

## NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 18 May 2021 at 4.00pm.**

### Agenda

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

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

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

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

8. Confirmation of Minutes
  - Ordinary meeting held on 20 April 2021

## 9. Listing of matters to be considered in Closed Council

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

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
  - I. prejudice the commercial position of the person who supplied it, or
  - II. confer a commercial advantage on a competitor of the council, or
  - III. reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of the law
- (f) matters affecting the security of the council, councillors, council staff or council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
  - Tenders – Renovation of Aged Care Rooms (d)
  - Tenders – Road Rectification packages (d)
- Procedural Motion to re-open meeting to Press and Public

## 10. Reports



David Neeves  
General Manager

Procedural Motion – to exclude Press and Public

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

**CAPITAL WORKS QUARTERLY UPDATE**

**SUMMARY**

To provide an update on progress with the 2020/21 Capital Works Program as at 31 March 2021.

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The aim of this review is to provide a brief illustration of the current capital expenditure vs budget, how the project is tracking with some brief comments. A copy of this document is attached.

The Capital Works Program involves 110 individual line items.

The estimated value of the 2020-21 Capital Works is **\$23,313,079** (as amended at 31 March) across the whole of Council with **\$8,561,441.77** being spent as at the end of December which equates to 37% of the budget allocation. This figure is up from \$6,492,343.41 in the December quarter.

As with previous years, Council's capacity, even with the involvement of external contractors, will struggle to complete all items adopted in the budget. There will be a significant number of capital projects that will carry over into the 2021/22 financial year.

<u>Principal Activity</u>	Strengthened Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>4.2.2.1</b> Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making  <b>4.2.1.1</b> Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements.

**RECOMMENDATION**

That the report be noted.

David Neeves  
General Manager

## **2021/22 to 2024/25 BUDGET REPORT**

### **SUMMARY**

To present a report on the draft 2021/22 to 2024/25 budget for all Council funds and detail matters considered in preparation of same.

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The draft 2021/22 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.

The budget has been prepared on the basis of Council taking the full rate peg increase of 2.0%. This equates to an additional \$106,030 in income for 2021/22 compared to the 2020/21 year. Council's budget estimates income of \$47,320,268 with Expenses of \$52,777,037 before depreciation is applied.

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, Carlinda Enterprises and Aged Care (Cooee Lodge Hostel and Villa Units, Jack Towney Hostel and Home Care Packages).

In reports to the April 2021 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 capital works planned in 2021/22 include:

- Renewal & Upgrade of the Gilgandra Cultural Precinct
- Renewal & Upgrade of the Gilgandra Shire Library
- Local Roads & Community Infrastructure Projects
- Planning for the Upgrade of the Council Administration Offices
- Castlereagh River Restoration and Beautification Project
- The Mill on Miller Plaza
- The Gil Events & Activities
- All Abilities Access & Disability Inclusion Action Plan (DIAP) Projects
- Tree Nursery
- CBD Car Park Planning
- Greenery Strategy & Action Plan
- Wrigley Street Water Main Upgrade
- Upgrade of Sewer Pump Station
- Commencement of the New Sewer Treatment Plant
- Planning of Construction of Disability Housing
- Cooee Lodge Room Upgrades

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

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

## **GENERAL FUND (pages 1 to 20)**

### **Governance - Councillors (page 1)**

The \$280,373 estimate for 2021/22 (\$224,538 in 20/21) includes the mayoral fee, councillor fees, councillor expenses and an allocation of \$45,995 to conduct the election in September. The following two years do not include an allocation for an election however, the 24/25 year does.

### **Corporate Support Income (page 2)**

This estimate for 2021/22 is made up of the following:

- \$45,000 for workers compensation claims;
- \$80,000 for insurance rebates;
- \$6,000 for rating certificate income;
- \$15,000 for sundry income items;
- \$10,000 for parental leave funding;
- \$8,773 for training income; and
- \$10,522 for the LIRS interest subsidy on the applicable loans.

For the following three years, these amounts increase in line with the projected CPI except for the LIRS interest subsidy which reduces to reflect the reducing interest payments and ends in 22/23.

### **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 2021/22.

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 2021/22 remains at 38.27% although the superannuation percentage has increased from 9.50% to 10%. This increase has been absorbed in the existing oncost percentage.

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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 additional \$200,000 has been included across the 22/23 and 23/24 years (\$100,000 each year) to meet costs associated with an organisational and business systems 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	2021/22	2022/23	2023/24	2024/25
304	Terrabile Creek Bridge	1,200,000	Pri.	135,746.33	143,886.01		
			Int.	19,071.39	10,931.70		
309	Gumin Bridge	1,040,000	Pri.	64,901.25	66,816.79	68,788.86	70,819.14
			Int.	21,279.17	19,363.63	17,391.56	15,361.28
310	Park Toilet, Wallumburrawang & Luckies Bridges	1,312,000	Pri.	128,742.13	132,698.71	136,776.87	140,980.38
			Int.	24,471.61	20,515.03	16,436.87	12,233.36
311	SES Premises	156,000	Pri.	38,961.84	40,629.42		
			Int.	2,390.16	722.58		
312	Works Depot	2,000,000	Pri.	118,792.55	122,464.80	124,975.83	127,538.54
			Int.	36,653.17	32,980.92	30,469.89	27,907.38
313	Work Depot	1,467,000	Pri.	86,472.55	88,039.87	90,254.63	92,525.09
			Int.	27,214.41	29,843.97	27,629.21	25,358.75
314	Lucas Bridge	745,000	Pri.	68,121.75	69,835.44	71,592.23	73,393.22
			Int.	16,500.63	14,786.94	13,030.15	11,229.16
315	Relocate Admin & Yarragrין Creek Bridge	2,205,000	Pri.		122,825.27	125,915.09	129,082.64
			Int.		54,362.11	51,272.29	48,104.74
316	Medical Units & IT Software Upgrade Wrigley Street	1,000,000	Pri.				55,703.07
			Int.				24,654.01
320	Upgrade	1,200,000	Pri.			66,843.68	68,525.22
			Int.			29,584.82	27,903.28
<b>General Fund Repayments:</b>				<b>641,738.40</b>	<b>787,196.31</b>	<b>685,147.19</b>	<b>758,567.30</b>
				<b>147,580.54</b>	<b>183,506.88</b>	<b>185,814.79</b>	<b>192,751.96</b>
				<b>789,318.94</b>	<b>970,703.19</b>	<b>870,961.98</b>	<b>951,319.26</b>
<b>General Fund Ratio:</b>				<b>5.65%</b>	<b>6.75%</b>	<b>5.88%</b>	<b>6.23%</b>

The above Debt Service Ratio is calculated using the actual income generated from the 2019/20 year. This level of income will vary in the 2020/21 and 2021/22 years and, as a result, the Debt Service Ratio should be used as a guide only.

### **Administration Expenses (page 2)**

All costs have been increased in line with CPI compared to the previous years except for a \$30,000 increase in insurance cost and a \$60,000 increase in phone costs.

### **IT Income & Expenses (page 2)**

IT expenses for 2021/22 are in line with previous years and both the income and expenses increase in line with CPI in future years.

### **Civic Activities (page 2)**

The estimate for 2021/22 includes an amount of \$37,962 for community functions and activities as well as \$37,962 contribution to the LGSA and JOC and \$29,241 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 additional amount of \$6,156 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 2021/22 remains at 38.27% although the superannuation percentage has increased from 9.50% to 10%. This increase has been absorbed in the existing oncost percentage.

The Distribution of Administration line is the net transfers of engineering 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.

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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 2021/22 includes the following amounts:

* Insurances:	\$ 67,000
* Plant Running Costs:	\$1,427,298
* Heavy Vehicle Inspections:	\$ 15,596
* Workshop Tools:	\$ 6,500
* Workshop Expenses:	\$ 22,714
* Trainee Costs:	\$ 37,894
* Workshop Vehicle Running Expenses:	\$ 32,494
* Internal Distribution of Plant:	(\$ 47,577)
* Miscellaneous Plant Costs:	\$ 12,997
* Plant Hire Income	<u>(\$2,713,715)</u>
	(\$1,138,799)

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

When depreciation of the plant assets of \$790,597 is taken into account, the result for this area for 21/22 is an estimated surplus of \$348,202.

**Employee Overhead Costs - General Fund (page 2)**

Council charges an internal oncost rate of 38.27% on all wages within General Fund. The 38.27% charge has been calculated as follows:

General Fund				
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%
Superannuation	10.0% for 52 weeks in 48 weeks	10.00%	48	10.83%
Workers Compensation	cost as a percentage of wages	545,819	6,632,066	8.23%
Other	say 0.46%			0.46%
				38.27%

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 29.64% 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%
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%
Superannuation	9.5% for 52 weeks in 48 weeks	10.00%	48	10.83%
Workers Compensation	cost as a percentage of wages	106,805	2,840,559	3.76%
Other	say 0.46%			0.46%
				29.64%

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 39.83% 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%
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%
Superannuation	9.5% for 52 weeks in 48 weeks	10.00%	48	10.83%
Workers Compensation	cost as a percentage of wages	33,785	345,097	9.79%
Other	say 0.46%			0.46%
				39.83%

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.

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### Employee Overhead Costs - Cooee Lodge (page 2)

Council charges an internal oncost rate of 31.88% 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%
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%
Superannuation	9.5% for 52 weeks in 48 weeks	10.00%	48	10.83%
Workers Compensation	cost as a percentage of wages	123,747	2,062,450	6.00%
Other	say 0.46%			0.46%
				31.88%

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 32.20% 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%
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%
Superannuation	9.5% for 52 weeks in 48 weeks	10.00%	48	10.83%
Workers Compensation	cost as a percentage of wages	23,185	366,851	6.32%
Other	say 0.46%			0.46%
				32.20%

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 has been based on previous years with an increase for CPI for 2021/22 and the next three years and generally reflects an 11.7% of budget operations in Gilgandra.

#### **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 have not yet been advised by the RFS what the required contribution for 21/22 will be so, therefore, a 2% increase has been applied to the 20/21 contribution (from \$349,453 to \$358,539). The amount that Council is required to pay to the RFS increased by 79.71% in the space of two years from 18/19 to 20/21.

#### **Fire Services Expenses (page 4)**

The total vote of \$100,603 (from \$98,053 in 20/21) includes an internal distribution of administration charge of \$14,715 (\$14,342 in 20/21) and \$85,888 (\$83,711 in 20/21) of running costs. This is offset by a reimbursement of the same amount.

These amounts are estimates only at this stage with the Emergency Management Service yet to advise Council of the allocations for 2021/22. Allocations are usually advised in September / October.

#### **Animal Control Income & Expenses (page 4)**

The estimate of \$191,301 (\$186,549 in 20/21) for 2020/21 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 \$30,787 allocation (\$27,826 in 20/21) to this area for 2021/22 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.

This amount is an estimate only at this stage with Emergency Management NSW yet to advise Council of the allocations for 2021/22. Allocations are usually advised in September / October.

#### **Wages & Other Employee Costs - Health (page 5)**

The wages allocation allows for the following positions:

- Director of Environmental Services
  - Environmental Health Officer
  - Building Surveyor
  - Maintenance Co-ordinator
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The Distribution of Administration line 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.

### **Medical Centres Income & Expenses (page 5)**

The expected income from the rental of the medical centres and the MPS dental rooms has increased by \$30,512 compared to the 20/21 year. This is due to a renegotiation of terms. The expenses have also increased by \$17,012 compared to 20/21 and this is due to an increase in planned and unplanned maintenance costs. Increases in 2022/23, 2023/24 and 2024/25 are in line with CPI from then on.

### **Domestic & Other Waste Management (page 6)**

The Domestic Waste Management area for 2021/22 includes income of \$504,418 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 2021/22 of \$181,174 includes an amount of \$149,785 that is collected from commercial, non-rateable and rural ratepayers that use or are able to use the service. The remaining \$31,389 is made up of tipping charges and scrap steel sales.

The combined income of \$654,203 derived from waste collection charges is used to pay for the costs applicable to the service provided.

The expenses of \$682,335 for Domestic Waste Management include the following items:

- \$210,255 for waste and recycling collection;
- \$5,355 for recycling promotion;
- \$184,763 payment to Carlinda for the management of the waste facility;
- \$6,205 for insurances;
- \$10,568 for electricity;
- \$3,785 for cleaning;
- \$48,636 for the distribution of administration charge;
- \$140,948 for the waste facility operating and maintenance costs; and
- \$71,820 in wages for a position at the waste facility.

The operating and maintenance costs of \$140,948 above is made up of \$33,000 to process green waste, \$65,000 for a track loader, \$5,000 to pay for the tyre site EP levy, \$10,000 for recycling bags, \$10,000 for the disposal of tyres, \$10,000 to hire plant, \$5,000 for a recycling trailer and \$5,948 for general maintenance.

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An amount of \$40,000 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 \$57,644 (\$53,197 in 20/21) for Other Waste Management covers a cost of \$5,443 for each of the rural tips located at Tooraweenah, Armatree, Curban and Biddon to maintain the sites. There are also allocations of \$6,726 for scrap steel community projects and \$29,146 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 2021/22 Urban Stormwater Drainage maintenance and repair allocation is in accordance with the ongoing LTFP allocation. The amount allocated is \$74,594 (\$78,260 in 20/21).

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

The wages estimate for this function for 2021/22 includes the Director's position plus oncosts. 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.

### **Youth Services (page 7)**

The 2021/22 budget includes a provision for GHSH (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.

Expense allocations are essentially unchanged with wages being the biggest component.

### **Gilgandra Community Care & Transport (page 7)**

Gilgandra Community Care and Transport income and expenditure for 2021/22 is line with previous year with operations generally remaining the same. 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 15 and 16.

### **Government Access Centre (page 7)**

The Government Access Centre income and expenses for 2021/22 is along the same lines as the previous year. The following three years have increased in line with CPI. There are no plans for changes to the existing services performed.

### **Gilgandra Preschool (page 7)**

Council has an arrangement with the Gilgandra Preschool Committee whereby Council performs all payroll operations (wages and superannuation) and the Preschool Committee then reimburses Council.

### **Public Cemeteries (page 8)**

The allocation of \$117,766 for 2021/22 (\$114,867 in 20/21) 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 \$9,472 is for a distribution of administration charge only.

### **Town Planning (page 8)**

The town planning allocation for 2021/22 includes an amount of \$10,568 for sundry expenses and a distribution of administration charge of \$83,792.

The income allocation includes an amount of \$11,894 for developer contribution fees. These funds are to be used for future infrastructure projects and, as a result, if offset by a transfer to reserves.

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### **Street Lighting (page 8)**

The expected cost of street lighting for the 2021/22 year is estimated an increase in line with CPI with the estimated cost of \$191,277 (\$186,430 in 20/21) included. The recent installation of LED lights has the potential to realize savings throughout the year.

### **Library (page 9)**

The Library operations will be the same as in previous years and the draft budget reflects that. Estimated income of \$79,178 (\$78,015 in 20/21) is similar to the previous year. Expenses of \$482,066 (\$472,109 in 20/21) compare favourably with the budget approved last year with an amount of \$75,743 offset by a transfer from reserves. The budget has not been altered in readiness for the opening of the Gil Library Hub. This will be the subject of further consideration throughout the year.

### **Public Halls (page 9)**

In 2020/21 the estimates were reduced compared previous years due to the expected impact of COVID-19. The estimates have remained at this level for 2021/22 as it is unsure if the usage will return to those same levels.

### **Swimming Pool (page 9)**

The budget income for the pool has been kept at the same level to reflect a similar usage.

Wages remains the single biggest expense ahead of facility maintenance and electricity. The wages cost of a pool supervisor and a 2IC is a reasonably fixed cost so the focus of management will be on the casual wages to ensure budget targets are achieved. It should be recognised though that safety guidelines around staff/customer ratios can require a certain amount of cost is incurred once the pool is open.

### **Sporting Grounds (page 9)**

The total amount of income expected is \$7,500 which is low in relation to the level of services provided at the five (5) 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;
  - Cooee Oval;
  - Ernie Knight Oval– including cleaning and maintenance of the toilet block;
  - Showground Oval; and
  - Tooraweenah Recreation Ground.
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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;
- Target Park– including cleaning and maintenance of the toilet block;
- Clarice Schultz Park;
- Cooee Park;
- Miller Street Plaza;
- Windmill Walk;
- Chelmsford Avenue Walk;
- Town Footpaths & Open Spaces;
- Gilgandra Arboretum;
- Tooraweenah Park– including cleaning and maintenance of the toilet block;
- Armatree Park;
- 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.

The parks and gardens income budget includes a contribution of \$63,512 from the RFS to provide for fire hazard reduction works.

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

### **Gilgandra Fitness Centre (page 9)**

The estimated income for the Gilgandra Fitness Centre (GFC) has been increased to reflect a bounce back after Covid, updated exercise equipment and the introduction of the keyless entry pass.

The projected cost to operate the GFC includes wages and equipment for the current opening hours, structure and programs. The estimates for the 2021/22 year are only a small increase on the previous year.

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### **Heritage Income & Expenses (page 9)**

The funding proposed for the 2021/22 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 \$23,950 (\$23,343 in 20/21).

### **Building Control (page 10)**

The income estimate for 2021/22 for this area is in line with previous years and the expenditure estimate has increased in line with CPI.

### **Gravel Pits (page 10)**

The income and expense from gravel pit operations has been increased by CPI for 2021/22 compared to the previous year.

The expected surplus of \$59,471 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 currently \$274,484 and is expected to be around \$391,919 by the end of 2021/22. The total transferred to and held in reserves will need to be monitored.

### **Urban Roads (page 11)**

The allocation for urban roads for 2021/22 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 11)**

The allocations for rural roads – sealed and unsealed have been increased by 2.0% on the previous year which included the full planned increase from the special rate variation.

An additional income amount of \$6,000,000 for expected flood damage funding has been included and this is offset by an increase in expenditure of the same amount.

### **Regional Roads (page 11)**

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 11)**

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 \$1,987,763 and the total estimated expense of \$1,384,164 is \$603,599 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 2021/22 year.

### **Roads to Recovery (page 11)**

The 2021/22 Roads to Recovery monetary allocation totals \$928,322. 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 2021/22 allocation will be determined following a separate detailed report to the May or June Council meeting.

The total expenses of \$928,322 matches the funding.

### **Bridges (page 11)**

The allocation of \$35,614 for 2021/22 is less than previous years 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 12)**

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).

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### **Aerodromes (page 12)**

The income estimate is \$65,000 for 2021/22 as per prior negotiations with the RAAF. This amount is then ongoing for the next year with an expected increase to \$70,000 in 2023/24 and 2024/25.

The draft budget provides for the routine maintenance of both the Gilgandra and Tooraweenah airstrips. Based on the routine costs that are incurred, the 2021/22 budget includes an increase for CPI as does future years.

### **Other Expenses - Other Transport & Communication (page 12)**

This allocation allows for a marginal increase in kerb and gutter maintenance as agreed by Council. The estimate of \$53,768 is for kerb and gutter costs (\$35,682) and a distribution of administration charge (\$18,086) only.

### **Coonee Heritage Centre (page 13)**

This area includes the operations of the CHC and the new staffing structure. The 2020/21 estimates of income and expenditure take into account the existing operations and revised structure although for a reduced portion of the year.

### **Marketing & Communications (page 13)**

This area includes Council's economic development, marketing and communications operations. The estimates included are similar to the previous year.

### **Inland Rail (page 13)**

The income from this area is expected to increase by \$50,000 to \$150,000 when compared to the previous year while expenses are expected to increase by \$87,016 to \$314,791. The reason for this is that additional resources are required to deal with the demands of the project work.

### **Real Estate Development (page 13)**

There are no blocks left to sell in the industrial subdivision and there are no available blocks to sell in the residential subdivision. As a result, there has been no sales income included.

### **Private Works (page 13)**

The private works draft budget includes an expected reduction in the amount of work to be carried out due to the workload for staff in flood damage and RMS works.

### **General Rate Income (page 14)**

The total general rate income of \$5,228,688 represents an increase of 2.0% on the previous year being the full amount allowed under rate capping. The following 4 years include rate increases of the rate peg limit only which is estimated at 3%.

### **Financial Assistance Grant (page 14)**

The Federal Government has yet to advise of the Financial Assistance Grant amount for 2021/22, as a result, the amount has been estimated with a 2.0% increase on the 2020/21 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 14)**

Interest income for 2021/22 is expected to be less than the previous year's estimate due to levels of cash held being at about the same level but interest rates are significantly lower.

### **Reserves (pages 15 and 16)**

Transfers from reserves are an income item in the budget, however, it is merely a transfer of funds from the bank account. Transfers to reserves are an expense item in the budget, however, it is merely a transfer of funds to the bank account. Council should be aware of this when decisions regarding reserves are made.

Following is a listing of the movement in Reserves for 2021/22:

#### *Transfers from Reserves*

- Library Grant \$75,743: unspent grant funds from last year and used to fund project expenditure on page 9.
  - Youth Club \$10,000: unspents funds from previous years and used to fund capital expenditure on page 18.
  - Library Upgrade \$233,356: unspent capital funds from previous years and used to fund capital expenditure on page 18.
  - Admin Building Planning \$50,000: unspent capital funds from previous years and used to fund capital expenditure 18.
  - Plant \$75,653: unspent capital funds from previous years and used to fund capital expenditure 18.
  - Health & Wellbeing \$30,520: unspent funds from the Enforced Undertaking and used to fund additional training costs on page 2.
  - Tooraweenah Hall \$10,000: unspent capital funds from previous years and used to fund capital expenditure on page 19.
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### *Transfers to Reserves*

- Waste Facility \$40,000: funded from the domestic and other waste charges to be used for future capital works at the Waste Facility.
- IT Upgrades \$51,000: funded by an annual contribution from all Council operations to be used to update the infrastructure every three years at a total cost of around \$150,000.
- Sports Council \$3,750: funded from 50% of the estimated revenue from sporting grounds as per Council Policy to be used for capital improvements as determined by the Sports Council.
- 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. *After this transfer, the balance of the reserve will be \$1,502,387.*
- Gravel Pits \$59,471: the difference between gravel income and gravel expenses on page 11, is transferred to reserves to fund the future rehabilitation of disused pits. *After this transfer, the balance of the reserve will be \$408,348.*
- Developer Contribution Fee \$11,825: the income collected by this charge included in Town Planning income on page 8, is transferred to reserves to fund future infrastructure works.

### **Capital Income (page 17)**

#### Grants – Fire Services

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

#### 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 – Regional Cultural Fund - Cooee Heritage Centre

Funding provided for works at the Cooee Heritage Centre and it is estimated that \$734,817 will be received in 2021/22 to complete the project. This income is offset by capital expenditure for the same amount.

#### Grants – Graincorp Subdivision

Funding of \$3,000,000 offset by capital expenses of the same amount.

#### Contribution from OL – Disability Inclusion Plan Initiatives

Orana Living are providing \$300,000 for projects identified in the Disability Inclusion Plan and the Tree Nursery. This contribution will be ongoing.

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#### Grants – Local Roads & Community Infrastructure

Council has been advised that \$697,059 will be forthcoming in this program. This is offset by capital expenditure of the same amount.

#### Grants – SCCF Round 3 – Library Upgrade, Grants – Regional Cultural Fund – Library, Grants – Public Libraries Infrastructure Fund

These three grants amounts being \$130,000, \$1,014,483 and \$300,170 respectively, add up to an amount of \$1,444,653. This, along with a transfer from reserves of \$233,356, mostly offset the capital spend on the project of \$1,778,707.

There is a shortfall in the funding and reserves of \$100,698 which is Council's contribution.

#### Grants – The Mill on Miller Plaza

A grant application of \$598,198 has been successful and will fund this project and is offset by capital expenditure of \$600,000.

### **CAPITAL WORKS (pages 17, 18, & 19)**

Following is a listing of the capital works appearing in the draft budget and their comparison with the Long Term Financial Plan (LTFP):

#### Castlereagh River Restoration and Beautification Project

An amount of \$100,000 is allocated for the planning of the project with a further \$200,000 included the following year and \$100,000 the year after that. There is no offsetting grant funding for this project.

LTFP allocation was \$400,000.

#### Community Housing

The \$20,000 requested is for capital renewals on Council's community houses. There has been no specific works identified and this estimate is for unplanned renewals that may occur throughout the year. If unspent, the funds will be transferred to reserves.

LTFP allocation was \$20,000.

#### Library – Capital

The \$10,000 requested is to allow for unidentified works that may be required and for the future replacement of IT equipment.

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LTFP allocation was \$13,906.

#### Library

Total library purchases cost of \$23,646 for library purchases including books, toys and other materials. This is funded by the State Library Service.

LTFP allocation was \$23,646.

#### Shire Hall

The allocation of \$10,000 is for no specific purpose and is included as a contingency.

LTFP allocation was nil.

#### 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 requested amounts are the same as the amounts included in the LTFP. The allocations are as follows:

Major Plant (2020/21) \$1,165,000 - \$473,400 = \$691,600  
Major Plant (2021/22) \$870,000 - \$221,000 = \$649,000

Trucks & Utes (2020/21) \$99,000 - \$53,000 = \$46,000  
Trucks & Utes (2021/22) \$250,000 - \$145,000 = \$105,000

Cars & Wagons (2020/21) \$63,000 - \$30,000 = \$33,000  
Cars & Wagons (2021/22) \$45,000 - \$22,000 = \$23,000

Minor Plant (2020/21) \$36,000 - \$8,000 = \$28,000  
Minor Plant (2021/22) \$85,000 - \$15,000 = \$70,000

Total (2020/21) \$1,363,000 - \$564,400 = \$798,600  
Total (2021/22) \$1,250,000 - \$403,000 = \$847,000  
Total (LTFP) \$1,307,000 - \$456,900 = \$850,100

#### Tooraweenah Hall

An amount of \$10,000 is required to complete works at the hall and this is offset by a transfer from reserves.

LTFP allocation was nil.

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### Digital Two Ways

This allocation of \$50,000 is requested to implement digital two ways across the network.

LTFP allocation was \$50,000.

### Rural Fire Service Issues

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.

LTFP allocation was \$256,500 with an offsetting capital income item of the same amount.

### 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 \$15,000 per year for capital renewal work has been included in the draft budget. This amount is for unspecified work and, if unspent, will be transferred to a reserve.

LTFP allocation was \$15,000.

### Youth Club

An allocation of \$10,000 has been included to allow for the some upgrade works. This amount is offset by a transfer from reserves.

LTFP allocation was nil.

### Cemetery – Additional Plinth

An additional plinth is required to cater for the demand in the lawn section of the cemetery. The estimated cost for the work is \$25,000.

LTFP allocation was \$25,000.

### Curban Hall

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

LTFP allocation was \$10,000.

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### Pound

The pound facility requires considerable work to meet incoming WHS requirements. The exact extent of the requirements is not yet known however, it would be prudent to include an allocation for these future works. An amount of \$15,000 each year ongoing has been included for the works.

LTFP allocation was \$15,000.

### Cooee Heritage Centre – Regional Cultural Fund

The amount of \$734,807 is offset by grant funding of the same amount.

LTFP allocation was \$734,807.

### 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 table below demonstrates this:

<b>Year</b>	<b>Additional Roads Allocation</b>	<b>Less Loan Repayment</b>	<b>Amended Roads Allocation</b>
21/22	\$469,317	\$210,199	\$259,118
22/23	\$478,704	\$210,199	\$268,505
23/24	\$488,278	\$210,199	\$278,079
24/25	\$498,043	\$210,199	\$287,844
25/26	\$508,004	\$210,199	\$297,805
26/27	\$518,164	\$210,199	\$307,965
27/28	\$528,528	\$86,180	\$442,348
28/29	\$539,098	\$86,180	\$452,918
29/30	\$549,880	\$86,180	\$463,700
30/31	\$560,878	\$86,180	\$474,698

LTFP allocation was \$263,719.

### Gym

It is proposed that an amount of \$20,000 be allocated to purchase and upgrade the equipment used in the gym. Also, that \$10,000 be set aside each year to provide for the ongoing replacement of the equipment and renewal works at the gym as needed. Should the funds be unspent, they will be transferred to a reserve to be held when required.

LTFP allocation was \$10,000.

### Library Upgrade – Regional Cultural Fund

The allocation of \$1,778,707 is required to complete the project in 21/22. It is funded from the following sources:

- SCCF Round 3: \$130,000
- Regional Cultural Fund: \$1,014,483
- Public Libraries: \$300,170
- Transfer from Reserves: \$233,356
- Council Contribution: \$100,698

LTFP allocation was \$1,459,494.

### Graincorp Subdivision

It is anticipated that the Graincorp Subdivision project will progress in 21/22 with \$3,000,000 allocated and is offset by grant funding.

LTFP allocation was \$3,000,000.

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### Relocate Administration Building to Miller Street

An amount of \$50,000 has been included to plan the proposed relocation to Miller Street with a further \$2,000,000 to fore shadowed for a potential relocation of administration offices to Miller Street. A final decision will be the subject of planning work under taken in 2021/22.

LTFP allocation was \$25,000.

### The GIL Events & Activities

In order to conduct events and activities at The GIL and involving local businesses, it is requested that an amount of \$50,000 be allocated in the 20/21 budget.

LTFP allocation was nil.

### DIAP - Footpaths

The amount of \$50,000 has been included and will be utilised to renew unsatisfactory sections of concrete footpath identified during annual inspections. This is funded by a contribution from Orana Living.

LTFP allocation was \$50,000.

### DIAP – Additional Seating to Walkways & CBD

The allocation of \$20,000 is to install some seating along the Windmill Walk and within the CBD. This is funded by a contribution from Orana Living.

LTFP allocation was \$20,000.

### All Abilities Access Upgrades to Council Buildings

An allocation of \$130,000 has been included to upgrade and modify the access points of Council buildings to accommodate people of all abilities. This is funded by a contribution from Orana Living.

LTFP allocation was \$100,000.

### Tree Nursery

This project is to establish a tree nursery at the Waste Facility to be managed by Carlginda. The estimated cost is \$100,000 and is to be funded by a contribution from Orana Living.

LTFP allocation was nil.

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### CBD Carpark Planning & Development

It is proposed to increase and update the car parking facilities in the CBD and at the Warren Road Medical Centre. An allocation of \$50,000 has been included to conduct the planning stage with a further \$250,000 the following year.

LTFP allocation was nil.

### Greenery Strategy & Action Planning

Allocation of \$20,000 included to conduct a greenery strategy and action plan.

LTFP allocation was nil.

### The Mill on Miller Plaza

An amount of \$600,000 is required to complete the project as previously advised to Council. This is offset by funding of the same amount.

LTFP allocation was nil.

### **Loan Income & Repayments (page 19)**

It is proposed that there will be no new borrowings in 21/22.

An amount of \$2,205,000 is proposed to be borrowed in 2022/23 to fund 25% of the Yarragrin Creek Bridge project being \$205,000 and a further \$2,000,000 to fore shadowed for a potential relocation of administration offices to Miller Street. A final decision will be the subject of planning work under taken in 2021/22.

An amount of \$1,200,000 is proposed to be borrowed in 23/24 to fund the Wrigley Street renewal.

An amount of \$1,000,000 is proposed to be borrowed in 24/25 to fund the construction of units for medical purposes for \$500,000 and a further \$500,000 for a proposed upgrade of Council's operating software requirements.

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 \$608,214 after depreciation is deducted. The ongoing years also reflect deficit results of \$1,390,776 in 2022/23, \$986,767 in 2023/24 and \$433,348 in 2024/25. The combined total result for the 4 years is a deficit of \$3,419,105.

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

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### **WATER SUPPLY (pages 21, 22 and 23)**

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 \$456,000.

The overall estimated result for Water Supply for 2021/22 is a \$112,378 deficit. The results for the ongoing years are deficits of \$200,141 in 2022/23, \$305,789 in 2023/24 and a surplus of \$48,458 in 2024/25. The combined 4 year result is a deficit of \$569,850.

### **SEWERAGE SERVICES (pages 24 & 25)**

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.

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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.

The transfer to reserves amount of \$10,000 is a cost collected annually as a contribution to maintain the effluent pond.

### **Capital Expenses**

The capital projects are as listed and amount to a total capital spend of \$1,375,000 and includes an allocation of \$865,000 plus \$12,048,114 the following year to construct a new Sewer Treatment Plant.

The \$865,000 is partly offset by grant funding of \$648,653 which is 75% of the cost. In the following year, the \$12,048,114 is offset by grant funding of \$9,036,085 and borrowings of \$3,000,000 (\$300,000 in 21/22 and \$2,700,000 in 22/23).

The overall estimated result for Sewerage Services for 2021/22 is a \$54,892 deficit. The results for the ongoing years are deficits of \$131,837 in 2022/23, \$69,079 in 2023/24 and a surplus of \$104,054 in 2024/25. The combined 4 year result is a deficit of \$151,754.

### **ORANA LIFESTYLE DIRECTIONS (page 26)**

The draft budget for Orana Lifestyle Directions has been presented to the committee and the overall result is a \$500,219 surplus in 2021/22. The results for the ongoing years are surpluses of \$1,157,847 in 2022/23, \$1,189,004 in 2023/24 and \$1,115,784 in 2024/25. The combined 4 year result is a surplus of \$3,962,854.

**CARLGINDA ENTERPRISES (page 27)**

The draft budget for Carlginda Enterprises has been presented to the committee and the overall result is a \$42,843 surplus. The results for the ongoing years are surpluses of \$33,900 in 2022/23, \$54,978 in 2023/24 and \$66,078 in 2024/25. The combined 4 year result is a surplus of \$197,799.

**COOEE VILLA UNITS (page 28)**

The draft budget for Cooee Villa Units has been presented to the committee and the overall result is a \$6,615 surplus. The results for the ongoing years are a surplus of \$4,610 in 2022/23, a deficit of \$345,718 in 2023/24 and a surplus of \$3,921 in 2024/25. The combined 4 year result is a deficit of \$330,572.

**HOME CARE PACKAGES (page 29)**

The draft budget for Home Care Packages has been presented to the committee and the overall result is a \$14,470 surplus. The results for the ongoing years are surpluses of \$40,259 in 2022/23, \$41,065 in 2023/24 and \$41,886 in 2024/25. The combined 4 year result is a surplus of \$137,680.

**COOEE LODGE (pages 30 to 31)**

The draft budget for Cooee Lodge has been presented to the committee and the overall result is a \$187,824 deficit. The results for the ongoing years are a deficit of \$58,716 in 2022/23, a surplus of \$29,723 in 2023/24 and a surplus of \$177,794 in 2024/25. The combined 4 year result is a deficit of \$39,023.

**JACK TOWNEY HOSTEL (page 32)**

The draft budget for Jack Towney Hostel has been presented to the committee and the overall result is a \$14,814 surplus. The results for the ongoing years are surpluses of \$40,811 in 2022/23, \$16,827 in 2023/24 and \$42,863 in 2024/25. The combined 4 year result is a surplus of \$115,315.

**Overall Council Comment (page 33)**

The result for Council for 2021/22 is an estimated deficit of \$384,347 after depreciation is deducted. The estimated results for the ongoing years are a \$504,043 deficit in 2022/22, a \$375,755 deficit in 2022/24 and a \$1,167,489 surplus in 2024/25. The total combined result for the 4 years is a deficit of \$96,656.



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

Indicator	Benchmark	2021/22	2022/23	2023/24	2024/25
Operating Performance Ratio	Over 0%	0.84%	1.65%	2.23%	3.57%
Own Source Revenue Ratio	Over 60%	51.28%	56.23%	55.70%	62.71%
Asset Renewal Ratio	Over 100%	158.36%	491.06%	352.79%	246.20%
Infrastructure Backlog Ratio	Less 2%	1.73%	1.71%	1.55%	1.54%
Asset Maintenance Ratio	Over 100%	195.36%	74.97%	76.87%	77.32%
Debt Service Ratio	0% to 20%	4.09%	4.63%	4.99%	5.19%
Costs Per Capita Ratio	Reducing	8.17	6.72	6.66	6.57

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.

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

As presented

Delivery Program Actions

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

## RECOMMENDATION

That Council endorse the Draft Budget and Revenue Policy in the 2021/22 Operational Plan to go on public exhibition.

David Neeves  
General Manager

**RE-ESTABLISHMENT OF ALCOHOL FREE ZONE**

**SUMMARY**

To seek Council's concurrence to continue an alcohol free zone over the township of Gilgandra.

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The current alcohol free zone, which comprises all streets, lanes and parks in Gilgandra, the IGA car park, Gilgandra Community Plaza plus the area adjacent to the public toilets in Miller Street and Windmill Walk area immediately under the Jack Renshaw bridge, expires on 16 July 2021.

It is proposed the same area be re-established for a further four years which will coincide with the term of Council.

The object of alcohol free zones is as an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime. The drinking of alcohol is prohibited in an alcohol-free zone that has been established by a Council. Public places (public roads, footpaths or public car parks) may be included in a zone. Alcohol-free zones promote the use of these roads, footpaths and car parks in safety and without interference from irresponsible street drinkers.

In reference to re-establishment of an Alcohol Free Zone, the Ministerial Guidelines on Alcohol Free Zones - February 2009, states (in reference to Section 664B (4) of the Local Government Act:

*"An alcohol-free zone is essentially a short-term control measure and in many instances a zone will achieve the desired objectives within its operational period.*

*There is no general provision for an alcohol-free zone to be extended. However, the roads, footpaths or public carparks comprising a zone may be included in another alcohol-free zone of the same or different configuration, immediately following the cessation of the existing zone or at any future time.*

*All the requirements for the valid establishment of a zone apply whether or not any of the roads, footpaths or carparks concerned have previously been zoned as alcohol free.*

*Where a proposal for an alcohol-free zone includes roads, footpaths or public carparks that have previously been zoned as alcohol-free, a council is to have regard to that previous zoning.*

*The evaluation criteria that councils use when considering the re-establishment of an alcohol free zone should include the following:*

- *what were the factors which originally supported a zoning in that area?*
- *how successful was the previous alcohol-free zone in achieving a reduction in unacceptable street drinking?*
- *what do police statistics indicate about the value of re-establishing an alcohol free zone in that area?*
- *what other measures may need to be considered (eg a community education program) if unacceptable street drinking is still of concern in that area? - has the community's perceptions of safety improved?*

*The re-establishment procedure provides a council with the opportunity to focus again on any community problems associated with irresponsible alcohol consumption and the range of strategies that may be implemented to address these problems.*

The Gilgandra Police are supportive of the re-establishment of the alcohol free zone, indicating that it assists them greatly with curbing anti-social behaviour.

Council must publicly advise the re-establishment of an alcohol-free zone by notice published in a newspaper in the area that includes the zone. An alcohol-free zone will not operate until seven (7) days after publication of the notice and until the roads, footpaths and public car parks are adequately signposted.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Minor signage costs
<u>Delivery Program Actions</u>	<b>4.1.2.3</b> Develop, implement and continually monitor a good governance plan.

## RECOMMENDATION

1. That, noting the success of the current Alcohol Free Zone in Gilgandra in managing anti-social behaviour, an Alcohol Free Zone be continued for a further four years from 17 July 2021 to 16 July 2025.
  2. That the Alcohol Free Zone include all streets, lanes and parks in Gilgandra, the IGA car park, Gilgandra Community Plaza plus the area adjacent to the public toilets in Miller Street and Windmill Walk area immediately under the Jack Renshaw bridge.
-

3. That Council seek public feedback for a period of thirty (30) days following the May Council meeting by way of public advertisement of the the proposed re-establishment of the Alcohol Free Zone.
4. That, should any feedback be received during the specified timeframe, the issues raised be considered at the June Council meeting.
5. That, should no necessary signage changes be implemented prior to expiration of the current alcohol free zone.

David Neeves  
General Manager

**2020/21 QUARTERLY OPERATIONAL PLAN REVIEW TO 31 MARCH 2021**

**SUMMARY**

To consider progress with Council's 2020/21 Operational Plan as at 31 December 2020.

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Separately enclosed with this business paper is the 202/21 Operational Plan Review document for the quarter 1 January to 31 March 2021.

<u>Principal Activity</u>	Strategic Leadership Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2020/21 budget.
<u>Delivery Program Actions</u>	<b>4.2.1.1</b> Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements  <b>2.1.1.2</b> Report Council's issues actions and achievements to the Community

**RECOMMENDATION**

That the 2020/21 Operational Plan Review for the quarter ended 31 March 2021 be adopted.

N J Alchin  
Director Corporate Services

**QUARTERLY BUDGET REVIEW 31 MARCH 2021**

**SUMMARY**

To detail the variances to the original estimates for the 2020/21 financial year as presented in the Quarterly Budget Review as at 31 March 2021. In addition, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

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

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

<b>Note</b>	<b>Description</b>	<b>When Done</b>	<b>Income Change</b>	<b>Expense Change</b>	<b>Resp.</b>
1000	Councillors	Sept		-\$13,000	GM
1100	Corporate Support Income	Dec	\$40,000		DCorp
1101	Wages & Other Employee Costs	Sept		\$100,000	DCorp
1102	Interest on Borrowings	Sept		-\$17,823	DCorp
1103	Administration Expenses	Sept		\$30,000	DCorp
1103	Administration Expenses	Dec		\$27,362	DCorp
1200	Fire Services Income	Dec	-\$79,387		GM
1201	Contribution to NSW Fire Brigades	Dec		\$3,239	GM
1310	Medical Centres Income	Sept	-\$13,952		DCorp
1311	Medical Centres Expenses	Dec		\$20,000	DCorp
1312	Dentist Expenses	Sept		\$150,000	DCorp
1521	Gilgandra Community Care Expenses	Dec		\$5,000	DComm
1523	Gilgandra Community Transport Expenses	Dec		-\$5,000	DComm
1531	Government Access Centre Expenses	Sept		-\$31,550	DCorp
1700	Gilgandra Library Income	Sept	\$1,404		DComm
1701	Gilgandra Library Expenses	Sept		\$1,440	DComm
1910	Rural Roads Income	Sept	\$8,098,100		DInf
1911	Rural Roads Expenses	Sept		\$8,098,100	DInf
1920	Regional Roads Income	Dec	-\$17,958		DInf
1921	Regional Roads Expenses	Dec		-\$17,958	DInf
1930	Contract Income	Sept	\$9,000,000		DInf
1930	Contract Income	Dec	-\$7,000,000		DInf
1931	Contract Income for Other Councils	Sept	\$65,993		DInf
1933	Contract Expenses	Sept		\$8,000,000	DInf
1933	Contract Expenses	Dec		-\$6,375,000	DInf
1934	Contract Expenses for Other Councils	Sept		\$65,993	DInf

1941	Roads to Recovery Expenses	Sept		-\$305,000	DInf
2000	Caravan Park Income	Sept	-\$1,651		DCorp
2010	Cooee Heritage Centre Income	Dec	-\$35,000		DCorp
2011	Cooee Heritage Centre Expenses	Dec		-\$35,000	DCorp
2013	Economic Development Income	Dec	\$66,491		DCorp
2014	Economic Development Expenses	Dec		\$66,491	DCorp
2018	Inland Rail Expenses	Dec		\$40,000	GM
2030	Land Sales Income	Sept	\$134,354		DCorp
2030	Land Sales Income	Dec	-\$16,214		DCorp
2051	Lease Income - Staff	Dec	\$5,000		DCorp
2800	General Rates Income	Dec	-\$10,850		DCorp
2801	Financial Assistance Grant	Sept	-2,051,489		DCorp
2801	Financial Assistance Grant	Dec	\$11,608		DCorp
2803	Interest Income	Dec	-\$13,500		DCorp
2900	Transfers from Reserves	Sept	\$8,067,574		Various
2901	Transfers to Reserves	Sept		\$190,504	Various
2903	Capital Income	Sept	\$5,644,953		Various
2903	Capital Income	Dec	\$908,444		Various
2904	Capital Expenditure	Sept		\$11,178,563	Various
2904	Capital Expenditure	Dec		\$918,444	Various
2905	Loan Income	Sept	-\$715,000		DCorp
2906	Loan Repayments	Sept		-\$14,876	DCorp
	<b>General Fund Total</b>	<b>Sept</b>	<b>\$28,230,286</b>	<b>\$27,432,351</b>	
	<b>General Fund Total</b>	<b>Dec</b>	<b>-\$6,141,366</b>	<b>-\$5,352,422</b>	
	Water Supply Total	Sept	\$441,265	\$441,265	DInf
	Water Supply Total	Dec		\$26,200	DInf
	Sewerage Services Total	Sept	\$47,925	\$47,925	DInf
	Sewerage Services Total	Dec		-\$50,000	DInf
	Home Care Packages Total	Sept	\$26,000	\$26,000	DComm
	Cooee Lodge Total	Dec	\$341,326	\$138,215	DComm
	<b>Gilgandra Shire Council Total</b>	<b>Sept</b>	<b>\$28,745,476</b>	<b>\$27,947,541</b>	
	<b>Gilgandra Shire Council Total</b>	<b>Dec</b>	<b>-\$5,800,040</b>	<b>-\$5,238,007</b>	

## Result

The overall result for General Fund for this review as at 31 March 2021 is a \$533,823 improvement to the estimated deficit at year end to an estimated result of a \$109,687 deficit (depreciation not included).

Water Fund has a \$183,160 decrease in the estimated deficit at year end to an estimated result of a \$10,335 surplus (depreciation not included).

Sewer Fund has a \$176,000 increase to the estimated surplus at year end to an estimated result of a \$186,320 surplus (depreciation not included).

Orana Living has a \$144,441 increase to the estimated surplus at year end to an estimated result of a \$617,991 surplus (depreciation not included).

Carlinda Enterprises has no change to the estimated result at year end of a \$27,368 surplus (depreciation not included).

Cootee Villa Units has a \$68,000 increase in the estimated surplus at year end to an estimated result of a \$104,666 surplus (depreciation not included).

Home Care Packages has no change to the estimated result at year end of a \$4,643 deficit (depreciation not included).

Cootee Lodge Hostel has a \$419,551 decrease in the estimated surplus at year end to an estimated result of a \$216,871 deficit (depreciation not included).

Jack Towney Hostel has a \$26,650 increase in the estimated surplus at year end to an estimated result of a \$37,204 surplus (depreciation not included).

The overall result for this review as at 31 March 2021 is a \$712,523 decrease to the estimated deficit at year end for Council as a whole to an estimated result of a \$652,683 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 1 QBR)**

#### **Corporate Support Income**

**\$79,614 additional income**

#### **Responsible Officer: Director of Corporate Services**

Following are the list of changes:

- Section 603 Certificates: additional \$3,000
- Workers Compensation Income: additional \$15,000
- Training Course Income: less \$2,186
- Grants – Trainees: additional \$6,362
- Grants – Parental Leave: \$28,856
- Grants – Crown Land: \$28,582

The additional income is due to a higher level of activity than expected. The grant for Crown Land is for water supply works at the caravan park and is offset by increased capital costs for the same amount on page 12.



**Note 1102 (page 2 QBR)**

**Interest On Borrowings**

**\$35,329 less expense**

**Responsible Officer: Director of Corporate Services**

Borrowing for the Lucas Bridge project will no longer be required. As a result, the forecast interest cost has been reduced.

**Note 1103 (page 2 QBR)**

**Administration Expenses**

**\$60,000 additional expense**

**Responsible Officer: Director Corporate Services**

The cost to change over the phone system for Council was greater than anticipated. This has led to an increase of \$60,000 at this budget review. Investigations are continuing to determine what the ongoing cost will be if any.

**Note 1106 (page 2 QBR)**

**Administration – Property Expenses**

**\$20,000 additional expense**

**Responsible Officer: Director Corporate Services**

The cost to complete sewer and drainage works on the Council Administration office was allocated to this area rather than the capital allocation. As a result, an additional vote of \$20,000 is required to cover this cost. It is offset by a reduction of \$100,000 in capital expenses on page 12.

**Note 1120 (page 2 QBR)**

**Engineering & Works Income**

**\$5,000 less income**

**Responsible Officer: Director Infrastructure**

A contribution from the Water and Sewer Fund for \$5,000 towards the enforceable undertaking is not required.

**Note 1121 (page 2 QBR)**

**Wages & Other Employee Costs**

**\$85,300 less expense**

**Responsible Officer: Director Infrastructure**

There have been savings within the training and safety budget due to Covid. This has impacted on training being conducted, staff attending sessions remotely and travel.

**Notes 125,1126,1127,1128 & 1129 (page 2 QBR)**

**Employee Overhead Costs**

**\$174,852 less expense**

**Responsible Officer: Director Corporate Services**

The workers compensation premium for Council this year is less than the original estimate. The premium is allocated across the various funds of Council with the cost calculated on the wages paid plus injuries. The estimated premium cost was \$884,091 and the actual cost is \$709,239.

**Note 1311 (page 3 QBR)**

**Medical Centres Expenses**

**\$10,000 additional expense**

**Responsible Officer: Director Corporate Services**

There has been additional costs associated with the new lease of the “Edward” medical centre located at the MPS.

**Note 1430 (page 4 QBR)**

**Other Garbage Expenses**

**\$7,500 less expense**

**Responsible Officer: Director Environment**

There is an allocation each year for orphan waste expenses. This is expenses incurred for collection and disposal of waste dumped or left in inappropriate places. This year the allocation was not required resulting in a savings.

**Notes 1530 & 1531 (page 5 QBR)**

**Government Access Centre Income & Expenses**

**\$7,000 additional income**

**\$5,000 less expense**

**Responsible Officer: Director Corporate Services**

Additional income has been forthcoming from RMS for the reimbursement of wages and costs while staff attended training. Savings have occurred in wages due to the non-replacement of a retired staff member for a period of time.

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

**Gilgandra Library Income & Expenses**

**\$1,785 additional income**

**\$1,785 additional expense**

**Responsible Officer: Director Community Services**

A small increase and income and expenses that cancel each other out.

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

**Rural Roads Income & Expenses**

**\$6,000,000 less income**

**\$6,000,000 less expense**

**Responsible Officer: Director Infrastructure**

The flood damage funding has been approved and allocated however, not all the associated costs or income will be received in this financial year.

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

**Roads to Recovery Income & Expenses**

**\$412,869 additional income**

**\$287,131 less expense**

**Responsible Officer: Director Infrastructure**

The additional income of \$412,869 plus the reduced expense of \$287,131 equals and amount of \$700,000. This is offset by reduced loan income of \$745,000 on page 12 and reduced capital cost of \$45,000 on page 11.

Due to the additional funds of \$700,000 from Roads to Recovery allocated to the Lucas Bridge project, the loan for \$745,000 is no longer required. There is now \$1,005,000 in Roads to Recovery funds going towards this project.

**Note 1951 (page 8 QBR)**

**Bridges Expenses**

**\$30,000 less expense**

**Responsible Officer: Director Infrastructure**

The allocation for the maintenance of the bridge network has not been fully expended and a savings of \$30,000 is anticipated.

**Note 1961 (page 8 QBR)**

**Footpaths Expenses**

**\$30,000 less expense**

**Responsible Officer: Director Infrastructure**

The allocation for the maintenance of the footpath network has not been fully expended and a savings of \$30,000 is anticipated.

**Note 1970 (page 8 QBR)**

**Parking Areas Expenses**

**\$30,000 less expense**

**Responsible Officer: Director Infrastructure**

The allocation for the maintenance of parking areas requires additional funds and an increase in cost of \$9,000 is anticipated.

**Note 1981 (page 8 QBR)**

**Aerodromes Expenses**

**\$15,000 less expense**

**Responsible Officer: Director Infrastructure**

The allocation for the maintenance of the two aerodromes has not been fully expended and a savings of \$15,000 is anticipated.

**Note 1991 (page 8 QBR)**

**Other Expenses**

**\$14,000 less expense**

**Responsible Officer: Director Infrastructure**

The allocation for the maintenance of the kerb and gutter network has not been fully expended and a savings of \$14,000 is anticipated.

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

**Cooee Heritage Centre Income & Expenses**

**\$6,500 less income**

**\$10,000 less expense**

**Responsible Officer: Director Corporate Services**

Due to the Cooee Heritage Centre being closed for a significant time, there will be reduced donations and exhibition income and reduced costs for electricity and exhibition sale payments.

**Notes 2013 & 2014 (page 9 QBR)**

**Economic Development Income & Expenses**

**\$6,000 additional income**

**\$10,000 additional expense**

**Responsible Officer: Director Corporate Services**

Additional grant funding has been received for \$10,000 with expenses of the same amount. There was also a reduction income of \$4,000 with proceeds from sundry items not expected to be forthcoming.

**Notes 2050 & 2051 (page 9 QBR)**

**Lease Income – Property**

**Lease Income – Staff**

**\$9,000 additional income**

**\$9,000 additional income**

**Responsible Officer: Director Corporate Services**

Additional income received for the lease of Council properties and vehicles.

**Note 2901 (page 10 QBR)**

**Transfers to Reserves**

**\$110,000 additional expense**

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

- The GIL Events & Activities (DCorp) \$50,000 additional expense offset by reduced capital expense on page 12.
- Electronic Signage (DCorp) \$30,000 additional expense offset by reduced capital expense on page 12.
- Towards 5000 Population (DCorp) \$10,000 additional expense offset by reduced capital expense on page 12
- Private Signage Replacement Program (DCorp) \$20,000 additional expense offset by reduced capital expense on page 12

**Note 2903 (page 11 QBR)**

**Capital Income**

**\$16234 additional income**

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

- Grants – Aerodrome Lighting Upgrade (DInf) \$16,234 additional income. The grant for this project was greater than than the first estimate but the additional income is offset by additional capital expenses on page 12.

**Note 2904 (pages 11 & 12 QBR)**

**Capital Expenditure**

**\$82,035 less expense**

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

- Lucas Bridge (DInf) \$45,000 less expense. The budget and funding for the Lucas Bridge has evolved as the year has progressed. The original budget was for \$2,300,000 and funded as follows:

- Grant – Drought Community Program: \$840,000
- Loan Funding: \$1,460,000

At the September review, the funding was adjusted as follows:

- Grant – Bridges: \$1,250,000
- Loan Funding: \$745,000
- R2R: \$305,000

At this March review, the funding is now:

- Grant – Bridges: \$1,250,000
- R2R: \$1,005,000

The above funding now requires no borrowings but now totals \$2,255,000 which is \$45,000 less than the original budget.

- Swimming Pool (DComm) \$112,000 additional expense as per the second report to Council which stated that “the unknown of the estimates provided is what works are required to make the pool pumping and filtration systems satisfactory and what these costs will be”. The cost is now known and is \$112,000. Following a competitive tender process the contract to complete these works is currently being finalised with the successful firm.
  - Caravan Park Water Supply (DCorp) \$28,582 additional expense which is offset by additional grant income on page 12.
  - Aerodrome Lighting Upgrade (DInf) \$32,383 additional expense which is partly offset by additional grant funding on page 11 of \$16,234. The remaining \$16,149 is Council’s additional contribution.
  - Admin Building & Shire Hall Upgrade Planning (DCorp) \$100,000 less expense as the work carried out was completed with savings and within the maintenance budgets.
  - The GIL Events & Activities (DCorp) \$50,000 less expense offset by a transfer to reserves on page 10.
  - Electronic Signage (DCorp) \$30,000 less expense offset by a transfer to reserves on page 10.
  - Live, Enjoy, Grow Towards 5000 Population (DCorp) \$10,000 less expense offset by a transfer to reserves on page 10.
  - Private Signage Replacement Program (DCorp) \$20,000 less expense offset by a transfer to reserves on page 10.
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**Notes 2905 & 2906 (page 12 QBR)**

**Loan Income & Repayments**

**\$745,000 less income**

**\$193,459 less expense**

**Responsible Officer: Director Corporate Services**

As previously mentioned in this report, borrowings for the Lucas Bridge are no longer required. This reduced income is offset by changes on Roads to Recovery.

Due to the planned borrowings no longer required, there are savings in the loan repayments for this year.

**Note 3000 (page 14 QBR)**

**WATER SUPPLY**

**\$7,122 less income**

**\$190,282 less expense**

**Responsible Officer: Director Infrastructure**

There is a small change to the expected income of the Water Fund with less income from new connections and bulk filling of water.

The reduction in expenses is in the capital area with movements across a variety of projects as listed in the document.

**Note 4000 (page 15 QBR)**

**SEWERAGE SERVICES**

**\$649,000 less income**

**\$825,000 less expense**

**Responsible Officer: Director Infrastructure**

The changes are due to the construction of the new sewer treatment plant not starting in this financial year. That has led to reduced capital income of \$649,000 and reduced capital expenses of \$865,000.

There was an additional \$40,000 in mains operating expenses due to higher than expected maintenance required on the network.

**Note 5000 (page 16 QBR)**

**ORANA LIVING**

**\$590,000 less income**

**\$734,441 less expense**

**Responsible Officer: Director Community Services**

The expected contract income for Orana Living has been revised down due to the impacts of Covid-19 while service user fees have been increased and an adjustment made to interest income due to low interest rates.

The total cost of wages is expected to be \$500,000 less than estimated and there are savings in capital expenses for motor vehicle (\$155,000 net) and Gilgandra CAS (\$60,000) with these amounts transferred to reserves. The capital allocation of \$500,000 for the SDA build was not fully required and has been reduced by \$250,000 with this being a savings.

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**Note 6000 (page 17 QBR)**

**CARLGINDA ENTERPRISES**

**Responsible Officer: Director Community Services**

There are no changes.

**Note 7000 (page 18 QBR)**

**COOEE VILLA UNITS**

**\$17,000 less income**

**\$85,000 less expense**

**Responsible Officer: Director Community Services**

There are some small expected reductions in resident fee income (\$10,000) and interest income (\$7,000). The planned capital expense of \$85,000 to renovate a unit will not proceed this year due to Covid restrictions.

**Note 7500 (page 19 QBR)**

**HOME CARE PACKAGES**

**Responsible Officer: Director Community Services**

There are no changes.

**Note 8000 (page 20 QBR)**

**COOEE LODGE**

**\$551,232 less income**

**\$131,681 less expense**

**Responsible Officer: Director Community Services**

There has been a detailed report presented to the committee on the variances made to the budget for Cooee Lodge and outlines the challenges faced by management. A copy of this report can be provided upon request.

**Note 8500 (page 21 QBR)**

**JACK TOWNEY HOSTEL**

**\$75,000 additional income**

**\$48,350 additional expense**

**Responsible Officer: Director Community Services**

Jack Towney Hostel has received additional funding of \$100,000 although there is expected to be a reduction in resident fee income (\$20,000) and Interest income (\$5,000).

There is also expected to be an increase in wages (\$29,000), management expenses (\$3,350) and capital expenses (\$16,000).

**Finance Manager's Comments / Recommendations**

**General Fund**

The original budget estimate for General Fund was an end of year result of a \$652,501 deficit (depreciation not included). This review indicates an estimated result of a \$109,687 deficit (depreciation not included) which is an improvement of \$542,814. This result should be viewed as being satisfactory compared to the original budget.

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### **Water Fund**

The original budget estimate for Water Fund was an end of year result of a \$146,625 deficit (depreciation not included). This review indicates an estimated result of a \$10,335 surplus (depreciation not included) which is an improvement of \$156,960. This result should be viewed as being satisfactory compared to the original budget.

### **Sewer Fund**

The original budget estimate for Sewer Fund was an end of year result of a \$39,680 deficit (depreciation not included). This review indicates an estimated result of a \$186,320 surplus (depreciation not included) which is an improvement of \$226,000. This result should be viewed as being satisfactory compared to the original budget.

### **Orana Living**

The original budget estimate for Orana Living was an end of year result of a \$473,550 surplus (depreciation not included). This review indicates an estimated result of a \$617,991 surplus (depreciation not included) which is an improvement of \$144,441. 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 \$27,368 surplus (depreciation not included). This review indicates no change to the estimated result. This result should be viewed as being satisfactory compared to the original budget.

### **Cooee Villa Units**

The original budget estimate for Cooee Villa Units was an end of year result of a \$36,666 surplus (depreciation not included). This review indicates an estimated result of a \$104,666 surplus (depreciation not included) which is an improvement of \$68,000. This result should be viewed as being satisfactory compared to the original budget.

### **Home Care Packages**

The original budget estimate for Home Care Packages was an end of year result of a \$4,643 deficit (depreciation not included). This review indicates no change to the estimated result. This result should be viewed as being satisfactory compared to the original budget.

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### **Cooee Lodge**

The original budget estimate for Cooee Lodge was an end of year result of a \$431 deficit (depreciation not included). This review indicates an estimated result of a \$216,871 deficit (depreciation not included) which is a worsening of \$116,440. This result should be viewed as being unsatisfactory compared to the original budget.

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

### **Jack Towney Hostel**

The original budget estimate for Jack Towney Hostel was an end of year result of a \$10,554 surplus (depreciation not included). This review indicates an estimated result of a \$37,204 surplus (depreciation not included) which is an improvement of \$26,650. 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 \$295,742 deficit (depreciation not included). This review indicates an estimated result of a \$652,683 surplus (depreciation not included) which is an improvement of \$948,425. This result should be viewed as being satisfactory compared to the original budget.

### **Estimated Financial Performance Indicators**

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

	<b>Benchmark</b>	<b>2020/21</b>	<b>2019/20</b>	<b>2018/19</b>
Operating Performance Ratio	> 0.00%	3.88%	6.61%	1.21%
Own Source Revenue Ratio	> 60.00%	65.00%	71.92%	66.48%
Unrestricted Current Ratio	> 2.00:1	4.62:1	4.25:1	4.35:1
Debt Service Cover Ratio	> 3.00 x	9.91 x	9.67 x	8.96 x
Rates & Charges Outstanding	< 10.00%	7.45%	11.73%	9.24%
Cash Expense Cover Ratio	> 6.00 x	15.63 x	14.34 x	10.80 x
Building & Infrastructure Renewal Ratio	> 100.00%	105.00%	151.93%	119.77%
Renewal Backlog Ratio	< 2.00%	2.00%	1.10%	1.30%
Required Maintenance Ratio	> 1.00	1.00	0.91	0.94

MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 18 MAY 2021

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<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Review of Annual Budget
<u>Delivery Program Actions</u>	<b>4.2.2.1</b> Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making  <b>4.2.1.1</b> 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 2021 be adopted.

N J Alchin  
Director Corporate Services

## **2021/22 OPERATIONAL PLAN**

### **SUMMARY**

To consider the draft Operational Plan for 2021/22 for public exhibition.

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Council is required to adopt its Annual Operational Plan including the Revenue Policy, Fees and Charges and the Budget by 30 June each year.

Prior to adoption, the Operational Plan will be placed on public exhibition for a period of 28 days. The draft documents will be made available at the Administration Office, Shire Library, Service NSW and Council's website.

The draft Operational Plan includes:

- Operational Plan Actions for 2021/22
- 2021/22 Budget Document
- 2021/22 Revenue Policy
- 2021/22 Fees and Charges

Council adopted the 2021/22 rating structure and fees and charges for inclusion in the revenue policy at its April 2021 meeting. The 2021/22 budget is the subject of a separate report to this meeting. Council's management team are currently finalising the operational plan actions for their area to allow the draft to go on public exhibition for 28 days from Tuesday, 25 May to Tuesday 22 June 2021.

<u>Principal Activity</u>	Respected Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>3.2.1.1</b> Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements <b>3.4.1.1</b> Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered

### **RECOMMENDATION**

That the draft 2021/22 Operational Plan including the Revenue Policy, Fees and Charges and Budget be placed on public exhibition for a period of 28 days.

N J Alchin  
Director Corporate Services

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**LOCAL HERITAGE PLACES & HERITAGE ADVISOR FUNDING**

**SUMMARY**

To advise the Local Heritage Projects are now complete and funding expended. Acquittals for these projects and the Heritage Advisor Funding are due to the Office of Environment and Heritage (OEH) on 17 May 2021.

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**Heritage Advisor:** Peter Duggan is our new Local Heritage Advisor for 2020-2021. Peter is based in Dubbo.

The following activities have been carried out in 2020/2021:

- Preparation of updated Gilgandra Heritage Strategy.
- Advise to Gilgandra staff in relation to The GIL, the Library, and the Cooee Heritage Centre.
- Letters of support provided to community groups for funding applications.
- Heritage Advisor visits to Gilgandra/Tooraweenah in October 2020 to assess and allocate funds for Local Heritage Fund projects. Revisited to assess finished projects in April 2021. Report on final Heritage Fund Projects supplied.
- Administration of the Local Heritage Fund, including provision of assistance and advice in relation to following properties:
  1. Gilgandra Showground – repairs to pavilion shed door;
  2. St Ambrose Church – repairs to roof to prevent leaks;
  3. 42-44 Miller Street (Victory Lap Sports Store) – repainting building façade;
  4. Doorambah Homestead – repairs to verandah;
  5. 11 Denman Street Tooraweenah (Old Skin Shop) – re-roof, new guttering and flashings;
  6. Peacockes Solicitors – repainting building façade;
  7. Mountain View Hotel Tooraweenah – replace verandah roof and guttering;
  8. Johnson’s Butchery – repainting verandah posts and awnings;
  9. Chinnock – repainting of trims on verandah;
  10. 25 Murray Street (Old Butchery) Tooraweenah – repainting of exterior of building;
  11. Ryan & Rankmore – repainting façade and repairs to front step;
  12. 13 Morris Street – repainting front path and repairs to verandah.

Three projects were not completed:

1. Sunnyside cemetery – restoration works
2. Gilgandra CWA – new awning over western double door
3. The Shed (22-24 Miller Street) – all abilities access.

These will be given an option to reapply for their projects next year.

Invoices for the Heritage Advisor in 2020-2021 totalled \$4,300. These costs are covered by funding provided by OEH.

The completed projects value was \$40,845.20 with a contribution from Council of \$17,419.35. OEH provides funding to Council totalling \$5,500 for Local Heritage Places.

<u>Principal Activity</u>	Landuse Planning and Sustainable Environment
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Expenditure within established budget
<u>Delivery Program Actions</u>	<b>3.1.2.2</b> Develop heritage initiatives that provide support and financial assistance to property

#### RECOMMENDATION

That the report be noted

Lindsay Mathieson  
Director Planning & Environment

**MINUTES – COMMITTEE MEETINGS FOR ADOPTION**

SUMMARY

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

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<u>Aged Care Committee</u>	6 May 2021
<u>Disability Services Committee</u>	4 May 2021

<u>Principal Activity</u>	Community Engagement
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<u>Policy Implications</u>	Nil
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<u>Budget Implications</u>	Nil
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<u>Delivery Program Actions</u>	<b>2.1.1.1</b> Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered <b>2.1.1.4</b> Recognise the importance of and encourage community members on to Council committees
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**AGED CARE**

6 May 2021

**PRESENT**

Cr G Peart (Chairman)  
Cr N Wrigley  
Mr B Malone  
Mr P Mann  
Mrs A Bunter  
Mrs R Frost

**IN ATTENDANCE**

Mr D Neeves (General Manager) via phone until 6pm  
Ms J Manion (Director Community Services)  
Ms N Rodway (Acting Manager Aged Care)  
Mr G McAnally Elwin (Treasurer)  
Mrs M Smith (Manager Community Care)  
Ms D Gordon (Jack Towney Hostel Supervisor/HCP/CHSP Manager)  
Ms C Kennedy (Project Manager – Infrastructure)  
Mrs S Temple (Administration)

Proceedings of the meeting commenced at 5.00pm

**APOLOGIES**

Cr D Batten  
Cr N Mudford  
Mr M Cain

<b>COMMITTEE'S RECOMMENDATION 09/21</b>	Mrs A Bunter /Mrs R Frost
That the apologies be accepted.	

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION 10/21</b>	Mrs R Frost/ Mr B Malone
That the minutes of the meeting held on 28 January 2021 be confirmed.	

**BUSINESS ARISING**

- No decision has been made regarding the introduction of EFTPOS at Cooee Lodge.
  - A letter has been sent to local MP in relation to pandemic response expenses.
-

REPORTS

**QUARTERLY OPERATIONAL PLAN REVIEW AS AT 31 MARCH 2021**

SUMMARY

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

Proceedings in Brief

Discussion took place on our ACFI funding tool, how it works and how COVID has affected our funding. There is a new funding model that may be introduced which hopefully will be more financially beneficial.

Rostering – takes a lot of time filling shifts – we are working on a more permanent roster. Staffing shortages add to this. Staff are doing a lot of overtime to cover shifts and if someone calls in sick it is a juggling act to cover them.

<b>COMMITTEE'S RECOMMENDATION 11/21</b>	Mrs A Bunter /Mr R Frost
That the Operational Plan review for the period ending 31 March 2021 be noted.	

**QUARTERLY BUDGET REVIEW**

SUMMARY

To present the Quarterly Budget Review report for the Aged Care for the period ending 31 March 2021.

<b>COMMITTEE'S RECOMMENDATION 12/21</b>	Mr P Mann/Mrs A Bunter
That the March 2021 quarter financial reports be noted, including the adjustment from transfers from reserves, be supported.	

**SERVICE UPDATE – COOEE LODGE**

SUMMARY

To provide an update on activity within Cooee Lodge Hostel and Villas.

Vaccinations

All Cooee Lodge residents have had their flu vaccinations and we are on a list for COVID vaccinations

Fire Tanks

Ms C Kennedy gave an update on this matter, advising there will be two new fire tanks installed where the existing fire tank is located and that the reticulation system will have to be trenched across Townsend Drive to the hostel.

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The existing welcome sign will be upgraded and the new sign will hide the new booster and pumps. The current booster does not meet Australian Standards.

Quotations will be issued via tenderlink next week, closing in 3 weeks' time and the construction time frame is expected to be 4-6 weeks. Estimated costs are within budget estimates.

<b>COMMITTEE'S RECOMMENDATION 13/21</b>	Cr Wrigley / Mr P Mann
That the report be noted.	

Proceedings in Brief

Ms C Kennedy left the meeting 5.15pm

**SERVICE UPDATE - JACK TOWNEY**

SUMMARY

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

<b>COMMITTEE'S RECOMMENDATION 14/21</b>	Mrs A Bunter / Mrs R Frost
That the report be noted.	

**SERVICE UPDATE - COMMUNITY CARE**

SUMMARY

To provide an update on the activity within Community Care.

<b>COMMITTEE'S RECOMMENDATION 15/21</b>	Mrs A Bunter/ Cr N Wrigley
That the report be noted.	

**ROYAL COMMISSION INTO AGED CARE**

<b>COMMITTEE'S RECOMMENDATION 16/21</b>	Mrs A Bunter/ Mrs R Frost
1. That a sub-committee, comprising Cr Peart, Cr Batten and Mr P Mann, be formed to work with administration staff to review the Royal Commission in Aged Care and Disability and its financial impacts on all services.	
2. That the report be noted.	

**A PILOT MODEL OF CARE PROJECT**

<b>COMMITTEE'S RECOMMENDATION 17/21</b>	Cr N Wrigley/Mrs R Frost
That participation in the pilot model of care project be noted.	

**PROVISION OF ACCOUNTING AND BUSINESS ADVISORY SERVICES**

<b>COMMITTEE'S RECOMMENDATION 18/21</b>	Mr P Mann/ Cr N Wrigley
That the report be noted.	

**LEGACY VILLA UNITS – PROPOSED RENTAL INCREASE**

<b>COMMITTEE'S RECOMMENDATION 19/21</b>	Mr P Mann/ MRs A Bunter
1. That Council develop a rental agreement to reflect the terms detailed as follows:  a) The cost of rental for Legacy Units by Legacy Wards remain at 35% of the base rate Single Aged Pension (SAP) which is in line with the Memorandum of Understanding with Gilgandra Legacy;  b) The cost of rental for Legacy Units by non-legacy wards be set at 40% of the Single Aged Pension (SAP);  c) The term of the lease be set at a maximum two years with a two year option;  d) The lease agreement <b>not allow</b> for the non-legacy ward leases to be terminated on the condition that a Legacy Ward has priority;  2. That the General Manager be granted authority to finalise and sign off on the residential agreements which covers Legacy and non-Legacy Wards.  3. That Gilgandra Legacy be formally notified of Council's decision.	

**BUDGET ESTIMATES 2021/22**

<b>COMMITTEE'S RECOMMENDATION 20/21</b>	Cr N Wrigley/ Mr P Mann
1. That the draft Aged Care Services budget for 2021/22 be endorsed.  2. That, noting the projected deficit in Cooee Lodge operations for 20/21 and the 21/22 budget, a detailed report on Cooee Lodge finances (including reserves) be considered in conjunction with the September quarterly review and, if necessary, provide options of borrowing for capital works.	

**Proceedings in Brief**

Mrs R Frost requested it noted that the extension of the Village Hall was to be considered for the 21/22 budget.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.55PM.

Cr G Peart  
Chairperson

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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 18 MAY 2021

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**DISABILITY SERVICES COMMITTEE**

4 May 2021

**PRESENT**

Cr Susan Baker (Chair)  
Ms J Manion (Director Community Services)  
Mr P Mann (Community Representative)  
Cr Deidre Naden

**IN ATTENDANCE**

Mr D Neeves (General Manager)  
Mrs J Lummis (Manager Orana Living)  
Mr M Hodge (Waste Operations Manager)  
Mr S Skelly (Client Representative)

Proceedings of the meeting commenced at 4.00pm, noting there was no quorum.

**APOLOGIES**

Cr Doug Batten (Mayor)  
Ms L Townsend  
Ms K Daykin (Client Representative)

<b>COMMITTEE'S RECOMMENDATION 9/21</b>	Cr Naden/P Mann
That the apology be accepted.	

**ABSENT**

Ms T Stevenson

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

<b>COMMITTEE'S RECOMMENDATION 10/21</b>	Cr Naden/P Mann
That the minutes of the meeting held on 4 February 2021 be confirmed.	

**BUSINESS ARISING**

Nil

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REPORTS

**OPERATIONAL PLAN REVIEW**

SUMMARY

To present the Operational Plan review for Disability Services.

<b>COMMITTEE'S RECOMMENDATION 11/21</b>	
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That the Operational Plan review for the period ending 31 March 2021 be endorsed.	
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**QUARTERLY BUDGET REVIEW**

SUMMARY

To present the Quarterly Budget Review for Disability Services for the period ending 31 March 2021.

Proceedings in Brief

Following discussions regarding the Orana Living budget, staff were asked to make the necessary amendments, being:

- reduction in income of \$383,267
- reduction in interest of \$27,000
- reduction in wages of \$226,000
- reduction in capital by \$615,000
- the amount of \$155,000 for purchase of a bus be carried over to next year
- the amount of \$350,000 under budget for the Specialist Disability Accommodation and \$60,000 for Life Skills be carried over to next year
- that the amount of DIAP initiatives be reduced by \$50,000
- the amount estimated for income be reduced by \$700,000

It was noted that:

- unspent capital will transfer to reserves in September
- the Director Community Services was working on a new look budget which will provide a detailed summary
- the 2021/22 proposed budget will be amended prior to being presented to Council

<b>COMMITTEE'S RECOMMENDATION 12/21</b>	
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	Cr Naden/P Mann
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That, noting the above amendments, the Quarterly Budget Review for Disability Services for the period ending 31 March 2021 be endorsed.	
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**SERVICE REPORT – ORANA LIVING**

**SUMMARY**

To present a service report for Orana Living.

**Proceedings in Brief**

No resolution for a name to the new SDA building to date.

<b>COMMITTEE'S RECOMMENDATION 13/21</b>	M Hodge/P Mann
That the report be noted.	

**SERVICE REPORT – CARLGINDA ENTERPRISES**

**SUMMARY**

To present a service report for Carlginnda Enterprises.

<b>COMMITTEE'S RECOMMENDATION 14/21</b>	Cr Naden/P Mann
That the report be noted.	

**CLIENTS' REPORT**

**SUMMARY**

To present a verbal report from the Clients' representatives.

- Stuart commented that clients were starting to go out more now that Covid restrictions were gradually being lifted; and
- The clients are very excited about the new building and wondering who will be living in the units.

<b>COMMITTEE'S RECOMMENDATION 15/21</b>	Cr Naden/P Mann
That the report be noted.	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.07PM.

Cr S Baker  
Acting Chairman

**RECOMMENDATION**

That the above listed Committee minutes be adopted.

David Neeves  
General Manager

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MEETING OF: GILGANDRA SHIRE COUNCIL  
HELD ON: 18 MAY 2021

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## **REPORTS FOR INFORMATION AND NOTATION**

### **SUMMARY**

To present reports for information and notation.

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

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

**STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES**

**SUMMARY**

To present the following information relative to the above report headings:

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

<b>CASH BOOK BALANCE AS AT</b>	<b>31-Mar-21</b>	<b>\$2,842,270.87</b>
Plus: Receipts		\$4,292,733.59
Less: Payments		\$4,840,121.82
<b>CASH BOOK BALANCE AS AT</b>	<b>30-Apr-21</b>	<b>\$2,294,882.64</b>

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<b>STATEMENT BALANCE AS AT</b>	<b>31-Mar-21</b>	<b>\$3,398,318.43</b>
Plus: Receipts		\$4,249,497.47
Less: Payments		\$5,346,335.15
<b>STATEMENT BALANCE AS AT</b>	<b>30-Apr-21</b>	<b>\$2,301,480.75</b>

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Plus: Unpresented Receipts		\$14,203.40
Less: Unpresented Payments		\$20,801.51
<b>RECONCILED BALANCE AS AT</b>	<b>30-Apr-21</b>	<b>\$2,294,882.64</b>

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Cashbook balance as at 30 April 2021:	\$2,294,882.64
Investments held as at 30 April 2021:	\$25,050,335.28
<b>Total Cash &amp; Investments Held as at 30 April 2021:</b>	<b>\$27,345,217.92</b>

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

General Fund	\$11,363,018.10
Water Fund	\$2,482,980.84
Sewer Fund	\$1,737,111.02
Orana Living	\$3,936,042.90
Carlinda Enterprises	\$545,585.01
Cohee Villa Units	\$1,782,688.54
Cohee Lodge	\$4,128,637.01
Jack Towney Hostel	\$768,861.30
Trust Fund	\$600,293.20

**Balance as per Total Cash & Investments Held: \$27,345,217.92**

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @ 0.75%	Due on 10-Mar-22	With AMP Bank
(b)	\$1,000,000.00	For 365 days @ 0.75%	Due on 27-Jan-22	With AMP Bank
(c)	\$500,000.00	For 365 days @ 0.80%	Due on 04-Nov-21	With Bendigo
(d)	\$1,000,000.00	For 181 days @ 0.50%	Due on 06-Jul-21	With Bendigo
(e)	\$1,500,000.00	For 365 days @ 0.95%	Due on 04-Aug-21	With Bendigo
(f)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With Bendigo
(g)	\$500,000.00	For 212 days @ 0.65%	Due on 11-Jun-21	With Bendigo
(h)	\$1,000,000.00	For 364 days @ 0.80%	Due on 16-Jul-21	With Macquarie
(i)	\$2,000,000.00	For 182 days @ 0.35%	Due on 15-Jun-21	With Macquarie
(j)	\$1,000,000.00	For 363 days @ 0.45%	Due on 14-Apr-22	With ME Bank
(k)	\$1,000,000.00	For 183 days @ 0.55%	Due on 01-Oct-21	With MCU
(l)	\$500,000.00	For 181 days @ 0.40%	Due on 04-May-21	With IMB
(m)	\$1,000,000.00	For 181 days @ 0.35%	Due on 06-Jul-21	With IMB
(n)	\$1,000,000.00	For 182 days @ 0.45%	Due on 21-May-21	With ME Bank
(o)	\$1,500,000.00	For 182 days @ 0.40%	Due on 15-Jun-21	With ME Bank
(p)	\$500,000.00	For 300 days @ 0.35%	Due on 17-Feb-22	With NAB
(q)	\$2,000,000.00	For 181 days @ 0.40%	Due on 28-Jun-21	With NAB
(r)	\$2,000,000.00	For 365 days @ 0.35%	Due on 22-Feb-22	With NAB
(s)	\$1,000,000.00	For 365 days @ 0.90%	Due on 20-Jul-21	With NAB
(t)	\$500,000.00	For 365 days @ 0.65%	Due on 06-Oct-21	With NAB
(u)	\$3,000,000.00	For 367 days @ 0.73%	Due on 13-Sep-21	With NAB
(v)	\$1,050,335.28	0.10%	At Call	With TCorp
<b>Total Investments: \$25,050,335.28</b>				



**OUTSTANDING MATTERS FROM PREVIOUS MEETINGS**

SUMMARY

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

<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>September 2017</u>		
264/17	Mudfords Road	Update presented to March 2021 meeting. Still awaiting approval.
<u>March 2018</u>		
55/18	Flora Reserve	Discussions with local service clubs, groups, etc on hold pending creation of a plan of management for the site.
<u>December 2019</u>		
263/19	Electric Vehicle Fast Charging Station	Awaiting further information
<u>September 2020</u>		
165/20	Gravel Pit Agreements	To be progressed as time permits
175/20	Graincorp Industrial Precinct	Working with consultant on modified subdivision to reduce the impacts of the biodiversity offset scheme
186/20	Trial of overnight rest area at Cooee Oval	Scheduled to fall in line with reopening of the CHC in December 2021
<u>November 2020</u>		
215/20	Proposed land purchase	Awaiting advice from owners
225/20	Flying Fox Camp	Comments on Draft Plan of Management received – Plan has been re-submitted for endorsement – report to June Council meeting.

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December 2020

239/20 River Smart Macquarie Installation being organised

March 2021

25/21 Offer to purchase industrial land Settlement pending

30/21 Resignation from Joint Organisation Matter considered at JO meeting 12 May 2021.

April 2021

52/21 Offer to purchase land Formal response to be issued

57/21 Code of Meeting Practice – Remote attendance Code of Meeting Practice updated

### **DEVELOPMENT APPLICATIONS**

The following development application were approved during April 2021:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2021/390	25/03/2021	Taylor Made Buildings	Transportable dwelling	1580 Collie Road	Approved	\$348,469
2021/392	12/04/2021	Rees Gilmour	Shed	17 Dudley Street	Approved	\$25,000
2021/394	21/04/2021	Derrek Moore	Shed	5 Farrar Street	Approved	\$30,000
					<b>Total April</b>	<b>\$403,469</b>
					<b>Total 2020/21</b>	<b>\$6,509,925</b>

### **Applications under assessment**

- DA2021/379 – Berakee Quarry extension
- DA2021/395 – Duncan Priestley – Shed
- DA2021/396 – Russell Woollams - Shed

MEETING OF: GILGANDRA SHIRE COUNCIL  
 HELD ON: 18 MAY 2021

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days	Summary Statistics	
2021/391	1	0	1	1	0	1	No of Applications	4
2021/390	20	0	20	14	0	14	Total Actual Days	43.00
2021/394	6	0	6	4	0	4	Mean Actual Days	10.75
2021/392	16	0	16	12	0	12	Mean Stopped Days	0.00
							Mean Total Days	10.75
							Mean Work Days	7.75
							Mean Work Stop Days	0.00
							Mean Total Work Days	7.75
							Median Actual Days	11.00

**RECOMMENDATION**

That the reports be noted.

David Neeves  
General Manager

**MAYORAL MINUTE - 1/21**  
**REGIONAL COLLABORATION OF COUNCILS**

**SUMMARY**

To consider Council's participation in a future collaborative organisation of regional councils.

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At a meeting of the Orana Joint Organisation on Wednesday, 12 May 2021 it was confirmed that all six member Councils have resigned their membership of the Joint Organisation (JO) and the Minister of Local Government has been collectively advised of this decision.

The member councils found the current model for the JO was completely untenable leaving Councils with no alternative other than to withdraw their support.

All former Orana JO Councils have acknowledged the need for continued collaboration within the region and, as such, at the abovementioned meeting, recommended that the Chair write to the former OROC Councils inviting them to provide feedback on their desire to form a voluntary group, similar to the old ROC model, that enables continued collaboration and input on a regional basis.

This letter has since been received and Council is now asked to consider participation in a future collaborative organisation and to report back to the Chair prior to the end of June 2021.

<u>Principal Activity</u>	Representation and Collaboration
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	<b>8.1.1.1</b> Maintain active relationship with Orana Regional Organisation of Councils

**RECOMMENDATION**

That Council participate in any future regional collaborative organisation of councils.

D Batten  
Mayor

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