each

Independent Audit Report

With no internal auditor on staff these would be done externally and usually cost around \$9-\$10,000 per audit. Based on a minimum of three (3) audits per year - \$30,000 per year

With the Committee required to meet at least 4 times per year indicative costs could be around \$40,000 per annum. This may vary with travelling costs (if applicable) and assumes administration costs are covered within current budget.

In discussions with Coonamble Council it was agreed that it would be prepared to share a joint Chair of the Coonamble and Gilgandra Committees. This would require both Committees to meet on the same day at a selected venue (alternately Coonamble and Gilgandra). Indicative costing would be in the vicinity of \$800 for a pre-qualified Chair per Council per meeting. A joint Chair would indicative cost around \$1200, a small savings of \$200 per Council per meeting. In calling for

Expressions of Interest the joint chair fee will be modelled on those used by similar sized Councils and costs would also include accommodation and travelling costs where appropriate. (This would be shared by both Councils).

The appointment of a joint Chair is subject to endorsement by both Councils. Coonamble and Warrumbungle also agreed that they would be prepared to make their executive staff available as independent members on each other's Committees (i.e. Warrumbungle and Gilgandra senior staff member on Coonamble's Committee, Gilgandra and Coonamble on Warrumbungle, Coonamble and Warrumbungle on Gilgandra).

The following guidelines are issued in relation to shared independent members. Each Council must ensure that the chair and any voting member appointed to the Council's Audit, Risk and Improvement Committee meets the following independence criteria.

The independent voting committee members **cannot:**

- currently be a Councillor of any NSW Council.
- be a non-voting representative of the board of a joint organisation
- be a candidate at the last election of the Council
- be a person who has held office in the Council during its previous term
- be currently employed by the Council or a joint organisation or been employed during the last 12 months. (This means a Coonamble employee cannot be on the Coonamble ARIC as an independent member but it does not prevent the employees being an independent member on another Council)
- conduct audits of the Council on behalf of the Audit Office of NSW
- have a close personal or business relationship with a councillor or a person who has a senior role in the Council that may lead to a real or perceived conflict of interest
- currently, or within the last three years, provided any material goods or services (including consultancy, legal, internal audit and advisory services) to the Council which directly affect subjects or issues considered by the ARIC
- be (or have a close family member who is) a substantial shareholder, owner, officer or employee of a company that has a material business, contractual relationship, direct financial interest or material indirect financial interest with the Council or a related entity which could be considered a real or perceived conflict of interest, or
- currently or have previously acted as an advocate of a material interest on behalf of the Council or a related entity which could be considered a real or perceived conflict of interest.

Under the guidelines independent voting members must have a functional knowledge of at least one of the following areas:

- | | |
|-------------------------------------|--------------------------------------|
| • local government | • financial management and reporting |
| • internal audit and external audit | • human resources management |
| • risk management | • internal control frameworks |
| • governance | • fraud and corruption prevention |
| • performance management | • IT/cyber security |
| • accounting | • the local community |

All executive staff at the three (3) Councils fulfil these requirements.

To meet the requirements under Section 428A of the Local Government Act Council needs to establish an Audit, Risk and Improvement Committee by endorsing the Terms of Reference as well as endorsing the Internal Audit Charter.

Under the Terms of Reference the composition of Gilgandra's Committee is as follows:

Members (voting)

- a) Three (3) independent external members, with preferably at least one who is prequalified as Chair. (Councils that currently do not have an audit, risk and improvement committee must appoint a Committee by June 2022 that complies with the requirements of the Guidelines for Risk Management and Internal Audit for Local Councils in NSW. A prequalified Chair is a requirement).

Members (Non-voting)

- a) One (1) Councillor
 - Non-voting Councillors should have a working knowledge of one or more of the functions undertaken by the Committee.
 - The mayor cannot be appointed as a councillor member on a Council's Committee.

Attendees (Non-voting)

- a) General Manager (if they wish to exercise that right)
- b) Senior Staff
- c) Risk and safety Coordinator
- d) Other Councillors may attend as observers at the discretion of the Chair.

Invitees (non-voting) for special agenda items

- a) Representatives of the External Auditor
- b) Other staff members by invitation of the Committee.

The internal Audit Charter establishes the purpose, scope, authorities and responsibilities, organisational relationships and independence conferred by Coonamble Council on its internal audit function with respect to carrying out internal audit duties.

Terms of Reference and Internal Audit Charter are attached.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	A new budget allocation in 22/23 to cover ARIC expenses of \$40,000
<u>Delivery Program Actions</u>	4.1.1.1 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

1. That Council adopt the draft Audit, Risk and Improvement Committee Terms of Reference, included as an attachment.
2. That Council adopt the draft Internal Audit charter included as an attachment.
3. That Council appoint a Councillor {insert name} as Non-voting Councillor Member of the Audit, Risk and Improvement Committee for the Council term, concluding at the next Local Government ordinary elections.
4. That Council invite Expressions of Interest for one (1) Independent Prequalified Voting Joint Chair for both the Coonamble and Gilgandra Committees. Costs of advertising to be shared by both Councils.
5. Following conclusion of the Expressions of Interest process a report on the preferred Joint Chair will be presented to Council for endorsement.

David Neeves
General Manager

COUNCILLOR SUPERANNUATION PAYMENTS

SUMMARY

To consider superannuation payments to Councillors

.....

The s245B Local Government Act 1993 now make provisions for Councillors to be paid Superannuation. Council is required to determine whether superannuation payment will apply as outlined in the extract from the legislation:

254B Payment for superannuation contributions for councillors

- (1) A council may make a payment (a superannuation contribution payment) as a contribution to a superannuation account nominated by a councillor, starting from the financial year commencing 1 July 2022.
- (2) The amount of a superannuation contribution payment is the amount the council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if the councillor were an employee of the council.
- (3) A superannuation contribution payment is payable with, and at the same intervals as, the annual fee is payable to the councillor.
- (4) A council is not permitted to make a superannuation contribution payment —
 - (a) unless the council has previously passed a resolution at an open meeting to make superannuation contribution payments to its councillors, or
 - (b) if the councillor does not nominate a superannuation account for the payment before the end of the month to which the payment relates, or
 - (c) to the extent the councillor has agreed in writing to forgo or reduce the payment.
- (5) The Remuneration Tribunal may not take superannuation contribution payments into account in determining annual fees or other remuneration payable to a mayor or other councillor.
- (6) A person is not, for the purposes of any Act, taken to be an employee of a council and is not disqualified from holding civic office merely because the person is paid a superannuation contribution payment.
- (7) A superannuation contribution payment does not constitute salary for the purposes of any Act.
- (8) Sections 248A and 254A apply in relation to a superannuation contribution payment in the same way as they apply in relation to an annual fee.
- (9) In this section—
Commonwealth superannuation legislation means the Superannuation Guarantee (Administration) Act 1992 of the Commonwealth.
superannuation account means an account for superannuation or retirement benefits from a scheme or fund to which the Commonwealth superannuation legislation applies.

The table below illustrates the additional allocation required in the 22-23 budget to cover the optional superannuation contribution for Councillors

	as at 1 July 2021	10.5% Super Contribution
Mayoral Fees	\$ 37,781	\$ 3,967
Councillor Fees	\$ 10,479	\$ 1,100
Total Contribution		\$ 12,769

Assuming there is an increase in Councillor fees of 2% at the 1 July 2022, the total superannuation cost estimated for the 2022-23 financial year will be \$12,769.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	\$12,769 allocation in the 22-23 budget
<u>Delivery Program Actions</u>	4.1.1.1 Support Councillors in their role by providing information regularly and training as required

SUBMITTED FOR COUNCIL DETERMINATION

David Neeves
General Manager

(CS.PL.1)

GILGANDRA HOUSING STRATEGY

SUMMARY

To seek adoption of the draft Gilgandra Housing Strategy following public exhibition.

.....

Council considered the draft Gilgandra Housing Strategy at its meeting on 15 February 2022 and resolved (in part):

RESOLVED 30/22	Cr Mann/Cr Bunter
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.	

The draft Gilgandra Housing Strategy was advertised in The Gilgandra Weekly, on Council's Facebook page and on Council's website for a period of 28 days, concluding 5pm Monday, 28 March 2022. Council staff also reached out to specific stakeholders to notify them of the exhibition period and to encourage their written feedback, with the following table providing a summary of the responses:

Stakeholders	Submission
Local real estate agents	1 written submission
NSW Land and Housing Corporation	No submission
Department Regional NSW	No submission
Gilgandra Local Aboriginal Lands Council	No submission

In addition to the submission from a local real estate agent, three (3) written submissions were received from community members. The following general points were raised, including reference on how these have been addressed in the Recommendations of the Gilgandra Housing Strategy:

Feedback points	Response
Gilgandra needs more land for people to build homes	Key Recommendation 1
Gilgandra needs more housing opportunities for young people starting out	Key Recommendation 1 and 9
There is a shortage of Domestic Violence crisis accommodation in Gilgandra.	Broadened scope of Key Recommendation 3
The cost of private rentals is very expensive and unaffordable for many families	This is not in Council's direct area of influence, however market trends can be monitored - Key Recommendation 9
Council's Community Housing Policy, length of tenancy could be reviewed	To be considered as part of Key Recommendation 2

There was general support for the draft GHS and the strategic direction outlined through the Key Recommendations. Peer feedback on the draft Strategy was also provided through professional contacts who considered the document to be 'very clear and contains excellent local information about [Gilgandra] housing stock and housing issues'.

Feedback received through the Community Strategic Plan (CSP) public consultation process also yielded some enquiries around future potential growth of Tooraweenah and Armatree villages. This will be considered through the upcoming Landuse Strategy review.

The following changes have been made to the final version of the Gilgandra Housing Strategy in consideration of the feedback and to enhance the document's flow and clarity:

- Foreword inserted to provide overarching context
- Disclaimer inserted regarding use of the information and document
- Table of Contents inserted
- Included numbering of Key Recommendations
- Broadened scope of Key Recommendation 3 to capture properties in general
- Broadened scope of Key Recommendation 4 to consider future growth potential and opportunities for Gilgandra, Tooraweenah and Armatree as part of the upcoming Landuse Strategy review

The vision for the Gilgandra Housing Strategy is to "encourage(s) a resilient housing market that promotes choice and opportunity, supporting a strong and sustainable rural centre to Live, Enjoy and Grow" and will be delivered through the Key Recommendations.

Whilst the Strategy has a number of Key Recommendations to progress, the highest priorities are considered to be:

- Key Recommendation 1 - the development of Aero Park Subdivision as it represents the majority of available residential land in Gilgandra and it will provide immediate opportunities in the housing market.
- Secondly but equally critical is Key Recommendation 4 - to commence the review and update of the Landuse Strategy. This is a potentially lengthy process which is a critical step to consider medium - long-term growth opportunities and an important lead in to a review of the Gilgandra Local Environmental Plan 2011.

The final version of the Gilgandra Housing Strategy including the recommended changes is available in the attachments.

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

RECOMMENDATION

That the Gilgandra Housing Strategy, as presented, be adopted.

David Neeves
General Manager

(FM.BU.1)

RATES - ADDITIONAL SPECIAL VARIATION (ASV) APPLICATION

SUMMARY

To seek approval to lodge an application for an Additional Special Variation (ASV) with the Independent Pricing and Regulatory Tribunal (IPART) as outlined in the Office of Local Government (OLG) circular 22-07.

.....

The OLG circular 22-07 sets out the following guidelines where Council is applying for:

- a temporary or permanent single year variation for 2022/23; and
- the percentage sought in the application is the lower of:
 - 2.5% (including population factor) or
 - The council's assumed 2022/23 rate peg as set out in its 2021/22 IP&R documentation (including population factor).

It is important to note that the assumed rate peg set out in Council's Integrated Planning & Reporting (IP&R) documentation from 2021/22 for the 2022/23 year was 3% and the population factor is 0%.

The circular also sets following information required for an ASV application:

- Council's 2021/22 IP&R documentation identifying that council budgeted for an income increase above the percentage specified for the council for 2022/23; and
- Where councils are applying for a permanent special variation, in addition to the above information, the council's 2021/22 IP&R documentation identifying that the council forecast an average Operating Performance Ratio (OPR) of 2% or lower over the next 5 years or, alternatively, evidence of need, for example, but not limited to, that council needs to maintain a higher OPR so it can meet its capital funding requirements; and
- Council has resolved to apply for the ASV and that the resolution clearly states that:
 - the resolution is for a temporary or permanent special variation; and
 - the amount of the additional income the council will receive if the special variation is approved; and
 - why the special variation is required; and
 - the council has considered the impact on ratepayers and the community in 2022/23 and, if permanent, in future years if the special variation is approved and considers that it is reasonable.

Council's 2021/22 Long Term Financial Plan (LTFP), which is part of the IP&R documentation, assumed a 3% increase each year as the rate peg limit.

Council's average projected OPR and average cash result (less water and sewer) over the next 5 years are as follows:

- 0.7% ongoing: 3.38% and \$237,000 surplus
- 0.7% then 2.5% ongoing: 3.94% and \$432,000 surplus
- 2.5% ongoing: 4.23% and \$531,000 surplus
- 3% ongoing (existing LTFP): 4.47% and \$616,000 surplus

The General Fund only figures are as follows:

- 0.7% ongoing: -3.07% and \$989,000 deficit
- 0.7% then 2.5% ongoing: -1.93% and \$794,000 deficit
- 2.5% ongoing: -1.35% and \$695,000 deficit
- 3% ongoing (existing LTFP): -0.87% and \$610,000 deficit

Once the capital works program is finalized for the coming years, the need for the special variation will be able to be argued within the application. The closing date for applications is 29 April.

It should also be pointed out that Council has incurred a number of additional costs in recent years due to changes imposed by the State Government. These include but are not limited to:

- Financial auditing by the Audit Office of NSW: audit fee increased by \$4,172 or 10.19% in the first year (16/17) and by \$17,317 or 42.30% by the third year (19/20). Continues to increase each year.
- Rural Fire Service Contributions: increased by \$53,054 or 37.22% in 16/17 and then by \$104,609 or 42.73% in 20/21. The contribution amount was \$142,513 in 15/16 and \$349,415 in 20/21.
- Audit and Risk Improvements: no previous cost to Council and is expected to be \$40,000 in 22/23.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	An additional \$95,868 in rating income for the 22/23 year and ongoing.
<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

RECOMMENDATION

1. That Council lodge an application for an Additional Special Variation for an additional 1.80% increase in rating income making a total of a 2.5% increase.
2. That the application state that the 2.5% increase is permanent.
3. The amount of the additional income will be \$95,868 in the 2022/23 financial year.
4. The special variation is required to continue to enable Council to fund ongoing operations and planned capital works.
5. That Council acknowledge that, based on previous years rates increases, an increase of 2.5% in any one year is considered reasonable.

N J Alchin
Director Corporate Services

(FM.BU.1)

RATE MODELS - 2022/23

SUMMARY

To present rate models for Council's consideration for the 2022/23 rating period.

.....

Council needs to consider the proposed rating structure for its Ordinary Rates for the forthcoming rating period.

Council's current structure comprises the following rating categories:

Category/Subcategory	Summary of Criteria for Category	Section of LG Act
Farmland	All assessments engaged in farming that has a significant or substantial commercial purpose	515
Residential	All assessments used for residential purposes including rural residential assessments	516
Residential - <i>Gilgandra</i>	All assessments used for residential purposes within the township of Gilgandra	516
Business	All assessments used for commercial purposes (excluding farming)	518
Business - <i>Gilgandra</i>	All assessments used for commercial purposes within the township of Gilgandra	518

The Categories are determined by the Local Government Act while individual Councils determine the subcategories.

It is proposed to maintain the existing Sub-Categories used in Council's rating structure, namely, Residential - Gilgandra and Business - Gilgandra.

Council will be using land values with base date 1 July 2019 to levy the 2022/23 rates.

For 2023/23, the rate peg has been set between 0.7% and 5.0%, depending on its population factor. The rate peg for Gilgandra has been set at 0.7%.

It is proposed to apply for an Additional Special Variation (ASV) that is available to Council as outlined by the Office of Local Government in their Circular 22-03. The ASV allows for an increase up to 2.5% and will be determined by the Independent Pricing and Regulatory Tribunal (IPART).

Two models will be presented to Council. Model one will reflect the allocated rate increase of 0.7% while model two will reflect the proposed ASV increase of 2.5%.

The interest rate for 2022/23 is yet to be determined but will be charged at the maximum interest rate set by the Minister for Local Government. The interest rate is currently set at 6.0%.

MODEL 1

The principles of this model are:

- Increase the total income by a catch up from 2021/22 of \$11,457
- 0.7% rate peg maximum limit determined by the Independent Pricing and Regulatory Tribunal (IPART)
- Minimums have increased by 0.7% on the previous year
- Income relatives have been kept the same as previous years

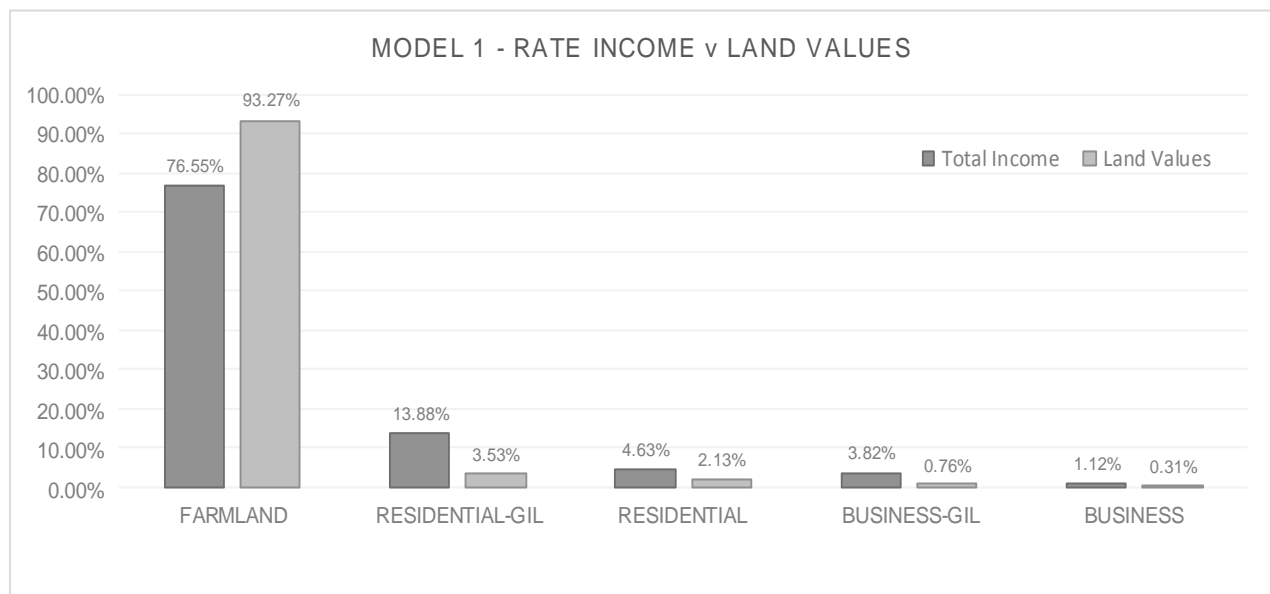
CATEGORY	Assess on Cents in \$	Rate	Amount	Assess on Min	Minimum	Amount	Total
FARMLAND	782	0.560919	\$ 4,083,476	37	\$ 590.10	\$ 21,834	\$ 4,105,310
RES-GILGANDRA	155	1.875791	\$ 143,716	899	\$ 668.04	\$ 600,568	\$ 744,284
RESIDENTIAL	148	1.054264	\$ 153,330	158	\$ 602.29	\$ 95,162	\$ 248,492
BUS-GILGANDRA	95	3.116601	\$ 162,153	63	\$ 675.19	\$ 42,537	\$ 204,690
BUSINESS	11	1.752079	\$ 33,403	44	\$ 603.90	\$ 26,572	\$ 59,975
	1191		\$ 4,576,078	1201		\$ 786,672	\$ 5,362,750

The impact of the rating increase on a selection of properties within the Shire is included below:

Assess	Rate Category	Location	Rates Levied Last Year	Rates Levied This Model	Var %	Var \$
A1045	FARMLAND	TONDERBURINE	\$ 7,408.37	\$ 7,460.22	0.70%	\$ 51.85
A2337	FARMLAND	BALLADORAN	\$ 2,579.00	\$ 2,597.00	0.70%	\$ 18.00
A249	FARMLAND	CURBAN	\$ 17,100.51	\$ 17,220.21	0.70%	\$ 119.70
A3102	FARMLAND	TOORAWEEAH	\$ 6,572.84	\$ 6,618.84	0.70%	\$ 46.00
A32	FARMLAND	BEARBONG	\$ 2,083.25	\$ 2,097.84	0.70%	\$ 14.59
A384	FARMLAND	COLLIE	\$ 11,220.51	\$ 11,474.61	0.70%	\$ 254.10
A427	FARMLAND	GILGANDRA	\$ 7,631.17	\$ 7,684.59	0.70%	\$ 53.42
A444	FARMLAND	MENDOORAN	\$ 3,420.10	\$ 3,444.04	0.70%	\$ 23.94
A467	FARMLAND	ARMATREE	\$ 4,745.81	\$ 4,779.03	0.70%	\$ 33.22
A522	FARMLAND	KICKABIL	\$ 8,689.51	\$ 8,750.34	0.70%	\$ 60.83
A1352	RESIDENTIAL - GIL	BARDEN STREET	\$ 774.90	\$ 780.33	0.70%	\$ 5.43
A1426	RESIDENTIAL - GIL	BUNDY STREET	\$ 663.40	\$ 668.04	0.70%	\$ 4.64
A1433	RESIDENTIAL - GIL	BUTLER DRIVE	\$ 663.40	\$ 668.04	0.70%	\$ 4.64

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 APRIL 2022

A1531	RESIDENTIAL - GIL	CHELMSFORD AVENUE	\$ 2,309.81	\$ 2,325.98	0.70%	\$ 16.17
A1559	RESIDENTIAL - GIL	DUDLEY STREET	\$ 663.40	\$ 668.04	0.70%	\$ 4.64
A1636	RESIDENTIAL - GIL	FARRAR STREET	\$ 691.08	\$ 695.92	0.70%	\$ 4.84
A2046	RESIDENTIAL - GIL	MYRTLE STREET	\$ 733.92	\$ 739.06	0.70%	\$ 5.14
A2464	RESIDENTIAL - GIL	WARREN ROAD	\$ 828.35	\$ 834.51	0.70%	\$ 6.16
A1153	RESIDENTIAL	TOORAWEEAH	\$ 598.10	\$ 602.29	0.70%	\$ 4.19
A1413	RESIDENTIAL	ARMATREE	\$ 598.10	\$ 602.29	0.70%	\$ 4.19
A2618	RESIDENTIAL	EVERTON ROAD	\$ 806.14	\$ 811.78	0.70%	\$ 5.64
A3078	RESIDENTIAL	WALKER DRIVE	\$ 1,612.28	\$ 1,623.57	0.70%	\$ 11.29
A636	RESIDENTIAL	QUEALEYS LANE	\$ 790.44	\$ 795.97	0.70%	\$ 5.53
A661	RESIDENTIAL	EAST COONAMBLE ROAD	\$ 1,162.10	\$ 1,170.23	0.70%	\$ 8.13
A673	RESIDENTIAL	NEWELL HIGHWAY	\$ 598.10	\$ 602.29	0.70%	\$ 4.19
A824	RESIDENTIAL	BROWNWOOD DRIVE	\$ 902.46	\$ 908.78	0.70%	\$ 6.32
A1412	BUSINESS - GIL	BRIDGE STREET	\$ 670.50	\$ 675.19	0.70%	\$ 4.69
A1477	BUSINESS - GIL	CASTLEREAGH STREET	\$ 1,367.96	\$ 1,377.54	0.70%	\$ 9.58
A1921	BUSINESS - GIL	MILLER STREET	\$ 670.50	\$ 675.19	0.70%	\$ 4.69
A1938	BUSINESS - GIL	MILLER STREET	\$ 670.50	\$ 675.19	0.70%	\$ 4.69
A3201	BUSINESS - GIL	ENTERPRISE DRIVE	\$ 2,113.84	\$ 2,128.64	0.70%	\$ 14.80
A49	BUSINESS - GIL	WARREN ROAD	\$ 897.53	\$ 903.81	0.70%	\$ 6.28
A1171	BUSINESS	TOORAWEEAH	\$ 599.70	\$ 603.90	0.70%	\$ 4.20
A1207	BUSINESS	TOORAWEEAH	\$ 599.70	\$ 603.90	0.70%	\$ 4.20
A3121	BUSINESS	NEWELL HWY GILGANDRA	\$ 10,543.79	\$ 10,617.60	0.70%	\$ 73.81
A347	BUSINESS	BACK CREEK ROAD BREELONG	\$ 603.75	\$ 607.97	0.70%	\$ 4.22
A805	BUSINESS	ARTHURSLEIGH ROAD GILGANDRA	\$ 599.70	\$ 603.90	0.70%	\$ 4.20
A854	BUSINESS	NEWELL HWY GILGANDRA	\$ 1,913.89	\$ 1,927.29	0.70%	\$ 13.40



MODEL 2

The principles of this model are

- Increase the total income by a catch up from 2021/22 of \$11,457
- 2.5% rate peg maximum limit plus special variation determined by the Independent Pricing and Regulatory Tribunal (IPART)
- Minimums have increased by 2.5% on the previous year
- Income relatives have been kept the same as previous years

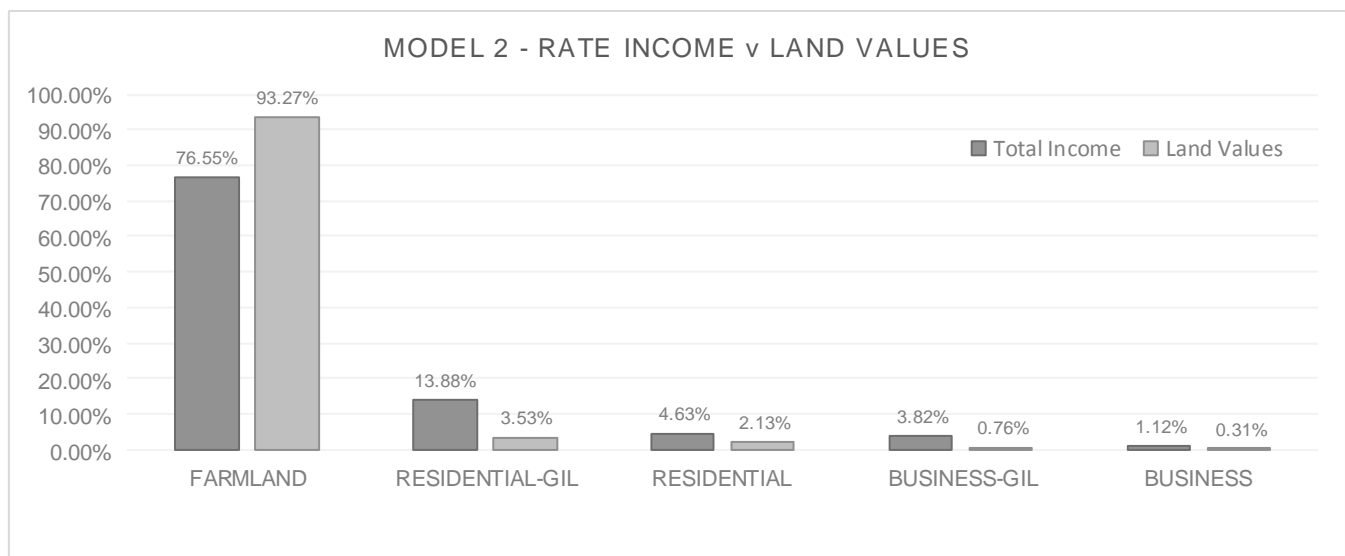
CATEGORY	Assess on Cents in \$	Rate	Amount	Assess on Min	Minimum	Amount	Total
FARMLAND	782	0.570946	\$ 4,156,470	37	\$ 600.65	\$ 22,224	\$ 4,178,694
RES-GILGANDRA	155	1.909321	\$ 146,285	899	\$ 679.99	\$ 611,311	\$ 757,596
RESIDENTIAL	148	1.073109	\$ 156,071	158	\$ 613.05	\$ 96,862	\$ 252,933
BUS-GILGANDRA	95	3.172310	\$ 165,051	63	\$ 687.26	\$ 43,297	\$ 208,348
BUSINESS	11	1.783398	\$ 34,001	44	\$ 614.69	\$ 27,046	\$ 61,047
	1191		\$ 4,657,877	1201		\$ 800,741	\$ 5,458,618

The impact of the rating increase on a selection of properties within the Shire is included below:

Assess	Rate Category	Location	Rates Levied Last Year	Rates Levied This Model	Var %	Var \$
A1045	FARMLAND	TONDERBURINE	\$ 7,408.37	\$ 7,593.58	2.50%	\$ 185.21
A2337	FARMLAND	BALLADORAN	\$ 2,579.00	\$ 2,643.48	2.50%	\$ 64.48
A249	FARMLAND	CURBAN	\$ 17,100.51	\$ 17,528.04	2.50%	\$ 427.53
A3102	FARMLAND	TOORAWEEAH	\$ 6,572.84	\$ 6,737.16	2.50%	\$ 164.32
A32	FARMLAND	BEARBONG	\$ 2,083.25	\$ 2,135.34	2.50%	\$ 52.09
A384	FARMLAND	COLLIE	\$ 11,220.51	\$ 11,761.49	2.50%	\$ 540.98
A427	FARMLAND	GILGANDRA	\$ 7,631.17	\$ 7,821.96	2.50%	\$ 190.79
A444	FARMLAND	MENDOORAN	\$ 3,420.10	\$ 3,505.61	2.50%	\$ 85.51
A467	FARMLAND	ARMATREE	\$ 4,745.81	\$ 4,864.46	2.50%	\$ 118.65
A522	FARMLAND	KICKABIL	\$ 8,689.51	\$ 8,906.76	2.50%	\$ 217.25
A1352	RESIDENTIAL - GIL	BARDEN STREET	\$ 774.90	\$ 794.28	2.50%	\$ 19.38
A1426	RESIDENTIAL - GIL	BUNDY STREET	\$ 663.40	\$ 679.99	2.50%	\$ 16.59
A1433	RESIDENTIAL - GIL	BUTLER DRIVE	\$ 663.40	\$ 679.99	2.50%	\$ 16.59
A1531	RESIDENTIAL - GIL	CHELMSFORD AVENUE	\$ 2,309.81	\$ 2,367.56	2.50%	\$ 57.75
A1559	RESIDENTIAL - GIL	DUDLEY STREET	\$ 663.40	\$ 679.99	2.50%	\$ 16.59
A1636	RESIDENTIAL - GIL	FARRAR STREET	\$ 691.08	\$ 708.36	2.50%	\$ 17.28
A2046	RESIDENTIAL - GIL	MYRTLE STREET	\$ 733.92	\$ 752.27	2.50%	\$ 18.35

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 APRIL 2022

A2464	RESIDENTIAL - GIL	WARREN ROAD	\$ 828.35	\$ 855.38	2.50%	\$ 27.03
A1153	RESIDENTIAL	TOORAWEEAH	\$ 598.10	\$ 613.05	2.50%	\$ 14.95
A1413	RESIDENTIAL	ARMATREE	\$ 598.10	\$ 613.05	2.50%	\$ 14.95
A2618	RESIDENTIAL	EVERTON ROAD	\$ 806.14	\$ 826.29	2.50%	\$ 20.15
A3078	RESIDENTIAL	WALKER DRIVE	\$ 1,612.28	\$ 1,652.59	2.50%	\$ 40.31
A636	RESIDENTIAL	QUEALEYS LANE	\$ 790.44	\$ 810.20	2.50%	\$ 19.76
A661	RESIDENTIAL	EAST COONAMBLE ROAD	\$ 1,162.10	\$ 1,191.15	2.50%	\$ 29.05
A673	RESIDENTIAL	NEWELL HIGHWAY	\$ 598.10	\$ 613.05	2.50%	\$ 14.95
A824	RESIDENTIAL	BROWNWOOD DRIVE	\$ 902.46	\$ 925.02	2.50%	\$ 22.56
A1412	BUSINESS - GIL	BRIDGE STREET	\$ 670.50	\$ 687.26	2.50%	\$ 16.76
A1477	BUSINESS - GIL	CASTLEREAGH STREET	\$ 1,367.96	\$ 1,402.16	2.50%	\$ 34.20
A1921	BUSINESS - GIL	MILLER STREET	\$ 670.50	\$ 687.26	2.50%	\$ 16.76
A1938	BUSINESS - GIL	MILLER STREET	\$ 670.50	\$ 687.26	2.50%	\$ 16.76
A3201	BUSINESS - GIL	ENTERPRISE DRIVE	\$ 2,113.84	\$ 2,166.69	2.50%	\$ 52.85
A49	BUSINESS - GIL	WARREN ROAD	\$ 897.53	\$ 919.97	2.50%	\$ 22.44
A1171	BUSINESS	TOORAWEEAH	\$ 599.70	\$ 614.69	2.50%	\$ 14.99
A1207	BUSINESS	TOORAWEEAH	\$ 599.70	\$ 614.69	2.50%	\$ 14.99
A3121	BUSINESS	NEWELL HWY GILGANDRA	\$ 10,543.79	\$ 10,807.39	2.50%	\$ 263.60
A347	BUSINESS	BACK CREEK ROAD BREELONG	\$ 603.75	\$ 618.84	2.50%	\$ 15.09
A805	BUSINESS	ARTHURSLEIGH ROAD GILGANDRA	\$ 599.70	\$ 614.69	2.50%	\$ 14.99
A854	BUSINESS	NEWELL HWY GILGANDRA	\$ 1,913.89	\$ 1,961.74	2.50%	\$ 47.85



Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As per the above models

Delivery Plan Actions

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

RECOMMENDATION

1. That, should Council's application for an ASV be approved, rate model 2 be included in the draft Revenue Policy for 2022/23.
2. That, should Council's application for an ASV be refused, rate model 1 be included in the draft Revenue Policy for 2022/23.

N J Alchin
Director Corporate Services

CHARGING FOR GILGANDRA WATER SUPPLY SERVICES 2022/23

SUMMARY

To determine a charging structure for Council's Gilgandra Water Supply Services for the 2022/23 rating year.

.....

Council's charging structure is in line with Best Practice Pricing as directed by the State Government and it is proposed to continue with the two-part structure being an access charge and a usage charge per kilolitre.

Councillors would be aware of the difficulty in forecasting water usage and therefore making the usage revenue difficult to estimate. However, the water usage charge is based on production costs and any variation from the estimate will be compensated for by respective increased or decreased production costs.

It is proposed to increase both the usage charge and the access charges by 5% compared to the previous year. The effects of the proposed changes are illustrated in the following tables:

2021/22 STRUCTURE

Service	Charge	Assess/Kilolitres	Revenue
Access Charge - 20mm	\$313.00	1,259	\$394,067
Access Charge - 25mm	\$488.00	74	\$36,112
Access Charge - 32mm	\$801.00	9	\$7,209
Access Charge - 40mm	\$1,255.00	8	\$10,040
Access Charge - 50mm	\$1,961.00	6	\$11,766
Access Charge - 80mm	\$5,022.00	2	\$10,044
Access Charge - 100mm	\$7,846.00	4	\$31,384
Usage Charge *	\$1.39	536,502 kl	\$745,738
TOTAL REVENUE ESTIMATE			\$1,246,360

* Based on average consumption for the last 10 years.

PROPOSED 2022/23 STRUCTURE

Service	Charge	Assess/Kilolitres	Revenue
Access Charge - 20mm	\$329.00	1,261	\$414,869
Access Charge - 25mm	\$512.00	75	\$38,400
Access Charge - 32mm	\$841.00	9	\$7,569
Access Charge - 40mm	\$1,318.00	8	\$10,544
Access Charge - 50mm	\$2,059.00	6	\$12,354
Access Charge - 80mm	\$5,273.00	2	\$10,546
Access Charge - 100mm	\$8,238.00	3	\$24,714
Usage Charge *	\$1.46	536,502 kl	\$783,293
TOTAL REVENUE ESTIMATE			\$1,302,289

* Based on average consumption for the last 10 years.

In order to achieve the required income under Council's 30-year plan for water infrastructure and operating costs, it is proposed to increase the usage charge and the access charges by 5% from the previous year.

Utilising the proposed charging structure will realise estimated income of \$1,302,289 being an increase of \$55,929 from the 2021/22 charging structure. Water usage is a variable factor and water income will increase more if water usage increases.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	As presented.
<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

RECOMMENDATION

That Council adopt the proposed charging structure for 2022/23 and include the charges in Council's statement of revenue policy to be included in the Draft Operational Plan for 2022/23.

N J Alchin
Director Corporate Services

(FM.BU.1)

CHARGING FOR TOORAWEEAH WATER SUPPLY SERVICES 2022/23

SUMMARY

To determine a charging structure for Council's Tooraweenah Water Supply Service for the 2022/23 rating year.

.....

Council has used a two-part structure consisting of an access charge and usage charge per kilolitre.

Council's charging structure is in line with Best Practice Pricing as directed by the State Government and it is proposed to continue with the two-part structure currently in use.

Councillors would be aware of the difficulty in forecasting usage and, therefore, making the usage revenue difficult to estimate. However, the water usage charge is based on production costs and any variation from the usage estimate will be compensated for by respective increased or decreased production costs.

It is proposed that the usage charge and the access charge be increased by 5% compared to the previous year.

The proposed structure for Tooraweenah Water Supply charges for 2022/23 is:

PROPOSED 2022/23 STRUCTURE

Service	Charge	Assess/Kilolitres	Revenue
Access Charge	\$156.00	79	\$12,324
Usage Charge *	\$1.86	11,807 kl	\$21,961
TOTAL REVENUE ESTIMATE			\$32,881

* Based on average consumption for the last 10 years.

The above charging structure represents a 5% increase for both the access and usage charges and will raise an additional \$212 compared to the previous year.

Principal Activity Strategic Leadership

Policy Implications Nil

Budget Implications As presented

Delivery Program Actions

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

RECOMMENDATION

That Council adopt the proposed charging structure for 2022/23 and the charges be included in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2022/23.

N J Alchin
Director Corporate Services

SEWER CHARGING – 2022/23

SUMMARY

To determine a charging structure for Council's Sewerage Services for the 2022/23 rating year.

.....

Council's charging structure is in line with Best Practice Pricing as directed by the State Government and, it is proposed to continue with a two part charging structure comprised of an access charge and a usage charge (based on water usage) with the usage charge including Trade Waste charges.

In order to achieve the required income under Council's 30-year plan for sewer infrastructure and operating costs, it is proposed to increase the overall estimated income raised by 7% in 2022/23 for both the usage charges and the access charges compared to the previous year.

In order to calculate the sewer usage charges, estimated water usage has been determined. Councillors would be aware of the difficulty in forecasting water usage and, therefore, making the sewer usage revenue difficult to estimate. However, the sewer usage charges are based on operating costs and any variation from the estimate should be compensated for by respective increased or decreased operating costs.

The effects of the proposed changes are illustrated in the following tables:

2021/22 STRUCTURE

Service	Current Charges (pa)	Revenue
Trade Waste Usage Charge	\$3.56 x 8,600* kls	\$30,615
Residential Usage Charge	\$502 x 1,005 assessments	\$504,510
Commercial & Non Rateable Usage Charge	\$2.25 x 73,734* kls	\$161,402
Access Charge - 20mm	\$402 x 1,244 assessments	\$500,088
Access Charge - 25mm	\$625 x 65 assessments	\$40,625
Access Charge - 32mm	\$1,023 x 8 assessments	\$8,184
Access Charge - 40mm	\$1,600 x 6 assessments	\$9,600
Access Charge - 50mm	\$2,489 x 5 assessments	\$12,445
Access Charge - 80mm	\$6,311 x 1 assessment	\$6,311
Access Charge -100mm	\$9,858 x 3 assessments	\$29,574
TOTAL REVENUE ESTIMATE		\$1,303,354

* Based on the estimated water consumption.

PROPOSED 2022/23 STRUCTURE

Service	Current Charges (pa)	Revenue
Trade Waste Usage Charge	\$3.81 x 8,600* kls	\$32,766
Residential Usage Charge	\$537 x 1,009 assessments	\$541,833
Commercial & Non Rateable Usage Charge	\$2.41 x 73,734* kls	\$177,698
Access Charge - 20mm	\$430 x 1,246 assessments	\$535,780
Access Charge - 25mm	\$669 x 66 assessments	\$44,154
Access Charge - 32mm	\$1,095 x 8 assessments	\$8,760
Access Charge - 40mm	\$1,712 x 6 assessments	\$10,272
Access Charge - 50mm	\$2,663 x 5 assessments	\$13,315
Access Charge - 80mm	\$6,753 x 1 assessment	\$6,753
Access Charge -100mm	\$10,548 x 3 assessments	\$31,644
TOTAL REVENUE ESTIMATE		\$1,402,975

* Based on the estimated water consumption.

Utilising the proposed charging structure will realise estimated income of \$1,402,975 being an increase of \$99,621 from the 2021/22 rating year structure.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As presented

Delivery Program Actions

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

RECOMMENDATION

That Council adopt the proposed charging structure for 2022/23 and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2022/23.

N J Alchin
Director Corporate Services

STORMWATER CHARGES 2022/23

SUMMARY

To present a proposed structure for 2022/23 for the Stormwater Management Service Charge.

.....

The commencement of the Local Government Amendment (Stormwater) Act 2005 on 13 April 2006 enabled Council to make or levy an annual charge for stormwater management services for urban land categorised as residential or business for which the service is available.

Council however cannot make or levy an annual charge for stormwater management services on vacant land, crown land or crown land held under lease for private purposes granted under the Housing Act 2001 or the Aboriginal Housing Act 1998.

Income raised from the implementation of this charge can be spent on capital projects and recurrent expenditure relating to new or additional stormwater management services to eligible land.

It is proposed that the charge remain at the \$25 per assessment limit set by the Local Government Amendment (Stormwater) Act 2005. The proposed structure for stormwater management service charge for 2022/23 is:

Category	Assess	Charge	Revenue
Residential - Gilgandra	922	\$25 / assessment	\$23,050
Business - Gilgandra	140	\$25 / assessment	\$3,500
TOTAL REVENUE ESTIMATE			\$26,550

Using the proposed structure will realise an estimated income of \$26,550 for 2022/23.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	As presented
<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

RECOMMENDATION

That Council adopt the proposed charging structure for 2022/23 and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2022/23.

N J Alchin
Director Corporate Services

WASTE MANAGEMENT CHARGES FOR 2022/23

SUMMARY

To determine a charging structure for Council's Waste Services for the 2022/23 rating year.

.....

Council is required to set the charges for domestic waste so as not to exceed the reasonable cost of providing such services. As the domestic waste service and other services are of identical nature, all waste charges can be determined on the same principles.

Council also levies a rural waste charge on all rating assessments that are outside the Gilgandra town boundary. The charge has been calculated to recover costs associated with the maintenance of the former rural waste facilities as the closure of the rural waste facilities does not eliminate all costs associated with them.

Domestic Waste Services

It is proposed to continue with a Domestic Waste Services charging structure for the Tooraweenah and Armatree village and the Gilgandra township as in previous years. It is proposed that the charges for Tooraweenah, Armatree and Gilgandra will increase by 2% compared to the 2021/22 year. All charges raised will not exceed the reasonable cost of providing such services. This will raise an estimated \$515,900 for the 2022/23 year.

Other Waste Services

It is proposed to continue with an Other Waste Services charging structure for the Tooraweenah and Armatree village and the Gilgandra township as in previous years. It is proposed that the charges for Tooraweenah, Armatree and Gilgandra will increase by 2% compared to the 2021/22 year. All charges raised will not exceed the reasonable cost of providing such services. This will raise an estimated \$125,443 for the 2022/23 year.

Rural Waste Charges

It is proposed the rural waste charge will remain at \$22 per assessment for 2022/23. All charges raised will not exceed the cost of maintaining the closed rural waste facilities. This will raise an estimated \$22,814 for the 2022/23 year.

2021/22 STRUCTURE

Service	Assessments	Amount	Totals
Domestic Waste - Residence Charge	985	\$450	\$443,250
Domestic Waste - Village Residence	77	\$415	\$31,955
Domestic Waste - No Residence Charge	61	\$62	\$3,782
Domestic Waste - Village No Residence	34	\$60	\$2,040
Domestic Waste - 2 Flats Charge	8	\$565	\$4,520
Domestic Waste - 3 Flats Charge	4	\$824	\$3,296
Domestic Waste - 4 Flats Charge	5	\$1,075	\$5,375
Domestic Waste - 5 Flats Charge	4	\$1,353	\$5,412
Domestic Waste - 8 Flats Charge	1	\$2,138	\$2,138
Domestic Waste - 10 Flats Charge	1	\$2,650	\$2,650
Total Domestic Waste Income			\$504,418
Commercial Waste Non Business	38	\$64	\$2,432
Commercial Waste CBD	45	\$724	\$32,580
Commercial Waste Other	78	\$602	\$46,956
Commercial Waste Villages	11	\$602	\$6,622
Non Rateable 1 Service	18	\$499	\$8,982
Non Rateable 2 to 5 Services	3	\$1,483	\$4,449
Non Rateable 6 to 10 Services	1	\$2,900	\$2,900
Non Rateable Over 10 Services	1	\$19,006	\$19,006
Total Other Waste Income			\$123,927
Rural Waste Charge	1,039	\$22	\$22,858
Total Rural Waste Income			\$22,858
TOTAL REVENUE ESTIMATE			\$651,203

PROPOSED 2022/23 STRUCTURE

Service	Assessments	Amount	Totals
Domestic Waste - Residence Charge	988	\$459	\$453,492
Domestic Waste - Village Residence	77	\$423	\$32,571
Domestic Waste - No Residence Charge	62	\$63	\$3,906
Domestic Waste - Village No Residence	34	\$61	\$2,074
Domestic Waste - 2 Flats Charge	8	\$576	\$4,608
Domestic Waste - 3 Flats Charge	4	\$840	\$3,360
Domestic Waste - 4 Flats Charge	5	\$1,097	\$5,485
Domestic Waste - 5 Flats Charge	4	\$1,380	\$5,520
Domestic Waste - 8 Flats Charge	1	\$2,181	\$2,181
Domestic Waste - 10 Flats Charge	1	\$2,703	\$2,703
Total Domestic Waste Income			\$515,900
Commercial Waste Non Business	38	\$65	\$2,470
Commercial Waste CBD	45	\$738	\$33,210
Commercial Waste Other	76	\$614	\$46,664
Commercial Waste Villages	11	\$614	\$6,754
Non Rateable 1 Service	18	\$509	\$9,162
Non Rateable 2 to 5 Services	3	\$1,513	\$4,539
Non Rateable 6 to 10 Services	1	\$2,958	\$2,958
Non Rateable Over 10 Services	1	\$19,386	\$19,386
Total Other Waste Income			\$125,143
Rural Waste Charge	1,040	\$22	\$22,814
Total Rural Waste Income			\$22,814
TOTAL REVENUE ESTIMATE			\$663,857

As stated earlier, Council must not charge for waste services beyond "reasonable cost". The following tables indicate the income and expenditure for the service. Table 1 is for the 2021/22 financial year as a comparison and Table 2 is for the 2022/23 financial year:

TABLE 1 (2021/22):

EXPENDITURE:

% of Gilgandra Waste costs applicable to service	Total Waste Estimate	% Applicable To Services	\$ Applicable To Services
Admin Expenses - Gilgandra	\$48,636.00	100.00%	\$48,636
Contractor Charges	\$137,381.00	100.00%	\$137,381
Gilgandra Waste Facility Costs	\$418,089.00	80.00%	\$334,471
Gilgandra Waste Reserve	\$40,000.00	80.00%	\$32,000
Kerbside Recycling Costs	\$78,229.00	100.00%	\$78,229
Rural Waste Operating Costs	\$21,772.00	100.00%	\$21,772
Rural Waste Reserve	\$1,086.00	100.00%	\$1,086
	\$745,193.00		\$653,575.20
	Domestic Waste 80.00%	Other Waste 20.00%	Rural Waste 0.00%
Admin Expenses - Gilgandra	\$38,908.80	\$9,727.20	\$0.00
Contractor Charges	\$109,904.80	\$27,476.20	\$0.00
Gilgandra Waste Facility Costs	\$267,576.96	\$66,894.24	\$0.00
Gilgandra Waste Reserve	\$25,600.00	\$6,400.00	\$0.00
Kerbside Recycling Costs	\$62,583.20	\$15,645.80	\$0.00
Rural Waste Operating Costs	\$0.00	\$0.00	\$21,772.00
Rural Waste Reserve	\$0.00	\$0.00	\$1,086.00
TOTAL EXPENDITURE 2020/21	\$504,573.76	\$126,143.44	\$22,858.00

INCOME:

Domestic Waste Income	Qty	Charge	Totals
Residence Charge	985	\$450.00	\$443,250.00
Village Residence Charge	77	\$415.00	\$31,955.00
No Residence Charge	61	\$62.00	\$3,782.00
Village No Residence Charge	34	\$60.00	\$2,040.00
2 Flats Charge	8	\$565.00	\$4,520.00
3 Flats Charge	4	\$824.00	\$3,296.00
4 Flats Charge	5	\$1,075.00	\$5,375.00
5 Flats Charge	4	\$1,353.00	\$5,412.00
8 Flats Charge	1	\$2,138.00	\$2,138.00
10 Flats Charge	1	\$2,650.00	\$2,650.00
Total Domestic Waste Income			\$504,418.00
Other Waste Income			
Commercial Non Business	38	\$64.00	\$2,432.00
Commercial CBD	45	\$724.00	\$32,580.00
Commercial Other	78	\$602.00	\$46,956.00
Village Commercial	11	\$602.00	\$6,622.00
Non Rateable 1 Service	18	\$499.00	\$8,982.00
Non Rateable 2 to 5 Services	3	\$1,483.00	\$4,449.00
Non Rateable 6 to 10 Services	1	\$2,900.00	\$2,900.00
Non Rateable Over 10 Services	1	\$19,006.00	\$19,006.00
Total Other Waste Income			\$123,927.00
Rural Waste Income			
Rural Waste Charge	1,039	\$22.00	\$22,858.00
Total Rural Waste Income			\$22,858.00
TOTAL WASTE INCOME 2020/21			\$651,203.00

RESULT 2020/21:

Domestic Waste

Income	\$504,418.00
Expenditure	\$504,573.76
Surplus / (Deficit)	(\$155.76)

** To comply with the Act, the forecast must be a deficit.*

Other Waste

Income	\$123,927.00
Expenditure	\$126,143.44
Surplus / (Deficit)	(\$2,216.44)

Rural Waste

Income	\$22,858.00
Expenditure	\$22,858.00
Surplus / (Deficit)	\$0.00

Should any figures that have been used in this calculation that have been extracted from the proposed estimates be altered by Council, then this calculation will have to be re-done.

TABLE 2 (2022/23):

EXPENDITURE:

	Total Waste	% Applicable	\$ Applicable
% of Gilgandra Waste costs applicable to service	Estimate	To Services	To Services
Admin Expenses - Gilgandra	\$46,399.00	100.00%	\$46,399
Contractor Charges	\$140,953.00	100.00%	\$140,953
Gilgandra Waste Facility Costs	\$428,959.00	80.00%	\$343,167
Gilgandra Waste Reserve	\$45,000.00	80.00%	\$36,000
Kerbside Recycling Costs	\$80,263.00	100.00%	\$80,263
Rural Waste Operating Costs	\$22,340.00	100.00%	\$22,340
Rural Waste Reserve	\$0.00	100.00%	\$0
	\$763,914.00		\$669,122.20
	Domestic Waste	Other Waste	Rural Waste
	80.00%	20.00%	0.00%
Admin Expenses - Gilgandra	\$37,119.20	\$9,279.80	\$0.00
Contractor Charges	\$112,762.40	\$28,190.60	\$0.00
Gilgandra Waste Facility Costs	\$274,533.76	\$68,633.44	\$0.00
Gilgandra Waste Reserve	\$28,800.00	\$7,200.00	\$0.00
Kerbside Recycling Costs	\$64,210.40	\$16,052.60	\$0.00
Rural Waste Operating Costs	\$0.00	\$0.00	\$22,340.00
Rural Waste Reserve	\$0.00	\$0.00	\$474.00
TOTAL EXPENDITURE 2022/23	\$517,425.76	\$129,356.44	\$22,814.00

INCOME:

<u>Domestic Waste Income</u>	Qty	Charge	Totals
Residence Charge	988	\$459.00	\$453,492.00
Village Residence Charge	77	\$423.00	\$32,571.00
No Residence Charge	62	\$63.00	\$3,906.00
Village No Residence Charge	34	\$61.00	\$2,074.00
2 Flats Charge	8	\$576.00	\$4,608.00
3 Flats Charge	4	\$840.00	\$3,360.00
4 Flats Charge	5	\$1,097.00	\$5,485.00
5 Flats Charge	4	\$1,380.00	\$5,520.00
8 Flats Charge	1	\$2,181.00	\$2,181.00
10 Flats Charge	1	\$2,703.00	\$2,703.00
Total Domestic Waste Income			\$515,900.00
<u>Other Waste Income</u>			
Commercial Non Business	38	\$65.00	\$2,470.00
Commercial CBD	45	\$738.00	\$33,210.00
Commercial Other	76	\$614.00	\$46,664.00
Village Commercial	11	\$614.00	\$6,754.00
Non Rateable 1 Service	18	\$509.00	\$9,162.00
Non Rateable 2 to 5 Services	3	\$1,513.00	\$4,539.00
Non Rateable 6 to 10 Services	1	\$2,958.00	\$2,958.00
Non Rateable Over 10 Services	1	\$19,386.00	\$19,386.00
Total Other Waste Income			\$125,143.00
<u>Rural Waste Income</u>			
Rural Waste Charge	1,037	\$22.00	\$22,814.00
Total Rural Waste Income			\$22,814.00
TOTAL WASTE INCOME 2022/23			\$663,857.00

RESULT 2022/23:

Domestic Waste

Income	\$515,900.00
Expenditure	\$517,425.76
Surplus / (Deficit)	(\$1,525.76)

** To comply with the Act, the forecast must be a deficit.*

Other Waste

Income	\$125,143.00
Expenditure	\$129,356.44
Surplus / (Deficit)	(\$4,213.44)

Rural Waste

Income	\$22,814.00
Expenditure	\$22,814.00
Surplus / (Deficit)	\$0.00

Should any figures that have been used in this calculation that have been extracted from the proposed estimates be altered by Council, then this calculation will have to be re-done.

Where relevant, the above figures are directly related to the figures in the 2022/23 estimates. Therefore, if Council should reduce any of the related costs in the estimates, the savings should then be reflected in the charges to ratepayers.

Alternatively, should Council wish to increase any of the related charges (such as amounts transferring to reserves), the increased costs should then be reflected in increased charges to ratepayers.

Section 504 (3) of the act clearly states that "income obtained from domestic waste management must be calculated so as not to exceed the reasonable cost to the council of providing those services."

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	As presented
<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

RECOMMENDATION

1. That Council adopt the proposed charging structure as set out in the above report and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2022/23.
2. That Council's Revenue Policy includes relevant information stating that the Recycling Service is funded by the Domestic Waste Management Service Charge.

N J Alchin
Director Corporate Services

LOCAL ROADS HIERARCHY PLAN REVIEW

SUMMARY

To present a draft review of the Local Roads Hierarchy Plan for public exhibition and comment.

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Council manages around 1250km of roads and the purpose of the Local Roads Hierarchy Plan (LRHP) is to provide a structure that groups similar roads in terms of function and purpose. These classifications are then used to guide the frequency of condition assessments and allocation of resources for equitable levels of service across the network.

Classification of roads in this way involves the relative balance of the traffic mobility and amenity or the access functions of the streets and roads.

The key considerations when classifying roads are:

- Traffic, both volume and type
- Trips, including generators and destinations
- Motorist behaviour (e.g. there may be a road that satisfies the criteria of higher classification in LRHP but it is not used in that way because of the individual road's characteristics, such as unsealed, windy or terrain).

The LRHP for Gilgandra Shire was last reviewed in 2015. The Council has requested a review of the LHRP and various workshops have been held with Councillors regarding the document and any perceived issues with it.

As part of this review, the LRHP was objectively compared with community expectations that have been expressed within the last few years. Additionally, each road was tested against the guiding principles for the corresponding road category in order to evaluate if the classification was still appropriate, relevant or misaligned.

Based on this evaluation the following adjustments are suggested:

- Page 6: the explanation of poor condition (Rank 4) be clarified to be 'Physically unsound, intervention required'.
- Page 10: last dot point guiding principle of a Secondary Through Road be modified to state 'normally is not subjected to general gravel sheeting but spot gravelling where necessary'. This brings the principle in line with current practice.

- Page 11: last dot point guiding principle of a Primary Non-through Road be modified to state 'normally is not subjected to general gravel sheeting but spot gravelling where necessary'. This brings the principle in line with current practice.
- Page 11: first dot point of aims and objectives to 'fully maintain all Primary Non-through Roads - Condition 3 or higher' (previously 4).
- Page 12: last dot point guiding principle of a Secondary Non-through Road be modified to state 'normally is not subjected to general gravel sheeting but spot gravelling where necessary'. This brings the principle in line with current practice.
- Page 12: first dot point of aims and objectives to 'fully maintain all Secondary Non-through Roads - Condition 3 or higher' (previously 4).
- Page 25: Reclassify Breelong Balladoran road as a Primary Through Road as it links Hilliers Rd (Secondary Through), Mudfords Road (Secondary Through) and Denmire Road (Primary Through) all to the Castlereagh Highway via a single crossing point over the Castlereagh River.
- Page 25: Reclassify Gundea Road as a Primary Through Road as it links the Newell Highway with the Tooraweenah Road (Regionally Significant).
- Page 26: Reclassify Bellhaven Road as a Secondary Through Road as this is a very short road with few landholders along it that either use it to travel north or south by an even shorter distance. This road would rarely be used as a through road as the alternative route is sealed.
- Page 26: Possibly reclassify Gular Rail Road as Primary Through Road as it links the Castlereagh Highway through to Gulargambone Silos. Noting that the 'last mile' is located within Coonamble LGA, staff will correspond with appropriate staff at Coonamble Shire Council to clarify their position on this road. For this Draft version of the LRHP this road will remain classified as a Secondary Through Road.
- Page 28: Reclassify Beames Road as a Primary Through Road as it serves about four landholders.

The Draft LRHP is provided as an attachment to this report with any proposed changes highlighted in yellow for clarity. It is recommended that Council place the LRHP on public exhibition for a period of not less than 28 days and call for comment.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Local Roads Hierarchy Plan
<u>Budget Implications</u>	Negligible, may reallocate resources in line with classifications.

Delivery Program Actions

6.2.1.04

Maintain and construct streets and roads in accordance with Council's adopted road classifications.

RECOMMENDATION

That Council commence public exhibition of the "Draft Local Roads Hierarchy Plan (Version 4)" inviting comment from the community for a period of 28 days.

Daryl Colwell
Director Infrastructure

CAPITAL ROAD AND URBAN WORKS PROGRAM 2022/23

SUMMARY

To present the proposed 2022/23 Works Program for consideration and adoption.

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The previously elected body requested a review of how Council performs its works in relation to the Local Roads Hierarchy Plan, particularly regarding gravel re-sheeting. The results of that review and Council's subsequently adopted re-sheeting strategy were presented recently at Councillor workshops.

As Council chose to discontinue the practice where the program was formulated annually with re-sheets geographically distributed as much as possible, this option has not been prepared for consideration again. Noting that a gravel wearing course typically lasts around ten years, the two strategies presented below are intended to maximise the benefit and longevity of the works by reducing the amount and time of road sections left untreated.

Option 1 – select roads of strategic importance that are identified in the Local Roads Hierarchy Plan (i.e. higher hierarchical levels) and complete re-sheeting those roads in their entirety before moving onto other roads of priority. This approach aims to complete the entire length of a road in the shortest possible time. Operationally, this approach affords efficiencies and potential savings through reduced mobilisation costs and provides an immediate benefit to its users over the whole road.

Option 2 – identify a number of roads of strategic importance that are geographically spread around the shire and re-sheeting efforts are concentrated on those roads over a number of years. The intention of this approach is that the entirety of those roads are completed within a reasonably short timeframe (e.g. 5 years) before moving onto other roads of importance. It could be argued that this option is a more equitable approach as more users receive some benefit each year.

Councillors will note that the two options presented in the attachments span a number of years. The intention is that the re-sheeting and resealing program will roll over the term of this Council without having to re-consider it on an annual basis. The advantage for operational staff is that planning and preparations are economised and if there are savings in any given year, these can be exploited by bringing forward the adopted program.

The gravel re-sheets along with reseals and culvert works are usually funded from the R2R program, with an annual allocation is \$878,444. To complement the prioritising gravel re-sheets on strategically important roads, it is proposed to continue the spot gravelling program that has been introduced within the past two years. This program targets roads that attract less traffic but have localised issues that need to be addressed.

This program has been reasonably accepted and brought real benefit to roads that have limited opportunity for capital upgrades due to budgetary constraints. It is therefore recommended that the Additional Rural Roads Capital Renewals budget continue to be allocated for spot gravelling over the term of this Council. Budget allocations for 2022/23, 2023/24 and 2024/25 are \$277,937, \$292,581 and \$307,664 respectively.

The tables attached set out the proposed works programs as discussed above. However, these may change should environmental constraints limit Council's ability to perform works in the area or funding opportunities become available to offset these allocations that can then be used elsewhere.

<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Local Roads Hierarchy Plan
<u>Budget Implications</u>	The program is within the budgets allocated for 2022/23 financial year.
<u>Delivery Program Actions</u>	6.2.1.04 Maintain and construct streets and roads in accordance with Council's adopted road classifications. 6.2.1.06 Undertake annual Roads to Recovery program.

RECOMMENDATION

That Option 1 of the 2022/23 Road Works Program, as presented, be adopted.

Daryl Colwell
Director Infrastructure

Option 1 - ROAD WORKS PROGRAM 2022/23				
	Work Location and Type	Segment	Estimated Cost	Work Funded by:
	Rehabilitation Works			
	Total		\$0	
	Reseals			
RS	Yarrandale	00	\$44,000	R2R
RS	Yarrandale	2	\$44,000	R2R
RS	National Park Road	8	\$44,000	R2R
RS	National Park Road	10	\$44,000	R2R
RS	National Park Road	12	\$44,000	R2R
	Total		\$220,000	
	Gravel Resheeting			
PT	Balladoran Railway	08	\$43,800	R2R
PT	Balladoran Railway	10	\$43,800	R2R
PT	Armatree Road	14	\$43,800	R2R
PT	Armatree Road	16	\$43,800	R2R
PT	Mipulling Road	6	\$43,800	R2R
PT	Mipulling Road	8	\$43,800	R2R
PT	Mipulling Road	10	\$43,800	R2R
PT	Mipulling Road	12	\$43,800	R2R
PT	Mipulling Road	14	\$43,800	R2R
PT	Mipulling Road	16	\$43,800	R2R
PT	Mipulling Road	18	\$43,800	R2R
PT	Mipulling Road	20	\$43,800	R2R
PT	Mipulling Road	22	\$43,800	R2R
PT	Mipulling Road	24	\$43,800	R2R
PT	Mipulling Road	26	\$43,800	R2R
	Spot Gravelling		\$277,937	ARRCR
	Total		\$934,937	
	Urban Works			
	Kerb & Gutter/Footpath Renewals		\$50,000	Council
	Total		\$50,000	
	State Highways			
SH	Dicks Camp Rehab		\$2,500,000	RMCC
SH	Heavy patching		\$400,000	RMCC
SH	Reseals		\$450,000	RMCC
SH	Routine Maintenance		\$690,000	RMCC
	Total		\$4,040,000	
	Natural Disaster			
	Nov 21 Event	Various	TBC	NDRA
	Total		\$0	

Option 1 - ROAD WORKS PROGRAM 2023/24				
	Work Location and Type	Segment	Estimated Cost	Work Funded by:
	Rehabilitation Works			
	Total		\$0	
	Bitumen Resealing			
RS	National Park Road	26	\$44,000	R2R
RS	National Park Road	28	\$44,000	R2R
RS	National Park Road	38	\$44,000	R2R
RS	National Park Road	40	\$44,000	R2R
	Total		\$176,000	
	Gravel Resheeting			
PT	East Coonamble Road	10	\$43,800	R2R
PT	East Coonamble Road	12	\$43,800	R2R
PT	East Coonamble Road	14	\$43,800	R2R
PT	East Coonamble Road	16	\$43,800	R2R
PT	East Coonamble Road	18	\$43,800	R2R
PT	East Coonamble Road	26	\$43,800	R2R
PT	East Coonamble Road	30	\$43,800	R2R
PT	East Coonamble Road	32	\$43,800	R2R
PT	Mawbys Road	0	\$43,800	R2R
PT	Mawbys Road	2	\$43,800	R2R
PT	Mawbys Road	6	\$43,800	R2R
PT	Gilmours Road	4	\$43,800	R2R
PT	Gilmours Road	6	\$43,800	R2R
PT	Gilmours Road	8	\$43,800	R2R
PT	Gilmours Road	10	\$43,800	R2R
PT	Gilmours Road	12	\$43,800	R2R
	Spot Gravelling		\$292,581	ARRCR
	Total		\$993,381	
	Urban Works			
	Kerb & Gutter/Footpath Renewals		\$50,000	Council
	Total		\$50,000	
	State Highways			
SH	Heavy patching		TBC	RMCC
SH	Reseals		TBC	RMCC
SH	Routine Maintenance		TBC	RMCC
	Natural Disaster			
	Nov 21 Event	Various	TBC	NDRA

Option 1 - ROAD WORKS PROGRAM 2024/25				
	Work Location and Type	Segment	Estimated Cost	Work Funded by:
	Rehabilitation Works			
PT	Doorroombah Culvert	6	\$220,000	R2R
	Total		\$220,000	
	Bitumen Resealing			
	Total		\$0	
	Gravel Resheeting			
RS	Windurong	2	\$21,900	R2R
RS	Windurong	4	\$43,800	R2R
RS	Windurong	6	\$43,800	R2R
RS	Windurong	8	\$43,800	R2R
RS	Windurong	10	\$21,900	R2R
RS	National Park Road	28	\$11,250	R2R
RS	National Park Road	30	\$43,800	R2R
RS	National Park Road	32	\$43,800	R2R
RS	National Park Road	44	\$33,750	R2R
RS	National Park Road	46	\$43,800	R2R
RS	National Park Road	48	\$43,800	R2R
RS	National Park Road	50	\$43,800	R2R
RS	National Park Road	52	\$11,250	R2R
RS	Collie Bourbah	16	\$27,000	R2R
RS	Collie Bourbah	14	\$54,000	R2R
RS	Collie Bourbah	8	\$54,000	R2R
RS	Collie Bourbah	6	\$54,000	R2R
	Spot Graveling		\$307,664	ARRCR
	Total		\$947,114	
	Urban Works			
	Kerb & Gutter/Footpath Renewals		\$50,000	Council
	Total		\$50,000	
	State Highways			
SH	Heavy patching		TBC	RMCC
SH	Reseals		TBC	RMCC
SH	Routine Maintenance		TBC	RMCC

Option 2 - ROAD WORKS PROGRAM 2022/23				
	Work Location and Type	Segment	Estimated Cost	Work Funded by:
	Rehabilitation Works			
PT	Doorroombah Culvert	6	\$220,000	R2R
	Total		\$220,000	
	Bitumen Resealing			
	Total		\$0	
	Gravel Resheeting			
PT	Armatree Road	10	\$43,800	R2R
PT	Armatree Road	12	\$43,800	R2R
PT	Balladoran Railway	08	\$43,800	R2R
PT	Balladoran Railway	10	\$43,800	R2R
PT	Mipulling Road	16	\$43,800	R2R
PT	Mipulling Road	12	\$43,800	R2R
PT	Mipulling Road	14	\$43,800	R2R
ST	Bullagreen Bourbah	0	\$43,800	R2R
ST	Bullagreen Bourbah	2	\$43,800	R2R
ST	Bullagreen Bourbah	4	\$43,800	R2R
PT	Mawbys Road	0	\$43,800	R2R
PT	Mawbys Road	2	\$43,800	R2R
PT	East Coonamble Road	18	\$43,800	R2R
PT	East Coonamble Road	26	\$43,800	R2R
PT	East Coonamble Road	32	\$43,800	R2R
	Spot Gravelling		\$277,937	ARRCR
	Total		\$934,937	
	Urban Works			
	Footpaths		\$450,000	DCP/DIAP/LRCI/Council
	Total		\$450,000	
	State Highways			
SH	Dicks Camp Rehab		\$2,500,000	RMCC
SH	Heavy patching		\$400,000	RMCC
SH	Reseals		\$450,000	RMCC
SH	Routine Maintenance		\$690,000	RMCC
	Total		\$4,040,000	
	Natural Disaster			
	Nov 2021 Event	Various	TBC	NDRA
	Total		\$0	

Option 2 - ROAD WORKS PROGRAM 2023/24				
	Work Location and Type	Segment	Estimated Cost	Work Funded by:
	Rehabilitation Works			
	Total		\$0	
	Bitumen Resealing			
RS	Yarrandale	00	\$44,000	R2R
RS	Yarrandale	2	\$44,000	R2R
RS	National Park Road	8	\$44,000	R2R
RS	National Park Road	10	\$44,000	R2R
RS	National Park Road	12	\$44,000	R2R
	Total		\$220,000	
	Gravel Resheeting			
PT	Mipulling Road	6	\$43,800	R2R
PT	Mipulling Road	8	\$43,800	R2R
PT	Mipulling Road	10	\$43,800	R2R
PT	East Coonamble Road	10	\$43,800	R2R
PT	East Coonamble Road	12	\$43,800	R2R
PT	East Coonamble Road	14	\$43,800	R2R
PT	East Coonamble Road	16	\$43,800	R2R
PT	Mawbys Road	6	\$43,800	R2R
ST	Bullagreen Bourbah	6	\$43,800	R2R
ST	Bullagreen Bourbah	8	\$43,800	R2R
ST	Kickabil Road	0	\$43,800	R2R
ST	Kickabil Road	4	\$43,800	R2R
ST	Kickabil Road	6	\$43,800	R2R
RS	Tooraweenah Mendooran	0	\$43,800	R2R
RS	Tooraweenah Mendooran	2	\$43,800	R2R
	Spot Gravelling		\$292,581	ARRCR
			\$949,581	
	Urban Works			
	Kerb & Gutter/Footpath Renewals		\$50,000	Council
	Total		\$50,000	
	State Highways			
SH	Heavy patching		TBC	RMCC
SH	Reseals		TBC	RMCC
SH	Routine Maintenance		TBC	RMCC
	Natural Disaster			
	Nov 21 Event	Various	TBC	NDRA

Option 2 - ROAD WORKS PROGRAM 2024/25				
	Work Location and Type	Segment	Estimated Cost	Work Funded by:
	Rehabilitation Works			
	Total		\$0	
	Bitumen Resealing			
RS	National Park Road	26	\$44,000	R2R
RS	National Park Road	28	\$44,000	R2R
RS	National Park Road	38	\$44,000	R2R
RS	National Park Road	40	\$44,000	R2R
	Total		\$176,000	
	Gravel Resheeting			
ST	Kickabil Road	8	\$43,800	R2R
ST	Kickabil Road	10	\$43,800	R2R
ST	Kickabil Road	14	\$43,800	R2R
PT	Mipulling Road	18	\$43,800	R2R
PT	Mipulling Road	20	\$43,800	R2R
PT	Mipulling Road	22	\$43,800	R2R
PT	Gilmours Road	4	\$43,800	R2R
PT	Gilmours Road	6	\$43,800	R2R
PT	Gilmours Road	8	\$43,800	R2R
PT	Gilmours Road	10	\$43,800	R2R
PT	Gilmours Road	12	\$43,800	R2R
RS	Tooraweenah Mendooran	6	\$43,800	R2R
RS	Tooraweenah Mendooran	8	\$43,800	R2R
RS	Tooraweenah Mendooran	10	\$43,800	R2R
RS	Windurong	2	\$43,800	R2R
RS	Windurong	4	\$43,800	R2R
	Spot Gravelling		\$307,664	ARRCR
	Total		\$1,008,464	
	Urban Works			
	Kerb & Gutter/Footpath Renewals		\$50,000	Council
	Total		\$50,000	
	State Highways			
SH	Heavy patching		TBC	RMCC
SH	Reseals		TBC	RMCC
SH	Routine Maintenance		TBC	RMCC

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

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

CASH BOOK BALANCE AS AT	28-Feb-22	\$1,900,242.92
Plus: Receipts		\$3,356,663.82
Less: Payments		\$3,303,349.85
CASH BOOK BALANCE AS AT	31-Mar-22	\$1,953,556.89

STATEMENT BALANCE AS AT	28-Feb-22	\$1,925,127.62
Plus: Receipts		\$3,338,866.72
Less: Payments		\$3,314,264.50
STATEMENT BALANCE AS AT	31-Mar-22	\$1,949,729.84

Plus: Unpresented Receipts		\$4,215.90
Less: Unpresented Payments		\$388.85
RECONCILED BALANCE AS AT	31-Mar-22	\$1,953,556.89

Cashbook balance as at 31 March 2022:	\$1,953,556.89
Investments held as at 31 March 2022:	\$24,053,795.02
Total Cash & Investments Held as at 31 March 2022:	\$26,007,351.91

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

General Fund	\$10,512,268.47
Water Fund	\$2,908,175.50
Sewer Fund	\$2,293,025.02
Orana Living	\$4,461,923.37
Carlinda Enterprises	\$568,117.30
Cooee Villa Units	\$1,845,199.76
Cooee Lodge	\$2,928,197.08
Jack Towney Hostel	\$167.76
Trust Fund	\$490,277.65

Balance as per Total Cash & Investments Held: \$26,007,351.91

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @ 1.00	Due on 10-Mar-23	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 365 days @ 0.97%	Due on 04-Mar-23	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 242 days @ 0.65%	Due on 17-Oct-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 300 days @ 0.75%	Due on 22-Dec-22	With NAB
(o)	\$1,000,000.00	For 300 days @ 0.75%	Due on 19-Dec-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 @ 0.70%	Due on 12-Sep-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.

<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>September 2017</u>		
264/17	Mudfords Road	Hon Sam Farraway 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>		
124/21	Industrial Land – Purchase Offer	Agreement in principal obtained
<u>January 2022</u>		
5/22	Committee structure and membership	Report to this meeting
<u>February 2022</u>		
30/22	Gilgandra Housing Strategy	Report to this meeting

38/22	It's GREAT - grant fund program	Work on guidelines and application process has commenced – expected launch May/June 2022
40/22	Gilgandra District Cricket Assn	Meeting being arranged
42/22	Return & Earn Collection Point	A meeting with Tomra Cleanaway to be organised

March 2022

50/22	Expression of Interest – Land Purchase	Prospective purchaser advised of Council's decision. Due diligence process commenced.
55/22	Expression of Interest – Vacant Land	Contract signed

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 APRIL 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.

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February 2022

Council owned land, Chelmsford Avenue

Lease with new lessee being
finalised

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
19 APRIL 2022

DEVELOPMENT APPLICATIONS

The following development application were approved during March 2022:

DA Number	Received	Applicants Name	Application	Property Address	Decision	Development Value
2022/440	11/02/2022	Wayne Rowe	Subdivision	23 Barden Street Gilgandra NSW 2827	Approved	\$0
2022/442	02/03/2022	Nathan Gilmour	Shed	6235 Newell Highway Gilgandra NSW 2827	Approved	\$30,000
2021/430	26/11/2021	ITP Australia	Solar Farm	"Rosewood" 362 Oxley Highway Gilgandra NSW 2827	Approved	\$8,667,599.32
2022/444	22/03/2022	Craig Gilmour	Boundary Adjustment and Consolidation	2706 East Coonamble Road Curban NSW 2827	Approved	\$0
					February	\$8,697,599.32
					Total 2022	\$13,191,114.32

Applications under assessment

- DA2022/434 - Service Station
- DA2022/441 - Sand Quarry
- DA2022/445 - Shed
- DA 2022/446 - Dwelling
- DA 2022/447- Dwelling

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
19 APRIL 2022

MARCH 2022

DA Number

Actual
Days

Stopped
Days

Total Days

Working
Days

Stopped
Work Days

Total Work
Days

2022/440

19

0

19

13

0

13

2022/442

14

0

14

10

0

10

2021/430

112

0

112

80

0

80

2022/444

2

0

2

2

0

2

Summary Statistics

No of Applications

4

Total Actual Days

147.00

Mean Actual Days

36.75

Mean Stopped Days

0.00

Mean Total Days

36.75

Mean Work Days

26.25

Mean Work Stop Days

0.00

Mean Total Work Days

26.25

Median Actual Days

16.50

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

**PRECIS OF CATEGORY A CORRESPONDENCE –
GILGANDRA COMMUNITY GARDEN NETWORK**

SUMMARY

To advise of a request from the Gilgandra Community Garden Network to establish a community garden on Council owned or Crown Land.

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The following correspondence has been received:

In making this Community Garden expression of interest to Gilgandra Shire Council, the Gilgandra Community Garden Network recognises that Gilgandra Shire Council wish to improve community activation in the Cultural Precinct. The shared practice of community gardening is a beneficial inclusion that would activate and complement the Cooee Heritage Centre and bush tucker garden in the Cultural Precinct. Gilgandra Community Garden Network aspires;

- to promote the production of food and improve equity in food systems, develop respectful and reciprocal dialogues between community members and promote a relationship with nature;
- to create a new cultural destination and 'sense of place' that will promote healthy lifestyles for our community;
- to develop a shared garden principle which facilitates cooperative cultivation activities by groups of people who manage the gardens collectively;
- to create a sustainable environment, in harmony with the bush tucker garden, which guides the use of land to elevate the health and wellbeing of the community;
- enhance** existing community assets in Gilgandra's Cultural Precinct and facilitate the beautification of Gilgandra's natural amenities and township;
- promote** inclusion and involve local community members adhering to the tenets of Gilgandra Shire Councils' Community Engagement Strategy;
- develop** intergenerational partnerships which walk alongside the First Nations community groups and communities living in and surrounding Gilgandra, learning from their unique ecological understanding and local knowledge.
- to provide an inclusive and tranquil setting for active or passive recreation by local groups for example local children and youth, seniors and elders, people who live with a disability, people who are culturally and linguistically diverse.

Input from a number of local people with experience in planning, starting and the social design of a 'no dig' community garden includes the majority of members who have gardening experience and knowledge which includes vegetable, herb, fruit and plant selection and suitability to climate, water requirements, 'no dig' or lasagne gardens, organic gardening, raised garden beds, plant maintenance, recycling, permaculture and companion planting, crop rotation, mulching, weeding and pest controls. Members parallel practice includes local government, health and wellbeing and public health knowledge and experience, have contributed to this submission.

Who are we

The Gilgandra Community Garden network is a quorum of eleven volunteers who meet monthly at the Gilgandra Services Club. The quorum regularly discuss the proposed sites, the development and planning of a raised 'no dig' garden, garden layout and social design along with governance options, maintenance, recycling and crop rotation.

Current indicative membership includes Gail Babbage, Cheryl Batten, Liz Browning, Trish Henry, Geoffrey Kiehne, Karen Marshall, Gail Naden, Helen Naef, Shiree Ryan, Alison Thomas and Jennie White. The members are actively seeking further membership and are investigating governance structures and the formation of a suitable entity (incorporated association) and costing public liability insurance requirements. The Gilgandra Community Garden is run collectively by a group of members and the following roles will be voted by members to include a coordinator, treasurer, secretary and membership roles responsible for promotion, advertising, planning planting schemes and working bees and fundraising. Members have provisional support from AHRENS Group who have donated three metal tanks for use as raised garden beds. Risk minimisation and adherence to a safe working environment is essential and will be noted in logbooks and reported to the executive committee. The Gilgandra Community Garden network have determined to use the LOTA link for the rostering system for volunteering, working bees and recycling and maintenance duties.

Applicant Details		Date: 06/04/22
Name of Community Garden Group:	Gilgandra Community Garden Network	
Member contact: Jennie White	Member contact: Gail Babbage	
M: 0400 368 354 E: jennie.e.s.white@gmail.com	M: 0419 782 226 E: gailbabbage@gmail.com	
Postal address:	11 Wrigley Street, Gilgandra NSW 2827	

Proposed locality

The Gilgandra Community Garden Network would like to explore options in Gilgandra for a community garden on council owned land or on crown land. The Gilgandra Cultural Precinct is currently undertaking an upgrade to existing council amenities and the inclusion of a community garden would produce superior amenities :

The Cooee Heritage Centre incorporates an accessible entranceway, visitor information centre, retail space, art and cultural heritage galleries and kitchen/cafe facilities with external deck facility, utilities include both bore and town water as well the potential for harvesting rainwater from the infrastructure roof. The proposed site has solar access of sunlight for at least 5 to 6 hours a day and a relatively flat terrain with some surrounding mature trees and infrastructure which will provide some protection from the wind. The site is situated amidst a plethora of green space and is accessible by car, shuttle or by walking or wheelchair-accessible along the newly renovated windmill walk.

The Cooee Heritage Centre is a much loved destination for Gil locals and travellers alike, and the incorporation of a community garden would complement the Cooee Heritage centre and connect the CBD tourist anchor and revitalised river corridor; further activating the cultural precinct for locals and tourists with the provision of a contemporaneous gateway destination for community activation.



Benefits

The Royal Botanic Garden Sydney partnered with Western Sydney University to understand and research the social impact of community greening.

Truong et al. (2018) cites '79% of participants reported that the garden had made a difference to their complex, building and community as a whole. These new green spaces helped build stronger community relationships by socialising, meeting neighbours for the first time, having the opportunity to learn a new hobby and an increased time outdoors'.

Community gardens and greening programs have demonstrated benefits and significant gains for social connection, social inclusion and equity, intergenerational and intercultural interaction, fruit and vegetable access and consumption, nutritional and agricultural knowledge, community pride, social capital, aspirational change, community development and sustainable health promotion strategies (Chauvenet et al. 2021; Lampert et al. 2021).

Proposed activities

Gilgandra Community Garden network vision incorporates horticultural and ecological education, recreational, artistic, DIY and entrepreneurial opportunities.

The Gilgandra Community Garden network will explore educational opportunities for local and visiting community groups. Some opportunities include partnerships with bush tucker management group and the Garden Club.

Workshops will be developed to explore nutritional and seasonal availability of food, pest management and social equity through communal workshops incorporating inexpensive meal preparations.

The Community Garden seek to provide both active (working bee, workshops) and passive recreation (a tranquil setting for seniors, elders and people living with disabilities); and a destination for visiting travellers to the Gilgandra region.

Locals could be involved planting a giving garden; Gilgandra Community Garden network will include a raised bed in the community garden design to share produce with local organisations i.e low income groups or at-risk youth, a charitable local food pantry or grow communal fruit trees.

Offer social opportunities for preschool and school aged children to plant and care for seedlings, build fairy houses, bird nesting boxes, herb and veggie identifiers/markers.

Proposed Funding

Annual membership fees are yet to be determined and will include concessional fees. Offering goods, services and events to our community and visitors is an excellent way to raise funds for the community garden while providing a valuable outreach to our local community:

Harvest and garden festivals could include donations or an admission fee to a celebratory event, activities could include face painting, music and art displays alongside local produce.

Community concert or performances

Farm stand incorporating the sale of local farm produce or home grown garden produce in exchange for entry donation to the community garden.

Scarecrow competition and judging; 1st, 2nd and 3rd prizes for entry, donations accepted for the support of the community garden.

Garden Boot Sale selling, swapping or sharing locally propagated plants, dress up your wellies, donations or proceed go to the community garden.

All proceeds from events, displays or goods go directly to supporting the community garden, and not to individual members.

Build sponsorship and partnerships with local business or they can provide a great resource for a one-off program or workshop, at the same time as enjoying recognition from their community.

Provide a Gilgandra Community Garden network social media platform to publicise events online as well as publicise events through the Gilgandra Weekly and Gilgandra Visitors Centre.

Finally

The Gilgandra Community Garden network seek to work in partnership with the Gilgandra Shire Council and will be responsible for keeping the community garden beds and surrounding pathways in a neat and tidy condition. We wish to thank Gilgandra Shire Council for your time and consideration of the Gilgandra Community Garden expression of interest; a beneficial health and well being project for all the community to reap the rewards. The Gilgandra Community Garden Network looks forward to hearing from Gilgandra Shire Council and continuing positive conversations.

References.

Chauvenet C, Sheppard B, Siddique N, Gallagher B, Kearney W & De Marco M. (2021): A Qualitative Study of Rural Low-Wealth Participants' Experiences with Community Gardens, Journal of Hunger & Environmental Nutrition, DOI: 10.1080/19320248.2021.1907641

Lampert T, Costa J, Santos O, Sousa J, Ribeiro T, et al. (2021) Evidence on the contribution of community gardens to promote physical and mental health and well-being of non-institutionalised individuals: A systematic review. PLOS ONE 16(8): e0255621. <https://doi.org/10.1371/journal.pone.0255621>

Truong, S., Gray, T., Tracey, D. K., & Ward, K. S. (2018). The Impact of Royal Botanic Gardens' Community Greening Program on Perceived Health, Wellbeing, and Social Benefits in Social Housing Communities in NSW.

Community Strategic Plan 2017/8 - 2026/27 Gilgandra Shire Council. Accessed 3 April 2022
<https://www.gilgandra.nsw.gov.au/Your-Council/About-Council/Plans-Strategies>

Gilgandra Township: Activation Blueprint & Place Plan. September 2019 Gilgandra Shire Council. Accessed 2 April 2022
<https://www.gilgandra.nsw.gov.au/Your-Council/About-Council/Plans-Strategies>

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	Not in current Delivery Program

RECOMMENDATION

1. That Council support the concept of a Community Garden in principle.
2. That the General Manager or his nominee be authorised to liaise with the Gilgandra Community Garden Network to determine a suitable location.

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. **COUNTRY MAYORS ASSOCIATION**

Minutes of AGM and general meeting held 11 March 2022.

2. **CASTLEREAGH MACQUARIE COUNTY COUNCIL**

Minutes of meeting held on 28 February 2022.

3. **ALLIANCE OF WESTERN COUNCILS**

Minutes of the meeting held on 30 March 2022

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager