

## NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 20 July 2021 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 29 June 2021

## 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
  - Gilgandra Cultural Precinct – CHC Construction Element
  - Tenders – Coo-ee Heritage Centre
  - CHC Commercial Lease
  - Industrial Subdivision
  - Purchase of Land
- Procedural Motion to re-open meeting to Press and Public

## 10. Reports



David Neeves  
General Manager

## JULY 2021 INDEX

### Mayor

- |   |    |
|---|----|
| 1. General Manager's Performance Review | 26 |
|---|----|

### General Manager

- |                                    |    |
|------------------------------------|----|
| 1. Industrial Subdivision (Closed) | 23 |
| 2. Purchase of Land (Closed)       | 29 |

### Director Corporate Services

- |  |           |
|--|-----------|
| 1. Gilgandra Cultural Precinct – CHC Construction Element (Closed) | <u>1</u>  |
| 2. Tenders – Coo-ee Heritage Centre (Closed)                       | <u>13</u> |
| 3. CHC Commercial Lease (Closed)                                   | <u>18</u> |
| 4. Save our Toilets Petition                                       | 4         |
| 5. Quarterly budget review   | 28        |

### Director Planning & Environment

- |  |    |
|--|----|
| 1. Development application – Library Hub                   | 7  |
| 2. Long Term Plan of Management – Gilgandra Waste Facility | 23 |

### Standard Reports

- |                    |    |
|--------------------|----|
| • Notation Reports | 48 |
|--------------------|----|

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.

**THE GIL LIBRARY HUB – ‘SAVE OUR PUBLIC TOILETS’ PETITION**

**SUMMARY**

To present Council an overview of the petition from the community referring to ‘Save our Public Toilets’ as part of the plaza upgrades with the GIL Library Hub project.

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A petition has been developed by community members titled ‘Save our Public Toilets’ in response to the plans to the plaza area as part of the GIL Library Hub Project.

The petition, with 730 signatures, focusses on four key points and action:

*Petition Summary and Background:*

- *September 2011 toilet block opened as Stage One of Miller Street Master Plan*
- *Toilet block visible and convenient and accessible to both residents and travelling public*
- *2021 design by city architect recommends demolition of toilets*
- *2021 Council approves existing public toilets to be demolished and located in proposed new library building*

*Action petitioned for:*

*“We, the undersigned, are concerned citizens who urge our Council to keep the existing toilet block in Miller Street for the convenience of or residents and the travelling public.”*

Members of the public were invited to present the petition and address Council prior to the Council meeting on 29 June 2021.

Spokesperson Mr Max Zell presented to Council with eight other local representatives in attendance and Mr Zell stated there was close to 625 signatures on the petition. Further pages with 105 signatures were submitted to Council this week.

The petition, and the issues raised, have been considered as part of the Development Application DA2021/402, which is the subject of a separate report to this meeting.

The following is an extract from the DA report:

- **Demolition of Public Toilet** – *The demolition of the public toilet is to free up plaza space to provide an activation corridor and green space for residents and travelers. To offset the removal of the public toilets, the proposed development is incorporating two ambulant toilets, one single toilet and an accessible toilet, all with access from the plaza area.*

The reasoning behind Council's plans to relocate the public toilets was conveyed at a series of community consultation meetings held in March 2021. Following on from these meetings the following Frequently Asked Questions and Council's response have been made available on Council's website:

**What is happening with the public toilets? Why is Council proposing to relocate them?**

The public toilets are proposed to be relocated from their existing location in the plaza and be recessed into the GIL Library Hub (refer concept design).

This will allow for the main entrance to the GIL Library Hub through the plaza utilising an existing archway in the building.

It will also create an opportunity to open up this space through to the river and expand on the activation that Council has already invested in the CBD area including caravan parking, dump point and rollover roundabout.

This new space allows for an overall plaza upgrade to incorporate additional trees, seating, shade, stage area for events, outdoor access to power and services and additional street art and community signage.

Council is pursuing grant funding opportunities to deliver on this concept design, with a recent application through the Your High Street grant fund (NSW Government funding) to a value of approximately \$600,000 and Building Better Regions Fund Round 5 (Federal Government). These applications have not yet been announced.

If the relocation of the public toilets did proceed, there will be provision made to access public amenities throughout the duration of the construction period until access to the new amenities are made available.

<u>Principal Activity</u>	Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	As per separate report to Council.
<u>Delivery Program Actions</u>	<b>2.1.1.1</b> Offers opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered.  <b>2.1.1.2</b> Encourage attendance at various community consultation forums and presentations to Council meetings.

### RECOMMENDATION

1. That Council acknowledge receipt of the petition.
2. That Council reaffirm its support to demolish the existing toilets and replace them with new toilets as part of the upgrades to the plaza as proposed in line the Development Application 2021/402.
3. That Council issue a media release detailing outcomes from the meeting.

N J Alchin  
Director Corporate Service

**GIL LIBRARY HUB AND PLAZA**

**SUMMARY**

To present Development Application 2021/402 for determination.

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A development application has been lodged with Council. The proposal involves adaptive reuse of an existing building located at 30-32 Miller Street, Gilgandra (former Target Building) to create a new library and community hub and upgrade of a public plaza at 32-34 Miller Street. Including alterations and additions to the existing building and associated landscaping to the plaza area.

The subject site is Lot(s) 2, 1 & C DP 262139, 262139 & 347592, 30-32 Miller Street Gilgandra.



The subject site is currently owned by Council and is zoned B2 Local Centre. The proposed use is permissible within the zone with Council's consent

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## Heritage

The proposed development is not listed as a Heritage item in the Gilgandra Local Environmental Plan 2011. The proposed development is located in a Heritage conservation area, with the application referred to Council's Heritage advisor (Peter Duggan) for assessment. The main points are outlined below for consideration:

- *The proposed colour scheme is not supported. The colour scheme is to be based on traditional schemes appropriate to Interwar period Art Deco style commercial buildings or is to be based on the original scheme for the subject building and to be approved by the Heritage Advisor.*

**Comment:** The colour palate for proposed project were developed around the Inter war period and discussions with the architect and Council staff.

- *The proposed awning along the north elevation has the potential to impact on the visual dominance of the existing front façade. The awning is to terminate short of the building edge and not extend over Miller Street footpath.*

**Comment:** Visually the proposed awning would be out of character with streetscape and the existing awning in Miller Street. Bearing in mind the building is not a Heritage item, the architect has been sympathetic with the design of the new awning to provide a point of difference with a contemporary design, to differentiate between the primary front awning and the proposed secondary awning which will provide an undercover walkway from each end of the building

- *The proposed treatment to the soffit of the existing suspended awning along the west elevation is to be indicated on the plans.*

**Comment:** Proposed Soffit lining to be nominated by the applicant for approval by Council.

- *The proposed fascia and guttering replacement along the north and south elevations are to match existing.*

**Comment:** Fascia and gutter to match existing.

- *Replacing the existing shopfront windows and entry doors with new aluminum framed windows is not supported. The existing shopfront forms part of the subject buildings contribution to the streetscape and is to be retained. The existing vitrolite lining that is reversible in future.*

**Comment:** Council will need to consider this carefully as any proposed changes to the shop front has the potential to change the character of the building and visual aesthetics in the streetscape. The new windows have been designed to reference the existing windows and will be of a high quality finish incorporating a tile base, timber framed windows to the interior and mirror polished stales steel glazing beads to the exterior. This design will be sympathetic to the building and the heritage conservation area.

- *Consideration should be given to retain the original tongue and groove flooring beneath any proposed flooring.*

**Comment:** Where possible retain existing tongue and groove flooring.

- *The existing timber framed windows (2 no.) in the western end of the south elevation are to be retained.*

**Comment:** The submitted plans indicate new glazing to existing windows.

Below is an extract from the Heritage Impact Statement Section 4.0 prepared by Dunn & Hillam Architects:

*“Dunn & Hillam Architects have worked with Gilgandra Shire Council to design a Library and Community Hub in the old Country Target building at 30-32 Miller Street, and a refurbishment of the existing plaza in the adjacent site at 32-34 Miller Street, Gilgandra. The existing building is not listed as a heritage item as per Schedule 5 Part 1 of the Gilgandra Local Environmental Plan 2012. However, it is identified as a contributory item as it is located within the Gilgandra Heritage Conservation Area as per the Gilgandra Shire Community Based Heritage Study 2009.*

*The proposed library and plaza at 30-34 Miller St Gilgandra preserves and enhances the existing building and its Art Deco characteristics. They have been designed in line with the objectives of the Gilgandra Shire Council (DCP 2011), the Gilgandra Heritage Main Street Study (June 2010), The Gilgandra Shire Community-Based Heritage Study (2009), Preliminary Heritage Advice by Peter Duggan Architect and Heritage Consultant (12 Nov 2020), NSW Heritage - Local Government Heritage Guidelines (2002), GANSW - Better Placed (May 2017), GANSW - Design Guide for Heritage (January 2019) and GANSW - Urban Design Guide for Regional NSW (June 2020).*

*The proposed new elements are designed to respect and enhance the context of Miller Street and the Castlereagh River, and to allow the building to thrive as an important community centre. The anticipated heritage impacts are considered to be positive, and will contribute to the character and strength of the Gilgandra Conservation Area.”*

The proposal retains the existing façade and awning, whilst removing the verandah posts. The applicant will be required to provide certification from a structural engineer to certify that the façade and awning are structurally sound and fit for purpose prior to the issue of the Occupation certificate.

The proposal is generally consistent with the aesthetic and landscape qualities of the conservation area.

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## **Flooding**

The proposed development is also located in flood planning area as identified in the Gilgandra Local Environmental Plan 2011. A flood risk report prepared by Donovan Associates indicates that the proposed development is compatible with the land's flood hazard and is unlikely to adversely affect flood behavior, subject to the implementation of appropriate mitigation measures as detailed in the report.

## **Traffic and Parking**

The proposed development is located in Miller Street Gilgandra, currently there is existing street parking at the front and rear of the premises. A number of parking spaces at the rear of the existing Plaza will be removed to accommodate the new landscaping and Plaza area.

For Business Development, Council's Development Control Plan 2011 nominates 1 car parking space per 40m<sup>2</sup> of gross floor area (GFA). The GFA is 543m<sup>2</sup>, which equates to 14 car spaces required for this type of development. The National Construction Code (NCC) also requires one accessible space, this is shown on the plans.

A traffic and parking assessment has been prepared by Lyle Marshall & Partners. The applicant is requesting a departure from Council's DCP as outlined below:

*"The on-street parking surveys described in Section 2.6 shows that there at least 16 vacant spaces in Miller Street within walking distance of the library during the busiest shopping period 12:00 to 12:30 and 1:30 to 2pm when the library is open. The busiest period at the existing library is 10:00am to 11am. Hence the provision of 5 additional parking spaces on site and 16 available spaces on street exceeds the peak demand of 15 spaces.*

*The proposed new library will provide for the future needs of the community and is in a more convenient location in the B2 zone. Hence a departure from the DCP is requested to permit the number of on site parking spaces to be reduced on the grounds that the proposal is in the public interest. The previous retail use of the site provided no on site parking and had similar parking requirement of 14 spaces based on DCP 2011."*

With proposed events at the facility there will be a need for additional parking. I would recommend to Council that a CBD parking strategy (including accessible parking) be developed in the future, to identify suitable sites for additional parking.

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## Referrals

The application was referred to Transport for NSW and Essential Energy for comment. The agencies responses are an attachment. to the business paper. The agencies recommendations are either a condition of consent or a notation.

## Demolition of Public Toilets

At the June Council Meeting a petition was presented to Council requesting that Council “keep the existing Public Toilet Block in Miller Street for the convenience of our residents and the travelling public.”

## Submissions

In addition to the petition, the following submissions were received as a result of the public exhibition period and summarised below: (Full submissions ha an attachment to the business paper)

Name	Objections Raised
Jim & Wendy Earsman	<ul style="list-style-type: none"><li>- Demolition of the public toilets</li><li>- Demolition of kiosk/street stall</li><li>- Removal of Public seating</li><li>- Loss of accessible car space</li></ul>
Helen Naef	<ul style="list-style-type: none"><li>- Plaza upgrades and green space.</li><li>- External modernization of the building</li><li>- Demolition of public toilets.</li><li>- No hand basin in proposed cubicles</li></ul>
Margaret Schier	<ul style="list-style-type: none"><li>- Demolition of public toilets</li><li>- Demolition of Kiosk/street stall</li><li>- Entrance to remain from Miller street</li><li>- Proposed designated toilets to be used for storage</li><li>- All external plans for the building to be stopped</li></ul>
Max Zell John Bonnington Jon Gilmour Doug Clouten Shirley Marks	<ul style="list-style-type: none"><li>- Demolition of public toilets</li><li>- Removal of Kiosk/Street stall with no replacement</li><li>- Paving</li><li>- Seating</li><li>- Accessible parking</li><li>- Heritage concerns</li><li>- Green space</li></ul>
Karen McBurnie	<ul style="list-style-type: none"><li>- Hand basins outside cubicles</li><li>- Noise from flushing toilets</li><li>- Demolition of Kiosk/street stall</li><li>- Green space</li></ul>

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Beryl Barden	<ul style="list-style-type: none"><li>- Green space</li><li>- Demolition of the public toilets</li><li>- Demolition of Kiosk/street stall</li><li>- Entrance to remain from Miller street</li><li>- Damage from trees</li><li>- Petition</li></ul>
Diane Foran	<ul style="list-style-type: none"><li>- Demolition of the public toilets</li><li>- Demolition of Kiosk/street stall</li><li>- Landscaping in the Plaza</li></ul>
Raymond Thompson – LALC	<ul style="list-style-type: none"><li>- Demolition of the public toilets</li></ul>

In regards to the above objections there is a common theme which is addressed below:

- **Demolition of Public Toilet** – The demolition of the public toilet is to free up plaza space to provide an activation corridor and green space for residents and travelers. To offset the removal of the public toilets, the proposed development is incorporating two ambulant toilets, one single toilet and an accessible toilet, all with access from the plaza area.
- **No hand basins in cubicles** – Today's industry practices see public toilets with both options, hand basins internal and external. The decision comes back to a design element and complementing the over floor layout of the other features of the development. It should be noted that the ambulant and the all abilities toilet will have hand basins within the cubicles.
- **External modernisation of the building-** As discussed earlier the proposed development is in a conservation area and heritage is a consideration in the assessment process. In my opinion the street frontage in Miller Street should remain as close to the original as possible to maintain the heritage value in the CBD. In saying this, the proposed external changes to the building fabric on the plaza side of the building, will modernize the building which is compatible with the plaza upgrades. With the planting of mature trees in the plaza, this will provide additional screening to soften the changes proposed to the external fabric of the building. As part of the Architect's brief was that the building design had to be sympathetic to the buildings heritage and be consistent with the street scape. The building will be retaining the art deco façade and retaining the open glass shop front. Whilst modernising the building, the character and prominent features will be retained.
- **Removal of public seating** – The provision of additional public seating is proposed in the upgrades to the plaza area. The seating is located around the base of the trees to provide a shady area to sit. The proposed design provides for additional seating and a larger, more inviting and usable public open space.

- **Loss of accessible car space** – The current accessible car space at the rear of the public toilets is being relocated sideways to the rear of the proposed development. There is no loss of accessible parking. The accessibility to the main street and the Library Hub will be improved with more even ground surfaces and defined travel pathways.
- **Entrance to remain on Miller Street** – The proposed entrance from the plaza side provides better access from both Miller Street and the accessible car space at the rear. It provides linkages to the new plaza area whilst connecting to the Riverside areas of the CBD. In regards to heritage it allows the front fabric of the building to remain as close to the original as possible.
- **Demolition of kiosk/street stall** – The current street stall has severed the community for many years and it is used regularly. The building currently sits directly over a Council sewer main and has a sewer manhole in the concrete floor. This is an opportunity for Council to remove the building from over the sewer main to rectify and allow proper access in the future. Removing the kiosk is an integral part of the proposed plaza upgrade. Consideration for an alternate space has been provided externally to the business incubator. In this area there will be provisions of water, sewer, power for itinerant stalls. Council acknowledges that the current kiosk will not be replaced with a bricks and mortar structure. It will provide for a high exposure site, access to essential services and will be under cover. It is proposed tables and other equipment with the accessible from storage within the library. The proposal will create a pop market feel in a highly prominent location. In addition, the business incubator space, within the building footprint with Miller Street access could be used when available for the purposes currently utilized in the existing street stall.
- **Plaza/Green Space** – As listed below one of the objectives is to link the river, our cultural hub and the main street, whilst providing an attractive green space for residents and tourists that are passing through. Management of the green spaces or the perceived lack of management is a consideration of management not a town planning consideration. The open space design meets the requirements of Council's planning instruments.

It is important for Council to revisit at the vision, goals and objectives of the project:

### ***Our Vision***

*'The Library and community hub will be a dynamic community living room, creating a strong, modern centrepiece in the heart of the Gilgandra that attracts passers-by and celebrates our local identity.'*

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***The goal of the new Gilgandra Library & Community Hub is to:***

- *Attract locals and visitors to the CBD invigorating Miller Street*
- *Expand the library to meet current and future demand for its services and offer additional services to more people*
- *Extend access to new technology and information services*
- *To support new and existing local businesses*
- *Expand access to services and facilities for locals and visitors*

***Benefits***

*Delivery of the new library community hub represents an upgrade in facilities for the Gilgandra community bringing it in line with recognised standards for access to services and facilities in NSW and nationally. It will also serve as a transformational project in Gilgandra's CBD. The project will:*

- *Inspire and set a new standard for development with architecture complementing the character of Miller Street*
- *Link the river, our cultural hub and the main street*
- *Act as a catalyst project to drive additional investment in the Gilgandra community*
- *Recognise and reflect the character of Gilgandra*
- *Create a sense of belonging for people of all ages*
- *Deliver spaces that*
  - *Are welcoming, modern, attractive and fun*
  - *Are multi-use that can host educational, recreational and cultural programs and services*
  - *Support individual self-directed learning and private study*
  - *Support meetings between agencies and clients, tutors and students, professionals and businesses*
  - *Can host larger social and professional gatherings and meetings*

In summary, the proposed development is permissible within the zone, the buildings design and proposed plaza does not breach the development standards as defined in Council planning instruments. Whilst noting there is a portion of the community who have lodged their objections via the petition or lodged direct submissions, these submissions are a subjective interpretation of the design and not elements that justify refusal.

In assessing the development proposal, my role is to determine whether the development meets the objectives and intent of Council's planning instruments therefore it has been deemed that there is no reasonable planning grounds to refuse the development.

The development proposal is recommended for approval subject to conditions in schedule 1.

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<u>Principal Activity</u>	Landuse Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Allocated Grant funding.
<u>Delivery Program Actions</u>	<b>7.1.1.1</b> Provide assessments of development and subdivision approvals in a timely manner

### RECOMMENDATION

1. That Council approve Development Application 2021/402 subject to the conditions outlined in Schedule 1
2. That Council grant a variation to the Development Control Plan 2011 for a reduction in car spaces from 14 to 6 car spaces for the proposed development.
3. That Council proceed to tender the constructions works once all necessary approvals have been obtained.
4. That, in accordance with section 375A of the Local Government and Planning Legislation Amendment (Political Donations Act) 2008, the names of councillors who support and oppose the decision be recorded.

Lindsay Mathieson  
Director Planning & Environment



## SCHEDULE 1 - CONDITIONS

1. Development of the site shall be carried out in accordance with the approved plans, specifications and documentation submitted with the application, subject to any notations in red or modification required as a consequence of any condition.

Reason: To ensure compliance with this consent.

Plan Title	Drawing No.	Rev.	Date
<b>Architectural Plans by Dunn &amp; Hilliam Architects</b>			
Cover Sheet & Drawing Schedule	DA01-01	A	15/06/2021
Site Analysis	DA01-02	A	15/06/2021
Site Plan	DA01-03	A	15/06/2021
Demolition Plan	DA01-04	A	15/06/2021
Ground Floor Plan	DA01-05	A	15/06/2021
Section AA	DA01-06	A	15/06/2021
North Elevation	DA01-07	A	15/06/2021
South and West Elevation	DA01-08	A	15/06/2021
Shadow Diagram	DA01-09	A	15/06/2021
Shadow Diagram	DA01-10	A	15/06/2021
Notification Plans	DA01-12	-	15/06/2021
Access Report	P220_458-2 (Access) KG	-	03/06/2021
NCC Report	P220_458-3 (BCA) LB		08/06/2021
Flood Risk Management Report	E322102_ Flood Risk		07/06/2021
Heritage Impact Statement	-		08/06/2021
Landscape plan	L01	E	03/06/2021
Landscape plan	L02	A	03/05/2021
Landscape plan	L03	NTS	03/06/2021
Statement of Environmental Effects	9106_5_Final_210615	Final	June 2021
Storm water Drainage Plans	GSC 01-02	A & B	June 2021
Structural Engineers Statement	-	-	03/06/2021
Survey Plan	02	A	12/05/2021
Traffic Report	1117-21	-	June 2021
Waste Management Plan	-	-	08/06/2021

2. Compliance with any attached Prescribed Conditions that may be relevant to the proposed development.

Reason: To ensure compliance with the Environmental Planning and Assessment Act, 1979.

3. All construction work must be carried out in accordance with the requirements of the National Construction Code.

Reason: Compliance with statutory requirements.

4. A Construction Certificate must be obtained from Council or an accredited certifier for the following work at least two (2) days prior to any construction work commencing. Where the Construction Certificate is obtained from an accredited certifier the determination and all appropriate documents must be notified to Council within seven (7) days of the date of determination.

Reason: Required by the Environmental Planning and Assessment Act and the Environmental Planning and Assessment Regulation, 2000.

5. Pursuant to clause 94 of the Environmental Planning and Assessment Regulation 2000, the whole building must comply with the deemed-to-satisfy provisions or performance requirements of the National Construction Code. Reason: Compliance with statutory requirements.

6. Road numbers must be affixed to the building or fence, and such numbers must be clearly visible from the street or road.

Reason: To properly identify the property.

7. Notice of appointment of a Principal Certifying Authority and Notice of Commencement must be submitted at least two (2) days prior to any building or ancillary work being carried out must be submitted to Council on the relevant form.

Reason: Required by Section 81A(2) of the Environmental Planning and Assessment Act, 1979 and Clause 135 & 136 of the Environmental Planning and Assessment Regulation, 2000.

8. A sign must be erected on the development site stating:

- a) The name, address and telephone number of the Principal certifying Authority for the work.
- b) The name of the Principal Contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours.
- c) That unauthorised entry to the work site is prohibited.

Reason: To ensure compliance with the Environmental Planning and Assessment Act, 1979.

9. Prior to any work commencing, toilet facilities must be provided at or in the vicinity of the work site.

Reason: To provide sanitary facilities for workers.

10. Construction works are to be limited as follows:

- a) Monday to Friday - 7.00 am to 6.00 pm.
- b) Saturday - 7.00 am to 1.00 pm.
- c) No construction work which will adversely impact on the amenity of the area is to take place on Sundays or Public Holidays.

Reason: To preserve the amenity of the area.

11. The site shall be protected from erosion and sediment loss during the construction works. This work must be carried out and maintained in accordance with erosion and sediment control guidelines for building sites.

Reason: To protect the environment.

12. Drainage is to be provided to divert surface water clear of the building and dispose of such water in a way that avoids the likelihood of damage or nuisance to any other property.

Reason: To ensure adequate drainage

13. A hoarding or fence must be erected between the work site and a public place.

Reason: To protect the health and safety of the public

14. Prior to the release of the Construction Certificate a detailed lighting plan is to be submitted to Council demonstrating compliance with clause 5.14 of the Gilgandra Local Environmental Plan 2011.

Reason: To minimise the effect of light on adjoining properties and reduce the effect of artificial lighting on the night sky.

15. All mandatory inspections required by the Environmental Planning and Assessment Act and any other inspections deemed necessary by the Principal Certifying Authority being carried out during the relevant stage of construction.

Reason: Compliance with statutory requirements.

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16. The awning modifications are to be constructed and maintained to ensure the safety of patrons, motorists and pedestrians is not compromised. The awning modification is to be designed in accordance with the National Construction Code (building code of Australia) and certified by a structural engineer. Should the proposed design be altered TfNSW would require re-submission of the application for consideration and concurrence. The applicant is to provide certification from a structural engineer to certify that the façade and awning are structurally sound and fit for purpose prior to the issue of the Occupation Certificate.

Reason: To protect public safety

17. During Construction work, provision is to be made for safe passage of pedestrians on Miller Street footpaths approaching and passing the subject land. A traffic and pedestrian management plan is to be submitted and approved by Council prior to works commencing.

Reason: To protect Public safety

18. The proposed works and associated scaffolding and or hoarding should not impact on Safe Intersection Sight Distance (SISD) requirements outlined in Austroads guide to Road Design Part 4A and relevant TfNSW supplements.

Reason: To protect public safety

19. Landscaping, signage and fencing must not impede sight lines of traffic or pedestrians within or when passing, entering or departing from the site.

Reason: To protect public safety

20. Prior to the commencement of construction works, the proponent must contact TfNSW Traffic Operations Coordinator on 1300 656 371 to determine if a road Occupancy Licence (ROL) is required. In the event that an ROL is required, the proponent must obtain the ROL prior to Works commencing within (3) metres of the travel lanes of Miller Street

Reason: To protect Public Safety

21. This approval does not provide any indemnity to the owner or applicant under the Disability Discrimination Act 1992 with respect to the provision of access and facilities for people with disabilities.

Reason: Compliance with statutory requirements.

22. All roofed and paved areas are to be drained and the water from those areas conveyed to Council's storm water drainage system by means of a fully sealed downpipe and stormwater system. Where applicable, a metal kerb-box to suit lay-back kerb shall be fitted in accordance with AS/NZS 3500.
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Reason: To ensure a safe and sustainable storm water drainage system.

23. All plumbing, drainage and stormwater work shall be carried out by a licensed person in accordance with the requirements of AS/NZS 3500 and New South Wales Code of Practice.

Reason: Required by the Local Government (Water, Sewerage and Drainage) Regulation.

24. Existing services that require reconstruction or adjusting to suit a development (water, sewerage, stormwater, roadwork's, kerb and gutter, etc.) are to be done at the developer's expense. Construction is to be in accordance with AUS SPEC and Council's standards.

Reason: To protect existing services.

25. Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Gilgandra Shire Council.

Reason: Reason: Compliance with statutory requirements.

26. Dedicated garbage/recycling storage area shall be provided to service the development.

Reason: To ensure provision is made for garbage and recycling.

27. A schedule of existing and proposed fire safety measures is to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.

Reason: Compliance with statutory requirements

28. Prior to occupation or the issue of the Occupation Certificate (or Interim Occupation Certificate) the owner of the building must cause the Principal Certifying Authority to be given a fire safety certificate (or interim fire safety certificate in the case of a building or part of a building occupied before completion) in accordance with Clause 153 of the Environmental Planning and Assessment Regulation 2000 for each measure listed in the schedule. The certificate must only be in the form specified by Clause 174 of the Regulation. A copy of the certificate is to be given to the Commissioner of the New South Wales Fire Brigade and a copy is to be prominently displayed in the building.

Reason: Compliance with statutory requirements.

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29. For every 12 month period after the issue of the Final Fire Safety Certificate the owner/agent of the building must provide the Council and the Commissioner of NSW Fire Brigades with a copy of an Annual Fire Safety Statement Certifying that each specified fire safety measure is capable of performing to its specification.

Reason: Compliance with statutory requirements.

30. At least one (1) disabled car parking spaces are to be provided. These spaces shall be clearly identified by sign posting complying with AS1428.1-2009.

Reason: To ensure compliance with Gilgandra Development Control Plan 2011 and The National Construction Code.

31. The occupation or use of the building must not commence until an Occupation Certificate has been issued by the Principal Certifying Authority. (N.B. All Critical Stage Inspections must have been completed prior to the issue of the Occupation Certificate).

Reason: Compliance with statutory requirements.

32. The proposed building works must be designed and constructed in conformity with the applicable criteria under the NCC and the Disability (Access to Premises — Buildings) Standards 2010 of the DDA and in accordance with AS 1428.1-2009 (Design for Access and Mobility). In particular the Developer must address the 'affected parts' of the existing building and submit with the Construction Certificate application details of any upgrading to the existing building's 'affected parts' as required under the Disability (Access to Premises — Buildings) Standards 2010.

Reason: Council requirement in consideration of the Premises Standards under the DDA and the NCC.

33. The portions of the building to be used for receiving, storing, handling and handling food shall be constructed, fitted out and operated in accordance with the minimum requirements of the Australian Food Safety Standards.

Reason: Statutory requirement to comply with Food Safety Standards and associated childcare regulatory standards

34. Prior to carrying out any works, a "Dial Before you Dig" enquiry is to be undertaken in accordance with the requirements of Part 5E (Protection of Underground Electricity Power Lines) of the Electricity Supply Act 1995(NSW)

Reason: Safe work requirement

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## **Notations**

### Transport for NSW

- Council should consider limiting of the maximum size of vehicles permitted at the site to be consistent with the maximum vehicle swept path design of the site.
- All signage including any proposed internally lit signs should be designed to meet the objectives of Transport Corridor Outdoor Advertising Signage Guidelines 2017.
- Council should consider limiting deliveries to the out of peak operation times.
- Council should satisfy itself that the level of parking provision will not have an adverse impacts on the efficient operation of Miller Street. Car parking should be designed in accordance with User Class 2 of AS2890.1

### Essential Energy

- If the proposed development changes, there may be potential safety risks and it is recommended that Essential Energy is consulted for further comment.
- Any existing encumbrances in favour of Essential Energy (or its predecessors) noted on the title should be complied with.
- Essential Energy's records indicate there is electricity infrastructure located within the property. Any activities within this location must be undertaken in accordance with the latest industry guideline currently known as ISSC 20 Guideline for the management of Activities within Electricity Easements and Close to Infrastructure.
- Given there is electricity infrastructure in the area, it is the responsibility of the person/s completing any works around powerlines to understand their safety responsibilities.

SafeWork NSW ([www.safework.nsw.gov.au](http://www.safework.nsw.gov.au)) has publications that provide guidance when working close to electricity infrastructure. These include the Code of Practice- Work near Overhead Power Lines and Code of Practice- Work near underground Assets.

**LONG TERM PLAN OF MANAGEMENT - GILGANDRA WASTE FACILITY**

**SUMMARY**

To present a Long Term Plan of Management (LTPoM) for the delivery of waste collection/processing services and for the future operation of Council's Waste Facility.

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The need to update or replace the 2009 Waste Management Strategy has been recognised so as to ensure the future provision of waste infrastructure and waste collection/processing services can be successfully delivered.

A Long Term Plan of Management (attached) has been developed and is intended to replace the 2009 Waste Management Strategy. The LTPoM has undertaken an examination of Council's core waste facilities and services to determine the most cost effective and efficient means of delivering sustainable waste management services to residents over the longer term, while considering risks and ensuring facilities are compliant with relevant legislative obligations.

In April 2009, Council adopted a Waste Management Strategy designed to chart operations of its waste facilities and the delivery of waste services for the Shire throughout the medium term. The strategy identified major issues, established a number of aims and objectives, set diversion targets, developed actions to address known issues and defined processes to deliver the strategic aims and objectives.

In the intervening period, some issues have been overcome, other issues have emerged, a number of the aims and objectives have been realised, some aims and objectives are no longer relevant and others remain outstanding.

Since 2009, the number of waste facilities has been rationalised and domestic waste/recycling services have been extended resulting in the Gilgandra Waste Facility being the only actively operating landfill within the Shire. The Arthursleigh Road waste tyre facility holds an Environment Protection Licence (EPL number 12069) as the repository for used tyres but no longer accepts these. The Long Term Plan of Management (LTPoM) includes guidance on how the used tyres can be removed from the Arthursleigh Road facility, the site rehabilitated and the EPL surrendered. A copy of correspondence from the EPA confirming the processes to be adopted in rehabilitating and closing the Arthursleigh Road tyre repository has also been attached.



The 2009 Waste Management Strategy examined the delivery of domestic waste collection services and considered the expansion into organics collection and processing. To date, a compelling case for organics collection and processing cannot be made. There are alternative beneficial re-uses of organics in the operation of the Gilgandra Waste Facility as re-vegetation medium over final capping, for erosion control, sedimentation management and for dust control.

It should not be assumed that the Carlginda recycling processing centre will continue in its present form well into the future. Recent disruptions to the recycling industry have devalued a number of recyclable materials and tested the viability of some processing facilities. This is not to say that recycling generally will not continue, however it may be in a different form. Both State and Federal governments have committed to supporting resource recovery in Australia and thereby mitigating the need to rely on overseas countries to process recyclable materials. Council will need to consider these pending changes as they emerge and to adjust its approach to recycling processes accordingly.

The Gilgandra Waste Facility is the centrepiece of the LTPoM. Concept designs have been prepared that will provide up to 80 years of residual life for the landfill under current filling volumes. These designs offer guidance on the staging of the landfilling operations and provide the final landform design. Improvements to some current landfilling practices have been identified which should result in better environmental performance and cost efficiencies.

Changes will be introduced as to how some materials are managed and will consider how fee structures may need to be reviewed and adjusted routinely to support the sustainable development of the landfill.

The LTPoM will provide direction and guidance well into the future, however the document should be reviewed annually to ensure continued relevance and to reflect changes in technologies, to respond to new or amended legislation and to account for any community changed needs or expectations.

The report has been prepared in consultation with the responsible officers from the EPA and Council's Director Community Services.

The LTPoM itself should have no financial or economic implications that would require significant changes to current waste budgets other than the costs associated with the rehabilitation and closure of the Arthursleigh Road tyre repository. It is intended to undertake these works progressively over several years and funding to achieve the outcomes has been identified and programmed into future budgets.

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<u>Principal Activity</u>	Asset Management and Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Within allocated budgets
<u>Delivery Program Actions</u>	<b>3.2.1.2</b> Assess the potential environmental risks and optimise positive environmental outcomes as part of developing a landfill master plan.

#### RECOMMENDATION

1. That the information contained within the LTPoM report be noted.
2. That the LTPoM, as presented, be placed on public exhibition seeking feedback from the community for a minimum period of 28 days.
3. That a further report be presented to Council outlining community feedback provided during the public exhibition period together with a recommendation for Council's consideration.

Lindsay Mathieson  
Director Planning & Environment

**MAYORAL MINUTE - 4/21**  
**GENERAL MANAGER'S PERFORMANCE REVIEW**

**SUMMARY**

To report on the Annual Performance Review of the General Manager.

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It is long standing Council practice that the General Manager be afforded a twice yearly performance review.

Mr Neeves commenced duty in his role as General Manager on 1 August 2016 and his initial four year contract has been extended for a further four years until 30 July 2024.

The General Manager's performance review was undertaken on Friday, 16 July by myself as Mayor, Councillor Walker as Deputy Mayor and Cr Mockler as the General Manager's nominated Councillor. As part of the review process, Councillors were invited to submit in writing, any issues they wish raised during the review process. Such advice, was required three (3) days prior to the review to enable timely completion of the associated documentation. I received no issues or submissions from Councillors

The General Manager's Performance review involves working through the performance agreement as prepared in line with the Local Government NSW Template for General Managers.

A summary of the performance review was positive. We concluded that Mr Neeves performance for 20/21 exceeded the expectations of the most key performance criteria. Notable achievements included, but are not limited to, the completion of the Depot upgrades, Special Disability Accommodation, the SES headquarters and the successful Natural Disaster claim. We acknowledged the positive budget results, the record level of capital works completed and the ongoing efficient delivery of many services that our community depend upon.

As Council progresses into the new budget year the strategic and operational objectives of particular note include but are not limited to:

- Positive progression of the Inland Rail Preparedness projects
- Completion of the GIL Library Hub Project
- Delivery and implementation of the Asset Management Program
- Completion of the CHC Development
- Completion of the Natural Disaster Recovery and Restoration
- Ongoing improvement in Cooee Lodge financial performance
- Completion of the Stronger Country Communities and Drought Communities Projects
- Completion of Lucas Bridge and No 6 Bore projects

The review panel deemed Mr Neeves remuneration package appropriate with only award increments and statutory increases in superannuation guarantee to apply.

On behalf of Council I wish to congratulate Mr Neeves for his continued satisfactory performance and leadership shown to the management of Council.

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

**QUARTERLY BUDGET REVIEW 30 JUNE 2021**

**SUMMARY**

To detail the major variances to the original estimates for the 2020/21 financial year as presented in the Quarterly Budget Review as at 30 June 2021. In addition, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

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**List of Budget Changes Previously Adopted by Council**

The following is a list of the budget changes that have been previously adopted by Council.

<b>Note</b>	<b>Description</b>	<b>When Done</b>	<b>Income Change</b>	<b>Expense Change</b>	<b>Resp.</b>
1000	Councillors	Sept		-\$13,000	GM
1100	Corporate Support Income	Dec	\$40,000		DCorp
1100	Corporate Support income	Mar	\$79,614		DCorp
1101	Wages & Other Employee Costs	Sept		\$100,000	DCorp
1102	Interest on Borrowings	Sept		-\$17,823	DCorp
1102	Interest on Borrowings	Mar		-\$35,329	DCorp
1103	Administration Expenses	Sept		\$30,000	DCorp
1103	Administration Expenses	Dec		\$27,362	DCorp
1103	Administration Expenses	Mar		\$60,000	DCorp
1106	Administration – Property Expenses	Mar		\$20,000	DCorp
1120	Engineering & Works Income	Mar	-\$5,000		DInf
1121	Wages & Other Employee Costs	Mar		-\$85,300	DInf
1125	Employee Overhead Costs – General Fund	Mar		-\$114,524	DCorp
1126	Employee Overhead Costs – Orana Lifestyles	Mar		-\$22,410	DCorp
1127	Employee Overhead Costs – Carlinda	Mar		-\$7,089	DCorp
1128	Employee Overhead Costs – Cooee Lodge	Mar		-\$25,964	DCorp
1129	Employee Overhead Costs – Jack Toney	Mar		-\$4,865	DCorp
1200	Fire Services Income	Dec	-\$79,387		GM
1201	Contribution to NSW Fire Brigades	Dec		\$3,239	GM
1310	Medical Centres Income	Sept	-\$13,952		DCorp
1311	Medical Centres Expenses	Dec		\$20,000	DCorp
1311	Medical Centres Expenses	Mar		\$10,000	DCorp

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 JULY 2021

1312	Dentist Expenses	Sept		\$150,000	DCorp
1430	Other Garbage Expenses	Mar		-\$7,500	DP&E
1521	Gilgandra Community Care Expenses	Dec		\$5,000	DComm
1523	Gilgandra Community Transport Expenses	Dec		-\$5,000	DComm
1530	Government Access Centre Income	Mar	\$7,000		DCorp
1531	Government Access Centre Expenses	Sept		-\$31,550	DCorp
1531	Government Access Centre Expenses	Mar		-\$5,000	DCorp
1700	Gilgandra Library Income	Sept	\$1,404		DComm
1700	Gilgandra Library Income	Mar	\$1,785		DComm
1701	Gilgandra Library Expenses	Sept		\$1,440	DComm
1701	Gilgandra Library Expenses	Mar		\$1,785	DComm
1910	Rural Roads Income	Sept	\$8,098,100		DInf
1910	Rural Roads Income	Mar	-\$6,000,000		DInf
1911	Rural Roads Expenses	Sept		\$8,098,100	DInf
1911	Rural Roads Expenses	Mar		-\$6,000,000	DInf
1920	Regional Roads Income	Dec	-\$17,958		DInf
1921	Regional Roads Expenses	Dec		-\$17,958	DInf
1930	Contract Income	Sept	\$9,000,000		DInf
1930	Contract Income	Dec	-\$7,000,000		DInf
1931	Contract Income for Other Councils	Sept	\$65,993		DInf
1933	Contract Expenses	Sept		\$8,000,000	DInf
1933	Contract Expenses	Dec		-\$6,375,000	DInf
1934	Contract Expenses for Other Councils	Sept		\$65,993	DInf
1940	Roads to Recovery Income	Mar	\$412,869		DInf
1941	Roads to Recovery Expenses	Sept		-\$305,000	DInf
1941	Roads to Recovery Expenses	Mar		-\$287,131	DInf
1951	Bridges Expenses	Mar		-\$30,000	DInf
1961	Footpaths Expenses	Mar		-\$30,000	DInf
1970	Parking Areas Expenses	Mar		\$9,000	DInf
1981	Aerodromes Expenses	Mar		-\$15,000	DInf
1991	Other Expenses	Mar		-\$14,000	DInf
2000	Caravan Park Income	Sept	-\$1,651		DCorp
2010	Cooee Heritage Centre Income	Dec	-\$35,000		DCorp
2010	Cooee Heritage Centre Income	Mar	-\$6,500		DCorp
2011	Cooee Heritage Centre Expenses	Dec		-\$35,000	DCorp
2011	Cooee Heritage Centre Expenses	Mar		-\$10,000	DCorp
2013	Economic Development Income	Dec	\$66,491		DCorp

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 JULY 2021

2014	Economic Development Income	Mar	\$6,000		DCorp
2014	Economic Development Expenses	Dec		\$66,491	DCorp
2014	Economic Development Expenses	Mar		\$10,000	DCorp
2018	Inland Rail Expenses	Dec		\$40,000	GM
2030	Land Sales Income	Sept	\$134,354		DCorp
2030	Land Sales Income	Dec	-\$16,214		DCorp
2050	Lease Income - Property	Mar	\$9,000		DCorp
2051	Lease Income - Staff	Dec	\$5,000		DCorp
2051	Lease Income - Staff	Mar	\$9,000		DCorp
2800	General Rates Income	Dec	-\$10,850		DCorp
2801	Financial Assistance Grant	Sept	-2,051,489		DCorp
2801	Financial Assistance Grant	Dec	\$11,608		DCorp
2803	Interest Income	Dec	-\$13,500		DCorp
2900	Transfers from Reserves	Sept	\$8,067,574		Various
2901	Transfers to Reserves	Sept		\$190,504	Various
2901	Transfers to Reserves	Mar		\$110,000	Various
2903	Capital Income	Sept	\$5,644,953		Various
2903	Capital Income	Dec	\$908,444		Various
2903	Capital Income	Mar	\$16,234		Various
2904	Capital Expenditure	Sept		\$11,178,563	Various
2904	Capital Expenditure	Dec		\$918,444	Various
2904	Capital Expenditure	Mar		-\$82,035	Various
2905	Loan Income	Sept	-\$715,000		DCorp
2905	Loan Income	Mar	-\$745,000		DCorp
2906	Loan Repayments	Sept		-\$14,876	DCorp
2906	Loan Repayments	Mar		-\$193,459	DCorp
	<b>General Fund Total</b>	<b>Sept</b>	<b>\$28,230,286</b>	<b>\$27,432,351</b>	
	<b>General Fund Total</b>	<b>Dec</b>	<b>-\$6,141,366</b>	<b>-\$5,352,422</b>	
	<b>General Fund Total</b>	<b>Mar</b>	<b>-\$6,214,998</b>	<b>-\$6,748,821</b>	
	Water Supply Total	Sept	\$441,265	\$441,265	DInf
	Water Supply Total	Dec		\$26,200	DInf
	Water Supply Total	Mar	-\$7,122	-\$190,282	DInf
	Sewerage Services Total	Sept	\$47,925	\$47,925	DInf
	Sewerage Services Total	Dec		-\$50,000	DInf
	Sewerage Services Total	Mar	-\$649,000	-\$825,000	DInf
	Orana Living Total	Mar	-\$590,000	-\$734,441	DComm
	Coosie Villa Units Total	Mar	-\$17,000	-\$85,000	DComm
	Home Care Packages Total	Sept	\$26,000	\$26,000	DComm
	Coosie Lodge Total	Dec	\$341,326	\$138,215	DComm
	Coosie Lodge Total	Mar	-\$551,232	-\$131,681	DComm
	Jack Towney Hostel Total	Mar	\$75,000	\$48,350	DComm
	<b>Gilgandra Shire Council Total</b>	<b>Sept</b>	<b>\$28,745,476</b>	<b>\$27,947,541</b>	
	<b>Gilgandra Shire Council Total</b>	<b>Dec</b>	<b>-\$5,800,040</b>	<b>-\$5,238,007</b>	
	<b>Gilgandra Shire Council Total</b>	<b>Mar</b>	<b>-\$7,954,352</b>	<b>-\$8,666,875</b>	

## Result

The overall result for General Fund for this review as at 30 June 2021 is a \$1,327,624 decrease to the estimated deficit at year end to an actual result of a \$1,217,937 surplus (depreciation not included).

Water Fund has a \$15,732 increase in the estimated surplus at year end to an actual result of a \$26,067 surplus (depreciation not included).

Sewer Fund has a \$106,354 increase to the estimated surplus at year end to an actual result of a \$292,674 surplus (depreciation not included).

Orana Living has a \$245,961 increase to the estimated surplus at year end to an actual result of an \$863,952 surplus (depreciation not included).

Carlinda Enterprises has an \$11,620 increase to the estimated surplus at year end to an actual result of a \$38,988 surplus (depreciation not included).

Cooee Villa Units has a \$7,527 increase in the estimated surplus at year end to an actual result of a \$112,193 surplus (depreciation not included).

Home Care Packages has a \$6,670 decrease to the estimated deficit at year to an actual result of a \$2,027 surplus (depreciation not included).

Cooee Lodge Hostel has a \$27,272 decrease in the estimated deficit at year end to an actual result of a \$189,599 deficit (depreciation not included).

Jack Towney Hostel has a \$50,983 decrease in the estimated surplus at year end to an actual result of a \$13,779 deficit (depreciation not included).

The overall result for this review as at 30 June 2021 is a \$1,697,777 increase to the estimated surplus at year end for Council as a whole to an actual result of a \$2,350,460 surplus (depreciation not included).

## Details - Notes

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

### GENERAL FUND

#### Note 1000 (page 1 QBR)

##### Councillors

**\$17,698 less expense**

##### Responsible Officer: General Manager

Savings in the payments made to Councillors occurred due to absences during the year.

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**Note 1101 (page 2 QBR)**

**Wages & Other Employee Costs**

**\$292,784 less expense**

**Responsible Officer: Director of Corporate Services**

Following are the list of changes:

- Wages & Salaries: less \$141,647
- Travelling Costs: less \$7,818
- Fringe Benefits Tax: less \$33,371
- Employee Costs - Other: additional \$10,052
- Organisational Review: less \$120,000

The savings in wages is due to positions being vacant for portions of the year. The FBT was less than expected as a result of salary sacrifice changes for some staff. The increase in the other employee costs is the cost of the staff uniforms.

The organisational review will be completed in 21/22 and, as a result, if offset by a reduction in the transfers from reserves of \$100,000 (Business Systems Review) on page 10 and an additional \$20,000 transfer to reserves (Business Systems Review) also on page 10.

**Note 1102 (page 2 QBR)**

**Interest On Borrowings**

**\$12,308 additional expense**

**Responsible Officer: Director of Corporate Services**

This estimate was reduced during the course of the year however, that reduction failed to take into account an existing loan payment.

**Note 1103 (page 2 QBR)**

**Administration Expenses**

**\$38,106 less expense**

**Responsible Officer: Director Corporate Services**

The savings recorded in this area were in legal costs and stationery.

**Note 1121 (page 2 QBR)**

**Wages & Other Employee Costs**

**\$198,769 less expense**

**Responsible Officer: Director Infrastructure**

Following are the list of changes:

- Wages & Salaries: less \$128,345
- Travelling Costs: less \$7,759
- Training Costs: less \$62,665

As above, savings in wages was due staff vacancies at times during the year. Training costs were not fully utilised due to travel restrictions.

**Note 1124 (page 2 QBR)**

**Plant Running Expenses**

**\$118,452 additional expense**

**Responsible Officer: Director Infrastructure**

Plant operating costs were down during the year from an estimate of \$1,530,705 to an actual of \$1,317,651, a savings of \$213,054. However, the income generated from the use of the plant was also down from an estimate of \$2,644,946 to an actual of \$2,313,440, a loss of \$331,506. The difference being \$118,452.

Plant was not utilised as would be normal due to the wet year.

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

**Employee Overhead Costs**

**\$191,776 additional expense**

**Responsible Officer: Director Corporate Services**

There was a savings taken during for the workers compensation premium. Once leave entitlements had been calculated, this savings was absorbed.

**Note 1301 (page 3 QBR)**

**Wages & Other Employee Costs**

**\$14,906 additional expense**

**Responsible Officer: Director Environment**

Wages for this area were slightly higher than estimated but this offset by savings in administration expenses below.

**Note 1302 (page 3 QBR)**

**Health Administration Expenses**

**\$37,286 less expense**

**Responsible Officer: Director Environment**

Savings recorded here which offset the increased wages above.

**Notes 1310, 1311 & 1312 (page 3 QBR)**

**Medical Centres Income & Expenses**

**Dentist Expenses**

**\$18,364 additional income**

**\$27,595 less expense**

**\$67,415 less expense**

**Responsible Officer: Director Corporate Services**

There was an increase in lease income with the new lease of the "Edward" medical centre located at the MPS. There were savings in the operations and dental services however it is partially offset by a reduced transfer from reserves of \$47,415 on page 10.

**Note 1401 (page 4 QBR)**

**Domestic Waste Management Expenses**

**\$69,148 less expense**

**Responsible Officer: Director Environment**

Operational savings are offset by a transfer to reserves on page 10 to go towards future uses.

**Notes 1410 & 1411 (page 4 QBR)**

**Other Waste Management Income & Expenses**

**\$4,113 less income**

**\$11,355 less expense**

**Responsible Officer: Director Environment**

The difference between the reduced income of \$4,113 and the reduced expenses of \$11,355 is \$7,242. This amount is offset by transfers to reserves on page 10 of \$4,491 for Scrap Steel Sales and \$2,751 for Other Waste.

The Other Waste reserve will be used for future uses at the Waste Facility while the Scrap Steel Sales reserve is currently held for projects at Tooraweenah and Armatree.

**Note 1441 (page 4 QBR)**

**Urban Stormwater Drainage Expenses**

**\$32,054 less expense**

**Responsible Officer: Director Infrastructure**

There was less expense than estimated due to a concentration of effort required on other areas. The savings of \$32,054 plus the capital savings of \$19,355 on page 12 are offset by a transfer to reserves of \$50,000 on page 10.

**Notes 1510 & 1511 (page 5 QBR)**

**Gilgandra Youth Service Income & Expenses**

**\$15,450 less income**

**\$37,949 less expense**

**Responsible Officer: Director Community Services**

While the youth club was closed during the COVID lockdown, staff continued to provide support and services. Overall expenditure on wages was lower than estimated due to turn over in staffing during the year. Conversely, expenditure on activities was higher. A significant contributor to this were the costs associated with Breakfast Club which is now operating as a quasi before school program with average numbers in the 30s in attendance every school day morning.

**Notes 1520 & 1521 (page 5 QBR)**

**Gilgandra Community Care Income & Expenses**

**\$39,931 less income**

**\$18,746 less expense**

**Responsible Officer: Director Community Services**

This service was heavily impacted by the pandemic. Most volunteers were in the high risk groups and advised to stay home. Support services were provided by redeployed staff from other areas of Council effected by the lockdown.

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Demand for meals and social support increased during this period. Conversely demand for transport services reduced during this period. On balance the service remained in surplus for this year.

The expenses of \$258,338 plus depreciation of \$8,376 less the income of \$239,825 equals \$26,889. This amount is offset by a transfer from reserves on page 10.

**Notes 1522 & 1523 (page 5 QBR)**

**Gilgandra Community Transport Income & Expenses**

**\$6,476 additional income**

**\$3,945 additional expense**

**Responsible Officer: Director Community Services**

Income of \$158,726 less expenses of \$123,576 and depreciation of \$8,703 equals \$26,447. This amount is offset by a transfer to reserves on page 10.

**Notes 1540 & 1541 (page 5 QBR)**

**Gilgandra Preschool Income & Expenses**

**\$61,361 additional income**

**\$60,932 additional expense**

**Responsible Officer: Director Corporate Services**

Council provided a services through the payment of wages that was then reimbursed by the Preschool. The committee have informed that Council that this service will no longer be required from the 21/22 year onwards.

**Notes 1600 & 1601 (page 6 QBR)**

**Housing Income & Expenses**

**\$19,921 additional income**

**\$18,078 additional expense**

**Responsible Officer: Director Community Services**

Adjustments in rental income levels have delivered a higher than estimated income for the year for affordable housing. Additional costs associated with 3 of the residences accounted for the higher than anticipated expenditure. These included full replacement of one air-conditioning unit and additional maintenance to repair of damage resulting from the mouse plague.

**Note 1611 (page 6 QBR)**

**Public Cemeteries Expenses**

**\$10,783 additional expense**

**Responsible Officer: Director Infrastructure**

Additional maintenance was required during the year due to the wet weather.

**Note 1640 (page 6 QBR)**

**Town Planning Income**

**\$67,606 additional income**

**Responsible Officer: Director Environment**

The additional income of \$67,606 is offset by a transfer to reserves of \$50,000 for an unspent Regional Planning Portal grant and a reserve of \$16,711 for Section 94 infrastructure contributions. Both of these are on page 10.

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**Note 1650 (page 6 QBR)**

**Street Lighting Expenses**

**\$76,776 less expense**

**Responsible Officer: Director Infrastructure**

The cost to Council for street lighting was significantly lower than estimated due to renegotiation of the contract provision during the year and the installation of LED lights.

**Notes 1700 & 1701 (page 7 QBR)**

**Gilgandra Library Income & Expenses**

**\$334 less income**

**\$74,732 additional expense**

**Responsible Officer: Director Community Services**

The Library operations were also impacted by pandemic restrictions this year. During the lockdown period, click and collect services were ramped up and, in conjunction with the youth services team, home delivery services for families were implemented. The library budget is on target.

The reduced expenses is due to an unspent grant and this is offset by a reduced transfer from reserves on page 10 of \$74,643.

**Note 1721 (page 7 QBR)**

**Gilgandra Swimming Pool Expenses**

**\$47,952 additional expense**

**Responsible Officer: Director Community Services**

There were increased operating costs in wages, cleaning and facility maintenance. This was due to the Covid requirements of the introduction of safety marshalls and additional cleaning.

**Note 1741 (page 7 QBR)**

**Parks & Gardens Expenses**

**\$49,913 additional expense**

**Responsible Officer: Director Infrastructure**

The wet weather experience during the year required additional mowing and maintenance to Council's parks and gardens. This is partly offset by reduced sporting grounds costs of \$20,159 (note 1731).

**Notes 1750 & 1751 (page 7 QBR)**

**Gilgandra Fitness Centre Income & Expenses**

**\$4,293 less income**

**\$14,377 additional expense**

**Responsible Officer: Director Community Services**

Despite the COVID shutdown period the Fitness Centre income was higher than forecast. This is a good outcome which reflects the benefits of the additional expenditure on refurbishment of the centre and installation of keyless entry for gym users this year.

Expenditure was very slightly over budget due to the requirement for COVID marshal staffing to enable reopening following the lock down period.

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**Notes 1810 & 1811 (page 7 QBR)**

**Gravel Pits Income & Expenses**

**\$182,020 less income**

**\$79,019 less expense**

**Responsible Officer: Director Infrastructure**

The reduced income of \$182,020 less the reduced expenses of \$79,019 equals \$103,001. This amount is offset by a reduced transfer to reserves of \$57,964 and a transfer from reserves of \$45,037 both of which are on page 10.

**Note 1901 (page 8 QBR)**

**Urban Roads Expenses**

**\$86,199 less expense**

**Responsible Officer: Director Infrastructure**

Like all the roads budgets, this area was affected by the wet weather during the year which resulted in the inability to get work done.

**Notes 1910 & 1911 (page 8 QBR)**

**Rural Roads Income & Expenses**

**\$382,260 less income**

**\$1,530,023 less expense**

**Responsible Officer: Director Infrastructure**

The income of \$2,104,290 includes unspent funding of \$208,445 being a Fixing Local Roads grant. This amount is offset by a transfer to reserves on page 10. The remaining income includes a flood damage claim of \$1,891,333 to offset the expenditure of the same amount.

Expenses of \$3,408,489 includes the flood damage works of \$1,891,333 mentioned above. It also includes budget savings of \$216,599 for sealed roads and \$898,246 for unsealed roads due to wet weather and the flood restoration works.

**Notes 1920 & 1921 (page 8 QBR)**

**Regional Roads Income & Expenses**

**\$59,660 less income**

**\$21,414 less expense**

**Responsible Officer: Director Infrastructure**

Less income partly offset by less expense. The overspend is funded by prior year underspends.

**Notes 1930, 1931, 1932, 1933 & 1934**

**State Roads Income & Expenses**

**\$255,921 less income**

**\$228,824 less expense**

**Responsible Officer: Director Infrastructure**

The contract works budget result was a profit of \$966,526. The actual result is a profit of \$939,429 which is a difference of \$27,097 or 2.80%.

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**Notes 1940 & 1941 (page 8 QBR)**

**Roads to Recovery Income & Expenses**

**\$0 additional income**

**\$2,677 additional expense**

The total income received of \$1,317,666 is offset by the following:

- \$315,341 in Roads to Recovery expenses.
- \$269,900 has been spent on the Lucas Bridge.
- \$732,425 transfer to reserves (Lucas Bridge) on page 10.

**Notes 1980 & 1981 (page 8 QBR)**

**Aerodromes Income & Expenses**

**\$0 additional income**

**\$3,448 additional expense**

**Responsible Officer: Director Infrastructure**

The income received of \$65,000 less the expenses of \$42,832 equals \$22,168 and this amount is offset by a transfer to reserves on page 10 to be used towards the cost of the future renewal of the landing strip.

**Notes 2010 & 2011 (page 9 QBR)**

**Cooee Heritage Centre Income & Expenses**

**\$39,555 additional income**

**\$15,017 additional expense**

**Responsible Officer: Director Corporate Services**

Although the Cooee Heritage Centre was closed for a significant period of the year, the operations of the GIL was conducted through this area. As a result, there was additional income due to product sales and this offset any additional costs.

**Notes 2017 & 2018 (page 9 QBR)**

**Inland Rail Income & Expenses**

**\$59,764 less income**

**\$27,538 less expense**

**Responsible Officer: General Manager**

The reduced income is a result of a claim for work performed for Inland Rail not yet at a point to lodge. This will be done in the 21/22 year and will result in additional income for that year. There was also some savings made on project costs but this too will be incurred in the following year.

**Note 2030 (page 9 QBR)**

**Land Sales Income**

**\$178,233 additional income**

**Responsible Officer: Director Corporate Services**

The additional income is the result of the sale of the last remaining blocks of the industrial subdivision.

**Notes 2040, 2041 & 2042 (page 9 QBR)**

**Private Works Income & Expenses**

**\$141,607 less income**

**\$96,202 less income**

**Responsible Officer: Director Infrastructure**

The original budget allowed for \$940,356 in income against \$686,200 in expenses for an estimated profit of \$254,156. The actual result was a profit of \$208,751 which is a difference of \$45,405.

**Note 2803 (page 9 QBR)**

**Interest Income**

**\$66,103 less income**

**Responsible Officer: Director Corporate Services**

The low interest rates during the year had an adverse effect on the ability to attract investment returns. This, combined with the conditions imposed by TCorp, has led to the reduction in interest income.

**Notes 2900 & 2901 (page 10 QBR)**

**Transfers from & to Reserves**

**\$1,028,659 less income**

**\$6,449,975 additional expense**

A full list of the opening balances, movements from, movements to and closing balances of reserves are included separately to this report.

**Note 2903 (page 12 QBR)**

**Capital Income**

**\$7,500,937 less income**

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

- Grants – Regional Cultural Fund – Cooee Heritage Centre (DCorp) with \$7,000 in funding received and \$119,555 in capital expenses, there is no impact on the reserves.
- Grants – SCCF Round 2 & 3 (DCorp) \$815,508 in round 2 funding received plus \$141,613 in round 3 funding received less capital expenses of \$760,628 results in a \$196,493 transfer to reserves.
- Grants – Graincorp Industrial (GM) the expected funding has not yet been received and just \$99,146 spent. No impact on the reserves.
- Grants – DCP Extension (DCorp) \$900,000 received and \$431,216 spent has resulted in a \$468,784 transfer to reserves.
- Grants – Library Upgrade (DCorp) \$300,170 received and \$228,057 spent has resulted in a \$72,113 transfer to reserves.
- Grants – Youth Strategy (DComm) the \$10,000 grant funding did not eventuate and, as a result, the \$10,000 capital allocated to it was unspent.
- Grant – Bridges (DInf) there was \$500,000 received and \$750,000 that remains to be yet received. There is a transfer to reserves of \$765,428



which is the remaining portion of the capital budget less the grant funds to be yet received.

- Grants – Local Roads & Community Infrastructure (DInf) \$787,752 received less \$124,952 spent has resulted in a \$662,800 transfer to reserves.
- Grants – SES Building (GM) an additional \$14,236 received plus capital savings of \$16,138 has resulted in a transfer to reserves of \$30,374.
- Grants – the Mill on Miller Street (DCorp) \$478,558 received with nothing yet spent has resulted in the entire grant amount being transferred to reserves.

**Note 2904 (pages 12 & 13 QBR)**

**Capital Expenditure**

**\$11,568,353 less expense**

Following is a listing of the capital expenditure variances that have been transferred to reserves (the responsible officer is shown in brackets):

- Sand Quarry (GM) \$113,102
- Community Housing (DComm) \$20,000
- Library Capital (DComm) \$10,000
- Drought Communities Programme (DCorp) \$27,081
- DCP Extentension (DCorp) \$468,784
- Digital Two Ways (DCorp) \$50,000
- Lucas Bridge (DInf) \$765,428
- Swimming Pool (DComm) \$110,990
- Stormwater (DInf) \$19,355 (out of \$50,000)
- Curban Hall (DComm) \$7,524
- Pound (DEnv) \$15,000
- Construct New SES Premises (GM) \$16,138 (out of \$30,374)
- Additional Rural Roads Capital Renewals (DInf) \$90,205
- SCCF Round 2 & 3 (DCorp) \$196,493
- Library Upgrade (DCorp) \$72,113
- McGrane Oval Broadcast Box (GM) \$22,988
- LRCI Projects (DInf) \$662,800
- CCTV CBD (DCorp) \$40,000
- Cemetery Mapping Software (DCorp) \$20,000

The above unspent capital amounts transferred to reserves total \$2,728,001.

Following is a listing of the capital expenditure variances that are offset by reduced transfer from reserves (the responsible officer is shown in brackets):

- Waste Facility (DEnv) \$142,968
  - IT Capital (DCorp) \$150,000
  - Chambers & Offices (DCorp) \$15,000
  - Armatree CWA Telstra (DCorp) \$30,000
  - Sporting & Recreational Precinct (DCorp) \$31,490
-

The above unspent capital amounts that remain in reserves total \$369,458.

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

- Tooraweenah Dump Point (DInf) \$12,421
- Plant Purchases (DInf) \$140,472
- Kerb & Gutter Renewals (DInf) \$48,219
- Gym (DComm) \$2,829
- Caravan Park Water Supply (DCorp) \$28,582
- Specialist Disability Accommodation: \$156,648
- CBD Activation (DCorp) \$14,599
- Heartland Church Lighting (DCorp) \$1,473
- Ernie Knight Oval Upgrades (DInf) \$10,000
- Tree Nursery (DComm) \$50,000
- Colour Copier for Tooraweenah CTC (DCorp) \$2,000
- Youth Strategy (DComm) \$10,000

The above capital savings total \$477,243.

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

- Council Depot (DInf) \$245,814
- Cemetery Additional Plinth (DInf) \$4,220
- Water Bore Project (Inland Rail) \$10,000

The above capital over spends total \$260,034.

**Note 2906 (page 13 QBR)**

**Loan Repayments**

**\$125,106 additional expense**

**Responsible Officer: Director Corporate Services**

As previously mentioned in this report, at the time that the loan repayments estimate was revised down during the year, an existing loan repayment was not included in the calculations. This is the reason for the additional expense at the end of the year.

**Note 3000 (page 15 QBR)**

**WATER SUPPLY**

**\$390,432 less income**

**\$406,164 less expense**

**Responsible Officer: Director Infrastructure**

The reduction in income is due to the non payment of estimated grant monies and the reduced sale of water due to a wet year.

The reduction in expenses is from \$192,168 in operational savings and \$213,996 in the capital area with movements across a variety of projects as listed in the document.

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**Note 4000 (page 16 QBR)**

**SEWERAGE SERVICES**

**\$65,173 less income**

**\$171,527 less expense**

**Responsible Officer: Director Infrastructure**

The reduction in income is due to the usage charges as the result of a wet year and the non transfer from reserves for capital work that was not done.

The reduction in expenses is from \$62,503 in operational savings and \$109,024 in the capital area with movements across a variety of projects as listed in the document..

**Note 5000 (page 17 QBR)**

**ORANA LIVING**

**\$336,873 additional income**

**\$90,912 additional expense**

**Responsible Officer: Director Community Services**

Contract income for the service was in line with the adjusted estimate for the service.

Service user fees were less than anticipated largely due to the COVID lockdown restrictions which meant that clients were restricted to households for several months this year.

Our major capital outlay has been completion of the Orana Living Cottages that became operational in June 2021. Delays in delivery of replacement vehicles for the service were the major contributor to our capital budget underspend this year. New vehicles are expected to arrive in 2021/22 and costs for purchase of these has been rolled into the next financial year.

The surplus for this service is due to the pandemic restrictions. These have restricted our ability to provide social support at the usual levels. One on one support levels have also been much lower this year and the day centre was closed due to lockdown restriction for several months in 2020.

**Note 6000 (page 18 QBR)**

**CARLGINDA ENTERPRISES**

**Responsible Officer: Director Community Services**

Despite interruptions to operations this year as a result of the pandemic the budget result is positive for Carlginnda. Income from recycling sales including the Opshop and our initial test of nursery activities was slightly higher than the estimate for the year.

Additional costs were incurred to upgrade the communicating systems and establish effpos on site largely in response to COVID restrictions.

**Note 7000 (page 19 QBR)**

**COOEE VILLA UNITS**

**\$63,657 additional income**

**\$56,130 additional expense**

**Responsible Officer: Director Community Services**

The retained bond income was 30% higher than our estimates due to higher than sales rate for villas. At the close of the year one Cooee Villa remained vacant and there was a waiting list for potential rental tenants for the remaining vacant Legacy Villas.

There were also increased maintenance relating to the buildings and grounds.

**Note 7500 (page 20 QBR)**

**HOME CARE PACKAGES**

**\$61,601 less income**

**\$68,271 less expense**

**Responsible Officer: Director Community Services**

Overall slightly lower than expected income reflecting minor changes in the numbers of aged care packages being provided during the year. As a result though, operating expenses were also down but at a slightly higher amount. This has led to a small improvement in the overall result.

**Note 8000 (page 21 QBR)**

**COOEE LODGE**

**\$284,798 less income**

**\$312,070 less expense**

**Responsible Officer: Director Community Services**

The financial impacts on Cooee as a result of the COVID pandemic have been significant. Income levels were lower than estimated due to the lower occupancy levels in this year, including the period where we were unable to admit new residents due to pandemic restrictions in place by national and state governments.

The pandemic restrictions increased staff overtime costs due to staff illness and absence. Equipment and replacement costs were also higher than estimated due to the damage caused by the mouse plague.

The proposed capital expenditure for fire protection and room refurbishments was also delayed due to the pandemic. Both projects commenced in the 4<sup>th</sup> quarter of the 20/21 financial year and will be completed in the first quarter of the 21/22 financial year.

The delay in completion of room refurbishments meant we did not qualify for the aged care facility accommodation bonus that would also have added substantively to our annual income.

**Note 8500 (page 22 QBR)**

**JACK TOWNEY HOSTEL**

**\$50,584 less income**

**\$399 additional expense**

**Responsible Officer: Director Community Services**

Grant income is lower than expected and this will be followed up with DoH.

Capital costs for this financial year were higher than estimated. Extension and refurbishment of the Jack Towney craft room costs were \$30K over the estimated budget due to unforeseen additional work required to fully refurbish the internal area.

**Finance Manager's Comments / Recommendations**

**General Fund**

The original budget estimate for General Fund was an end of year result of a \$652,501 deficit (depreciation not included). This review indicates an actual result of a \$1,217,937 surplus (depreciation not included) which is an improvement of \$1,870,438. This result should be viewed as being satisfactory compared to the original budget.

**Water Fund**

The original budget estimate for Water Fund was an end of year result of a \$146,625 deficit (depreciation not included). This review indicates an actual result of a \$26,067 surplus (depreciation not included) which is an improvement of \$172,692. This result should be viewed as being satisfactory compared to the original budget.

**Sewer Fund**

The original budget estimate for Sewer Fund was an end of year result of a \$39,680 deficit (depreciation not included). This review indicates an actual result of a \$292,674 surplus (depreciation not included) which is an improvement of \$332,354. This result should be viewed as being satisfactory compared to the original budget.

**Orana Living**

The original budget estimate for Orana Living was an end of year result of a \$473,550 surplus (depreciation not included). This review indicates an actual result of an \$863,952 surplus (depreciation not included) which is an improvement of \$390,402. This result should be viewed as being satisfactory compared to the original budget.

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### **Carlinda Enterprises**

The original budget estimate for Carlinda Enterprises was an end of year result of a \$27,368 surplus (depreciation not included). This review indicates an actual result of a \$38,988 surplus (depreciation not included) which is an improvement of \$11,620. This result should be viewed as being satisfactory compared to the original budget.

### **Cooee Villa Units**

The original budget estimate for Cooee Villa Units was an end of year result of a \$36,666 surplus (depreciation not included). This review indicates an actual result of a \$112,193 surplus (depreciation not included) which is an improvement of \$75,527. This result should be viewed as being satisfactory compared to the original budget.

### **Home Care Packages**

The original budget estimate for Home Care Packages was an end of year result of a \$4,643 deficit (depreciation not included). This review indicates an actual result of a \$2,027 surplus (depreciation not included) which is an improvement of \$6,670. This result should be viewed as being satisfactory compared to the original budget.

### **Cooee Lodge**

The original budget estimate for Cooee Lodge was an end of year result of a \$431 deficit (depreciation not included). This review indicates an actual result of a \$189,599 deficit (depreciation not included) which is a worsening of \$1189,168. This result should be viewed as being unsatisfactory compared to the original budget.

There appears to be little scope to address the unsatisfactory result this late in the year. It is recommended that the budgets for the coming years be closely scrutinised to achieve surplus results.

### **Jack Towney Hostel**

The original budget estimate for Jack Towney Hostel was an end of year result of a \$10,554 surplus (depreciation not included). This review indicates an actual result of a \$13,779 deficit (depreciation not included) which is a worsening of \$24,333. This result should be viewed as being unsatisfactory compared to the original budget.

There appeared to be a shortfall in the funding paid for the 21/22 year and this should be investigated with the relevant department.

## Overall Position

The original budget estimate for Gilgandra Shire Council was an end of year result of a \$295,742 deficit (depreciation not included). This review indicates an actual result of a \$2,350,460 surplus (depreciation not included) which is an improvement of \$2,646,202. This result should be viewed as being satisfactory compared to the original budget.

## Estimated Financial Performance Indicators

The ratios for 2018/19 and 2019/20 are actual ratios for Council's information while those for 2020/21 are an estimate only until the financial statements are completed and may be subject to change.

	<b>Benchmark</b>	<b>2020/21</b>	<b>2019/20</b>	<b>2018/19</b>
Operating Performance Ratio	> 0.00%	6.32%	6.61%	1.21%
Own Source Revenue Ratio	> 60.00%	65.00%	71.92%	66.48%
Unrestricted Current Ratio	> 2.00:1	4.62:1	4.25:1	4.35:1
Debt Service Cover Ratio	> 3.00 x	9.91 x	9.67 x	8.96 x
Rates & Charges Outstanding	< 10.00%	7.45%	11.73%	9.24%
Cash Expense Cover Ratio	> 6.00 x	15.63 x	14.34 x	10.80 x
Building & Infrastructure Renewal Ratio	> 100.00%	105.00%	151.93%	119.77%
Renewal Backlog Ratio	< 2.00%	2.00%	1.10%	1.30%
Required Maintenance Ratio	> 1.00	1.00	0.91	0.94

### Principal Activity

Strategic Leadership

### Policy Implications

Nil

### Budget Implications

Review of Annual Budget

### Delivery Program Actions

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

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

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 JULY 2021

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RECOMMENDATION

That, subject to any decisions on the recommendations as reported, the Quarterly Budget Review document and report as at 30 June 2021 be adopted.

N J Alchin  
Director Corporate Services



MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 JULY 2021

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**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
- 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 June 2021.
2. Certificate of Bank Reconciliation - Month of June 2021.
3. Details of investments as at 30 June 2021 (Local Government Financial Management Regulation No. 19).

<b>CASH BOOK BALANCE AS AT</b>	<b>31-May-21</b>	<b>\$3,439,106.52</b>
Plus: Receipts		\$8,806,564.17
Less: Payments		\$6,413,924.59
<b>CASH BOOK BALANCE AS AT</b>	<b>30-Jun-21</b>	<b><u>\$5,831,746.10</u></b>

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<b>STATEMENT BALANCE AS AT</b>	<b>31-May-21</b>	<b>\$3,436,272.96</b>
Plus: Receipts		\$8,821,354.83
Less: Payments		\$6,406,915.71
<b>STATEMENT BALANCE AS AT</b>	<b>30-Jun-21</b>	<b><u>\$5,850,712.08</u></b>

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Plus: Unpresented Receipts		\$1,474.18
Less: Unpresented Payments		\$20,440.16
<b>RECONCILED BALANCE AS AT</b>	<b>30-Jun-21</b>	<b><u>\$5,831,746.10</u></b>

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Cashbook balance as at 30 June 2021:	\$5,831,746.10
Investments held as at 30 June 2021:	\$24,053,795.02
<b>Total Cash &amp; Investments Held as at 30 June 2021:</b>	<b><u>\$29,885,541.12</u></b>

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The bank balances in each of the funds as at 30 June 2021 are:

General Fund	\$13,792,852.86
Water Fund	\$2,869,558.49
Sewer Fund	\$1,867,605.21
Orana Living	\$4,206,760.24
Carlinda Enterprises	\$567,697.55
Coee Villa Units	\$1,805,713.86
Coee Lodge	\$3,612,686.41
Jack Towney Hostel	\$631,938.27
Trust Fund	\$530,728.23

**Balance as per Total Cash & Investments Held: \$29,885,541.12**

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @ 0.75%	Due on 10-Mar-22	With AMP Bank
(b)	\$1,000,000.00	For 365 days @ 0.75%	Due on 27-Jan-22	With AMP Bank
(c)	\$500,000.00	For 365 days @ 0.80%	Due on 04-Nov-21	With Bendigo
(d)	\$1,000,000.00	For 181 days @ 0.50%	Due on 06-Jul-21	With Bendigo
(e)	\$1,500,000.00	For 365 days @ 0.95%	Due on 04-Aug-21	With Bendigo
(f)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With Bendigo
(g)	\$1,000,000.00	For 364 days @ 0.80%	Due on 16-Jul-21	With Macquarie
(h)	\$2,000,000.00	For 181 days @ 0.20%	Due on 13-Dec-21	With Macquarie
(i)	\$1,000,000.00	For 363 days @ 0.45%	Due on 14-Apr-22	With ME Bank
(j)	\$1,000,000.00	For 183 days @ 0.55%	Due on 01-Oct-21	With MCU
(k)	\$1,000,000.00	For 181 days @ 0.35%	Due on 06-Jul-21	With IMB
(l)	\$2,500,000.00	For 180 days @ 0.30%	Due on 13-Dec-21	With Suncorp
(m)	\$500,000.00	For 300 days @ 0.35%	Due on 17-Feb-22	With NAB
(n)	\$2,000,000.00	For 365 days @ 0.35%	Due on 28-Jun-22	With NAB
(o)	\$2,000,000.00	For 365 days @ 0.35%	Due on 22-Feb-22	With NAB
(p)	\$1,000,000.00	For 365 days @ 0.90%	Due on 20-Jul-21	With NAB
(q)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With NAB
(r)	\$3,000,000.00	For 367 days @ 0.73%	Due on 13-Sep-21	With NAB
(s)	\$1,053,795.02	0.05%	At Call	With TCorp
Total Investments:				<b>\$24,053,795.02</b>

**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	Checked with Department again 2/6/21 – no progress.
<u>September 2020</u>		
165/20	Gravel Pit Agreements	To be progressed as time permits
175/20	Graincorp Industrial Precinct	Working with consultant to reduce the impacts of the biodiversity offset scheme
<u>November 2020</u>		
215/20	Proposed land purchase	Awaiting advice from owners
225/20	Flying Fox Camp	Address from consultant prior to July meeting.
<u>April 2021</u>		
52/21	Offer to purchase land	Formal response issued. Investigations to be undertaken.
<u>June 2021</u>		
110/21	Gilgandra High School Careers Expo	Expo has been postponed however participation will be arranged
111/21	Rising Sun	Letters and reports provided to Correspondents
113/21	LGNSW request	Support for letter provided

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### **DEVELOPMENT APPLICATIONS**

The following development application were approved during June 2021:

DA Number	Received	Applicant's Name	Application Description of Work	Property Address	Decision	Development Value
2021/400	9/6/31	Christopher McIlvride	Agricultural Shed	70 National Park Road	Approved	\$100,000
2021/401	7/6/21	Corey Phillip, Rura IFire Service	RFS Shed Warrumbungle/Tonerburine	2080 John Renshaw Parkway, Tonderburine	Approved	\$300,000
2021/405	17/6/21	Margeaux Tindale	Busking in Miller Street	Miller Street, Gilgandra	Approved	\$0
2021/406	23/6/21	Bruce & Amanda Bunter	Building certificate for dwelling	5 Christie Drive, Gilgandra	Approved	\$0
					<b>June Total 2020/21</b>	<b>\$400,000 \$7,220,925</b>

### **Applications under assessment**

- DA2021/402 – GSC Gil/Library development
  - BC2021/403 – “The Shed” – Internal works
  - DA2021/404 – “The Shed” – Access ramp and awning
  - DA2021/408 – Vertia Pty Ltd – Satellite/Ground network Earth Station
  - DA2021/409 – Jason Ritchie – Shed
  - Da 2021/379 – Berakee Quarry extension
-

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 20 JULY 2021

**JUNE 2021**

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2020/352	339	336	3	243	240	3
2021/406	6	0	6	4	0	4
2021/400	20	0	20	14	0	14
2021/401	24	0	24	18	0	18

Summary Statistics	
No of Applications	4
Total Actual Days	389.00
Mean Actual Days	97.25
Mean Stopped Days	84.00
Mean Total Days	13.25
Mean Work Days	69.75
Mean Work Stop Days	60.00
Mean Total Work Days	9.75
Median Actual Days	22.00

**RECOMMENDATION**

That the reports be noted.

David Neeves  
General Manager