

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 16 May 2023 at 4.00pm.**

Agenda

1. Submission of Questions for Next Meeting
2. National Anthem
3. Prayer
4. Acknowledgement of Traditional Owners:

“I acknowledge the traditional custodians of the land on which we live, work and play. I pay my respects to our Elders past and present and thank them for the contribution they have made, and continue to make, in the cultural identity of our nation.”

5. Commencement of recording
6. Apologies
7. Declarations of Interest

At this juncture, Councillors should indicate any items in which they have an interest and therefore will not be participating in discussion or voting.

8. Confirmation of Minutes
 - Ordinary meeting held on 18 April 2023
9. Listing of matters to be considered in Closed Council

The following matters are listed to be considered in Closed Council in line with the confidentiality policy of Council and Clause 10A (2) of the Local Government Act, 1993, relating to:

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - I. prejudice the commercial position of the person who supplied it, or
 - II. confer a commercial advantage on a competitor of the council, or
 - III. reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of the law
- (f) matters affecting the security of the council, councillors, council staff or council property

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- Procedural Motion to close Council to Press and Public
 - Reports from Servants to Closed Council Meeting
 - GrainCorp South Subdivision (c)
 - Coo-ee Heritage Centre Commercial Lease Expression of Interest (d)
 - Industrial Sites (c)
 - Groworx (c)
 - Procedural Motion to re-open meeting to Press and Public

10. Reports

A handwritten signature in black ink, appearing to read 'David Neeves', written over a horizontal line.

David Neeves
General Manager

Procedural Motion – to exclude Press and Public

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

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MAYORAL MINUTE - 6/23
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities since the 18 April 2023 meeting.

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24/04/23	Castlereagh Macquarie County Council meeting in Coonamble
25/04/23	ANZAC Day Dawn Service, 11am commemoration followed by RAL Sub-Branch luncheon
26/04/23	Meeting with member for Parkes, Mark Coulton and shadow Minister for Infrastructure, Transport and Regional Development, Senator Bridget Mc Kenzie regarding Inland Rail Project
28/04/23	Attend funeral of Mrs Gladys Giltrap in Castle Hill, Sydney
02/05/23	Council Workshop
02/05/23	Gilgandra Lifestyles Advisory Board meeting
02/05/23	Promotion and Economic Development Committee meeting
04/05/23	Castlereagh Zone Bushfire Management Committee meeting
08/05/23	Meeting with representatives of Rural Doctors Network (Councillor Mann in my stead)
09/05/23	Newell Highway Taskforce at Narrandera (attended via Zoom)
09/05/23	Charles Sturt University, presentation of Tony McGrane Memorial scholarship
11/05/23	Meeting with Editor of Central West Lifestyle Magazine
16/05/23	Council Workshop followed by monthly meeting

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.2.1.1

Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders

RECOMMENDATION

That the report be noted.

D Batten
Mayor

MAYORAL MINUTE - 7/23
EMERGENCY SERVICES LEVY COSTS

SUMMARY

To advise of the NSW Government's recent decision to impose a significant Emergency Services Levy (ESL) cost for 23/24 by scrapping the ESL subsidy for Councils.

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I am calling on Councillors to support representations to the NSW Government in response to the highly damaging increase in the Emergency Services Levy (ESL) imposed on all councils without warning for the 2023/24 financial year.

The ESL is a cost imposed on councils and insurance policy holders to fund the emergency services budget in NSW. The majority is paid as part of insurance premiums, with a further 11.7 per cent funded by councils and 14.6% by the NSW Government. The ESL represents cost shifting at its worse, as it is imposed on councils without any mechanism for councils to recover costs.

The levy increase for the State's 128 councils in 2023/24 amounts to almost \$77 million, with the total cost imposed on the local government sector increasing from \$143 million in the current financial year to \$219 million next year. Across all Council's, this represents a 53.1% increase, completely dwarfing the IPART baseline rate peg of 3.7% for 2023/24, and Council's rate increase of 3.7%.

Reporting suggests that the increase in costs this year reflects a 73% increase in the State Emergency Service budget and an 18.5% funding increase to Fire and Rescue NSW. The impact of these large increases on councils' finances will be particularly severe in 2023/24 as a result of the NSW Government deciding to scrap the subsidy for council ESL payments.

For many councils, the unexpected cost hit will absorb almost all of their IPART-approved rate rise for this year and in some cases absorb more than 100%. This is placing other Councils local government budgets under enormous pressure as they struggle from the combined impact of the pandemic, extreme weather events, high inflation and wage increases.

IPART-approved rate rises are intended to compensate for the impacts of inflation and increases in council costs. Instead, the rate increase will have to be largely diverted to the significantly higher ESL payments this year. NSW councils will have no option other than to make cuts to infrastructure and services expenditure.

For Gilgandra Council, the ESL has increased by \$14,224.61 for 2023/24, bringing the total Council contribution to \$399,019.17.

The table below illustrates the impacts to Council over the past 2 years:

EMERGENCY SERVICES LEVY					
	21/22	22/23	% Inc.	23/24	% Inc.
NSW Rural Fire Service	255,145.28	340,656.68	33.51%	340,886.66	0.07%
NSW State Emergency Service	6,211.19	11,325.88	82.35%	19,486.51	72.05%
Fire and Rescue NSW	28,734.00	32,812.00	14.19%	38,646.00	17.78%
	290,090.47	384,794.56	32.65%	399,019.17	3.70%

Whilst many NSW Councils are realising huge increase in the ESL for the 23/24 budgets, Gilgandra Council's impacts over for 23/24 are modest. However, I would like to draw your attention to the overall percentage increase in the current 22/23 budget. Regardless of financial impact, the NSW Government should not be able to increase councils' levy to fund expansion of the SES, RFS and F&R without first consulting the Local Government industry and understanding the councils' financial capacity or the ramifications to individual councils' budgets.

The timing of this development is particularly challenging for NSW councils as it comes so late in the local government budgeting cycle, well after IPART's rate determination for the coming financial year.

All councils strongly support a well-funded emergency services sector and the critical contribution of emergency services workers and volunteers (many of whom are councillors and council staff). However, it is essential that these services be supported through an equitable, transparent and sustainable funding model.

Local Government NSW, the industry body representing NSW councils, has raised serious concerns of the local government sector with the NSW Government and is seeking the support of councils across NSW in amplifying this advocacy.

Principal Activity Lead

Policy Implications Nil

Budget Implications Nil

Delivery Program Actions **4.3.5.1**
Represent community concerns in relation to government and non-government service delivery issues

RECOMMENDATION

1. Council writes to the Treasurer, the Minister for Emergency Services, the Minister for Local Government and local State Member(s):
 - a. Expressing Council's strong opposition to the NSW Government's last minute decision to impose an enormous Emergency Services Levy (ESL) cost increase on councils for 2023/24 by scrapping the ESL subsidy for councils and at a time after Council has publicly advertised its Operational Plan and annual budget to the community;
 - b. Noting that as a consequence of the unannounced 73% increase in the State Emergency Service budget and an 18% increase in the Fire and Rescue NSW budget, Council's <3.7% (or insert other council cap here)> rate increase to provide essential community services and infrastructure has been significantly eroded.
 - c. Advising that the Government's decision may lead to a reduction in important local services and/or the cancellation of necessary infrastructure projects;
 - d. Calling on the NSW Government to take immediate action to:
 - i. restore the ESL subsidy in 2023/24
 - ii. urgently introduce legislation to decouple the ESL from the rate peg to enable councils to recover the full cost
 - iii. develop a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.
2. Council writes to the Chair of the Independent Pricing and Regulatory Tribunal (IPART) advising that Council's forced emergency services contribution is manifestly disproportionate to the 2023/24 rate cap, which has resulted in additional financial stress.
3. Council writes to the President of LGNSW seeking the Association's ongoing advocacy to bring about a relief in the burden of Councils' emergency services contribution.

D Batten
Mayor

2023 NAIDOC WEEK SCHOOL INITIATIVES

SUMMARY

To advise Council of the request from Koori Kids to donate funds to the 2023 NAIDOC Week School Initiatives.

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National NAIDOC Week celebrations are held across Australia in the first week of July each year to celebrate and recognise the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. NAIDOC Week is an opportunity for all Australians to learn about First Nations cultures and histories and participate in celebrations of the oldest, continuous living cultures on earth.

Council has previously supported NAIDOC Week celebrations by way of donation to Koori Kids, who provide school based initiatives during NAIDOC week. Koori Kids propose to coordinate another school based initiative this year between 2nd and 9th July. The initiative will be coordinated in partnership with the Department of Education, Department of Health, Transport for NSW, NSW Health, Catholic Schools NSW, and Department of Premier & Cabinet.

The initiative will consist of a creative competition where students will have the opportunity to be involved in colouring-in/short story and creative/essay writing competitions as well as an educational component. Participation will be open to all primary and secondary school students within the community.

Koori Kids is not currently an organisation included in Council's 'Donations' Policy and Council has previously applied for the Aboriginal Affairs NAIDOC Grants Program to provide a donation. Unfortunately, this year Council was notified of the request of a \$500.00 donation towards this year's initiative after the closing date of the NAIDOC Grants Program.

Koori Kids proposes to use the \$500.00 donation towards the costs for printing and distributing of information packs, posters, and entry forms to school across Council's local government area. Council will be acknowledged for their contribution through logo inclusion as an associate partner on information packs sent to schools throughout Council's local government area.

<u>Principal Activity</u>	Enjoy
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	This is not budgeted for and will require an additional vote to the donations budget line item
<u>Delivery Program Actions</u>	2.2.2.2

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

Encourage participation of all
cultures in activities and events

2.1.3.2

Provide a range of activities for
youth

RECOMMENDATION

That Council donate \$500.00 to Koori Kids for the 2023 NAIDOC Week School Initiatives.

David Neeves
General Manager

ORANA LIVING ADVISORY BOARD

SUMMARY

To provide Council with an update in relation to the Orana Living Advisory Board.

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At the 20 December 2022 Council Meeting, Council resolved the following:

RESOLVED 250/22	Cr Mann/Cr Peart
<ol style="list-style-type: none">1. That an Executive Review of Disability Services functions be endorsed.2. That Council establish a Committee specific to all NDIS Services offered by Council and that such committee be named "Orana Living Advisory Board" under s355 of the <i>Act</i>.3. That the membership of the Committee comprise of the Mayor, three additional Councillors and three industry experts covering clinical and quality standard compliance, governance and industry reform, for NDIS operations experience.4. That Council nominate Crs Mann, Cr Batten and Cr Bunter to serve on the Orana Living Advisory Board and the third Councillor position remained vacant at this stage.5. That Council delegate the Orana Living Advisory Board to establish the terms of reference for adoption by Council.6. That meetings of the Orana Living Advisory Board meetings be scheduled quarterly and align with Council's quarterly budget and operational review format, being the first week in May, August, November and February.	

The initial meeting for the Orana Living Advisory Board occurred on 4 May 2023. The necessity of the Orana Living Advisory Board was discussed in reference to the current processes and governance requirements for the Aged Care and Disabilities sectors. For those in attendance at the Orana Living Advisory Board, it was agreed that the existence of an additional Committee, being the Orana Living Advisory Board itself, was unnecessary and the following was resolved:

COMMITTEE'S RECOMMENDATION – 1/23	Cr Batten/D Neeves
<ol style="list-style-type: none">1. That a report go to Council outlining current processes and governance requirements.2. That any relevant information from Orana Living's operations be reported directly to Council.3. That an internal Working Group be established to address Orana Living rather than the existence of a Committee. The Committee will consist of Orana Living and Carlginda Management, Director of Aged Care and Disabilities, and External Consultant(s).	

Therefore, subject to the outcome from the executive review, the recommendation is that the whole of Council retain the 'board' responsibility as referred to in the NDIS Standards and/or the associated legislation. At this stage and until such responsibilities are fully understood, it is unnecessary to delegate these responsibilities to a Section 355 committee.

As per the resolutions from the Orana Living Advisory Board inception meeting, it is proposed that a structured quarterly management committee consisting of operation staff and external consultants (of whom are yet to be determined) be established. The aim would be to provide quarterly reports to the Council in board level format detailing the performance of Orana Living. The report will align with the quarterly budget and operational plan reviews and detail any important issues that need the Council or board decisions.

The management committee will provide comprehensive management oversight of the operations, considering the clinical, quality, operational and financial performance of Orana living. It is proposed that due to the operational nature of this committee, there is no need for Councillor participation.

<u>Principal Activity</u>	Live
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.3.2.4 Meet the governance requirements applicable to Orana Living

RECOMMENDATION

1. That the resolution of the Orana Living Advisory Board meeting be noted.
2. That the governance responsibility for the operations of Orana Living, under the NDIS standards and associated legislation, remain with the Council and Council as a whole retains the responsibility of any referred board as referenced in the NDIS standards or the associated legislation.
3. That as part of the Executive Review, a report be presented to Council detailing any gaps in the current governance processes.

Donna Dobson
Director Aged Care & Disabilities

2023/24 to 2026/27 BUDGET REPORT

SUMMARY

To present a report on the draft 2023/24 to 2026/27 budget for all Council funds and detail matters considered in preparation of same.

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Introduction

The draft 2023/24 budget has been prepared following extensive discussion with Council in a series of workshops and reflects a continuation of the existing range of services with minimal increases in costs in most areas.

The budget has been prepared on the basis of Council taking the full rate peg increase of 3.7%. This equates to an additional \$212,349 in income for 2023/24 compared to the 2022/23 year.

Councils are required to adopt and advertise a draft Operational Plan which includes its Revenue Statement (including fees and charges) and Budget for 28 days prior to its adoption by 30 June each year. Council's budget is developed across General Fund, Water & Sewer Funds and the various community services – Orana Living, Carlginda Enterprises and Gilgandra Lifestyles (Cooee Lodge Hostel and Villa Units, Jack Towney Hostel and Home Care Packages).

In reports to the April 2023 meeting, Council adopted proposed rating and charging structures for general rating categories along with water, sewer, waste and stormwater and these have been included in the draft document.

Major works planned in 2023/24 include:

- 12.5km of new road sealing works on National Park Road
- Baronne Creek crossing upgrades on National Park Road
- Industrial Land Subdivision
- Aeropark Residential Subdivision
- Inland Rail Housing Project
- Major IT upgrades
- Stronger Country Communities Fund Round 5
- Rural Roads Capital Renewals
- McGrane Oval Female Change Rooms
- Regional Drought Resilience Program
- War Memorial Literary Institute Renovation

- Continued investment in modernised plant and equipment
- Continuation of Smart Water Meters Implementation
- Upgrade of Sewer Mains
- Detailed design for the New Sewer Treatment Plant
- Planning and design of new Disability Housing

A number of other smaller projects have been identified and are also included for Council's consideration.

The Water, Sewer, Orana Living, Carlginda, Cooee Villa Units, Home Care Packages and Jack Towney Hostel budgets indicate surplus results. The planned operations of General Fund and Cooee Lodge project deficit results.

GENERAL FUND (pages 1 to 20)

Governance - Councillors (page 1)

The \$281,334 estimate for 2023/24 (\$296,813 in 22/23) includes the mayoral fee, councillor fees, councillor expenses, IT costs, training costs, superannuation and an internal administration charge. The following year includes an allocation for the election in September 2024.

Corporate Support Income (page 2)

This estimate for 2023/24 is made up of the following:

- \$120,000 for workers compensation claims
- \$52,496 for insurance rebate
- \$9,000 for rating certificate income
- \$5,000 for sundry income items
- \$22,000 for parental leave funding
- \$200,000 for trainee funding and
- \$2,000 for training course income

Wages & Other Employee Costs - Corporate Support (page 2)

The estimate for Wages - Corporate Support (administration area) have been calculated by taking each employee's current weekly wage, multiplying it by 48 weeks and increasing it by an additional 2.0% being the estimated award increase for 2023/24.

All wages attract an additional oncost percentage to cover the cost of employees such as superannuation, workers compensation and leave entitlements and allocate that cost across the areas where the employees work. In this instance, the employees are costed to administration. The oncost percentage for 2023/24 has been set at 36.36% and the superannuation percentage has increased from 10.5% to 11%.

The Distribution of Administration line is the net transfers of administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

An amount \$10,000 has been included in 23/24 with the 24/25 and 25/26 years allocated an additional \$100,000 each year to meet ongoing costs associated with the organisational review.

Interest on Borrowings (page 2)

The following table outlines all General Fund loans and repayments over the next four years:

Loan No.	Purpose	Amount	P or I	2023/24	2024/25	2025/26	2026/27
306	Water & Sewer Infrastructure	300,000	Pri.	38,640.26			
			Int.	1,756.83			
308	Water, Sewer, Villa Infrastructure	760,000	Pri.	86,346.33	89,697.87		
			Int.	5,952.13	2,600.59		
309	Gumin Bridge	1,040,000	Pri.	68,788.86	70,819.14	72,909.34	75,061.23
			Int.	17,391.56	15,361.28	13,271.08	11,119.19
310	Park Toilet, Wallum'wang & Luckies G Bridges	1,312,000	Pri.	136,776.87	140,980.38	145,313.07	149,778.83
			Int.	16,436.87	12,233.36	7,900.67	3,434.84
312	Works Depot	2,000,000	Pri.	124,975.83	127,538.54	130,153.39	132,822.06
			Int.	30,469.89	27,907.38	25,292.33	22,623.66
313	Work Depot	1,467,000	Pri.	90,254.63	92,525.09	94,852.68	97,238.82
			Int.	27,629.21	25,358.75	23,031.16	20,645.02
314	Library Hub	1,000,000	Pri.	46,766.97	49,206.48	51,773.23	54,473.88
			Int.	49,746.43	47,306.92	44,740.17	42,039.52
315	Aeropark Subdivision (4.75%)	2,500,000	Pri.	118,052.84	123,660.35	129,534.21	135,687.09
			Int.	118,750.00	113,142.49	107,268.62	101,115.75
317	Combined Sports Centre (4.75%)	2,000,000	Pri.		94,442.27	98,928.28	103,627.37
			Int.		95,000.00	90,513.99	85,814.90
318	Water Treatment Plant (4.5%)	2,500,000	Pri.			120,284.52	125,697.32
			Int.			112,500.00	107,087.20
319	Combined Sports Centre (4.75%)	2,000,000	Pri.				94,442.27
			Int.				95,000.00
General Fund Repayments:				585,616.00	699,172.25	723,464.20	843,131.55
				260,423.96	336,310.18	312,018.02	381,792.88
				846,039.96	1,035,482.43	1,035,482.22	1,224,924.43

General Fund Ratio:	4.81%	5.74%	5.60%	6.46%
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The above Debt Service Ratio is calculated using the actual income generated from the 2021/22 year. This level of income will vary in the 2022/23 and 2023/24 years and, as a result, the Debt Service Ratio should be used as a guide only.

Note that the proposed funding loan for the Inland Rail Housing Project of \$5,000,000 from Orana Living is not included in this schedule as it is an internal loan with a variable repayment structure. It is included in the capital section of this report.

Administration Expenses (page 2)

All costs are in line with the previous years.

IT Income & Expenses (page 2)

The IT income estimate for 23/24 has reduced compared to the previous year as the cost for investment for IT related infrastructure and support has been carried forward. The estimate of \$878,522 is offset by the IT expenses (less the internal charge of \$126,752 allocated to Administration) and the capital allocation on page 17.

Civic Activities (page 2)

The estimate for 2023/24 includes an amount of \$96,397 for community functions and activities as well as \$39,923 contribution to the LGNSW and \$20,000 to recognise volunteers within our community. These allocations are in line with previous years and the following years allocations increase in line with CPI.

There is also an amount of \$6,474 included to hold an annual all of staff function.

Wages & Other Employee Costs - Engineering & Works (page 2)

This area provides for the major costs of operating the Management section of W&TS. The costs include a 2.0% wage increase and it provides for 48 working week year for each employee engaged in the managerial section of W&TS.

All wages attract an additional oncost percentage to cover the cost of employees such as superannuation, workers compensation and leave entitlements and allocate that cost across the areas where the employees work. In this instance, the employees are costed to administration. The oncost percentage for 2023/24 has been set at 36.36% and the superannuation percentage has increased from 10.5% to 11%.

The Distribution of Administration line is the net transfers of infrastructure administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

Engineering & Supervision (page 2)

This provides for relevant costs such as IT costs, telephone costs, mobile phone costs, general office expenses, engineering instrument maintenance, software provisions, depot maintenance, small tools/sundry expenses, vehicle costs, asset management, depot costs, travelling costs, depot building maintenance costs and internal vehicle costs.

The software component of this includes provision for annual IT licence renewals and other IT licence requirements.

Project Management (page 2)

Costs associated with the project management team will be costed directly to the projects that they are being worked on. An amount for the Distribution of Administration is included but this will be transferred across the projects during the course of the year.

Plant Running Expenses (page 2)

The estimate for this area for 2022/23 includes the following amounts:

* Insurances:	\$ 70,461
* Plant Running Costs:	\$1,501,018
* Heavy Vehicle Inspections:	\$ 16,401
* Workshop Tools:	\$ 6,836
* Workshop Expenses:	\$ 23,888
* Trainee Costs:	\$ 39,851
* Workshop Vehicle Running Expenses:	\$ 34,172
* Internal Distribution of Plant:	(\$ 50,034)
* Miscellaneous Plant Costs:	\$ 13,668
* Plant Hire Income	<u>(\$2,853,879)</u>
	(\$1,197,618)

As can be identified from the budget, this provision provides for all costs relevant to plant operations.

When depreciation of the plant assets of \$900,821 is taken into account, the result for this area for 23/24 is an estimated surplus of \$296,797.

Employee Overhead Costs - General Fund (page 2)

Council charges an internal oncost rate of 36.36% on all wages within General Fund. The 36.36% charge has been calculated as follows:

General Fund					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	732,517
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%	366,259
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%	549,388
Superannuation	10.0% for 52 weeks in 48 weeks	11.00%	48	11.92%	1,047,500
Workers Compensation	cost as a percentage of wages	500,539	8,790,208	5.69%	500,539
				36.36%	3,196,203

The income from the charge is included here and is offset against the above costs. Ideally, the overall estimate should be nil however, this will always vary due to the taking of leave and changes to the workers compensation premium as a result of claims.

Employee Overhead Costs - Orana Living (page 2)

Council charges an internal oncost rate of 35.43% on all wages within Orana Living. The oncost rate is made up of the following:

Orana Lifestyle Directions					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	323,224
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	80,806
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	161,612
Superannuation	9.5% for 52 weeks in 48 weeks	11.00%	48	11.92%	462,210
Workers Compensation	cost as a percentage of wages	346,490	3,878,683	8.93%	346,490
				35.43%	1,374,341

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, variances can occur with sick leave and workers compensation insurance.

All employee oncosts (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Employee Overhead Costs - Carlginda (page 2)

Council charges an internal oncost rate of 40.43% on all wages within Carlginda. The charge has been calculated as follows:

Carlinda Enterprises					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	27,382
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%	13,691
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%	20,536
Superannuation	9.5% for 52 weeks in 48 weeks	11.00%	48	11.92%	39,156
Workers Compensation	cost as a percentage of wages	32,070	328,583	9.76%	32,070
				40.43%	132,835

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, variances can occur with sick leave and workers compensation insurance.

All employee oncosts (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Employee Overhead Costs - Cooee Lodge (page 2)

Council charges an internal oncost rate of 34.51% on all wages within Cooee Lodge. The charge has been calculated as follows:

Cooee Lodge plus CACP					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	230,822
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	57,706
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	115,411
Superannuation	9.5% for 52 weeks in 48 weeks	11.00%	48	11.92%	330,076
Workers Compensation	cost as a percentage of wages	221,790	2,769,868	8.01%	221,790
				34.51%	955,805

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, further variances can occur with sick leave and workers compensation insurance.

All employee on costs (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Employee Overhead Costs – Jack Towney Hostel (page 2)

Council charges an internal oncost rate of 34.51% on all wages within Jack Towney Hostel. The charge has been calculated as follows:

Jack Towney Hostel plus CACP					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	60,723
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	15,181
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	30,361
Superannuation	9.5% for 52 weeks in 48 weeks	11.00%	48	11.92%	86,834
Workers Compensation	cost as a percentage of wages	58,397	728,674	8.01%	58,397
				34.51%	251,496

The income from the charge is included here and is offset against the above costs resulting in a break even estimate. However, further variances can occur with sick leave and workers compensation insurance.

All employee on costs (leave, superannuation, workers compensation, etc) are charged to General Fund and offset by the collection of the charge.

Contribution to NSW Fire Brigades (page 4)

Council is required to make a contribution to the NSW Fire Brigades, which is responsible for urban areas, under legislation. Council has no input into the calculation of the contribution. The estimate is the actual contribution required for 2023/24 and the next three years increase in line with the estimated CPI.

Contribution to NSW Rural Fire Service (page 4)

Council is required to make a contribution to the NSW Rural Fire Service, which is responsible for rural areas, under legislation. Council has no input into the calculation of the contribution.

Council has been advised by the RFS what the required contribution for 23/24 will be and that is included here.

Fire Services Expenses (page 4)

The total vote of \$95,779 (from \$103,290 in 22/23) includes an internal distribution of administration charge of \$5,544 (\$15,256 in 22/23) and \$90,235 (\$88,122 in 22/23) of running costs. This is offset by a reimbursement of the same amount.

Animal Control Income & Expenses (page 4)

The estimate of \$196,094 (\$192,884 in 22/23) for 2023/24 for animal control has been calculated by forecasting for the continuation of the ranger position plus the operating costs of the pound. The operations remain the same and this is reflected in the estimate which is slightly more than the previous year. The estimated income is in line with previous years budgets which have been exceeded. The next three years increases are in line with CPI.

Emergency Services Expenses (page 4)

The \$34,308 allocation (\$31,583 in 22/23) to this area for 2023/24 is to allow for Council's 11.7% contribution to Emergency Services remaining the same as the previous year and increasing by CPI for the following three years.

Planning Expenses – Compliance, Planning & Development (page 5)

This area includes the wages allocation for the following positions:

- Planning & Development Manager
- Cadet Planner/Development and Growth Planner
- Building Surveyor

It also includes a Distribution of Administration amount which is the net transfers of environmental services administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

Also included is an amount of \$170,000 to complete a review of the LEP and a Land Use Strategy. This is partly offset by a transfer from reserves of \$80,000 on page 14.

Domestic & Other Waste Management (page 6)

The Domestic Waste Management area for 2023/24 includes income of \$526,992 that is collected from domestic ratepayers in Gilgandra, Tooraweenah and Armatree that use or are able to use the service. The Other Waste Management income for 2023/24 of \$223,482 includes an amount of \$150,000 that is collected from commercial, non-rateable and rural ratepayers that use or are able to use the service. The remaining \$73,482 (\$39,681 in 22/23) is made up of tipping charges and scrap steel sales.

The combined income of \$676,992 derived from waste collection charges is used to pay for the costs applicable to the service provided.

The expenses of \$710,065 for Domestic Waste Management include the following items:

- \$221,115 for waste and recycling collection
- \$5,631 for recycling promotion
- \$194,306 payment to Carlginda for the management of the waste facility
- \$10,000 for insurances
- \$11,114 for electricity
- \$3,980 for cleaning
- \$40,161 for the distribution of administration charge
- \$148,229 for the waste facility operating and maintenance costs and
- \$75,529 in wages for a position at the waste facility.

The operating and maintenance costs of \$148,229 above is made up of \$34,502 to process green waste, \$67,957 for a track loader, \$5,228 to pay for the tyre site EP levy, \$10,455 for recycling bags, \$10,455 for the disposal of tyres, \$10,455 to hire plant, \$5,227 for a recycling trailer and \$3,949 for general maintenance.

An amount of \$50,000 has been allocated to be transferred to reserves and, should savings occur by the end of the year, the amount saved will also be transferred.

The expenses of \$55,665 (\$57,028 in 22/23) for Other Waste Management covers a cost of \$5,725 for each of the rural tips located at Tooraweenah, Armatree, Curban and Biddon to maintain the sites. There are also allocations of \$7,074 for scrap steel community projects and \$25,691 for a distribution of administration charge.

Urban Stormwater Drainage (page 6)

The income raised for stormwater drainage is via a \$25 annual charge levied on all ratepayers within the Gilgandra town boundary. This charge is determined by the OLG and Council cannot increase it above the \$25 limit.

The 2023/24 Urban Stormwater Drainage maintenance and repair allocation is in accordance with the ongoing LTFFP allocation. The amount allocated is \$80,527 (\$76,053 in 22/23).

Wages & Employee Costs - Community Services Administration (page 7)

The wages estimate for this function for 2023/24 includes the Director Aged Care and Disabilities position plus an additional position for the Gilgandra Lifestyles Co-ordinator. The proceeding years increase in line with CPI.

The Distribution of Administration line is the net transfers of administration wages across all areas of Council. The amounts are calculated by each employee allocating where their time is spent across the organisation. The percentage of their annual wage estimate is then included in the costs of the nominated area.

Community Services Administration Expenses (page 7)

The estimate of \$270,512 includes costs for IT services, phone, vehicle and general administration for a total of \$25,112. There is an additional line item for the Groworx project of \$245,400. This amount is offset by a transfer from the Orana Living Disability Inclusion reserve on page 14.

Youth Services (page 7)

The 2023/24 budget includes a provision for GSHS (Going Home Staying Home) services through our contract with Mission Australia. The funding received through this arrangement is the major income source received by GYS. The services provided under this contract are available to a wide demographic, essentially people at risk of homeless over age 16. Previously services were available to young women aged 16-24. There is now also a key focus on case management services.

The GYS budget is predicated on EIPP (Early Intervention Program) funding continuing (increasing from \$15,000 to \$25,000).

Expenses have increased in line with CPI except for the following:

- An additional cost of \$50,000 for a Youth Strategy
 - An additional cost of \$10,000 for GYS clients
 - An additional cost of \$3,600 for EIPP transition
 - An additional cost of \$20,000 for building maintenance.
-

Gilgandra Community Care & Transport (page 7)

Gilgandra Community Care and Transport income and expenditure for 2022/23 is in line with previous year with operations generally remaining the same.

There is a reduction in expenses due to the purchase of vehicles in 22/23 not required in 23/24.

The service requires no financial input from Council with grant funding and the income generated by the service covering all expenditure. Services include Meals On Wheels, Community Transport and a range of brokered services.

Any estimated surplus or deficit results are offset by transfers to or from reserves on pages 14 and 15.

Government Access Centre (page 7)

The Government Access Centre income and expenses for 2022/23 is along the same lines as the previous year except for the increase in IT costs. The following three years have increased in line with CPI. There are no plans for changes to the existing services performed.

Housing (page 8)

The income has been calculated according to the rental agreements currently or expected to be in place during 23/24. Increases have been included for 29 Iris Street and 94 Wamboin Street to accommodate planned medical staff.

Medical Centres Income & Expenses (page 8)

The expected income from the rental of the medical centres and the MPS dental rooms has increased in line with CPI. The expenses have been decreased to be in line with actual costs.

Public Cemeteries (page 8)

The allocation of \$129,739 for 2023/24 (\$115,549 in 22/23) is consistent with the expected levels of service. The following three years have been increased in line with CPI.

The costs at the Gilgandra Cemetery includes maintaining the grass and weeds as required, emptying of rubbish bins on a regular basis, install and maintain graves and to run and maintain the extended irrigation system, all of which is in keeping with Council's Cemetery Management Plan.

Public Conveniences (page 8)

There is a nil operating cost in this area because all public conveniences are maintained from within the "host" asset provisions such as Hunter Park,

McGrane Oval, Target Carpark, Tooraweenah Park, etc. The estimate of \$934 is for a distribution of administration charge only.

Street Lighting (page 8)

The cost of street lighting for the 2023/24 year is expected to see a reduction due to the introduction of new LED lighting with the estimated cost of \$150,000 (\$196,250 in 22/23) included.

Library (page 9)

The Library budget includes an increase in cost to accommodate the proposed new Library Hub operating hours. This equates to an increase in wages of \$108,845.

Public Halls (page 9)

Previous income estimates were reduced to allow for the impact that COVID had on the usage of the halls. This impact has lessened and, as a result, the hire income has increased. Expenses are in line as per previous years.

Swimming Pool (page 9)

The budget income for the pool has been reduced to reflect the declining level of usage. The expenses are in line with previous years.

Sporting Grounds (page 9)

The total amount of income expected is \$7,880 which is low in relation to the level of services provided at the five (3) sporting facilities within Gilgandra and the outlying villages. All users have extensive and variable demands frequently requesting levels of service above the scope of the budget.

The sporting ground expenses cater for the upkeep and maintenance of:

- McGrane Oval – including cleaning and maintenance of the toilet block when schedule usages and/or events occur.
- Ernie Knight Oval– including cleaning and maintenance of the toilet block
- Tooraweenah Recreation Ground.

The sporting grounds costs are not expected to be any greater than an increase for CPI from the previous year and the budget estimate reflects this.

Parks and Gardens (page 9)

The Parks & Garden staff provides for the routine maintenance and repair at the following locations:

- Council Chambers & Hall Surrounds
- Hunter Park – including cleaning and maintenance of the toilet block
- Apex Park
- Noonan Park
- Jordana Park
- Bencubbin Park
- Clarice Schultz Park
- Cooee Park
- Miller Street Plaza
- Windmill Walk
- Chelmsford Avenue Walk
- Town Footpaths & Open Spaces
- Tooraweenah Park– including cleaning and maintenance of the toilet block
- Tooraweenah Viewing Platform M&R
- Tooraweenah Open Spaces – General and
- Gilgandra, Tooraweenah and Armatree Protection Zones.

The working of the cemeteries includes maintenance of the lawn and regular section as well as plotting, excavation and backfilling of all graves. The maintenance cost relevant to the cemeteries, Council Chambers surrounds and the Community Hall surrounds are all provided for within their own budget areas.

There is an additional allocation of some \$70,000 to allow for maintenance of the lawns and gardens at the CHC and the Library Hub.

The parks and gardens income budget includes a contribution of \$66,792 from the RFS to provide for fire hazard reduction works.

Gilgandra Fitness Centre (page 9)

The estimated income and expenses for the Gilgandra Fitness Centre (GFC) are in line with previous years and reflect no change to the existing operations.

Heritage Income & Expenses (page 9)

The funding proposed for the 2023/24 budget is allocated for the continuation of a local heritage fund and heritage advisor fees although funding from the NSW Heritage office has been reduced.

The continuation of the Local Heritage fund project is seen as a positive. Previous years projects have resulted in considerable investment by landowners in improving the structural integrity and appearance of their properties. The net cost of this service is \$22,693 (\$24,573 in 22/23).

Gravel Pits (page 10)

The income and expense from gravel pit operations has been increased by CPI for 2023/24 compared to the previous year.

The expected surplus of \$62,543 will be transferred to the gravel reserve to cater for the cost incurred in investigating new pits and rehabilitating pits in future years.

The balance of this reserve is expected to be around \$387,141 by the end of 2023/24. The total transferred to and held in reserves will need to be monitored.

Urban Roads (page 10)

The allocation for urban roads for 2022/23 has been increased in line with CPI compared to the previous year. This allows for the maintenance of roads and streets within the Gilgandra town area and the village areas of Tooraweenah and Armatree.

Rural Roads (page 10)

The allocations for rural roads – sealed and rural roads – unsealed have been increased by CPI on the previous year which included the full planned increase from the special rate variation.

There is also included \$2,000,000 in grant funding for natural disaster works and is offset by additional expenses for the same amount.

Regional Roads (page 10)

The income and expenses elements of the Regional Roads budget will be identical. The Regional Road portion of the budget (Block Grant) has not been announced by the State Government therefore an increase of 2.0% has been applied to the four elements of the workings undertaken as part of this RMS contribution. The four elements are:

- Routine maintenance – Road surface and roadside furnishings upkeep,
 - Supplementary Allocation – Bitumen reseal, normally one segment,
 - Traffic Facilities, line marking and road safety provisions, and
 - Bridge maintenance.
-

State Roads (page 10)

The State Roads area includes the allocation of works by the RMS on state highways to be carried out by Council.

The difference between the total estimated income of \$2,091,168 and the total estimated expense of \$1,448,976 is \$641,192 being the estimated profit from the RMS contract works. It is important to note that this is an estimate only at this stage with the RMS yet to finalise works for the 2023/24 year.

Roads to Recovery (page 10)

The 2023/24 Roads to Recovery estimate totals \$976,269. The compilation of the Roads to Recovery budget is normally made up of a three way split between gravel resheets, bitumen reseals and specific rehabilitation works. The 2023/24 allocation will be determined following a separate detailed report to the May or June Council meeting.

The total expenses of \$976,269 matches the funding.

Bridges (page 10)

The allocation of \$35,112 for 2023/24 similar to the previous year and is a relatively low amount due to the replacement of timber bridges with concrete structures over the last few years.

There is still a need to maintain the existing network where required and the allocation reflects this.

Footpaths (page 11)

There is no expected income for footpath work at this point in time, however Council will continue to pursue unemployment and other opportunities for income to improve the footpaths within the township. Routine maintenance footpath allocation complies with the Long Term Financial Plan (LTFP).

Aerodromes (page 11)

The income estimate is \$66,625 for 2023/24 as per prior negotiations with the RAAF. This amount is expected increase to \$70,000 for the following years.

The draft budget provides for the routine maintenance of both the Gilgandra and Tooraweenah airstrips. Based on the routine costs that are incurred, the 2023/24 budget includes an increase for CPI as does future years.

Other Expenses - Other Transport & Communication (page 11)

This allocation allows for kerb and gutter maintenance at the level agreed by Council. The estimate of \$50,919 is for kerb and gutter costs (\$37,525) and a distribution of administration charge (\$13,394).

Cooue Heritage Centre (page 12)

This area includes the operations of the CHC in the renovated premises. The 2023/24 estimates of income and expenditure take into account the revised operations after the CHC opened. There is also a separate allocation for the kiosk being \$111,750 in income and expenses of the same amount. The kiosk is currently being advertised to be leased under a contract arrangement.

Economic Development (page 12)

This area includes Council's economic development operations. The costs are (22/23 allocations in brackets):

- Business Programs: \$50,000 (\$15,462)
- Marketing Costs: \$5,000 (\$16,197)
- Project Costs: \$20,000 (\$20,000)
- Membership Costs: \$7,500 (\$7,962)
- Sundry Expenses: \$2,000 (\$2,000)
- Signage Costs: \$5,000 (\$5,665)
- GREAT Event Program: \$50,000 (\$25,000)
- CBD Revitalisation Costs \$15,000 (\$15,000)
- Distribution of Administration: \$222,693 (\$58,271)

The estimated costs have increased by \$211,636 from \$165,557 in 22/23 to \$377,193 in 23/24. The majority of this (\$164,422) is attributed to the increase in the Distribution of Administration charge. There have also been increases in some program costs but these have been offset by reduced costs elsewhere.

It should also be noted that the \$15,000 cost for the CBD Revitalisation is offset by a transfer from reserves on page 14.

Inland Rail (page 12)

The income from this area is expected to be \$150,000 which is similar to the previous year while expenses are expected to increase by \$55,735 to \$435,404. The reason for this is an additional allocation of \$50,000 for the Live Enjoy Grow Towards 5000 Population strategy.

Other Business Undertaking (page 12)

Estimated income from property leases (other than housing) and staff leasing of motor vehicles and housing. The expenses include maintenance costs, staff housing rental and the Distribution of Administration charge.

General Rate Income (page 13)

The total general rate income of \$5,591,861 represents an increase of 3.7% on the previous year being the full amount allowed under rate capping. The following 3 years include rate increases of the rate peg limit only which is estimated at 2%.

Financial Assistance Grant (page 13)

The Federal Government has yet to advise of the Financial Assistance Grant amount for 2023/24, as a result, the amount has been estimated with a 2.0% increase on the 2022/23 actual allocation. In the following years, the amount increases by CPI.

The Financial Assistance Grant is untied (not for any specific purpose) funding provided by the Federal Government. It is calculated using a complex formula including demographics, roads, population, etc which increases by varying amounts each year.

Interest Income (page 13)

Interest income for 2023/24 is expected significantly higher than the previous year's estimate. The estimate has been calculated at a 5% return on Council's investments. This is at the higher end of interest rates currently offered for terms of 12 months and will be monitored over the course of the year.

Reserves (pages 14 and 15)

Transfers from reserves are an income item in the budget, however, it is merely a transfer of funds from the bank account and have a negative cash effect if spent. Transfers to reserves are an expense item in the budget, however, it is merely a transfer of funds to the bank account and have a positive cash effect if funded. Council should be aware of this when decisions regarding reserves are made.

Following is a listing of the movement in Reserves for 2023/24:

Transfers from Reserves

- CLIRP Grant \$300,000: unspent grant funds from 22/23 and used to offset the capital expenses on page 17.
- Plant \$97,000: from accrued unspent capital allocations and used to offset the capital expenses on page 17.

- Infrastructure Contributions \$15,000: from accrued building application fees and used to fund operating expenses on page 12.
- Landuse Strategy LEP Review \$80,000: unspent operating allocation from the previous year and used to offset operating costs on page 5.
- Local Roads \$1,000,000: unspent operating allocation from a prior year and used to fund capital expenses on page 17.
- Rural Roads \$100,00: unspent operating allocation from a prior year and used to fund capital expenses on page 17.
- Waste Facility \$20,000: annual charges allocations from previous years and used to fund capital expenses on page 17.
- Orana Living Contribution (DIAP) \$245,400: funds contributed by Orana Living for disability related works and now used for the Grow Work recruitment project on page 7.
- Gilgandra Community Care \$64,562: unspent operating funds from previous years and used to fund operating expenses on page 7.
- IT Upgrades \$850,000: unspent capital allocation from the previous year and used to fund capital expenses on page 17.
- River Revitalisation \$200,000: unspent capital funds from previous years and used to fund capital expenses 17.

Transfers to Reserves

- Waste Facility \$50,000: funded from the domestic and other waste charges to be used for future capital works at the Waste Facility.
 - ELE Reserves \$25,000: it has been standard practice to place this amount into reserves each year to fund anticipated future employee leave entitlement payouts. The Department of Local Government views the setting aside of funds for this purpose as a responsible practice.
 - Gravel Pits \$62,453: the difference between gravel income and gravel expenses on page 10, is transferred to reserves to fund the future rehabilitation of disused pits.
 - Developer Contribution Fee \$40,000: the income collected by this charge included in Planning income on page 5, is transferred to reserves to fund future infrastructure works.
 - Disability Inclusion Plan Initiatives \$50,000: of the \$250,000 contributed by Orana Living, \$200,000 has been allocated in the capital budget with the remainder to be transferred to reserves.
 - Stormwater, Kerb & Gutter \$200,000: allocations have been transferred to reserves in previous years to plan and fund future works.
 - Pound \$15,000: allocations have been transferred to reserves in previous years to plan and fund future works.
-

Capital Income (page 16)

Grants – Rural Fire Service

This is a non cash item that is offset by capital expenditure for the same amount.

Grants – IT Capital

The balance of funding that has yet to be received in 2022/23. This will be used to offset capital expenses on page 17.

Grants – Regional Drought Resilience

Council has been awarded funding of \$450,000 and this is offset by capital expenses of the same amount on page 17.

Grants – SCCF Round 5

Funding of \$1,214,331 has been awarded in 23/24 and it is offset by capital expenses of the same amount on page 17.

Grants – Business Case & Strategy Development

Council has been successful in obtaining grant funding of \$489,312 and it is offset by capital expenses of the same amount on page 17.

Grants –Industrial Subdivision

Funding to be received to complete the project on page 17.

Contribution from OL – Disability Inclusion Plan Initiatives

Orana Living are providing \$250,000 for projects identified in the Disability Inclusion Action Plan. This contribution will be ongoing.

Grants – Local Roads & Community Infrastructure

Council has been advised that a further \$878,444 will be forthcoming in this program. This is offset by capital expenses of the same amount on page 17.

Grants – Improving Country Roads

Grant funding of \$3,000,000 will be forthcoming to assist with capital expenses of \$4,000,000 for the National Park Road (Stage 1) on page 17.

Grants – Local Government Recovery

Grant funding of \$1,000,000 will be forthcoming to assist with capital expenses of \$1,000,000 for the National Park Road (Stage 2) on page 17.

Contribution from Curban Hall Committee

The Curban Hall Committee carry out work each year that Council pay for and are then reimbursed. This contribution amount of \$10,000 is the reimbursement and is offset by capital expenditure of the same amount.

Grants – Waste Facility Upgrade

Grant funding of \$15,000 to partly offset capital expenses on page 17.

Grants – Caravan Park Fire Safety

An allocation of \$50,000 offset by capital expense of the same amount on page 17.

Grants – SCCF Round 4

Grant funding of \$300,000 to come in 23/24 and is offset by capital expenses of the same amount for the McGrane Oval Female Change Rooms on page 17.

Land Sales – Aeropark

Sales proceeds from the first parcels of land developed that are not required by ARTC. The amount included is \$420,000 in 23/24 for 6 blocks at \$70,000 each.

Inland Rail Housing Sales

The sale proceeds are for 4 houses at \$570,000 each being the cost of the house construction plus the land. These are the houses for the Department of Education and the Department of Health. This amount (\$2,000,000) will be used to partly fund the capital cost of \$7,000,000 on page 17.

Grants – Swimming Pool Touch Pads / Pool Blanket

Grant funding of \$50,000 has been included and is offset by capital expense of the same amount to purchase and install a pool blanket. This funding is not confirmed and the project will not commence if the funding does not eventuate.

CAPITAL WORKS (pages 17, 18, & 19)

Following is a listing of the capital works appearing in the draft budget:

River Revitalisation

An amount of \$300,000 is allocated for the project and \$200,000 of it is offset by a transfer from reserves on page 14.

Childcare Strategy

An amount of \$5,000 has been included to fund the development of the strategy.

Waste Facility

An amount of \$35,000 has been estimated to construct a litter fence at the facility. This amount is offset by a \$20,000 transfer from reserves on page 14 and a capital grant of \$15,000 on page 16.

Library

Total library purchases cost of \$24,988 for library purchases including books, toys and other materials. This is funded by the State Library Service.

Plant

The allocations for major plant, light trucks and utilities, cars and station wagons and minor plant were noted by Council at the May meeting. The allocations are as follows:

Major Plant (2022/23) \$955,000 - \$240,000 = \$715,000

Major Plant (2023/24) \$944,000 - \$307,000 = \$637,000

Trucks & Utes (2022/23) \$63,000 - \$30,000 = \$33,000

Trucks & Utes (2023/24) \$185,000 - \$44,000 = \$141,000

Cars & Wagons (2022/23) \$99,000 - \$53,000 = \$46,000

Cars & Wagons (2023/24) \$245,000 - \$165,000 = \$80,000

Minor Plant (2022/23) \$8,000 - \$1,000 = \$7,000

Minor Plant (2023/24) \$60,000 - \$20,000 = \$40,000

Total (2022/23) \$1,125,000 - \$324,000 = \$801,000

Total (2023/24) \$1,434,000 - \$536,000 = \$898,000

The additional \$97,000 compared to the previous year is offset by a transfer from reserves on page 14.

IT Capital

An allocation of \$1,978,606 that is offset by the following sources:

- Transfer from Reserves – CLIRP Grant: \$300,000
- Transfer from Reserves – IT Upgrades: \$850,000
- Grants – IT Capital: \$560,906
- IT Income (page 2): \$267,700

The majority of the planned capital spend in 23/24 is carried over from 22/23 with an additional \$267,700 allocated from 23/24 operations.

Rural Fire Service

The allocation of \$250,000 is an estimate only of the value of the plant and equipment to be purchased by the Rural Fire Service. This is a non cash item with Council paying 11.7% of the allocation in the contribution cost listed on page 4. It is offset by a non cash grant included in capital income of the same amount on page 16.

Chambers & Offices

The Council chambers and offices is an ageing building and regular maintenance and renewals are and will be required into the future. An amount of \$100,000 has been included to replace the air conditioning unit and for modifications to the meeting room. This allocation is carried over from 22/23 and is offset by a transfer from reserves on page 14.

Swimming Pool

The amount of \$10,000 is requested to carry out an investigation of the pool lining.

Cemetery – Additional Plinth

An additional concrete plinth is required at the cemetery with an estimated cost of \$25,000 to construct.

Curban Hall

An amount of \$10,000 is included as an estimate only and is offset by a capital contribution of the same amount on page 16.

Additional Rural Roads Capital Renewals

The additional rural road allocation vote, in accordance with the Long Term Financial Plan, complies with the resolution of Council when imposing the increase in rates of 10% for three (3) consecutive years. This allocation was an element of reward for the upgrade of rural roads. In accordance with public consultation, it was agreed that rural roads required an amount of “catch up”

works and increased maintenance treatment. It is therefore considered appropriate that this allocation be utilised to increase the gravel resheeting and bitumen reseals of rural roads.

The effects of the increase in gravel resheeting and bitumen reseals will see a large degree of “catch up” works and it is considered that in future years, Council may be able to see the opportunity of actually establishing a bitumen seal on some of the higher classified roads processed with the increased gravel resheets.

The total amount originally available for the additional renewal work was \$4,550,000 over 10 years. The allocation for the first year in 2016/17 was \$396,899 increasing by an estimated 3% for CPI up to 20/21 and then 2% from then on. The result is still that \$4,550,000 was spent over the first 10 years.

This allocation was then reduced by the loan repayments for the three bridges being Wallumburrawang Creek, Luckies Gully and Gumin. The repayments are \$210,199 each year and reducing to \$86,180 in 27/28 when the loan for the first two bridges is repaid. The last loan for the bridges is paid out in 30/31. The table below demonstrates this:

Year	Additional Roads Allocation	Less Loan Repayment	Amended Roads Allocation
22/23	\$481,050	\$210,199	\$270,851
23/24	\$493,076	\$210,199	\$282,877
24/25	\$505,403	\$210,199	\$295,204
25/26	\$518,038	\$210,199	\$307,839
26/27	\$530,989	\$210,199	\$320,790
27/28	\$544,264	\$86,180	\$458,637
28/29	\$557,870	\$86,180	\$471,690
29/30	\$571,817	\$86,180	\$485,637
30/31	\$586,083	\$86,180	\$499,903
31/32	\$600,765	\$0	\$600,765

Caravan Park Water Supply & Fire Safety Upgrade

Recent upgrades to the internal water supply infrastructure has discovered that the fire safety standard may need improving. An allocation of \$50,000 has been included to achieve this. It is offset by capital grant funding of the same amount on page 16.

Industrial Precinct

The allocation of \$4,974,385 to complete the development of the subdivision, is offset by grant funding amounts of the same amount on page 16.

Aeropark Subdivision

An amount of \$2,500,000 to complete the development of the subdivision.
The expense is offset by borrowings of the same amount.

Inland Rail Housing Project

The allocation of \$7,000,000 is included to construct 14 houses at an estimated cost of \$500,000 each. This price is not confirmed as tender prices were unknown at the time of writing. The allocation is offset by estimated sales (\$2,000,000) on page 16 and a proposed internal loan from Orana Living of \$5,000,000 to be repaid over 6 years.

SCCF Round 4 – McGrane Oval Female Change Rooms

The allocated amount of \$300,000 is offset by grant income of the same amount on page 16.

Regional Drought Resilience Program

An amount of \$450,000 that is offset by grant funding of the same amount on page 16.

SCCF Round 5

An amount of \$1,214,331 that is offset by grant funding of the same amount on page 16.

Business Case & Strategy Development Fund

An amount of \$489,312 that is offset by grant funding of the same amount on page 16.

War Memorial Literary Institute Renovation

This is for the renovation or refit of the old Library to accommodate the administration of Orana Living. It is offset by the contribution from Orana Living of \$250,000 with the remaining \$50,000 to be transferred to reserves on page 15.

Seal National Park Rd – Stage 1

The \$4,000,000 allocated to this project is funded by \$3,000,000 from the Improving Country Roads grant on page 16 and a \$1,000,000 transfer from the Local Roads reserve on page 14.

Seal National Park Rd – Stage 2

The \$878,444 allocated to this project is fully funded by the Local Roads & Community Infrastructure grant on page 16.

Baronne Creek

The \$1,000,000 allocated to this project is fully funded by the Local Government Recovery grant on page 16.

Depot Defibrillator

A request of \$4,000 to purchase a defibrillator machine to be located at the Depot.

Asset System Development

The allocation of \$100,000 to implement an asset management system is offset by a transfer from the Rural Roads reserve of the same amount on page 14.

Swimming Pool Mats & Timing / Pool Blanket

The cost to purchase and install a pool blanket that is offset by grant funding of the same amount. The spend is contingent on the grant application being successful.

Big Ideas Business Grant Program

A \$50,000 allocation to continue the program.

Loan Income & Repayments (page 19)

It is proposed that a loan of \$2,500,000 will be raised in 23/24 to fund the Aeropark Subdivision project.

A further amount of \$5,000,000 is proposed to be borrowed internally from Orana Living to fund the construction of housing for the Inland Rail project. This loan is proposed to be repaid over a 6 year term at a rate of 5% pa. The repayment schedule is as follows:

General Fund Borrowings from Orana Living						
Interest Repayment to Payment to Orana Living	250,000	240,000	230,000	165,000	100,000	35,000
Principal Repayment to Orana Living Fund	200,000	200,000	1,300,000	1,300,000	1,300,000	700,000
Balance of the \$5M owing	4,800,000	4,600,000	3,300,000	2,000,000	700,000	0

These repayments are detailed as a separate line item in this area. A more detailed report regarding this proposed action is provided elsewhere in this business paper.

Further borrowings of \$2,000,000 in 24/25 and again in 26/27 are listed to fund the Sporting & Recreational Precinct project.

The interest and principle payments included in the draft budget and listed earlier in this report reflect the above proposed borrowings and existing loans.

General Fund Comment (page 20)

The result for General Fund is an estimated deficit of \$349,454 after depreciation is deducted. The ongoing years also reflect deficit results of (\$948,769) in 24/25, (\$1,432,927) in 25/26 and (\$1,544,509) in 26/27. The combined total result for the 4 years is a deficit of (\$4,275,659).

Directors and the Finance Manager are available to answer any questions or provide information to interested Councillors prior to the meeting.

WATER SUPPLY (pages 21 and 22)

The budgeted income for the Water Supply function includes a 5% increase (5% for Tooraweenah) in both the access and user charges as presented to Council previously. The income is proposed to be raised using Best Practice Pricing procedures as resolved by Council in December 2005 and is based on Council's 30 year plan currently being finalised for adoption by Council.

Water usage has been the average of the last 10 years consumption. The grants and subsidies amount includes the pensioner rebate claim.

The routine operational costs relevant to the Water Fund are consistent with previous years and any increase is accommodated for with the anticipated income to Water Fund.

The Water Fund Budget provides for the maintenance and up-keep, renewal and establishment of new items of infrastructure servicing Gilgandra and Tooraweenah's water supplies.

The assets maintained include the following:

- The water supply is made up of five (5) primary bores and submersible pump stations within the Gilgandra catchment area and one (1) primary well/bore providing for the Tooraweenah water supply;
- Gilgandra Water Treatment Plant;
- 9.9 kilometres of raw water rising mains; and
- 46.7 kilometres of various sized reticulation mains.

Capital Expense

The capital projects are as listed and amount to a total capital spend of \$427,500.

The overall estimated result for Water Supply for 23/24 is a \$147,096 surplus. The results for the ongoing years are surpluses of \$243,208 in 24/25, a deficit of \$243,752 in 25/26 and a surplus of \$330,603 in 26/27. The combined 4 year result is a surplus of \$477,155.

SEWERAGE SERVICES (pages 23 & 24)

The budgeted income for the Sewerage Services function includes a 7% rise in the access charges and usage charges as presented to Council previously. The income is proposed to be raised using Best Practice Pricing procedures as resolved by Council in December 2005 and is based on Council's 30 year plan currently being finalised for adoption by Council.

The Sewer Fund Budget provides for the maintenance and upkeep, renewal and establishment of new items of infrastructure servicing the Gilgandra township. The assets maintained include the following:

- 33 km of reticulation (collection) mains
- 17 Sewer Pump Stations, all varying in condition
- 6 kms of rising main
- Sewerage Treatment plant located off Chelmsford Avenue and
- Sewerage effluent treatment and disposal system.

The routine operational costs relevant to the Sewer Fund are consistent with previous years and any increase is accommodated for with the anticipated income to Sewer Fund.

Capital Expenses

The capital projects are as listed and amount to a total capital spend of \$1,425,000 and includes an allocation of \$1,080,000 plus \$15,836,684 the following year to construct a new Sewer Treatment Plant.

The \$1,080,000 is partly offset by grant funding of \$972,000 which is 90% of the cost. In the following year, the \$15,836,684 is offset by grant funding of \$14,253,016 with the remaining \$1,583,668 to be funded by cash reserves.

The overall estimated result for Sewerage Services for 23/24 is a \$390,513 surplus. The results for the ongoing years are a deficit of \$1,269,103 in 24/25, a surplus of \$534,957 in 25/26 and a surplus of \$330,062 in 26/27. The combined 4 year result is a deficit of \$13,571.

ORANA LIVING (pages 25 & 26)

The draft budget for Orana Living has been presented to the committee and the overall result is a \$60,273 surplus in 23/24. The results for the ongoing years are a deficit of \$1,166,135 in 24/25 and surpluses of \$1,531,295 in 25/26 and \$853,913 in 26/27. The combined 4 year result is a surplus of \$1,279,346.

The proposed internal loan of \$5,000,000 to General Fund is included but is offset by a transfer from reserves. The first repayment of \$450,000 is also included.

This budget has been prepared with a 15% increase in wages and, as yet, no increase in funding.

CARLGINDA ENTERPRISES (page 27)

The draft budget for Carlginda Enterprises has been presented to the committee and the overall result is an \$11,660 surplus. The results for the ongoing years is a deficit of \$350 in 24/25 and surpluses of \$11,388 in 25/26 and \$23,152 in 26/27. The combined 4 year result is a surplus of \$45,850.

COOEE VILLA UNITS (page 28 & 29)

The draft budget for Cooe Villa Units has been presented to the committee and the overall result is a \$160,880 surplus. The results for the ongoing years are a surpluses of \$167,372 in 24/25, \$219,938 in 25/26 and \$224,005 in 26/27. The combined 4 year result is a surplus of \$772,195.

HOME CARE PACKAGES (page 30)

The draft budget for Home Care Packages has been presented to the committee and the overall result is a \$60,504 surplus. The results for the ongoing years are surpluses of \$62,017 in 24/25, \$63,567 in 25/26 and \$15,156 in 26/27. The combined 4 year result is a surplus of \$201,244.

COOEE LODGE HOSTEL (page 31)

The draft budget for Cooe Lodge has been presented to the committee and the overall result is a \$7,131 surplus. The results for the ongoing years are surpluses of \$8,644 in 24/25, \$10,196 in 25/26 and \$11,785 in 26/27. The combined 4 year result is a surplus of \$37,756.

JACK TOWNEY HOSTEL (page 32)

The draft budget for Jack Towney Hostel has been presented to the committee and the overall result is a \$120,820 surplus. The results for the ongoing years are surpluses of \$118,595 in 24/25, \$136,267 in 25/26 and \$154,057 in 26/27. The combined 4 year result is a surplus of \$536,729.

Overall Council Comment (page 32)

The result for Council for 23/24 is an estimated surplus of \$616,423 after depreciation is deducted. The estimated results for the ongoing years are a deficits of \$2,784,521 in 24/25 and surpluses of \$830,929 in 25/26 and \$398,215 in 26/27. The total combined result for the 4 years is a deficit of \$938,954.

The following table shows the Fit for the Future indicators based on the draft budget results:

Indicator	Benchmark	2023/24	2024/25	2025/26	2026/27
Operating Performance Ratio	Over 0%	1.85%	-5.96%	2.94%	1.42%
Own Source Revenue Ratio	Over 60%	60.70%	51.40%	57.98%	36.31%
Asset Renewal Ratio	Over 100%	100.96%	485.94%	322.40%	519.45%
Infrastructure Backlog Ratio	Less 2%	1.79%	1.68%	1.54%	1.40%
Asset Maintenance Ratio	Over 100%	76.83%	77.17%	77.55%	77.93%
Debt Service Ratio	0% to 20%	4.09%	4.63%	4.99%	5.19%
Costs Per Capita Ratio	Reducing	7.40	7.35	7.15	7.10

Should Council decide to remove or include any items in General Fund, the result would be adjusted accordingly. Directors and the Finance Manager are available to answer any questions or provide information to interested Councillors prior to the meeting.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Budget presented in line with policy
<u>Budget Implications</u>	As presented
<u>Delivery Program Actions</u>	<p>4.2.1.1 Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders</p> <p>4.3.3.1 Prepare annual Budgets, Long Term Plan Reviews, Quarterly Budget Reviews and Annual Statements and place investments in line with legislative requirements and Council policy</p> <p>4.3.2.1 Review Council's Integrated Plans in line with NSW State Government guidelines</p>

RECOMMENDATION

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

That Council consider and determine any changes to the relevant estimates to allow inclusion of the Draft Budget and Revenue Policy in the 2023/24 Operational Plan to go on public exhibition.

Neil Alchin
Director Growth & Liveability

DELIVERY PROGRAM AND OPERATIONAL PLAN 2023/24-2024/25

SUMMARY

To consider the draft Delivery Program and Operational Plan for 2023/24-2024/25 to go on public exhibition.

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Council is required to adopt a Delivery Program (DP) and Operational Plan (OP) that detail actions to be taken over this term of Council to achieve the Strategies and Outcomes identified in the Community Strategic Plan 2032.

In the past the DP and OP have been presented as separate documents. However in the interest of creating a streamlined, modernised and user friendly strategic planning process these documents have been combined into one.

The draft plan is separately included with this business paper and will be placed on public exhibition for a period of twenty eight (28) days to provide an opportunity for community feedback through social media, newspaper, radio, website, community and business emails.

The draft includes:

- 2023/24-2024/25 Actions
- 2023/24- 2024/25 Budget Estimates
- 2023/24 Rates and Charges Levy
- 2023/24 Fees and Charges

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.2.1.1 Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders
	4.3.3.1 Prepare annual Budgets, Long Term Plan Reviews, Quarterly Budget Reviews and Annual Statements and place investments in line with

legislative requirements and Council policy

4.3.2.1

Review Council's Integrated Plans in line with NSW State Government guidelines

RECOMMENDATION

That the draft 2023/24-2024/25 Delivery Program and Operational Plan be placed on public exhibition for a period of 28 days.

Neil Alchin
Director Growth & Liveability

LONG TERM FINANCIAL PLAN 2023/24 – 2032/33

SUMMARY

To consider the draft Long Term Financial Plan for 2023/24-2032/33 to go on public exhibition.

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Council is required to have a Long Term Financial Plan (LTFP) that covers a minimum of 10 years. The overall objective of the LTFP is to express, in financial terms, the activities Council will undertake to provide a sound basis for strategic decision making. The LTFP will also guide the future strategies and actions of Council to ensure that it continues to operate in a manner that achieves financial sustainability.

The draft 2023/24-2032/33 plan is separately included with this business paper and will be placed on public exhibition for a period of twenty eight (28) days to provide an opportunity for community feedback through social media, newspaper, radio, website, community and business emails.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.2.1.1 Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders
	4.3.3.1 Prepare annual Budgets, Long Term Plan Reviews, Quarterly Budget Reviews and Annual Statements and place investments in line with legislative requirements and Council policy
	4.3.2.1 Review Council's Integrated Plans in line with NSW State Government guidelines

RECOMMENDATION

That the draft Long Term Financial Plan 2023/24-2032/33 be placed on public exhibition for a period of 28 days.

Neil Alchin
Director Growth & Liveability

QUARTERLY BUDGET REVIEW 31 MARCH 2023

SUMMARY

To detail the variances to the original estimates for the 2022/23 financial year as presented in the Quarterly Budget Review as at 31 March 2023. In addition, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

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List of Budget Changes Previously Adopted by Council

Note	Description	When Done	Income Change	Expense Change	Resp.
1100	Corporate Support Income	Dec	\$50,691		DGL
1101	Wages & Other Employee Costs	Sept		\$51,330	DGL
1103	Administration Expenses	Sept		\$11,874	DGL
1105	IT Expenses	Dec		\$7,023	DGL
1125	Employee Overhead Costs – General Fund	Sept		\$311,000	DGL
1201	Contribution to NSW Fire Brigades	Sept		\$3,360	GM
1202	Contribution to NSW Rural Fire Service	Sept		\$79,133	GM
1310	Medical Centres Income	Dec	-\$7,920		DGL
1401	Domestic Waste Management Expenses	Sept		\$2,016	DInf
1410	Other Waste Management Income	Dec	\$30,000		DGL
1511	Gilgandra Youth Service Expenses	Sept		\$6,991	DGL
1511	Gilgandra Youth Service Expenses	Dec		\$5,000	DACD
1520	Gilgandra Community Care Income	Sept	\$10,000		DACD
1520	Gilgandra Community Care Income	Dec	\$60,000		DACD
1521	Gilgandra Community Care Expenses	Dec		\$58,000	DACD
1640	Town Planning Income	Dec	\$30,000		DGL
1700	Gilgandra Library Income	Sept	\$1,840		DGL
1700	Gilgandra Library Income	Dec	\$260		DGL
1701	Gilgandra Library Expenses	Sept		\$1,840	DGL
1720	Gilgandra Swimming Pool Income	Dec	-\$16,000		DGL
1721	Gilgandra Swimming Pool Expenses	Sept		\$1,507	DGL
1721	Gilgandra Swimming Pool Expenses	Dec		\$1,000	DGL
1731	Sporting Grounds Expenses	Sept		\$10,000	DInf
1740	Parks & Gardens Income	Sept	\$90,000		DInf
1742	Contract Mowing & Gardening Expenses - CHC	Dec		\$28,600	DInf
1751	Gilgandra Fitness Centre Expenses	Sept		\$4,092	DGL
1751	Gilgandra Fitness Centre Expenses	Dec		\$16,000	DGL
1910	Rural Roads Income	Sept	\$2,000,000		DInf
1911	Rural Roads Expenses	Sept		\$1,000,000	DInf
1920	Regional Roads Income	Dec	-\$54,409		DInf

1921	Regional Roads Expenses	Dec		-\$29,658	DInf
1930	Contract Income	Dec	\$266,728		DInf
1932	Contract Expenses	Dec		\$266,728	DInf
2011	Cooee Heritage Centre Kiosk Income	Dec	-\$75,000		DGL
2013	Cooee Heritage Centre Kiosk Expenses	Dec		-\$35,000	DGL
2015	Economic Development Income	Sept	\$75,860		DGL
2016	Economic Development Expenses	Sept		\$75,860	DGL
2016	Economic Development Expenses	Dec		-\$40,000	DGL
2017	Marketing Expenses	Dec		\$20,000	DGL
2801	Financial Assistance Grant	Sept	-\$3,092,289		DGL
2900	Transfers from Reserves	Sept	\$5,300,717		All
2900	Transfers from Reserves	Dec	\$330,890		All
2901	Transfers to Reserves	Dec		\$60,000	All
2903	Capital Income	Sept	\$5,717,945		All
2903	Capital Income	Dec	-\$622,141		All
2904	Capital Expenditure	Sept		\$8,550,009	All
2904	Capital Expenditure	Dec		-\$245,672	All
2905	Loan Income	Sept	\$1,000,000		DGL
	General Fund	Sept	\$11,104,073	\$10,109,012	
	General Fund	Dec	-\$6,901	\$112,021	
5000	Orana Living	Sept	-\$120,138	\$55,146	DACD
6000	Carlinda Enterprises	Sept	-\$21,200		DACD
7000	Cooee Villa Units	Sept		\$24,093	DACD
7500	Home Care Packages	Sept		\$3,843	DACD
8000	Cooee Lodge	Sept	\$375,000	\$490,370	DACD
8000	Cooee Lodge	Dec	\$170,000	\$117,992	DACD
8500	Jack Towney Hostel	Sept	\$230,829	\$239,810	DACD
8500	Jack Towney Hostel	Dec	\$180,000	\$13,000	DACD
	All Council	Sept	\$11,568,564	\$10,922,274	
	All Council	Dec	\$343,099	\$243,013	

Result

The overall result for General Fund for this review as at 31 March 2023 is an \$813,629 increase to the estimated surplus at year end to an estimated result of a \$1,506,832 surplus (depreciation not included).

Water Fund has no change to the estimated result at year a \$34,196 surplus (depreciation not included).

Sewer Fund has no change to the estimated result at year end of a \$269,702 surplus (depreciation not included).

Orana Living has a \$213,000 increase to the estimated surplus at year end to an estimated result a \$285,184 surplus (depreciation not included).

Carlinda Enterprises has no change to the estimated deficit at year end of a \$38,041 deficit (depreciation not included).

Cooee Villa Units has no change to the estimated surplus at year end of an \$18,744 deficit (depreciation not included).

Home Care Packages has no change to the estimated result at year end of a \$36,653 surplus (depreciation not included).

Cooee Lodge Hostel has a \$65,000 decrease to the estimated deficit at year end to an estimated result of a \$116,780 deficit (depreciation not included).

Jack Towney Hostel has an \$86,227 increase to the estimated surplus at year end to an estimated result of a \$254,333 surplus (depreciation not included).

The overall result for this review as at 31 December 2022 is a \$1,177,856 increase to the estimated surplus at year end for Council as a whole to an estimated result of a \$2,213,335 surplus (depreciation not included).

Details - Notes

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

GENERAL FUND

Note 1100 (page 2)

Corporate Support Income

\$108,830 additional income

Responsible Officer: Director Growth & Liveability

The additional income is made up of the following:

- Workers Compensation Claims: by \$58,830 from \$81,170 to \$140,000
- Grants – Trainees: by \$50,000 from \$120,000 to \$170,000

The reason for the increases is that the income was under estimated.

Note 1102 (page 2)

Interest On Borrowings

\$128,389 less expense

Responsible Officer: Director Growth & Liveability

The original budget allowed for \$3,500,000 in borrowings for the GrainCorp and Aeropark Subdivisions. These projects did not progress during and, as a result, the planned loans will not be drawn upon this financial. The result is a savings in the estimated interest.

Note 1103 (page 2)

Administration Expenses

\$18,574 additional expense

Responsible Officer: Director Growth & Liveability

The additional budget request is to pay for a higher than expected cost for valuation fees. Council pays the Valuer General each year for providing land values to levee rates. The amount paid was slightly higher than was estimated. The majority of the increase has come about due to a number of requests to purchase closed roads and green lanes. There will be an opportunity to recoup these costs when setting a purchase price (at cost) but it is unlikely the sales will settle this year.

Note 1124 (page 2)

Plant Running Expenses

\$700,000 additional expense

Responsible Officer: Director Infrastructure

This is not an increase in expenses as such but a reduction in the plant hire income that is returned from the plant usage (down to \$2,084,272 from \$2,784,272). The plant usage is down due to the wet weather experienced up to November 2022. Plant operating expenses are at 66.62%.

Note 1220 (page 3)

Emergency Services Income

\$2,262 additional income

Responsible Officer: Director Infrastructure

Council has received grant income being the final payment for the SES generator project.

Note 1300 (page 3)

Health Administration Income

\$1,156 additional income

Responsible Officer: Director Growth & Liveability

A small increase in application fees is expected.

Note 1410 (page 4)

Other Waste Management Income

\$15,000 additional income

Responsible Officer: Director Growth & Liveability

The additional \$15,000 is made up of an increase in tipping charges (\$5,000) and scrap steel sales (\$10,000). The additional scrap steel sales is offset by a transfer to reserves on page 10 as per previous practice.

Note 1511 (page 5)

Gilgandra Youth Service Expenses

\$12,500 additional expense

Responsible Officer: Director Growth & Liveability

An additional \$12,500 is required for to pay for activities (\$10,500) and building maintenance costs (\$2,000).

Notes 1600 & 1601 (page 6)

Housing Income & Expenses

\$4,750 less income

\$6,500 additional expense

Responsible Officer: Director Growth & Liveability

The reduced income is due to the vacancy of 94 Wamboin Street and the repayment of a bond. The increased expenses are due to higher than estimated maintenance costs for the same property.

Notes 1640 & 1641 (page 6)

Town Planning Income & Expenses

\$25,000 additional income

\$80,000 less expense

Responsible Officer: Director Growth & Liveability

Due to an increase in activity, an additional \$25,000 is expected for development application fees (\$20,000) and also for development contributions fees (\$5,000). The additional \$5,000 is offset by a transfer to reserves on page 10.

Note 1651 (page 6)

Street Lighting Expenses

\$91,600 less expense

Responsible Officer: Director Infrastructure

Due to the installation of new LED lighting, the cost of running the street lights has been significantly reduced.

Note 1710 (page 7)

Public Halls Income

\$4,000 additional income

Responsible Officer: Director Growth & Liveability

Usage of the Shire Hall decreased during the COVID period but has now returned to a more normal level. As a result, there is an additional \$4,000 in rental income.

Note 1721 (page 7)

Gilgandra Swimming Pool Expenses

\$3,000 additional expense

Responsible Officer: Director Growth & Liveability

An additional \$3,000 in electricity costs is expected as the pool will be run over the cool months to save on cleaning costs at the start of next season.

Note 1730 (page 7)

Sporting Grounds Income

\$7,208 additional income

Responsible Officer: Director Infrastructure

The hire fees for sporting grounds to the various users were not issued in the 21/22 due to an oversight. As a result, there will be a double up of income in this year.

Note 1740 (page 7)

Parks & Gardens Income

\$65,200 less income

Responsible Officer: Director Infrastructure

Council normally receives funding from the RFS to conduct hazard control works around public spaces. It is subject to a claim process. The RFS have taken issue with the latest claim and require additional information. This will be provided in due course but it is unlikely the claim will be paid in this financial year.

Notes 1750 & 1751 (page 7)

Gilgandra Fitness Centre Income & Expenses

\$200 additional income

\$2,000 additional expense

Responsible Officer: Director Growth & Liveability

There is a small increase in income collected from classes. An additional \$2,000 is required for ongoing operating costs as usage increases.

Notes 1760 & 1761 (page 7)

Heritage Income & Expenses

\$9,762 less income

\$20,000 less expense

Responsible Officer: Director Growth & Liveability

The income for heritage related programs was not received this year as it is related to usage and that is also reflected in the reduced expenses.

Notes 1800 & 1801 (page 7)

Building Control Income & Expenses

\$17,500 less income

\$5,000 less expense

Responsible Officer: Director Growth & Liveability

The activity with regards to construction application and inspection fees has been less than anticipated.

Notes 1810 & 1811 (page 7)

Gravel Pits Income & Expenses

\$80,000 less income

\$50,000 less expense

Responsible Officer: Director Infrastructure

There is expected to be an increase in the gravel usage in the last part of the year but the overall use will be less than estimated. As a result, the income derived will be down by \$80,000 and the expenses down by \$50,000. The difference of \$30,000 is offset by a reduced transfer to reserves on page 10.

Notes 1910 & 1911 (page 8)

Rural Roads Income & Expenses

\$4,823,377 additional income

\$2,282,930 additional expense

Responsible Officer: Director Infrastructure

The additional income is made up of the following:

- \$1,248,000 for emergency works from April 2020, September 2022 and IRW September 2022 claims

- \$2,378,265 for the Regional and Local Roads Repair Program
- \$1,197,112 for Fixing Local Roads round 1 (\$58,860), round 2 (\$90,321), round 4 (\$600,000) and the pothole repair round (\$447,931).

The additional income is offset by additional expense of \$2,282,930 and a transfer to reserves on page 10 of \$948,849. These amounts add up to \$3,231,779 with the remaining \$1,591,598 having been already spent.

Note 2000 (page 9)

Caravan Park Income

\$1,396 additional income

Responsible Officer: Director Growth & Liveability

An increase in the income budget to reflect the actual rental amount to be received.

Notes 2015 & 2016 (page 9)

Economic Development Income & Expenses

\$391,450 additional income

\$130,485 additional expense

Responsible Officer: Director Growth & Liveability

The \$391,450 additional income is the initial payment for the Real Country Business Development Fund. It is estimated that \$130,485 of this will be spent by the end of the year with the remaining \$260,965 transferred to reserves on page 10.

Note 2031 (page 9)

Land Sales Expenses

\$5,643 less expense

Responsible Officer: Director Growth & Liveability

As there will be no land sales this year, the estimated cost to sell the land will be a savings.

Notes 2050 & 2051 (page 9)

Lease Income – Property

Lease Income – Staff

\$4,984 additional income

\$28,050 additional income

Responsible Officer: Director Growth & Liveability

Additional income to reflect the actual income received to date.

Note 2803 (page 9)

Interest Income

\$75,000 additional income

Responsible Officer: Director Growth & Liveability

As interest rates have increased during the year, Council has and will received additional interest rate returns.

Note 2900 (page 10)

Transfers from Reserves

\$197,652 less income

Following is a list of the variances:

- River Revitalisation: \$197,652 less income that is offset by less capital expense of the same amount on page 11.

Note 2901 (page 10)

Transfers to Reserves

\$2,624,814 additional expense

Following is a list of the variances:

- Gravel Pits: \$30,000 less expense offset by less operating income on page 7.
- Developer Contribution Fee: \$5,000 additional expense offset by additional operating income on page 6.
- Disability Inclusion Plan Initiatives: \$100,000 additional expense offset by less capital expense on page 12.
- Scrap Steel: \$10,000 additional expense offset by additional operating income on page 4.
- Landuse Strategy LEP Review: \$80,000 additional expense offset by less operating expense on page 6.
- CLIRP Grant: \$300,000 additional expense offset by less capital expense (IT Capital) on page 11.
- IT Capital: \$850,000 additional expense offset by less capital expense on page 11.
- Chambers & Offices: \$100,000 additional expense offset by less capital expense on page 11.
- Business Case Strategy Development Fund: \$260,965 additional expense offset by additional operating income on page 9.
- Fixing Local Roads Grant: \$948,849 additional expense offset by additional operating income on page 8.

Note 2903 (page 11)

Capital Income

\$4,627,906 less income

Graincorp Industrial Subdivision

\$3,332,000 less income. The project has not progressed as planned during the year and, as such, no grant income was forthcoming. This is offset by less capital expense on page 12.

Caravan Park Fire Safety

\$50,000 less income. No grant funding was secured during the year. This is offset by less capital expense on page 12.

Swimming Pool Touch Pads

\$15,000 less income. The swimming club were able to secure funding themselves for the project and did not require Council support. This is offset by less capital expense on page 12.

Land Sales - Aeropark

\$420,000 less income. The project has not progressed as planned during the year and, as such, no sales income was forthcoming.

Land Sales – Graincorp Industrial Precinct

\$250,000 less income. The project has not progressed as planned during the year and, as such, no sales income was forthcoming.

IT Capital

\$560,906 less income. This project has progressed and a portion of the funding has been received. This is offset by less capital expense on page 11

Note 2904 (pages 11 & 12)

Capital Expenditure

\$8,807,906 less expense

River Revitalisation

This project will not be completed by the end of the year and, as a result, the remaining budget allocation of \$197,652 is a savings and is offset by a reduced transfer from reserves on page 10. It will be used in 2023/24.

IT Capital

\$1,710,906 less expense. The IT project has partially progressed but the majority of the budget allocation is expected to be unspent at the end of the year. The \$1,710,906 less capital expense is offset by the following:

- \$560,906 less capital grant income on page 11
- \$300,000 transfer to reserves for the CLIRP grant on page 10
- \$850,000 transfer to reserves for IT Capital on page 10.

Chambers & Offices

\$100,000 less expense. The planned works were not conducted and will be carried over to next year. Offset by a transfer to reserves on page 10.

Caravan Park Water Supply & Fire Safety Upgrade

\$50,000 less expense. The \$50,000 was allocated to the fire safety upgrade on the condition that grant funding was secured. Council has been unable to secure the funding. This is offset by less capital income on page 11.

Graincorp Industrial Precinct

\$4,332,000 less expense. The project did progress as planned which has resulted in the allocation being unspent and will be carried over to next year. This is offset by less capital income (\$3,332,000) on page 11 and less loan income (\$1,000,000) on page 12.

DIAP – Footpaths, Seating & Windmill Walk

\$100,000 less expense. This is offset by a transfer to reserves on page 10.

Aeropark Subdivision

\$2,500,000 less expense. The project has not progressed and will be carried over to next year. It is offset by less loan income on page 12.

Swimming Pool Touch Pads

\$15,000 less expense. Funding for the project was sourced by the swimming club independently. This is offset by less capital grant income on page 11.

Note 2905 (page 12)

Loan Income

\$3,500,000 less income

Responsible Officer: Director Growth & Liveability

Planned borrowings did not eventuate as the corresponding projects did not progress. These are the Graincorp Industrial Precinct (\$1,000,000) and the Aeropark Subdivision (\$2,500,000).

Note 2906 (page 12)

Loan Repayments

\$214,299 less expense

Responsible Officer: Director Growth & Liveability

As noted above, planned borrowings did not eventuate which resulted in savings in loan repayments for the year.

Note 3000 (page 14)

WATER SUPPLY

Responsible Officer: Director Infrastructure

No overall change. There are transfers within capital from stop valve replacements (\$10,000), bore number 9 (\$10,000) and electronic monitoring system (\$15,000) to WTP filter media (\$35,000).

Note 4000 (page 15)

SEWERAGE SERVICES

Responsible Officer: Director Infrastructure

No overall change. There are transfers of budgets of \$20,000 from OWUA expenses and a further \$32,000 from mains operations, making \$52,000 to pump stations operations.

Note 5000 (page 16)

ORANA LIVING

\$82,000 additional income

\$131,000 less expense

Responsible Officer: Director Aged Care & Disabilities

Various changes to the income and expenses, in particular wages, to reflect the current operations.

Note 6000 (page 17)

CARLGINDA ENTERPRISES

Responsible Officer: Director Growth & Liveability

No change.

Note 7000 (page 18)

COOEE VILLA UNITS

Responsible Officer: Director Aged Care & Disabilities

No change.

Note 7500 (page 19)

HOME CARE PACKAGES

Responsible Officer: Director Aged Care & Disabilities

No overall change.

Note 8000 (page 20)

COOEE LODGE

\$80,000 additional income

\$15,000 additional expense

Responsible Officer: Director Aged Care & Disabilities

The additional income is made up of a \$50,000 increase in residents fees to reflect the current occupancy level and a \$30,000 increase in interest income due to the rise in interest rates.

The \$15,000 increase in electricity cost is based on the current level of usage and billing.

Note 8500 (page 21)

JACK TOWNEY HOSTEL

\$86,227 additional income

Responsible Officer: Director Aged Care & Disabilities

The additional income is the result of additional funding.

Finance Manager's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$182,939 deficit (depreciation not included). This review indicates an estimated result of a \$1,506,832 surplus (depreciation not included) which is an improvement of \$1,689,771. This result should be viewed as being satisfactory compared to the original budget.

Water Fund

The original budget estimate for Water Fund was an end of year result of a \$34,196 surplus (depreciation not included). This review indicates no change to the estimated result and should be viewed as being satisfactory compared to the original budget.

Sewer Fund

The original budget estimate for Sewer Fund was an end of year result of a \$269,702 surplus (depreciation not included). This review indicates no change to the estimated result and 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 \$247,468 surplus (depreciation not included). This review indicates an estimated result of a \$285,184 surplus (depreciation not included) which is an improvement of \$37,716. 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 \$16,841 deficit (depreciation not included). This review indicates an estimated result of a \$38,041 deficit (depreciation not included) which is a worsening of \$21,200. This result should be viewed as being unsatisfactory compared to the original budget.

The estimated result includes a reduction in income due to COVID. There is little scope for remedial action other than to reduce expenses.

Cooee Villa Units

The original budget estimate for Cooee Villa Units was an end of year result of a \$5,349 surplus (depreciation not included). This review indicates an estimated result of an \$18,744 deficit (depreciation not included) which is a worsening of \$24,093. This result should be viewed as being unsatisfactory compared to the original budget.

The worsening result is due to the Aged Care Review and can be funded from prior year surplus results. No remedial action is necessary.

Home Care Packages

The original budget estimate for Home Care Packages was an end of year result of a \$40,496 surplus (depreciation not included). This review indicates an estimated result of a \$36,653 surplus (depreciation not included) which is a worsening of \$3,843. This result should be viewed as being unsatisfactory compared to the original budget.

The worsening result is due to a wage increase. Even so, the estimated result is still a surplus. No remedial action is necessary.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$118,418 deficit (depreciation not included). This review indicates an estimated result of a \$116,780 deficit (depreciation not included) which is an improvement of \$1,638. This result should be viewed as being satisfactory compared to the original budget.

Jack Towney Hostel

The original budget estimate for Jack Towney Hostel was an end of year result of a \$10,087 surplus (depreciation not included). This review indicates an estimated result of a \$254,333 surplus (depreciation not included) which is an improvement of \$244,246. This result should be viewed as being satisfactory compared to the original budget.

Overall Position

The original budget estimate for Gilgandra Shire Council was an end of year result of a \$289,100 surplus (depreciation not included). This review indicates an estimated result of a \$2,213,335 surplus (depreciation not included) which is an improvement of \$1,924,235. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2020/21 and 2021/22 are actual ratios for Council's information while those for 2022/23 are an estimate only until the financial statements are completed and are subject to change.

	Benchmark	2022/23	2021/22	2020/21
Operating Performance Ratio	> 0.00%	6.24%	6.18%	0.96%
Own Source Revenue Ratio	> 60.00%	65%	66.06%	63.97%
Unrestricted Current Ratio	> 2.00:1	3.85:1	3.47:1	3.86:1
Debt Service Cover Ratio	> 3.00 x	11.00 x	9.10 x	7.00 x
Rates & Charges Outstanding	< 10.00%	8.50%	8.68%	8.55%
Cash Expense Cover Ratio	> 6.00 x	12.00 x	11.14 x	11.42 x
Building & Infrastructure Renewal Ratio	> 100.00%	100%	138.69%	147.73%
Renewal Backlog Ratio	< 2.00%	2.22%	2.22%	1.89%
Required Maintenance Ratio	> 1.00	1.00	1.05	1.06

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 31 March 2023 be adopted.

Neil Alchin

Director Growth & Liveability

(A1490)

DA 2022/434 NEW SERVICE STATION & REQUEST FOR VARIATION TO DCP

SUMMARY

To consider a request for variation to Development Control Plan standards and to determine DA 2022/434.

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A Development Application (DA) was received via the NSW Planning Portal for the construction of a new service station at 6415 Newell Highway, Gilgandra NSW (Lot 2632 DP749017). The application is for DA consent only, with the tenant currently undetermined.

The land has frontage to the Newell Highway, which is a classified road and requires referral to Transport for NSW. The site is 1,7040 m² in size, bounded by State Forest immediately to the south, and partially sharing western boundary with State Forest and Council owned land, with an existing Ampol service station to the north (Figure 1).



Figure 1: Current site, 6415 Newell Highway

The property is zoned E4 (General Industrial) under the Gilgandra Local Environmental Plan 2011 (LEP) following the recently gazetted changes under the State Environmental Planning Policy (SEPP) Amendment (Landuse Zones) 2022.

The objectives of the E4 zone are:

- To provide a range of industrial, warehouse, logistics and related land uses.
- To ensure the efficient and viable use of land for industrial uses.
- To minimise any adverse effect of industry on other land uses.
- To encourage employment opportunities.
- To enable limited non-industrial land uses that provide facilities and services to meet the needs of businesses and workers.
- To ensure that new development and land uses incorporate measures that take account of their spatial context and mitigate potential impacts on neighbourhood amenity and character and on the efficient operation of the local or regional road system.

Proposed works include the demolition of the existing motel cabins and associated structures (known as the Village Motor Inn) and the construction of a new fuelling area and service centre building, comprising:

- A new service station building with associated convenience store and drive-thru facilities.
- The installation of double-sided fuel dispensers, under a car-only canopy and separate dispensing facilities for heavy vehicles, under a truck-only canopy – supplied via an underground petroleum storage system (UPSS).
- Ancillary car-parking for customers, staff, trucks, caravans and drive-thru users.
- Ancillary loading bays for service vehicles and rubbish collection.

The development proposes to operate 24 hours per day/7 days week and offer up to 30 Full Time Equivalent jobs to locals. Council considers the activity to be a 'highway service centre' which has the following definition under the LEP and is permissible in the E4 zone:

Highway service centre means a building or place used to provide refreshments and vehicle services to highway users. It may include any one or more of the following:

- a) a restaurant or cafe
- b) take away food and drink premises
- c) service stations and facilities for emergency vehicle towing and repairs
- d) parking for vehicles
- e) rest areas and public amenities

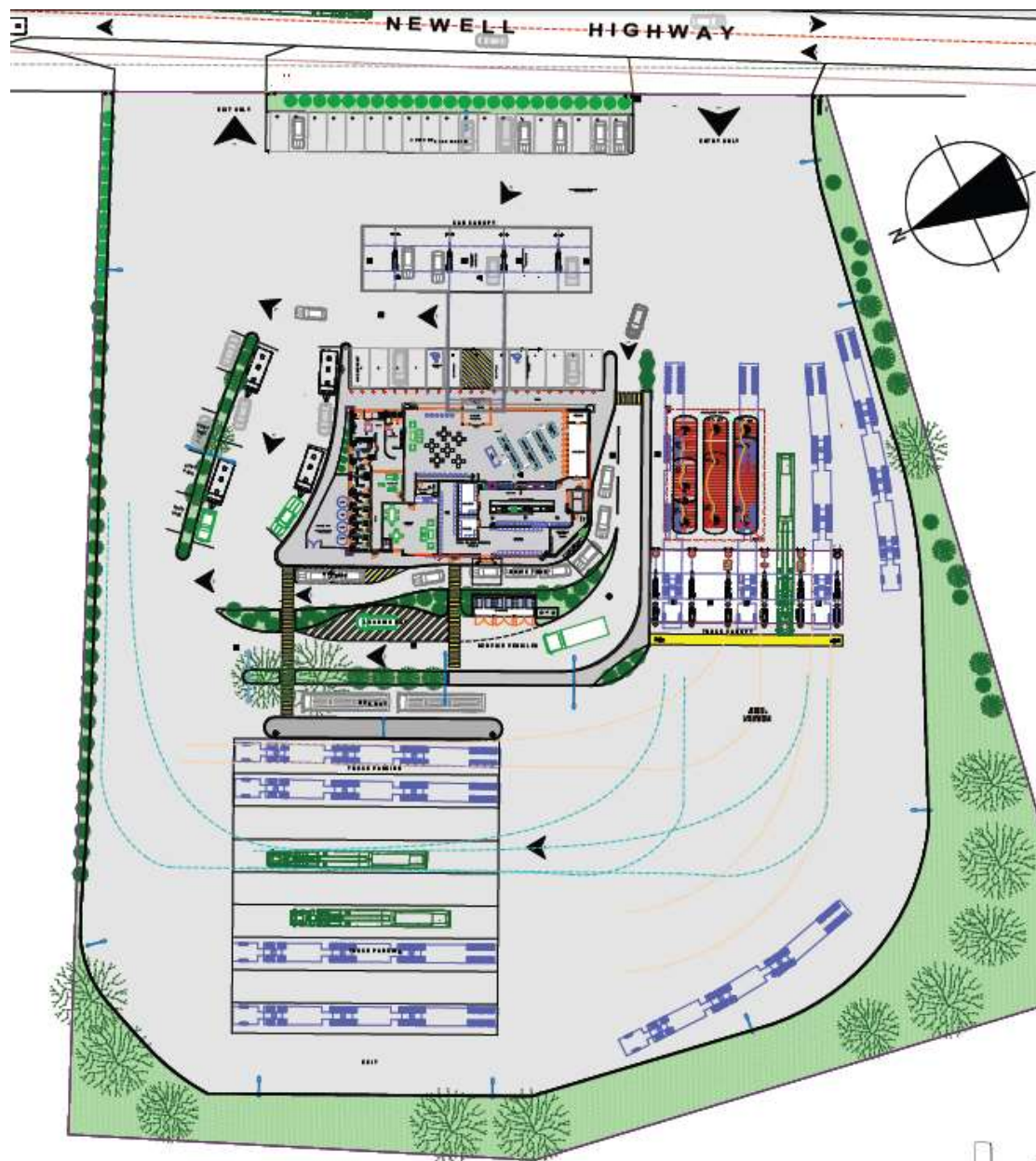


Figure 2: Proposed site layout, indicative only

Notification of neighbours and opportunity for submissions was undertaken from Monday, 24 January 2022–Monday, 28 February 2022. No public submissions were received.

The DA was referred to Transport for NSW (TfNSW) for their concurrence given proposed development fronting Newell Highway (classified road) and being categorised as traffic generating development along with Department of Planning and Environment (DPE) given the proposed vegetation clearing and submission of a Biodiversity Development Assessment Report (BDAR) for the development.

Development Assessment

Council staff have assessed the DA in accordance with the considerations under Section 4.15 of the *Environmental Planning and Assessment Act 1979*.

Council is required to consider the likely impacts of the development, including environmental impacts on both the natural and built environment, and social and economic impacts in the locality as part of its assessment, along with suitability of the site, any public submissions and public interest.

The development is considered permissible under the Gilgandra LEP and meets the objectives of the E4 Industrial zone. The site is currently known as the Village Motor Inn which had operated as a motel in the past, however is understood to be currently providing short-term accommodation options for in need members of the community.

The applicant acknowledged economic considerations and the other service stations operating in town, including the presence of the Shell and neighbouring Ampol operations. The application outlines it does not seek to not undermine but rather supplement existing services and to strengthen Gilgandra's reputation and suitability as a fuel and rest stop for freight vehicles and other highway users, also referencing the Newell Highway Corridor Strategy.

The development is proposed to operate 24-hours a day, 7 days per week and will offer around 30 FTE jobs for local residents.

The development is considered generally acceptable based on the documentation provided, noting some particular considerations as part of the assessment process:

Site Access and Traffic

The DA requires TfNSW concurrence given its location on a classified road and recognised as traffic generating development. There has been lengthy discussions between the applicant and TfNSW considering site frontage and access and overall site design in context to the interaction of the neighbouring existing service station (currently operated by Ampol) and adjacent Graincorp (North) site. The applicant's Traffic Impact Assessment indicates the development could generate up to 50 traffic vehicle trips in a peak hour to be made up of passing traffic and some purposeful trips (accessing the site for a particular reason).

Transport for NSW have indicated they are willing to grant their concurrence to the proposal subject to conditions, which have been considered by Council staff and would all form part of a development consent.

Biodiversity Impacts

The site currently has a mixture of native and exotic vegetation present interspersed with the current structures on site, with the proposed development requiring the removal or modification of 0.47ha of native vegetation. A BDAR

was prepared by the applicant to meet the requirements of Section 6.7 of the Biodiversity Conservation Act 2016 under a streamlined assessment (small area) and referred to DPE for their comment and assessment of methodology adequacy under the legislation. Based on the information provided, DPE provided their response confirming the BDAR as adequate and compliant with requirements of the Biodiversity Assessment Method (BAM).

Bushfire Considerations

The Gilgandra Shire Bushfire Prone Land Map records the Cypress Pine forest vegetation within the Gilgandra State forest to the south and west of the site as Category 1 Bushfire Prone Vegetation with the buffer zone extending across the development site. The applicant has provided a Bushfire Protection Assessment Report which has been prepared with consideration of the Planning for Bushfire Protection 2019, including a number of recommendations to ensure compliance with requirements.

Stormwater Management

There is limited stormwater infrastructure in the vicinity of the proposed development, with the applicant requested to provide a Stormwater Management Plan as part of their application to demonstrate that post development flows do not exceed pre development flows and outline all proposed mitigation measures. Key features of the proposed measures outlined in the submitted plan include:

- The roofed areas of the developed site are intended to drain to a 20kL rainwater tank then to the on-site detention system.
- Refuelling areas will be roofed and bunded, with separate drainage systems directed through an appropriate oil-trap.
- The levels in the parking and driveway areas have been designed to create a series of shallow basins to act as on-site detention during significant rain events. The basins overflow towards the rear of the property, with an overflow flow path created from the northwest corner of the site to the drainage channel in the adjacent block.

Council is satisfied the proposed measures will adequately manage post development stormwater flows.

Sewer Loading

The applicant was required to submit a Wastewater Generation report to outline expected loading from the development to assist Council determine if existing infrastructure is capable of accommodating the expected load. The applicant has provided the requested report and has been considered by Council staff.

Request for Variation to DCP standards – car parking

The proposed development seeks variation from the specific car parking standard contained in Section 14.6 of the Gilgandra Development Control Plan 2011 (DCP):

Table 14-1 Car Parking Standards

Land Use	Minimum Parking Spaces Required (GFA refers to gross floor area)
Highway service centre	1 per 5 customer seats or 1 per 10m ² GFA (whichever is the greater) plus 1 per 2 employees

Based on the DCP requirements, applying the Gross Floor Area of 656m² provides the greater requirement (65 spaces) plus employee parking. While not specified in the DA, given the proposed use and variety of services it is estimated by Council up to 8 employees would be on site at any one time during peak hours, requiring an additional 4 spaces. Total car parking required under the DCP is therefore 69.

For developments providing in excess of 50 spaces, the DCP also requires a minimum of 2% of spaces be designated as accessible and located close to the entrances. The proposed development addresses this requirement.

The development incorporates provision for 60 on-site parking spaces with the adequacy of this provision addressed separately in the Traffic Assessment Report submitted with the DA. Proposed car parking includes:

- 36 car parking spaces, including four car with caravan spaces and two accessible spaces
- eight spaces for light vehicles at the fuel pumps
- nine heavy vehicle parking spaces including capacity for both 36.5m A-Doubles and 26m B-Doubles
- two designated coach bays
- five heavy vehicle spaces at the high flow fuel pumps.

The drive-thru facility also includes a dedicated queuing lane with capacity for six cars, plus two waiting bays.

It is considered reasonable to vary Gilgandra Shire Council's Development Control Plan 2011 based on the information provided and to approve the proposed development to be built as proposed:

- The proposed car parking spaces has been designed by the applicant in accordance with the Transport for NSW Guide to Traffic Generating Development (2002).
- The proposed number of car parking spaces is considered adequate to cater for the proposed development.

The proposed development is considered to be generally acceptable with respect to the relevant provisions of the applicable Environmental Planning Instruments, Development Control Plans and Council policies. The proposal is

not considered likely to have significant negative impact upon the environment or upon the amenity of the locality and is therefore recommended for approval subject to conditions.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Variation to Council's DCP standards
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.3.1.3 Assess and process Development Applications, Complying Development Certificates, Construction Certificate Applications and Local Activity Approvals in a timely manner

RECOMMENDATION

1. That permission be granted to vary Section 14.2 of Gilgandra Shire Council's Development Control Plan 2011 for the property of 6415 Newell Highway, Gilgandra (Lot 2632, DP 749017) to allow for construction of the proposed development under DA 2022/434.
2. That DA 2022/434 be approved in accordance with the Environmental Planning and Assessment Act 1979
3. That the conditions outlined in Attachment A be noted as forming part of the conditions of consent.
4. That, in accordance with section 375A of the Local Government and Planning Legislation Amendment (Political Donations Act) 2008, the names of councillors who support and oppose the decision be recorded.

Neil Alchin
Director Growth & Liveability

ATTACHMENT A – CONDITIONS OF CONSENT DA 2022/434

CONDITIONS

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

Plan Title	Drawing/Document No.	Rev.	Date
Statement of Environmental Effects, Gilgandra Service Station, 6415 Newell Highway, Gilgandra. Memphis Strategic.		Version 1.1	16 December 2021
DA Plans – Proposed New Service Station, Lot 2632 Newell Highway, Gilgandra NSW 2827, project Name Gilgal Fuel Stop. Project Number 20721.	Drawing Title: Site Plan Drawing No. 102		28.2.23
DA Plans – Proposed New Service Station, Lot 2632 Newell Highway, Gilgandra NSW 2827, project Name Gilgal Fuel Stop. Project Number 20721.	Drawing Title: Site Plan Drawing No. 103		14.12.21
DA Plans – Proposed New Service Station, Lot 2632 Newell Highway, Gilgandra NSW 2827, project Name Gilgal Fuel Stop. Project Number 20721	Drawing Title: Floor plan layout. Drawing No. 201		14.12.21
DA Plans – Proposed New Service Station, Lot 2632 Newell Highway, Gilgandra NSW 2827, project Name Gilgal Fuel Stop. Project Number 20721	Drawing Title: North/South Elevations. Drawing No. 301		14.12.21
DA Plans – Proposed New Service Station, Lot 2632 Newell Highway, Gilgandra NSW 2827, project Name Gilgal Fuel Stop. Project Number 20721	Drawing Title: East/West Elevations. Drawing No. 302		14.12.21
DA Plans – Proposed New Service Station, Lot 2632 Newell Highway, Gilgandra NSW 2827, project Name Gilgal Fuel Stop. Project Number 20721	Drawing Title: Sections Drawing No. 500		14.12.21
DA Plans – Proposed New Service Station, Lot 2632 Newell Highway, Gilgandra NSW 2827, project Name Gilgal Fuel Stop. Project Number 20721	Drawing Title: Roof plan Drawing No. 601		14.12.21
Wastewater Generation Report to support Development Application, Cubo Consulting Pty Ltd, Gilgandra Fuel Stop, Lot 2632 Newell Highway, Gilgandra.	Ref 21096-1.0.		17 March 2022
Stormwater Management Plan to support Development Application, Cubo Consulting Pty Ltd, Gilgandra Fuel Stop, Lot 2632 Newell Highway, Gilgandra.	Ref 21096-1.1.		15 March 2022

Plan Title	Drawing/Document No.	Rev.	Date
Streamlined Biodiversity Assessment Report, Anderson Environment & Planning (AEP) Lot 2632, DP 749017, 6415 Newell Highway, Gilgandra. BOAMS: 00032262/BAAS20013/22/00032263.	AEP Reference 2482.02.	Revision 03	2 March 2023
Landscape Concept Plan, RFA Landscape Architects & AEP. Project No. 4806b	Drawing L-01	Issue B	28.2.2023
Bushfire Protection Assessment for Proposed Service Station, Lot 2632, DP 749017, 6415 Newell Highway; Australian Bushfire Protection Planners Pty Ltd.		Update 2.0	3.3.2023
Transport Impact Assessment, Proposed Service Station, 6415 Newell Highway Gilgandra NSW 2827, Stantec Australia Pty Ltd.	Reference 301401047.	Issue A.	15/12/2021
Proposed Concept Layout Drawing, 6415 Newell Highway, Gilgandra. Stantec	Drawing No: 301401047_01_01, Sheet 1 of 5.	Issue P9.	13 January 2023.
Proposed Concept Layout Drawing, 6415 Newell Highway, Gilgandra. Stantec	Drawing No: 301401047_01_02, Sheet 2 of 5.	Issue P9.	13 January 2023.
Vehicle Swept Path Assessment, 6415 Newell Highway, Gilgandra. Stantec	Drawing No: 301401047_01_03, Sheet 3 of 5.	Issue P9.	13 January 2023.
Vehicle Swept Path Assessment, 6415 Newell Highway, Gilgandra. Stantec	Drawing No: 301401047_01_04, Sheet 4 of 5.	Issue P9.	13 January 2023.
Vehicle Swept Path Assessment, 6415 Newell Highway, Gilgandra. Stantec	Drawing No: 301401047_01_05, Sheet 5 of 5.	Issue P9.	13 January 2023.
SEPP 33 Risk Screening Documentation, Benzina Group c/o Gilgandra Service Station, 6415 Newell Highway, Gilgandra NSW 2827. Harken Pty Ltd.		Rev 0.	December 2021

Reason: To ensure compliance with this consent.

2. A separate Development Application must be submitted to Council once the service station and food operators are known for the site, including for proposed signage.

Reason: To ensure development is carried out in association with required legislation

3. All building work must be carried out in accordance with the requirements of the Building Code of Australia.

Reason: Prescribed under the Environmental Planning and Assessment Regulation 2021.

4. A sign must be erected on the development site showing:
- Name, address and telephone number of the Principal certifying Authority for the work.
 - Name of the Principal Contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours.
 - Stating that unauthorised entry to the work site is prohibited.

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

Any such sign is to be maintained while the building work or demolition work is being carried out, but must be removed when the work has been completed.

5. The service station shall be designed and operated in accordance with the EPA Practice Note: Managing Run-Off from service station forecourts (2019).

Reason: To ensure compliance with industry requirements and relevant legislation.

6. The Underground Petroleum Storage Systems (UPPS) shall be designed and installed in accordance with the relevant Australian Standards (AS1940-2017 and AS4897-2008) and Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Reason: To ensure compliance with industry requirements and relevant legislation.

7. The Recommendations outlined in the Bushfire Protection Assessment for Proposed Service Station, Lot 2632, DP 749017, 6415 Newell Highway; Australian Bushfire Protection Planners Pty Ltd. must be implemented at the appropriate stages of the development.

Reason: To ensure development undertaken with due considerations to the Planning for Bushfire Protection Guide 2019.

A. PRIOR TO COMMENCEMENT OF WORKS

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

Reason: Required by the Environmental Planning and Assessment Regulation, 2021

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

Reason: To provide sanitary facilities for workers.

10. An erosion and sediment control plan is to be submitted to Gilgandra Shire Council or an accredited Certifier for approval prior to commencement of any works.

Reason: To ensure protection of the environment

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

Reason: To protect existing services.

12. All earthworks, filling, building, driveways or other works, are to be designed and constructed (including stormwater drainage if necessary) so that at no time will any ponding of stormwater occur on adjoining land as a result of this development. All stormwater from the development is to discharge to Council's stormwater network.

Reason: To protect public health, safety and the environment.

13. The applicant shall repair any part of Council's property damaged during the course of this development to pre-existing conditions.

Reason: To protect public health, safety and the environment.

14. All excavations and backfilling associated with the proposed development must be executed safely and in accordance with appropriate professional standards.

Reason: To ensure safe working practice and to comply with the prescribed conditions as set out under the Environmental Planning and Assessment Act, 1979.

15. Offensive noise as defined under the Protection of the Environment Operations Act 1997 shall not be emitted from the proposed development.

Reason: To ensure compliance with the Protection of the Environment Operations Act 1997.

16. The applicant shall engage a suitability qualified person to prepare an Aboriginal Heritage Unanticipated Finds Protocol prior to any works commencing and have available on site during the period of works.

Reason: To ensure protection of Aboriginal heritage

17. Inductions for work crews shall include a cultural heritage awareness procedure to ensure they recognise Aboriginal artefacts and are aware of the legislative protection of Aboriginal objects under the *National Parks and Wildlife Act 1974* and the contents of the *Unanticipated Finds Protocol*.

Reason: To ensure protection of Aboriginal heritage.

B. DEMOLITION WORKS

18. Demolition works are to be limited as follows:
- Monday to Friday: 7.00 am to 6.00 pm.
 - Saturday: 7.00 am to 1.00 pm.
 - No work which will adversely impact on the amenity of the area is to take place on Sundays or Public Holidays.

Reason: To preserve the amenity of the area

19. Removal of vegetation is not permitted during demolition works being undertaken.

Reason: To ensure obligations under the Biodiversity Conservation Act 2016 are met.

20. An assessment of structures to be demolished shall be undertaken to determine if there is any asbestos material present.

Reason: To ensure waste is appropriately classified and managed in accordance with legislative requirements.

21. A Demolition and Waste Management Plan must be prepared and submitted to Council for approval prior to any works to demolish existing structures commencing.

All solid waste generated from demolition of existing structures shall be assessed, classified and disposed of in accordance with the NSW Environment Protection Authority's Waste Classification Guidelines. Whilst recycling and reuse are preferable to landfill disposal, all disposal options (including reuse and recycling) must be undertaken with lawful authority as required under the Protection of Environment Operations Act 1997.

The Gilgandra Waste Management Facility is an unlicensed facility. Council reserves the right to accept or refuse waste and recycling material at its discretion. Any waste not accepted at the Gilgandra facility must be disposed at an appropriately licensed facility, with proof of disposal available on request.

Reason: To ensure appropriate disposal of waste

22. A sign must be erected in a prominent position on any site on which demolition, is being carried out:

- Showing the name of the principal contractor (if any) for any demolition work and a telephone number on which that person may be contacted outside working hours, and
- Stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the demolition work is being carried out, but must be removed when the work has been completed.

Reason: To ensure the demolition work is carried out safely.

23. Demolition works involving the removal and disposal of asbestos cement must only be undertaken by contractors who hold a current SafeWork Demolition Licence or a current SafeWork Class 2 (Restricted) Asbestos Licence.

Reason: To ensure the demolition work is carried out safely.

24. Precautions shall be taken in accordance with the requirements of the SafeWork NSW in respect of:
- a. Protection of site workers and the public;
 - b. Asbestos handling and disposal where applicable.

Reason: To ensure the demolition work is carried out safely and in accordance with legislative requirements.

25. Protection shall be afforded to users of any adjoining public places by the provision of suitable construction hoardings.

Reason: To ensure public safety

26. Suitable measures shall be taken to ensure that there is no adverse effect to occupants of adjoining buildings and the public by the generation of dust and/or noise during demolition.

Reason: To ensure public safety

27. The provisions of a waste skip bin with self-closing lid or secure covering on-site for the duration of the demolition to ensure that all wastes are contained on the site. The receptacle is to be emptied periodically to reduce the potential for rubbish to leave the site.

Note: *On the spot fines may be imposed by Council for Pollution incidents.*

Reason: To ensure protection of the environment and appropriate waste disposal

28. Upon completion of demolition works the site is to be level, clean and tidy with all demolition wastes and materials removed from the site.

Reason: To ensure all structures have been demolished and waste disposed

29. A final inspection is required to be carried out by the Council at the completion of all demolition works to ensure that all conditions of the approval have been complied with prior to a Construction Certificate being issued.

Reason: To ensure compliance with conditions of consent.

30. Documentary evidence in the form of tip receipts from approved Waste
-

Management Facility shall be obtained demonstrating the appropriate disposal of all demolition waste and be available to Council upon request.

Reason: To ensure lawful disposal of waste

C. TRANSPORT FOR NSW REQUIREMENTS

31. Road works as illustrated on Drawings No. 301401047 (Iss. P9), prepared by Stantec and dated 13 January 2023, and as amended by the descriptions below (where applicable), are to be designed in accordance with Austroads Guide to Road Design, Australian Standards and TfNSW supplements, constructed to the satisfaction of TfNSW and completed prior to the issue of any Occupation Certificate (Interim or Final):
- a. A channelised right-turn (short) (CHR(s)) treatment including taper is to be constructed on the Newell Highway for entry to the site and must accommodate the swept path for the design vehicle (i.e. 36.5m heavy vehicle). The CHR(s) treatment and line-marking must not interfere with the existing entry to the service station at 6425 Newell Highway, Gilgandra.
 - b. An auxiliary left-turn (AUL) treatment including taper must be provided for entry to the GrainCorp site to facilitate an unrestricted southbound through lane for a 36.5m heavy vehicle.
 - c. A sealed shoulder must be provided to the north of the approved CHR(s) to facilitate safe southbound through movements past a stationary 36.5m heavy vehicle at the existing entry to the service station at 6425 Newell Highway, Gilgandra.
 - d. The existing street lighting poles located on the eastern side of Newell Highway adjacent to the required AUL are to be relocated to maintain the required pole setback zone, must be a frangible design and of satisfactory luminance to light the roadway on completion of the road work (as described in a-c (above)) in accordance with *AS/NZS 1158.1.2:2010*.
 - e. "No Parking" signage should be maintained along the eastern shoulder of the Newell Highway to prevent vehicles obstructing southbound through movements and to minimise road user and pedestrian conflict.

Reason: To ensure compliance with Transport for NSW requirements.

32. As road works are required on the Newell Highway, a classified (State) road, the developer must enter into a Works Authorisation Deed (WAD) with TfNSW. TfNSW will exercise its powers and functions of the road authority, to undertake road works in accordance with Sections 64, 71, 72 and 73 of the *Roads Act 1993*, as applicable, for all works under the WAD.

Note: The conditions of consent do not guarantee TfNSW's final consent to the specific road work, traffic control facilities and other structures or works, for which it is responsible, on the road network. TfNSW must provide a final consent for each specific change to the classified (State) road network prior to the commencement of any work. The WAD process, including acceptance of design documentation and construction, can take time. The developer must allow sufficient lead time within the project development program to accommodate this process. It is therefore requested that the developer work through this process as soon as possible with TfNSW.

Reason: To ensure compliance with Transport for NSW requirements.

33. A Road Safety Audit (RSA) of the road network is required to be completed at the WAD stage. The RSA is to include mitigation measures to address any safety concerns identified in the report. The applicant is to liaise with TfNSW throughout this process.

Reason: To ensure compliance with Transport for NSW requirements.

34. Prior to the operation of the service station, "No Entry" (R2-4) signs (minimum Size B) are to be provided on the land at each side of the exit driveway facing the Newell Highway to advise motorists not to enter the exit driveway.

Reason: To ensure compliance with Transport for NSW requirements.

35. All accesses must to be sealed from the edge of the carriageway to the property boundary, must match existing road levels and be constructed in accordance with Council's engineering standards. Additionally, driveway works must not adversely affect existing stormwater drainage.

Reason: To ensure compliance with Transport for NSW requirements.

36. All redundant vehicular laybacks are to be removed and made good to Council's specifications and to Council's satisfaction.

Reason: To ensure compliance with Transport for NSW requirements.

37. Prior to the commencement of construction work impacting traffic on the Newell Highway, the proponent is to contact the TfNSW Road Access Unit at road.access@transport.nsw.gov.au to determine if a Road Occupancy Licence (ROL) is required. In the event an ROL is required, the proponent is to provide the consent number in the ROL application. Please note that up to 10 working days is required for ROL applications to be assessed and processed. For more information about ROL see: <https://roads-waterways.transport.nsw.gov.au/businessindustry/road-occupancy-licence/index.html>

Reason: To ensure compliance with Transport for NSW requirements.

38. All signage including any proposed internally lit signs are to be contained within property boundaries and designed to meet the objectives of *Transport Corridor Outdoor Advertising and Signage Guidelines 2017* including, but not limited to, *Section 3.3.3 Illumination and reflectance*.

Reason: To ensure compliance with Transport for NSW requirements.

39. All construction activities, including loading, unloading, storage of materials and construction activities must be undertaken wholly within the bounds of the site and not impact the safety of all road users, including pedestrians or the efficiency of the public road network.

Reason: To ensure compliance with Transport for NSW requirements.

40. Fuel deliveries to the site are to be scheduled to occur outside of the peak hours.

Reason: To ensure compliance with Transport for NSW requirements.

41. All vehicles must enter and exit the site in a forward direction.

Reason: To ensure compliance with Transport for NSW requirements.

42. Any landscaping, fencing and signage to be provided within the site or along the boundary with any adjoining road reserve is to be designed and maintained to provide safe sight distance to pedestrians for motorists entering and exiting the site to minimise conflict in accordance with Austroads SISD and AS2890.1-2004 "Offstreet car parking".

Reason: To ensure compliance with Transport for NSW requirements.

43. All operational activities including fuel delivery associated with this development are to take place within the subject site.

Reason: To ensure compliance with Transport for NSW requirements.

44. All vehicle movement and parking areas within the subject site are to be sealed.

Reason: To ensure compliance with Transport for NSW requirements

45. All accesses are to be constructed of 32MPa reinforced concrete, 200mm thick with two (2) layers of FL82 mesh located top and bottom of the slab with 50mm cover each. The concrete slab shall be placed over a bedding layer of crusher dust or similar not less than 200mm thickness.

Reason: To ensure compliance with Gilgandra Shire Council requirements

D. PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

46. A Construction Certificate must be obtained from Council or an accredited certifier for the construction work and a Notice of appointment of a Principal Certifying Authority and Notice of Commencement must be submitted at least two (2) days prior to any building or ancillary work commencing. Where the Construction Certificate is obtained from an accredited certifier, the determination and all appropriate documents must be notified to Council within seven (7) days of the date of determination.

Reason: Required by the Environmental Planning and Assessment Act, 1979 and the Environmental Planning and Assessment Regulation, 2021

47. Prior to the issue of a Construction Certificate, a Biodiversity Management Plan (BMP) must be prepared to the satisfaction of the consent authority. The BMP may form part of a Construction Environmental Management Plan (CEMP).

- a. The BMP must identify the development site as per the Biodiversity Assessment Report (BDAR) and approved plans.

- b. The BMP must identify areas of land that are to be retained as outlined in the BDAR
- c. Construction impacts must be restricted to the development site and must not encroach into areas of retained native vegetation and habitat. All material stockpiles, vehicle parking, machinery storage and other temporary facilities must be located within the areas for which biodiversity impacts were assessed in the BDAR.
- d. The BMP must identify all measures proposed in the BDAR to mitigate and measure impacts on biodiversity outlined in Table 1, including performance measures for each commitment.

Table 1: Statement of Commitments to mitigate and manage biodiversity impacts

Biodiversity issue	Measure	Timing	Responsibility
<i>{Identify relevant biodiversity impact}</i>	<i>{Identify relevant measure}</i>	<i>{Indicate the timing or frequency of the performance of the measure}</i>	<i>{Indicate a position responsible for ensuring the performance of the measure}.</i>

Reason: To ensure obligations under the Biodiversity and Conservation Act 2016 are met.

48. Prior to the issue of Construction Certificate the applicant must meet the following Ecosystem Credit Retirement conditions:
- a. The class and number of Ecosystem Credits in Table 2 must be retired to offset the residual biodiversity impacts of the development.
 - b. The requirement to retire credits in condition 48a. may be satisfied by payment to the Biodiversity Conservation Fund of an amount equivalent to the class and number of ecosystem credits, as calculated by the BAM Credit Calculator (BAM-C)¹
 - c. Evidence of the retirement of credits or payment to the Biodiversity Conservation Fund in satisfaction of condition 48a must be provided to the consent authority prior to issue of Construction Certificate.

Table 2: Ecosystem credits required to be retired - like for like

Impacted Plant Community Type	Number of ecosystem credits	IBRA subregion	Plant community type(s) that can be used to offset the impacts from development
PCT 88 – Pilliga Box, White Cypress Pine – Buloke shrubby woodland in the Brigalow Belt South Bioregion	3	Brigalow Belt South Bioregion	PCT 88 (or equivalent)

¹Note that prices of credits in the BAM-C are subject to change. The amount payable to discharge an offset obligation will be determined at time of payment.

Reason: To ensure obligations under the Biodiversity and Conservation Act 2016 are met.

49. Prior to the issue of a Construction Certificate, a Waste Management Plan must be prepared and submitted to Council for approval prior to any construction works commencing.

All solid waste generated from construction works shall be assessed, classified and disposed of in accordance with the NSW Environment Protection Authority's Waste Classification Guidelines. Whilst recycling and reuse are preferable to landfill disposal, all disposal options (including reuse and recycling) must be undertaken with lawful authority as required under the Protection of Environment Operations Act 1997.

The Gilgandra Waste Management Facility is an unlicensed facility. Council reserves the right to accept or refuse waste and recycling material at its discretion. Any waste not accepted at the Gilgandra facility must be disposed at an appropriately licensed facility, with proof of disposal available on request.

Reason: To ensure appropriate disposal of waste

50. A Lighting Plan shall be prepared and submitted to Council for approval prior to a Construction Certificate being issued showing exterior light fittings and expected light emissions in lumens and with consideration of the Dark Sky Park Planning Guidelines.

Reason: To ensure compliance with Gilgandra Local Environmental Plan 2011.

51. Engineering plans, showing details of all proposed work and adhering to any conditions of development consent, are to be submitted to, and approved by, Gilgandra Shire Council or an Accredited Certifier prior to issuing of the Construction Certificate.

Reason: To ensure compliance with this consent

52. A report addressing the requirements of Part J of the Building Code of Australia is required to be submitted to Council or an Accredited Certifier prior to the issue of the Construction Certificate.

Reason: To ensure compliance with the Building Code of Australia

53. The applicant shall pay the applicable Long Service Levy to the Long Service Corporation and provide proof of payment to Council or an Accredited Certifier prior to release of the Construction Certificate.

Reason: Legislative requirement

54. A section 7.12 contribution is required to be paid to Gilgandra Shire Council for the amount of \$33,327.05 prior to the release of the construction certificate.

Estimated Cost of Development	Contribution Description	Contribution Rate %	Contribution Payable
\$6,665,411.50	>\$500,000	0.5%	\$33,327.05

Reason: To ensure compliance with Council's adopted Section 7.12 Contributions Plan available at www.gilgandra.nsw.gov.au

55. The applicant shall undertake a "Dial before you Dig" to access a service diagram. The sequence number of the "Dial before you dig" shall be provided to the Principal Certifying Authority (PCA) and Council for their records.

Reason: To ensure protection of existing services

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

Reason: Compliance with statutory requirements

57. An application form under the Plumbing & Drainage Act 2011 shall be completed and payment of fee, submitted to Council prior to any plumbing & drainage works being undertaken.

Reason: To ensure compliance with statutory provisions.

58. All plumbing, drainage and stormwater work shall be carried out by a licensed person in accordance with the requirements of AS/NZS 3500 and Plumbing Code of Australia.

Reason: Required by the Local Government Act 1993 and Australian Standard AS3500.

E. BIODIVERSITY

59. All vegetation removal or disturbance works shall be in accordance with the BDAR Streamlined Biodiversity Assessment Report, Anderson Environment & Planning AEP Reference 2482.02, Revision 3, dated 2 March 2023 and the Biodiversity Management Plan once approved by the consent authority.

Reason: To ensure obligations under the Biodiversity and Conservation Act 2016 are met.

60. All vegetation removal or disturbance works shall be undertaken under the supervision of the Project Ecologist and shall not commence until a Construction Certificate has been issued.

Reason: To ensure compliance with conditions of consent.

F. DURING CONSTRUCTION

61. Construction works are to be limited as follows:
- d. Monday to Friday: 7.00 am to 6.00 pm.
 - e. Saturday: 7.00 am to 1.00 pm.
 - f. No construction work which will adversely impact on the amenity of the area is to take place on Sundays or Public Holidays.

Reason: To preserve the amenity of the area

62. All roofed and paved areas are to be drained and the water from those areas conveyed to the street drainage system by means of a fully sealed downpipe and stormwater system. Where applicable, a metal kerb-box to suit lay-back kerb shall be fitted in accordance with AS/NZS 3500.

Reason: To ensure a safe and sustainable storm water drainage system and that adequate drainage of the site occurs.

63. The floor level shall be 150mm above adjacent ground level. The ground level must be graded away at a minimum of 50mm per metre to achieve a floor level clearance of 300mm above ground level.

Reason: To reduce impact of local flooding.

64. Erosion and sediment control measures shall be installed and maintained until all disturbed areas have revegetated. The guttering, downpipes and stormwater system is to be installed and connected to the approved disposal point as soon as the roof tiles or roof sheeting is positioned to prevent erosion of the site from roof water. Note: A compliance certificate for the frame will not be issued until the stormwater drainage is installed.

Reason: To ensure protection of the environment.

65. The provision of a metal waste skip with self-closing lid or secure cover on-site for the duration of the construction to ensure that all wastes are contained on the site. The receptacle is to be emptied periodically to reduce the potential for rubbish to leave the site.

Reason: To ensure protection of the environment and lawful disposal of waste.

66. All building materials, plant and equipment are to be placed on the site of the development so as to ensure that pedestrian and vehicular access in public places is not restricted and also so that the road reserve is not damaged.
Note: On the spot fines may be imposed for non-compliance with this condition.

Reason: To protect public amenity and ensure public safety

67. All practical measures must be taken to ensure erosion and subsequent sediment movement off-site does not occur.

In particular, a silt fence or equivalent must be provided downhill from the cut and fill area (or any other disturbed area). The fence must be regularly inspected and cleaned out and/or repaired as necessary and all collected silt must be disposed of to the satisfaction of the Principal Certifying Authority (PCA).

Unnecessary disturbances of the site (eg excessive vehicular access) must not occur. All cuts and fills must be stabilised or revegetated as soon as possible after the completion of site earthworks.

Reason: To ensure protection of the environment.

68. Stormwater management measures shall be implemented in accordance with the Stormwater Management Plan, Ref 21096-1.1. Cubo Consulting, dated 15 March 2022, including but not limited to Drawing 21096-C1-020.

Reason: To ensure management of stormwater associated with the development is detained to reduce peak post development stormwater discharge to pre-development flows.

69. The applicant shall provide 60 on-site car parking spaces in accordance with the approved plans.

Reason: To ensure the development provides adequate car parking spaces.

70. Car parking for the proposed development is to incorporate at least one (1) disabled car parking space. This space shall be clearly identified by sign posting complying with AS1428.1-2009.

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

71. The proposed building works must be designed and constructed in conformity with the applicable criteria under the National Construction Code and the Disability (Access to Premises – Buildings) Standards 2010 of the Disability Discrimination Act and in accordance with AS 1428.1-2009 (Design for Access and Mobility).

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

72. The developer shall be entirely responsible for the costs of any extension to electricity or telecommunications services to the development, if required.

Reason: Any extension of services is the responsibility of the applicant.

73. The creation of easements for services, rights of carriageway and restrictions as to user may be applicable under Section 88B of the Conveyancing Act. Easements may be required for electricity creation of easements for services, rights of carriageway and restrictions as to user may be applicable under Section 88B of the Conveyancing Act. Easements may be required for electricity.

Reason: To provide adequate access and protection for services.

74. The portions of the building to be used for receiving, storing and handling food shall be constructed, fitted out and operated in accordance with the

minimum requirements of the Australian Food Safety Standards.

Reason: Statutory requirement to comply with Food Safety Standards.

G. Underground Petroleum Storage System (UPSS)

75. An UPSS must have mandatory pollution protection equipment installed, consistent with the Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019, comprising non-corrodible secondary containment tanks and associated pipework and overfill protection devices.

Reason: To comply with statutory requirements.

76. An UPSS must have water wells installed and tested in accordance with the Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Reason: To comply with statutory requirements.

77. An UPSS must have a certificate showing that an equipment integrity test (ETI) has been carried out in line with the written directions of duly qualified persons in accordance with Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Reason: To comply with statutory requirements.

78. Installation of underground fuel tanks and fuel system pipework shall be designed and installed to AS1940 and AS4897 (underground fuel code)

Reason: To ensure compliance with relevant Australian Standards and ensure site and community safety

79. All operational activities shall occur on a concrete (impervious) bunded slab, including tanker loading/unloading and vehicle refuelling areas. This area is to drain to approved Class 1 treatment device.

Reason: To protect groundwater and the Castlereagh River

80. The proposed development shall be carried out in accordance with the Protection of Environment Operations (Underground Petroleum Storage Systems) Regulation 2019 and relevant Australian Standards.

Reason: To comply with statutory requirements

81. Prior to the operation of the UPSS system, the applicant is to provide to Council:

- a. A fuel system Operational Plan
 - b. Details of the Loss Monitoring System
 - c. The Incident Management Procedure for the site
 - d. The UPSS Leak Detection System
 - e. A copy of the proposed Maintenance Schedule
 - f. A detailed site plan in conjunction with the as built drawings of the system.
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Reason: To comply with statutory requirements.

82. An UPSS must be appropriately designed, installed and commissioned by duly qualified persons in accordance with the Protection of Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Reason: To comply with statutory requirements

83. "As built" drawings of the UPSS shall be provided to Council, in accordance with the Protection of Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Reason: To comply with statutory requirements

84. The applicant is install a Vapour Recovery (VR2) System at the petroleum tank as part of the construction works. The system is to be installed in accordance with the Protection of Environment Operations (Clean Air) Regulation.

Reason: To comply with statutory requirements.

85. The owner shall ensure any water discharged from the site meets all quality standards being chemical, physical and microbiological for primary recreational water contact as stated in ANZECC Guidelines and water quality objectives in NSW 2000.

Reason: To prevent pollution of waterways and the environment

86. No tyres, rubbish or waste of any kind must not be stored between any storage tank and the buildings or in the rear of yard anywhere within 20 metres of the tank or bund.

Reason: To preserve the amenity of the area and reduce risk of fire to aboveground storage of fuel.

H. PRIOR TO OCCUPATION OR COMMENCEMENT OF USE

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

Reason: To ensure compliance with the Development Consent and Construction Certificate and to ensure that the building is substantially completed and does not constitute a danger to the occupants.

88. Landscaping of the site shall be undertaken in accordance with Landscape Concept Plan, RFA Landscape Architects & AEP. Project No. 4806b (Drawing L-01, Issue B. 28.2.2023) with all works completed prior to an Occupation Certificate being issued.

Reason: To ensure landscaping of the site.

89. Work-as executed plans certified by a consulting engineer/surveyor shall be submitted to Council upon completion of works for the following:

- a. Permanent stormwater quality improvement devices
- b. Finished internal driveway levels
- c. Kerb and gutter alignment and levels
- d. Underground services including Rainwater tanks

90. The proponent is required to enter into a trade waste agreement with Council prior to the issue of the final Occupation Certificate. A grease arrestor must be provided in the sanitary drainage line from the sink to trap and retain any oil/grease. In this regard, the developer must first apply for and obtain a Trade Waste Approval from Council prior to the selection and installation of any grease arrestor. A trade waste agreement is required to discharge waste to Council's sewer.

Reason: Implementation of statutory provisions of the Local Government Act 1993.

G. OPERATIONAL

91. The hours of operation of the shall be between:

Day	Hours of Operation
Monday to Friday	24Hrs
Saturday	24Hrs
Sunday	24Hrs

Reason: To ensure operation of the development in accordance with approval

92. The proposed use must not be conducted in such a manner as would interfere with the amenity of the neighbourhood by reason of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise. In particular the noise level emanating from the use of the development must not exceed the background level by more than 5d(B)A when measured at the boundary of the allotment.

Reason: To minimise adverse impacts on the environment and adjoining landowners.

NOTES

1. This consent does not imply approval for any other advertising sign located, or proposed to be located, on the property for which development consent is required.
 2. A distance of 4.5 metres from the nearest part of the development to Essential Energy's infrastructure (measured horizontally from the nearest conductor) is required to ensure that there is no safety risk.
 3. It is also essential that all works comply with SafeWork clearance requirements. In this regard it is the responsibility of the person/s completing any works to understand their safety responsibilities. The applicant will need
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to submit a [Request for Safety Advice](#) if works cannot maintain the safe working clearances set out in the [Working Near Overhead Powerlines Code of Practice](#), or [CEOP8041 - Work Near Essential Energy's Underground Assets](#).

4. If the developer believes the development complies with safe distances or would like to submit a request to encroach then they will need to complete a Network Encroachment Form via Essential Energy's website [Encroachments \(essentialenergy.com.au\)](#) and provide supporting documentation. Applicants are advised that fees and charges will apply where Essential Energy provides this service.
5. Any existing encumbrances in favour of Essential Energy (or its predecessors) noted on the title of the above property should be complied with;
6. Any activities in proximity to electrical infrastructure must be undertaken in accordance with the latest industry guideline currently known as ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure;
7. Prior to carrying out any works, a "Dial Before You Dig" enquiry should be undertaken in accordance with the requirements of *Part 5E (Protection of Underground Electricity Power Lines)* of the *Electricity Supply Act 1995* (NSW); the location of overhead and underground powerlines are also shown in the Look Up and Live app [essentialenergy.com.au/lookupandlive](#).

Fire Safety

8. A list of Fire Safety Measures must be submitted with the Construction Certificate application pursuant to the Environmental Planning and Assessment Regulation 2021. The regulation prescribes that the information to be submitted must include:
 - a. A list of any existing fire safety measures provided in relation to the land or any existing building on the land; and
 - b. A list of the proposed fire safety measures provided in relation to the land and any building on the land as a consequence of the building work.
 9. On completion of the erection of the subject development, the owner of the land/building is required to submit to the Principal Certifying Authority (PCA) a Fire Safety Certificate(s) with respect to each essential fire safety measure installed in association with the building- as listed on the Fire Safety Schedule attached to the Construction Certificate. Such certificates(s) must be submitted to the PCA prior to occupation or use of the subject building/land.
 10. Copies of the Fire Safety Certificates(s) must also be forwarded by the owner to Council (if not appointed as the PCA) and the Commissioner of Fire and Rescue NSW and displayed within the subject building in a prominent position.
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11. The owner of the premises is required to submit to Council at least once in each period of 12 Months following completion of the building an Annual Fire Safety Statement(s) with respect to each essential fire safety measure associated with the building.
12. Copies of the subject Annual Fire Safety Statements must also be forwarded by the owner to the Commissioner of Fire and Rescue NSW and displayed within the subject building in a prominent position. In this regard Fire and Rescue NSW has requested that only electronic copies of the statements be forwarded, with their dedicated email address for such statements being: afss@fire.nsw.gov.au

2022/23 QUARTERLY OPERATIONAL PLAN REVIEW TO 31 MARCH 2023

SUMMARY

To advise that the review of Council's 2022/23 Operational Plan as at 31 March 2023 has not been completed and will be presented to Council's June meeting.

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Due to current workload for all staff, the review of Council's Operational Plan for the March quarter has not been fully completed.

A decision has been made to hold over the report until the June meeting.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2022/23 budget.
<u>Delivery Program Actions</u>	4.3.2.1 Review Council's Integrated Plans in line with NSW State Government guidelines

RECOMMENDATION

That Council note the presentation of the 2022/23 Operational Plan Review for the quarter ended 31 March 2023 has been rescheduled to the June meeting.

Neil Alchin
Director Growth & Liveability

MEETING WITH SPORTING USER GROUPS – COUNCIL FACILITIES

SUMMARY

To provide a summary of a meeting held on 19 April 2023 with representatives of local sporting groups that are regular users of Council provided sporting facilities.

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A meeting was held on 19 April 2023 with local sporting groups that are users of Council's Sporting facilities. Each group was invited to nominate two representatives and those groups in attendance included:

- Senior League – Murray Stewart
- Junior League – Richard Howard
- Gular Rugby – Kaela Dent
- Junior Cricket – Randall Medd
- Netball – Richard Howard
- Senior Basketball – Margie Stewart
- Junior Basketball – Margie Stewart
- Little Athletics – Mark Colwell
- Swimming Club – Simone Beaton, Jamie Wykes

With apologies received from:

- Tennis club – Bruce Bunter

The following are notes from the meeting:

Facility Bookings / Usage

McGrane Oval

- Cricket Season 1 October to 31 March
- Rugby League/Junior League/Netball /Rugby 1 April to 30 September
- It was noted that draws for Senior League, Junior League and Gular Rugby for the 2023 season have been provided to Council and any possible clash of dates have been sorted out between the user groups.

Issues

Basketball

- Leaking roof at Youth Club causing ongoing problems both for the Basketball Courts and a number of other areas in the club
- Mould in the storeroom possibly can be attributed to the above leaking roof
- Acknowledgement of a great working relationship with Council over the past 12 months

Senior League

- Recent fire damage to dressing room door at McGrane Oval
- Thanks to Council for high standard of facilities and ground preparation last season

Swimming Club

- Pool Blankets would be a great addition to extend the swimming season
- The new timing mats are great

Junior Cricket

- Heavy outfield at McGrane Oval for Cricket – can a mower that cuts lower be considered for the summer months
- Possible change of schedule for parks and gardens to mow later in the week
- Happy with the return of Ernie Knight Oval to a synthetic wicket
- Noted that there are only 2 cricket Ovals in Gilgandra now that the Showground is no longer used

Junior League and Netball

- The power box for the Junior League Kiosk is located in the Parks and Gardens maintenance shed which can cause a problem in the event of an overload and access by users to turn the power back on
- Thanks to Council for the high standard of grounds and amenities at McGrane Oval

Little Athletics

- 2nd long Jump Pit has been installed
 - No other issues
-

Hunter Park Sports and Recreation Precinct-Multi Purpose Sports Centre

- Grant application to be submitted under the NSW Regional Growth Fund for stage 1 of the project being the construction of the Indoor complex including the car park
- Estimated cost of stage 1 \$8m
- Grant \$6m Council Co-contribution \$2m

Future Capital Works

- Pool Amenities Upgrade
- McGrane Oval Female Change rooms
- Sealing of Northern side car park McGrane Oval
- Drop in Centre Amenities at Youth Club
- Finalise Broadcast box

General

- A suggestion from last year that has not been acted on for a half basketball court could be pursued now for the Hunter Park recreation precinct rather than waiting for the major project
- A request from Junior League and Netball from last year that has not been acted on to convert the top rail to seating on the fence along the northern end of Junior League oval and the netball courts
- A suggestion for the opening hours at the pool be reviewed to accommodate families earlier in the day.
- A suggestion for increased CCTV in Hunter Park.

Principal Activity Enjoy

Policy Implications Nil

Budget Implications Nil

Delivery Program Actions **2.1.1.1**
Collaborate with user groups of sports facilities to ensure their operations requirements are met

RECOMMENDATION

1. That the meeting with Sporting User Groups on 19 April 2023 be noted.
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MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

2. That issues identified and suggestions put forward be addressed by staff and/or included in future budget considerations.

Neil Alchin
Director Growth & Liveability

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

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Economic Development Committee 2 May 2023

Gilgandra Lifestyles' Advisory Board 2 May 2023

Principal Activity Lead

Policy Implications Nil

Budget Implications Nil

Operational Plan Action **4.2.1.1**
Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*

ECONOMIC DEVELOPMENT COMMITTEE

2 May 2023

PRESENT

Cr G Babbage (Chair)
Cr D Batten (Mayor)
Cr A Bunter
Cr I Freeth
H Whiteman
T Mellor
L Johnson
N White
L White

IN ATTENDANCE

Mr N Alchin (Director Growth & Liveability)
Mrs K Larkin (Activation & Communications Manager)
Mr David Neeves (General Manager) Left the meeting at 5:55pm

Randall Medd, Inland Rail Manager
Merscia Kouroulis, Community Engagement Officer

Proceedings of the meeting commenced at 5.35pm

APOLOGIES

D Robinson
E McAllister
D Bonnington
K Banks
J Quilter
C King

COMMITTEE'S RECOMMENDATION 8/23	Cr Batten/Cr Freeth
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 9/23	H Whiteman/D Clouten
That the Minutes of the meeting held on 7 February 2023 be confirmed.	

BUSINESS ARISING

Nil

REPORTS FROM ACTIVATION AND COMMUNICATIONS MANAGER

COO EE OVERNIGHT PARKING

SUMMARY

To provide the Committee with an update regarding the Coo-ee Overnight Parking Trial project

Proceedings in Brief

Tracey Mellor expressed her concerns around the negative impact that this initiative will have on her Caravan Park business.

Noting there were two formal submissions made by Tooraweenah Caravan Park, a discussion took place around previous consultation with the local caravan parks, and the key objectives of the trial being:

- Our community positively embraces, advocates and promotes the trial
- Gilgandra Region profile as a place to visit and stay is lifted
- There is no negative impact to local residents
- There is a direct benefit to Gilgandra businesses through increased visitor numbers and associated spend
- Visitors who utilise the overnight parking area become advocates for the Gilgandra region
- Gilgandra becomes recognised as an RV friendly town

There is minimal impact on Councils resources to implement and maintain the overnight parking area

COMMITTEE'S RECOMMENDATION 10/23	Cr Batten/D Clouten
1. That the progress of the Coo-ee Overnight Parking trial be noted and the future steps as outlined in this report be endorsed including the trial period to be reduced from 2 years to 12 months.	
2. That the Overnight Parking Area be named after Wes Morris to recognise his service to the Committee and community over many years.	
3. That ongoing reports be provided to the committee through the trial period.	

Proceedings in Brief

The above recommendation was put to the vote, and the chairperson requested a show of hands, and all were in favour, with the exception of Tracey Mellor who advised she wished to abstain from this vote.

GROW GILGANDRA PROGRAM

SUMMARY

To present the Committee the proposed budget allocations for the Grow Gilgandra and the 'It's GREAT' (Gilgandra Region Events & Activation Tools) program for 2023/24 for considerations by Council.

COMMITTEE'S RECOMMENDATION 11/23	Cr Bunter/D Clouten
That 2023/24 budget allocation requests for the Grow Gilgandra and It's GREAT programs be noted.	

Proceedings In Brief

It was noted that a local business networking opportunity as part of the Grow Gilgandra program is being arranged at the CHC in June 2023.

UNDER THE GUMS

SUMMARY

For the Committee to review and endorse the Under the Gums (UTG) Marketing Plan and three-year growth vision.

COMMITTEE'S RECOMMENDATION 12/23	D Clouten/H Whiteman
1. That suggestions of names for the Planning Crew be noted for staff to contact. 2. That the UTG Marketing Plan be endorsed by the Economic Development Committee.	

Proceedings in Brief

The following names were put forward for consideration of a direct approach to be involved in the UTG Planning Crew

- Lib Walker
- Harrison King
- Paul Morris
- Lucie Peart
- Kate Thomas
- Katie Mellor

ACTIVATION & COMMUNICATIONS MANAGER PROJECT UPDATES

SUMMARY

To present the Committee with updates on the Digital Signage quotation, Kiosk EOI, Mural Works quotation, Real Country and Coo-ee Heritage Centre for notation.

Proceedings in Brief

It was noted that the existing Murals painted by Marilyn Mann had been discussed previously in terms of maintenance required however a budget had not been set aside.

COMMITTEE'S RECOMMENDATION 13/23	D Clouten/Cr Bunter
1. That the progress on the projects be noted 2. That Council be requested to consider a budget for 2023/24 for the maintenance required to the existing murals painted by Marilyn Mann	

TOWARDS 5000 STRATEGY

SUMMARY

To provide the Committee with a draft version of the Toward 5000 Strategy and to seek feedback for its further refinement and finalisations.

Proceedings in Brief

The Inland Rail Manager outlined the draft framework and one page plan, and indicated it would be distributed in the next two to three weeks for feedback.

COMMITTEE'S RECOMMENDATION 14/23	Cr D Batten/H Whiteman
That the report be noted and feedback be provided following distribution of the draft framework and one page plan document	

GENERAL BUSINESS

Mayor Batten asked if push bike hire from the CHC is to be pursued and it was noted that this and other similar options including E Scooters etc would be considered and a report presented to a future meeting.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7.20 PM.

Cr Gail Babbage
Chairperson

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

GILGANDRA LIFESTYLES' ADVISORY BOARD

2 May 2023

PRESENT

Cr P Mann (Chair)
Cr D Batten
Cr G Peart
Cr A Bunter
Cr G Babbage
Katrina Ong – via video conference
Joe Barresi (Pride Living Group) – via video conference

IN ATTENDANCE

Mr D Neeves (General Manager)
Mrs D Dobson, (Director Aged Care & Disabilities)
Mrs R Berryman (Executive Assistant)

Proceedings of the meeting commenced at 3.30pm

APOLOGIES

Mr B Bailey
Cr N Mudford

COMMITTEE'S RECOMMENDATION – 16/23	Cr Batten/Cr Bunter
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

NIL

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 17/23	Cr Batten/Cr Bunter
That the Minutes of the meeting held on 7 February 2023 be confirmed.	

BUSINESS ARISING

Review Risk Management Framework
Commissioning of Fire Service
Clinical Care Committee

(FM.FR.1)

QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget review for Gilgandra Lifestyles.

COMMITTEE'S RECOMMENDATION – 18/23	Cr Batten/Cr Bunter
1. That the Quarterly review for the period ending 31 March 2023 be noted.	
2. Report to next meeting outlining current balance, funds committed and funds remaining for Jack Towney.	
3. That a \$20,000.00 increase in the budget for forecast investment income be applied to Cooee Villas	

(FM.FR.1)

2023/24 PROPOSED BUDGETS

SUMMARY

To present the 2023/2024 proposed budgets for Gilgandra Lifestyles.

COMMITTEE'S RECOMMENDATION – 19/23	Cr Bunter/Cr Babbage
That the budgets be adopted noting the changes to the Cooee Hostel budget to reflect the funding of Groworx proposal from reserves held within general fund	

(CM.PL.1)

DELIVERY PROGRAM AND OPERATIONAL PLAN REVIEW

SUMMARY

To present the Operational Plan review for Gilgandra Lifestyles.

COMMITTEE'S RECOMMENDATION – 20/23	Cr Peart/Cr Bunter
That the Operational Plan review for the period ending 30 March 2023 be noted.	

(CS.SP.1)

COMMUNITY CARE REPORT

SUMMARY

To present a service update for Community Care functions.

COMMITTEE'S RECOMMENDATION – 21/23	Cr Batten/Cr Babbage
That the report be noted.	

(CS.SP.1)

SERVICE UPDATE – JACK TOWNEY HOSTEL, HOME CARE PACKAGES AND SOCIAL SUPPORT

SUMMARY

To provide an update on the activity within Jack Towney Hostel.

COMMITTEE'S RECOMMENDATION - 22/23	Cr Babbage/Cr Bunter
That the report be noted.	

(GO.PO.1)

NEW GOVERNANCE CALENDAR

SUMMARY

To present a Governance Calendar provided to Council by Pride Living for adoption.

COMMITTEE'S RECOMMENDATION – 23/23	Cr Bunter/Cr Babbage
That the Governance Calendar provided to Council by Pride Living be reviewed and adopted.	

(GO.PO.1)

NEW POLICY – GILGANDRA ADMISSION ACCOMMODATION POLICY

SUMMARY

To present a policy in relation to aged care admission accommodation for consideration and adoption.

COMMITTEE'S RECOMMENDATION – 24/23	Cr Peart/Cr Bunter
1. That the draft Gilgandra Admission Accommodation Policy be adopted. 2. Report to next meeting in relation to RADS	

(CM.AT.1)

NOTIFICATION REGARDING UNDERTAKING TO REMEDY

SUMMARY

To present correspondence from the Department of Aged Care Quality and Safety Commission for notation.

COMMITTEE'S RECOMMENDATION – 25/23	
That the correspondence from the Department of Aged Care Quality and Safety Commission be noted.	

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4:28PM.

Cr P Mann
Chair

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

Consultative Committee -
Extraordinary Meeting

9 May 2023

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Nil

Operational Plan Actions

4.2.1.1

Implement the Community
Engagement Strategy to inform,
involve, empower, consult and
collaborate with stakeholders*

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

CONSULTATIVE COMMITTEE

9 May 2023

PRESENT

Mr G McAnally-Elwin, Indoor Staff Representative
Mr D Colwell, Management Representative
Mrs A Wieland, USU Carlinda Staff Representative
Mr C Marchant, USU Outdoor Staff Representative
Mr D Neeves, Management Representative

IN ATTENDANCE

Mrs J Eason, People and Culture Manager

Proceedings of the meeting commenced at 3.09pm.

APOLOGIES

Mr A Woolley, Indoor Staff representative
Mr B Dixon, USU Outdoor Staff Representative
Mr M McLaughlin, USU Staff Representative
Mrs Donna Dobson, Director Aged Care and Disabilities
Mr N Alchin, Management Representative
Mrs M Welsh, Executive Leader Transformational Change

COMMITTEE'S RECOMMENDATION – 7/23	A Wieland/D Colwell
That the apologies submitted be accepted.	

ABSENT

DECLARATIONS OF INTEREST

Nil

ORGANISATIONAL STRUCTURE AMENDMENT

SUMMARY

To provide information on an amendment to the organisational structure presented to and for consultation with staff.

COMMITTEE'S RECOMMENDATION – 8/23	A Wieland/ C Marchant
That the revised Organisational Structure be noted.	

NEW POSITION – POSITION DESCRIPTION

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

SUMMARY

To present a position description for new position.

COMMITTEE'S RECOMMENDATION – 9/23	A Wieland/C Marchant
Position description for the following new position is presented for notation:	
<ul style="list-style-type: none">• Development & Growth Planner	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 3.14PM.

G McAnally Elwin
Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

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

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

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

Statement of Bank Balances and Investment Balances
 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 April 2023.
2. Certificate of Bank Reconciliation - Month of April 2023.
3. Details of investments as at 30 April 2023 (Local Government Financial Management Regulation No.19).

CASH BOOK BALANCE AS AT	31-Mar-23	\$3,323,384.50
Plus: Receipts		\$3,292,598.05
Less: Payments		\$3,819,256.11
CASH BOOK BALANCE AS AT	30-Apr-23	<u>\$2,796,726.44</u>

STATEMENT BALANCE AS AT	31-Mar-23	\$3,341,973.95
Plus: Receipts		\$3,252,548.71
Less: Payments		\$3,812,667.95
STATEMENT BALANCE AS AT	30-Apr-23	<u>\$2,781,854.71</u>

Plus: Unpresented Receipts		\$15,828.85
Less: Unpresented Payments		\$957.12
RECONCILED BALANCE AS AT	30-Apr-23	<u>\$2,796,726.44</u>

Cashbook balance as at 30 April 2023:	\$2,796,726.44
Investments held as at 30 April 2023:	\$30,000,013.70
Total Cash & Investments Held as at 30 April 2023:	<u>\$32,796,740.14</u>

The bank balances in each of the funds as at 30 April 2023 are:

General Fund	\$12,825,588.90
Water Fund	\$3,078,074.26
Sewer Fund	\$2,965,083.14
Orana Living	\$5,317,705.01
Carlinda Enterprises	\$530,122.59
Cooee Villa Units	\$2,608,481.88
Cooee Lodge	\$3,838,188.28
Jack Towney Hostel	\$1,368,505.35
Trust Fund	\$264,990.73

Balance as per Total Cash & Investments Held: \$32,796,740.14

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days	4.90%	Due 08-Mar-24	With Defence	
(b)	\$1,000,013.70	For 274 days	3.14%	Due 04-Sep-23	With Bendigo	
(c)	\$1,500,000.00	For 366 days	4.30%	Due 04-Mar-24	With Bendigo	
(d)	\$1,000,000.00	For 91 days	4.45%	Due 12-Jul-23	With Macquarie	
(e)	\$1,000,000.00	For 272 days	4.00%	Due 11-Sep-23	With Macquarie	
(f)	\$1,000,000.00	For 364 days	3.54%	Due 25-Aug-23	With Macquarie	
(g)	\$1,000,000.00	For 273 days	4.24%	Due 28-Jul-23	With Macquarie	
(h)	\$1,000,000.00	For 181 days	3.93%	Due 08-May-23	With Macquarie	
(i)	\$1,000,000.00	For 180 days	4.65%	Due 11-Oct-23	With Bank of Qld	
(j)	\$2,500,000.00	For 240 days	4.21%	Due 10-Jul-23	With Suncorp	
(k)	\$2,000,000.00	For 180 days	4.05%	Due 30-May-23	With NAB	
(l)	\$2,000,000.00	For 270 days	4.05%	Due 14-Jul-23	With NAB	
(m)	\$2,000,000.00	For 180 days	4.30%	Due 26-Jun-23	With NAB	
(n)	\$2,000,000.00	For 150 days	4.11%	Due 18-May-23	With NAB	
(o)	\$1,000,000.00	For 181 days	4.60%	Due 28-Aug-23	With NAB	
(p)	\$3,000,000.00	For 180 days	4.35%	Due 08-Aug-23	With NAB	
(q)	\$2,000,000.00	For 242 days	3.88%	Due 15-May-23	With NAB	
(r)	\$2,000,000.00	For 181 days	4.60%	Due 28-Aug-23	With NAB	
(s)	\$2,000,000.00	For 365 days	3.15%	Due 01-Jun-23	With Bank of Qld	
Total						
\$30,000,013.70						
Investments:						

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

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

.....

<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>September 2020</u>		
175/20	GrainCorp Industrial Precinct	Report to this meeting
<u>July 2021</u>		
124/21	Industrial Land – Purchase Offer	Report to this meeting
<u>June 2022</u>		
115/22	Development application – Temporary Workforce Accommodation Facility	DA Documentation progressing
<u>July 2022</u>		
141/22	Compulsory Acquisition by Agreement Of Road Reserves and Licence Agreement	Report to future meeting
<u>November 2022</u>		
221/22	Creation of a New Rate Sub Category	No need to progress, due to GrainCorp's decision
231/22	ARTC Housing Design	To be included in Tenders in 2023
233/22	Betterment Fund Application	Determination of the application pending, Roy Butler MP requested to follow up on Councils
<u>December 2022</u>		
227/22 240/22	Audit Risk Improvement Committee Chair	Commencement Pending

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

241/22	Community Plaza Upgrade – Streets, Beats & Eats Project	Construction is underway, variations pending
247/22	Subdivision of 6324 Newell Highway, Gilgandra	Stage 1 Subdivision completed
248/22	Castlereagh River Restoration and Beautification Project – Sears and EOI/Tender	No progress at this stage
250/22	Orana Living Advisory Board of Management	Report to this meeting

February 2023

7/23	Consideration of Lease Brenshaw Medical	Reported to March 2023 meeting
10/23	Organisational Review Update	Report to future meeting regarding daycare options for Council staff – Working group collecting data
12/23	Administration of 2024 Local Government Elections	Contracts to be entered into in due course
21/23	Stronger Country Communities Round 5 and Local Government Recovery Grant	Submissions back to relevant funding body have been sent, awaiting confirmation
27/23	Housing Support	Letter to NSW LAHC sent and response pending. Followed up with an email and response pending.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

PROGRESS ON “QUESTIONS FOR NEXT MEETING”

SUMMARY

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

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December 2022

Upgrade of National Park Road and
Baronne Creek

Applications have been submitted,
report to later meeting

Gravel Pits

Report to later meeting

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
16 MAY 2023

DEVELOPMENT APPLICATIONS

The following development applications were approved during March 2023:

DA Number	Applicant's Name	Application	Property Address	Development Value
2023/477	MCHP Architects	New service station	15-17 Castlereagh Street, Gilgandra NSW 2827	\$1,590,000
2023/483	Lyons Advantage	Amenities, Tooraweenah Showground	55 Yootha Road, Tooraweenah NSW 2817	\$398,906
			April	\$1,988,906
			Total 2023	\$7,330,461

Applications under assessment

- DA 2022/434 – Service Station
 - DA 2022/441 – Sand Quarry
 - DA 2023/480 – Solar Farm
 - DA 2023/481 – Residential subdivision
 - DA 2023/485 – Unmanned fuel depot, Tooraweenah
 - DA 2023/486 – Alterations & Additions, residential
 - DA 2023/487 – Swimming pool
-

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
16 MAY 2023

APRIL 2023

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2022/477	119	0	119	85	0	85
2023/483	33	0	33	25	0	25

Summary Statistics	
No of Applications	2
Total Actual Days	152.00
Mean Actual Days	76.00
Mean Stopped Days	0.00
Mean Total Days	76.00
Mean Work Days	55.00
Mean Work Stop Days	0.00
Mean Total Work Days	55.00
Median Actual Days	76.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 16 MAY 2023

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

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Documents mentioned are available upon request for any interested Councillors.

THANK YOU LETTER FROM GILGANDRA FILM FESTIVAL COMMITTEE

The Gilgandra Film Festival Committee have sent correspondence addressed to Council thanking Council for its support of the Gilgandra Film Festival 2023.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager