

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held via Videoconference on **Tuesday, 19 May 2020 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."

****RECORDING****

At this stage I would like to remind everyone present that this meeting is being recorded

- (5) Apologies
- (6) Declarations of Interest:

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

- (7) Confirmation of Minutes:
 - Ordinary meeting held on 21 April 2020 (circulated previously)

(8) Listing of matters to be considered in Closed Council

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

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

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - Staff Leave (a)
 - Tender – Supply of Bulk Chemicals (d)
 - Request for Rent Reduction (d)
 - Heritage Advisor (d)
- Procedural Motion to re-open meeting to Press and Public

(9) Reports from Servants

(10) Correspondence



David Neeves
General Manager

Procedural Motion – to exclude Press and Public

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

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MAYORAL MINUTE - 6/20
MAYORAL COMMITMENTS

SUMMARY

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

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All meetings via teleconference or videoconference:

24/4/20	Orana Joint Organisation extraordinary meeting
24/4/20	Castlereagh Macquarie County Council extraordinary meeting
29/4/20	Western NSW Local Health District COVID-19 teleconference
30/4/20	Meeting with Deputy Prime Minister, Minister Toole and Mark Coulton MP, GSC representatives and Narromine Shire Council representatives regarding Inland Rail level crossings
5/5/20	Disability Services Committee meeting
6/5/20	Further meeting with Deputy Prime Minister, Minister Toole and Mark Coulton MP, GSC representatives and Narromine Shire Council representatives regarding Inland Rail level crossings
7/5/20	Aged Care Committee meeting
11/5/20	Supplementary Aged Care Committee meeting
12/5/20	Newell Highway Taskforce Committee meeting
14/5/20	Western NSW Local Health District COVID-19 teleconference
19/5/20	Council Meeting

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

4.1.2.1

Conduct the business of Council in an open and transparent manner

RECOMMENDATION

That the report be noted.

D Batten
Mayor

MAYORAL MINUTE - 7/20
ORANA JOINT ORGANISATION

SUMMARY

To bring councillors up to date with the latest developments in respect of the future viability and operation of the Orana joint Organisation of Councils.

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Further to my report to the April meeting of Council, the Orana joint Organisation Board at an extraordinary meeting held on 24 April 2020 noted that the contract employment of our Executive Officer would cease on 14 June 2020 and resolved to canvas member councils for expressions of interest in regard to a current member General Manager filling the role on a temporary locum basis. As a result Mr Brad Cam, GM Mid-western Regional Council has been offered the position.

The JO Board was also advised of a recommendation being considered by the April meeting of Dubbo Regional Council in regard to that council's involvement in a regional organisation. That recommendation by the Chief executive Officer of DRC was as follows:

1. That Council apply to the Minister for local Government for membership to a newly established Joint Organisation, effective from 11 July 2020.
2. That if the Minister doesn't concur with the forming a new joint Organisation, Council withdraw its application until after the proposed review of the joint Organisation model which is to be undertaken by the NSW Government in the next six months.
3. That Council offer administrative support for the first year of the newly formed Joint Organisation to assist with its establishment.
4. That the Mayor write to all Mayors of the region to seek their interest in joining the newly formed Joint Organisation.

After a five all vote by Councillors the above motion was carried on the casting vote of the Mayor of Dubbo Regional Council.

It should be noted that within local government circles there is doubt as to the Minister for Local Government supporting the creation of a new Joint Organisation in NSW.

Officers of the Office of Local Government have confirmed that a review of the Joint Organisation Model will be undertaken within the next six months. I understand this review will include the contentious issues of detailed governance requirements and the inability of particularly rural councils to fully fund its operations.

The above developments and the announced availability of \$150,000 in funding has engendered a resolve within the Orana JO Board to give the organisation every opportunity to continue and become a regional force in regard to advocacy and economic growth.

I have circulated a proposal to the JO Board that we seek approval to go into recess for a period of several months whilst the State Government review is undertaken and its results are known. Such action has drawn strong support from other board members.

The JO Executive Office has flagged the concept of a recess with the Minister for Local Government and a response has not be forthcoming at the time of writing this report. However, the Executive Office feels that the response is likely to be the JO cannot go into recess the same way a Council cannot as indicated by the Local Government Act and the JO will still have to meet 4 times a year to meet legislative requirements for governance and reporting. If that is the case then the JO will likely be a scaled down organisation requiring little involvement by our Council and would bring into question the value of the \$11,800 annual membership fee.

I do wish to point out to councillors that a number of Joint Organisations across the state are questioning the sustainability and effectiveness of their operations under the current legislated model.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Council has budgeted \$11,800 for membership fees for the 20/21 year
<u>Delivery Program Actions</u>	4.1.2.1 Conduct the business of Council in an open and transparent manner

RECOMMENDATION

1. That Gilgandra Shire Council seek a resolution from the Board of the Orana Joint Organisation at their meeting on 29 May 2020, for that group to seek Ministerial approval to go into recess for a period of up to seven months, effective from 1 July 2020. Such a recess will enable the long term future of the organisation to be reconsidered following the NSW Government review of the Joint Organisation model including its funding and governance.
2. That, failing such a resolution being carried, Gilgandra Shire Council, through the Minister for local Government, make application for formal removal from the Orana joint Organisation effective from 30 June 2020.

D Batten
Mayor

2019/20 QUARTERLY OPERATIONAL PLAN REVIEW TO 31 MARCH 2020

SUMMARY

To consider progress with Council's 2019/20 Operational Plan as at 1 March 2020

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Separately enclosed with this business paper is the 2019/20 Operational Plan Review document for the quarter 1 January to 31 March 2020.

An abridged version highlighting progress and challenges of particular significance has been included along with the complete planning document.

<u>Principal Activity</u>	Strategic Leadership Community Engagement
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2019/20 budget.
<u>Delivery Program Actions</u>	4.2.1.1 Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements 2.1.1.2 Report Council's issues actions and achievements to the Community

RECOMMENDATION

That the 2019/20 Operational Plan Review for the quarter ended 31 March 2020 be adopted.

N J Alchin
Director Corporate Services

QUARTERLY BUDGET REVIEW 31 MARCH 2020 - CAPITAL WORKS UPDATE

SUMMARY

To provide an update on progress with the 2019/20 Capital Works Program.

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Council's Capital Works Program for the current financial year, as amended through the Sep and Dec quarterly reviews, amounts to \$18,542,906 which can be broken in to the following elements:

	Budget	Actual as at the end of March 2020	% Completed
Roads to Recovery	\$1,317,666	\$575,309.14	43.66%
General Fund Capital	\$13,717,982	\$2,119,010.41	15.22%
Water Fund	\$1,368,630	\$357,737.80	35.54%
Sewer Fund	\$597,090	\$252,868.07	54.37%
Orana Living	\$435,000	\$0	0%
Carlinda	\$50,000	\$0	0%
Cooee Villa Units	\$195,000	\$7,711.25	3.95%
Cooee Lodge	\$1,288,628	\$615,962.57	47.80%
Jack Towney Hostel	\$170,000	\$7,458.52	4.39%
	\$18,542,906	\$3,936,057.76	21.2%

The Capital Works Program involves 108 individual line items and a detailed summary with commentary on the progress of each line item is outlined in the attachments.

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 2020/21 financial year.

Principal Activity

Strengthened Leadership

Policy Implications

Nil

Budget Implications

To be considered at the Jun QBR

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

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

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

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

QUARTERLY BUDGET REVIEW 31 MARCH 2020

SUMMARY

To detail the variances to the original estimates for the 2019/20 financial year as presented in the Quarterly Budget Review as at 31 March 2020. 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 changes that have been adopted by Council at previous quarterly budget reviews:

Note	Description	When Done	Income Change	Expense Change	Resp.
1100	Corporate Support Income	Sept	\$35,000		DCorp
1101	Wages & Other Employee Costs	Sept		\$10,000	DCorp
1102	Interest on Borrowings	Dec		\$36,167	DCorp
1105	IT Expenses	Sept		\$28,000	DCorp
1108	Civic Activities	Sept		\$2,000	DCorp
1120	Engineering & Works Income	Dec	\$5,000		DInf
1121	Wages & Other Employee Costs	Dec		-\$57,790	DInf
1122	Engineering & Supervision	Dec		-\$4,670	DInf
1124	Plant Running Expenses	Dec		-\$4,670	DInf
1200	Fire Services Income	Dec	-\$50,132		GM
1203	Fire Services Expenses	Dec		-\$50,132	GM
1301	Wages & Other Employee Costs	Dec		-\$55,105	DEnv
1302	Health Administration Expenses	Dec		\$55,105	DEnv
1311	Medical Centre Expenses	Sept		\$10,000	DCorp
1311	Medical Centre Expenses	Dec		\$20,000	DCorp
1411	Other Waste Management Expenses	Dec		-\$6,180	DEnv
1500	Wages & Other Employee Costs	Dec		-\$20,000	DComm
1501	Community Services Administration Expenses	Dec		\$5,189	DComm
1640	Town Planning Income	Dec	\$12,000		DEnv
1700	Gilgandra Library Income	Sept	\$47,304		DComm
1700	Gilgandra Library Income	Dec	\$407		DComm
1701	Gilgandra Library Expenses	Sept		\$110,724	DComm
1701	Gilgandra Library Expenses	Dec		\$407	DComm
1800	Building Control Income	Dec	\$2,000		DEnv

1811	Gravel Pits Expense	Dec		-\$14,360	DInf
1930	State Roads - Contract Income	Sept	-\$60,000		DInf
1930	Contract Income	Dec	-\$651,601		DInf
1931	Contract Income for Other Councils	Dec	-\$295,000		DInf
1933	Contract Expenses	Dec		-302,012	DInf
1934	Contract Expenses for Other Councils	Dec		-\$295,000	DInf
1940	Roads to Recovery Income	Dec	\$439,222		DInf
1941	Roads to Recovery Expenses	Dec		\$439,222	DInf
1951	Bridges Expenses	Dec		-\$20,000	DInf
1961	Footpaths Expenses	Dec		-\$11,300	DInf
1991	Other Expenses	Dec		-\$20,000	DInf
2020	Promotion & Economic Development Income	Dec	\$48,650		DCorp
2021	Promotion & Economic Development Expenses	Dec		\$75,768	DCorp
2801	Financial Assistance Grant	Sept	-\$2,004,720		DCorp
2803	Interest Income	Dec	\$795,714		DCorp
2900	Transfers from Reserves	Sept	\$2,526,228		Various
2900	Transfers from Reserves	Dec	\$626,405		Various
2901	Transfers to Reserves	Sept		\$584,150	Various
2901	Transfers to Reserves	Dec		\$785,714	Various
2903	Capital Income	Sept	\$2,164,960		Various
2903	Capital Income	Dec	\$100,000		Various
2904	Capital Expenses	Sept		\$2,645,098	Various
2904	Capital Expenses	Dec		\$2,114,147	Various
2905	Loan Income	Sept	350,000		DCorp
2905	Loan Income	Dec	\$1,467,000		DCorp
2906	Loan Repayments	Dec		\$81,716	DCorp
	General Fund Total		\$5,558,437	\$6,139,270	
3000	Water Supply	Sept	\$728,630	\$898,630	DInf
4000	Sewerage Services	Sept	\$187,090	\$187,090	DInf
5000	Orana Living	Sept	\$350,000	\$1,250,000	DComm
5000	Orana Living	Dec	\$270,000	\$59,060	DComm
7000	Cooee Villa Units	Dec	\$19,925	\$17,088	DComm
8000	Cooee Lodge	Dec	\$222,518	\$552,906	DComm
	Gilgandra Shire Council Total		\$7,336,600	\$9,104,044	

Result

The overall result for General Fund for this review as at 31 March 2020 is a \$391,199 decrease to the estimated deficit at year end to an estimated result of a \$310,082 deficit (depreciation not included).

Water Fund has a \$362,000 decrease to the estimated deficit at year end to an estimated result of a \$12,068 deficit (depreciation not included).

Sewer Fund has a \$132,000 increase to the estimated surplus at year end to an estimated result of a \$254,583 surplus (depreciation not included).

Orana Living has no change to the estimated result at year end of an \$800,859 deficit (depreciation not included).

Carlinda Enterprises has no change to the estimated result at year-end of a \$27,290 surplus (depreciation not included).

Cooee Villa Units has no change to the estimated result at year end of a \$4,241 surplus (depreciation not included).

Home Care Packages has no change to the estimated result at year-end of a \$31,817 surplus (depreciation not included).

Cooee Lodge Hostel has no change to the estimated result at year end of a \$277,655 deficit (depreciation not included).

Jack Towney Hostel has no change to the estimated result at year-end of a \$15,803 surplus (depreciation not included).

The overall result for this review as at 31 March 2020 is an \$885,199 decrease to the estimated deficit at year end for Council as a whole to an estimated result of a \$1,066,930 deficit (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 100 (page 2 QBR)

Corporate Support Income

\$17,000 less income

Responsible Officer: Director Corporate Services

There is an expected reduction in workers compensation claim reimbursements (from \$62,000 to \$45,000). This is due to less than estimated staff numbers being on a claim.

Note 1103 (page 2 QBR)

Administration Expenses

\$256 additional expense

Responsible Officer: Director Corporate Services

A small increase made up of a \$3,250 increase in audit fees and a \$2,994 reduction in insurance costs.

Note 1108 (page 2 QBR)

Civic Activities

\$30,000 less expense

Responsible Officer: Director Corporate Services

Due to the social distancing rules in place as a result of COVID-19, there has and will be the cancellation of community events such as the ANZAC Day services. As a result, it is expected that this will result in savings of around \$30,000 for the rest of the year.

Note 1200 (page 3 QBR)

Fire Services Income

\$24,000 additional income

Responsible Officer: General Manager

Additional funding of \$24,000 which is offset by additional capital works on page 11.

Note 1310 (page 3 QBR)

Medical Centres Income

\$2,576 less income

Responsible Officer: Director Corporate Services

Due to COVID-19, Council has agreed to a request from the Bawrungra Medical Service to reduce the rent of the Miller Street surgery. The result is a reduction in the rental income of \$2,576 to the end of the financial year.

Note 1710 (page 7 QBR)

Public Halls Income

\$3,500 less income

Responsible Officer: Director Community Services

Due to COVID-19, there will be no more functions held at the Shire Hall this year and there will be a reduction in the hire income of \$3,500 to the end of the financial year

Note 1910 (page 8 QBR)

Rural Roads Income

\$117,331 additional income

Responsible Officer: Director Infrastructure

Funding for some flood damage works that has been approved. The cost is expected be absorbed in the existing rural roads expenses allocation.

Notes 1920 & 1921 (page 8 QBR)

Regional Roads Income & Expenses

\$46,590 additional income

\$46,590 additional expenses

Responsible Officer: Director Infrastructure

Additional funding for flood damage on regional roads. This is offset by additional expenditure of the same amount.

Note 1970 (page 8 QBR)

**Parking Areas Expenses
\$5,000 additional expense**

Responsible Officer: Director Infrastructure

Due to the ongoing cost to repair damage caused by traffic and vandalism in the IGA and Central Stores carparks.

Note 2000 (page 9 QBR)

**Caravan Park Income
\$4,953 less income**

Responsible Officer: Director Corporate Services

Due to COVID-19, Council has agreed to a request from the lease of the Caravan Park to reduce the lease fee. The result is a reduction in the lease income of \$4,953 to the end of the financial year

Notes 2040, 2041 & 2042 (page 9 QBR)

**Private Works Income, Oncost Profit & Expenses
\$700,000 additional income
\$40,000 additional income
\$500,000 additional expense**

Responsible Officer: Director Infrastructure

Council has been undertaking significant works with other councils and through RMS jobs that are outside the contracted works regime. While the RMS contracted works have declined, this has been partially offset by the increased private works jobs that have been and are expected to be completed.

Note 2051 (page 9 QBR)

**Lease Income – Staff
\$15,000 additional income**

Responsible Officer: Director Corporate Services

There has been an increase in staff lease back arrangements for motor vehicle and this has resulted in the additional \$15,000 in income.

Notes 2800 & 2802 (page 9 QBR)

**General Rates Income & Pensioner Grant Income
\$8,755 additional income
\$4,755 less income**

Responsible Officer: Director Corporate Services

The additional rate income of \$8,755 is due to a reduction in the pensioner rebates applied compared to the budget. This additional income is then partly offset by a reduced pensioner rebate from the State Government.

Note 2803 (page 9 QBR)

**Interest Income
\$5,000 additional income**

Responsible Officer: Director Corporate Services

The additional income of \$5,000 is from the interest charged on overdue rates with a higher than estimated amount remaining outstanding.

Note 2901 (page 10 QBR)

Transfers to Reserves

\$180,000 less expense

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

- Disability Inclusion Plan Initiatives (DComm): \$180,000 less expense. This allocation will now be used to partly offset the increased capital cost for the SDA project on page 12 (\$200,000).

Note 2903 (page 11 QBR)

Capital Income

\$13,153 additional income

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

- Grants – IT Asset Management (DCorp): \$13,153 additional income. This amount was all that was remaining for this project and it was for expenses incurred in the previous financial year.

Note 2904 (pages 11 & 12 QBR)

Capital Expenditure

\$204,000 additional expense

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

- RFS Purchase of Land (DCorp): \$24,000 additional expense is for work to be carried out at the Curban RFS shed and is offset by additional grant funds on page 3.
- Specialist Disability Accommodation (DComm): \$200,000 additional expense. At the April meeting Council resolved to allocate an additional \$250,000 to this project. The additional cost is funded by the reduced transfer to reserves (\$180,000), the transfer of the capital allocation from the Disability Inclusion Plan Initiatives project (\$20,000) with a further \$50,000 to also come from this source in the 20/21 year,
- Disability Inclusion Plan Initiatives (DComm): \$20,000 less expense as explained above.

Note 3000 (page 14 QBR)

WATER SUPPLY

\$362,000 less expense

Responsible Officer: Director Infrastructure

There were changes made to the capital works area and these are as follows:

- Wamboin St Main Decommission: \$50,000 less expense. There are issues with the proposed alignment underneath large trees and a redesign is required. As a result, this project will be delayed and will need to be reconsidered in the future.
-

- Tooraweenah New Bore: \$125,000 less expense. The works are expected to span both the 19/20 and 20/21 years. An allowance for the carry over work has been made in the 20/21 budget.
- Replace / Upgrade Electronic Monitoring System: \$15,000 less expense. It is recommended that this project be deferred as further planning is required.
- Decommission Old Bores: \$16,000 less expense. This allocation is no longer required as the work was included in the capital cost for the Bore No.6 replacement.
- Business Case WTP: \$146,000 less expense. The allocation is not required as this project will not be carried out in this financial year. An allocation has been included in the 20/21 budget.
- Valves Reservoir 2 Supply Line: \$10,000 less expense. The allocation is not required as the cost of the work has been covered in the general maintenance and repairs budget.

Note 4000 (page 15 QBR)

SEWERAGE SERVICES

\$132,000 less expense

Responsible Officer: Director Infrastructure

A savings of \$132,000 is expected as the allocation for the capital project to Construct Emergency By-Pass SPS No1 is no longer required. This is due to the issue is now addressed within the draft business case.

The sewer business case, which is essentially a costed design for state government approval, has a bypass/recover system incorporated in it. The fact that we are at the conclusion of the business case means that there is a real prospect that a new sewer treatment will go ahead in the next few years. Recent correspondence also indicates that ours is a high priority for the state government.

The issue we had was that SPS 1 is a bottleneck as all of Gilgandra's sewage passes through it and when both pumps are clogged or fail we are out of options and may have a very serious environmental incident. This nearly happened last year so an allocation was put in the budget to construct an emergency storage to give us options if this were to happen again. But now that a new STP (which includes a new SPS1 and an upgrade of SPS2) is more a probability, the construction of the emergency storage might just be a waste of money as it would be redundant as soon as the new facility was commissioned.

If the indications were that a new facility was some time off or unlikely, then we would definitely want the emergency bypass constructed in the interim. It is a risk vs reward assessment but the back half of this year has given us enough confidence to make an informed judgement.

Note 5000 (page 16 QBR)

ORANA LIVING

Responsible Officer: Director Community Services

No changes.

Note 6000 (page 17 QBR)

CARLGINDA ENTERPRISES

Responsible Officer: Director Community Services

No changes.

Note 7000 (page 18 QBR)

COOEE VILLA UNITS

Responsible Officer: Director Community Services

No changes.

Note 7500 (page 19 QBR)

HOME CARE PACKAGES

Responsible Officer: Director Community Services

No changes.

Note 8000 (page 20 QBR)

COOEE LODGE

Responsible Officer: Director Community Services

No changes.

Note 8500 (page 21 QBR)

JACK TOWNEY HOSTEL

Responsible Officer: Director Community Services

No changes.

Finance Manager's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$120,448 deficit (depreciation not included). This review indicates an estimated result of a \$310,082 deficit (depreciation not included) which is a worsening of \$189,634. This result should be viewed as being unsatisfactory compared to the original budget.

Should Council wish to offset the deficit result, it is recommended that the proceeds from the Southern Phone share sale be transferred from reserves.

Water Fund

The original budget estimate for Water Fund was an end of year result of a \$204,068 deficit (depreciation not included). This review indicates an estimated result of a \$12,068 deficit (depreciation not included) which is an improvement of \$192,000. This result should be viewed as being satisfactory compared to the original budget.

Sewer Fund

The original budget estimate for the Sewer Fund was an end of year result of a \$122,583 surplus (depreciation not included). This review indicates an estimated result of a \$254,583 surplus (depreciation not included) which is an improvement of \$132,000. 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 \$111,799 deficit (depreciation not included). This review indicates an estimated result of an \$800,859 deficit (depreciation not included) which is a worsening of \$689,060. This result should be viewed as being unsatisfactory compared to the original budget.

The reason for the worsened result is the funding of the SDA build from cash reserves. The reserves for Orana Living are strong and are able to sustain this estimated result. It is recommended that no remedial action be taken.

Carlginda Enterprises

The original budget estimate for Carlginda Enterprises was an end of year result of a \$27,290 surplus (depreciation not included). This review indicates no change to the estimate. 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 \$1,404 surplus (depreciation not included). This review indicates an estimated result of a \$4,241 surplus (depreciation not included) which is an improvement of \$2,837. 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 \$31,817 surplus (depreciation not included). This review indicates no change to the estimate. This result should be viewed as being satisfactory compared to the original budget.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$52,733 surplus (depreciation not included). This review indicates an estimated result of a \$277,655 deficit (depreciation not included) which is a worsening of \$330,388. This result should be viewed as being unsatisfactory compared to the original budget.

Whilst there have been some previously explained exceptional items which has led to the expected loss with the staffing issues being addressed and a one off capital project increase, the overall loss can be sustained through existing cash reserves.

Jack Towney Hostel

The original budget estimate for Jack Towney Hostel was an end of year result of a \$15,803 surplus (depreciation not included). This review indicates no change to the estimate. 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 \$184,685 deficit (depreciation not included). This review indicates an estimated result of a \$1,066,930 deficit (depreciation not included) which is a worsening of \$882,245. This result should be viewed as being unsatisfactory compared to the original budget.

Recommendations to address the worsening result have been provided within the individual fund comments.

Estimated Financial Performance Indicators

The ratios for 2017/18 and 2018/19 are actual ratios for Council's information while those for 2019/20 are an estimate only until the financial statements are completed and may be subject to change.

	Benchmark	2019/20	2018/19	2017/18
Operating Performance Ratio	> 0.00%	1.29%	1.21%	4.66%
Own Source Revenue Ratio	> 60.00%	65.00%	66.48%	62.39%
Unrestricted Current Ratio	> 2.00:1	4.25:1	4.35:1	3.57:1
Debt Service Cover Ratio	> 3.00 x	9.00 x	8.96 x	8.49 x
Rates & Charges Outstanding	< 10.00%	9.50%	9.24%	6.54%
Cash Expense Cover Ratio	> 6.00 x	10.50 x	10.80 x	10.35 x
Building & Infrastructure Renewal Ratio	> 100.00%	105.00%	119.77%	138.64%
Renewal Backlog Ratio	< 2.00%	2.00%	1.30%	2.14%
Required Maintenance Ratio	> 1.00	1.00	0.94	1.20

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Review of Annual Budget

Delivery Program Actions

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

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

RECOMMENDATION

That, subject to any decisions on the recommendations as reported, the Quarterly Budget Review document and report as at 31 March 2020 be adopted.

N J Alchin
Director Corporate Services

FEES AND CHARGES 2020/21

SUMMARY

To adopt Council's Fees and Charges for 2020/21.

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A copy of the draft 2020/21 Fees and Charges document is attached for consideration and adoption by Council.

Council staff have reviewed all fees and charges and the document shows 2019/20 fees and charges for comparison purposes.

There have been two amendments since the last Council workshop with the GAC and Library charges for copying now the same and the inclusion of a new charging structure for tyres at the waste facility as per an earlier report to Council.

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

Principal Activity

Strategic Leadership

Policy Implications

Nil

Budget Implications

Amended fees and charges have been reflected in the 2020/21 draft budget where applicable

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 adopt the draft 2020/21 Fees and Charges for inclusion in the 2020/21 draft Operational Plan.

N J Alchin
Director Corporate Services

BUDGET REPORT - 2020/21 to 2023/24

SUMMARY

To present a report on the draft 2020/21 to 2023/24 budget for all Council funds and detail matters considered in preparation of same.

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The draft 2020/21 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 2.6%. This equates to an additional \$132,051 in income for 2020/21 compared to the 2019/20 year.

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

In reports to the April 2020 meeting, Council adopted proposed rating and charging structures for general rating categories along with water, sewer, waste and stormwater and these have been included in the draft document.

Major works planned in 2020/21 include

- Lucas Bridge Renewal
- Renewal & Upgrade of the Gilgandra Cultural Precinct
- Renewal & Upgrade of the Gilgandra Shire Library
- Commencement of the GrainCorp Subdivision
- Continuation of projects Associated with the Stronger Country Communities Grant Fund
- Electronic Signage
- Planning for the Combined Sports Centre
- CBD Activation including CCTV
- Tooraweenah Dump Point
- Tree Nursery
- Water & Sewer Telemetry Upgrade
- Water Treatment Plant Business Case
- Commencement of the New Sewer Treatment Plant
- 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, Home Care Packages and Cooee Lodge Fund budgets indicate deficit results. The planned operations of Orana Living, Carlginda, Villa Units and Jack Towney Hostel project surplus results.

GENERAL FUND (pages 1 to 20)

Governance - Councillors (page 1)

The \$224,538 estimate for 2020/21 (\$216,328 in 19/20) includes the mayoral fee, councillor fees and councillor expenses. The 2021/22 estimate includes local government election expenses which have been deferred for a year due to COVID-19.

Corporate Support Income (page 2)

This estimate for 2020/21 is made up of the following:

- \$45,000 for workers compensation claims;
- \$72,100 for insurance rebates;
- \$5,000 for rating certificate income;
- \$15,450 for sundry income items;
- \$8,551 for training income; and
- \$16,077 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.

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 2.5% being the estimated award increase for 2020/21.

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 2020/21 remains at 38.27% to cover these costs.

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.

In 19/20, an additional \$150,000 was included to meet costs associated with an organisational review. This allocation is not required in 20/21, however, an amount of \$20,000 has been included to conduct a review of the organisation's business systems and IT requirements.

Interest on Borrowings (page 2)

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

Loan No.	Loan Purpose	Amount	P or I	2020/21	2021/22	2022/23	2023/24
304	Terrabile Creek Bridge	1,200,000	Pri.	128,142.58	135,746.33	143,886.01	
			Int.	26,675.14	19,071.39	10,931.70	
309	Gumin Bridge	1,040,000	Pri.	63,040.63	64,901.25	66,816.79	68,788.86
			Int.	23,139.79	21,279.17	19,363.63	17,391.56
310	Park Toilet, Wallum'wang & Luckies G Bridges	1,312,000	Pri.	124,903.52	128,742.13	132,698.71	136,776.87
			Int.	28,310.22	24,471.61	20,515.03	16,436.87
311	SES Premises	156,000	Pri.	38,454.58	39,475.47	40,629.42	
			Int.	2,897.42	1,876.53	722.58	
312	Works Depot	2,000,000	Pri.	117,593.10	120,004.24	122,464.80	124,975.83
			Int.	37,852.62	35,441.48	32,980.92	30,469.89
313	Work Depot	1,467,000	Pri.	83,772.08	85,879.47	88,039.87	90,254.63
			Int.	34,111.76	32,004.37	29,843.97	27,629.21
314	Lucas Bridge	1,160,000	Pri.	64,615.56	66,241.04	67,907.42	69,615.72
			Int.	28,598.66	26,973.18	25,306.80	23,598.50
315	Library	1,500,000	Pri.	83,554.61	85,656.53	87,811.32	90,020.33
			Int.	36,981.03	34,879.11	32,724.32	30,515.31
316	Yarragrinn Creek Bridge	205,000	Pri.			37,181.00	39,346.00
			Int.			8,463.00	6,298.00
320	Wrigley Street Upgrade	600,000	Pri.				108,584.88
			Int.				30,000.00
General Fund Repayments:				704,076.66	726,646.46	787,435.34	728,363.12
				218,566.64	195,996.84	180,851.95	182,339.34
				922,643.30	922,643.30	968,287.29	910,702.46
General Fund Debt Service Ratio:				6.63%	6.44%	6.56%	5.99%

The above Debt Service Ratio is calculated using the actual income generated from the 2018/19 year. This level of income will vary in the 2019/20 and 2020/21 years and, as a result, the Debt Service Ratio should be used as a guide only.

Administration Expenses (page 2)

An allowance has been made for an increase above CPI in electricity costs and audit fees based on actual increases over recent years.

IT Income & Expenses (page 2)

IT expenses for 2020/21 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 2020/21 includes an amount of \$37,000 for community functions and activities as well as \$37,000 contribution to the LGSA and JOC and \$28,500 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 \$6,000 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 2.6% 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 2020/21 has remained at 38.27% to cover these costs.

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.

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. A small cost 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 2019/20 includes the following amounts:

* Insurances:	\$ 61,000
* Plant Running Costs:	\$1,391,129
* Heavy Vehicle Inspections:	\$ 15,201
* Workshop Tools:	\$ 6,335
* Workshop Expenses:	\$ 22,128
* Trainee Costs:	\$ 36,934
* Workshop Vehicle Running Expenses:	\$ 31,671
* Internal Distribution of Plant:	(\$ 46,371)
* Miscellaneous Plant Costs:	\$ 12,668
* Plant Hire Income	<u>(\$2,644,946)</u>
	(\$1,114,241)

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 20/21 is an estimated surplus of \$323,644.

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%	552,448
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%	276,557
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%	414,504
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	682,439
Workers Compensation	cost as a percentage of wages	545,819	6,632,066	8.23%	545,819
Other	say 1%			1.00%	66,321
				38.27%	2,538,088

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 Living					
Annual Leave	4 weeks as a percentage of 48 weeks	4	48	8.33%	236,713
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	59,131
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	118,498
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	292,388
Workers Compensation	cost as a percentage of wages	106,805	2,840,559	3.76%	106,805
Other	say 1%			1.00%	28,406
				29.64%	841,941

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%	28,758
Long Service Leave	2 weeks as a percentage of 48 weeks	2	48	4.17%	14,375
Sick Leave	3 weeks as a percentage of 48 weeks	3	48	6.25%	21,569
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	35,516
Workers Compensation	cost as a percentage of wages	33,785	345,097	9.79%	33,785
Other	say 1%			1.00%	3,451
				39.83%	137,454

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

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

Employee Overhead Costs - Cooee Lodge (page 2)

Council charges an internal oncost rate of 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%	171,907
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	42,968
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	86,004
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	212,260
Workers Compensation	cost as a percentage of wages	123,747	2,062,450	6.00%	123,747
Other	say 1%			1.00%	20,625
				31.88%	657,511

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 32.19% 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%	30,559
Long Service Leave	2 weeks as a percentage of 48 weeks	1	48	2.08%	7,631
Sick Leave	3 weeks as a percentage of 48 weeks	2	48	4.17%	15,295
Superannuation	9.5% for 52 weeks in 48 weeks	9.50%	48	10.29%	37,749
Workers Compensation	cost as a percentage of wages	23,185	366,851	6.32%	23,185
Other	say 1%			1.00%	3,669
				32.19%	118,088

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 2020/21 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 has been advised by the RFS that the required contribution for 20/21 is \$349,453 which is an increase of 42.75% on the 19/20 amount of \$244,806 which was also a 25.89% increase on the 18/19 year (\$194,451 contribution). The amount that Council is required to pay to the RFS has increased by 79.71% in the space of two years from 18/19 to 20/21.

The RFS have advised the following:

“For the NSW Rural Fire Service component, each Council has been asked to make an increased contribution of 42.7% over the previous year. This increase is predominantly related to the cost of presumptive cancer legislation for firefighters in NSW.

In the previous year, Revenue NSW circulated an explanatory notice to Councils with their assessment. Given the increase in the current year again relates predominantly to the presumptive cancer legislation, I would recommend that Councils refer in the first instance to Revenue NSW or the State Insurance Regulatory Authority if you need to understand the reasons for the increase and gain a better understanding of the presumptive legislation.”

The NSW Government have announced that they will be providing relief for Councils by covering the increase in the Emergency Services Levy, however, it appears this is only for the SES and the NSW Fire Brigades. The amount of this savings to Council would be just \$4,802.

The General Manager is making further representation to the OLG on this matter.

Fire Services Expenses (page 4)

The total vote of \$98,053 (amended to \$98,792 in 19/20) includes an internal distribution of administration charge of \$14,342 (\$14,542 in 19/20) and \$83,711 (amended to \$84,250 in 19/20) 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 2020/21. Allocations are usually advised in September / October.

Animal Control Income & Expenses (page 4)

The estimate of \$188,549 (\$175,378 in 19/20) 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 \$27,826 allocation (\$28,093 in 19/20) to this area for 2020/21 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 2020/21. 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
- Maintenance Co-ordinator
- Maintenance Officer

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 income and expenses are in line with previous years with increases in 2021/22, 2022/23 and 2023/24 are in line with CPI from then on.

Domestic & Other Waste Management (page 6)

The Domestic Waste Management area for 2020/21 includes income of \$491,673 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 2020/21 of \$174,652 includes an amount of \$144,058 that is collected from commercial, non-rateable and rural ratepayers that use or are able to use the service. The remaining \$30,594 is made up of tipping charges and scrap steel sales.

The combined income of \$635,731 derived from waste collection charges is used to pay for the costs applicable to the service provided.

The expenses of \$665,082 for Domestic Waste Management include the following items:

- \$204,927 for waste and recycling collection;
- \$4,219 for recycling promotion;
- \$185,484 payment to Carlginda for the management of the waste facility;
- \$6,048 for insurances;
- \$10,300 for electricity;
- \$3,689 for cleaning;
- \$43,563 for the distribution of administration charge;
- \$135,852 for the waste facility operating and maintenance costs; and
- \$70,000 in wages for a position at the waste facility.

The operating and maintenance costs of \$135,852 above is made up of \$30,000 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 and \$5,852 for a recycling trailer.

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 \$53,197 (\$55,596 in 19/20) for Other Waste Management covers a cost of \$5,305 for each of the rural tips located at Tooraweenah, Armatree, Curban and Biddon for to maintain the sites. There are also allocations of \$6,556 for scrap steel community projects and \$25,421 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 2020/21 Urban Stormwater Drainage maintenance and repair allocation is in accordance with the ongoing LTFP allocation. The amount allocated is \$78,260 (\$90,244 in 19/20).

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

The wages estimate for this function for 2020/21 has included a portion of a Marketing Officer position. 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 2020/21 budget includes a provision for GSH (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 2020/21 is line with previous year with operations generally remaining the same. The only exception to this is additional income and expenses (\$66,912) to cover cost relating to COVID-19.

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 2020/21 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 \$114,867 for 2020/21 (\$108,693 in 19/20) 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 \$9,286 is for a distribution of administration charge only.

Town Planning (page 8)

The town planning allocation for 2020/21 includes an amount of \$10,300 for sundry expenses and a distribution of administration charge of \$79,704.

The income allocation includes an amount of \$11,593 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.

Street Lighting (page 8)

The expected cost of street lighting for the 2020/21 year is expected to see an increase in line with CPI with the estimated cost of \$186,430 (\$181,000 in 19/20) included. With the LED replacement program proceeding in 20/21 there is the potential for a savings from reduced energy costs but this is difficult to estimate as Essential Energy are unable to provide accurate timeframes. This issue would be a consideration at a quarterly budget review.

Library (page 9)

The Library operations will be the same as in previous years and the draft budget reflects that. Estimated income of \$78,015 (\$30,115 in 19/20) is a result of an increase in funding from the State Library. Expenses of \$472,109 (\$343,384 in 19/20) compare favourably with the budget approved last year with the increase due to the increase in funding and the spending of grant funds received last year and offset by a transfer from reserves of \$75,743.

Public Halls (page 9)

The 2020/21 estimates have been reduced compared previous years due to the expected impact of COVID-19. The 2021/22, 2022/23 and 2023/24 estimates have been increased in line with CPI as it is not sure if the same level of usage will return after the crisis has ended.

Swimming Pool (page 9)

The budget income for the pool has been reduced to reflect the impact of the \$1 entry fee period and free entry days.

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 \$7,046 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 (intermittently); and
- Tooraweenah Recreation Ground.

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

Parks and Gardens (page 9)

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

- Gilgandra Cemetery;
 - Tooraweenah Cemetery;
 - 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 Chambers surrounds, Council facilities, public open spaces and the Community Hall surrounds are all provided for within their own budget areas.

The parks and gardens income budget includes a contribution of \$61,903 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 income for the Gilgandra Fitness Centre (GFC) is in line with the previous year.

The projected cost to operate the GFC includes wages and equipment for the current opening hours, structure and programs. The estimates for the 2020/21 year are only a small increase on the previous year.

Heritage Income & Expenses (page 9)

The funding proposed for the 2020/21 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 \$23,343 (\$22,004 in 19/20).

Building Control (page 10)

The income estimate for 2020/21 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 2019/20 compared to the previous year.

The expected surplus of \$57,964 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 \$295,748 and is expected to be around \$408,000 by the end of 2020/21. The total transferred to and held in reserves will need to be monitored.

Urban Roads (page 11)

The allocation for urban roads for 2020/21 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 rural roads – unsealed have been increased by 2.6% on the previous year which included the full planned increase from the special rate variation.

An additional income amount of \$388,450 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 2.6% 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. Previously, it also included an amount of income and expense for other Council's (Warren Shire Council) that Gilgandra Shire Council administered on their behalf. It is expected that this arrangement will not be in place for the 20/21 year and beyond.

The difference between the total estimated income of \$1,937,391 and the total estimated expense of \$1,345,865 is \$591,526 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 2020/21 year but they are expected to be greater than in 2019/20.

Roads to Recovery (page 11)

The 2020/21 Roads to Recovery monetary allocation totals \$904,797. 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 2020/21 allocation will be determined following a separate detailed report to the June Council meeting.

The total expenses of \$904,797 matches the funding.

Bridges (page 11)

The allocation of \$61,013 for 2020/21 is in line with the previous year.

Council is currently in the process of replacing timber bridges however, there is still a need to maintain the existing network, especially the remaining timber bridges.

Footpaths (page 12)

There is no expected income for footpath work at this point in time. Routine maintenance footpath allocation complies with the Long Term Financial Plan (LTFFP) and is now incorporated into the Disability Inclusion Initiatives.

Aerodromes (page 12)

The income estimate is \$65,000 for 2020/21 as per prior negotiations with the RAAF. This amount is then ongoing for the next two years with an expected increase to \$70,000 in 2023/24.

The draft budget provides for the routine maintenance of both the Gilgandra and Tooraweenah airstrips. Based on the routine costs that are incurred, the 2020/21 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 \$51,856 is for kerb and gutter costs (\$34,778) and a distribution of administration charge (\$17,078) only.

Cooue 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.

Marketing & Communications (page 13)

This is a new heading for the budget and has come about after the review of the staff structure. It includes Council's economic development, marketing and communications operations. The estimates included are similar to the previous year with savings in the CHC offsetting increased costs here.

Inland Rail (page 13)

This too is a new heading for the budget, however, the income and costs were included within the Promotion & Economic Development budget last year. The estimates are similar to the previous year with the costs to increase in line with increased income for the following years.

Real Estate Development (page 13)

This area reflects the income to be received from land sales and costs associated with the same.

Contracts have exchanged for 4 lots and settlement is pending, therefore leaving the balance of one block left in the Industrial Estate and that sale is included.

Private Works (page 13)

The private works draft budget includes an increase in the amount of works for the RMS and other councils compared to the previous year. The estimated income of \$940,356 is offset by expenses of \$686,200 with the remaining income of \$254,156 being the estimated profit derived from the work.

General Rate Income (page 14)

The total general rate income of \$5,122,658 represents an increase of 2.6% 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 2020/21, as a result, the amount has been estimated with a 2.6% increase on the 2019/20 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 2020/21 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 2020/21:

Transfers from Reserves

- IT Upgrades \$150,000: reserve funded by an annual contribution from all Council operations from previous years and used to fund capital costs on page 18.
- Waste Facility \$50,000: funded from the domestic and other waste charges from previous years and used to fund capital costs on page 17.
- Lucas Bridge \$131,000: unspent bridge grant funds from previous years and used to part fund capital expenditure on page 18.
- Library Grant \$75,743: unspent grant funds from last year and used to fund project expenditure on page 9.
- Swimming Pool \$42,000: unspent capital funds from previous years and used to fund capital expenditure 18.
- Sporting Precinct Planning & Design \$100,000: unspent capital funds from previous years and used to fund capital expenditure 18.
- Disability Inclusion Plan Initiatives \$250,000: unspent capital funds from last year and used to fund capital expenditure on page 19.

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 \$50,000: 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 \$3,523: 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 \$57,964: 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.*
- Section 94 Fee Income \$11,593: the income collected by this charge included in Town Planning income on page 8, is transferred to reserves to fund future infrastructure works.
- Disability Inclusion Plan Initiatives \$250,000: funded from a contribution from Orana Living.
- Admin Building Planning \$25,000: unfunded and will be used in future years.
- Gilgandra Community Transport: funded by surplus operational income on page 7.

Capital Income (pages 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 \$5,000 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 \$754,219 will be spent in 2020/21 with a further \$734,807 to be spent the next year. This income is offset by capital expenditure for the same amount.

Grants – Stronger Country Communities Fund

An amount of \$769,032 is included as per the notification from the State Government. It is offset by a capital cost for the same amount although the specific projects were unknown at the time of writing.

Grants – Graincorp Subdivision

Funding of \$1,000,000 offset by capital expenses of the same amount.

Contribution from OL – Disability Inclusion Plan Initiatives

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

Grants – Drought Communities Program Extension

Council has been advised of a further \$1,000,000 will be forthcoming in this program. As per Council's wishes, \$160,000 has been allocated to committed projects while the remaining \$840,000 has been allocated to the Rural Road Renewal Projects.

Grants – Youth Strategy

It is hoped that a grant will be available to fund the Youth Strategy capital project for \$10,000.

CAPITAL WORKS (pages 17, 18, 19 & 20)

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

Sand Quarry

An amount of \$150,000 is allocated for the planning of the project with a further \$400,000 included the following year. There is no offsetting grant funding for this project.

LTFP allocation was nil (\$300,000 in 19/20 with grant funding).

Waste Facility

Allocation of \$50,000 is offset by a transfer from reserves. The funds are required to make improvements to the transfer station.

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.

LTFP allocation was \$13,646.

Library

Total library purchases cost of \$23,046 for library purchases including books, toys and other materials. This is funded by the State Library Service.

LTFP allocation was \$12,851.

Drought Communities Program

The amount of \$160,000 is for previously committed projects from the \$1,000,000 included in capital income. As stated, the remaining \$840,000 is allocated to the Rural Road Renewals works

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 (2019/20) \$935,000 - \$215,000 = \$720,000
Major Plant (2020/21) \$1,165,000 - \$473,400 = \$691,600

Trucks & Utes (2019/20) \$107,000 - \$56,000 = \$51,000
Trucks & Utes (2020/21) \$99,000 - \$53,000 = \$46,000

Cars & Wagons (2019/20) \$56,000 - \$24,000 = \$32,000
Cars & Wagons (2020/21) \$63,000 - \$30,000 = \$33,000

Minor Plant (2019/20) \$50,000 - \$32,000 = \$18,000
Minor Plant (2020/21) \$36,000 - \$8,000 = \$28,000

Total (2019/20) \$1,148,000 - \$327,000 = \$821,000
Total (2020/21) \$1,363,000 - \$564,400 = \$798,600
Total (LTFP) \$1,363,000 - \$564,400 = \$798,600

IT Capital

An amount of \$150,000 required for hardware renewals and this is offset by a transfer from reserves.

LTFP allocation was \$150,000.

Digital Two Ways

This allocation of \$50,000 (plus another \$50,000 the following year) is requested to implement digital two ways across the network.

LTFP allocation was nil.

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 \$250,000 with an offsetting capital income item of the same amount.

Lucas Bridge

An amount of \$2,000,000 is included to carry out the replacement of Lucas Bridge. It is part funded by a loan of \$1,160,000 plus Roads to Recovery Funds of \$840,000.

LTFP allocation was \$1,540,000.

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.

Swimming Pool

An allocation of \$10,000 per year had been included to allow for the ongoing renewal of this ageing asset. If the funds are unspent at the end of the year, they will be transferred to a reserve to upgrade the toilets, pump shed, kiosk and the clubhouse in the future.

This year, \$42,000 has been included to allow for some much needed upgrade works such as painting. This is offset by a transfer from reserves.

LTFP allocation was \$10,000.

Stormwater

The storm water capital allocation of \$50,000 proposed for 2019/20 is ongoing.

LTFP allocation was \$50,000.

Curban Hall

An amount of \$5,000 is included as an estimate only and is offset by a capital contribution of the same amount.

LTFP allocation was nil.

Kerb & Gutter Renewals

As for the footpaths, the amount of \$50,000 included in the long term financial plan for allocation in 2019/20, will be utilised to renew unsatisfactory sections of kerb and gutter identified during annual inspections.

LTFP allocation was \$50,000.

Pound

The pound facility requires considerable work to meet incoming OHS 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.

Cootee Heritage Centre – Regional Cultural Fund

The amounts of \$754,219 and a further \$734,807 in 21/22 are 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% in line with rate pegging 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. The repayments are \$210,199 each year. The table below demonstrates this:

Year	Additional Roads Allocation	Less Loan Repayment	Amended Roads Allocation
18/19	\$421,070	\$210,199	\$210,871
19/20	\$433,702	\$210,199	\$223,503
20/21	\$460,115	\$210,199	\$249,916
21/22	\$473,918	\$210,199	\$263,719
22/23	\$488,918	\$210,199	\$277,937
23/24	\$502,780	\$210,199	\$292,581
24/25	\$517,863	\$210,199	\$307,664
25/26	\$533,399	\$210,199	\$323,200
26/27	\$549,401	\$210,199	\$339,202
27/28	\$565,883	\$86,180	\$479,703

LTFP allocation was \$249,916.

Gym

It is proposed that funds be set aside each year to provide for equipment upgrades 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.

SCCF – Round 3

Allocation of \$769,032 that is offset by grant funding.

LTFP allocation was nil.

Library Upgrade – Regional Cultural Fund

The allocation of \$1,500,000 is about half of the project cost with a further \$1,459,494 allocated to the next year. The \$1,500,000 is funded by way of a loan. A possible funding opportunity is being sought but is not confirmed at this time.

LTFP allocation was \$788,398.

Combined Sports Centre

An amount of \$100,000 has been included to fund the planning stage of the proposed sports centre which is a carry over from 19/20 and is offset by a transfer from reserves. A further \$10,000,000 has been included in years 23/24 and 24/25.

LTFP allocation was nil.

Disability House – Waugan St Stage 2

An amount of \$50,000 has been included to complete the project if required.

LTFP allocation was nil.

Graincorp Subdivision

It is anticipated that the Graincorp Subdivision project will go ahead with \$1,000,000 allocated plus a further \$3,000,000 the following year.

LTFP allocation was \$3,600,000.

CBD Activation

This allocation of \$50,000 is requested to fund further work with regards to the CBD Activation project.

LTFP allocation was nil.

Admin Building Toilets / Kitchen

As reported to Council, the ladies toilet and the kitchen in the Administration Building require rejuvenation works to alleviate the continued blockages.

LTFP allocation was \$100,000.

CCTV CBD

An amount of \$40,000 has been included for each year for 5 years from 19/20 to 23/24.

LTFP allocation was \$40,000.

Tooraweenah Dump Point

It is estimated that to install a dump point at the Tooraweenah Caravan Park, as previously reported to Council, and the cost will be \$30,000.

LTFP allocation was nil.

Heartland Church Lighting

An estimate of \$10,000 is included to install lighting at the rear of the Heartland Church on the riverbank.

LTFP allocation was nil.

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.

Electronic Signage

An allocation of \$30,000 has been requested to install electronic signage as previously reported to Council.

LTFP allocation was nil.

Ernie Knight Oval Upgrades

An amount of \$10,000 has been included to carry out minor upgrades of facilities at Ernie Knight Oval.

LTFP allocation was \$10,000.

Tree Nursery

This project is to establish a tree nursery at the Waste Facility to be managed by Carlinda. The estimated cost is \$50,000 and is to be funded by a contribution from Orana Living as part of the disability inclusion initiatives .

LTFP allocation was nil.

Colour Copier for Tooraweenah CTC

To provide a small, used copier at Tooraweenah CTC for public use. Estimated cost to be \$2,000.

LTFP allocation was nil.

Cemetery Mapping Software

In order to provide greater efficiencies with regards to recording and maintaining cemetery records, it is requested that an allocation of \$20,000 be included to purchase appropriate and specialised software.

LTFP allocation was nil.

Youth Strategy

An amount of \$10,000 is requested to devise a Youth Strategy. This amount is offset by capital income.

LTFP allocation was nil.

Live, Enjoy, Grow Towards 5000 Population

The amount of \$10,000 is proposed to develop strategies to increase the population and diversity of Gilgandra.

LTFP allocation was nil.

Private Signage Replacement Program

An allocation of \$20,000 is requested to assist private signage holders to upgrade their signs to better fit with the image of the Gilgandra Region.

LTFP allocation was nil.

Disability Inclusion Plan Initiatives

An amount of \$250,000 funded by Orana Living towards disability inclusion initiatives include;

DIAP - Footpaths

The amount of \$100,000 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.

Tree Nursery \$50,000 (as mentioned above)

Special Disability Accommodation Development

The amount of \$50,000 has been included as a contribution to the additional costs foreshadowed in a previous report to Council for the costs of constructing the new SDA house.

DIAP – Unallocated The amount of \$50,000 titled DIAP Initiatives is unallocated to a specific project at the time of preparing the budget and will either be consumed as an additional disability improvement project which presents throughout the year, or a contribution towards the SDA development or more likely a transfer to reserves for use in future years

LTFP allocation was \$50,000. as been included to carry out a project that has been identified in the plan. This is funded by a contribution from Orana Living.

The LTFP allocation was \$250,000.

Loan Income & Repayments (page 20)

It is proposed to borrow \$2,660,000 to fund the replacement of the Lucas Bridge (\$1,160,000) and the Library upgrade (\$1,500,000).

An amount of \$205,000 is proposed to be borrowed in 2022/23 to fund 25% of the Yarragrin Creek Bridge project (\$840,000).

An amount of \$600,000 is proposed to be borrowed in 23/24 to fund 50% of the Wrigley Street renewal.

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 \$748,928 for 2020/21 after depreciation is deducted. The ongoing years also reflect deficit results of \$1,248,710 in 2021/22, \$587,800 in 2022/23 and \$862,557 in 2023/24. The combined total result for the 4 years is a deficit of \$3,447,995.

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

WATER SUPPLY (pages 21, 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 \$551,500.

The overall estimated result for Water Supply for 2020/21 is a \$146,625 deficit. The results for the ongoing years are deficits of \$330,814 in 2021/22, \$266,100 in 2022/23 and \$337,871 in 2023/24. The combined 4 year result is a deficit of \$1,081,410.

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.

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 \$1,151,500 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 \$649,000 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.

The overall estimated result for Sewerage Services for 2020/21 is a \$39,680 deficit. The results for the ongoing years are deficits of \$136,353 in 2021/22, \$272,637 in 2022/23 and \$66,222 in 2023/24. The combined 4 year result is a deficit of \$514,892.

ORANA LIFESTYLE DIRECTIONS (pages 26 to 27)

The draft budget for Orana Lifestyle Directions has been presented to the committee and the overall result is a \$473,550 surplus in 2020/21. The results for the ongoing years are surpluses of \$1,156,342 in 2021/22, \$1,195,117 in 2022/23 and \$1,234,900 in 2023/24. The combined 4 year result is a surplus of \$4,059,909.

CARLGINDA ENTERPRISES (page 28)

The draft budget for Carlginda Enterprises has been presented to the committee and the overall result is a \$27,368 surplus. The results for the ongoing years are deficits of \$1,920 in 2021/22, \$11,710 in 2022/23 and a surplus of \$8,505 in 2023/24. The combined 4 year result is a surplus of \$22,243.

COOEE VILLA UNITS (page 29)

The draft budget for Cooee Villa Units has been presented to the committee and the overall result is a \$11,666 surplus. The results for the ongoing years are surpluses of \$12,499 in 2021/22, \$13,291 in 2022/23 and \$14,134 in 2023/24. The combined 4 year result is a surplus of \$51,590.

HOME CARE PACKAGES (page 30)

The draft budget for Home Care Packages has been presented to the committee and the overall result is a \$4,643 deficit. The results for the ongoing years are a \$29,114 deficit in 2021/22, a \$21,429 surplus in 2022/23 and a \$21,986 surplus in 2023/24. The combined 4 year result is a surplus of \$9,658.

COOEE LODGE (pages 31 to 32)

The draft budget for Cooee Lodge has been presented to the committee and the overall result is a \$10,431 deficit. The results for the ongoing years are surpluses of \$32,288 in 2021/22, \$35,077 in 2022/23 and \$12,939 in 2023/24. The combined 4 year result is a surplus of \$69,873.

JACK TOWNEY HOSTEL (page 33)

The draft budget for Jack Towney Hostel has been presented to the committee and the overall result is a \$10,554 surplus. The results for the ongoing years are surpluses of \$39,816 in 2021/22, \$41,112 in 2022/23 and \$17,441 in 2023/24. The combined 4 year result is a surplus of \$108,923.

Overall Council Comment (page 34)

The result for Council for 2020/21 is an estimated deficit of \$427,169 after depreciation is deducted. The estimated results for the ongoing years are a \$505,966 deficit in 2021/22, a \$167,779 surplus in 2022/23 and a \$43,257 surplus in 2023/24. The total combined result for the 4 years is a deficit of \$722,099.

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

Indicator	Benchmark	2020/21	2021/22	2022/23	2023/24
Operating Performance Ratio	Over 0%	1.83%	1.45%	2.90%	2.49%
Own Source Revenue Ratio	Over 60%	61.38%	65.73%	62.85%	63.04%
Asset Renewal Ratio	Over 100%	195.39%	157.20%	117.89%	123.28%
Infrastructure Backlog Ratio	Less 2%	1.65%	2.34%	2.08%	2.00%
Asset Maintenance Ratio	Over 100%	82.73%	76.42%	76.87%	77.32%
Debt Service Ratio	0% to 20%	3.48%	3.92%	4.50%	5.37%
Costs Per Capita Ratio	Reducing	6.67	6.54	6.48	6.44

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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.

Policy Implications Budget presented in line with policy

Budget Implications As presented

Management Plan Implications In line with Management Plan

RECOMMENDATION

That Council consider and determine any changes to the relevant estimates to allow inclusion of the Draft Budget and Revenue Policy in the 2020/21 Operational Plan to go on public exhibition.

David Neeves
General Manager

2020/21 OPERATIONAL PLAN

SUMMARY

To consider the draft Operational Plan for 2020/21 for public exhibition.

.....

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 2020/21
- 2020/21 Budget Document
- 2020/21 Revenue Policy
- 2020/21 Fees and Charges

Council adopted the 2020/21 rating structure for inclusion in the revenue policy at its April 2020 meeting and will adopt its 2020/21 fees and charges at this meeting. The 2020/21 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, 26 May to Tuesday 22, June 2020.

Principal Activity

Respected Leadership

Policy Implications

Nil

Budget Implications

Nil

Delivery Program Actions

3.2.1.1

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

3.4.1.1

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

MEETING OF: GILGANDRA SHIRE COUNCIL
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RECOMMENDATION

That the draft 2020/21 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

DROUGHT COMMUNITIES PROGRAMME

SUMMARY

To reconsider Council's resolution to apply for \$840k for the replacement of Lucas Bridge under Council's application to the Federal Government's Drought Communities Programme Extension.

.....

At its December 2019 meeting, Council was advised that it had been allocated further funding of up to \$1m under the Drought Communities Programme (DCP) Extension.

The intended outcomes of the program are to:

- increase employment in regions by providing work for locals and/or farmers and farm labourers/staff/contractors whose employment opportunities have been affected by drought
- improve levels of economic activity in regions
- increase productivity in regions
- enable better retention of businesses, services and facilities.

Each project must meet at least one of the following project requirements:

- expected to lead to the employment of locals
- expected to contribute to the economic activity of communities/regions
- expected to lead to the retention of businesses, services and facilities

All projects are required to be completed by 31 December 2020.

Council flagged in its February workshop and Council meeting a number of projects to be included in this round of the DCP being:

- Kerb & guttering \$55k
- Footpaths \$50k
- Gilgandra Speedway Amenities \$45k
- Armatree Black Dog Ride \$10k

Council's at it April meeting considered additional projects to be submitted under the DCP Extension and resolved:

RESOLVED 63/20	Cr Batten/Cr Wrigley
1. That Council not proceed with any further allocation of Drought Communities Program funding to community groups and that the unallocated \$840,000 be utilised on capital projects associated with Council's Long Term Financial Plan, specifically the replacement of the Lucas Bridge in 20/21.	
2. That Council acknowledge all community groups for their submissions and outline the reason for Council's altered decision.	

It has since been identified that the Lucas Bridge project is expected to exceed the timeframe available for completion of projects under the DCP funding guidelines, being 31 December 2020. Regardless, the fine print in the funding guidelines specifies that the DCP grant cannot be considered to be part of, all of, a Council's contribution to projects under the Bridges Renewal Program as well as other Federal Government Grants. .

There is a further opportunity for funding for the Lucas Bridge replacement project under the Federal Government's Bridges Renewal Program, whereby Council can apply for up to 50% of the project cost.

Council has a budget allocation of \$904,795 for Roads to Recovery (R2R) Program 2020/21 which could be allocated to Lucas Bridge Replacement.

It would then be the intention for Council to apply under the DCP for rural roads renewal works which include reseals, gravel resheeting and reconstructions of which will impact the broader Gilgandra Shire community and have greater local economic impact by using local contractors.

Given the current economic climate, the desire for Council to maintain a strong financial position for the Gilgandra community and in light of the additional information regarding the Lucas Bridge project, it is suggested that Council amend its previous decision and submit an application for the DCP Extension for Rural Road Renewal works.

<u>Principal Activity</u>	Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.2.3.4 Provide information to Council and the community regarding grant funding opportunities.

RECOMMENDATION:

That, given the timeframe of 31 December 2020 to complete the Drought Communities Programme (DCP) Extension projects cannot be achieved for the Lucas Bridge replacement project, Council make application for \$840,000 under the DCP Extension to carry out Rural Road Renewal works.

N J Alchin
Director Corporate Services

SHIRE SIGNAGE PROJECT

SUMMARY

To seek Council's endorsement to progress to quotation stage for the new town entry elements of the Shire Signage Project.

.....

With direction from results of the community feedback, and to support progression of highway sign elements of the project in line with Council and Region branding, Council's endorsement is sought to allow progression to quotation stage for the new town entry elements of the Shire Signage Project.

Council has a budget allocation of \$250k for the Shire Signage project, including funding under the Stronger Country Community Fund Round 2 of \$100,000 and \$75,000 for electronic noticeboards under SCCF R3.

The project comprises:

- 6 x Gilgandra Shire entry signs to replace the existing timber routed signs
- 2 x Super site Gilgandra Region signs on Northern and Southern Newell Highway approaches on existing Ooh Media billboards
- 8 x Tourist messaging signs – to replace out of date promotional signage
- 2 x New town entry feature signs to be located on the Southern and Northern entrances of Gilgandra township in Apex Park and adjacent to dog pound subject to RMS approval
- 5 x Village entry signs, smaller versions of the town entry feature signs, to replace the timber routed entry signs at Tooraweenah, Armatree and Curban

This project follows the refresh of Council's brand and the development of a community brand (Gilgandra Region). This project is one aspect of the action plan to implement this new branding.

Council will recall the key themes identified during workshops to develop our Gilgandra Cultural Precinct Strategic Plan being:

- Gilgandra's farming and natural landscape
- Aboriginal heritage
- Military history

These themes formed the basis of community consultation for the town entry signage for Council and community input.

A community survey was developed to assist in determining our direction and desired outcomes, including preferences such as:

- Overall style with examples of others similar (country/rustic; modern/clean; mix colour & country)
- Colour palettes with examples (earthy tones; bright tones; all region)
- Priority of elements or features to be included (wheat, sheep, aboriginal, soldier, etc)
- Inclusion of messages / wording (welcome to, Wiradjuri welcome, logos etc)
- Ranking of outcomes/objectives
- Ideas or suggestions

The survey was made available on Council's website, social media, advertised in local newspaper and radio, was offered at Council's service operations including Service NSW, Gilgandra Shire Library, Gilgandra Lifestyles and delivered to central locations in both Armatree and Tooraweenah villages.

The survey will close on Monday, 18 May and results will be collated and distributed in the workshop prior to the Council meeting.

The following is an indicative timeframe for the signage project.

Town & Village Entry:

Planning approvals	June – September 2020
Community consultation	May 2020
Council approval of Final Design	July 2020
Quotation	September - October 2020
Construction and installation	November - February 2020

2 x Super Site signs:

Photography	June – July 2020
Design	August 2020
Installation	September- November 2020

Shire Entry + Messaging signs:

Inspection & Audit Report	April - June 2020
Key messages (with relevant groups)	June – July 2020
Quotation	August 2020
Design	August – October 2020
Construction	November – December 2020
Printing and Installation	December 2020

<u>Principal Activity</u>	Sense of Place, Community Engagement, Economic Development
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	1.2.1.1 Assist village community committees to maintain their public facilities. 2.1.1.1 Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered. 5.1.1.2 Continue to foster and promote the importance of the purchase of goods and services locally. 5.2.2.2 Reinvigorate Gilgandra with a fresh promotional campaign. 5.2.3.2 Promote Gilgandra as a great place to live.

RECOMMENDATION:

1. That Council endorse the progression of the town entry sign elements of the Shire Signage project in line with direction from the community consultation survey, that being the {insert} style.
2. That Council support progression of the highway sign elements of the project in line with Council and Region branding, noting planned, targeted community consultation.

N J Alchin
Director Corporate Services

GILGANDRA CULTURAL PRECINCT UPGRADE PROJECT

SUMMARY

To seek Council endorsement of the Gilgandra Cultural Precinct upgrades, specifically the Coe-ee Heritage Centre design elements, to progress to tender design development, subject to stakeholder support.

.....

In 2019, Council was successful in a NSW Government's Regional Cultural Fund (RCF) grant for the Gilgandra Cultural Precinct (GCP). This includes upgrades to the Coe-ee Heritage Centre, as well as the Windmill Walk, linking the CBD, Rural Museum and Coe-ee Heritage Centre.

In line with Council's strategic planning documents, the Coe-ee Heritage Centre (CHC) is committed to offer a well-represented and functional visitor centre and cultural experience to residents and visitors.

This grant followed extensive Council and community consultation and the development of Council's Gilgandra Cultural Precinct Strategic Plan.

This plan focusses on 3 key themes within Gilgandra:

- Military heritage, including Coe-ee March
- Landscape, including the natural environment and farming
- Aboriginal heritage

The main outcomes and priorities focus on:

- Generating local community ownership and pride
- Being a visitor destination
- Support and encouragement for local and regional cultural and artistic expression
- Understanding, knowledge and respect for local history, heritage and environment
- The economic benefit to Gilgandra Shire

Community consultation saw 96% of respondents agree with the future direction of the CHC.

The elements and budget for the GCP upgrade project is as follows:

Cost Item	2018-19	2019-20
Stage 1 – Masterplan & Design		
Architect	\$59,400	
Engineer	\$7,480	
Project Management		\$34,245
Stage 1 – Indoor Refresh		
Flooring		\$17,597
Painting		\$6,270
Internal glass doors		\$8,747
Storage		\$22,000
All-abilities access		\$3,718
Hologram		\$101,200
Climate controlled cabinets		\$30,800
Climate control including gaps, ventilators, doors		\$24,843
AC units		\$49,742
Stage 1 – External Refresh		
Carpark – COUNCIL CONTRIBUTION		\$66,000
Windmill upgrades		\$15,532
Working windmill & tank		\$82,352
Labour – LIONS CONTRIBUTION		\$4,070
Signage		\$22,000
Aboriginal sculpture & bush tucker garden		\$110,000
Solar – COUNCIL CONTRIBUTION		\$75,000
Stage 2 – Coo-ee Function Centre		
New tiled toilets 43m2x\$2200/m2		\$104,060
Chairs/tables		\$13,200
Projector & touchscreen		\$12,876
Operable wall		\$42,350
Kitchen & cool-room		\$37,400
High spec window glazing for view of Castlereagh		\$33,000
Stage 2 – External Upgrade		
Landscaping – COUNCIL CONTRIBUTION		\$16,500
External lighting		\$22,000
Observation deck over the Castlereagh River		\$171,600
Cooee Caller – decibel reader		\$28,052

Draft designs have been developed for the upgrades relating to the CHC and are found on the following page. Draft external elements can also be viewed at this link [Coo-ee Heritage and Visitor Centre5.wmv](#)

Council has progressed community consultation with this project including with stakeholders and the Aboriginal community and is expected to continue throughout the project duration.

The expected timeframe for the project is as follows:

May – June	Community consultation
June	Tender design documentation
May – July	Approvals process
July - August	Tenders advertised
August - September	Contract awarded
September – February	Construction period

It is planned that the Visitor Information Centre will operate out of The GIL for the duration of the construction period.

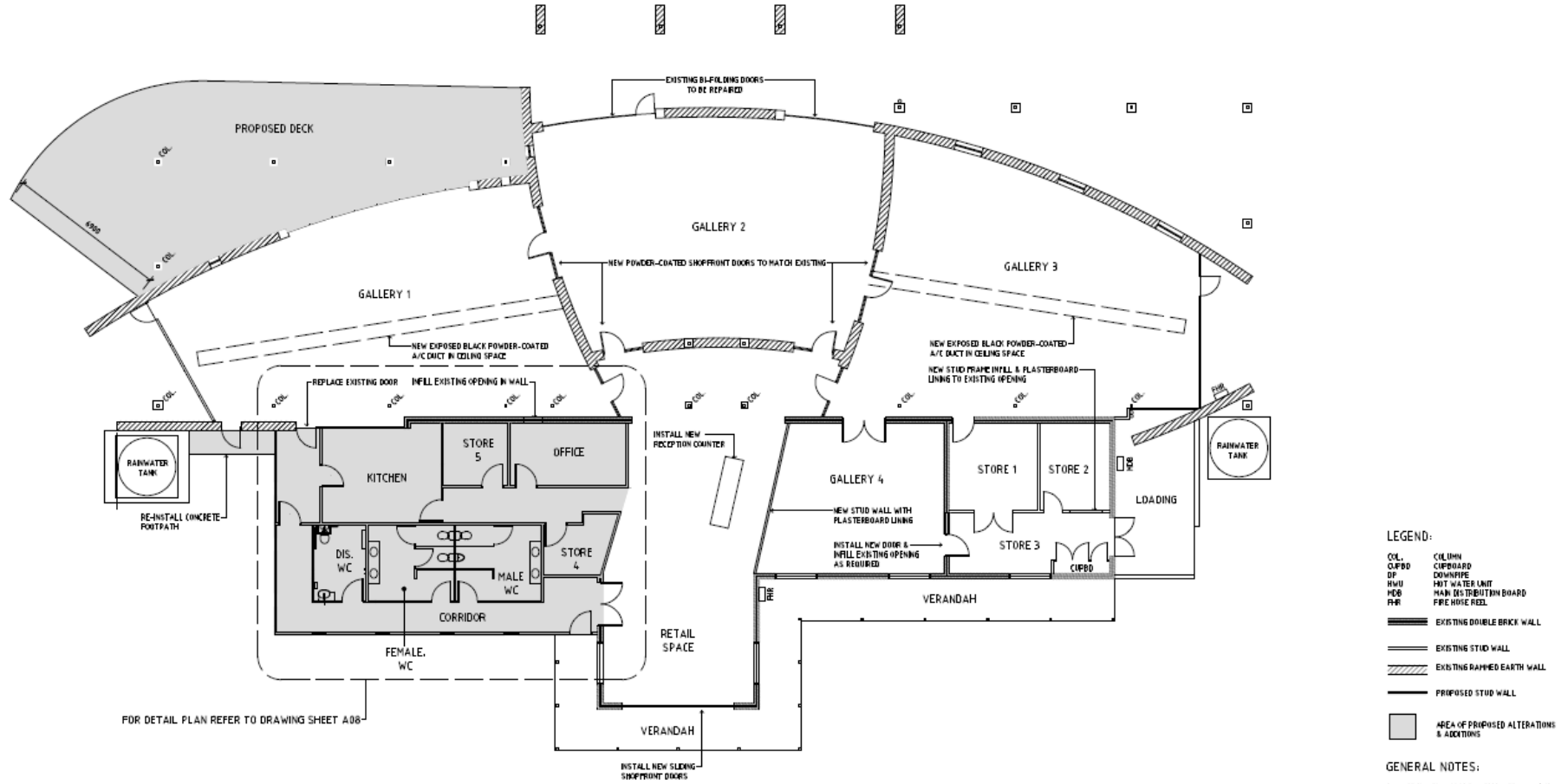
Council staff will now engage with stakeholders of the GCP with these draft plans, and subject to feedback, proceed with the development of design tender documentation and the digital and interactive technologies deliverables outlined in the budget.

<u>Principal Activity</u>	Sense of Place, Strategic Leadership
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	
<u>Delivery Program Actions</u>	1.3.9.1 Provide a museum, keeping place and cultural centre for Gilgandra and district which supports and develops a range of travelling and local exhibitions to attract diverse audiences. 1.3.9.2 Encourage aboriginal involvement in the Cooee Heritage Centre. 4.2.3.2 Apply for grants that assist Council to achieve identified projects

RECOMMENDATION

That Council endorse the Gilgandra Cultural Precinct upgrades, specifically the Coo-ee Heritgae Centre design elements, to progress to tender design development, subject to further stakeholder engagement.

N J Alchin
Director Corporate Services



PROPOSED FLOOR PLAN
SCALE 1:100 (A1) 1:200 (A3)

Cultural Precinct



Maintenance &
renewal of 8
windmills

Operational
windmill &
irrigation system

Observation deck

Upgrade of path
Signage

Solar farm

GILGANDRA SWIMMING POOL – CHLORINE SYSTEM AUDIT

SUMMARY

To report the recommendations from IXOM’s audit of the chlorine gas facilities at the Gilgandra Swimming Pool.

.....

An audit of the Gilgandra Swimming Pool chlorine system was undertaken by IXOM on 19 February 2020. The purpose of this audit was to:

1. Review facility against AS2927:2019 The Storage and Handling of Liquefied Gas
2. Identify the gaps in site installation, practice
4. Allow the facility to develop a roadmap to compliance

The audit included 98 recommendations to address significant gaps. These focused on the need for review and updating of current operating and handling procedures to address significant risks to the health and safety of the pool staff, patrons and the general public. The audit also identified the need to modify existing equipment including modification of the Chlorine facility and installation of a leak detection system, associated automatic shutdown system and the installation of a visual and auditory alarm system. Council has commenced development of a roadmap to compliance.

A copy of the audit report and the roadmap to compliance working document have been included as an attachment to this report. Council’s draft budget for 2020/21 includes an estimation of costs to complete the work required to ensure the pool systems meet the required standards.

<u>Principal Activity</u>	Asset Management & Service Delivery
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	As estimate of \$42,000 has been included in the budget estimates for 2020/21
<u>Delivery Program Actions</u>	6.1.2.2 Provide a Swimming Pool Facility

RECOMMENDATION

That the report be noted.

Jo Manion
Director Community Services

PLANT REPLACEMENT PROGRAM 2020/21

SUMMARY

To present the proposed 2020/21 Plant Replacement Program for consideration and adoption.

.....

The proposed 2020/21 Plant Replacement Program is detailed below. All figures are GST exclusive and based on today's estimates.

It is expected that individual figures will vary plus or minus throughout the replacement process, however the overall objective is to replace all items listed within the allocated funds. The available net changeover budget for 2020/21 is \$798,600.

Plant No.s	Plant Item Description	Estimated Purchase Price	Estimated Trade Value	Estimated Changeover Cost	Comments
MAJOR PLANT					
150	Streetsweeper	\$150,000	\$25,000	\$125,000	Refurbished replacement
136	Tipper Truck c/w hiab	\$150,000	\$30,000	\$120,000	
804	Sewer jetter	\$80,000	\$10,000	\$70,000	
010	Excavator	\$260,000	\$8,000	\$252,000	Trade old loader
				\$567,000	
LIGHT VEHICLES					
1058	Toyota Hilux ute	\$50,000	\$28,000	\$22,000	
1053	Ford Ranger ute	\$50,000	\$30,000	\$20,000	
1221	Toyota Fortuna wagon	\$50,000	\$30,000	\$20,000	
1047	Toyota ute	\$30,000	\$15,000	\$15,000	
1043	Toyota ute	\$50,000	\$12,000	\$38,000	
1220	Toyota Prado wagon	\$65,000	\$45,000	\$20,000	
1055	Toyota traybak	\$50,000	\$28,000	\$22,000	
				157,000	
MINOR PLANT					
600	Mower	\$25,000	\$5,000	\$20,000	Parks and Gardens
606	Mower	\$15,000	\$2,000	\$13,000	Cooee Lodge
	New trailer (Cooee)	\$15,000		\$15,000	
879	Pressure washer	\$10,000		\$10,000	
	Miscellaneous	\$10,000		\$10,000	
				\$68,000	

Aside from the above items there are various items that require replacement from other budgets as shown in the table below.

Plant No.s	Plant Item Description	Estimated Purchase Price	Estimated Trade Value	Estimated Changeover Cost	Comments
ITEMS FROM OTHER VARIOUS OTHER BUDGETS					
1307	Van	\$45,000	\$8,000	\$37,000	Youth Club
1412	Bus	\$150,000	\$30,000	\$120,000	Orana Lifestyles
1414	Bus	\$150,000	\$25,000	\$125,000	Community Care
1216	Sedan	\$35,000	\$15,000	\$20,000	Jack Towney
1217	Sedan	\$35,000	\$15,000	\$20,000	Jack Towney
1210	Sedan	\$35,000	\$5,000	\$30,000	Community Care
				\$352,000	

Principal Activity

Asset Management and Service Delivery

Policy Implications

Nil

Budget Implications

Budget allocation of \$798,600. In the Plant Replacement Program plus \$352,000 funded from other services.

Delivery Program Actions

6.1.2.08

Plant fleet maintained and updated to reflect needs.

RECOMMENDATION

That the 2020/21 Plant Replacement Program, as presented, be adopted.

Daryl Colwell

Director Infrastructure

LOCAL STRATEGIC PLANNING STATEMENT (LSPS)

SUMMARY

To advise changes to the *Environmental Planning & Assessment Act* in 2017 requiring NSW Councils to prepare and adopt a Local Strategic Planning Statement (LSPS) by June 2020.

.....

Essentially a LSPS sets out a 20-year vision for land use in the local area, the special character and values that are to be preserved and how change will be managed into the future.

The draft LSPS has been prepared with Department of Planning staff to ensure that it meets the necessary legislative requirements. Assessment of this draft by the Department of Planning has found it to be “generally consistent with the EP&A Act section 3.9, the Central West & Orana Regional Plan and the Departments LSPS Guideline.”

Once the Draft LSPS has been considered by Councillors, the plan will go on display for public feedback for 28 days. After this period any necessary changes will be made to the draft and the LSPS will return to the June Council meeting for final adoption.

Deadline for the LSPS to be adopted is June 2020.

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

RECOMMENDATION

That, pending feedback at the meeting, Council adopt the draft LSPS and place on public display for feedback for 28 days.

Lindsay Mathieson
Director Planning & Environment

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

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

.....

<u>Aged Care Committee</u>	7 May 2020
<u>Aged Care Committee (extraordinary)</u>	11 May 2020
<u>Disability Services Committee</u>	5 May 2020

Principal Activity Community Engagement

Policy Implications Nil

Budget Implications Nil

Delivery Program Actions

2.1.1.1
Offer opportunities for community members and groups to have input into strategic planning to ensure the community are informed and empowered

2.1.1.4
Recognise the importance of and encourage community members on to Council committees

AGED CARE

7 May 2020

PRESENT

Cr G Peart (Chairman)
Cr D Batten
Cr N Mudford
Cr N Wrigley
Mrs A Bunter
Mr P Mann

IN ATTENDANCE

Mr D Neeves (General Manager)
Ms Jo Manion (Director Community Services)
Ms N Rodway (Acting Manager Cooee Lodge)
Ms M Smith (Manager Community Care)
Ms D Gordon (Jack Towney Hostel Supervisor/HCP/CHSP Manager)
Mrs S Temple (Administration)

Proceedings of the meeting commenced at 5.00pm

APOLOGY

Mr M Cain

COMMITTEE'S RECOMMENDATION 9/20	Cr Mudford/ Mrs A Bunter
That the apology be accepted.	

ABSENT

Mrs R Frost
Mr B Malone

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 10/20	Cr Batten/ Cr Mudford
That the minutes of the meeting held on 12 February 2020 be confirmed.	

BUSINESS ARISING

Fire Tanks - Hydraulic Engineers met with Brian this week – slow progress due to COVID 19 shutdown.

Car parking – this issue and fire tanks need to be considered together – progressing slowly due to other projects.

Payroll tax – Cr Batten sent correspondence to MP Roy Butler who has forwarded this on. Mrs J Prout is preparing paperwork for Adam Marshall, Minister for NSW and Sam Caraway, MLC for this area.

REPORTS

QUARTERLY OPERATIONAL PLAN REVIEW AS AT 31 MARCH 2020

SUMMARY

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

Proceedings in Brief

- ACFI – additional resources have been dedicated to this as the daily figure should be higher. It was noted:
 - There will be an increase in ACFI funding from 1 March 2020
 - There are currently two ACFI's in progress which should increase funding significantly for those residents.
 - Many of our residents' care needs are increasing and there needs to be a comensurate increase in our daily average funding.
- Mirus roster is very labour intensive and another system is being considered for all of Council.
- Care Plans are incomplete with significant gaps. The Registered Nurse is dedicated to getting these up to date with the assistance of Mrs Kerry Butler.
- There is no waiting list for hostel beds post COVID 19.
- Interagency group is keeping a close eye on who is at risk in the community.
- There needs to be some thought given to when and how we consider new applications for accommodating residents. This will be considered as part of the roll back on restrictions imposed in response to COVID 19.

COMMITTEE'S RECOMMENDATION 11/20	Cr Batten/ Mrs A Bunter
That progress with the Operational Plan be noted.	

MARCH 2020 QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget Review report for the Aged Care facilities for the March 2020 quarter.

Proceedings in Brief

It was noted:

- Interest expenses – loan repayments - need to be adjusted to reflect correct amount.
- An explanation for Reserves for the new draft budget and what the reserves may be allocated for.
- An account is expected from the MPS for meals which has not yet been invoiced.
- Community Care figures are incorrect and these will be updated for the March quarter and presented to the next meeting.

COMMITTEE'S RECOMMENDATION 12 /20	Mr P Mann/ Cr Wrigley
That the March Quarterly Budget Review be noted and a report be presented to the next meeting with corrections for Community Care and Transport and a report of projected reserves at the 30 June.	

REVIEW STRUCTURE AND RECRUITMENT OF A MANAGER AGED CARE

SUMMARY

To advise of actions being taken to review the current administrative structure and recruit a Manager Aged Care.

COMMITTEE'S RECOMMENDATION 13/20	Cr Batten / Mrs A Bunter
That the report be noted.	

ONGOING MANAGEMENT AND RECOVERY

SUMMARY

To advise of actions being taken to review and update our business continuity planning including or recovery planning for aged care services

Proceedings in Brief

General Manager; Mr D Neeves complimented Cooe Management and Staff for their efforts in implementing increased infection control procedures within the Hostel.

COMMITTEE'S RECOMMENDATION 14/20	Mr P Mann/ Cr Wrigley
That the report be noted.	

GRANT AND RESOURCES ASSISTANCE

SUMMARY

To advise of actions being taken to augment financial losses associated with our response to the COVID 19 pandemic.

COMMITTEE'S RECOMMENDATION 15/20	Cr Mudford/ Cr Wrigley
That the report be noted.	

SERVICE UPDATE – COOEE LODGE HOSTEL

SUMMARY

To provide an update on activity within Cooe Lodge Hostel.

COMMITTEE'S RECOMMENDATION 16/20	Cr Batten / Mrs A Bunter
That the report be noted.	

SERVICE UPDATE – JACK TOWNEY HOSTEL

SUMMARY

To provide an update on activity with Jack Towney Hostel and including Home Care Packages and Commonwealth Home Support Programs.

COMMITTEE'S RECOMMENDATION 17/20	Cr Wrigley/ Cr Batten
That the report be noted.	

SERVICE UPDATE - COMMUNITY CARE

SUMMARY

To provide an update on the activity within Community Care.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

COMMITTEE'S RECOMMENDATION 18/20	Mrs A Bunter/ Cr Mudford
That the report be noted	

GENERAL BUSINESS

Draft Budget

Ms Jo Manion apologised for the draft budget report not being included in the business paper. It was determined to hold an extraordinary meeting via teleconference on Monday, 11 May 2020 at 5pm to consider the draft budget for 2020/21.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.12PM.

Cr G Peart
Chairperson

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

AGED CARE

11 May 2020 (Extraordinary)

PRESENT

Cr G Peart (Chairman)
Cr D Batten (Mayor)
Cr N Mudford
Cr N Wrigley
Mrs A Bunter
Mr P Mann

IN ATTENDANCE

Mr D Neeves (General Manager)
Ms Jo Manion (Director Community Services)
Ms N Rodway (Acting Manager Cooee Lodge)
Ms D Gordon (Jack Towney Hostel Supervisor/HCP/CHSP Manager)
Mrs S Temple (Administration)

Proceedings of the meeting commenced at 5.05pm

APOLOGY

Mr M Cain
Mr B Malone

COMMITTEE'S RECOMMENDATION 19/20	P Mann/Cr Batten
That the apologies be accepted.	

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

REPORTS

BUDGET 2020/21

SUMMARY

To present the draft budget for 2020 /21 for consideration and endorsement.

Proceedings in Brief

- In relation to the \$80k Capital item for patient-centred care software, it was explained that this software will replace the current manually written paperwork by entering data directly into electronic tablet technology and is marketed to free up staff time by some 10%. This system will assist with care planning and the new accreditation requirements for aged care. The system can also be extended for use in Jack Towney Hostel. It was suggested that the budget for Cooee Lodge Hostel be reduced from \$80 to \$70 k and that \$10k be redirected to the Jack Towney Hostel budget.

COMMITTEE'S RECOMMENDATION 20/20	Cr Batten/P Mann
That the Capital expenses at Cooee Lodge Hostel be reduced from \$80k to \$70k for software upgrade and that \$10k be included within the Jack Towney Hostel budget.	

- Budget allocation for fire protection measures has appeared over several budgets. It was noted that the relocation of the water tank and the hydraulic adjustments had now been determine. There is no firm deadline for completion of these works however it is important that the fire safety measures are met this coming financial year.
- The allocation to Hall-Capital- Cooee Villa Units of \$25k was queried. This was intended to be used for either hall or villa unit maintenance. The meeting requested that expenditure of this allocation be included in an overall maintenance and replacement plan for the Villas.

COMMITTEE'S RECOMMENDATION 21/20	Cr Batten/P Mann
1. That, upon endorsement of the draft budget with the following changes:	
<ul style="list-style-type: none">• Other Capital of Cooee Lodge Hostel software allocation be reduced from \$80k to \$70.• An additional \$10k be allocated to Jack Towney Hostel Capital allowance s a contribution to software for Jack Towney.• The \$25k Capital from the Villa Unit budget for Hall – Cooee Village be transferred to Capital Reserves.• That a report on a Maintenance and Replacement plan for the Villas and Cooee Village be prepared including the \$25k capital amount transferred to Capital Reserves.	
2. That Council seek grant funding to meet the costs of software upgrades for Jack Towney Hostel.	

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

QUARTERLY BUDGET REVIEW – COMMUNITY CARE

SUMMARY

To present the Quarterly Budget Review report for the Community Care Service for the period ending 31 March 2020.

COMMITTEE'S RECOMMENDATION 22/20	Cr Batten/P Mann
That the report be noted.	

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 5.41PM.

Cr G Peart
Chairperson

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

DISABILITY SERVICES COMMITTEE

5 May 2020

PRESENT

Cr D Batten (Chair)
Ms J Manion (Director Community Services)
Mr P Mann (Community Representative)
Ms Tracy Stevenson (Community Representative)
Ms L Townsend (Community Representative)
Cr D Naden
Cr S Baker
Ms Leonie Bacon (Client Representative)
Mrs Leah Bartlett (Client Representative)

IN ATTENDANCE

Mrs J Lummis (Manager Orana Living)
Mr M Hodge (Waste Operations Manager)
Ms K Gibson (Policy & Training Officer)
Mr D Neeves (from 4.05pm)

Proceedings of the meeting commenced at 4.02pm.

APOLOGIES

Nil

ABSENT

Nil

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 7/20	Cr Baker/P Mann
That the minutes of the meeting held on 4 February 2020 be confirmed.	

BUSINESS ARISING

Nil

REPORTS

OPERATIONAL PLAN REVIEW

SUMMARY

To present the Operational Plan review for Disability Services.

COMMITTEE'S RECOMMENDATION 8/20	Cr Baker/P Mann
That the Operational Plan review for the period ending 31 March 2020 be endorsed.	

QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget Review for Disability Services for the period ending 31 March 2020.

Proceedings in Brief

- It was noted that no provision has been made at this stage for COVID19 related expenses but that an activity number has been initiated to monitor COVID related expenditure.
- It was noted that Sundry expenses includes rent paid for 14 Wamboin Street to Family and Community Services

COMMITTEE'S RECOMMENDATION 9/20	Cr Naden/Cr Baker
That the Quarterly Budget Review for Disability Services for the period ending 31 March 2020 be endorsed.	

BUDGET 2020/21

SUMMARY

To present the draft budget for 20/21 for consideration and endorsement.

Proceedings in Brief

The Mayor advised he had raised a few questions with the Director Community Services prior to the meeting in relation to Orana Living and these were addressed:

- Contract income (NDIS payments from individual) - reflects increased efficiency in administration

- The increase in expenditure reflects additional staff in response to the COVID-19 pandemic.
- Service User fees – 19/20 budget figure \$557k with \$442k to date yet next year's budget for 20/21 is reduced to \$442. Noting that contract income has increased, the logic of this figure was queried. It was noted the Director Corporate Services would provide this information to the Director Community Services and this will be communicated to the committee via email.
- Internal Management Fee increase of 25% reflects installation of internet and anticipated increase in marketing.

It was noted that Orana Living budgets have been conservative in past years, however this year is aligned to the situation.

Carlinda

- Capital Expenses includes an amount set aside for repair of press (hopefully by end of June) with longer term plans to replace the press noted.

COMMITTEE'S RECOMMENDATION 10/20	P Mann/T Stevenson
That the draft budget for 2020/21 be endorsed.	

ONGOING MANAGEMENT AND RECOVERY

SUMMARY

To advise of actions being taken to review and update our business continuity planning including or recovery planning for disability care services.

Proceedings in Brief

The Director Community Services noted the intent to use this situation to assist with future business continuity decisions and advised the difficulty in predicting the additional expenses created by meeting COVID-19 guidelines.

COMMITTEE'S RECOMMENDATION 11/20	P Mann/T Stevenson
That the report be noted.	

SERVICE REPORT – ORANA LIVING

SUMMARY

To present a service report for Orana Living.

Proceedings in Brief

The Manager Orana Living advised the residents were enjoying online Zumba sessions and online meetings with family.

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

COMMITTEE'S RECOMMENDATION 12/20	Cr Baker/Cr Naden
That the report be noted.	

SERVICE REPORT – CARLGINDA ENTERPRISES

SUMMARY

To present a service report for Carlginda Enterprises.

COMMITTEE'S RECOMMENDATION 13/20	L Townsend/Cr Naden
That the report be noted.	

CLIENTS' REPORT

SUMMARY

To present a report from the Clients' representatives.

COMMITTEE'S RECOMMENDATION 14/20	L Bacon/L Bartlett
That the report be noted.	

GENERAL BUSINESS

Poppies

The efforts of clients, particularly to Leah and Wayne, in creating the poppies for ANZAC Day was acknowledged.

COMMITTEE'S RECOMMENDATION 15/20	P Mann/T Stevenson
That Council acknowledge the efforts of Orana Living Clients by way of a letter from the Mayor in respect of the poppy displays at the War Memorial and around town.	

Reports

The Director Community Services noted that the reports from the Orana Living Manager and Waste Operations Manager do not reflect the effort that was required to reconfigure daily operations within Orana Living and Carlginda Enterprises due to COVID-19 and congratulated both Managers on the way these changes were implemented.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.33PM.

Doug Batten
Chairman

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

RECOMMENDATION

That the above listed Committee minutes be adopted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

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 2020.
2. Certificate of Bank Reconciliation - Month of April 2020.
3. Details of investments as at 30 April 2020 (Local Government Financial Management Regulation No. 19).

CASH BOOK BALANCE AS AT	31-Mar-20	\$4,734,633.37
Plus: Receipts		\$2,025,958.99
Less: Payments		<u>\$4,022,848.36</u>
CASH BOOK BALANCE AS AT	30-Apr-20	<u><u>\$2,737,744.00</u></u>

STATEMENT BALANCE AS AT	31-Mar-20	\$5,013,428.13
Plus: Receipts		\$1,982,483.42
Less: Payments		<u>\$4,029,939.02</u>
STATEMENT BALANCE AS AT	30-Apr-20	<u><u>\$2,965,972.53</u></u>

Plus: Unpresented Receipts		\$2,985.89
Less: Unpresented Payments		<u>\$231,214.42</u>
RECONCILED BALANCE AS AT	31-Mar-20	<u><u>\$2,737,744.00</u></u>

Cashbook balance as at 30 April 2020:	\$2,737,744.00
Investments held as at 30 April 2020:	<u>\$25,045,203.15</u>
Total Cash & Investments Held as at 30 April 2020:	<u><u>\$27,782,947.15</u></u>

The bank balances in each of the funds as at 30 April 2020 are:

General Fund	\$12,860,294.30
Water Fund	\$2,482,595.27
Sewer Fund	\$1,578,301.20
Orana Living	\$2,976,374.70
Carlginda Enterprises	\$441,878.41
Cooee Villa Units	\$1,349,567.16
Cooee Lodge	\$4,769,272.30
Jack Towney Hostel	\$924,297.30
Trust Fund	\$400,366.51

Balance as per Total Cash & Investments Held: \$27,782,947.15

Details of Council's investments are as follows:

(a)	\$1,000,000.00	For 365 days @	1.70%	Due on 11-Dec-20	With AMP Bank
(b)	\$1,000,000.00	For 365 days @	1.45%	Due on 10-Mar-21	With AMP Bank
(c)	\$500,000.00	For 182 days @	1.80%	Due on 08-May-20	With AMP Bank
(d)	\$1,500,000.00	For 189 days @	1.90%	Due on 05-Jun-20	With AMP Bank
(e)	\$1,000,000.00	For 365 days @	1.70%	Due on 27-Jan-21	With AMP Bank
(f)	\$1,000,000.00	For 182 days @	1.80%	Due on 13-Aug-20	With AMP Bank
(i)	\$500,000.00	For 184 days @	1.20%	Due on 03-Sep-20	With Bendigo
(j)	\$1,000,000.00	For 183 days @	1.50%	Due on 06-Jun-20	With Bendigo
(k)	\$1,500,000.00	For 213 days @	1.55%	Due on 04-Aug-20	With Bendigo
(l)	\$500,000.00	For 183 days @	1.55%	Due on 04-Oct-20	With Bendigo
(m)	\$500,000.00	For 214 days @	1.45%	Due on 11-Nov-20	With Bendigo
(n)	\$1,000,000.00	For 122 days @	1.65%	Due on 17-Jul-20	With Macquarie
(o)	\$2,000,000.00	For Days @	1.70%	Due on 15-Dec-20	With Macquarie
(p)	\$1,000,000.00	For 122 Days @	1.60%	Due on 17-Aug-20	With Macquarie
(r)	\$1,000,000.00	For 183 Days @	1.70%	Due on 02-Oct-20	With MCU
(r)	\$500,000.00	For 182 days @	1.55%	Due on 06-May-20	With IMB
(s)	\$1,000,000.00	For 182 days @	1.40%	Due on 25-Sep-20	With IMB
(t)	\$1,000,000.00	For 182 days @	1.55%	Due on 20-May-20	With ME Bank
(u)	\$1,500,000.00	For 365 days @	1.50%	Due on 15-Dec-20	With ME Bank
(v)	\$500,000.00	For 182 days @	1.55%	Due on 27-Jul-20	With NAB
(w)	\$2,000,000.00	For 120 days @	1.40%	Due on 30-Jun-20	With NAB
(x)	\$1,000,000.00	For 120 days @	1.58%	Due on 27-May-20	With NAB
(z)	\$1,000,000.00	For 182 days @	1.60%	Due on 20-Jul-20	With NAB
(1)	\$500,000.00	For 152 Days @	1.60%	Due on 06-Sep-20	With NAB
(2)	\$1,045,203.15		0.30%	At Call	With TCorp
Total Investments: \$25,045,203.15					

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

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

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<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>September 2017</u>		
264/17	Mudfords Road	Still awaiting response from the Minister.
<u>March 2018</u>		
55/18	Flora Reserve	Local service clubs, community organisations and interested individuals to be canvassed for their willingness to provide assistance following creation of a plan of management for the site.
<u>June 2018</u>		
126/18 248/18	Rising Sun Structure	Project with CSU students (cost estimate/design) Report to future meeting
<u>February 2019</u>		
7/19	Possible land exchange	Offer not accepted
16/19	Ecotourism/Geotourism Accommodation project	To be further considered as time permits
<u>September 2019</u>		
178/19	Gilgandra Industrial Estate	This matter has been followed up and the development is proceeding
<u>November 2019</u>		
246/19	Tooraweenah CWA – Telstra Tower	Details of the NSW Governments Digital Connectivity programs has not been forthcoming, report to future meeting

December 2019

263/19 Electric Vehicle Fast Charging Station Progressing

February 2020

18/20 Local Strategic Planning Statement Report to this meeting

March 2020

38/20 Local Heritage Advisor Report to this meeting

April 2020

47/20 Specialist Disability Accommodation Contracts signed, work to commence shortly

48/20 Bawrunga Medical Service Advice of Council's decision conveyed to Manager

49/20 Gilgandra Caravan Park Advice of Council's decision conveyed to lessee

50/20 Netwaste – recycling contract Lindsay

55/20 Streetlight upgrade Project being finalised

63/20 Drought Communities Programme Community groups advised of Council's decision

64/20 Shire Signage Survey open

66/20 Water Restrictions Media release issued; further Public notification via facebook and radio

DEVELOPMENT APPLICATIONS

The following development applications were approved during April 2020:

DA Number	Received	Applicants Name	Application Description of Work	Property Address	Decision	Development Value
2020/333	04/03/2020	Kilby	Subdivision	Ostlers lane	Approved	\$5000
2020/336	26/03/2020	Harvey	Coffee/Gift shop	Aimee street Tooraweenah	Approved	-
2020/338	21/04/2020	Chandler	Change of use	Station street	Approved	-
2020/339	21/04/2020	Tuena	Residence/shed	Thompsons Lane	Shed Approved	\$400,000

April
Total 2020 **\$405,000**
\$976,500

Applications under assessment

- DA2020/334 – Jack Towney Hostel, extensions/On hold
- DA2020/335 - Freight Transport Facility
- DA2020/339 - Residence
- DA2020/342 - Subdivision

APRIL 2020

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2020/339	9	0	9	7	0	7
2020/336	36	0	36	26	0	26
2020/333	58	35	23	42	25	17
2020/338	10	0	10	8	0	8

Summary Statistics	
No of Applications	4
Total Actual Days	113.00
Mean Actual Days	28.25
Mean Stopped Days	8.75
Mean Total Days	19.50
Mean Work Days	20.75
Mean Work Stop Days	6.25
Mean Total Work Days	14.50
Median Actual Days	23.00

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 19 MAY 2020

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

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Documents mentioned are available upon request for any interested Councillors.

1. **ORANA JOINT ORGANISATION**

Minutes of the extraordinary meeting held on 24 April 2020 (attached)

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager