

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 16 April 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 19 March 2019 (circulated previously)
- (8) Reports from Servants
- (9) Correspondence



David Neeves  
General Manager

## **APRIL 2019 INDEX**

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**MAYORAL MINUTE - 3/19**  
**MAYORAL COMMITMENTS**

**SUMMARY**

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

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|         |   |
|---------|---|
| 25/3/19 | Castlereagh Macquarie County Council budget meeting, Coonamble      |
| 2/4/19  | Meeting with Target representatives and four other councils, Sydney |
| 3/4/19  | Council Workshop  |
| 11/4/19 | Aged Care budget meeting  |
| 16/4/19 | Council Workshop  |

**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

**ORGANISATIONAL STRUCTURE REVIEW**

**SUMMARY**

To present a report on Council's organisational structure as required by the Section 333 of the Local Government Act 1993.

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Section 333 of the Local Government Act 1993 states:

*“The organisation structure may be re-determined under this Part from time to time. The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council.”*

It has been 2 years since Council last reviewed the organisational structure. The organisation structure is a fundamental element of how Council does business; in particular how the Council achieves the objectives of the Community Strategic Plan and the associated delivery program and operational plans.

A lot has happened since the organisational structure was last reviewed and implemented. As a result we have progressed with formalising a dedicated projects team to deliver major capital projects and as well as improving our communications and engagement with the community. Both changes have been successful and well received. Council has been actively providing traineeships and apprenticeships with 20% of the Infrastructure team now engaged in a role with attached formal skills training. The student nurse position at Gilgandra Lifestyles is proving a good initiative also.

There are still areas within the organisation that need to be developed with opportunities for further improvement. I believe there is a need to use this review process to develop a resourcing strategy, particularly with the potential impacts from the major infrastructure projects that will occur in our region over the coming five years.

The purpose of this report is to notify and update Council of my intention to undertake a review of the organisational structure to identify the gaps and develop strategies to improve the way in which Council does business moving forward.

I envisage that the Senior Management Team and HR will primarily undertake the review in house, however I will be seeking independent specialist support for some elements of this review.

I propose that a further report be submitted to Council in June outlining the observations, issues, opportunities and gaps with a further report submitted in July for adoption.

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

RECOMMENDATION

1. That Council support a review of the organisational structure in line with Section 333 of the Local Government Act in order to identify the gaps and develop strategies to improve the way in which Council does business in the future.
2. That a further report be presented to Council's June meeting for further consideration.

David Neeves  
General Manager

**CODE OF MEETING PRACTICE**

**SUMMARY**

To present the Office of Local Government's Model Code of Meeting Practice for endorsement.

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The Model Meeting Code comprises mandatory and non-mandatory provisions. Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code no later than 12 months after the next ordinary council elections. Councils' adopted codes of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions as long as they are not inconsistent with the mandatory provisions.

The Model Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors.

Council committees whose members include persons other than councillors may adopt their own rules for meetings, unless the council determines otherwise.

Following consideration of non-mandatory provision at a workshop with Councillors held on 3 April 2019, the Model Code has been updated in line with feedback received and is presented to Council for endorsement.

Before adopting a new code of meeting practice, councils are required to exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

|                                      |   |
|--------------------------------------|---|
| <u>Principal Activity</u>            | Respected Leadership  |
| <u>Policy Implications</u>           | Nil   |
| <u>Budget Implications</u>           | Nil   |
| <u>Delivery Program Implications</u> | <b>3.1.2.3</b><br>Develop, implement and continually monitor a good governance plan |

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 16 APRIL 2019

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RECOMMENDATION

1. That the Code of Meeting Practice be endorsed and placed on public exhibition for a period of 28 days with a period of 42 days for community members to provide comment.
2. That a report be presented to Council's June meeting for consideration of any comments received and subsequent adoption of the Code of Meeting Practice.

David Neeves  
General Manager

**CODE OF CONDUCT**

**SUMMARY**

To present the Office of Local Government's 2018 Model Code of Conduct for Local Councils in NSW and Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW for adoption.

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The new 2018 Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct) and Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (Procedures) have now been prescribed under the Local Government (General) Regulation 2005.

The Model Code of Conduct for Local Councils in NSW prescribes the minimum ethical and behavioural standards all council officials in NSW are required to comply with. In doing so it seeks to:

- prescribe uniform minimum ethical and behavioural standards for all councils in NSW
- provide clear guidance to council officials on the minimum ethical and behavioural standards expected of them as council officials
- provide clear guidance to local communities on the minimum ethical and behavioural standards they can expect of the council officials who serve them
- promote transparency and accountability
- promote community confidence in the integrity of the decisions councils make and the functions they exercise on behalf of their local communities, and
- promote community confidence in the institution of local government.

Councils may enhance or strengthen the standards prescribed under the Model Code of Conduct in their adopted codes of conduct to make them more onerous. Councils may also supplement the provisions contained in the Model Code of Conduct with additional provisions in their adopted codes of conduct.

However, councils cannot dilute or weaken the standards prescribed in the Model Code of Conduct in their adopted codes of conduct. Provisions contained in a council's adopted code of conduct that are less onerous than those prescribed under the Model Code of Conduct will be invalid and the equivalent provisions of the Model Code of Conduct will override them through the operation of section 440 of the LGA.



The Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW are prescribed under section 440AA of the LGA and the Regulation.

Under section 440AA, each council is required to adopt procedures for the administration of their adopted code of conduct based on the Model Procedures prescribed under the LGA and Regulation. Councils' adopted procedures may contain provisions that supplement the Model Procedures, but a council's adopted procedure has no effect to the extent that it is inconsistent with the Model Procedures prescribed under the Regulation.

Section 440 of the LGA specifies the classes of council officials that a Model Code of Conduct prescribed under the Regulation may apply to. Under section 440, a Model Code of Conduct may be prescribed that applies to councillors, members of staff of councils and delegates of councils. For this reason, the Model Code of Conduct prescribed under the Regulation only applies to councillors, council staff and delegates of councils (including members of committees that are delegates of councils). These are all defined as "council officials" for the purposes of the Model Code of Conduct and the Procedures.

Section 440 also allows regulations to be made to apply the provisions of the Model Code of Conduct relating to the disclosure of pecuniary interests to members of a committee of a council (including the Audit, Risk and Improvement Committee) and advisers to councils. A regulation has been made to give effect to this and the new Model Code of Conduct contains provisions prescribing the obligations of committee members and advisers to councils in relation to the disclosure of pecuniary interests.

The Model Code of Conduct applies to any conduct by a "council official" that is connected with their role as a council official or the exercise of their functions as a council official. It is the personal responsibility of all council officials to ensure that their conduct complies with the ethical and behavioural standards prescribed under the Model Code of Conduct. This applies to both the exercise by council officials of their functions as a council official and any conduct (including in a private capacity) that is connected with their role as a council official.

### Key Changes

The most obvious change is that the pecuniary interest provisions previously contained in the LGA and Regulation have now been included in the Model Code of Conduct. One of the recurrent themes of the feedback received in the first round of consultation on the new Model Code of Conduct was that the "principles-based" approach to prescribing ethical and behavioural standards in the previous version of the Model Code of Conduct resulted in some of the prescribed standards being too vague, meaning that the ethical and behavioural standards expected of council officials were unclear and that almost anything could potentially constitute a breach of a council's code of conduct.

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In response to this, the Model Code of Conduct has been substantially redrafted to be more prescriptive and to more clearly identify the behaviours that it seeks to deter.

- Other key changes include:
- new standards relating to discrimination and harassment, bullying, work health and safety, behaviour at meetings, access to information and maintenance of council records
- new rules governing the acceptance of gifts including mandatory reporting
- a new ongoing disclosure requirement for councillors and designated persons requiring disclosure of new interests in returns of interests within three months of becoming aware of them
- councillors will be required to disclose in their returns of interests whether they are a property developer or a close associate of a property developer.

Principal Activity

Respected Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Implications

**3.1.2.3**

Develop, implement and continually monitor a good governance plan

RECOMMENDATION

That the Office of Local Government's 2018 Model Code of Conduct for Local Councils in NSW and Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW be adopted.

David Neeves  
General Manager

**LOCAL GOVERNMENT PROFESSIONALS CONFERENCE**

**SUMMARY**

To seek Council's support for a professional development opportunity for the General Manager.

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The Local Government Professionals Australia – 2019 National Congress and Business Expo is being held from 31 July - 2 August in Darwin.

The conference theme is the "Future Local Government Leader" and the program has some worthwhile key note speakers including Michelle Guthrie; The Politics of Leadership. Sessions of particular note include:

- Workforce Planning and Development
- Leadership and Diversity in Local Government

Guest Speakers include:

- John Daley – Debunking Myths
- Geoff Gallop – New Ideas for Governance

The conference presents an opportunity for me to meet other General Managers and Chief Executive Officers from Councils around Australia, to build networks and share ideas.

The course costs are \$1,200 for a non-member plus travel and accommodation.

|                                 |  |
|---------------------------------|--|
| <u>Principal Activity</u>       | Strategic Leadership   |
| <u>Policy Implications</u>      | Nil  |
| <u>Budget Implications</u>      | Funded from within existing staff training budgets                         |
| <u>Delivery Program Actions</u> | <b>4.2.4.1</b> Establish and implement relevant training for all employees |

**RECOMMENDATION**

That Council endorse the General Manager's attendance at the Local Government Professionals Australia – 2019 National Congress and Business Expo.

David Neeves  
General Manager

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**RATE MODELS - 2019/20**

**SUMMARY**

To present rate models for Council's consideration for 2019/20 rating period.

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

Council's current structure is composed of the following rating categories:

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

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

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

There is no change to valuations this year therefore land values with a base date of 1 July 2016 will be used to calculate rates in 2019/20.

For 2019/20, the rate peg has been set at 2.7%. One model reflecting this increase will be presented to Council.

Interest rates for 2019/20 will be charged at the maximum interest rate set by the Minister for Local Government. The interest rate is currently set at 7.5% from 1 July 2017.

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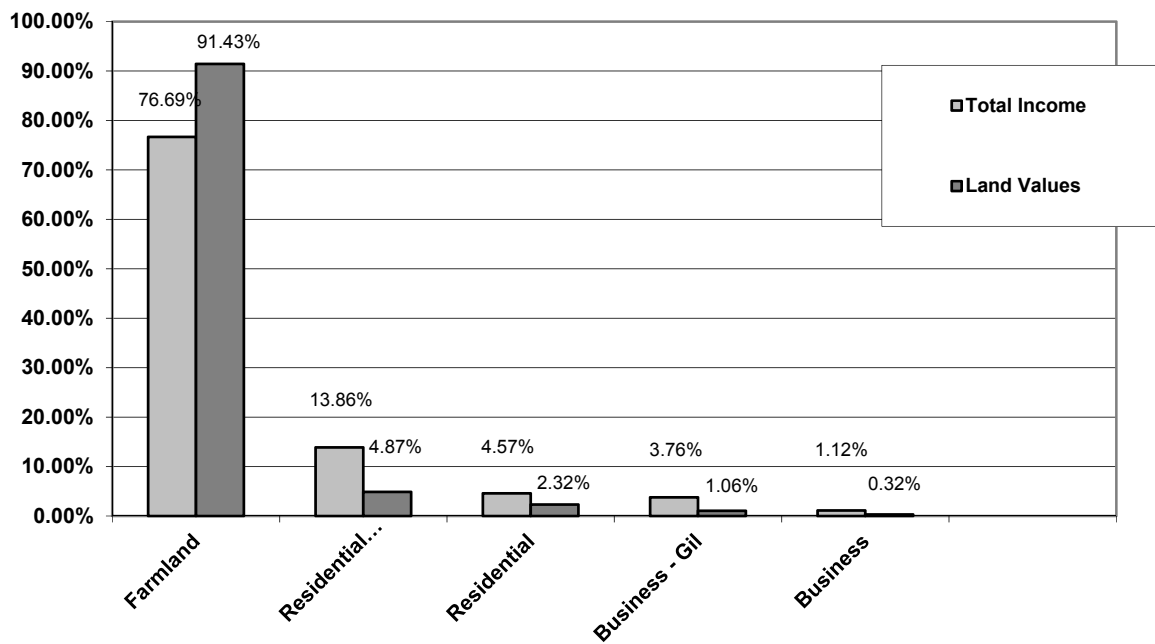
**MODEL 1**

The principles of this model are as follows:

- Decrease the total income by an excess of \$1,860
- 2.7% rate peg maximum limit determined by the Independent Pricing and Regulatory Tribunal (IPART)
- Minimums have increased by 2.7% on the previous year
- Income relatives have been kept the same as previous years

| CATEGORY      | Assess on Cents in \$ | Rate     | Amount              | Assess on Min | Minimum   | Amount            | Total               |
|---------------|-----------------------|----------|---------------------|---------------|-----------|-------------------|---------------------|
| FARMLAND      | 784                   | 0.829225 | \$ 3,873,225        | 34            | \$ 559.90 | \$ 19,037         | \$ 3,892,262        |
| RES-GILGANDRA | 166                   | 1.905874 | \$ 144,974          | 881           | \$ 633.90 | \$ 558,466        | \$ 703,440          |
| RESIDENTIAL   | 146                   | 1.417241 | \$ 144,184          | 154           | \$ 571.50 | \$ 88,011         | \$ 232,195          |
| BUS-GILGANDRA | 95                    | 3.178304 | \$ 147,658          | 67            | \$ 640.70 | \$ 42,927         | \$ 190,585          |
| BUSINESS      | 14                    | 2.571764 | \$ 33,351           | 41            | \$ 573.00 | \$ 23,493         | \$ 56,844           |
|               | <b>1205</b>           |          | <b>\$ 4,343,392</b> | <b>1177</b>   |           | <b>\$ 731,934</b> | <b>\$ 5,075,326</b> |

**MODEL 1 - RATE INCOME v LAND VALUES**



|                                     |  |
|-------------------------------------|--|
| <u>Principal Activity</u>           | Strategic Leadership   |
| <u>Policy Implications</u>          | Nil  |
| <u>Budget Implications</u>          | As per the above model   |
| <u>Management Plan Implications</u> | <b>4.2.2.3</b> Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates |

RECOMMENDATION

That Council adopt the proposed charging structure for 2019/20 (Model 1) and the charges be included in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2019/20.

N J Alchin  
Director Corporate Services

**CHARGING FOR GILGANDRA WATER SUPPLY SERVICES 2019/20**

**SUMMARY**

To determine a charging structure for Council's Gilgandra Water Supply Services for the 2019/20 rating year.

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

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

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

**2018/19 STRUCTURE**

|                               | <b>Charge</b> | <b>Assess/Kilolitres</b> | <b>Revenue</b>     |
|-------------------------------|---------------|--------------------------|--------------------|
| Access Charge - 20mm          | \$270.00      | 1,266                    | \$341,820          |
| Access Charge - 25mm          | \$422.00      | 68                       | \$28,696           |
| Access Charge - 32mm          | \$692.00      | 5                        | \$3,460            |
| Access Charge - 40mm          | \$1,084.00    | 8                        | \$8,672            |
| Access Charge - 50mm          | \$1,694.00    | 6                        | \$10,164           |
| Access Charge - 80mm          | \$4,338.00    | 1                        | \$4,338            |
| Access Charge - 100mm         | \$6,777.00    | 4                        | \$27,108           |
| Usage Charge *                | \$1.20        | 481,028 kl               | \$577,234          |
| <b>TOTAL REVENUE ESTIMATE</b> |               |                          | <b>\$1,001,492</b> |

\* Based on average consumption for the last 10 years.

**PROPOSED 2019/20 STRUCTURE**

|                               | <b>Charge</b> | <b>Assess/Kilolitres</b> | <b>Revenue</b>     |
|-------------------------------|---------------|--------------------------|--------------------|
| Access Charge - 20mm          | \$284.00      | 1,263                    | \$358,692          |
| Access Charge - 25mm          | \$443.00      | 69                       | \$30,567           |
| Access Charge - 32mm          | \$727.00      | 6                        | \$4,362            |
| Access Charge - 40mm          | \$1,138.00    | 9                        | \$10,242           |
| Access Charge - 50mm          | \$1,779.00    | 6                        | \$10,674           |
| Access Charge - 80mm          | \$4,555.00    | 1                        | \$4,555            |
| Access Charge - 100mm         | \$7,116.00    | 4                        | \$28,464           |
| Usage Charge *                | \$1.26        | 489,519 kl               | \$616,794          |
| <b>TOTAL REVENUE ESTIMATE</b> |               |                          | <b>\$1,064,350</b> |

\* Based on average consumption for the last 10 years.

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

Utilising the proposed charging structure will realise estimated income of \$1,064,350 being an increase of \$62,858 from the 2018/19 charging structure. Water usage is a variable factor and water income will increase more if water usage increases.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As presented.

Delivery Program Actions

**4.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

RECOMMENDATION

That Council adopt the proposed charging structure for 2019/20 and include the charges in Council's statement of revenue policy to be included in the Draft Operational Plan for 2019/20.

N J Alchin  
Director Corporate Services



**CHARGING FOR TOORAWEEAH WATER SUPPLY SERVICES 2019/20**

**SUMMARY**

To determine a charging structure for Council's Tooraweenah Water Supply Service for the 2019/20 rating year.

.....

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

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

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

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

The proposed structure for Tooraweenah Water Supply charges for 2019/20 is:

**PROPOSED 2019/20 STRUCTURE**

|                      | <b>Charge</b> | <b>Assess/Kilolitres</b> | <b>Revenue</b>  |
|----------------------|---------------|--------------------------|-----------------|
| Access Charge        | \$135.00      | 78                       | \$10,530        |
| Usage Charge *       | \$1.61        | 11,661 kl                | \$18,774        |
| <b>TOTAL REVENUE</b> |               |                          | <b>\$29,304</b> |

\* Based on average consumption for the last 10 years.

The above charging structure represents a 5% increase for both the access and usage charges and will raise an additional \$1,444 compared to the previous year.

**Principal Activity**

Strategic Leadership

**Policy Implications**

Nil

**Budget Implications**

As presented.

**Delivery Program Actions**

**4.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 16 APRIL 2019

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RECOMMENDATION

That Council adopt the proposed charging structure for 2019/20 and the charges be included in Council's Statement of Revenue Policy to be included in the Draft Operational Plan for 2019/20.

N J Alchin  
Director Corporate Services

**SEWER CHARGING - 2019/20**

**SUMMARY**

To determine a charging structure for Council's Sewerage Services for the 2019/20 rating year.

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

In order to achieve the required income under Council's 30-year plan for sewer infrastructure and operating costs, it is proposed to increase the overall estimated income raised by 7% in 2019/20 for both the usage charges and the access charges compared to the previous year.

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

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

**2018/19 STRUCTURE**

| <b>SERVICE</b>                         | <b>CURRENT CHARGES (PA)</b> | <b>REVENUE</b>     |
|--|-----------------------------|--------------------|
| Trade Waste Inspection Charge          |                             | \$0                |
| Trade Waste Usage Charge               | \$2.91 x 10,016* kls        | \$29,147           |
| Residential Usage Charge               | \$409 x 996 assessments     | \$407,364          |
| Commercial & Non Rateable Usage Charge | \$1.83 x 73,452* kls        | \$134,417          |
| Access Charge - 20mm                   | \$328 x 1,250 assessments   | \$410,000          |
| Access Charge - 25mm                   | \$510 x 62 assessments      | \$31,620           |
| Access Charge - 32mm                   | \$835 x 4 assessments       | \$3,340            |
| Access Charge - 40mm                   | \$1,306 x 7 assessments     | \$9,142            |
| Access Charge - 50mm                   | \$2,032 x 4 assessments     | \$8,128            |
| Access Charge - 80mm                   | \$5,151 x 1 assessment      | \$5,151            |
| Access Charge -100mm                   | \$8,047 x 3 assessments     | \$24,141           |
| <b>TOTAL REVENUE ESTIMATE</b>          |                             | <b>\$1,062,450</b> |

**PROPOSED 2019/20 STRUCTURE**

| SERVICE                                | CURRENT CHARGES (PA)      | REVENUE            |
|--|---------------------------|--------------------|
| Trade Waste Inspection Charge          |                           | \$0                |
| Trade Waste Usage Charge               | \$3.11 x 34,438* kls      | \$23,562           |
| Residential Usage Charge               | \$438 x 1,000 assessments | \$438,000          |
| Commercial & Non Rateable Usage Charge | \$1.96 x 113,580* kls     | \$138,022          |
| Access Charge - 20mm                   | \$351 x 1,247 assessments | \$437,697          |
| Access Charge - 25mm                   | \$546 x 63 assessments    | \$34,398           |
| Access Charge - 32mm                   | \$893 x 5 assessments     | \$4,465            |
| Access Charge - 40mm                   | \$1,397 x 7 assessments   | \$9,779            |
| Access Charge - 50mm                   | \$2,174 x 4 assessments   | \$8,696            |
| Access Charge - 80mm                   | \$5,512 x 1 assessment    | \$5,512            |
| Access Charge -100mm                   | \$8,610 x 3 assessments   | \$25,830           |
| <b>TOTAL REVENUE ESTIMATE</b>          |                           | <b>\$1,125,961</b> |

\* Based on the estimated water consumption for the year.

Utilising the proposed charging structure will realise estimated income of \$1,125,961 being an increase of \$63,511 from the 2018/19 rating year structure.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As presented

Delivery Program Actions

**3.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

RECOMMENDATION

That Council adopt the proposed charging structure for 2019/20 and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan.

N J Alchin  
Director Corporate Services

**STORMWATER CHARGES 2019/20**

**SUMMARY**

To present a proposed structure for 2019/20 for the Stormwater Management Service Charge.

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

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

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

It is proposed that the charge remain at the \$25 per assessment limit set by the Local Government Amendment (Stormwater) Act 2005. The proposed structure for stormwater management service charge for 2019/20 is:

| <b>Category</b>         | <b>Assess</b> | <b>Charge</b>     | <b>Revenue</b> |
|-------------------------|---------------|-------------------|----------------|
| Residential - Gilgandra | 914           | \$25 / assessment | \$22,850       |
| Business - Gilgandra    | 151           | \$25 / assessment | \$3,775        |
|                         |               |                   | \$26,625       |

Using the proposed structure will realise an estimated income of \$26,625 for 2019/20.

Policy Implications

Nil

Budget Implications

As presented

Delivery Program Actions

**3.2.2.3** Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 16 APRIL 2019

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RECOMMENDATION

That Council adopt the proposed charging structure for 2019/20 and include the charges in Council's Statement of Revenue Policy to be included in the Draft Operational Plan 2019/20.

N J Alchin  
Director Corporate Services

## **WASTE MANAGEMENT CHARGES FOR 2019/20**

### **SUMMARY**

To determine a charging structure for Council's Waste Services for the 2019/20 rating year.

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

Council also levies a rural waste charge on all rating assessments that are outside the Gilgandra town boundary. The charge has been calculated to recover costs associated with the operation and maintenance of rural waste facilities.

During 2015/16, the decision was made to close all rural waste facilities and offer a waste collection service to the villages of Tooraweenah and Armatree. The cost associated with this service is included in the calculations of the domestic and other waste services charges for 2019/20.

The closure of the rural waste facilities does not eliminate all costs associated with them, however, the estimated costs for 2019/20 will remain the same and that is reflected in the charge.

### **Domestic Waste Services**

It is proposed to continue with a Domestic Waste Services charging structure for the Tooraweenah and Armatree village and the Gilgandra township as in previous years. It is proposed that the charges for Tooraweenah, Armatree and Gilgandra will increase by 3% compared to the 2018/19 year. All charges raised will not exceed the reasonable cost of providing such services. This will raise an estimated \$474,943 for the 2019/20 year.

### **Other Waste Services**

It is proposed to continue with an Other Waste Services charging structure for the Tooraweenah and Armatree village and the Gilgandra township as in previous years. It is proposed that the charges for Tooraweenah, Armatree and Gilgandra will increase by 3% compared to the 2018/19 year. All charges raised will not exceed the reasonable cost of providing such services. This will raise an estimated \$117,739 for the 2019/20 year.

Rural Waste Charges

It is proposed that the charge will not be increased and remain at \$21 per assessment. All charges raised will not exceed the cost of maintaining the closed rural waste facilities. This will raise an estimated \$21,693 for the 2019/20 year.

**2018/19 STRUCTURE**

| Charge                                | Assessments | Amount   | Totals           |
|---------------------------------------|-------------|----------|------------------|
| Domestic Waste - Residence Charge     | 978         | \$414    | \$405,306        |
| Domestic Waste – Village Residence    | 76          | \$382    | \$29,032         |
| Domestic Waste - No Residence Charge  | 63          | \$57     | \$3,591          |
| Domestic Waste – Village No Residence | 33          | \$55     | \$1,925          |
| Domestic Waste - 2 Flats Charge       | 8           | \$519    | \$4,152          |
| Domestic Waste - 3 Flats Charge       | 4           | \$758    | \$3,032          |
| Domestic Waste - 4 Flats Charge       | 5           | \$988    | \$4,940          |
| Domestic Waste - 5 Flats Charge       | 3           | \$1,244  | \$3,732          |
| Domestic Waste - 8 Flats Charge       | 1           | \$1,966  | \$1,966          |
| Domestic Waste - 10 Flats Charge      | 1           | \$2,437  | \$2,437          |
| <i>Total Domestic Waste Income</i>    |             |          | <i>\$460,113</i> |
| Commercial Waste Non Business         | 40          | \$59     | \$2,360          |
| Commercial Waste CBD                  | 47          | \$666    | \$31,302         |
| Commercial Waste Other                | 79          | \$553    | \$43,687         |
| Commercial Waste Villages             | 11          | \$553    | \$6,083          |
| Non Rateable 1 Service                | 17          | \$458    | \$7,786          |
| Non Rateable 2 to 5 Services          | 3           | \$1,364  | \$4,092          |
| Non Rateable 6 to 10 Services         | 1           | \$2,667  | \$2,667          |
| Non Rateable Over 10 Services         | 1           | \$17,479 | \$17,479         |
| <i>Total Other Waste Income</i>       |             |          | <i>\$115,456</i> |
| Rural Waste Charge                    | 1,026       | \$21     | \$21,546         |
| <i>Total Rural Waste Income</i>       |             |          | <i>\$21,546</i>  |
| <b>TOTAL 2018/19</b>                  |             |          | <b>\$597,115</b> |



**2019/20 STRUCTURE**

| Charge                                | Assessments | Amount   | Totals           |
|---------------------------------------|-------------|----------|------------------|
| Domestic Waste - Residence Charge     | 982         | \$426    | \$418,332        |
| Domestic Waste – Village Residence    | 77          | \$393    | \$30,261         |
| Domestic Waste - No Residence Charge  | 60          | \$59     | \$3,540          |
| Domestic Waste – Village No Residence | 34          | \$57     | \$1,938          |
| Domestic Waste - 2 Flats Charge       | 8           | \$535    | \$4,280          |
| Domestic Waste - 3 Flats Charge       | 4           | \$781    | \$3,124          |
| Domestic Waste - 4 Flats Charge       | 5           | \$1,018  | \$5,090          |
| Domestic Waste - 5 Flats Charge       | 3           | \$1,281  | \$3,843          |
| Domestic Waste - 8 Flats Charge       | 1           | \$2,025  | \$2,025          |
| Domestic Waste - 10 Flats Charge      | 1           | \$2,510  | \$2,510          |
| <i>Total Domestic Waste Income</i>    |             |          | <b>\$474,943</b> |
| Commercial Waste Non Business         | 42          | \$61     | \$2,562          |
| Commercial Waste CBD                  | 46          | \$686    | \$31,556         |
| Commercial Waste Other                | 77          | \$570    | \$43,890         |
| Commercial Waste Villages             | 11          | \$570    | \$6,270          |
| Non Rateable 1 Service                | 18          | \$472    | \$8,496          |
| Non Rateable 2 to 5 Services          | 3           | \$1,405  | \$4,215          |
| Non Rateable 6 to 10 Services         | 1           | \$2,747  | \$2,747          |
| Non Rateable Over 10 Services         | 1           | \$18,003 | \$18,003         |
| <i>Total Other Waste Income</i>       |             |          | <b>\$117,739</b> |
| Rural Waste Charge                    | 1,033       | \$21     | \$21,693         |
| <i>Total Rural Waste Income</i>       |             |          | <b>\$21,693</b>  |
| <b>TOTAL 2019/20</b>                  |             |          | <b>\$614,375</b> |

As stated earlier, Council must not charge for waste services beyond “reasonable cost”. The following tables indicate the income and expenditure for the service. Table 1 is for the 2018/19 financial year as a comparison and Table 2 is for the 2019/20 financial year:

**TABLE 1 (2018/19):**

**EXPENDITURE:**

| % of Gilgandra Waste costs applicable to service | Total Waste Estimate | % Applicable To Services | \$ Applicable To Services |
|--|----------------------|--------------------------|---------------------------|
| Admin Expenses - Gilgandra                       | \$40,542.00          | 100.00%                  | \$40,542                  |
| Contractor Charges                               | \$125,000.00         | 100.00%                  | \$125,000                 |
| Gilgandra Waste Facility Costs                   | \$383,514.00         | 80.00%                   | \$306,811                 |
| Gilgandra Waste Reserve                          | \$42,000.00          | 80.00%                   | \$33,600                  |
| Kerbside Recycling Costs                         | \$69,776.00          | 100.00%                  | \$69,776                  |
| Rural Waste Operating Costs                      | \$20,000.00          | 100.00%                  | \$20,000                  |
| Rural Waste Reserve                              | \$1,546.00           | 100.00%                  | \$1,546                   |
|  | <b>\$682,378.00</b>  |                          | <b>\$597,275.20</b>       |

|                                  | Domestic Waste 80.00% | Other Waste 20.00%  | Rural Waste 0%     |
|----------------------------------|-----------------------|---------------------|--------------------|
| Admin Expenses - Gilgandra       | \$32,433.60           | \$8,108.40          | \$0.00             |
| Contractor Charges               | \$100,000.00          | \$25,000.00         | \$0.00             |
| Gilgandra Waste Facility Costs   | \$245,448.96          | \$61,362.24         | \$0.00             |
| Gilgandra Waste Reserve          | \$26,880.00           | \$6,720.00          | \$0.00             |
| Kerbside Recycling Costs         | \$55,820.80           | \$13,955.20         | \$0.00             |
| Rural Waste Operating Costs      | \$0.00                | \$0.00              | \$20,000.00        |
| Rural Waste Reserve              | \$0.00                | \$0.00              | \$1,546.00         |
| <b>TOTAL EXPENDITURE 2018/19</b> | <b>\$460,583.36</b>   | <b>\$115,145.84</b> | <b>\$21,546.00</b> |

**INCOME:**

| <u>Domestic Waste Income</u>       | Qty  | Charge      | Totals              |
|------------------------------------|------|-------------|---------------------|
| Residence Charge                   | 979  | \$414.00    | \$405,306.00        |
| Village Residence Charge           | 76   | \$382.00    | \$29,032.00         |
| No Residence Charge                | 63   | \$57.00     | \$3,591.00          |
| Village No Residence Charge        | 35   | \$55.00     | \$1,925.00          |
| 2 Flats Charge                     | 8    | \$519.00    | \$4,152.00          |
| 3 Flats Charge                     | 4    | \$758.00    | \$3,032.00          |
| 4 Flats Charge                     | 5    | \$988.00    | \$4,940.00          |
| 5 Flats Charge                     | 3    | \$1,244.00  | \$3,732.00          |
| 8 Flats Charge                     | 1    | \$1,966.00  | \$1,966.00          |
| 10 Flats Charge                    | 1    | \$2,437.00  | \$2,437.00          |
| <b>Total Domestic Waste Income</b> |      |             | <b>\$460,113.00</b> |
| <u>Other Waste Income</u>          |      |             |                     |
| Commercial Non Business            | 40   | \$59.00     | \$2,360.00          |
| Commercial CBD                     | 47   | \$666.00    | \$31,302.00         |
| Commercial Other                   | 79   | \$553.00    | \$43,687.00         |
| Village Commercial                 | 11   | \$553.00    | \$6,083.00          |
| Non Rateable 1 Service             | 17   | \$458.00    | \$7,786.00          |
| Non Rateable 2 to 5 Services       | 3    | \$1,364.00  | \$4,092.00          |
| Non Rateable 6 to 10 Services      | 1    | \$2,667.00  | \$2,667.00          |
| Non Rateable Over 10 Services      | 1    | \$17,479.00 | \$17,479.00         |
| <b>Total Other Waste Income</b>    |      |             | <b>\$115,456.00</b> |
| <u>Rural Waste Income</u>          |      |             |                     |
| Rural Waste Charge                 | 1026 | \$21.00     | \$21,546.00         |
| <b>Total Rural Waste Income</b>    |      |             | <b>\$21,546.00</b>  |
| <b>TOTAL WASTE INCOME 2018/19</b>  |      |             | <b>\$597,115.00</b> |

**RESULT 2018/19:**

**Domestic Waste**

|                     |   |
|---------------------|---|
| Income              | \$460,113.00  |
| Expenditue          | \$460,583.36  |
| Surplus / (Defecit) | <b>(\$470.36)</b> * To comply with the Act, the forecast must be a deficit. |

**Other Waste**

|                     |                 |
|---------------------|-----------------|
| Income              | \$115,456.00    |
| Expenditue          | \$115,145.84    |
| Surplus / (Defecit) | <b>\$310.16</b> |

**Rural Waste**

|                     |               |
|---------------------|---------------|
| Income              | \$21,546.00   |
| Expenditue          | \$21,546.00   |
| Surplus / (Defecit) | <b>\$0.00</b> |

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

**TABLE 2 (2019/20):**

| <b>EXPENDITURE:</b>   |                       |                     |                      |
|---|-----------------------|---------------------|----------------------|
|   | <b>Total Waste</b>    | <b>% Applicable</b> | <b>\$ Applicable</b> |
| % of Gilgandra Waste costs applicable   | <b>Estimate</b>       | <b>To Services</b>  | <b>To Services</b>   |
| Admin Expenses - Gilgandra  | \$44,361.00           | 100.00%             | \$44,361             |
| Contractor Charges  | \$130,000.00          | 100.00%             | \$130,000            |
| Gilgandra Waste Facility Costs  | \$395,019.00          | 80.00%              | \$316,015            |
| Gilgandra Waste Reserve   | \$40,000.00           | 80.00%              | \$32,000             |
| Kerbside Recycling Costs  | \$71,869.00           | 100.00%             | \$71,869             |
| Rural Waste Operating Costs   | \$20,600.00           | 100.00%             | \$20,600             |
| Rural Waste Reserve   | \$1,093.00            | 100.00%             | \$1,093              |
|   | <b>\$702,942.00</b>   |                     | <b>\$615,938.20</b>  |
|   |                       |                     |                      |
|   | <b>Domestic Waste</b> | <b>Other Waste</b>  | <b>Rural Waste</b>   |
|   | <b>80.00%</b>         | <b>20.00%</b>       | <b>0.00%</b>         |
| Admin Expenses - Gilgandra  | \$35,488.80           | \$8,872.20          | \$0.00               |
| Contractor Charges  | \$104,000.00          | \$26,000.00         | \$0.00               |
| Gilgandra Waste Facility Costs  | \$252,812.16          | \$63,203.04         | \$0.00               |
| Gilgandra Waste Reserve   | \$25,600.00           | \$6,400.00          | \$0.00               |
| Kerbside Recycling Costs  | \$57,495.20           | \$14,373.80         | \$0.00               |
| Rural Waste Operating Costs   | \$0.00                | \$0.00              | \$20,600.00          |
| Rural Waste Reserve   | \$0.00                | \$0.00              | \$1,093.00           |
| <b>TOTAL EXPENDITURE 2019/20</b>  | <b>\$475,396.16</b>   | <b>\$118,849.04</b> | <b>\$21,693.00</b>   |
|   |                       |                     |                      |
| <b>INCOME:</b>  |                       |                     |                      |
| <b>Domestic Waste Income</b>  | <b>Qty</b>            | <b>Charge</b>       | <b>Totals</b>        |
| Residence Charge  | 982                   | \$426.00            | \$418,332.00         |
| Village Residence Charge  | 77                    | \$393.00            | \$30,261.00          |
| No Residence Charge   | 60                    | \$59.00             | \$3,540.00           |
| Village No Residence Charge   | 34                    | \$57.00             | \$1,938.00           |
| 2 Flats Charge  | 8                     | \$535.00            | \$4,280.00           |
| 3 Flats Charge  | 4                     | \$781.00            | \$3,124.00           |
| 4 Flats Charge  | 5                     | \$1,018.00          | \$5,090.00           |
| 5 Flats Charge  | 3                     | \$1,281.00          | \$3,843.00           |
| 8 Flats Charge  | 1                     | \$2,025.00          | \$2,025.00           |
| 10 Flats Charge   | 1                     | \$2,510.00          | \$2,510.00           |
| <b>Total Domestic Waste Income</b>  |                       |                     | <b>\$474,943.00</b>  |
| <b>Other Waste Income</b>   |                       |                     |                      |
| Commercial Non Business   | 42                    | \$61.00             | \$2,562.00           |
| Commercial CBD  | 46                    | \$686.00            | \$31,556.00          |
| Commercial Other  | 77                    | \$570.00            | \$43,890.00          |
| Village Commercial  | 11                    | \$570.00            | \$6,270.00           |
| Non Rateable 1 Service  | 18                    | \$472.00            | \$8,496.00           |
| Non Rateable 2 to 5 Services  | 3                     | \$1,405.00          | \$4,215.00           |
| Non Rateable 6 to 10 Services   | 1                     | \$2,747.00          | \$2,747.00           |
| Non Rateable Over 10 Services   | 1                     | \$18,003.00         | \$18,003.00          |
| <b>Total Other Waste Income</b>   |                       |                     | <b>\$117,739.00</b>  |
| <b>Rural Waste Income</b>   |                       |                     |                      |
| Rural Waste Charge  | 1,033                 | \$21.00             | \$21,693.00          |
| <b>Total Rural Waste Income</b>   |                       |                     | <b>\$21,693.00</b>   |
| <b>TOTAL WASTE INCOME 2019/20</b>   |                       |                     | <b>\$614,375.00</b>  |
|   |                       |                     |                      |
| <b>RESULT 2019/20:</b>  |                       |                     |                      |
| <b>Domestic Waste</b>   |                       |                     |                      |
| Income  | \$474,943.00          |                     |                      |
| Expenditue  | \$475,396.16          |                     |                      |
| Surplus / (Deficit)   | <b>(\$453.16)</b>     |                     |                      |
| <b>Other Waste</b>  |                       |                     |                      |
| Income  | \$117,739.00          |                     |                      |
| Expenditue  | \$118,849.04          |                     |                      |
| Surplus / (Deficit)   | <b>(\$1,110.04)</b>   |                     |                      |
| <b>Rural Waste</b>  |                       |                     |                      |
| Income  | \$21,693.00           |                     |                      |
| Expenditue  | \$21,693.00           |                     |                      |
| Surplus / (Deficit)   | <b>\$0.00</b>         |                     |                      |
| Should any figures that have been used in this calculation that have been extracted from the proposed estimates be altered by Council, then this calculation will have to be re-done. |                       |                     |                      |

Where relevant, the above figures are directly related to the figures in the 2019/20 estimates. Therefore, if Council should reduce any of the related costs in the estimates, the savings should then be reflected in the charges to ratepayers.

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

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

|                                 |  |
|---------------------------------|--|
| <u>Principal Activity</u>       | Strategic Leadership   |
| <u>Policy Implications</u>      | Nil  |
| <u>Budget Implications</u>      | As presented   |
| <u>Delivery Program Actions</u> | <b>4.2.2.3</b> Ensure that rates and user charges are levied on an equitable basis taking account of the legislative and financial restrictions under which Council operates |

#### RECOMMENDATION

1. That Council adopt the proposed charges as set out in the above report in the Statement of Revenue Policy to be included in Council's Draft Operational Plan for 2019/20.
2. That Council's Revenue Policy includes relevant information stating that the Recycling Service is funded by the Domestic Waste Management Service Charge.

N J Alchin  
Director Corporate Services

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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 16 APRIL 2019

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**FEES AND CHARGES 2019/20**

**SUMMARY**

To adopt Council's Fees and Charges for 2019/20.

.....

A copy of the draft 2019/20 Fees and Charges document is attached for consideration and adoption by Council.

Council staff have reviewed all fees and charges and the document shows 2018/19 fees and charges for comparison purposes.

The Directors and Finance Manager are available to answer any questions that Councillors may have with regards to the draft fees and charges.

|                                 |   |
|---------------------------------|---|
| <u>Principal Activity</u>       | Strategic Leadership  |
| <u>Policy Implications</u>      | Nil   |
| <u>Budget Implications</u>      | Amended fees and charges have been reflected in the 2019/20 draft budget where applicable   |
| <u>Delivery Program Actions</u> | <b>4.2.2.1</b> Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making |

**RECOMMENDATION**

That Council adopt the draft 2019/20 Fees and Charges for inclusion in the 2019/20 draft Operational Plan.

N J Alchin  
Director Corporate Services

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**COMMITTEE REPRESENTATIVE – AGED CARE COMMITTEE**

**SUMMARY**

To advise of feedback after advertising for an additional representative on the Aged Care Committee.

.....

Council advertised for a new representative for the Aged Care Committee in March to replace Mr Paul Morris who recently submitted his resignation.

Two expressions of interest have been received:

- Mr Barry Malone, a member of the local Legacy branch; and
- Mrs Suzanne Freeth, a community member whose interest stems from recently caring for a family member who lived in a villa accessing Aged Care Services then transitioned to full time Care in Cooe Lodge Hostel.

|                                 |  |
|---------------------------------|--|
| <u>Principal Activity</u>       | Community Engagement   |
| <u>Policy Implications</u>      | Nil  |
| <u>Budget Implications</u>      | Nil  |
| <u>Delivery Program Actions</u> | <b>2.1.1.4</b><br>Recognise the importance of an encourage community members onto Council Committees |

**RECOMMENDATION**

That Council determine additional representation on the Aged Care Committee.

Guy McAnally-Elwin  
Director Community Services

**WWI DIGGERS COMMEMORATIVE BOOK**

**SUMMARY**

To advise of a further request for funding for the publication of a book commemorating WWI diggers with an association to Gilgandra Shire.

.....

The following is an excerpt from a letter received from Ms Margo Piggott in March:

*I am pleased to announce that Gilgandra Alive will administer the finances and support the promotion of the book, "Gilgandra & District WWI Diggers". It will go to the printers in a few weeks and the launch will happen soon after that. Would the Shire consider covering the total cost of producing the book and then be reimbursed?*

*"Gilgandra & District WWI Diggers" book is an A4 size paperback book with 420 pages in colour and it will be self-published through Ingram Sparks. A book of this size and standard regularly sells at \$60 to \$80. With financial support the cost can be reduced to an affordable \$45 to \$55.*

*Pricing:*

|  |                       |
|--|-----------------------|
| <i>Cost of author's fees</i>                         | <i>nil</i>            |
| <i>Cost of publication and delivery to Gilgandra</i> | <i>\$6,841</i>        |
| <i>Cost of editing and project management</i>        | <i>\$5,000</i>        |
| <i>Cost of marketing and distribution</i>            | <i><u>\$1,000</u></i> |
| <i>Total Cost</i>                                    | <i>\$12,841</i>       |

*Financial support will enable the book to sell at an affordable price so that many families can have a copy. I have approached other organisations and the community for sponsorship and support.*

*I understand the Gilgandra Shire Council may assist financially with the understanding that monies will be reimbursed but I do ask that you donate some monies to make the book affordable and support Gilgandra Alive.*

Initially there will be 300 books produced. If the books were sold for \$45 each and all 300 were sold, that would realise \$13,500. Based on that, the venture would return a profit of \$659.

This matter was previously discussed at the October meeting when Council resolved:

|  |                      |
|--|----------------------|
| <b>RESOLVED 236/18</b>   | Cr Batten/Cr Mudford |
| That funding up to \$10,000 be reconsidered at the November meeting in conjunction with the Quarterly Budget Review. |                      |

Following that meeting the Director Community Services advised that Ms Piggott was considering other options for the book and therefore the matter was not considered at the November meeting as planned.

Ms Piggott is requesting that Council fund the entire project to the tune of \$12,841 (copies of quotes have been provided) and then be reimbursed through the sale proceeds of the books. Ms Piggott is confident that all the books will be sold as there are 620 servicemen referenced and over 250 families that have contributed. Each one of those families have indicated that they would be purchasing a book.

Ms Piggott is also requesting Council to consider a donation towards the cost of the production so that there will be funds available to Gilgandra Alive for future projects.

|                                 |  |
|---------------------------------|--|
| <u>Principal Activity</u>       | Sense of Place   |
| <u>Policy Implications</u>      | Nil  |
| <u>Budget Implications</u>      | An additional cost of up to \$12,841 as a loan (or part donation), with no funding source identified |
| <u>Delivery Program Actions</u> | <b>1.2.1.3</b> Support community organised events, festivals and celebrations                        |

#### RECOMMENDATION

1. That Council determine whether to fund the entire project as a loan, with funds to be reimbursed through the sale proceeds of the book.
2. That Council consider a donation towards the project.

Guy McAnally-Elwin  
Acting Director Community Services

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**COMMITTEE CHANGE OF NAME REQUEST**

**SUMMARY**

To present a request from the Curban Community Hall and Tennis Management Committee for a change of name of the committee.

.....

The Curban Community Hall and Tennis Management Committee held their annual general meeting on 13 March 2019. At that meeting, the following was resolved:

*“That the Committee’s name be changed from Curban Community Hall and Tennis Management Committee to the much simpler Curban Hall Committee. This will not affect the halls title which remains Curban Community Hall.”*

The Committee members have advised that the current name is long and cumbersome and does not lend itself well to marketing and advertising purposes. It was felt that a simpler name would be much easier to work with and will be more appealing to future committee members.

The change of name of the Committee does not change the structure or purpose of the Committee itself and, as noted in the Committee’s resolution, the name of the hall too will not change.

|                                 |  |
|---------------------------------|--|
| <u>Principal Activity</u>       | Sense of Place   |
| <u>Policy Implications</u>      | Nil.   |
| <u>Budget Implications</u>      | Nil  |
| <u>Delivery Program Actions</u> | <b>1.2.1.1</b> Assist village community committees to maintain their public facilities |

**RECOMMENDATION**

That Council endorse the change of name from the Curban Community Hall and Tennis Management Committee to the Curban Hall Committee.

Guy McAnally-Elwin  
Acting Director Community Services

**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 March 2019.
2. Certificate of Bank Reconciliation – Month of March 2019.
3. Details of investments as at 31 March 2019 (Local Government Financial Management Regulation No. 19).

|                                |                  |                              |
|--------------------------------|------------------|------------------------------|
| <b>CASH BOOK BALANCE AS AT</b> | <b>28-Feb-19</b> | <b>\$1,255,005.45</b>        |
| Plus: Receipts                 |                  | \$3,263,176.78               |
| Less: Payments                 |                  | <u>\$3,335,232.32</u>        |
| <b>CASH BOOK BALANCE AS AT</b> | <b>31-Mar-19</b> | <b><u>\$1,182,949.91</u></b> |

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|                                |                  |                              |
|--------------------------------|------------------|------------------------------|
| <b>STATEMENT BALANCE AS AT</b> | <b>28-Feb-19</b> | <b>\$1,223,176.65</b>        |
| Plus: Receipts                 |                  | \$3,252,635.12               |
| Less: Payments                 |                  | <u>\$3,281,858.42</u>        |
| <b>STATEMENT BALANCE AS AT</b> | <b>31-Mar-19</b> | <b><u>\$1,193,953.35</u></b> |

|                                 |                  |                              |
|---------------------------------|------------------|------------------------------|
| Plus: Unpresented Receipts      |                  | \$4,348.32                   |
| Less: Unpresented Payments      |                  | <u>\$15,351.76</u>           |
| <b>RECONCILED BALANCE AS AT</b> | <b>31-Mar-19</b> | <b><u>\$1,182,949.91</u></b> |

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|   |                               |
|---|-------------------------------|
| Cashbook balance as at 31 March 2019:                         | \$1,182,949.91                |
| Investments held as at 31 March 2019:                         | <u>\$21,538,830.13</u>        |
| <b>Total Cash &amp; Investments Held as at 31 March 2019:</b> | <b><u>\$22,721,780.04</u></b> |

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

|                      |                |
|----------------------|----------------|
| General Fund         | \$8,672,661.26 |
| Water Fund           | \$2,404,198.05 |
| Sewer Fund           | \$1,280,429.07 |
| Orana Living         | \$3,324,096.49 |
| Carlinda Enterprises | \$337,035.95   |
| Cooee Villa Units    | \$1,163,743.00 |
| Cooee Lodge          | \$4,526,883.59 |
| Jack Towney Hostel   | \$756,051.71   |
| Trust Fund           | \$256,680.92   |

**Balance as per Total Cash & Investments Held: \$22,721,780.04**

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 182 days @ | 2.75% | Due on 05-Apr-19 | With AMP Bank |
| (d)                    | \$1,500,000.00 | For 182 days @ | 2.65% | Due on 24-May-19 | With AMP Bank |
| (e)                    | \$1,000,000.00 | For 183 days @ | 2.75% | Due on 24-Jul-19 | With AMP Bank |
| (f)                    | \$500,000.00   | For 125 days @ | 2.55% | Due on 09-Jul-19 | With Bankwest |
| (g)                    | \$1,000,000.00 | For 90 days @  | 2.35% | Due on 26-Jun-19 | With Bankwest |
| (h)                    | \$1,000,000.00 | For 120 days @ | 2.55% | Due on 03-Jul-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 273 days @ | 2.70% | Due on 06-May-19 | With Bendigo  |
| (k)                    | \$1,000,000.00 | For 274 days @ | 2.71% | Due on 04-Apr-19 | With Bendigo  |
| (l)                    | \$500,000.00   | For 182 days @ | 2.55% | Due on 04-Apr-19 | With Bendigo  |
| (m)                    | \$500,000.00   | For 274 days @ | 2.70% | Due on 11-Apr-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 182 days @ | 2.80% | Due on 11-Jul-19 | With BoQ      |
| (p)                    | \$500,000.00   | For 182 days @ | 2.60% | Due on 06-May-19 | With IMB      |
| (q)                    | \$1,000,000.00 | For 365 days @ | 2.70% | Due on 28-May-19 | With IMB      |
| (r)                    | \$1,000,000.00 | For 182 days @ | 2.70% | Due on 20-May-19 | With ME Bank  |
| (s)                    | \$1,500,000.00 | For 120 days @ | 2.65% | Due on 27-Jun-19 | With ME Bank  |
| (t)                    | \$500,000.00   | For 181 days @ | 2.74% | Due on 29-Jul-19 | 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 @ | 2.75% | Due on 02-Jul-19 | With NAB      |
| (w)                    | \$1,000,000.00 | For 272 days @ | 2.70% | Due on 06-May-19 | With NAB      |
| (x)                    | \$1,000,000.00 | For 123 days @ | 2.73% | Due on 23-Apr-19 | With NAB      |
| (y)                    | \$38,830.13    |                | 1.67% | At Call          | With TCorp    |
| Total Investments:     |                |                |       |                  |               |
| <b>\$21,538,830.13</b> |                |                |       |                  |               |

**OUTSTANDING MATTERS FROM PREVIOUS MEETINGS**

SUMMARY

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

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| <u>Res. No.</u>       | <u>Subject</u>   | <u>Action</u>  |
|-----------------------|--|--|
| <u>August 2014</u>    |  |  |
| 233/14                | Aero Park Shed Lease   | Action being taken to finalise   |
| <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  |
| <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>      |  |  |
| 117/18                | Rural Fire Service Zoning Agreement                              | Agreement to be reviewed   |
| 126/18<br>248/18      | Rising Sun Structure   | Report to future meeting   |
| <u>September 2018</u> |  |  |
| 205/18                | Staff Uniform  | To be in place by 1 July 2019 and associated policies to be reviewed   |

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December 2018

|        |   |  |
|--------|---|--|
| 264/18 | Purchase of Land for NSW Rural Fire Service | Subdivision created. Currently with Solicitor. |
|--------|---|--|

February 2019

|       |   |  |
|-------|---|--|
| 6/19  | Library upgrades                            | Inspection with Councillors prior to April meeting               |
| 7/19  | Possible land exchange                      | Progressing  |
| 8/19  | Preferred trade supplier arrangements       | Preliminary works commenced                                      |
| 9/19  | Fire damaged dwelling                       | Awaiting legal advice  |
| 14/19 | Code of Meeting Practice                    | Report to this meeting   |
| 16/19 | Ecotourism/Geotourism Accommodation project | To be considered post election                                   |
| 26/19 | Water connections in the CBD                | Cost estimate being prepared for consideration in 2019/20 budget |

### DEVELOPMENT APPLICATIONS

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

| DA Number | Received   | Applicants Name             | Application Description of Work       | Property Address                 | Certificate Number | Decision | Decision Date |
|-----------|------------|-----------------------------|---------------------------------------|----------------------------------|--------------------|----------|---------------|
| 2019/282  | 04/03/2019 | ROSS STANLEY BARDEN         | COMMERCIAL KITCHEN/OFFICE             | 63-67 WARREN ROAD<br>GILGANDRA   | CC2019/282         | APPROVED | 16/03/2019    |
| 2019/283  | 12/03/2019 | GILGANDRA PRESCHOOL INC.    | RENOVATION TO PRESCHOOL               | 6 COURT STREET<br>GILGANDRA      | CC2019/283         |          |               |
| 2019/284  | 13/03/2019 | CRAIG TIMOTHY BARDEN        | STRENGTHEN AWNING - CONCRETE FOOTINGS | 44-46 MILLER STREET<br>GILGANDRA |                    |          |               |
| 2019/285  | 18/03/2019 | HAZELTON PETER STANLEY      | SHED/FUNCTION ROOM                    | 55 YOOTHIA ROAD<br>TOORAWEEAH    | CC2019/283         |          |               |
| 2019/286  | 29/03/2019 | SUSAN DOHERTY               | SHED                                  | 26 RAYMOND STREET<br>GILGANDRA   | CC2019/28          |          |               |
|           |            | <b>TOTAL FOR MARCH 2019</b> | <b>\$1,102,173.00</b>                 |                                  |                    |          |               |
|           |            | <b>TOTAL FOR 2019</b>       | <b>\$1,333,716.00</b>                 |                                  |                    |          |               |

### RECOMMENDATION

That the reports be noted.

David Neeves  
General Manager

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