

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Monday, 19 August 2019 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) Apologies

- (6) 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.

- (7) Confirmation of Minutes:

- Ordinary meeting held on 16 July 2019 (circulated previously)

- (8) 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:

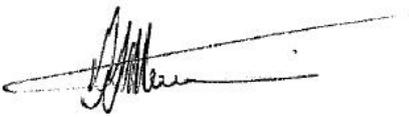
- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) 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.

2.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - General Manager's Performance Review (a)
 - Organisational Structure Review (a)
 - Tenders – preferred supplier plumbing services (d)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence

A handwritten signature in black ink, appearing to read 'David Neeves', with a long horizontal stroke extending to the right.

David Neeves
General Manager

Procedural Motion – to exclude Press and Public

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

MAYORAL MINUTE - 8/19
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities during the preceding month.

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18/7/19	Bush Summit with Prime Minister, Dubbo
18/7/19	Presentation from Acting Premier re Industrial Precinct funding
19/7/19	Meeting with Ken Gillespie, Don Murray and Jillian Kilby re John Holland Rail Group, Gilgandra
23/7/19	Castlereagh Zone Long Service Awards Presentation (Cr Walker)
24/7/19	Small Business Conference, Narrabri
25/7/19	Interagency meeting
26/7/19	Meeting with Member for Barwon, Roy Butler MP
26/7/19	Meeting with Steve Orr, Acting Deputy Secretary, Regional NSW
30/7/19	Management meeting re GrainCorp industrial precinct
1/8/19	Joint Organisation Chairs Network Meeting, Sydney
1/8/19	Dinner with Chairs of Joint Organisations, Sydney
2/8/19	Country Mayor's meeting, Sydney
6/8/19	Castlereagh Macquarie County Council Hudson Pear Taskforce meeting, Lightning Ridge
9/1/19	Meeting with representatives of the Central West Inland Rail Realignment Group
11-12/8/19	Visit by GM and Mayor of Edward River Council, Deniliquin seeking information on Cooee Retirement Village
12/8/19	General Manager's Performance Review
13/8/19	Newell Highway Taskforce meeting and AGM
13/8/19	Disability Service Committee meeting
15/8/19	Meeting with Professor Andrew McNaughton re NSW fast rail network, Dubbo
19/8/19	Council Workshop
19/8/19	Council Meeting

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That the report be noted.

D Batten
Mayor

MOTIONS TO 2018 LGNSW CONFERENCE

SUMMARY

To advise outcome of motions to the 2018 LGNSW Conference.

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Council submitted three motions to the LGNSW Conference with the following two motions being accepted. An update on the motions has recently been received.

27 Gilgandra Shire Council – Inland rail consultation process

That Local Government NSW make representations to Federal Government and the Australian Rail Track Corporation (ARTC) in relation to the Inland Rail issues such as transparency, accountability and the consultation process.

Actions

Letters to:

- The Hon. Michael McCormack MP, Federal Minister for Infrastructure, Transport and Regional Development
- Australian Rail Track Corporation

Letter resent to:

- The Hon. Michael McCormack MP, Federal Minister for Infrastructure, Transport and Regional Development

Responses and outcomes:

Response received from John Fullerton, Chief Executive Officer & Managing Director, Australian Rail Track Corporation, 4 April 2019. Cc. to Hon. Michael McCormack MP (attached)

49 Gilgandra Shire Council – Diversion of overland water flow

That Local Government NSW lobbies the NSW Government to review the impact of farming practices and soil conservation methods which are resulting in the diversion of overland water flows, creating adverse impacts on local roads and adjoining properties. Further, affected landholders should be supported by NSW Government advisory and support services to assist in addressing these impacts.

Actions

The need for landholder support has been added to the existing Services in Rural Communities Position Statement which includes 'increased funding for rural communities' which speaks to the motion's call for service/support in addressing impacts.

Letter to:

- The Hon. Niall Blair MLC, Minister for Primary Industries, Minister for Regional Water, and Minister for Trade and Industry

Letter resent to:

- The Hon. Adam Marshall MP, newly appointed Minister for Agriculture and Western NSW

Responses and outcomes:

No direct response from Minister Blair yet received by LGNSW, however we understand that the Department's advice is that regulatory responsibility for land use changes/works rests with councils unless the works are on a designated floodplain.

Principal Activity

Representation and Collaboration

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

8.1.3.1

Monitor issues such as law and order, education and health that impact on the Gilgandra community

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

AMENDMENTS TO THE LOCAL GOVERNMENT ACT 1993

SUMMARY

To advise of amendments to the Local Government Act 1993 .

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The Local Government Amendment Act 2019 was assented to on 24 June 2019 and a number of provisions came into effect on 25 June 2019.

Key points are:

- The tendering threshold, below which councils do not have to undertake a competitive tendering process, has been increased to \$250,000. However, the threshold for contracts involving services provided by council employees at the time of entering the contract remains at \$150,000 (**commenced**).
- The Public Interest Disclosures Act 1994 has been amended with the intention of allowing councils to report on their obligations under that Act in their own annual reports under the Local Government Act 1993, rather than by the current requirement to table a special report in Parliament (**commenced**). Councils should also note that further changes to relevant legislation and regulations will be made to facilitate this
- Councils can procure the services of pre-qualified disability employment organisations approved under the Public Works and Procurement Act 1912, without having to go to tender (**commenced**).
- Councils should also note that the Minister intends to enable, by a future regulation, councils to access the National Prequalification System for Civil Construction (Roads and Bridges) Contracts after further consultation.
- Councils are able to delegate regulatory functions to another council, and to joint organisations of which they are not a member, with approval of that council or joint organisation. Further, joint organisations will be able to sub-delegate regulatory functions to their committees, in addition to their Executive Officer (commences by proclamation).
- Regulations are able to be made to exempt councils from the need to publicly notify fees relating to certain defined commercial activities and from the need to determine those fees based on an adopted pricing methodology. This will ensure councils are not placed at unfair disadvantage during commercial negotiations (commences by proclamation).
- Regulations are able to be made to prescribe a scheme for mutual recognition of council approvals for regulatory activities issued under section 68 of the Act (commences by proclamation).

<u>Principal Activity</u>	Representation and Collaboration
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.1.1.1 Support Councillors in their role by providing information regularly and training as required

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

REQUEST FROM CENTRAL WEST INLAND RAIL REALIGNMENT GROUP

SUMMARY

To advise of amendments to the Local Government Act 1993 .

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The Mayor and I met with representatives of the Central West Inland Rail Realignment Group on Friday, 9 August 2019, being David McBurnie, Doug Wilson, Paul and Wanda Galley.

The group has sent the following letter seeking to address Council and for Council to show support for an inquiry into the alignment of the Inland Rail:

Further to our meeting held this morning Friday 9th August, 2019, with Mayor Doug Batten and General Manager David Neeves at Council office. We as a community group of impacted landowners would like to request that Gilgandra Shire Council support in favour of an official independent inquiry into Inland Rail. This support would coincide with the push for an inquiry by NSW Farmers Association, CWA, Federal Labor Party, And Shooter Fishers and Farmers Party.

Given the amount of evidence which suggests a lack of transparency with consultation and the process in determining the alignment of Inland Rail, specifically in the Narromine to Narrabri greenfield section, we feel it is paramount that Gilgandra Shire Council be seen also to support such an inquiry.

We would like to request a representative of our group address Council prior to a vote being taken, with a right of reply to Councillor's. Please feel free to contact our group with any further questions or information you may require to consider our requests.

<u>Principal Activity</u>	Representation and Collaboration
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	8.1.3.1 Monitor issues such as law and order, education and health that impact on the Gilgandra community

RECOMMENDATION

1. That Council support the request by the Central West Inland Rail Realignment Group of impacted landholders and lobby government for an official independent enquiry into the process of determining the alignment.
2. That Council write to the Hon. Mark Coulton MP in his role as the Member for Parkes and the Minister for Regional Services, Decentralisation and Local Government to notifying him of Council's support for an inquiry.
3. That Council write to the Hon. Michael McCormack, Deputy Prime Minister and Minister for Infrastructure, Transport and Regional to notifying him of Council's support for an inquiry.
4. That Council write to Roy Butler MP, Member for Barwon notifying him of Council's support for an inquiry.

David Neeves
General Manager

EMERGENCY SERVICES LEVY

SUMMARY

To advise of notification from the Minister for Local Government that the first year increase of the Emergency Services Levy for all locals councils will be met by the government.

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Council considered the increase in the Emergency Services Levy at its June meeting and resolved:

RESOLVED 111/19	Cr Wrigley/Cr Mudford
<p>1. Council note the NSW Rural Fire Service Additional Contribution Request report on 2019/20 Rural Fire Service, State Emergency Service and Fire and Rescue NSW Council Contribution Assessment Notice dated 7 May 2019,</p> <p>2. Council write to the NSW Premier and NSW Interim Opposition Leader, NSW Minister for Customer Services, NSW Minister for Emergency Services, Minister for Local Government and Shadow Minister for Local Government, and local state member/s to:</p> <ul style="list-style-type: none">i) Call upon the NSW Government to fund the 12 months of this extra cost rather than requiring councils to find the funds at short notice when budgets have already been allocatedii) Explain how this sudden increase will impact council services / the local communityiii) Highlight that councils were not warned of the increased cost until May 2019, despite the new laws being passed in November 2018iv) Explain that the poor planning and implementation of the increase is inconsistent with the Government's commitment to work in partnership with the sector; andv) Ask the Government to work with local governments to redesign the implementation of the scheme to ensure it is fairer for councils and communities into the future.vi) Advise that, at this stage, Council is electing not to make payment of the additional contribution levied. <p>3. That Council provide a copy this letter to Local Government NSW.</p>	

Advice was received from the Minister for Local Government, the Hon Shelley Hancock on 13 August 2019 as follows:

The NSW Government announced this week that it will fund the first year increase of the Emergency Services Levy for all local councils to meet the cost of new workers' compensation arrangements for firefighters. The State's 128 councils will receive \$13.6 million in relief from the NSW Government this financial year to help support firefighters with cancer.

The Government acknowledges that the additional costs presented challenges for councils, particularly those currently affected by the drought. We also acknowledge that many councils had already developed their 2019-20 Budgets before the invoices for the increased Emergency Services Levy were issued.

The Government will fund the \$13.6 million increase in 2019-20 to alleviate the immediate pressure on local councils. You will be aware that the State's emergency services have been funded through a long standing cost sharing arrangement between insurers, councils and the Government. It is important that this continues into the future to ensure we look after the health and wellbeing of our frontline firefighters.

Not only has the Government listened and responded to the concerns of councils, we will continue to consult with the local government sector to better manage the impacts of the Emergency Services Levy especially on annual budgeting cycles.

The Government remains committed to supporting local councils to deliver for their local communities. Since 2011, we have provided more than \$9 billion to councils to deliver and improve local infrastructure, services and facilities for their communities.

The Office of Local Government will provide further advice to councils shortly in relation to payment arrangements.

Yours sincerely



The Hon. Shelley Hancock MP
Minister for Local Government

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

The payment of the RFS Levy by the State Government will ensure no negative impacts on the 19/20 budget. Council had forecast a worsening of \$48,612.84 which was not budgeted.

Delivery Program Actions

4.2.2.1

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

RECOMMENDATION

1. That Council write to the Hon, Shelley Hancock, Minister for Local Government, formally acknowledging the Governments support for the payment for the 19/20 Budget and emphasise the long-term impacts to Council's financial position as a result of the increase.
2. In accordance with 2(v) of resolution 111/19, that Council ask the NSW Government to work with local government to redesign the implementation of the scheme to ensure it is fairer for councils and communities into the future.

David Neeves
General Manager

2018/19 QUARTERLY OPERATIONAL PLAN REVIEW TO 30 JUNE 2019

SUMMARY

To consider progress for the June quarter with Council's 2018/19 Operational Plan.

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Separately enclosed with this business paper is the 2018/19 Operational Plan Review document for the quarter 1 April to 30 June 2019. An abridged version highlighting progress and challenges of particular significance has been included along with the complete planning document.

<u>Principal Activity</u>	Strategic Leadership Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2018/19 budget.
<u>Delivery Program Actions</u>	4.2.1.1 Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements 2.1.1.2 Report Council's issues actions and achievements to the Community

RECOMMENDATION

That the 2018/19 Operational Plan Review for the quarter ended 30 June 2019 be adopted.

N J Alchin
Director Corporate Services

QUARTERLY BUDGET REVIEW - 30 JUNE 2019

SUMMARY

To detail the major variances to the original estimates for the 2018/19 financial year as presented in the Quarterly Budget Review as at 30 June 2019. In addition, to report as to whether the Quarterly Budget Review indicates 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 changes that have been adopted by Council at previous quarterly budget reviews:

Note	Description	When Done	Income Change	Expense Change	Resp.
1000	Councillors	Mar		-\$10,000	DCorp
1100	Corporate Support Income	Sept	\$8,000		DCorp
1100	Corporate Support Income	Dec	\$105,108		DCorp
1100	Corporate Support Income	Mar	\$52,420		DCorp
1101	Wages & Other Employee Costs	Mar		-\$80,000	DCorp
1102	Interest on Borrowings	Mar		-\$107,500	DCorp
1103	Administration Expenses	Sept		\$5,462	DCorp
1103	Administration Expenses	Dec		\$13,963	DCorp
1103	Administration Expenses	Mar		-\$25,000	DCorp
1106	Administration – Property Expenses	Mar		\$18,100	DCorp
1120	Engineering & Works Income	Mar	\$55,000		DInf
1121	Wages & Other Employee Costs	Sept		-\$110,000	DInf
1123	Project Management	Sept		\$80,000	GM
1123	Project Management	Mar		\$33,600	GM
1124	Plant Running Costs	Sept		\$15,160	DInf
1125	Employee Overhead Costs - General Fund	Sept		-\$19,244	DCorp
1126	Employee Overhead Costs - Orana Lifestyles	Sept		-\$3,766	DCorp
1127	Employee Overhead Costs - Carlginda	Sept		-\$1,191	DCorp
1128	Employee Overhead Costs - Cooee Lodge	Sept		-\$4,363	DCorp
1129	Employee Overhead Costs - Jack Towney	Sept		-\$817	DCorp
1200	Fire Services Income	Mar	-\$59,021		GM
1203	Fire Services Expenses	Mar		-\$59,021	GM
1202	Contribution to NSW Rural Fire Service	Sept		-\$11,354	GM

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 AUGUST 2019

1210	Animal Control Income	Dec	\$5,000		DP&E
1300	Health Administration Income	Dec	\$1,000		DP&E
1441	Urban Stormwater Drainage Expenses	Mar		-\$35,000	DInf
1500	Wages & Other Employee Costs	Dec		-\$40,000	DComm
1510	Gilgandra Youth Services Income	Dec	\$5,107		DComm
1511	Gilgandra Youth Services Expenses	Dec		\$8,782	DComm
1520	Gilgandra Community Care Income	Dec	\$17,667		DComm
1520	Gilgandra Community Care Income	Mar	\$16,000		DComm
1521	Gilgandra Community Care Expenses	Dec		\$17,667	DComm
1521	Gilgandra Community Care Expenses	Mar		-\$15,000	DComm
1522	Gilgandra Community Transport Income	Dec	\$4,900		DComm
1522	Gilgandra Community Transport Income	Mar	\$16,231		DComm
1530	Government Access Centre Income	Mar	-\$2,073		DCorp
1531	Government Access Centre Expenses	Mar		-\$2,073	DCorp
1600	Housing Income	Mar	\$60		DComm
1640	Town Planning Income	Mar	-\$7,000		DP&E
1641	Town Planning Expenses	Dec		\$5,000	DP&E
1650	Street Lighting Income	Mar	\$10,000		DInf
1700	Gilgandra Library Income	Sept	-\$3,914		DComm
1700	Gilgandra Library Income	Mar	\$2,080		DComm
1701	Gilgandra Library Expenses	Sept		\$208,495	DComm
1701	Gilgandra Library Expenses	Dec		-\$208,495	DComm
1701	Gilgandra Library Expenses	Mar		\$1,512	DComm
1720	Gilgandra Swimming Pool Income	Mar	-\$13,500		DComm
1721	Gilgandra Swimming Pool Expenses	Dec		\$11,500	DComm
1731	Sporting Ground Expenses	Dec		\$5,000	DInf
1740	Parks & Gardens Income	Sept	\$12,446		DInf
1741	Parks & Gardens Expenses	Sept		\$10,000	DInf
1761	Heritage Expenses	Mar		-\$7,700	DP&E
1800	Building Control Income	Dec	\$1,000		DInf
1801	Building Control Expenses	Sept		\$50,000	DP&E
1801	Building Control Expenses	Dec		\$13,093	DP&E
1801	Building Control Expenses	Mar		-\$5,000	DP&E
1911	Rural Roads Expenses	Sept		-\$37,000	DInf
1911	Rural Roads Expenses	Mar		-\$69,263	DInf
1930	Contract Income	Mar	-\$530,000		DInf
1940	Roads to Recovery Income	Sept	-\$349,611		DInf
1941	Roads to Recovery Expenses	Sept		\$66,523	DInf

MEETING OF: GILGANDRA SHIRE COUNCIL
 HELD ON: 19 AUGUST 2019

1951	Bridges Expenses	Dec		-\$160,000	DInf
1961	Footpaths Expenses	Dec		-\$13,942	DInf
1991	Other Transport & Communication Expenses	Sept		\$37,000	DInf
1991	Other Transport & Communication Expenses	Mar		-\$30,000	DInf
2010	Coeee Heritage Centre (Culture) Income	Dec	\$7,000		DCorp
2011	Coeee Heritage Centre (Culture) Expenses	Dec		\$4,900	DCorp
2020	Promotion & Economic Development Income	Sept	\$17,000		DCorp
2021	Promotion & Economic Development Expenses	Sept		\$28,000	DCorp
2021	Promotion & Economic Development Expenses	Dec		\$53,000	DCorp
2040	Private Works Income	Mar	\$100,000		DInf
2041	Private Works Oncost Profit	Mar	\$14,000		DInf
2042	Private Works Expenses	Mar		\$100,000	DInf
2051	Lease Income - Staff	Mar	\$5,000		DCorp
2801	Financial Assistance Grant	Sept	-\$1,716,716		DCorp
2900	Transfer from Reserves	Sept	\$2,974,615		Various
2900	Transfer from Reserves	Dec	\$31,675		Various
2900	Transfer from Reserves	Mar	\$38,000		DCorp
2901	Transfer to Reserves	Sept		\$231,010	DInf
2901	Transfer to Reserves	Mar		\$157,844	Various
2903	Capital Income	Sept	\$1,957,327		Various
2903	Capital Income	Dec	\$1,633,971		Various
2903	Capital Income	Mar	\$223,737		Various
2904	Capital Expenditure	Sept		\$2,222,724	Various
2904	Capital Expenditure	Dec		\$2,073,610	Various
2904	Capital Expenditure	Mar		\$266,055	Various
2906	Loan Repayments	Mar		-\$127,486	DCorp
	General Fund Total		\$4,632,509	\$4,554,785	
3000	Water Supply	Sept	\$156,761	\$180,321	DInf
3000	Water Supply	Dec	\$120,000	\$20,000	DInf
3000	Water Supply	Mar	\$54,000	-\$194,252	DInf
4000	Sewerage Services	Sept	\$5,630	\$5,630	DInf
4000	Sewerage Services	Dec	\$189,750	\$73,000	DInf
4000	Sewerage Services	Mar	-\$134,320	-\$272,795	DInf
5000	Orana Living	Mar	\$355,000	\$250,000	DComm
6000	Carlinda Enterprises	Dec	-\$21,000		DComm
6000	Carlinda Enterprises	Mar		-\$44,000	DComm
7000	Coeee Villa Units	Dec	\$5,600	\$5,600	DComm
7000	Coeee Villa Units	Mar	-\$35,000		DComm
8000	Coeee Lodge	Dec	\$499,350	\$499,350	DComm
8000	Coeee Lodge	Mar	\$209,417	\$138,500	DComm
	Gilgandra Shire Council Total		\$6,037,697	\$5,216,139	

Result

The overall result for General Fund for this review as at 30 June 2019 is a \$256,150 increase to the estimated deficit at year end to an actual result of a \$379,776 deficit (depreciation not included).

Water Fund has a \$168,688 increase to the estimated surplus at year end to an actual result of a \$176,167 surplus (depreciation not included).

Sewer Fund has a \$20,517 increase to the estimated surplus at year end to an actual result of a \$254,936 surplus (depreciation not included).

Orana Living has a \$204,973 increase to the estimated surplus at year end to an actual result of a \$331,371 surplus (depreciation not included).

Carlinda Enterprises has a \$10,186 increase to the estimated surplus at year end to an actual result of a \$29,864 surplus (depreciation not included).

Cooee Villa Units has a \$39,010 increase to the estimated surplus at year end to an actual result of an \$86,800 surplus (depreciation not included).

Home Care Packages has a \$3,289 increase to the estimated surplus at year-end to an actual result of a \$32,212 surplus (depreciation not included).

Cooee Lodge Hostel has a \$139,253 decrease to the estimated surplus at year end to an actual result of a \$97,121 surplus (depreciation not included).

Jack Towney Hostel has a \$75,098 decrease to the estimated surplus at year-end to an actual result of a \$56,038 deficit (depreciation not included).

The overall result for this review as at 30 June 2019 is a \$23,838 decrease to the estimated surplus at year end for Council as a whole to an actual result of a \$572,657 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 1101 (page 2 QBR)

Wages & Other Employee Costs

\$95,108 less expense

Responsible Officer: Director Corporate Services

The savings in wages is mostly due to staff shortages during the year and is also the result of salary sacrifice arrangements. This is partly offset by an increase in FBT payable and a transfer to reserves for \$10,000 to reflect the indoor staff uniform allowance not paid in 18/19.

Note 1108 (page 2 QBR)

Civic Activities Expenses

\$24,598 additional expense

Responsible Officer: Director Corporate Services

The additional expense is due to the 19/20 contribution to LG NSW paid in advance.

Note 1120 (page 2 QBR)

Engineering & Works Income

\$10,671 less income

Responsible Officer: Director Infrastructure

An invoice was raised to an incorrect account number and was not picked up until the end of year, after a budget adjustment was made in the March review. This was corrected with funds transferred to private works in June.

Note 1121 (page 2 QBR)

Engineering & Works Wages & Other Employee Costs

\$186,281 less expense

Responsible Officer: Director Infrastructure

Due to the change in structure for the works and technical services area there were some budgeted positions that were no longer required.

Note 1122 (page 2 QBR)

Engineering & Supervision Costs

\$29,776 less expenses

Responsible Officer: Director Infrastructure

Depot maintenance costs were down due to the upgrade that is planned.

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

Employee Overhead Costs

\$374,692 additional expense

Responsible Officer: Director Corporate Services

The Employee Overhead Costs for the General Fund have proven to be greater than anticipated while the offsetting oncost charge was less than expected. The costs and oncost charge for the year were as follows:

• Employee Leave Entitlements:	\$1,471,210.92
• Superannuation:	\$ 641,170.86
• Workers Compensation:	\$ 510,686.31
• Oncost Charges:	<u>-\$2,277,757.32</u>
	\$ 345,310.77

Compared to the estimates, superannuation and workers compensation were on budget, while employee leave entitlements were \$199,531 over budget and the oncost charges were \$145,960 less than the budget amount. The overrun in the leave entitlements is due to an increase in the number of employees who are now entitled to long service leave. As these leave entitlements have now fallen due, Council is required to create a provision for that leave which has increased the cost here.

The less than expected oncost charges has occurred as a result of General Fund employees working in other fund areas. This then accrues an oncost charge in that area while the employee overhead costs are carried in General Fund. This issue will occur again in the future and will need to be administered to ensure that the correct on cost areas are being funded.

Notes 1203 (page 3 QBR)

Fire Services Expenses

\$22,088 additional expense

Responsible Officer: General Manager

The overspend is due to the supply and fit of a tank at the Armatree RFS Shed. The funds are to reimbursed by RFS.

Notes 1221 (page 3 QBR)

Emergency Services Expenses

\$7,423 less expense

Responsible Officer: Director Infrastructure

The reduced expense is due to the actual amount of the contribution to the Emergency Services not known at the time of the original budget and the figures were over estimated.

Notes 1302 (page 3 QBR)

Health Administration Expenses

\$27,742 less expense

Responsible Officer: Director Planning & Environment

The reduction in expenses in the 18/19 financial year consisted of savings in sundry expenses, program costs and vehicle expenses.

Note 1311 & 1312 (page 3 QBR)

Medical & Dental Centre Expenses

\$7,529 less expense

Responsible Officer: Director Corporate Services

A transfer to reserves of \$10,000 to go towards replacement of the air conditioner at the Miller Street Medical Centre in 19/20 offsets reduced expenditure in this area.

Note 1401 (page 4 QBR)

Domestic Waste Management Expenses

\$14,282 less expense

Responsible Officer: Director Planning & Environment

Savings were made due to the contractor not providing a service for the processing of green waste in the 18/19 financial period. There were other savings from tyre recycling and recycling bags, with small savings in other votes. The remaining funds are transferred to waste reserves on page 10.

Note 1411 (page 4 QBR)

Other Waste Management Expenses

\$8,691 less expense

Responsible Officer: Director Planning & Environment

The surplus in the vote reflects the community scrap steel program not commencing in the 18/19 period and reduced maintenance of rural tips. It is offset by transfers to reserves on page 10.

Notes 1500 (page 5 QBR)

Gilgandra Community Services Wages & Other Employee Expenses

\$64,786 less expense

Responsible Officer: Director Community Services

Wages were less than expected due to the Director being on leave for an extended period of time and the Marketing Officer position being unfilled for part of the year.

Notes 1510 & 1511 (page 5 QBR)

Gilgandra Youth Service Income & Expenses

\$8,898 additional income & \$2,347 less expense

Responsible Officer: Director Community Services

The actual income for Gilgandra Youth Services of \$309,771 is slightly higher than the budget amount while the actual expenses of \$357,310 is slightly less than the budget. The original budget allowed for an operating deficit of \$55,109. The actual operating deficit is \$47,538, which is an improvement of \$7,571 and this amount is transferred to reserves to fund future vehicle replacements.

Notes 1520 & 1521 (page 5 QBR)

Gilgandra Community Care Income & Expenses

\$5,576 less income & \$18,268 less expense

Responsible Officer: Director Community Services

Actual income of \$251,806 and actual expenses of \$207,826 (including depreciation) for Gilgandra Community Care are very close to the budget figures and is a good result. The difference between the actual income and expenses of \$43,980 is transferred to reserves to fund future initiatives and vehicle replacements.

Note 1522 & 1523 (page 5 QBR)

Gilgandra Community Transport Income & Expenses

\$14,158 additional income & \$6,572 less expense

Responsible Officer: Director Community Services

Actual income of \$189,849 and actual expenses of \$147,671 (including depreciation) for Gilgandra Community Transport are both slightly higher than the budget figures and is a good result. The difference between the actual income and expenses of \$42,178 is transferred to reserves to fund future initiatives and vehicle replacements.

Note 1600 & 1601 (page 6 QBR)

Housing Income & Expenses

\$4,977 additional income & \$3,233 less expense

Responsible Officer: Director Community Services

Rental income is 5.98% higher than the budget figure while the operating costs are 5.82% lower than the budget amount. This has resulted in a combined improvement to Council's bottom line of \$8,270. The reason for the increased rental income was a higher occupancy rate in the medical services housing located within Cooee lodge.

Note 1610 & 1611 (page 6 QBR)

Public Cemeteries Income & Expenses

\$15,119 less income & \$1,414 less expense

Responsible Officer: Director Infrastructure

The actual income from burial charges for 18/19 was \$46,323, which is down \$15,119 on the original estimate of \$61,442, and also down on previous years, whilst expenses were in line with the budgeted figure.

Note 1640 & 1641 (page 6 QBR)

Town Planning Income & Expenses

\$4,368 less income & \$3,840 less expense

Responsible Officer: Director Planning & Environment

The result is as expected based on the number of DA's received that require external advice.

Note 1651 (page 6 QBR)

Street Lighting Expenses

\$28,764 additional expense

Responsible Officer: Director Infrastructure

The additional expenditure is the result of increased electricity charges.

Notes 1700 & 1701 (page 7 QBR)

Gilgandra Library Income & Expenses

\$1,363 additional income & \$80,339 less expense

Responsible Officer: Director Community Services

The increase in income is due to a second grant for \$1,666 received in April for the Tech Savvy Seniors Program which is offset by additional expenditure and a small transfer to reserves on page 10 for the excess.

The reduced operating expenditure is due to the library disability access and technology project carrying over into 19/20 and is offset by a reduced transfer from reserves on page 10. This public library infrastructure grant was received in 16/17 for disability software and hardware and other technology.

Note 1730 (page 7 QBR)

Sporting Grounds Income

\$5,629 additional income

Responsible Officer: Director Corporate Services

The hire income from the use of the sporting grounds in Gilgandra was \$12,077 which is \$5,629 more than the original budget of \$6,448. This is due to the original budget being calculated on Council's portion of the income. Council has a policy of transferring 50% of the hire income to a reserve for the Sports Council to use. As a result, there is a \$6,038 transfer to reserves on page 10.

Note 1740 (page 7 QBR)

Parks & Gardens Income

\$10,458 less income

Responsible Officer: Director Infrastructure

The reduced income is a result of the drier conditions with less slashing required.

Notes 1750 & 1751 (page 7 QBR)

Gilgandra Fitness Centre Income & Expenses

\$6,962 less income & \$1,988 additional expense

Responsible Officer: Director Community Services

The income for the Gilgandra Fitness Centre was less than expected with membership fees down on previous years. The fees collected have been:

2015/16: \$34,805
2016/17: \$35,052
2017/18: \$32,094
2018/19: \$30,589

There has been a decline over the past two years and this will be investigated over the coming months.

Note 1760 & 1761 (page 7 QBR)

Heritage Income & Expenses

\$1,042 less income & \$7,551 less expense

Responsible Officer: Director Planning & Environment

Income is an expected result in line with budget estimates. A number of heritage projects were not commenced during the year resulting in a saving to Council. Savings were made with Heritage Advisor costs over the year for reporting and consultation with the community.

Note 1800 (page 7 QBR)

Building Control Income

\$14,460 less income

Responsible Officer: Director Planning & Environment

Income varies from year to year based on the number of Construction Certificates lodged and value of development.

Note 1810 & 1811 (page 7 QBR)

Gravel Pits Income & Expenditure

\$15,069 less income & \$80,767 less expenses

Responsible Officer: Director Infrastructure

The total income of \$228,937 less the total costs of \$110,195 has resulted in a surplus of \$118,742 with this amount offset by a transfer to reserves on page 10.

Note 1911 (page 8 QBR)

Rural Roads Expenses

\$96,592 additional expense

Responsible Officer: Director Infrastructure

The overspend in rural roads is offset by a transfer from reserves plus a savings in capital expenditure for Rural Road Renewals and the Drought Relief Heavy Vehicle Access Program Berida Bullagreen Road.

Note 1920 & 1921 (page 8 QBR)

Regional Roads Income & Expenditure

\$13,000 additional income & \$42,483 additional expenses

Responsible Officer: Director Infrastructure

The difference between the additional income & additional expenses of \$29,483 is offset by a transfer from reserves. This is due to regional roads funds from the previous year being underspent & have now been spent in this current year.

Note 1930, 1931, 1932, 1933 & 1934 (page 8 QBR)

Contract Income, Oncost Profit & Contract Expenses

\$373,050 additional income

\$270,470 less income

\$177,539 less income

\$223,790 additional expense

\$40,538 less expense

Responsible Officer: Director Infrastructure

The contract work orders have not been forthcoming from the RMS as in previous years. This year, the amount of work was significantly reduced. The RMS advised during the year that the level of funding was impacted by the amount of funding that was used for emergency works over the last two years. As a result, the actual amount of contract income received was significantly reduced.

Note 1961 (page 8 QBR)

Footpath Expenses

\$30,082 less expense

Responsible Officer: Director Infrastructure

The estimated maintenance works required for footpaths was not required during the year with a greater emphasis on capital and renewal works.

Note 1981 (page 8 QBR)

Aerodrome Expenses

\$9,113 less expense

Responsible Officer: Director Infrastructure

Reduced expense is offset by a transfer to reserves on page 10 to fund necessary maintenance works in 19/20.

Note 1991 (page 8 QBR)

Other Transport & Communication Expenses

\$35,688 additional expense

Responsible Officer: Director Infrastructure

The additional expenditure is due to the road safety officer costs for 17/18 and 18/19 both costed in this financial year.

Note 2010 & 2011 (page 9 QBR)

Cooee Heritage Centre (Tourism) Income & Expenses

\$3,327 additional income & \$36,027 less expense

Responsible Officer: Director Corporate Services

Souvenir sales income saw a slight increase to the budgeted amount with an actual income of \$39,277. The reduced expenses were mainly due to a savings in wages with other small savings in various maintenance costs.

Note 2020 & 2021 (page 9 QBR)

Promotional & Economic Development Income

\$11,429 less income & \$9,851 less expense

Responsible Officer: Director Corporate Services

Overall, the promotional and economic development income was down \$11,429 which is offset by reduced expenditure of \$9,851. The actual income was \$19,070 compared to the budget figure of \$30,500, with the variation due to the shop local promotion being fully funded by Council this year.

Whilst the overall operating expenses were less than the budget amount, the project & marketing costs were higher than estimated due to the sand quarry extraction prefeasibility study being carried out this year and \$28,000 costs for the growing local economies application. This was offset by savings in other areas including inland rail costs (\$22,229), association membership fees (\$7,000) and sundry expenses (\$6,074) and a transfer from reserves for the Sand Quarry study on page 10.

Note 2030 & 2031 (page 9 QBR)

Land Sales Income & Expenses

\$44,000 less income & \$9,841 less expense

Responsible Officer: Director Corporate Services

The reduced income and expenditure in this area is due to a land sale in the industrial subdivision that will not be finalised until 19/20.

Notes 2040, 2041 & 2042 (page 9 QBR)

Private Works Income, Oncost Profit & Private Works Expenses

\$73,820 additional income & \$62,277 additional expense

Responsible Officer: Director Infrastructure

There has been a greater than anticipated level of private works done during the year that has created additional income and additional expenditure, resulting in an \$11,543 increase to overall profit.

Note 2051 (page 9 QBR)

Lease Income - Staff

\$ 9,817 additional income

Responsible Officer: Director Corporate Services

The additional income is the result of the leasing of motor vehicles to more staff during the year.

Note 2801 (page 9 QBR)

Financial Assistance Grant

\$2,046,295 additional income

Responsible Officer: Director Corporate Services

The federal government have again brought forward the first two instalments of the estimated grant for the next financial year. As a result, Council has received an advance payment amount of \$2,045,788 representing approximately 52% of the amount Council is entitled to. As this income relates to 19/20, the amount received has been transferred to reserves on page 10 to be brought forward in 19/20.

Note 2803 (page 9 QBR)

Interest Income

\$54,596 additional income

Responsible Officer: Director Corporate Services

The additional interest received is the result of a higher level of cash invested this year.

Note 2900 (page 10 QBR)

Transfers from Reserves

\$121,985 additional income

Following is a listing of the changes in transfers from reserves (the responsible officer is listed in brackets):

- Safety Improvement Strategy (DCorp): \$52,141 less income which is offset by less operating expenses on page 2.
 - Library Grant (DComm): \$75,743 less income which is offset by less operating expenses on page 7.
 - Major Plant (DInf): \$75,653 less income which is offset by less capital expenses on page 11.
 - Swimming Pool (DComm): \$21,000 less income which is offset by less capital expenses (Sporting & Recreational Precinct Planning) on page 12.
 - Sports Council (DComm): \$27,104 less income which is offset by less capital expenses (Sporting & Recreational Precinct Planning) on page 12.
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- Library Grant (DComm): \$208,495 less income which is offset by less capital expenses on page 11.
- Vacation Care (DComm): \$11,862 less income which is offset by less capital expenses on page 11.
- CBD Stage 2 (DCorp): \$45,621 less income which is offset by less capital expenses on page 11.
- Promotional Signage (DCorp): \$75,000 less income which is offset by less capital expenses on page 11.
- IT Infrastructure (DCorp): \$3,334 additional income which is offset by additional operating expenses on page 2 minus less capital expenses on page 11.
- Regional Roads (DInf): \$29,484 additional income which is offset by additional operating expenses on page 8.
- Sand Quarry Grant (DCorp): \$30,000 additional income which is offset by additional operating expenses on page 9.
- Shire Depot (DInf): \$156,776 additional income which is offset by additional capital expenses on page 11. This will create a negative reserve which will be replenished from loan funding in 19/20.
- Rural Roads (DInf): \$12,890 additional income which is offset by additional operating expenses on page 8.
- Stronger Country Communities Fund (DCorp): \$238,150 additional income which is offset by additional capital expenses on page 11. This will create a negative reserve which will be replenished from grant funding in 19/20.

Note 2901 (page 10 QBR)

Transfers to Reserves

\$3,137,826 additional expense

Following is a listing of the changes in transfers to reserves (the responsible officer is listed in brackets):

- Waste Facility (DP&E): \$15,741 additional expense which is offset by less operating expenses on page 4.
 - Sports Council (DComm): \$2,814 additional expense which is offset by additional operating income on page 7.
 - Gravel Pits (DInf): \$65,697 additional expense which is offset by less operating expenses on page 7.
 - Section 94 Fee Income (DP&E): \$844 less expense which is offset by less operating income on page 7.
 - Scrap Steel (DP&E): \$14,298 additional expense which is offset by additional income of \$8,298 and reduced expenses of \$6,000 on page 4.
 - Gilgandra Community Care (DComm): \$6,192 additional expense which is offset by less operating expenses on page 5.
 - Gilgandra Community Transport (DComm): \$2,230 additional expense which is offset by additional operating income on page 5.
 - Financial Assistance Grant (DCorp): \$2,045,788 additional expense which is offset by additional operating income on page 9.
 - Pound (DP&E): \$7,871 additional expense which is offset by less capital expenses on page 11.
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- Rural Waste (DP&E): \$4,237 additional expense which is offset by less operating expenses on page 4.
- Youth Club (DComm): \$ 7,571 additional expense which is offset by additional operating income on page 5.
- Swimming Pool (DComm): \$10,000 additional expense which is offset by less capital expenses on page 11.
- Community Housing (DComm): \$20,000 additional expense which is offset by less capital expenses on page 11.
- Tooraweenah Hall (DComm): \$10,000 additional expense which is offset by less capital expenses on page 11.
- Gym (DComm): \$10,000 additional expense which is offset by less capital expenses on page 11.
- Library Tech Savvy Seniors Grant (DComm): \$21 additional expense which is offset by additional operating income on page 7.
- Library Capital - Contribution to Upgrade (DComm): \$8,000 additional expense which is offset by less capital expenses on page 11.
- SES Premises (DP&E): \$167,641 additional expense which is offset by less capital expenses on page 11.
- Cooee Heritage Centre (DCorp): \$457,212 additional expense which is offset by less capital expenses on page 11.
- Library Upgrade (DComm): \$50,521 additional expense which is offset by less capital expenses on page 11.
- Indoor Staff Uniform Allowance (DCorp): \$10,000 additional expense which is offset by less operating expenses on page 2.
- Miller St Medical Centre Air Conditioning (DCorp): \$10,000 additional expense which is offset by less operating expenses on page 3.
- Drought Communities Program (DCorp): \$47,926 additional expense which is offset by less capital expenses on page 11.
- Admin Building/Shire Hall Planning (DCorp): \$25,000 additional expense which is offset by less capital expenses on page 12.
- Economic Development (DCorp): \$50,000 additional expense which is offset by less capital expenses on page 11.
- Aerodrome (DInf): \$9,113 additional expense which is offset by less operating expenses on page 8.
- SCCF - Recreation & Community Art (DInf): \$4,000 additional expense which is offset by less capital expenses on page 11.
- Sporting & Recreational Precinct Planning (DCorp): \$48,104 additional expense which is offset by less capital expenses on page 12.
- Preschool Administration Extension (DCorp): \$5,372 additional expense which is offset by less capital expenses on page 1.2
- CBD Stage 2 (DCorp): \$23,321 additional expense which is offset by additional capital income and less capital expenses on page 11.

Note 2903 (page 11 QBR)

Capital Income

\$6,146,067 less income

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

- Rural Fire Service Issues (GM): \$227,077 additional income offset by additional capital expense.
- Contributions - Windmill Walk (DInf): \$15,000 less income. No contribution was received from RMS this year.
- Contributions - Curban Hall (DComm): \$11,484 additional income which is offset by increased maintenance costs.
- Grants - Regional Cultural Fund - Cooee Heritage Centre (DCorp): \$1,301,799 less income which is offset by less capital expenses. The balance of the grant funding will be forthcoming in 19/20, 20/21 & 21/22.
- Grants - Regional Cultural Fund - Library Upgrade (DComm): \$466,903 less income due to grant funding not yet forthcoming but will be received in 19/20. This is offset by reduced capital expenditure.
- Grants - Stronger Country Communities Fund (DCorp): \$1,215,922 less income offset by reduced capital expenses. The balance of the funding will be forthcoming in 19/20.
- Grants - Graincorp Subdivision (DCorp): \$250,000 less income due to the project not commencing this year. The funding will be forthcoming in 19/20.
- Grants - Sand Quarry (DCorp): \$200,000 less income due to the project not commencing this year. The funding will be forthcoming in 19/20.
- Grants - Inland Rail Water (DCorp): \$2,000,000 less income as the project is not proceeding.
- Grants - Industrial Estate Intersection (DCorp): \$330,000 less income due to the project not commencing this year. The funding will be received in 19/20.
- Grants - Berakee Quarry Intersection (DCorp): \$400,000 less income due to the project not commencing this year. The funding will be forthcoming in 19/20.
- Grants - SES Building Upgrade (DCorp): \$141,060 less income is offset by less capital expenses. The remaining funding will be forthcoming in 19/20.
- Grants - Drought Communities Program (DCorp): \$104,052 less income which is offset by less capital expenses The balance of the funding will be received in 19/20.

Note 2904 (pages 11 & 12 QBR)

Capital Expenditure

\$9,326,211 less expense

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

- Vacation Care (DComm): \$11,862 less expense with the balance transferred to reserves to use in 19/20 for the setup of the service.
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- Community Housing (DComm): \$20,000 less expense. Allocation for works as and when required. Offset by a transfer to reserves.
- Library - Capital Expenses (DComm): \$8,114 less expense. The reduced expense is due to an allowance of \$8,000 for a contribution to the library upgrade, along with \$5,000 already in reserves, as resolved by Council. It is offset by a transfer to reserves.
- Regional Cultural Fund - Library Upgrade (DComm): \$725,919 less expense. Project is to carry into 19/20. It is offset by reduced capital income, a reduced transfer from reserves & a transfer to reserves.
- Drought Communities Program (DCorp): \$151,978 less expense is offset by reduced capital income and a transfer to reserves. This is due to some of the projects not finalised at the end of the year
- Major Plant Purchases & Sales (DInf): \$75,653 less expense. The total net budget for major plant purchases was \$693,000 and the actual net cost was \$617,347. The result is less expenditure of \$75,653 which is offset by a reduced transfer from reserves.

Other plant purchases (net) for the year are as follows:

Cars & Station Wagons:	\$ 91,063 (\$46,000)
Light Trucks & Utes:	\$ 49,656 (\$46,000)
Minor Plant:	\$ 20,162 (\$49,800)

The overspend on cars & station wagons is offset by a savings for minor plant.

- Tooraweenah Hall (DComm): \$10,000 less expense. Unspent grant funding of \$10,000 received for the hall is offset by a transfer to reserves.
 - IT - Capital Expenses (DCorp): \$6,430 less expense which is offset by additional operational expenses on page 2.
 - Rural Fire Service Issues (GM): \$231,592 additional expense offset by additional capital income.
 - SCCF Round 1 - CBD Stage 2 (DCorp): \$48,942 less expense. This project has been completed for less than expected with unspent funds transferred to reserves to be allocated to projects with further rounds of the Stronger Country Communities Funding. Additional capital income of \$20,000 and unspent funds are offset by a transfer to reserves of \$23,321 and a reduced transfer from reserves \$45,621.
 - Shire Depot (DInf): \$1,843,224 less expense. The project to upgrade the depot is at the final stage of design and will carry over into 19/20. The unspent funds are offset by less borrowings income.
 - Swimming Pool (DComm): \$10,000 less expense. The allocation of \$10,000 was included to allow for works if required. It is requested that the unspent funds be transferred to reserves to allow for future works as and when required. It is offset by a transfer to reserves.
 - Stormwater (DInf): \$38,365 less expense. \$11,365 of the \$50,000 allocation was spent during the year with the difference resulting in a savings.
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- Economic Development Strategy (DCorp): \$50,000 less expense. It is requested this allocation be available in 19/20 to contribute towards the Inland Rail feasibility study. It is offset by a transfer to reserves.
 - Pound (DP&E): \$7,871 less expense. Unspent funds are requested to contribute towards a planned major upgrade at the pound in 10 years. It is offset by a transfer to reserves.
 - Walkway Works (DInf): \$8,712 additional expense. Funds were allocated for the works on the Central Stores carpark area which is now complete with the costs being \$8,712 more than originally estimated.
 - Cooee Heritage Centre (DCorp): \$1,759,011 less expense. This project is in the early stages of design and is to be completed over the next three years. It is offset by less capital income and a transfer to reserves.
 - Federation St Reconstruction (DInf): \$39,414 additional expense is offset by additional grant income.
 - Gym (DComm): \$10,000 less expense. Allocation for works as and when required. Offset by a transfer to reserves.
 - Construct New SES Premises (DCorp): \$464,701 less expense. This project will be carried over to 19/20 with preliminary discussions and design to commence in August 2019. It is offset by less capital income and a transfer to reserves.
 - SCCF - McGrane Oval (DCorp): \$397,241 less expense. Project is progressing well & will carry over into 19/20. It is offset by less capital income.
 - SCCF - Country Halls Program (DCorp): \$175,093 less expense. Project has commenced and will carry over to 19/20. Armatree and Curban Halls are complete and Tooraweenah Hall has commenced. It is offset by less capital income.
 - SCCF - Parks Program (DCorp): \$138,354 less expense. Project to carry into 19/20. Upgrades to Hunter Park & Tooraweenah Park have commenced & are progressing. It is offset by less capital income.
 - SCCF - Recreation & Community Art (DCorp): \$19,799 less expense offset by less capital income and a transfer to reserves of \$4,000.
 - SCCF - Town Signage (DCorp): \$174,214 less expense is offset by less capital income & a reduced transfer from reserves. Project to carry over to 19/20.
 - SCCF – Village Beautification (DCorp): \$148,070 less expense is offset by reduced capital income. Project to carry over to 19/20.
 - Preschool Administration Extension (DCorp): \$5,371 less expense. This project is still progressing with the remaining funds required in 19/20. It is offset by a transfer to reserves.
 - Drought Relief Heavy Vehicle Access Program (DInf): \$69,263 less expense which is offset by increased rural roads costs.
 - Graincorp Subdivision Design (DCorp): \$250,000 less expense is offset by less capital income. The project is to be carried forward to 19/20.
 - Sand Quarry (DCorp): \$200,000 less expense is offset by less capital income. The project is to be carried forward to 19/20.
 - Inland Rail Water (DCorp): \$2,000,000 less expense. This project is not proceeding and is offset by reduced capital income.
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- Industrial Estate Intersection (DCorp): \$329,195 less expense is offset by less capital income. The project is to be carried forward to 19/20.
- Berakee Quarry Intersection (DCorp): \$400,000 less expense is offset by less capital income. The project is to be carried forward to 19/20.
- Admin Building/Shire Hall Planning (DCorp): \$25,000 less expense. This project is to carry into 19/20 and is offset by a transfer to reserves.
- Sporting & Recreational Precinct Planning (DCorp): \$48,104 less expense is offset by a reduced transfer from reserves.

Note 2906 (page 12 QBR)

Loan Income & Repayments

\$2,150,000 less income

Responsible Officer: Director Corporate Services

The budgeted \$2,150,000 in loan borrowings consisted of \$2,000,000 for the Shire Depot upgrade and \$150,000 for the new SES premises. As the depot project is only in the final stage of design and the SES premises has not commenced this year, the borrowings will occur in 19/20. The reduced income is offset by reduced capital expenses.

The loan position of General Fund as at 30 June 2019 is:

- Loan Balance Outstanding: \$2,618,136
- Loan Principal Repayments Made: \$352,660
- Debt Cover Ratio: 3.16%

Note 3000 (page 14 QBR)

WATER SUPPLY

\$808 additional income

\$167,880 less expense

Responsible Officer: Director Infrastructure

The actual result for Water Supply Services is a \$176,167 surplus, which is an improvement of \$168,688 on the expected surplus of \$7,479 that was estimated following the March budget review.

Due to the drought and ongoing drier conditions there has been greater water usage than anticipated resulting in additional income of \$204,097. The reduced Sundry Income is due to reduced bulk water sales that occurred as a result of BMD under-utilising the standpipe relative to their advice.

The increased operating expenses were mainly due to increased OWUA costs noting there was an underspend for OWUA expenses in the sewer fund.

Reduced capital expenses of \$358,933 are due to Reservoir 1 Stairway and Bore No 9 projects continuing into 19/20. These are offset by a transfer to reserves and a reduced transfer from reserves respectively.

There were also savings for the following projects not required this year:

- Reservoir 2 Inspection & Cleaning: \$20,000
- Replace/Upgrade Electronic Monitoring System: \$15,000
- Replace Filtration System: \$10,000.

Note 4000 (page 15 QBR)

SEWERAGE SERVICES

\$56,926 less income

\$77,443 less expense

Responsible Officer: Director Infrastructure

The actual result for Sewerage Services is a \$254,936 surplus which is an improvement of \$20,517 on the expected \$234,419 surplus that was estimated following the March budget review.

The reduced income of \$56,926 is due to grant funding for the Safe and Secure Business Case project not being claimed this year. This is offset by less capital expenses.

The decrease in operating expenses is mostly due to reduced maintenance on pump stations and reduced OWUA costs.

The capital works expenses are reduced by \$209,843 which is offset by transfers to reserves of \$187,090 for the Safe and Secure Business Case and the Wamboin Street Gravity Main which will carry over into 19/20. A savings of \$21,000 resulted from gravity mains renewals not required.

Note 5000 (page 16 QBR)

ORANA LIVING

\$242,498 additional income

\$37,525 additional expense

Responsible Officer: Director Community Services

The actual result for Orana Living is a surplus of \$331,371 which is significantly higher than the budgeted figure. The result can be mainly attributed to a 102% increase (\$298,580) in service user fees as a result of the NDIS plus a reduced wage cost of 6.67% (\$234,209).

The additional income was an unknown figure at the time the budget was prepared due to the nature of the NDIS while the savings in wages occurred due to the inability of the service to attract the full complement of staff as allowed for in the budget. This issue will need to be reviewed during 2019/20 with a view to formulate a recruitment strategy. An amount of \$100,000 has been transferred to reserves for this purpose.

An additional \$250,000 (making a total of \$500,000) has also been transferred to reserves to assist with funding the construction of the purpose-built accommodation in Waugan Street.

Overall, a pleasing result from a financial point of view with concerns around staffing from an operational view.

Note 6000 (page 17 QBR)
CARLGINDA ENTERPRISES
\$9,605 additional income
\$581 less expense

Responsible Officer: Director Community Services

After the budget amendments that were done throughout the year are taken into account, the actual income was slightly higher with the actual expenses being slightly lower. This resulted in a surplus that is \$10,000 more than anticipated.

The income received from recycling sales was very pleasing and wages were slightly less than the budgeted amount.

Overall a very pleasing result.

Note 7000 (page 18 QBR)
COOEE VILLA UNITS
\$22,825 additional income
\$16,185 less expense

Responsible Officer: Director Community Services

The result for the Cooee Villa Units of an \$86,800 surplus is better than expected due to a small 1.40% increase in income but a 2.42% decrease in expenses. As stated, the income was close to budget while expenses were also mostly on budget, except for grounds maintenance with a \$26,785 saving.

Capital expenses are also down but are offset by a transfer to reserves for the future funding of a replacement bore.

Overall the result is pleasing due to the increase in the expected surplus.

Note 7500 (page 19 QBR)
HOME CARE PACKAGES
\$1,244 additional income
\$2,045 less expense

Responsible Officer: Director Community Services

The actual result for Home Care Packages of a \$32,212 surplus is slightly higher than the budgeted amount of a \$28,923 surplus. This is a pleasing result.

Note 8000 (page 20 QBR)
COOEE LODGE
\$762,042 less income
\$622,789 less expense

Responsible Officer: Director Community Services

The actual result for Cooee Lodge of a \$97,121 surplus is down on the expected \$236,374 surplus that was estimated after the March budget review. Although the result is still a surplus, the reason for it being less than expected is that the overall income was down 15.07% while expenses were down 12.60%.

Operating income (not taking into account the transfers from reserves) was actually on budget with contract funding, resident fees, interest income and other income all on track. The reduced transfer from reserves amount was due to the capital costs unspent at the end of the year.

Operating expenses (again not taking into account transfers to reserves and capital expenses) were higher than the budgeted figure. This can be attributed to the new aged care standards that take effect from 1 July 2019. Wages were up to account for increased care needs and there were higher administration costs to pay for staff support needs. Other operating expenses were on budget. There is a transfer to reserves to account for the unspent portion of the kitchen upgrade grant, with this project carrying over to 2019/20.

Overall, the result is pleasing as it is a surplus and takes into account increased spending needs.

Note 8500 (page 21 QBR)

JACK TOWNEY HOSTEL

\$18,684 less income

\$56,414 additional expense

Responsible Officer: Director Community Services

The actual result for Jack Towney Hostel is a deficit of \$56,038 which is a worsening of \$75,098 to the estimated result. While this is a disappointing result, it can be explained by a number of one-off occurrences during the year.

The reduction in income of \$18,684 is due to reduced resident fees as the charging for June is not yet complete and additional funds are owed from the State Trustee for a new client. In addition, there are monies owed from Cooee Lodge for accommodating agency staff, which will be finalised early in the new financial year.

The increase in expenses is mainly due to two clients that had unexpectedly high care needs resulting in additional resources being allocated in wages and equipment. The needs for these clients worsened quickly and became difficult to manage. This situation rarely occurs. There was also an unexpected cost of approximately \$15,000 to replace the fire panel according to fire safety standards.

Overall, the result is not good but can be considered a one off due to individual circumstances during the year.

FINANCE MANAGER'S COMMENTS / RECOMMENDATIONS

General Fund

The original budget estimate for General Fund was an end of year result of a \$201,350 deficit (depreciation not included). This review indicates an actual result of a \$379,776 deficit (depreciation not included) which is a worsening of \$178,426. This result should be viewed as being unsatisfactory compared to the original budget.

Council has the opportunity to amend the transfers to reserves to adjust the result as necessary.

Water Fund

The original budget estimate for Water Fund was an end of year result of a \$317,213 deficit (depreciation not included). This review indicates an actual result of a \$176,167 surplus (depreciation not included) which is an improvement of \$493,380. This result should be viewed as being satisfactory compared to the original budget.

Sewer Fund

The original budget estimate for the Sewer Fund was an end of year result of a \$20,806 deficit (depreciation not included). This review indicates an actual result of a \$254,936 surplus (depreciation not included) which is an improvement of \$275,742. 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 \$21,398 surplus (depreciation not included). This review indicates an actual result of a \$331,371 surplus (depreciation not included) which is an improvement of \$309,973. This result should be viewed as being satisfactory compared to the original budget.

Carlginda Enterprises

The original budget estimate for Carlginda Enterprises was an end of year result of a \$3,322 deficit (depreciation not included). This review indicates an actual result of a \$29,864 surplus (depreciation not included) which is an improvement of \$33,186. 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 an \$82,790 surplus (depreciation not included). This review indicates an actual result of an \$86,800 surplus (depreciation not included) which is an improvement of \$4,010. 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 \$28,923 surplus (depreciation not included). This review indicates an actual result of a \$32,212 surplus (depreciation not included) which is an improvement of \$3,289. 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 \$165,457 surplus (depreciation not included). This review indicates an actual result of a \$97,121 surplus (depreciation not included) which is a worsening of \$68,336. This result should be viewed as being unsatisfactory compared to the original budget.

As the overall result is still a surplus and takes into account increased spending needs, no remedial action is considered necessary.

Jack Towney Hostel

The original budget estimate for Jack Towney Hostel was an end of year result of a \$19,060 surplus (depreciation not included). This review indicates an actual result of a \$56,038 deficit (depreciation not included) which is a worsening of \$75,098. This result should be viewed as being unsatisfactory compared to the original budget.

Whilst the overall result is not good, it can be considered a one off due to individual circumstances during the year, therefore no remedial action is considered necessary.

Overall Position

The original budget estimate for Gilgandra Shire Council was an end of year result of a \$225,063 deficit (depreciation not included). This review indicates an actual result of a \$572,657 surplus (depreciation not included) which is an improvement of \$797,720. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2016/17 and 2017/18 are actual ratios for Council's information while those for 2018/19 are an estimate only until the financial statements are completed and may be subject to change.

	Benchmark	2018/19	2017/18	2016/17
Operating Performance Ratio	> 0.04%	2.07%	4.66%	19.35%
Own Source Revenue Ratio	> 60.00%	64.28%	62.39%	63.50%
Unrestricted Current Ratio	> 2.00:1	4.21:1	3.57:1	4.32:1
Debt Service Cover Ratio	> 3.00 x	8.52 x	8.49 x	18.36 x
Rates & Charges Outstanding	< 10.00%	6.50%	6.54%	6.51%
Cash Expense Cover Ratio	> 6.00 x	10.22 x	10.35 x	9.74 x
Building & Infrastructure Renewal Ratio	> 100.00%	105.25%	138.64%	192.90%
Renewal Backlog Ratio	< 2.00%	2.10%	2.14%	2.33%
Required Maintenance Ratio	> 1.00	1.00	1.20	1.02
Capital Expenditure Ratio	> 1.00	1.00	2.15	1.72

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

RECOMMENDATION

That, subject to any decisions on the recommendations as reported, the Quarterly Budget Review document and report as at 30 June 2019 be adopted.

N J Alchin
Director Corporate Services

(FM.LO.1)

LOAN FUNDING

SUMMARY

To seek Council's resolution to sign and seal loan documentation from NAB.

.....

Council has previously decided to borrow \$2,150,000 as outlined in the 2018/19 adopted budget as follows:

- Works Depot Upgrade: \$2,000,000
- New SES Building: \$ 156,000
- \$2,156,000

The NAB have now approved a loan facility for \$156,000 over a 4 year term at a fixed interest rate of 3.23%. To accept the offer, Council must pass a resolution authorising the execution of the Letter of Offer and the affixing of the Council seal. The seal must be witnessed by:

- the mayor and the general manager; or
- at least one councilor (other than the mayor) and the general manager; or
- the mayor and at least one other councilor; or
- at least two councilors other than the mayor.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	No implications as the loan funds and repayments have been included in Council's budget and LTFP.
<u>Delivery Program Actions</u>	4.2.2.1 Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

RECOMMENDATION

That authority be granted to the Mayor and General Manager to sign and seal the Letter of Offer from National Australia Bank.

N J Alchin
Director Corporate & Business Services

(CR.EQ.1)

REQUEST FOR RECOGNITION/STORYBOARD – MR LEN STOCKINGS

SUMMARY

To advise of a request from members of the Stockings family for recognition of the achievements of Mr Len Stockings in relation to the creation of a road over the Warrumbungle mountains to Coonabarabran.

.....

Following a verbal request from Mr Kevin Kilby, Council staff met with members of the Stockings family to discuss their request for a storyboard to be erected at White Gum Lookout in the Warrumbungle National Park to outline the contribution of Mr Stockings to the creation of a road over the Warrumbungle mountains to Coonabarabran.

The family advised that there is currently a cairn (plaque) within the carpark at White Gum Lookout however the family believe it would be appropriate to elaborate on Mr Stockings contribution via a storyboard and photos.



Mr Stockings was a former Councillor on Wingadee Shire Council (now Coonamble Shire Council).

Mr Kilby has formalised the family's request as follows:

We thank you for accepting our request for a meeting with the Council regarding the information memorial for Councillor Len Stockings.

As you know Mr Stockings passed away a short time after physically and in his position as a councillor of Coonamble Shire making it possible for a delegation from the NSW Government which included the Minister for Lands and the local member Mr Jack Renshaw to traverse a rough track from Gummin to Coonabarabran.

Besides making it possible for a road to be constructed over the mountains it would have made it possible for the Warrumbungle National Park to be established. Myself, Glen Stockings and Jan Dowling nephews and nieces and other family members would like a storyboard with photos and information about the history of the road and his efforts and of others who helped with this important and historical feat of engineering. It would add to the plaque that is already there and we hope it would be located near the carpark and cairn near the White Gum Lookout in the national park.

Finally, Gilgandra Shire Council has a copy of his obituary showing the esteem with which Mr Stockings was held in the community.

A copy of documentation outlining Mr Stockings' achievements is included in the attachments.

Quotations sought to determine the cost of such signage indicates a cost of around \$1500 for a suitable sign (similar to that recently installed at the GK Rohr Viewing Platform).

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Additional budget allocation estimated at \$1500
<u>Delivery Program Actions</u>	This project is not currently in Council's Delivery Program

RECOMMENDATION

1. That Council support the request of the Stockings family for the purchase and installation of a storyboard to complement the existing plaque located at White gum lookout to recognise the achievements of Mr Len Stockings in the creation of a road through the Warrumbungles to Coonabarabran.
2. That consideration be given during the 1st Quarter Budget Review for how the project can be funded.

N J Alchin
Director Corporate & Business Services

ENGAGEMENT OF LEGAL SERVICES - INLAND RAIL

SUMMARY

To advise legal services have been engaged to support, facilitate and guide Council's future negotiations and agreements with the Australian rail Track Corporation (ARTC).

.....

Council has received a number of documents from ARTC regarding agreements that each Council will be required to enter into as part of the Inland Rail project. This agreement will set the details for reimbursement of cost incurred by Council in dealing with the project, the contributions towards upgrading or repairing Council owned assets and a whole range of issues that will be worked through as the project scope and impact is made clearer to Council.

These agreements are being formalised with every Council on the entire Inland Rail alignment.

At this point in time there are no specific details about what is contained in the individual agreement as it has not been presented to Council for review or comment.

ARTC has meet with staff to outline why there needs to be an agreement and covered off the types of issues the agreement will address.

The main thing staff were advised is ARTC will cover all Council's legal cost related to seeking advice on the agreements. As a result of this information the five Narramine to Narrabri Council General Managers agreed to seek proposals from specialist law firms to act for the five Councils. Whilst the Councils have agreed to use the same firm, the engagements are with each Council individually and Council is free to engage with whichever firm they choose.

After reviewing proposals from several firms, the Councils agreed to engage McCullough Robertson. They will act for all N2N councils and they are also acting for four of the Queensland Councils including Toowoomba Regional, Scenic Rim and Lockyer Valley Councils. In total, McCullough Robertson will represent ten Councils.

Council will be invoiced by McCullough Robertson and will pay for their time and services. Council will then seek reimbursement from ARTC for legal costs related to Inland Rail. This is a standard arrangement for major projects with the project proponent required to cover reasonable costs associated with their project incurred by Councils.

As the agreement negotiations are finalised, the details will be brought back to Council for resolution.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 AUGUST 2019

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

RECOMMENDATION

That the report be noted

N J Alchin
Director Corporate Services

STRONGER COUNTRY COMMUNITIES FUND R3

SUMMARY

To confirm the intention to lodge an application for funding under the Stronger Country Communities Fund Round 3.

.....

Gilgandra Shire Council has an allocation of \$769,032 under Round 3 of the Stronger Country Communities Fund (SCCF).

The SCCF has been established to target infrastructure projects in regional NSW to improve the lives and wellbeing of local residents, to ensure that regional communities across NSW remain attractive and vibrant places to live and work and enhance opportunities for youth to work and thrive within our community.

Under this funding, there is a requirement for 50% to be spent on youth related projects.

Council has identified 7* community projects from the Community Strategic Plan and review of the Long Term Financial Plan.

Projects include:

Project Title	Budget
Complete McGrane Oval Masterplan	\$304,032
Skate Park upgrade at Hunter Park	\$100,000
Technological Hub at Gilgandra Library	\$100,000
Work Readiness programs	\$30,000
Rising Sun installation	\$30,000
Community Electronic Signage on town entry points	\$75,000
CBD Activation	\$130,000
Total	\$769,032**

Notes:

**For grant purposes, projects must be \$50,000 or more;*

***Final budget to be developed with project elements.*

The community were asked to provide feedback regarding these projects and their specific ideas. An online survey was conducted, with promotion through social media, local newspaper and radio station. Feedback was also available by face to face, phone and email. The closing date for the survey and feedback was Friday, 9 August.

There were 192 responses across all age groups 12 - 75+. 16.31% of responders were from 'youth' as defined by the SCCF as between the ages of 12 and 24.

The following information provides details of the survey results:

Project	Support %	Ranking from community
Technological Hub at Gilgandra Library	81.66	1 5.06
Complete McGrane Oval Masterplan	75.15	2 4.64
Skate Park upgrade at Hunter Park	75.45	3 4.14
CBD Activation	67.88	4 4.07
Work Readiness programs	76.36	5 3.75
Community Electronic Signage on town entry points	75	6 3.65
Rising Sun installation	66.67	7 2.91

A copy of all comments received broken down by individual projects is separately attached to this business paper.

Breakdown of individual projects:

Library Youth Interaction/Technological Hub – Ranking 1

Project Name	Budget	Details	Cost
Library Youth Interaction/ Technological Hub	\$100,000	May include: - Makerspace - Wifi, device use & chill out space - Computer coding - Robotics - Film - Virtual reality - Animation - Art - Science	
			<u>\$100,000</u>

Comments Summary:

- Library is important community gathering/meeting space for youth and community members of all ages
- Should cater for all ages
- Are we upgrading existing Library or planning to build new Library
- Is there a duplication/are we competing with existing youth service facilities and activities

Considerations:

A further Youth Focus Group to discuss the proposal is to be held Monday, 26 August at the Library

McGrane Oval – Ranking 2

Project Name	Budget	Details	Cost
McGrane Oval - Youth	\$310,000	Junior League Amenities – accessibility	
		Junior League Amenities – baby change room	
		Junior League – bubblers	
		Junior League – power outlets	
McGrane Oval - General		Grandstand amenities upgrades	
		Grandstand accessibility	
		Grandstand painting	
			<u>\$304,032</u>

Comments Summary:

- Amenities are in need of upgrade to compliment rest of works
- Significant amount spent at McGrane Oval so need to look at other priorities now

Skate Park – Ranking 3

Project Name	Budget	Details	Cost
Skate Park cast-in-situ upgrade	\$100,000.00	Cast-in-situ skate park	
			<u>\$100,000.00</u>

Comments Summary:

- Important recreational and social facility for our youth
- Hunter Park Precinct including skate park attracts locals and visitors
- Suggestions to improve other facilities in Hunter Park
- Money could be spent on other priorities

Considerations:

The question was also asked whether respondents favoured Option 1 (skater focussed) or Option 2 (scooter focussed) for the potential skate park. Of the 148 answers, 72.97% of respondents favoured Option 2.

Gilgandra Youth Services furthermore conducted targeted youth consultation on 3 separate occasions (30 July 2019; 2 August 2019; 3 August 2019), speaking with 46 children, 42 of whom favoured Option 2.

CBD Activation – Ranking 4

Project Name	Budget	Details	Cost
CBD Activation	130,000	May include improvements in facilities in the CBD such as: - Public meeting rooms - Private office space for public use - Consultation rooms for visiting professional services - New business and expansion incubation spaces - Pop up shops - Cultural activity space	
			<u>\$130,000</u>

Comments Summary:

- Need a use for Target building
- Keen to see activation projects in CBD
- Council needs to assist in future viability of CBD
- Have we already got enough community spaces/are they needed
- Looking for a bit more detail around project

Considerations:

- Council currently working on CBD Activation Blueprint and priorities

Work Readiness Programs – Ranking 5

Project Name	Budget	Details	Cost
Work Readiness Programs	\$30,000	May include - Technology requirements - Skills training - Grants - Mentoring	
			<u>\$30,000</u>

Comments Summary:

- Support for programs that assist Youth gain employment
 - Should Council leave it to specialist professional providers to deliver on this
 - Confusion / More information on details of proposal
 - Limited interest in business start up program
-

Considerations

The survey asked an open-ended question 'Are you interested in the Small Business Start-Up Program either as a young potential business owner (aged 18-24) or are in a business or an entrepreneur and would be interested in mentoring?.'

Limited response was received to this question indicating that there may be little take up should Council proceed.

Electronic Signage – Ranking 6

Project Name	Budget	Details	Cost
Electronic Signage	\$75,000	2 x Newell Highway Entrances	
			<u>\$75,000</u>

Comments summary :

- Consider where signage is placed to achieve maximum benefit
- Expand project to interactive touch screens etc
- Good promotional tool for visitors to our Shire

Considerations:

- How these messages tie in with CBD Activation Blueprint, highway signage and GCP signage updates

Rising Sun – Ranking 7

Project Name	Budget	Details	Cost
Rising Sun	\$30,000	Structural engineering, design, lighting and signage	
			<u>\$30,000</u>

Comments summary:

- Polarising project -many positive and negative comments
 - Question as to who should fund project
 - Is it going in the right location
 - Will the structure last
-

Other Ideas and Comments

Other ideas and general comments that came out of the survey have been included in a separate attachment to this business paper. These ideas will be considered in the workshops held in preparation for the 2020/21 Operational Plan and associated review of Councils budget and Long Term Financial Plan.

It should be noted that at this stage no other project applications are known to Council. This Council resolution will support staff proceed with preparing the grant application due at the end of September.

In summary, the survey had a good response and the outcomes were generally very supportive of the projects put forward. There is no reason why Council should not proceed with the projects advertised.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	A potential for grant funding of \$769,032.
<u>Delivery Program Actions</u>	4.2.3.2 Apply for grants that assist Council to achieve identified projects

RECOMMENDATIONS

1. That Council note the survey results and further consultation planned as outlined in this report.
2. That Council submit an application under the Stronger Country Communities Fund for two projects made up as follows:
 - a. Youth Related Activities
 - i. Work Readiness
 - ii. Library Technological Hub
 - iii. McGrane Oval Upgrades
 - iv. Skate Park upgrade
 - b. General Community
 - i. CBD Activation
 - ii. Rising Sun Installation
 - iii. Electronic Community Message Boards
3. That Council consider the other suggestions provided by the community in conjunction with its 2020/21 Integrated Planning review processes.

N J Alchin
Director Corporate Services

EXPENDITURE RELATING TO ARMATREE & TOORAWEEENAH VILLAGES 2018/19

SUMMARY

To provide details of expenditure relating directly to the Villages of Armatree and Tooraweenah in 2018/19.

.....

Following on from a request from Cr Walker, the following information is provided in relation to expenditure by Council directly related to the villages of Armatree and Tooraweenah in 2018/19:

Tooraweenah Village

	\$
Tooraweenah RFS Station	226
Tooraweenah RFS Shed at Depot	209
Tooraweenah Tip Costs - Other Waste GEN	4,545
Tooraweenah Hall	782
Tooraweenah Park Amenities	416
Local Roads - Urban - Tooraweenah Sealed GEN	6,139
Tooraweenah CTC Costs - Government Access Centre GEN	2,094
Tooraweenah Cemetery Expenses - Public Cemeteries GEN	1,848
Building Maintenance - Tooraweenah - Public Halls GEN	782
Maintenance Costs - Tooraweenah - Water WAT	29,218
Tooraweenah Aerodrome	8,324
Tooraweenah Hall	12,441
DCP - Tooraweenah Show	16,988
DCP - Tooraweenah Showground	140,268
DCP - CWA Tooraweenah	10,027
DCP - Tooraweenah Preschool Association	34,999
Bridge St Tooraweenah	1,908
Tooraweenah Reservoir	1,691
Bridge St Tooraweenah - Sealed	943
Tooraweenah Rec Ground	16,061
Tooraweenah Park	38,209
Tooraweenah Cemetery	1,848
Tooraweenah Viewing Platform M&R	128
Tooraweenah Open Spaces General	632
Tooraweenah Recycling trailer - lime green	435
Tooraweenah Depot M&R	354
* Total *	\$331,515

Armatree Village

	\$
Armatree RFS Station	1,056
Special Projects (Armatree Tank) - Fire Services GEN	22,555
Armatree Waste Facility Costs - Other Waste GEN	4,545
Local Roads - Urban - Armatree Sealed GEN	1,990
Local Roads - Urban - Armatree Unsealed GEN	2,332
Armatree CWA	6,008
Armatree St - Sealed	1,054
Armatree Park	824
* Total *	\$40,364

It should be noted that there are a number of projects that remain incomplete, subject of grant funding, that not are included these figures.

Principal Activity

Inclusive Community

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

1.2.1.1

Assist village community committees to maintain their public facilities

RECOMMENDATION

That the report be noted

N J Alchin
Director Corporate Services

VACATION CARE UPDATE

SUMMARY

To provide Council with an update on the progress of setting up a vacation care service.

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At the June meeting, Council resolved to implement a vacation care service for a two week trial period during the school holidays from Monday, 30 September to Friday, 11 October 2019.

Since that meeting, it was discovered that Council has been approved as a provider of a vacation care service but that the venue also required approval. After further investigation, the venue was determined to be non-compliant due to a failure to obtain an Occupation Certificate.

The process to find a suitable venue has been a long and difficult one. Various venues have been preferred but were ruled out for the following reasons:

- Gilgandra Preschool: venue is compliant however the Preschool committee did not want to offer vacation care and were not interested in the premises being used for that purpose during school holidays
- Gilgandra Public School: venue is compliant however the Department of Education did not allow its premises to be used outside of school times for this purpose
- Gilgandra High School: venue is compliant however the Department of Education did not allow its premises to be used outside of school times for this purpose
- St Joseph's Primary School: venue is compliant however the Catholic Education Office did not allow its premises to be used outside of school times for this purpose
- Gilgandra Youth Service: unsure if the venue is compliant however the mix of services already provided at the premises did not fit with vacation care.
- New Life Centre: venue is not compliant due to the failure to obtain an Occupation Certificate

The conditions that are required to be satisfied to deem a venue to be compliant are many and difficult to achieve. It is becoming apparent that suitable venues in Gilgandra are in short supply and the existing options have been exhausted.

Council has also now been advised that the approval to provide the vacation care service has lapsed. The process to reapply for the vacation care approval is not an onerous one except that the Council staff member who undertook the approval process has now resigned. This will now require another staff member to go through that same process which was very involved.

Furthermore, the process that is required to register a venue is also very involved and will take a considerable amount of time.

If the process runs smoothly and a suitable venue can be secured, it is estimated that it will take around 6 months for all approvals to be in place. Considering the amount of time and resources involved, Council needs to determine if it wishes to continue to implement a vacation care service.

<u>Principal Activity</u>	Sense of Place
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil at this stage except for staff time
<u>Delivery Program Actions</u>	1.3.5.4 Promote availability of both after school care and vocational care programs

RECOMMENDATION

That Council discontinue with the implementation of a vacation care service.

G T McAnally-Elwin
Acting Director Community Services

DA2019/298 GILGANDRA SHIRE COUNCIL DEPOT REDEVELOPMENT

SUMMARY

To determine DA2019/298 and to consider a request to vary the building line set back and car park requirements of Council's DCP 2011.

.....

The subject Development Application DA2019/298 was lodged with Council on 3 July 2019. The proposal involves a number of separate but related components, as out lined below:

- Demolition of the Igloo sheds and office
- Construction of an office
- Construction of a Stores building and office
- Construction of a workshop building
- Removal of concrete storage bins and construction of new concrete storage bins in a different location
- Removal of the vehicle inspection pit
- Construction of new truck access ramp and emulsion tank
- Installation of new water storage tank (fire safety)

The subject land is described as Lot 29, DP260623 located at 299 Oxley Highway. The site is zoned R1 General Residential and is currently used as Council's Works Depot.

The Arthur Butler Aviation Airline was in operation between 1938 and 1957 and local knowledge indicates that the Arthur Buttler Hanger was relocated to the current subject site around 1962.

Due to the age of the development, Council has no records to indicate when the Works Depot commenced operation. Given that Council's Works Depot has been in continuous operation on the current site in excess of 50 years and although the current use is prohibited within the R1 zone, it is considered to have existing use rights.

An assessment of the development has been undertaken pursuant to Section 4.15 of the *Environmental Planning and Assessment Act 1979*. The assessment concludes that the proposal is consistent with the *Gilgandra Local Environmental Plan 2011 (LEP 2011)*.

The impact that the development will have on the residents of neighbouring residential properties, specifically with regards noise, obtrusive lighting and safety, has been considered within the S4.15 assessment.

The proposal was notified to adjoining landowners from 5 July 2016 to 19 July 2019 in accordance with Council's Development Control Plan 2011. One (1) submission was received, which was seeking clarity on stormwater runoff and contamination. The plans & Statement of Environmental Effects has addressed these concerns with bunded areas for contaminated materials to be collected and placed through a purceptor for disposal into the sewage system. Surface stormwater is to be channelled into a retention pond to allow any sediments to be collected (submission attached).

Council referred the proposed development to Roads and Maritime Services (RMS) on the 5 July 2019 and received a response on 8 August 2019. RMS have made a number of recommendations that will be included in the conditions of consent. RMS does not object to the staff car parking within the road reserve of the Oxley Highway, however they have identified that should the RMS require to undertake works in the road reserve in the future, the provision of parking in the road reserve may need to be removed. (Response attached).

Variations

The applicant has written to Council seeking a departure from the Gilgandra Shire Development Control Plan 2011 (DCP2011) with respect to building line set back and carpark requirements. Over the years, there has been an informal parking arrangement outside the property of the Council Depot on the road reserve for Council employees to park their vehicles during the day.

For Industrial developments, Council's DCP 2011 requires the following requirements:

10.5 Car parking

- a. All car parking required by Council shall be provided 100% on-site.
- b. All developments shall provide a minimum of one (1) disabled car parking space which is clearly marked and located in close proximity to the main entrance to the building. For developments involving 50 or more car parking spaces, at least 2% or part thereof of these spaces shall be dedicated as disabled car parking spaces and located in close proximity to the main entrance to the building.
- c. All car parking areas including access roadways shall be constructed of hard-standing, all weather material with parking bays and manoeuvring areas clearly line marked.

The current dimensions of the proposed carpark area is approximately 70m x 22m and is located adjacent to the existing entrance to the subject site outside the property boundary. It should be noted that the existing post and chain fence is approximately 5m from the fog line, therefore it is outside the clear zone of 4.5m as shown in Figure 1 below:



Figure 1

The plans indicate the construction of 10 new on-site car parking spaces adjacent to the office and store buildings. An accessible parking space is to be constructed and installed adjacent to the office building.

The Director of Infrastructure has also provided comment on the proposed car parking arrangements (attached).

In relation to building setbacks, Council's DCP2011 for Industrial sites requires a minimum 9m set back from the property boundary. The applicant has requested a reduction in the setback distance to 4m from the property boundary.

It is considered the proposed 4m building line will not adversely impact the amenity of any adjoining or adjacent property. Given that the road verge is significantly wider than normal, it is deemed acceptable in this instance.

The proposed upgrades to Council's Works Depot will provide an efficient and safe workplace that complies with current regulatory requirements whilst providing a pleasant work environment for all employees.

<u>Principal Activity</u>	Legislation and Bylaws
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Budget Allocation of \$2m
<u>Delivery Program Actions</u>	7.1.1.1 Provide assessments of development and subdivision approvals in a timely manner 7.1.1.2 Provide efficient service to prospective home builders and developers to ensure building standards are maintained 7.1.1.3 Provide thorough scrutiny of all construction work to ensure compliance with all relevant codes and standards

RECOMMENDATION

1. That DA2019/298 be approved subject to the attached conditions outlined in Annexure "A".
2. That Council support the request for variation from the Gilgandra Development Control Plan 2011 to vary the car parking requirements from 100% on-site to allow the use of the existing car park located in the road reserve adjacent to the property boundary. Noting that should Roads and Maritime Services require to undertake works in the road reserve in the future, the provision of parking in the road reserve may need to be removed.
3. That Council support the request for variation from the Gilgandra Development Control Plan 2011 to vary the building line set back distance from 9m to 4m on Lot 29, DP260623.

Lindsay Mathieson
Director Planning & Environment

DRAFT COMMUNITY PARTICIPATION PLAN

SUMMARY

To present the Draft Community Participation Plan for endorsement.

.....

Under the *Environmental Planning & Assessment Act (EP&A Act)*, Councils are required to create a Community Participation Plan (CPP).

The objectives of the CPP is to set out the processes for community engagement and feedback on the use of land, proposals for the sustainable development of land, and the social and economic wellbeing of community.

The CPP works alongside principles of Council's Community Engagement Strategy (CES), but our CPP is specific to development within the local government area.

The purpose of the CPP is to:

- build community confidence in the planning system
- create a shared sense of purpose between Council and the community in regard to understanding the need to manage growth and change while preserving local character
- providing Council with access to community feedback, ideas, and expertise

The Draft Plan is included as an attachment to the Business Paper.

It is a requirement that this Draft plan be placed on public exhibition for a period of 28 days to seek public input.

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 AUGUST 2019

RECOMMENDATION

That the Draft Community Participation Plan be endorsed and placed on public exhibition for a period of 28 days.

Lindsay Mathieson
Director Planning & Environment

CHANGES TO NSW OUTDOOR DINING POLICY

SUMMARY

To provide an overview of the new NSW Outdoor Dining policy and compare this with Council's current Street Trading Policy.

.....

The NSW Small Business Commissioner has released a new Outdoor Dining Policy for NSW (separately attached) which has five main points of focus:

- location/site suitability
- safety
- amenity
- function
- legal/compliance

Gilgandra Council's Street Trading Policy combines outdoor dining with other activities such as street busking, mobile or temporary vendors/events. Each category is clearly defined.

The five main points of focus above are addressed within our current Street Trading Policy, however, there are some minor differences:

Differences between policies	NSW Outdoor Dining Policy 2019	GSC Street Trading Policy
Dogs	Yes – leashed, suitably restrained and on the floor	No mention
Businesses with an on premise licence to serve alcohol	Yes – must comply with requirements	No mention
Conditions of approval permit	A copy of the permit must be kept on the premise and be produced on request	No mention
Permit Period	7 years	3 years
Permit transferable	No – is issued to the business owner	Yes – issued to the business
Terrorism	Applicants must comply with 'Australia's Strategy for Protecting Crowded Places from Terrorism' (August 2017)	No mention

As the 2019 NSW Outdoor Dining Policy has a metropolitan focus, Council should consider if the current GSC Street Trading policy needs to be updated to be consistent with the 2019 NSW Outdoor Dining Policy. Based on the small number of applications received and no issues to date with the current policy, I would recommend Council update the policy at the next policy review in 2020.

Principal Activity	Strategic Leadership
Policy Implications	Additional policy
Budget Implications	Nil
Delivery Program Actions	4.1.2.3 Develop, implement and continually monitor a good governance plan

RECOMMENDATION

1. That the 2019 NSW Outdoor Dining Policy be noted.
2. That Council determine if changes are required to the current Street Trading Policy at the next policy review in 2020.

Lindsay Mathieson
Director Planning & Environment

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

Aged Care Committee

7 August 2019

Principal Activity

Community Engagement

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

2.1.1.1

Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered

2.1.1.4

Recognise the importance of and encourage community members on to Council committees

AGED CARE
7 August 2019

PRESENT

Cr D Batten (Acting Chairman)
Cr N Wrigley
Mrs A Bunter
Mrs R Frost
Mr M Cain
Mr B Malone

IN ATTENDANCE

Mr D Neeves (General Manager)
Mr G McAnally Elwin (Director of Community Services)
Mrs A Thompson (Manager Aged Care Services)
Ms N Rodway (Acting Hostel Supervisor)
Ms M Smith (Acting Manager Community Services)
Mrs R Pitt (Registered Nurse, Cooee Lodge)
Mrs D Gordon (Jack Towney Hostel Supervisor/HCP/CHSP Manager)
Mrs S Temple (Administration)

Proceedings of the meeting commenced at 5.00pm

APOLOGIES

Cr G Peart
Cr N Mudford
Mr P Mann

COMMITTEE'S RECOMMENDATION 21/19	Mrs A Bunter/ Cr Wrigley
That the apologies be accepted .	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 22/19	Mr R Frost/ Cr Wrigley
That the minutes of the meeting held on 2 May 2019 be confirmed.	

BUSINESS ARISING

Payroll Tax

No further correspondence has been received in relation to the payroll tax. If no further contact is made in the near future we may go through the Premiers Office to address the issue.

Roster Software

This new program will be integrated with our payroll system. Synergy soft and IT Vision have to implement this and is expected to take place around late August early September.

QUARTERLY OPERATIONAL PLAN REVIEW 1 APRIL TO 30 JUNE 2019

SUMMARY

To consider progress for the quarter with Aged Care Operational Plan actions.

COMMITTEE'S RECOMMENDATION 23/19	Mrs A Bunter/ Mr M Cain
That progress with the Operational Plan be noted.	

JUNE 2019 QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget Review report for the Aged Care facilities for the June 2019 quarter.

Proceedings in Brief

The main reason for the reduction in income for the hostel budget is that we have not yet received the full amount for the kitchen grant.

There is about \$30,000 owed to Jack Towney from different areas to be paid back so the next quarter should look better. There was also some purchases from Target before it closed of manchester, kettles, toasters etc that was out of the ordinary. The facility has to provide these items for our residents.

COMMITTEE'S RECOMMENDATION 24/19	Mrs R Frost/ Ms A Bunter
That the June Quarterly Review report be noted.	

LEGACY UNITS UPDATE

SUMMARY

To provide the Aged Care Committee with a draft Memorandum of Understanding between Council and Gilgandra Legacy for the future management of the Legacy Units.

COMMITTEE'S RECOMMENDATION 25/19	Cr D Batten/ Mrs A Bunter
That the draft Memorandum of Understanding be amended to reflect a six month written notice in respect to the duration and the MOU be approved and authority given to be signed by the General Manager and a nominated member of Gilgandra Legacy.	

VILLA UNIT RENOVATIONS

SUMMARY

To provide the Aged Care Committee with a report on quotations received to renovate two vacant villa units.

COMMITTEE'S RECOMMENDATION 26/19	Mrs R Frost/ Cr Wrigley
That cost of a significant unit renovation be acknowledged and that an additional \$50,000 be included in the 2019/20 budget with consideration at the September budget review.	

AGED CARE MANAGER'S REPORT

SUMMARY

To provide an update to the Aged Care Committee on hostel activity.

Proceedings in Brief

Cr Batten welcomed Mrs Rhonda Pitt, who has taken up the role of Registered Nurse at Cooee Lodge.

COMMITTEE'S RECOMMENDATION 27/19	Mrs A Bunter/ Mr B Malone
That the report be noted.	

JACK TOWNEY HOSTEL/ HOME CARE PACKAGES/ COMMONWEALTH HOME SUPPORT PROGRAM

SUMMARY

To provide an update and overview of Jack Towney Hostel, Home Care Packages and Commonwealth Home Support Programs.

Proceedings in Brief

Discussion took place on other providers in town not complying with the requirements and taking on clients and their referral codes and not being able to service these people. It was noted the Director would discuss this issue at the next Interagency meeting.

COMMITTEE'S RECOMMENDATION 28/19	Mrs R Frost/ Mr M Cain
That the report be noted.	

COMMUNITY CARE CENTRE

SUMMARY

To provide an update to the activities in Community Care.

COMMITTEE'S RECOMMENDATION 29/19	Cr Wrigley/ Mr M Cain
That the report be noted.	

Proceedings in Brief

Polixen is proving to be a great program with useful reports and accurate data.

The service is looking for more volunteers and drivers.

New standards that come in from 1 July 2019 are yet to be implemented.

GENERAL BUSINESS

Nil

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.17 PM.

Cr D Batten
Acting Chairperson

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 AUGUST 2019

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

Health & Safety Committee
Interagency

8 August 2019
25 July 2019

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

4.1.2.3

Develop, implement and continually monitor a good governance plan

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 AUGUST 2019

HEALTH & SAFETY COMMITTEE

8 August 2019

PRESENT

C Horan – RMO	K Gibson – Carlinda
J Lummis – Management	L Tate – Orana Living
Lindsay Mathieson - Management	M Marchant – Cooe (substitute)
K Fisher – Indoor (substitute)	H Kryzstoforski – Jack Towney Hostel
R Ryan - Outdoor	

IN ATTENDANCE

Wayne Bartlett – Supported Employee Representative
J Campbell – Administration Assistant

Proceedings of the meeting commenced 2.37pm with Mrs Horan welcoming substitute delegates Michelle Marchant and Kylie Fisher.

APOLOGIES

T Melville – Indoor
J Watling – Cooe

COMMITTEE'S RECOMMENDATION – 4/19	J Lummis/J Tate
That the apologies submitted be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 5/19	L Tate/J Lummis
That the minutes of the meeting held on 13 June 2019 be confirmed.	

BUSINESS ARISING

Nil

RISK MANAGEMENT OFFICER'S REPORT

(CM.ME.1)

ITEMS FOR NOTATION

SUMMARY

To present information for the Committee's notation.

Proceedings in Brief

Plant Safety Audit – Strategy 1 of Safety Improvement Program

Mrs Horan advised that a meeting was held on 25 July 2019 in consultation with relevant staff to discuss the draft Plant and Equipment Safety Management Procedure which has been developed by KAS Consulting.

PERforM Training – Strategy 2 of the Safety Improvement Program

Parks and Gardens staff identified at the training that the rest area bins were very heavy. Solution being trialled is a false bottom inside the bin reducing the amount of rubbish and lightening the load considerably. Ideally the next vehicle should have a hyab fitted to it for these tasks. Mrs Horan also noted that a register is being kept to track improvements being implemented.

Uniform Policy

Council is currently working on a draft Staff Uniform policy which will incorporate the current UV & PPE policy. The majority of the current PPE policy will then become a procedure.

WHS Risk Training

Outdoor staff participated in the WHS Risk Management training. Some teams are currently trialling a new Onsite Risk Assessment/Tool Box meeting form.

First Aid Procedure WHS-010

The new procedure was presented.

Inspections

Two inspections were conducted after the last meeting at 59 Waugan Street and Jack Towney Hostel.

Testing and Tagging Electrical Equipment

Mrs Lummis asked about the requirement of Testing & Tagging for electrical equipment for Orana Living. Maintenance Coordinator Ken Williams has been sorting out a register for testing/tagging.

Action: Mrs Horan to check the procedure.

COMMITTEE'S RECOMMENDATION – 6/19	J Lummis/M Marchant
That the information presented be noted	

GENERAL BUSINESS

Life Skills Centre Driveway

Ms Tate advised that the circular driveway at the Life Skills Centre is uneven making it difficult to transfer clients to and from vehicles and into the centre. Ms Tate suggested that tree roots may be the cause but stated it needs to be levelled and gravelled or tarred.

Action: Mrs Horan to ask Mark Linton-Harland to inspect and make a recommendation.

Drug and Alcohol Testing

Noting that she had already spoken to the HR department, Mrs Lummis questioned who could be contacted if drug/alcohol was required after hours. Suggestions to address this issue included:

- ideally have own testing equipment
- supply the houses with disposable alcohol testing kits
- that all of Council's on-call staff be trained in the testing of drug and alcohol procedures

COMMITTEE'S RECOMMENDATION – 7/19	J Lummis/M Marchant
That the Drug and Alcohol Policy & Procedure be reviewed to include procedures for testing outside of normal working hours.	

Cooee Lodge Hostel Refurbishment

Mrs Marchant advised that the refurbishment of the last three rooms went well, just the noise of the jack hammer was an issue which was solved by keeping a "buffer" room either side of the refurbishment vacant to reduce noise. In addition a time limit was set for this type of work.

Consultation is currently taking place regarding the kitchen renovations.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 3.23PM.

Inspections were then carried out at:

- Water Filtration Plant – Mrs Horan and Mrs Tate
- Cooee Lodge and the Special Care Wing – Mr Ryan and H Krysztoforski

K Gibson
Chairperson

INTERAGENCY

25 July 2019

PRESENT

Barnardos – Gina Johnson (Chair)
Creative Community Concepts – Vickie Everingham
Gilgandra Public School – Patricia Howard
Gilgandra Shire Council – Cr Doug Batten, Guy McAnally-Elwin
Gilgandra Youth Services – Helen Naef, Monica Mudford, Greg Winter
Jack Towney Hostel – Del Gordon
NSW Health – Tracy Cooper
Social Futures – Reita McDougall, Jessica Richards
St Vincent de Paul – Paul Dolan

IN ATTENDANCE

Julie Prout (Executive Assistant)

Proceedings of the meeting commenced at 12.03pm

APOLOGIES

Aboriginal Affairs - Justin Toomey-White
Family & Community Services - Raymond Quigley
Gilgandra High School – Neal Reed
Gilgandra Preschool – Kristy Hyndes, Joanne Buckland
Gilgandra Shire Library – Liz McCutcheon
NSW Health - Sarah Cruickshank, Katreena Forsyth, Erin Blanch
Western NSW Community Legal Centre – Tayla Gillespie, Julia Adamski

COMMITTEE'S RECOMMENDATION 7/19	P Howard/ P Dolan
That the apologies be accepted.	

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 8/19	M Mudford/H Naef
That the proceedings of the previous Interagency meeting held on 30 May 2019 be confirmed.	

BUSINESS ARISING

Nil

SERVICE UPDATES

Creative Community Concepts

Vickie Everingham introduced herself, circulated information on the Footy for Fun program and advised she has been working with Mission and Barnardos. The program focus is Aboriginal children 5 and under and provides gross motor skills, games and an obstacle course. Vickie's role is currently servicing eight communities.

Social Futures

New attendees Reita McDougall and Jessica Richards advised that they are a partner to NDIS and working in Gilgandra, Coonabarabran and Trangie (ages 7-65). They are trying to ensure people who need access to NDIS have access. Access requests are evaluated by team in Geelong and then distributed to relevant staff. Requests need a functional aspect of diagnosis. Weekly meetings with participants are proposed.

Youth Club

Helen Naef advised:

- the homelessness program is at capacity. They are currently working with rental agencies to educate clients on how to maintain their properties.
- an open morning was held in July for Breakfast Club open morning in July
- school holiday activities were well attended, collaboration with ASPIRE.
- Penrith Panthers visit on the weekend was very successful.
- still working on vacation care

Jack Towney

Del Gordon advised she supervises the Jack Towney Hostel Boonji Activity Centre and co-ordinates two home care packages in Gilgandra. Access to home care packages is for any age and levels 1-4 packages can be provided.

St Vincent de Paul

Paul Dolan advised St Vincent de Paul remains busy with Conference, particularly with farmers needing assistance. All government money has been expended and St Vincent de Paul are currently using their own funds. Conference assistance is commencing in Coonamble.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 AUGUST 2019

Gilgandra MPS

Tracy Cooper, on behalf of Acting HSM, Katreena Fortyth, advised of the ongoing development of a second palliative room at the MPS. Quotations will be called shortly and input from the community will also be sought at some stage.

Barnardos

Gina Johnson circulated the Term 3 Barnardos Playgroup flyer

NAIDOC Week (9-13 September 2019)

It was noted a committee had been formed with the schools, AECG, Barnardos and Jack Towney Hostel. There was no confirmation on whether the Land Council is also arranging an event.

NEXT MEETING

Thursday, 26 September 2019 – 12 noon

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.53 PM.

G Johnson
Chair

RECOMMENDATION

That the above listed Committee minutes be noted.

David Neeves
General Manager

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

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

.....

1. Statement of Bank Balances (Local Government Financial Management Regulation No. 19) - Month of July 2019.
2. Certificate of Bank Reconciliation – Month of July 2019.
3. Details of investments as at 31 July 2019 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	30-Jun-19	\$3,644,728.59
Plus: Receipts		\$2,912,445.24
Less: Payments		<u>\$3,659,496.52</u>
CASH BOOK BALANCE AS AT	31-Jul-19	<u>\$2,897,677.31</u>

STATEMENT BALANCE AS AT	30-Jun-19	\$3,657,815.12
Plus: Receipts		\$2,860,276.90
Less: Payments		<u>\$3,625,059.99</u>
STATEMENT BALANCE AS AT	31-Jul-19	<u>\$2,893,032.03</u>

Plus: Unpresented Receipts		\$6,776.97
Less: Unpresented Payments		<u>\$2,131.69</u>
RECONCILED BALANCE AS AT	31-Jul-19	<u>\$2,897,677.31</u>

Cashbook balance as at 31 July 2019:	\$2,897,677.31
Investments held as at 31 July 2019:	<u>\$21,541,377.01</u>
Total Cash & Investments Held as at 31 July 2019:	<u>\$24,439,054.32</u>

The bank balances in each of the funds as at 31 July 2019 are:

General Fund	\$8,856,602.40
Water Fund	\$2,686,517.70
Sewer Fund	\$1,374,706.76
Orana Living	\$3,638,762.06
Carlinda Enterprises	\$360,371.99
Cooee Villa Units	\$1,154,621.07
Cooee Lodge	\$5,409,827.39
Jack Towney Hostel	\$687,231.02
Trust Fund	\$270,413.93

Balance as per Total Cash & Investments Held: \$24,439,054.32

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 275 days @	2.80%	Due on 12-Dec-19	With AMP Bank
(b)	\$1,000,000.00	For 274 days @	2.70%	Due on 03-Sep-19	With AMP Bank
(c)	\$500,000.00	For 217 days @	2.75%	Due on 08-Nov-19	With AMP Bank
(d)	\$1,500,000.00	For 189 days @	2.55%	Due on 29-Nov-19	With AMP Bank
(e)	\$1,000,000.00	For 188 days @	2.20%	Due on 28-Jan-20	With AMP Bank
(f)	\$500,000.00	For 181 days @	1.90%	Due on 06-Jan-20	With Bankwest
(g)	\$1,000,000.00	For 153 days @	1.90%	Due on 26-Nov-19	With Bankwest
(h)	\$1,000,000.00	For 170 days @	1.90%	Due on 20-Dec-19	With Bankwest
(i)	\$500,000.00	For 274 days @	2.55%	Due on 03-Sep-19	With Bendigo
(j)	\$1,000,000.00	For 214 days @	2.40%	Due on 06-Dec-19	With Bendigo
(k)	\$1,000,000.00	For 275 days @	2.50%	Due on 04-Jan-20	With Bendigo
(l)	\$500,000.00	For 183 days @	2.45%	Due on 04-Oct-19	With Bendigo
(m)	\$500,000.00	For 183 days @	2.40%	Due on 11-Oct-19	With Bendigo
(n)	\$1,000,000.00	For 182 days @	2.65%	Due on 16-Sep-19	With BoQ
(o)	\$1,000,000.00	For 217 days @	1.90%	Due on 13-Feb-20	With BoQ
(p)	\$500,000.00	For 184 days @	2.35%	Due on 06-Nov-19	With IMB
(q)	\$1,000,000.00	For 120 days @	2.20%	Due on 25-Sep-19	With IMB
(r)	\$1,000,000.00	For 184 days @	2.35%	Due on 20-Nov-19	With ME Bank
(s)	\$1,500,000.00	For 172 days @	2.00%	Due on 16-Dec-19	With ME Bank
(t)	\$500,000.00	For 182 days @	1.86%	Due on 27-Jan-20	With NAB
(u)	\$1,000,000.00	For 272 days @	2.76%	Due on 02-Sep-19	With NAB
(v)	\$1,000,000.00	For 210 days @	2.00%	Due on 28-Jan-20	With NAB
(w)	\$1,000,000.00	For 91 days @	2.40%	Due on 05-Aug-19	With NAB
(x)	\$1,000,000.00	For 272 days @	2.45%	Due on 20-Jan-20	With NAB
(y)	\$41,377.01		1.68%	At Call	With TCorp
Total Investments:					
\$21,541,377.01					

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

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

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>August 2014</u>		
233/14	Aero Park Shed Lease	Land will be cleared by end September
<u>February 2016</u>		
26/16	Industrial Subdivision Stormwater - Pines Industrial Subdivision	Still awaiting signature from one owner
<u>September 2017</u>		
264/17	Mudfords Road	Still awaiting response from the Minister. Verbal update at meeting.
<u>March 2018</u>		
55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance following creation of a plan of management for the site.
<u>June 2018</u>		
126/18 248/18	Rising Sun Structure	Report to future meeting
<u>September 2018</u>		
205/18	Staff Uniform	Basic wardrobe separates selected; still sourcing suitable custom options. Verbal update at meeting.

December 2018

264/18	Purchase of Land for NSW Rural Fire Service	Nearing finalisation
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February 2019

7/19	Possible land exchange	Offer made – awaiting response from interested party
9/19	Fire damaged dwelling	Awaiting legal advice
16/19	Ecotourism/Geotourism Accommodation project	To be further considered as time permits

May 2019

117/18 73/19	Rural Fire Service Zoning Agreement	To be updated in due course
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June 2019

121/19	Vacation Care	Report to October meeting
123/19	Skate Park funding	Workshop to be arranged

MEETING OF: GILGANDRA SHIRE COUNCIL
 HELD ON: 19 AUGUST 2019

DEVELOPMENT APPLICATIONS

The following applications were received from 1-31 July 2019.

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2019/298	03/07/2019	GILGANDRA SHIRE COUNCIL	REDEVELOPMENT OF EXISTING GILGANDRA SHIRE WORKS DEPOT	299 OXLEY HIGHWAY GILGANDRA NSW 2827		1719250.00
2019/299	03/07/2019	DAVID NEEVES	ALTERATIONS AND ADDITIONS TO EXISTING DWELLING	324 BALLADORAN RAILWAY ROAD GILGANDRA	APPROVED	220000.00
2019/300	03/07/2019	BEN KORFF	ADDITIONS TO EXISTING DWELLING	11 HALL STREET GILGANDRA NSW 2827	FEES NOT PAID	33000.00
2019/301	04/07/2019	MALCOLM PALMER	SHED	2 CHRISTIE DRIVE GILGANDRA NSW 2827	APPROVED	30980.00
2019/302	05/07/2019	RANDALL MEDD	COMMUNITY FESTIVAL	43-45 MILLER STREET GILGANDRA NSW 2827	APPROVED	100.00
2019/304	19/07/2019	JOHN ANDREWS	PRIVATE BURIAL SITE	4524 NATIONAL PARK ROAD TONDERBURINE	APPROVED	0.00
					JULY 2019	\$2,003,330.00
					TOTAL 2019	\$4,449,685.00

DEVELOPMENT APPLICATIONS APPROVED FOR JULY 2019

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2019/302	1	0	1	1	0	1
2019/301	15	14	1	11	10	1
2019/299	24	15	9	18	11	7

Summary Statistics	
No of Applications	3
Total Actual Days	40.00
Mean Actual Days	13.33
Mean Stopped Days	9.67
Mean Total Days	3.67
Mean Work Days	10.00
Mean Work Stop Days	7.00
Mean Total Work Days	3.00
Median Actual Days	15.00

APPLICATIONS UNDER ASSESSMENT: 1

- IOR PETROLEUM (Proposed fuel depot)

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

.....

Documents mentioned are available upon request for any interested Councillors.

1. **THE HON. JOHN BARILARO, DEPUTY PREMIER**

This correspondence has been circulated through the Orana Joint Organisation. It provides an update about the \$4.2 billion Snowy Hydro Legacy Fund.

The correspondence has been provided to Councillors as an attachment.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager